

# ATTN: THIS IS A DRAFT--NOT YET APPROVED BY COMMISSIONERS

February 11, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in executive session at 10:00 a.m. in the Annex meeting room, Knox, Indiana, with all members present and the following proceedings were held to wit:

I, Michaelene J. Houston, do hereby certify that nothing other than personnel was discussed pursuant to I.C. 5-14-1.5-6.1.

Witness my hand and seal this 11<sup>th</sup> day of February, 2010.

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Michaelene J. Houston, Auditor of Starke County  
And Secretary to the County Commissioners

February 12, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in special session at 6:30 p.m. at the Knox Fire Department conference room, Knox, Indiana, with all members present and the following proceedings were held to wit:

## IN RE: ATTENDANCE

Mark Smith, Council President; Bill Dulin, Councilman; Judy Benninghoff, Councilwoman; Joseph Welter; Charlie Collins; Kris Rannells; Grover Goetz; James Minker; Lisa Kaiser; Jerrod Boyd; Dave Combs; Kenny Pfof; Jerry Russell; Mike Karous; Dave Pearman; Steven Ahlenius; Stuart Short, Jr.; Shirley Short; Wayne Noah; Ted Bombagetti; Ted Hayes; Linda Satkoski; and Terry Turner.

## IN RE: E.M.S.

The meeting was called to order by Kathy Norem. The purpose of this meeting is to ascertain and confirm the interest of the individual fire departments in the participation of a more comprehensive delivery model of emergency services in Starke County. All departments have met with their individual membership and are interested in proceeding. It is noted that North Judson is not represented this evening. It was suggested that a few people from this group attend the next department meeting in North Judson to answer any questions the members may have regarding this process.

The departments report the following:

- **Hamlet** – Kris Rannells and Jim Minker will represent their department on the medical committee. They currently have 3 first responders and 5 more would like to take a class. Jim is currently taking a paramedic class.
- **Koontz Lake** – Charlie Collins will represent their department. They currently have 5 EMT's, 1 EMT I, and 13 or 14 first responders. Out of 26 members, at least 21 have an emergency medical certification.
- **Washington Township** – Chief Short will represent their department. 21 of 24 members are certified as first responders and another 2 members are EMT's.
- **San Pierre** – Chief Jerry Russell and Mike Karous will represent the department. Currently, 7 of their members are taking first responder training from Lisa Kaiser.
- **Knox** – Dave Combs and Dave Morrow will represent the department. Knox has 8 first responders and 1 EMT.
- **Bass Lake** – Jerrod Boyd will represent the department. They have 14 first responders and 2 EMT's.

By unanimous decision, this group chose Kris Rannells to Chair the medical committee. Also by consensus, it was determined that Dr. Houston (LaPorte Emergency Medical Director) would

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work with this group to develop protocols for use. Linda Satkoski, SMH CEO, contacted Dr. Houston for his availability in March. As a result, it was determined the next meeting would be Tuesday, March 16, 2010 at 5:00 PM at the Hamlet Fire Department. Participants are to bring examples of protocols for review and discussion.

The County Wide Fire Association meeting will be that same evening at 7:00 PM – also at Hamlet.

With no further business to discuss, the meeting was adjourned by Kathy Norem at 7:30 PM.

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Dan Bridegroom, President

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Kathy Norem, Vice President

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Mark Milo, Member

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Michaelene J. Houston, Auditor

**February 15, 2010**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 7:00 p.m. in the Annex meeting room, Knox, Indiana, with all members present and the following proceedings were held to wit:

**IN RE: MINUTES**

Kathy Norem moved to approve the minutes of Jan. 12, 2010, joint meeting seconded by Dan Bridegroom with 3 ayes.

**IN RE: PAYROLL AND VENDOR CLAIMS**

Kathy Norem moved to approve the 1-9-10 payroll and the 1-23-10 payroll seconded by Mark Milo with 3 ayes.

Kathy Norem moved to approve the 2-6-10 payroll seconded by Mark Milo with 3 ayes.

Vendor claims for 2-1-10 that were given verbal approval due to the 2-1-10 meeting being canceled were approved by Kathy Norem's motion and Mark Milo's second and passed with 3 ayes.

**IN RE: RESOLUTION #2010-2 FOR A PERFORMANCE BOND FOR REASSESSMENT CONTRACT**

David Congrove appeared before the board with Rhonda Milner, Assessor, to explain to the commissioners why they are requesting a resolution for a performance bond rather than a cash bond. He stated that he has done business with the county for 12 years and that this is the standard. Martin Lucas, County Attorney, checked with the D.L.G.F. and there is no statute for or against a cash bond. The retainage is 15%, which is approximately \$68,000. Kathy Norem moved to adopt the resolution seconded by Mark Milo with 3 ayes.

**IN RE: D.L.G.F. MEETING FOR ASSESSOR TRAINING**

Rhonda Milner, Assessor, asked the commissioners to approve a check/warrant for her to take to her continuing education classess for her Level III. It will save the county money if she pays at the time of class for housing. Kathy Norem moved to approve the auditor to cut the check seconded by Mark Milo with 3 ayes.

**IN RE: CONTRACT WITH AMERITRACK FOR CITY PASSING TRACK PROJECT**

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Van Janovic, with Territorial Engineering, appeared with a contract with Ameritrack Railroad Contractors for the City Passing Track Project. Ameritrack was awarded the bid. The City of Knox will be responsible for all costs, but the county must sign the contract as they own the land. Kathy Norem moved to approve seconded by Mark Milo with 3 ayes.

## **IN RE: STREET LIGHT AT BASS LAKE**

William Sonnemaker appeared before the board to request that the county take over the monthly cost of a street light installed by the Bass Lake group at C.R. 625 in 2002. The cost is \$35 a month and it benefits all the Starke County residents. Dan Bridegroom stated that he wanted to call the state to see where this might be paid from. He is concerned that this will set a precedent for other requests for other lights to be paid for by the county. There is no line item for paying utilities. The commissioners will take this under advisement until the next meeting and after Dan has had time to contact the state.

## **IN RE: REQUEST FOR SQUAD CARS**

Oscar Cowen, Sheriff, sent a letter of request to the commissioners asking for 3 new vehicles. This was discussed at the council meeting and they approved one truck and one car. The third vehicle will be considered at a later time.

## **IN RE: STARKE COUNTY LANDFILL**

The commissioners discussed Superior Environmental and Sammy Sirhan. Kathy Norem has researched this and thinks we are paying them over and over for the same thing. She has gone over three claims for 2008 and 2009 for a total of \$55,399.40. There was a charge of \$1,000 for Sirhan to come to Knox to appear before the commissioners to sell himself to the board. There are charges for locating the landfill, etc., each time they came here. They have been here enough that they should not have to charge us to make the same trip over and over.

Kathy spoke to a commissioner from Noble County who closed a landfill previously and she gave her the name of the company, Weaver and Booz. She feels we need to get a second opinion on our landfill. Dan Bridegroom moved to contact Weaver and Booz seconded by Kathy Norem with 3 ayes.

Martin Lucas, County Attorney, is going to send a letter to the attorney of the owner of the landfill to inquire about their thoughts on the report sent to I.D.E.M. by Sirhan as they also received a copy of the report.

The commissioners discussed going to Indianapolis to talk to I.D.E.M. representatives.

## **IN RE: COMMISSIONERS' CERTIFICATE SALE**

S.R.I. sent a revised contract for the certificate sale for the commissioners to sign. Kathy Norem moved to sign the contract seconded by Mark Milo with 3 ayes.

## **IN RE: FLOATER EMPLOYEE REQUESTS**

The commissioners received a letter from the Assessor with the dates she is requesting the floater employee in her office. The dates were approved by the commissioners. The floater employee is to keep a calendar of the dates she is requested in different offices.

## **IN RE: PORTER STARKE SERVICES E.A.P. PROGRAM**

Bob Franko with Porter Starke Services appeared before the board to explain the E.A.P. Program. In 2008 there was only one county employee who used the service and none in 2009. The employees have a history of problems with being billed for the "free" sessions. Dona will check to see if the bill was ever resolved. Kathy Norem inquired if maybe a meeting with the managers would be appropriate to explain how the program works and signs that they might look for in their employees. Dan Bridegroom moved to sign the contract seconded by Kathy Norem with 3 ayes.

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## IN RE: G.I.S. DATA SHARING

W.T.H. submitted a request to sell our G.I.S. data to First American Spatial Solutions. Mark Milo moved to approve the contract pending Martin Lucas' approval seconded by Kathy Norem with 3 ayes.

## IN RE: RESIGNATION OF E.M.S./E.M.A. DIRECTOR

Randy Abbey submitted his resignation as E.M.S./E.M.A. Director effective today. Kathy Norem moved to accept his resignation seconded by Mark Milo with 3 ayes. Lisa Kaiser will assume the duties as interim director starting tomorrow, 2-16-10.

## IN RE: COURT HOUSE HOT WATER HEATERS

The commissioners discussed the hot water heaters in the court house. Carl Goodrich is not comfortable doing the electrical work to install the tankless heaters. The commissioners will ask Carl to determine where they will be placed and then ask for bids for the electrical work.

## IN RE: SOUTH ENTRANCE OF COURT HOUSE

Harrison Field brought it to the commissioners' attention what he feels is an unsafe situation at the south entrance of the court house. There is a hole there that he feels is not covered adequately. Kathy Norem stated that she uses that door frequently since the commissioners' new office is in the courthouse. The hole is there as the result of the work started by Reiss Construction could not be completed due to the cold weather. The footings must be poured to support the stone that will replace the damaged stone that was removed and it is too cold to pour those now. Kathy stated that there are reflective barriers there, but she will check it out.

## IN RE: ROADS TO BE SUMMITTED AS MAJOR COLLECTORS

Ken Minet with Butler, Fairman and Seuffert discussed the roads that will be submitted to the state to change rural collectors to major collectors. Kathy Norem moved to submit the report to the state seconded by Mark Milo with 3 ayes. The commissioners are getting this list ready in case more stimulus funds become available.

## IN RE: LIFT AT HIGHWAY GARAGE

Mark Milo advised the commissioners that Ed Reiss was interested in the lift they will be installing at the highway garage. He would be interested in bidding if they install a pit, which would be cheaper than the lift. Dan Bridegroom will talk to Steve Siddall, Highway Superintendent, about this.

There being no further business to come before the board, Kathy Norem moved to adjourn.

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Dan Bridegroom, President

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Kathy Norem, Vice President

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Mark Milo, Member

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Dona Hoban, Auditor Pro Tem

**February 19<sup>th</sup>, 2010**

Pursuant to adjournment comes now the Starke County Council and Starke County Board of Commissioners and meet in joint/special session at 9:00 a.m. in the Annex meeting room, Knox, Indiana, with Attorney Martin Lucas and board members Dan Bridegroom, Kathy Norem, Judy Benninghoff, and Jennifer Davis present, and the following proceedings were held to wit:

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## IN RE: STARKE COUNTY EMPLOYEE HANDBOOK

The board members discussed the handbook, and corrections or changes they would like made. They said they would like to have a committee put together to discuss vacation time, and revise that portion of the handbook at a later date.

They went section by section and ended on page twelve of the handbook.

Judy Benninghoff moved to recess the handbook meeting until March 1<sup>st</sup>, 2010, at 4:30 p.m., seconded by Dan Bridegroom, with four ayes.

## IN RE: C.A.M.S.

Judy Benninghoff was not present for this portion of the meeting.

Mark R Van Allen, with RQAW Corporation, and Todd A Samuelson, with Umbaugh & Associates, were present. These representatives and the board members discussed possible ways to save the county money, and to address issues before they become problems.

The representatives told the commissioners that they needed them to agree to still paying them, even if the grant falls through. Kathy Norem moved to agree to pay Umbaugh & RQAW out of EDIT funds, if the grant money is not approved, seconded by Dan Bridegroom, with two ayes.

Kathy said the commissioners will send out a general letter, informing the departments that they may be hearing from these companies. Jennifer Davis said she can put together a newspaper release to show the public what they're planning.

Jennifer Davis moved to adjourn, seconded by Dan Bridegroom, with three ayes.

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Dan Bridegroom, President

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Kathy Norem

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ABSENT  
Mark Milo

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Melinda McCarty, Auditor Pro Tem

**February 23, 2010**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in special session at 10:00 a.m. in the Annex meeting room, Knox, Indiana, with Mark Milo not present and the following proceedings were held to wit:

## IN RE: C.R. 300E PROJECT

Charles Weaver appeared with Michael Guzik and Paul Hummel from Lawson Fisher Associates to meet with the commissioners to discuss the C.R. 300E Project. Lawson Fisher met with INDOT last week regarding the C.R. 300E Project. One of the first steps is to change the roads involved to rural collectors and major urban collectors for phase one. Once this is done then the budget through development will be the issue.

The commissioners and Lawson Fisher discussed many aspects of this project. They estimate the total cost at \$2,645,000. The county's share would be approximately \$968,000. The project would be an 80/20 split between federal funds and county funds. The utilities cost will be approximately \$5,000 and they will be the responsibility of the utility company. The application through INDOT and the federal government will take approximately six months. They discussed the credits that the county needs. Once the environmental work is done and the roads reclassified, they can apply for the federal funds and request credits from the monies already spent to be applied to their 20%. Lawson Fisher supplied the commissioners with a graph that shows the local and federal amounts. They also discussed parcels that are in the project that can

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be purchased from the owner or donated to the county by the owner. They also discussed what intersections and bridges that will be included in the project. The commissioners gave Lawson Fisher the go ahead to continue to work on this project and perhaps have figures for them at the next commissioners' meeting.

## IN RE: COUNTY SERVER BREAKDOWN

Bob Smith, I.T. Director, reported to the commissioners that the server and the back-up server both went down over the past weekend. He was attempting to download information back on to the main server when the back-up server went down. No more data was able to be transferred and Bob tried to recover the data with no success. His data was not lost as he has Windows 7 installed and protected his data. We must attempt to recover the data, so Bob submitted three quotes that he had obtained—CDW, Drivesavers and Ontrack. Ontrack was the highest quote and CDW was the lowest. Bob said that he has the most confidence in Drivesavers. They have standard service (2-3 business days), economy service (5-7) and priority service that is 24/7. John Thorstad and Evelyn Skronski were present and both said that they will go with whatever the commissioners decide.

The commissioners asked that if possible, Drivesavers determine what caused both hard drives to fail within minutes of each other. There is a one year warranty on the server but it is just recently out of warranty. The commissioners asked that Bob call and tell them what happened in case it is an equipment failure that has been happening to other owners of the same server.

Kathy Norem moved to declare this an emergency and that we utilize the services of Driversavers economy service with a 5-7 business day turn around for a fee of \$684 if the data is not recoverable and \$1,712 to \$9,420 for successful recovery seconded by Dan Bridegroom with 2 ayes. Bob was instructed to ship out the equipment today.

Our insurance company has been contacted to see if any of the cost of recovery is covered by our policy. Bob also stated, with the support of John Thorstad, that we purchase a new server as he does not trust the older one to reload the data on. He is instructed to get quotes ready for the commissioners at the next meeting. He will also present a plan for short term and long term changes for back-up of all county data in case of another catastrophic loss.

There being no further business to come before the board, Kathy Norem moved to adjourn seconded by Dan Bridegroom.

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Dan Bridegroom, President

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Kathy Norem, Vice President

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ABSENT  
Mark Milo, Member

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Dona Hoban, Auditor Pro Tem