

**Monday, March 16, 2015**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 6:38PM in the Annex meeting room, Knox, Indiana, with Kent Danford, Kathy Norem and Don Binkley present and the following proceedings were held to wit:

President Danford called the meeting to order.

#### **SHERIFF'S REQUESTS FOR INMATE ROAD CREW; SECOND K-9**

The Sheriff advised he is requesting to institute an Inmate Road Crew, consisting of three to five minimum to medium custody inmates that will be supervised by the Sheriff's Department current Staff, and will be transported by the Department's Inmate Transport Van. He advised they would pick up debris along the County roads and bag it up for the County Highway Department to pick up. County Highway Superintendent Rik Ritzler also approached the Board as this request was new to him. He advised if he knew the schedule a head of time and which part of the County they will be working in and as long as their department is not paving at the time, it wouldn't be an issue. Commissioner Norem stated she believed it was a good idea to create more work for the inmates, but inquired if any additional Sheriff's Department staff would be needed. Sheriff Dulin advised they would be using their current staff, and there would be no increase in pay. Commissioner Norem stated it was a fabulous idea by the Sheriff, and asked both Departments to work out the schedule between the two of them. Commissioner Norem made a motion to approve the formation of an Inmate Road Crew, seconded by Commissioner Binkley. The motion passed with all ayes.

Sheriff Dulin then advised his second request was for the purchase of a second K-9 for their Department. He advised the funding for the expense of the second K-9 would come from personal & business donations, and several fundraising events. He stated there would not be any expense to the County. He stated the reason why he is considering a second dog was that the officer handling this K-9 would work the night shift, and would eliminate the overtime on the current Detective/K-9 Handler who works days. He stated he contacted the County's insurance carrier who stated there wouldn't be any additional fee for the second dog, just a premium of \$75.00 in the event something would happen to the dog. President Danford inquired if the same vehicle would be used for both dogs and the Sheriff advised no it would not be. The Sheriff noted the second vehicle would be a Crown Vic and they could obtain a used K-9 kennel which would fit the Crown Vic. The Sheriff advised the approximate cost of the second K-9 would be \$18,000.00 and would include the cost of the dog, the dog handler and training course. The training would be an eight to ten week course and the cost of the officer attending the course is not included in the \$18,000.00. Commissioner Norem inquired if there is mandatory overtime given to the K-9 Officer on a weekly basis. The Sheriff advised they are entitled to receive ½ hour of overtime per working day, which he has worked it out with the Detective to leave daily a ½ hour early to accommodate the overtime hours. The Sheriff noted he has applied for a three way grant, which means if one of the items is not approved they might approve the second or third items. He advised he asked for funding for the K-9, vehicle equipment, and body armor.

Commissioner Norem asked if the Board could table this issue for a couple of weeks before deciding. She advised to place it on the agenda for the next meeting.

#### **REPORT FROM COUNTY ATTORNEY LUCAS, ROAD INVENTORY ISSUE**

County Attorney Marty Lucas advised he was asked to look into a situation with roads in the Bass Lake area, as to which ones should be or not be included in the County's Road Inventory. He stated he was referring to the area on the east side of Bass Lake in the Cranberry Point area, and the roads, Tanner Street and South Cranberry Lane. He explained, "To the extent Tanner Street is a portion of CR500S, it is a public road and should be included in the County's Road Inventory. South Cranberry Lane is a shared Private drive, or drives, that should not be included in the County's Road Inventory". His Suggested Action is as follows: It is their opinion that all of South Cranberry Lane should be removed from the County Road inventory, and all maintenance, snow plowing, grading and the like should be terminated. The portion of CR500S west of the right-of-way of SR10 should be restored to the inventory and subject to appropriate county maintenance. Attorney Lucas also noted the road name of S. Cranberry Lane turns up in two different locations and are not connected which could potentially be an issue for any 911 calls to those locations. Commissioner Norem made a motion to correct the road inventory accordingly, including all of CR500S, also known as Tanner St. and remove S. Cranberry Lane from the road inventory. Commissioner Binkley seconded the motion and it passed with all ayes. Attorney Lucas advised Auditor Chaffins to include the document in the meeting's permanent record to be used in future research of that property.

#### **IN OTHER BUSINESS:**

##### **CLOSING OF COUNTY OFFICES FOR NEW JAIL DEDICATION**

Commissioner Norem advised the New Jail Dedication will be held on Friday, May 22<sup>nd</sup>, between Noon and 2PM. She suggested the County close down the County Offices between the times of 11:30AM and 2PM that day to allow County employees to attend the dedication. She advised food will be provided, and tours of the new facility will be given.

Commissioner Norem made a motion to close the offices during that time, seconded by Commissioner Binkley. The motion passed with all ayes. Kenny Wallace inquired as to what time to plan on having speakers be present for the event. He said he was referring to Senator Joe Donnelly. He noted Senator Donnelly most likely would be available to attend if he was working in his South Bend Office that day, but if he was working in Washington DC on the 22<sup>nd</sup> he wouldn't be available. Commissioner Norem advised all speakers should be present at Noon for the Dedication Program.

##### **RECORDER'S LAREDO CONTRACT**

County Attorney Marty Lucas advised he had reviewed the proposal from Laredo and it was alright to proceed with it. He noted since the Recorder could not legally enter into a contract for the County the Board of Commissioners should be the entity to sign the document. Commissioner Binkley made a motion to approve the agreement, seconded by Commissioner Norem. The motion passed with all ayes and the document was signed by Commissioner Danford.

##### **PRE-EMPLOYMENT REQUIREMENTS FOR TEMPORARY ELECTION WORKERS**

Clerk Vicki Cooley appeared before the Board to request the Board to make a decision in regard to the Traveling Election Board workers, and the Early Voting/Absentee Voting workers that they would not be required to follow the same pre-employment testing as regular County employees. Following a brief discussion, and a review of the 2014 election

procedures, Commissioner Norem made a motion to make the temporary election workers exempt from the pre-employment drug testing and other requirements. Commissioner Binkley seconded the motion and it passed with all ayes. Clerk Cooley then inquired about her part time election employee working more than 130 hours in the month of April. She stated last year's policy stated the part time employee could work up to 163 hours in the months of April and October. Attorney Lucas stated he thought that only applied to the temporary election employees and not the County's part time employees, and he asked for more time to research it further. Commissioner Norem made a motion to approve the same policy as the one from 2014 to be in effect for 2015, except for the inclusion of item # 4. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem advised the Clerk to submit the revised copy to the Auditor's Officer when completed.

#### RETIREMENT OF COURTHOUSE CUSTODIAN, CARL GOODRICH

Commissioner Norem stated she had met with the Courthouse Custodian, Carl Goodrich, that afternoon at his request and he informed her he is planning to retire on June 4<sup>th</sup>, 2015. Commissioner Norem stated Custodian Goodrich has been employed with the County for over 40 years, and suggests the County Proclaims June 4<sup>th</sup>, as Carl Goodrich Day, and also to plan on a retirement party for him. MJ Bendt of The Leader Newspaper advised there was going to be a Letter to the Editor in this week's newspaper from a family out of Wisconsin who happened to be traveling through Starke County during the snow blizzard on Valentine's Day. She stated the family was stranded in the Hamlet area, and was taken in by Carl and his wife, who housed them and fed them.

#### COMPLAINT ON EMS TRANSFERS

Commissioner Norem advised she had received a message from the Hamlet Chief of Police, Frank Lonigro, advising of a situation in regard to both County rigs being on transfer calls at the same time, and an emergency call in the County had to be handled by Walkerton. EMS Director Keith Emigh was in attendance and approached the Board to discuss the issue. He first went to the EMS Office to pull the report for that day. Director Emigh then advised the one rig was on a transfer call to a different hospital from the ER, and the other was on a transfer call to a nursing home when the call came in. Commissioner Norem stated the County needs to establish a transfer policy, as there is a need to re-prioritize the non-emergency transfers. She stated when there is an ER transfer the nursing home transfers should be suspended during that time. She suggested they need to carefully look at the County's transfer policies. Commissioner Danford advised he will work with Director Emigh. Director Emigh stated he would speak with Officer Lonigro about the issue.

#### MEMORIAL DAY FLAGS

Commissioner Danford advised he had spoken with the North Judson American Legion who stated it costs them approximately \$2,400.00 for the Memorial Day flags for that post. He stated he advised them to present their actual invoice to the County for reimbursement. Matt Gourley, of the Hamlet American Legion Post, advised they don't have enough cash flow in their bank account to purchase the flags and then to be reimbursed. Kenny Wallace suggested all the County's American Legion Posts combine their orders into one and have the County submit the order and pay it directly. President Danford asked Matt Gourley to coordinate that with the other Legion Posts.

#### AUDITOR BUSINESS: VENDOR CLAIMS, PAYROLL CLAIM, MINUTES, RESOLUTION TO BORROW FROM CREDIT FUND FOR COUNTY GENERAL FUND

Commissioner Norem made a motion to approve the payroll claim for the pay period ending on February 28<sup>th</sup> with a pay date of March 6<sup>th</sup> in the total gross amount of \$196,418.76. Commissioner Binkley seconded the motion, and it passed with all ayes.

Commissioner Norem made a motion to approve the vendor claim in the amount of \$10,000.00. The motion was seconded by Commissioner Binkley and passed with all ayes. (The claim was the Court settlement in the Gina Albright case.)

Commissioner Norem made a motion to approve the regular vendor claims docket in the total net amount of \$358,821.83, noting Clerk Vicki Cooley had pulled a claim in the amount of \$120.00 to be submitted at a later date. Commissioner Binkley seconded the motion and it passed with all ayes.

Auditor Chaffins presented "Resolution 2015-3-16, A Resolution Authorizing the Transfer of Funds from the Starke County CREDIT Fund to the County General Fund". She advised the loan between funds is in the amount of \$750,000.00 and will be paid back prior to the end of the year. Commissioner Norem made a motion to approve the resolution, seconded by Commissioner Binkley. The motion passed with all ayes.

President Danford signed the final grant documents on the SR8 CR300E Intersection Project.

#### PUBLIC COMMENT

George Dotlich suggested the Memorial Day Flags that are to be purchased should be made in the USA and not in China. Mr. Gourley stated they are required to purchase flags made in the USA.

Commissioner Binkley inquired since there seems to be a plan for snow removal at the new jail, if the issue of the new jail lawn care is ready to be discussed. Commissioner Norem advised they would need new mowing bids and the exact details of what work is to be required and how often needs to be stipulated in the request for bids.

With there being no further business Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Binkley. The motion passed with all ayes, and the meeting was adjourned at 7:59PM.

**March 16<sup>th</sup>, 2015**

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Kent Danford, President

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Kathy Norem, Vice-President

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Don Binkley

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Katherine Chaffins, Auditor &  
Secretary to the Board of Commissioners