

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
January 18, 2022

The Steuben County Commissioners met at 9:00 a.m. on Tuesday, January 18, 2022, in the Commissioners' Room of the Steuben County Community Center. Present this day were Commissioners Wil Howard, Lynne Liechty and Ken Shelton. Also present were Donald Stuckey, County Attorney, Ruth Beer, County Councilwoman, Jim Getz, County Councilman, Rick Shipe, County Councilman, Rodney Robinson, Sheriff, Tangi Manahan, Clerk, Kim Meyers, Steuben County Auditor, Kelli Johnson, Steuben County Chief Deputy Auditor/Commissioner's Assistant and Erin Schiffler, HR Administrator.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$323,387.33. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Ken Shelton made a motion to approve the December 31, 2021 Payroll in the amount of \$428,216.83 and the January 14, 2022 Payroll in the amount of \$457,591.67. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Rebecca Dixon and Jason Soderlund from RQAW gave a presentation showing a site plan, floor plan and building design for the Judicial Center. Also discussed were building materials, windows & window placement. Also discussed was the need for a sally port to connect to the Steuben County Jail. It was suggested to have the port connect to the east side of the building for transportation of prisoners. It was stated the east side would provide a direct line of transport from the Jail to the Judicial Center.

Secured parking was another topic being discussed. Tangi Manahan, Clerk stated the Judicial Center would need a minimum of 42 secured parking spaces for staff.

John Hutchins, Court House Maintenance Manager suggested having a washer and dryer placed in the building. Mr. Hutchins indicated he currently goes to the Community Center Building for the use of a washer and dryer to clean items.

Gary Fair, Community Center Maintenance Manager asked if the windows in the Prosecutor's office would be ballistic windows. Mr. Fair stated the office space currently has ballistic walls.

Tangi Manahan, Clerk, asked if the windows being discussed could be lower in order to see out, but to have them so the public would not be able to see in.

Nicci Upp, Prosecutor's Department Office Manager, also asked for light and the ability to see out, but to still have the security needed. Ms. Upp also asked about the possibility of having bullet proof glass.

Lynne Liechty stated she would like to see a medallion placed on the front of the building instead of having a clock that would need to be maintained.

Rebecca Dixon suggested having the 2nd level of the Judicial Center contain the law library.

Ms. stated the next meeting would include continued discussions on the windows and also a medallion for the front of the building.

Dave Jankowski, Weigand Construction gave a brief update on how the current path was looking and the hopes of breaking ground in 2022.

Vina Conti, Assistant Director for the Plan Commission, submitted the Plat of Conrad Acres for Commission Board Signatures.

Vina Conti, Assistant Director for the Plan Commission, submitted Amendment No. A-21-01: Solar Energy System to the Board of Commissioners for approval. Ms. Conti stated the Steuben County Zoning Ordinance was amended to adopt the Special Exception Use in Agricultural Zoning District for Solar Energy System and received a favorable 7-0 vote from the Plan Commission.

The Steuben County Board of Commissioners did concur with the recommendations of the Steuben County Plan Commission. Commissioner Lynne Liechty made a motion to approve Amendment No. A-21-01: Solar Energy System as written with changes. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

**First, Second and Third Readings
Steuben County, Indiana
Ordinance No. A-21-01**

Thereupon, County Commissioner, Lynne Liechty, moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, that first, second and third readings of Steuben County Ordinance No. A-21-01, 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 Ken Shelton and was on the call of the roll adopted by the following vote:

Ayes
3

Nays
0

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

Ayes
3

Nays
0

The County Auditor then read aloud the title of said Ordinance for the first, second and third readings. Thereupon, County Commissioner, Lynne Liechty 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 Ken Shelton and on the call of the roll adopted by the following vote:

Ayes
3

Nays
0

The President of the Steuben County Commissioners, Wil Howard, declared publicly Ordinance No. A-21-01, 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. Ordinance No. A-21-01, was adopted and reads as follows:

STEBEN COUNTY, INDIANA

COMES NOW, the Board of Commissioners of the County of Steuben, Indiana, and pursuant to the authority vested by I.C. 36-7-4-100, et seq., as amended by the General Assembly of the State of Indiana, and all acts amendatory thereto, enact the following:

AMENDMENT NO. A-21-01: SOLAR ENERGY SYSTEM

To the

Zoning Ordinance of Steuben County, Indiana

A part of the Comprehensive Plan for said County

WHEREAS, Steuben County adopted a new Zoning Ordinance on July 3, 2008, which became effective on August 1, 2008, amended most recently on July 5, 2018;

WHEREAS, the Steuben County Zoning Ordinance was implemented to protect the health, safety, and welfare of the community;

WHEREAS, IC 36-7-4- and IC 14-28-4 grants local governmental units the authority to develop, adopt, and enforce land-use and developmental standard within their jurisdiction.

WHEREAS, some changes are necessary for the Steuben County Zoning Ordinance to be consistent with the minimum standards and language requirements.

WHEREAS, after due deliberation by the Steuben County Plan Commission, it was determined that the Steuben County Zoning Ordinance should be amended to adopt the **Special Exception Use in Agricultural Zoning District for Solar Energy System.**

WHEREAS, the notice of public hearing on said amendment was published as required by I.C. 36-7-4-604; and

WHEREAS, on the 1st day of December 2021, the Plan Commission held a public hearing on said Amendment and, after due deliberation, did certify a POSITIVE RECOMMENDATION of

A-21-01 by a 7-0 vote to

AMEND the Zoning Ordinance of Steuben County to read:

(Bold italicized text to be added)

Solar Energy System:

Section 03.02 Uses

Use and development of land and buildings shall only be for the following specified uses, unless otherwise provided for in this Ordinance. Uses are grouped into major categories and only those uses listed under each category are permitted. Land and/or buildings in the districts indicated at the top of the Table may be used for the purposes denoted by the following abbreviations:

- P: Permitted Use: Land and/or buildings in this District may be used for the purposes listed by right.
- S: Special Exception Use: Land and/or buildings in this District may be used for this purpose by obtaining Special Exception approval when all applicable standards cited in Chapter 17 Special Exception Review Requirements and Procedures and Specific Requirements of Chapter 9 are met.
- : Not Permitted: The use is not permitted in the district. Uses not listed in the table are also not permitted.

Utilities and Waste Disposal			
Commercial composting facilities	S	-	

Sanitary landfills	S	-	09.15 (d)
Sewage and treatment facilities	S	S	09.15 (e)
Solar Energy System	S	-	
Utilities and essential public services that are necessary to serve uses in the district	P	P	
Utility exchange or substations	P	P	
Utility and essential public service buildings and storage yards	P	-	

Section 03.02, Table 3.02, Scheduled of Permitted Uses

We, the Board of Commissioners of Steuben County, Indiana, after due deliberation, by majority vote, (~~DO/DO~~ ~~NOT~~) **CONCUR** with the recommendation of the Steuben County Plan Commission, and therefore:

BE IT HEREBY ORDAINED, THE ZONING ORDINANCE OF STEUBEN COUNTY (BE/~~NOT BE~~) AMENDED AS PER SAID AMENDMENT NO. A-21-01;

PASSED this ____ day of _____, 20__, by the Board of Commissioners of the County of Steuben, Indiana, to be in full force and effect from this date forward.

STEUBEN COUNTY BOARD OF COMMISSIONERS

First Reading – 1/18/2022	Lynne A. Liechty, North District
Second Reading – 1/18/2022	Kenneth L. Shelton, Middle District
Third Reading – 1/18/2022	Wil Howard, President, South District

Attest:
Kim Meyers, Steuben County Auditor

**RESOLUTION OF ZONING ORDINANCE TEXT
AMENDMENT RECOMMEDATION**

By the
STEUBEN COUNTY PLAN COMMISSION

WHEREAS, on October 6, 2021, the Steuben County Plan Commission received the proposed Zoning Ordinance Text Amendment, and said amendment was designated Petition for Amendment No. A-21-01, Solar Energy System;

WHEREAS, the required notice of public hearing of the proposed Zoning Ordinance Text Amendment was published as required by law; and,

WHEREAS, the Steuben County Plan Commission conducted public hearing on the proposed Zoning Ordinance Amendment on January 5, 2022.

NOW THEREFORE, BE IT RESOLVED, the Steuben County Plan Commission, by a 9-0 vote, DOES RECOMMEND CERTIFICATION of the attached Zoning Ordinance Amendment A-21-01: Solar Energy System.

BE IT FURTHER RESOLVED, the Steuben County Plan Director is hereby directed to present a copy of this Resolution to the Board of Commissioners for the County of Steuben, Indiana.

This is to certify that the above is a true and exact copy of the Resolution approved at the meeting of the Steuben County Plan Commission held on December 1, 2021.

Certified and signed this ____ day of January 2022

STEUBEN COUNTY PLAN COMMISSION

Attest: _____
Richard Shipe, President

Attest: _____
Clinton W. Knauer, Plan Director

Vina Conti, Assistant Plan Director, Steuben County Plan Commission notified the Commission Board that Kim Kepler, Steuben County Plan Commission Board Member has verbally resigned her position and that position would need to be filled with a Commission Board Appointment. Ms. Conti asked Attorney Donald Stuckey if the position would need to be filled with a Township Trustee as Ms. Kepler was originally appointed to the Board as a Trustee of Otsego Township.

Attorney Donald Stuckey stated the Indiana Code has changed and no longer requires the position to be filled with a Township Trustee. Attorney Stuckey did request that Ms. Conti obtain a written notification of Ms. Kepler's resignation.

Ms. Conti stated she will open the application process back up and present the applicants to the Board of Commissioners at the next Commissioners Meeting.

Sheriff Rodney Robinson submitted a quote from SPEX Forensics to the Board of Commissioners in the amount of \$11,530 for a Forensic Light Source. Sheriff Robinson indicated the purchase of the Forensic Light would be funded from the Sheriff's Budget - Fund No. 1192-000-2000.10.

Ken Shelton made a motion to approve the SPEX Forensics quote in the amount of \$11,530 to be funded from the Sheriff's budget, Fund No. 1192-000-2000.10. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Sheriff Rodney Robinson submitted an updated 2022 Sheriff's Fleet Vehicle Purchase Request to the Commission Board. Sheriff Robinson indicated the cost estimate has decreased from the original request. He said the cost estimate breakdown for the purchase request is as follows:

1 - 2022 Chevy Tahoe V8 4WD

Vehicle Price Quote: \$38,290.00

Change Over Equipment Cost Estimate: \$11,000.00

1 - 2022 Dodge Charger V6 AWD

Vehicle Price Quote: \$27,591.00

Change Over Equipment Cost Estimate: \$11,000.00

1 - 2022 Ram 1500 SSV V8 4WD

Vehicle Price Quote: \$27,948.00

Change Over Equipment Cost Estimate: \$11,000.00

Accessories:

Vehicle Stripe Kits Estimate: \$1,700.00

Tahoe/Truck Accessories Estimate: \$2,000.00

Total Sheriff's Vehicle Request: \$130,529.00

Commissioner Lynne Liechty made a motion to approve Sheriff Robinson's request to purchase the 2022 Sheriff's Fleet Vehicles in the total amount of \$130,529.00. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Sheriff Rodney Robinson updated the Commission Board on the Prosecutor's request to replace their aging 2012 Investigator Pickup Truck with one from the Sheriff's Department. Sheriff Robinson stated the Prosecutor prefers to replace with one from the Sheriff's Department instead of purchasing a new vehicle.

Commissioner Howard asked if one of the vehicles the Sheriff will be retiring would be available. Sheriff Robinson stated he would be happy to check the retiring fleet for a pickup truck and get back with the Commission Board.

Randy Brown, EMA Director, submitted the following invoices for permission to pay: OnSolve, LLC in the amount of \$13,125.00; Federal Signal Corporation in the amount of \$3,500.00 and Ball Properties LLC in the amount of \$1,560.00. Mr. Brown indicated funds were budgeted for each of the invoices.

Lynne Liechty made a motion to approve all three (3) invoices submitted by Mr. Brown. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Mr. Brown updated the Commission Board on the addition of 16 new Volunteer Weather Spotters for the County. Mr. Brown indicated that Cardinal IG put together the list and these individuals will be completing the National Weather Service Weather Spotter Program and will be available to use with the network.

Erin Schiffler, HR Administrator, submitted documentation from the CDL Clearinghouse for the Commission Boards review. Ms. Schiffler stated this Drug & Alcohol Clearinghouse went live back in 2020 and at the present time the County is required to run queries on all of their CDL Drivers at least once a year. She stated in order to run these queries she needed to purchase a query plan. The plans start at \$1.25 per query and are available in customized bundles. Ms. Schiffler stated the County currently has 21 CDL drivers and would like to request permission to purchase a bundle of 100 and the use of the Commissioner Credit Card to make the purchase.

Lynne Liechty made a motion to approve Ms. Schiffler's request to use the Commissioners credit card and purchase a query bundle of 100 queries and to have the funding covered thru fund 1000-068-3000.19, Pre-Employment Screening. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Ms. Schiffler updated the Commission Board on the resignation of the Airport Manager. Ms. Schiffler indicated she has spoken to Randy Strebiger and Mr. Strebiger indicated he would like to post the job opening in several locations. Ms. Schiffler stated they have currently posted in all of the county buildings as well as Zip Recruiter. Ms. Schiffler also stated costs associated with posting the job positions would be covered with available funds by the airport. Ms. Schiffler requested permission to use the Commissioner's credit card to post the job postings.

Ken Shelton made a motion to approve Ms. Schiffler's request to use the Commissioner's credit card for the job posting, Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ken Shelton made a motion to approve a letter of support for Dave Short, REMC Director of Broadband Operations. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Marie Smith, Deputy Assessor, submitted recommendations on behalf of Kim Anderson, County Assessor for the re-appointment of Tina King, Ben Castle and Judy Rowe to the 2022 PTABOA Board.

Lynne Liechty made a motion to accept the recommendations from the Assessor's Office for the 2022 PTABOA Board Member reappointments. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Maintenance Manager, submitted a proposal from Koorsen Fire & Security in the amount of \$1,538.11 for backflow repairs and retest. Funding for the proposal would be covered from the maintenance budget 1000-161-2000.15.

Ken Shelton made a motion to approve the Koorsen quote in the amount of \$1,538.11; Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Fair also submitted a quote from S & K Building Services, Inc in the amount of \$6,825.00 for the refinishing of the plaques on the Steuben County Monument. Mr. Fair stated the refinishing of the plaques would most likely start in late May and should take no longer than 2-3 days.

The Commission Board discussed funding options for the repair and maintenance to the monument plaques. Commissioner Lynne Liechty made a motion to have the funding come from the Commissioners Cum Cap Fund. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Commissioner Wil Howard made a motion to officially approve the Energy Harness Invoice in the amount of \$499.80 from Gary Fair's verbal request for replacement of the canopy fixtures above the front door of the Community Center Building. Funding for the repairs and maintenance to come from the Commissioner's Building and Maintenance Fund.

Lynne Liechty seconded Commissioner Howards motion and the motion carried with three (3) ayes.

Gary Fair, Building Maintenance Manager, Community Center, submitted quotes from Williams Electronics for repair and maintenance to the handicap buttons for both the Health Department double doors and the Community Center main entrance. Mr. Fair asked for the Commissioners to fund the repairs to the double doors in the Health Department in the amount of \$550.22. Mr. Fair stated he would fund the repairs to the handicap button at the main entrance of the Community Center Building in the amount of \$183.59 from his building maintenance and repair fund.

Commissioner Lynne Liechty made a motion for the Commissioner's to fund the repairs to the handicap button in the Health Department area in the amount of \$550.22. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Commissioner Ken Shelton made a motion to approve the Williams Electronics quote in the amount of \$183.59 and to have it funded by the Maintenance Department. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Fair submitted a quote from Homesite Carpet and Floor Covering to repair the carpeting in the Treasurer's Office/Safe Room. Mr. Fair stated the carpeting is coming up and is a trip hazard. Mr. Fair said funding for these repairs could come from his maintenance and repair fund.

Ken Shelton made a motion to approve the Homesite Carpet and Floor Covering quote in the amount of \$430.57 to be funded by Mr. Fair's building maintenance and repair fund. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Gary Fair, Community Center Building Manager submitted quotes from Homesite Carpet & Floor Covering and Sanborn's for repair and maintenance to the flooring in the Health Department. Mr. Fair stated the tiles are popping in the Health Department and will need to be removed and replaced. Mr. Fair stated the quotes were very similar in pricing. Homesite Carpet & Floor Covering Quote No. 1277 in the amount of \$5,050.12 and Sanborn's Quote in the amount of \$5,098.04. He said funding for the replacement of the tiles was not budgeted and asked for the Commissioners to fund the expense.

Lynne Liechty made a motion to accept the quote from Homesite Carpet & Floor Covering in the amount of \$5,020.12 and to have the repairs to the Health Department's flooring funded by the Commissioners Cum Cap Fund 1138-000-4000.15. Commissioner Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Mr. Fair updated the Commission Board that repair quotes for windows in the Community Center Building would be forth coming. He stated he hoped to have them by the next Commissioners Meeting.

Jackie Keiser, Community Resident, addressed the Commissioners with her concerns on the ARPA funds and wanted to know the County's position on spending.

Commissioner President Wil Howard explained that the County has not spent any of the funding at this time and a spending plan still needs to be put in place. Commissioner Howard explained their will be a process to put together a Committee for the spending.

Sara Smith, Assistant Park Superintendent, updated the Commissioners on the responses she received at the Bridal Expo in Fort Wayne on January 9, 2022. Ms. Smith stated participating in the Bridal Expo gathered interest in touring and booking the Event Center for brides upcoming weddings. Ms. Smith stated they currently have 17 tours/showings scheduled for possible bookings.

Ms. Smith stated the trail project at the County Park is currently on hold due to illness.

Ms. Smith asked for recommendations from the Commissioner's and Attorney Don Stuckey on how to move forward with a seasonal camper who is not responding to past due invoicing.

Attorney Stuckey's recommendation to Ms. Smith was to send a letter terminating the contract and indicate that no space would be available for the upcoming camping season. Attorney Stuckey stated he would be happy to draft the letter for the Park if they needed him to.

Ms. Smith stated that recently the Park has had a couple of large businesses in the area reach out to them because they were interested in making corporate sponsorships to help fund some of the projects at the Park. Ms. Smith stated they have four (4) Corporate Companies interested at this time.

Attorney Stuckey stated item donations could be made, however; if someone was wanting to make a monetary donation, an Ordinance would need to be passed and a special fund would have to be set up to receive the funding.

Commissioner Wil Howard made a motion to officially approve the Highway Department's verbal request for repairs in the amount of \$2,758.70. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve NIPSCO Utility Permits #2957 and #2958. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the LPA Reimbursement Voucher in the amount of \$25,123.97. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Derek Iddings, Steuben County Highway Department, submitted Traffic Ordinance No. 2167 for the Commission Board's approval. Ordinance No. 2167 declares a 23 Ton Weight Limit along Lane 101B Hamilton Lake in Steuben County.

Commissioner Ken Shelton made a motion to approve Traffic Ordinance No. 2167 as written. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

**First, Second and Third Readings
Steuben County, Indiana
Traffic Ordinance No. 2167**

Thereupon, County Commissioner, Ken Shelton, moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, that first, second and third readings of Steuben County Traffic Ordinance No. 2167, 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 Lynne Liechty and was on the call of the roll adopted by the following vote:

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

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

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

The County Auditor then read aloud the title of said Ordinance for the first, second and third readings. Thereupon, County Commissioner, Ken Shelton 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 Lynne Liechty and on the call of the roll adopted by the following vote:

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

The President of the Steuben County Commissioners, Wil Howard, declared publicly Traffic Ordinance No. 2167, 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 No. 2167, was adopted and reads as follows:

**Steuben County, Indiana
Traffic Ordinance No. 2167**

Whereas the Steuben County Commissioners have caused a small structure inspection to be made over and along Lane 101B Hamilton Lake, 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 Lane 101B Hamilton Lake, all in Steuben County, Indiana, that this facility be declared as 23 Ton Weight Limit.

Therefore, Be It Ordained That:

Lane 101B Hamilton Lake, all in Steuben County, Indiana, shall be declared as 23 Ton Weight Limit.

Violation of this Ordinance shall be treated as a Class C infraction.

The following vehicles are exempt from this Ordinance:

1. Farm vehicles loaded with a farm product.
2. Buses that are not more than 45' in length.

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

Read and passed first reading on: 1-18-2022
 Read and passed second reading on: 1-18-2022
 Read and passed third reading on: 1-18-2022

STEBEN COUNTY COMMISSIONERS

Wil Howard, President
 Lynne Liechty, Vice-President
 Ken Shelton, Member

Attest:
 Kim Meyers, Steuben County Auditor

Derek Iddings, Steuben County Highway Department, submitted Traffic Ordinance No. 2168 for the Commission Board's approval. Ordinance No. 2168 declares a 23 Ton Weight Limit along Lake Gage Drive, South of Orland Road in Steuben County.

Commissioner Ken Shelton made a motion to approve Traffic Ordinance No. 2168 as written. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

**First, Second and Third Readings
 Steuben County, Indiana
 Traffic Ordinance No. 2168**

Thereupon, County Commissioner, Ken Shelton, moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, that first, second and third readings of Steuben County Traffic Ordinance No. 2168, 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 Lynne Liechty and was on the call of the roll adopted by the following vote:

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

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

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

The County Auditor then read aloud the title of said Ordinance for the first, second and third readings. Thereupon, County Commissioner, Ken Shelton 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 Lynne Liechty and on the call of the roll adopted by the following vote:

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

The President of the Steuben County Commissioners, Wil Howard, declared publicly Traffic Ordinance No. 2168, 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 No. 2168, was adopted and reads as follows:

**Steuben County, Indiana
 Traffic Ordinance No. 2168**

Whereas the Steuben County Commissioners have caused a small structure inspection to be made over and along Lake Gage Drive, South of Orland Road, 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 Lake Gage Drive, South of Orland Road, all in Steuben County, Indiana, that this facility be declared as 23 Ton Weight Limit.

Therefore, Be It Ordained That:

Lake Gage Drive, South of Orland Road, all in Steuben County, Indiana, shall be declared as 23 Ton Weight Limit.

Violation of this Ordinance shall be treated as a Class C infraction.

The following vehicles are exempt from this Ordinance:

1. Farm vehicles loaded with a farm product.

2. Buses that are not more than 45' in length.

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

Read and passed first reading on: 1-18-2022
Read and passed second reading on: 1-18-2022
Read and passed third reading on: 1-18-2022

STEBEN COUNTY COMMISSIONERS

Wil Howard, President
Lynne Liechty, Vice-President
Ken Shelton, Member

Attest:
Kim Meyers, Steuben County Auditor

Derek Iddings, Steuben County Highway Department, submitted proposals to inspect the pedestrian boardwalk/bridge for damages from the following firms for the Commission Board to review:

BF&S Civil Engineers - \$7,000
BLN - \$14,300
USI Consultants - \$2,000

Commissioner Wil Howard asked why such a difference in all of the quotes. Mr. Iddings stated he would need to obtain additional information from the Highway Engineer regarding the differences in the quotes.

The Commission Board agreed additional information would need to be presented and tabled the decision to select an Engineering Firm until additional details could be obtained.

Mr. Iddings submitted the County Highway Department's recommendations of the 2022 annual bid results for the Commission Boards review.

Mr. Iddings submitted a request to attend the upcoming conferences and shows; Storm Water Drainage Conference, Purdue Road School and Work Truck Week 2022.

Ken Shelton made a motion to approve Mr. Iddings request to attend the upcoming conferences and shows, Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Miguel Travini and Phil Abrash from DLZ gave an update on the Roundabout Project at 100 N – 200 W.

Brett Hays, NICC Director, updated the Commissioners on the status of the repairs and maintenance to the hand rails at the Community Corrections building. Mr. Hays indicated he has heard back from Shook Creations and the hand rail has been ordered they are just waiting on parts to come in. Once the parts have been received the project can be completed.

Mr. Hays also updated the Commission Board on their concerns regarding having a dedicated line for his previous request of having an ATM machine installed at Community Corrections. Mr. Hays stated a dedicated line currently exists at Community Corrections and will be utilized for the ATM machine. He also stated minimal fees would be charged by the vendor for the initial set up of the machine but there would be no on-going charges for utilizing the machine in house.

Commissioner Ken Shelton made a motion to approve the ATM Merchant Processing Agreement – Cash Load Program between Steuben County Community Corrections and ECash, Inc. and for the implementation of the ATM machine in the Community Corrections building. Commissioner Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Attorney Don Stuckey confirmed a fully executed agreement was received from the Lake George Conservancy District and all documents appear to have been executed properly.

Kim Meyers, Auditor, supplied the Commission Board with documentation from Jeff Sine, Croxton & Roe Insurance Services, indicating there is going to be a five percent (5%) increase in the County's Renewal Premium.

Stephen Bloom, EMS Director, requested permission from the Commission Board to purchase a Modem Upgrade – 4G Verizon Cellular thru Stryker Medical in the amount of \$4,518.75.

Lynne Liechty made a motion to approve the Mr. Blooms request to upgrade the EMS cellular data service and to have the purchase funded by the 4605 Equipment Bond in the amount of \$4,518.75. Ken Shelton seconded that motion and the motion carried with three (3) ayes.

Stephen Bloom, EMS Director, submitted the 2022 First Responders Contracts between the Steuben County Commissioners and the following Fire Departments in Steuben County for approval: Angola, Orland, Steuben Township, Hamilton, Salem Center, Fremont, Ashley and Hudson.

Ken Shelton made a motion to execute the contracts with the first responder units. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commission Board discussed funding options for ambulances for the EMS Department.

Mr. Bloom discussed his concerns with the current billing company being utilized by the EMS Department to bill for services rendered. Mr. Bloom stated the current contract with ABS is up for contract renewal soon and would like to suggest changing billing companies at that time.

Commissioner Howard asked to review the current contract prior to cancellation.

Mr. Bloom asked the Commissioner's to consider a possible job description change or the possibility of appropriating funding to help within the EMS Department. Commissioner Howard suggested Mr. Bloom get with the HR Department and work on a description for the position he is suggesting and the Commissioners would then be happy to review.

STEUBEN COUNTY BOARD OF COMMISSIONERS

Wil Howard, South District

Ken Shelton, Middle District

Lynne Liechty, North District

Attest: _____
Kim Meyers, Steuben County Auditor
kdj