

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
July 21, 2014

The Steuben County Commissioners met at 8:30 a.m. on Monday, July 21, 2014 in the Commissioners Room of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Loretta S. Smart. Also present were Donald Stuckey, County Attorney, Kim Koomler, Steuben County Auditor and Ruth Beer, County Councilwoman.

Loretta Smart made a motion to approve the claims submitted for payment this day totaling \$193,955.16. James Crowl seconded and the motion carried with three (3) ayes.

On the July 7, 2014, minutes, Ronald Smith brought a paragraph at the bottom of page three (3) to James Crowl's attention, due to him being absent at the last meeting. Ronald Smith stated that at the last meeting the Commissioners moved to encumber the \$200,000.00 from the 2014 budget to the 2015 budget for the Maple Street Project.

Loretta Smart made a motion to approve the minutes from the July 7, 2014, Commissioners Meeting. Ronald Smith seconded that motion and that motion carried with two (2) ayes with one (1) abstention.

James Crowl made the motion to sign the minutes from the June 16, 2014, Commissioners Meeting for the index book. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

The Steuben County Community Foundation submitted an update letter on the progress of iMAN activities. The Commissioners took the letter under advisement until more information is received.

The Commissioners reviewed submitted claims from Julian Earthwork in the amount of \$10,000.00 and R&C Fence in the amount of \$3,500.00. Ronald Smith stated that these will need to be paid from the CEDIT fund, County Park Improvements, 1112-000-4000.01. James Crowl made the motion to pay the Julian Earthwork and R&C Fence claim from CEDIT 1112-000-4000.01. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

The Commissioners reviewed the Kone Annual Safety Inspection Test proposal. Loretta Smart made a motion to accept the proposal from Kone for the Annual Safety Inspection Test proposal. James Crowl seconded that motion and the motion carried with three (3) ayes.

Nicci Upp, Payroll, submitted the 2015 holiday schedule for approval. James Crowl made a motion to approve the 2015 holiday schedule. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

The Commissioners discussed setting the salary for the new Highway Superintendent. The range listed on the job description was between \$42,571.00 and \$46,197.00. Loretta Smart made a motion to set the Highway Superintendent's salary at \$43,500.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kristy Clawson, Emergency Management, submitted her salary grant agreement for approval. Ms. Clawson stated that she has completed all of her qualifications and state assessments and due to that, half of her salary will be paid by this grant. Ms. Clawson stated that it is the same grant agreement from previous years. James Crowl made a motion to approve the salary grant agreement. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that Region IIIA has selected a new director. He stated that the new director will be coming in to introduce herself and speak with the Commissioners.

Ronald Smith also stated that he attended the Mayor's and Commissioners' Caucus last Wednesday. He stated that he thought every county was represented. Commissioner Smith stated that the meeting was about the business personal property tax reduction process and they are requesting that the caucus be allowed to speak to the Summer Study Committee. Ronald Smith stated that some of the statistics include: Topeka would lose 71% of its

revenue, DeKalb Eastern Schools would lose 28% of their income and Angola would lose in excess of \$1,000,000.00. He stated that they have chosen to take a stand to oppose what is known as "the race to the bottom." Ronald Smith said the Northeast Indiana Chamber of Commerce Representative was present at the meeting and he stands with the Caucus. Ronald Smith said that Steuben County is not in favor of the business personal property tax reduction.

Ronald Smith stated that he attended the last Airport Board Meeting. He stated that they worked through their issues. They took care of some issues and are still working on others. The pilots appreciated him showing up and he feels that this is a new step towards cooperation and communication between the Board of Commissioners of Steuben County and the Aviation Board of Commissioners.

Chad Hoover, GIS, came to the Commissioners regarding a request that was made by a covered person requesting that their address be removed from the public property database. Mr. Hoover said he came to the Commissioners a year ago and at that time a policy was set to not remove people's names from the database. Mr. Hoover stated that he wants clarification as to what policy he's supposed to be following. He stated that he's received approximately twenty (20) requests from people wanting their names removed. Mr. Hoover said he's always given them a copy of the minutes from last August that stated the Commissioners were not going to remove names from the website.

Mr. Hoover said that he had written up an ordinance including what is needed from the people to remove their names. He said that he needs all the tax ID numbers of the properties owned and not their names. He also stated that within that ordinance people would have to sign it and acknowledge that the information will still be available in the building, on Google and on the Department of Local Government Finances website. He also said it needs to be acknowledged that if someone has a login to the GIS website, the information they wanted removed, will be available.

Donald Stuckey, County Attorney, stated that the last covered person that submitted a request to have his information removed had received a credible death threat. Mr. Stuckey stated it is up to the Commissioners to decide what the policy is going to be and a more specific policy may be needed. Donald Stuckey stated that he will work on a more specific policy and submit it to the Commissioners at the next meeting. Chad Hoover said, that at a minimum, he'd like the form listing the tax ID numbers included. Chad Hoover was told that if more requests are received, he can tell them that it has been put on hold and not to grant them. If the covered person feels uncomfortable with that, they can come to the Commissioners.

Chad Hoover, GIS, informed the Commissioners that Schneider is starting new photos for 911 next week or the first part of August. They will be taking pictures of every home in the county and public notice is scheduled to be published. Mr. Hoover stated that he wasn't sure how long it would take, it just depends on if they can get more than two (2) people to take the photos. He stated that the contract was for 24,000 photos and the last time this was done was in 2001.

Jessica Kristin, Education & Training Coalition, presented an award, designating the county as an Indiana College Success County, to the Commissioners. She stated that on June 9, 2014, the Coalition went to the State House and received the award. Ronald Smith stated that the Commissioners will talk to the Highway Department about placement of the sign. James Crowl asked if they would like to see the sign placed in a specific spot. Ms. Kristin stated that the corridor coming from I-69, on US 20, was a thought; however, she's aware that it is a state highway and may be difficult to get the sign placed in the right of way. Ms. Kristin also stated that more signs can be purchased for \$250.00 if there are multiple places the Commissioners would like to put them. Ronald Smith asked Ms. Kristin to get together with Jennifer Sharkey, County Engineer, to try to find an area to place the sign.

Ms. Kristin stated that there are six (6) members on her team that include Tyler Benner from Trine University, Sue Essman from the City of Angola, Jack Vrana from Angola High School, herself from the EDC, Breann Fink from the Literacy Coalition and Jacqui Gentile with the Community Foundation.

Rick Meyers, Annex Maintenance, came to the Commissioners regarding the Annex flag pole lighting. Mr. Meyers submitted two (2) quotes, one from Garman Electric and one from Clear Lake Electric. Loretta Smart made

the motion to accept the low quote from Garman Electric, in the amount of \$653.00, to be paid from CAGIT 1110-000-3000.39. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Myers also came to the Commissioners regarding the air conditioning in the Annex for 911/Communications. He stated that he got a quote from Armstrong's Heating & Air Conditioning and he tried to get a quote from Master's; however, Master's doesn't want to repair the air conditioning, they rather replace it. James Crowl made the motion to approve the quote from Armstrong's Heating & Air Conditioning in the amount of \$4,245.60, to be paid from Cum Cap 1138-000-4000.15. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Deb Rodriguez and Jenalee Dean, with Washington National Insurance, came to the Commissioners with an informational presentation on employee benefits. Ms. Dean stated that Washington National is based out of Carmel, Indiana and they offer a lot of affordable policies, including cancer policies, supplemental life insurance and active care policies (Alzheimer's, deafness, blindness, organ transplant, etc.). The Commissioners took the information under review.

Todd Pfafman, Community Corrections, came to the Commissioners on behalf of Brett Hays, with a Delta T invoice for the repairs to the Community Corrections air conditioning. Mr. Hays is requesting that the Commissioners pay for half of the invoice. The Commissioners were not aware of the work that was done on the air conditioner, or that they were going to be asked to pay for half the bill. Ronald Smith stated that it would be best if the Commissioners were informed when requests like this may be made; however, the Commissioners understand why they went ahead to have the air conditioning repaired. Loretta Smart made the motion to pay half of the Delta T bill, in the amount of \$560.78, from Cum Cap 1138-000-4000.15. James Crowl seconded that motion and the motion carried with three (3) ayes.

Todd Pfafman also submitted a request to order computer supplies from Amazon, in the amount of \$38.95, using the Commissioners' credit card. James Crowl made the motion to allow Brett Hays to use the Commissioners' credit card for the purchase from Amazon. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Todd Pfafman also submitted a request to order items from the Carey Group, in the amount of \$615.00, using the Commissioners' credit card. Mr. Pfafman stated that the \$615.00 is going to be split between Community Corrections and the Probation Department. Loretta Smart made the motion to allow Brett Hays to use the Commissioners' credit card for the purchase from Amazon. James Crowl seconded that motion and the motion carried with three (3) ayes.

Todd Pfafman also came to the Commissioners for official permission to swap the 2009 Chevrolet Impala, currently used by Community Corrections, for the 2008 Ford Expedition, which the Sheriff's Department has de-commissioned. James Crowl made the motion to allow Community Corrections to de-commission the 2009 Chevrolet Impala and to use the 2008 Ford Expedition that was previously de-commissioned by the Sheriff's Department. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Bill Harter, Coroner, submitted Memorandums of Understanding with the five (5) funeral homes for transportation costs, for approval and signatures. Mr. Harter stated that he sat down with Kim Koomler and Lori Hickey and they changed the wording so the agreement expires on December 31, 2016, instead of having a yearly agreement. Mr. Harter said that nothing has changed as far as the costs, just the wording to carry the agreements through 2016. Loretta Smart made the motion to approve the Memorandums of Understanding with the five (5) funeral homes. James Crowl seconded that motion and the motion carried with three (3) ayes.

Bill Harter also updated the Commissioners on the cases for 2014. He said that Steuben County is at forty-six (46) cases for the year, thirteen (13) ahead of last year at this time. Last year's total was thirteen (13) autopsies and right now for 2014, Steuben County is at nine (9).

Gary Fair, Community Center Building Manager, & Katie Knisely, County Nurse, came to the Commissioners with a quote for a new air conditioning unit for the Health Department Shot Room. Mr. Fair stated that the Health Department's Shot Room, where the vaccines are stored (approximately \$20,000.00-\$30,000.000), is

not staying cool enough. The State of Indiana requires that the vaccines stay at a certain temperature and during the weekends the room is getting too hot. Mr. Fair stated that in order to keep that room cool enough, he has been turning the air conditioning on during the weekends; however, he cannot just cool the Shot Room only, he has to cool the entire building. Mr. Fair said it was determined that the best way to fix the problem would be to put a supplemental air conditioning unit on the roof above the Health Department to cool the shot room and the shot room waiting room only.

Katie Knisely, County Nurse, stated that there is a certain temperature range for both the commercial vaccine refrigerator and for the small vaccine freezer. Ms. Knisely stated that on two (2) different occasions, as it gets warmer in the summer, on Monday mornings the temperatures are out of the required range. She stated that when the temperatures get out of range, the Health Department has to call the State of Indiana and report the temperatures. She said that depending on how long the temperatures have been out of range or how far the temperatures are out of that range, all of the vaccines could be wasted. Ms. Knisely stated that, due to the temperature fluctuation, Steuben County could lose the right to have the vaccine on premises and provide them to members of the community. Katie Knisely stated that there was a doctor's office in Fort Wayne that got their vaccines suspended and are no longer allowed to give the vaccines until they fix the problem and make sure the vaccines don't go out of the temperature range.

Gary Fair stated that the room has to stay locked all the time and that maintenance staff does not have access to the room, so leaving the door open for ventilation or moving the vaccines to an unsecured area is not an option.

Loretta Smart asked if this supplemental air conditioning unit on the roof was the only option. Gary Fair stated that on Friday at 8-8:30 p.m. the entire system shuts down and doesn't come back on until 6:00 a.m. on Monday morning unless he overrides it and turns it back on. Mr. Fair stated that a window or portable air conditioning has to be vented which leaves the room or the window open and the Shot Room has to be secured.

Gary Fair stated that not only is this an air conditioning unit, but it is also a heating unit. He said that the plan was to include the Shot Room and the Waiting Room. Mr. Fair stated that when some people get vaccinations they have a problem with the temperature being over 70-72 degrees and they have a tendency to pass out. He stated that if the Waiting Room and the Shot Room could be kept around 68 degrees that would be ideal and possibly prevent people passing out.

Loretta Smart suggested a window air conditioner coupled with high velocity fans instead of a new supplemental air conditioning unit on the roof.

Gary Fair stated that the supplemental roof top air conditioner is a permanent fix and a window air conditioner is a temporary fix. James Crowl stated that something needs to be done fairly quickly due to having problems this summer already.

Ronald Smith stated that he has talked to Gary Fair about this and the possibility of losing access to the vaccines cause this to be a critical issue that needs to be dealt with. Ronald Smith stated that he's leaning toward a more permanent fix as opposed to a temporary fix. Gary Fair stated that he will have two (2) quotes by the end of the week and he's waiting on the sheet metal company to submit their final numbers. He said that the roofing, electrical and HVAC companies are already involved as well.

James Crowl made a motion to approve the not to exceed \$14,000.00 quote, to be paid from Cum Cap. 1138-000-4000.15. Ronald Smith seconded the motion and the motion carried with two (2) ayes.

Gary Fair also spoke to the Commissioners regarding the parking lot repairs and resurfacing. Mr. Fair stated that he has three (3) quotes for submission. The Commissioners requested Gary Fair to get the bids to them during today's meeting. Mr. Fair later came into the meeting with a hand written note stating he will get the updated bids to the next meeting on August 4, 2014.

Zach Bernauer, with Liberty National, came to the Commissioners with information on employee benefits. Mr. Bernauer stated that Liberty National's rates for all products are set in stone and they never change. He also

stated that one of the new changes to the term policy is that grandchildren can now be covered under the policy and the newest policy can be paid up at the age of 65. Mr. Bernauer also stated that employees don't have to purchase a policy on themselves to purchase coverage on their spouse, children or grandchildren. Ronald Smith asked Mr. Bernauer to submit information for the Commissioners to review.

Representatives from Zip Spider, Amza Nemire, Wireless Specialist, and Del Smith, Office Manager, came to the Commissioners to speak about the internet at the new Community Building at the County Park. Mr. Nemire said that Zip Spider has been around for about a year and a half and is still growing rapidly. Swick Broadcasting, Zip Spider's parent company, needed a reliable source of internet which wasn't available in this area. Mr. Nemire said they own their own proprietary network and Zip Spider is able to provide special packages at reduced costs. Mr. Smith stated that Zip Spider has equipment on radio towers that broadcast a wireless signal and then a receiving antenna is installed on the property to receive the data from one of the towers. Mr. Smith stated that the County Park has a direct line of sight to the main hub station at WLKI and they can get perfect service from Zip Spider. Mr. Nemire said he would just have to install an antenna pointed directly at the tower and Zip Spider would be able to provide service that is comparable to fiber for a significantly lower cost.

Mr. Smith stated that for basic installation for a business the estimated installation charge is only \$150.00. Loretta Smart asked for clarification on the charge. Mr. Smith stated that is for the total installation for one building. Mr. Nemire said that if the county would be looking at providing internet to buildings throughout the area, that would be an additional \$6.95 a month but the initial installation of the equipment would have to be paid for as well. Mr. Nemire said that there would be an installation charge for each receiver.

Tami Sumney, IT Director, stated that she's not sure exactly what is to be housed in the new Community Building due to the changes that have been made. Ronald Smith stated that as of right now, unless something changes, county services may not be needed at the Community Building. Commissioner Smith stated that fiber would cover the campground and the Highway Building and any other buildings that would need county services. Ms. Sumney stated that if no fiber is installed, the County Highway Department would not be offered county services. Mr. Smith stated that Zip Spider can definitely get something out to the campground. Tami Sumney said that the campground can be separate, but if county services were needed at the proposed Community Building, the only way that could happen would be through a point to point fiber connection.

James Crowl told the representatives from Zip Spider to talk to Tami Sumney and Eric Ditmars and find out how many people at the campground actually want the internet. Mr. Nemire said that a multi-point wireless system could be installed which was just done for the Lake James Public Access. He said that they installed an antenna pointing at the tower and then put up a repeater that distributes internet.

Ronald Smith asked Tami Sumney, weighing the cost factor and the necessity, if she had any advice for the Commissioners. Tami Sumney said that her advice would be, if no county services are needed, to go ahead and do wireless; however, connectivity to the County Highway Barn will be lost. Ms. Sumney stated that the County Highway is running on a very old phone service, phone system and computers and an upgrade will be needed eventually. She said that they could wait until iMAN would have another reason to install fiber in that area in maybe four (4) or five (5) years and then hook up to the fiber.

James Crowl stated that the camping season is half over, so nothing is going to be done until next spring, and work can be continued on this. Ronald Smith stated that the Commissioners are very much interested; the options just need to be weighed. The Commissioners advised the Zip Spider representatives to get with Tami Sumney and Eric Ditmars.

Donald Stuckey, County Attorney, opened up the sealed salt bids from Detroit Salt Company, Morton Salt Company, North American Salt Company and Cargill Deicing. Detroit Salt Company's bid was for \$78.21 per ton for 2,000 tons. Morton Salt Company submitted a letter with no bid. North American Salt Company's bid was for \$103.00 per ton, delivered. Cargill Deicing Technologies submitted a letter with no bid. All the bids were given to Jennifer Sharkey, County Engineer, for further review. Ronald Smith asked Ms. Sharkey to inquire as to why Morton Salt did not bid.

Jennifer Sharkey, County Engineer, introduced Joe Fragomeni and Ryan Cummins, lead inspector for the bridge inspection project, from American Structurepoint, to the Commissioners. Mr. Cummins addressed the Commissioners on the bridge inspections. He stated that they have updated the database that INDOT requires and have submitted a report to them at the end of June. That report is currently under a sixty (60) day review period that INDOT requires and the final report will be submitted to INDOT the end of August or beginning of September, once the review is completed.

Jennifer Sharkey, County Engineer, stated that she did some investigation and a traffic study on 450 W. In a 48 hour period, after the holiday traffic, there were roughly 70-80 trucks passing through the area. Ms. Sharkey said that the counters were set up between Lane 100 or 101 Lake Pleasant and the Michigan State Line. She stated that trucks were either entering or exiting the State of Michigan causing heavy truck traffic. Ms. Sharkey stated that she has prepared a No Thru Truck Ordinance for that area. Loretta Smart made the motion to approve the first reading on Traffic Ordinance No. 2148. James Crowl seconded and the motion carried with three (3) ayes.

**Second and Third Readings
Steuben County, Indiana
Traffic Ordinance No. 2148**

Thereupon, County Commissioner, James Crowl, moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, that second and third readings of Steuben County Traffic Ordinance No 2148, for final passage and adoption of said Ordinance at this meeting without reading the said Ordinance in full but reading the title only. This motion was seconded by Loretta Smart and was on the call of the roll adopted by the following vote:

<u>Ayes</u> 3	<u>Nays</u> 0
------------------	------------------

Under the suspension of the regular rules, County Commissioner, Loretta Smart, then moved that the Ordinance be read for the second and third readings by title only and thereby be ready for passage and final adoption in this meeting. This motion for the second and third readings for final passage and adoption of said Ordinance was seconded by James Crowl and on the call of the roll was adopted by the following vote:

<u>Ayes</u> 3	<u>Nays</u> 0
------------------	------------------

The County Auditor then read aloud the title of said Ordinance for the second and third readings. Thereupon, County Commissioner, Loretta Smart, moved for final passage and adoption of the Ordinance in full applicable regulations to establish such Ordinance. This motion for final passage and adoption was seconded by James Crowl and on the call of the roll adopted by the following vote:

<u>Ayes</u> 3	<u>Nays</u> 0
------------------	------------------

The President of the Steuben County Commissioners, Ronald L. Smith, declared publicly Traffic Ordinance No. 2148, to have been duly passed and adopted. Thereupon, said Ordinance was signed by all members of the County Commissioners present and attested by the County Auditor. Traffic Ordinance 2148 with original signatures is on file in the Auditor's office. Traffic Ordinance No. 2148 reads as follows:

Traffic Ordinance No. 2148

Whereas the Steuben County Commissioners have caused a traffic study to be made over and along County Road 450 West from State Route 120 to the Michigan state line, all in Steuben County, Indiana, and whereas, the Steuben County Commissioners have determined it is in the best interest of the health and safety and general welfare of the public traveling over and along County Road 450 West from State Route 120 to the Michigan state line, all in Steuben County, Indiana, that this facility be declared as NO THRU SEMI-TRUCK & TRAILERS OR COMMERCIAL VEHICLES EXCEPT LOCAL DELIVERY VEHICLES.

Therefore, Be It Ordained That:

County Road 450 West from State Route 120 to the Michigan state line, all in Steuben County, Indiana,

shall be declared as NO THRU SEMI-TRUCK & TRAILERS OR COMMERCIAL VEHICLES EXCEPT LOCAL DELIVERY VEHICLES.

Violations of this ordinance shall be charged by a traffic summons issued by any police officer having traffic enforcement jurisdiction in Steuben County, Indiana. The Prosecuting Attorney for Steuben County, Indiana, is authorized to prosecute any violation. The courts of Steuben County, Indiana, having general traffic jurisdiction shall be empowered to process such charges as violations of the law as are all other traffic violations of the Indiana Code and like penalties shall

be imposed as set forth in the Indiana Code for any violation, however, any fine is not to exceed FIVE HUNDRED DOLLARS, (\$500.00).

This ordinance shall become effective after the third reading and publication of this ordinance as required by law.

DATED: July 21, 2014

First Reading: 7-21-14
Second Reading: 7-21-2014
Third Reading: 7-21-2014

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, South District
James A. Crowl, Middle District
Loretta S. Smart, North District

Attest: Kim Koomler, Steuben County Auditor

Ronald Smith stated that he wants to make sure that the farm traffic still has the right to use that route and it's the thru and/or commercial traffic that is restricted from using that route.

Jennifer Sharkey updated the Commissioners on the 200 W/200 N Intersection Project. She stated that she received a hard copy of the tentative rescinded memo that was provided to Donald Stuckey, which was then passed on to the property owner. Donald Stuckey stated that he sent it to Mr. Neuenschwander and he's waiting for a response. Mr. Stuckey stated that he will call Mr. Neuenschwander this week. Ms. Sharkey said that they have advertised for the construction inspection and she anticipates great interest in that. She stated it was advertised and the due date is August 18, 2014, at 4:00 p.m., to the Auditor's Office.

Ms. Sharkey also submitted an invoice from Donahue/Herceg in the amount of \$2,477.08. James Crowl made a motion to approve that invoice. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey updated the Commissioners on the bike trail. She stated that the entrance at Menards will require a pedestrian signal and she is still waiting to hear what materials and additional work by Shambaugh & Son will be needed. Ms. Sharkey stated that they had a third construction meeting with the contractors, INDOT, Frontier and herself regarding the utility conflicts. Tentatively, she said it looks as if it will be 8-9 weeks for the utilities to be relocated along SR 127. Ms. Sharkey stated that the controlling factor is the excavated dirt from the north end, where most of the conflict is, was supposed to be used on the south end as fill. Ms. Sharkey stated there aren't many utility conflicts once the trail gets away from SR 127, but a lot of the fill dirt to be used to complete that work would have been from the north end which cannot be accessed at this time. Ronald Smith asked Ms. Sharkey if the cost associated with the cable cut has been determined. Ms. Sharkey said that has not yet been determined; however, she believes that the relocation work would be Frontier's responsibility. She said if there are delay costs in the project, that will have to be worked out and that cost is not yet known due to not knowing what the actual delay is going to be. James Crowl asked if the initial break of the cable was going to be taken care of by the contractor's insurance, Ms. Sharkey said that she believed so and that it would be between the contractor and the utility company as far as who will be responsible for that. Ms. Sharkey believes that the line will be moved closer to the SR 127 and dug deeper.

Ms. Sharkey updated the Commissioners on the Maple Street Project. She stated that Mr. Shafer at INDOT was working on a draft agreement and had indicated he would get it to Ms. Sharkey for review and she will then forward it to the Commissioners. Ms. Sharkey stated that she has spoken to various individuals from the Town of Orland to give them advisement on the right of way procedures that will have to be followed to properly secure the right of way sight distance. Ms. Sharkey said that she is also coordinating with INDOT because they wanted to have a scoping meeting prior to design moving forward. She has also spoken with GAI to let them know where this project is at and to not proceed at this time with any further design.

Ms. Sharkey stated that the CR 200 N, new project by 827, was awarded full funds. Ms. Sharkey said that she has not yet been able to set up the early coordination meeting with INDOT. She stated that there will be four (4) committee members from the County and three (3) from the City, which was outlined in the Interlocal Agreement with the City. Ms. Sharkey recommended the representatives for the county be the three (3) Commissioners and herself.

Jennifer Sharkey updated the Commissioners on two (2) roads that need repaired. 275 E, south of Metz Road where the Highway Department did the chip and seal last year has been ruined due to an entity running heavy traffic down road. Jennifer Sharkey asked if there were any methods to prevent this in the future or get compensated for fixing the area. Ms. Sharkey stated that there are approximately 1,400 feet that need fixed. Ronald Smith directed her to do an assessment and get a recommendation to the Commissioners.

Ms. Sharkey also showed pictures of damage on CR 200 W south of CR 100 N, on the newly paved road. She stated it looks like some heavy equipment was driven off the road the access the field and it has broken off the side of the road. Ms. Sharkey said she will also assess that damage and come back to the Commissioners with a recommendation.

Jennifer Sharkey summarized the three (3) Uniform Bids that were received. She stated the information was provided to the other department heads for their review and input. At the next meeting she will have a final recommendation on the Uniform Bids.

Emmett Heller, Highway Superintendant, stated that the hot mix paving was started and it will be followed up with the chip and seal in a week or so. Mr. Heller stated that almost all of the wedging and leveling has been done. He also stated that a lot of mowing was done toward the end of last week.

Mr. Heller stated that a resident that lives on 700 W and Orland Road was told by his neighbor that Highway Department vehicles drove across his property during the storm clean up. Mr. Heller stated that he talked to every one of the Highway Department employees that were up there and he was told that the department took brush and pulled it up there so people would stop driving through there. No one has admitted that they did drive across the property. The property owner wanted the Highway Department to put a fence on both sides and Mr. Heller told him the Highway Department was not in the fence business. The property owner also said he has cameras on all his buildings so Mr. Heller told him to bring a truck number to him and he would go from there.

Ms. Sharkey stated that road closed signs were posted due to the debris blocking the intersection. She said she spoke to the property owner Friday, prior to Emmett meeting with him, and he was aware that there were residents that had driven through that area; however he had also heard that the Highway Department did as well. Ms. Sharkey stated that the brush that was piled up was a concern as well because it was piled on his property.

Jennifer Sharkey stated that there was a request put into Council for additional for gas and fuel. She said that she is also keeping watch for the bids for 2015. She said those are typically locked in between the end of December, early January. Ms. Sharkey said they will start sending weekly and/or daily updates on the prices at the end of the fall.

Ronald Smith told Jennifer Sharkey that the county was awarded a sign from the Education & Training Coalition. Commissioner Smith said that placement needs to be determined with Jessica Kristin and they can order a couple more signs if needed.

Kenneth Lowden, E911, and Gary LeTourneau, Communications Director, came to the Commissioners with the final iMAN tower contracts. Mr. Lowden stated that there is no change in the amount, just one paragraph has been re-worded and the contracts have been approved by Donald Stuckey. Loretta Smart made a motion to approve and the agreements. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Lowden officially introduced Gary LeTourneau, the new Communications Director to the Commissioners. Mr. LeTourneau thanked the Commissioners for the opportunity to serve Steuben County.

Todd Gorman, asked Mr. Lowden and Mr. LeTourneau about the Harris System. He asked if it was fixable and usable long term for the county and wanted a brief update. Mr. Lowden stated that the Harris System will remain; however, the County has two areas that need to be addressed, one is east and southwest, and they are currently being worked on. Mr. Lowden stated that the system will have to remain in place as it is. Mr. Gorman asked if the Harris System is operable and usable. Mr. Lowden said that it is usable; it is used every day and is being used by everyone. He stated that there are some dead spots by Clear Lake and in the Helmer area. Mr. Gorman asked if there were additional costs anticipated to the county to take care of the dead spots. Mr. Lowden stated that there would be some additional costs in the amount of approximately \$150,000.00. Mr. Gorman asked how the Harris System compares to the GE and the Motorola with a P25 upgrade that is going to be available within the next year. Mr. Lowden stated that the Harris System is already P25 qualified today, other than the two dead spot areas. Ronald Smith stated that if Mr. Gorman had more questions for Mr. Lowden, he can speak with him. He also stated that Steuben County is not unusual, unless there is flat land, issues like this arise.

Ronald Smith stated to Eric Ditmars that his claims for the fence and the excavation were paid out of his County Park Improvement line item and if he runs into an issue, an additional will need to be requested, but he asked Mr. Ditmars to try to make it work. Eric Ditmars stated that R&C fence will have another \$3,500 bill to submit; however, he notified the fence company that there are waves in the fence and that needs to be fixed before the final bill is paid.

The Commissioners received the following correspondence: NIPSCO re: ED Impact; Pauly Jail Building Company re: Criminal Justice & Detention Facility Seminar; Indiana Department of Homeland Security re: 2014 VIP invite; St. Joe River Basin Commission re: News release; NEIndiana re: July & August caucus; County Commissioners re: email from Commissioner Vincent; Steuben County Community Foundation re: 2014 Annual Public Meeting; Indiana Association of Inspectors of Weights and Measures, Inc., re: Inspector Convention; Lawson-Fisher Associates P.C., re: Annual Golf Outing; Wessler Engineering re: 2014 Tin Caps Invitation; St. Joseph River Basin Commissioner re: New Environmental Planner; SWCD re: Monthly Board Meeting Agenda; Invest Steuben re: Educational Seminar; IDEM re: 17th Annual Pollution Prevention Conference; Indiana Department of Local Government Finance re: assessed value growth; SCSW re: Approved minutes 6/11/14; Career Track re: First time Manager or Supervisor skills; American Structurepoint re: Chili Cookoff; A&Z Engineering re: newsletter; EDC re: education seminar; Malcon, re: quarter reimbursement; Michiana Area Council of Governments re: Environmental Planner Meet & Greet; Association of Indiana Counties re: Business Personal Property Tax Workshop; Indiana Department of Local Government Finance re: July 14 email from Commissioner Vincent.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crowl, Vice President, Middle District

Loretta S. Smart, North District

Attest: _____
Kim Koomler, Steuben County Auditor

elw