

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

April 7, 2009

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in special session at 1:00 p.m. in the Development Foundation office's meeting room, Knox, Indiana, with Dan Bridegroom and Kathy Norem present and the following proceedings were held to wit:

## **RE: Starke County Team Meeting 4/7/09 Minutes, Hamlet West Infrastructure Project**

### ATTENDEES:

Charles Weaver, SCDF  
Kimberly Baker, KIRPC  
Kathy Norem, Starke County Commissioners  
Daniel Bridegroom, Starke County Commissioners  
Melinda McCarty, Starke County Auditor's Office  
Dona Hoban, Starke County Auditor's Office  
Van Janovic, Territorial Engineering, LLC (TE)  
Don Bixby, Territorial Engineering, LLC (TE)

On Tuesday, 4/7/09, at 1:00 P.M. Central Daylight Time, a meeting was convened to discuss the processing of pay applications for the Hamlet West Infrastructure Project. The purpose of the meeting was to clarify the process of handling pay applications to the end that such work should proceed in a timely manner and also in careful compliance with all applicable procedures.

It was agreed that project contractors should submit four (4) signed originals of their pay applications to TE.

TE will review the pay applications, checking their math and the veracity of the work progress reported. Once TE is satisfied that the pay applications are acceptable, they will sign them. TE will make a pdf of the signed pay application and email a copy to Kimberly Baker at KIRPC and to Melinda McCarty at the Starke County Auditor's Office.

Upon receiving a pdf of the signed pay application, Kimberly will initiate the process of EDA and IEDC reimbursement. Melinda will advertise the claim and prepare the proper claim forms.

In the meantime, TE will return one (1) signed original of the pay application to the Contractor and deliver three (3) signed originals to Charlie Weaver at SCDF. Charlie will distribute one copy of the signed originals to KIRPC, one to the Auditor, and keep one for his own files.

Kimberly requested that separate pay applications should be prepared for work that is EDA-fundable and that which is not. She requested that all EDA-fundable pay applications be designated with an "A", such as "1A" and that all non-EDA fundable applications be designated with a "B", such as "1B". She also requested that the "B" applications have no reference to EDA. TE will communicate this request to the Contractors.

*Minutes of Hamlet Project done by Don Bixby of  
Territorial Engineering.*

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Dan Bridegroom, President

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Kathy Norem, Vice President

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NOT PRESENT

Mark Milo, Member

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Michaelene J. Houston, Auditor and  
Secretary to the Commissioners

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

April 20, 2009

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, and the following proceedings were held to wit:

## **IN RE: MINUTES**

Mark Milo moved to approve the April 6, 2009, minutes seconded by Kathy Norem with 3 ayes.

## **IN RE: PAYROLL CLAIMS**

Mark Milo moved to approve Dave Singleton's reinstatement back-pay seconded by Kathy Norem with 3 ayes.

Mark Milo moved to approve the payroll ending 4-4-09 seconded by Kathy Norem with 3 ayes.

## **IN RE: REASSESSMENT CONTACT**

Rhonda Milner, County Assessor, presented the reassessment contract written by the D.L.G.F. but with a few changes by Rhonda and the county attorney. The contract is for \$452,500 and needs the commissioners' signatures. Property Systems, whom the contract is with, requested that they be able to post a cash bond instead of a performance bond to be held by the Treasurer, and when the job is finished to the state and county's satisfaction, cash and interest would be returned to them. The commissioners signed the contract.

The issue on the bond will be discussed at the next meeting.

## **IN RE: G.I.S. PUBLIC WEB SITE**

Robert Bryant with WTH will be here on May 12<sup>th</sup> for training on the new public site (8-10 am) and a user meeting for employees (10 am to 12 noon). Rhonda Milner had requested this and he agreed to it.

## **IN RE: STARKE MEMORIAL HOSPITAL**

Mark Milo moved to table the hospital lease issue until after the council makes a decision seconded by Kathy Norem with 3 ayes.

## **IN RE: E.M.S. UNIFORM CONTRACT**

The Cintas Uniform Contract for uniforms for the EMS employees is for 60 months. The commissioners want to make it clear that this is an employee funded, not a county funded, agreement and want to negotiate with the vendor based on that.

## **IN RE: REPAIRS TO JAIL FIBEROPTICS CABLE**

Rick's Electric in Warsaw repaired the fiberoptics between the courthouse and the jail. The cost was \$281.07. The commissioners requested to do an additional appropriation out of Cum. Cap. to pay for it.

## **IN RE: "STATE OF THE COUNTY" ADDRESS**

Anthony Manning with the Chamber of Commerce wanted to know if the commissioners would want to do a "State of the County" address. The commissioners opted not to as every other week they have open office hours and two open meetings a month.

## **IN RE: COUNTY BRIDGE #156**

Kathy Norem reported that Bridge #156 would be approximately \$625,000. Dan Bridegroom will talk to Steve Siddall about proceeding.

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**IN RE: 2013 "CALL FOR PROJECTS"**

Ken Minett with Butler Fairman & Seufert will submit an application on Starke County's behalf at no charge to the county.

**IN RE: DISTRICT MANAGER OVERSIGHT COMMITTEE FOR HOMELAND SECURITY**

Kathy Norem went to a District 2 Homeland Security meeting and reported that they needed to appoint a commissioner to the board. Mark Milo moved to appoint Kathy Norem to the District Manager Oversight Committee seconded by Dan Bridegroom with 3 ayes.

**IN RE: HEALTH DEPT. FEE INCREASE FOR MANTOUS**

Kathy Norem moved to approve a fee increase for the Health Department for Mantous from \$5.00 to \$10.00 seconded by Dan Bridegroom with 3 ayes.

**IN RE: HISTORICAL LINCOLN HIGHWAY**

The Vice President of the Lincoln Highway Association requested that signs be attached along the Lincoln Highway through Starke County in an effort to preserve what's left of the Lincoln Highway. They would like it to be done by June and are requesting \$250 to purchase these signs. The commissioners want to check with Anthony Manning and see if this can be done through tourism. Mark Milo moved to allow the signs to go up on the county roads seconded by Dan Bridegroom with 3 ayes.

**IN RE: JUNK ON COUNTY RIGHT OF WAYS**

Along the roadside at CR 150W and CR 800S there were fifteen tires and two television sets left on the county right of way. The county picked up thirteen of the tires but left two of the tires and the TV sets. The commissioners want the county highway department to pick these up.

There being no further business to come before the board, Mark Milo moved to adjourn seconded by Kathy Norem with 3 ayes.

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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 and Secretary to the Commissioners