The Steuben County Commissioners met at 1:00 p.m. on Monday, January 6, 2020, in the Commissioners’ Room of the Steuben County Community Center. Present this day were Commissioners Ronald Smith, James Crowl and Lynne Liechty. Also present were Donald Stuckey, County Attorney, Kim Anderson, Assessor and Kim Meyers, Steuben County Auditor.

Lynne Liechty made a motion to keep Ronald Smith as Commission Board President and James Crowl as the Vice President for 2020. James Crowl seconded that motion and the motion carried with three (3) ayes.

Elten Powers addressed the Commissioners regarding the recent appointment to the Plan Commission. He said there are four (4) political appointees and of the four (4), no more than two (2) can be of the same political party. As Democratic Party Chair, he knew that two (2) Democrats on the Plan Commission would be leaving and he was asked if he would seek replacements. He did so and when he called the Plan Commission last week he was told, much to his surprise, that those two (2) positions were filled. Mr. Powers asked where the names came from and Clint Knauer told him they had applied by written applications. Mr. Powers said when you have the political appointed positions come up, the relevant party should be contacted, make recommendations and those recommendations should be followed.

Bill Schmidt said he knows the political parties have been approached in the past because sometimes it is difficult to find people to serve on the Board. He said these people are not political appointees, they have political requirements in order to sit on the board. Mr. Schmidt said he is not sure if there is any requirement that a party be asked, although it may be done as a courtesy. He said he doesn’t believe the political party has a right to be contacted. Elten Power said he understands that; however, he thinks it is a matter of courtesy, but it has also been past practice.

Donald Stuckey said traditionally the Party Chairman is contacted if there was a Democratic Opening. Vina Conti said she did contact Elten Powers. James Crowl said the Plan Commission brought forward two (2) names that were not Republicans and they were accepted.

Elten Powers stated that John Brooks passed away last week and there is a Celebration of Life on Saturday, January 18, 2020, at the Coonhunter’s Club in Hamilton, Indiana.

The Commissioners signed Plats for Sarah Lane Subdivision and Tasker Hill Subdivision.

Donald Stuckey opened the Highway Material Bids. The Commissioners accepted them for review and recommendation by the Highway Department.

Lynne Liechty made a motion to approve the Elected Official Bond for Bill Harter, Coroner. James Crowl seconded that motion and the motion carried with three (3) ayes.

Charles Malinowski, MALCON, addressed the Commissioners regarding the new rule regarding Cost Reporting on Medicaid Services. He said they would like to take a look at some of the data from EMS that is required for this new reporting. Mr. Malinowski said the Report is not due until May, 2021, but beyond that deadline, there is a ten percent (10%) penalty. He said if Steuben County does not file this one-time report, the penalty would be approximately $30,000.00.

Mr. Malinowski said he would like to compile information, come back to the Commissioners and provide a proposal and/or recommendation. He said more than likely he will recommend Steuben County allow MALCON to collect and report the data and in doing so, there will be an audit defense on the numbers that are provided.

Isaac Lee, SCEDC, provided the Commissioners with a snapshot of what the EDC has accomplished. Mr. Lee reported that retention projects have retained over 2,200 jobs within Steuben County and over 200 new jobs were created in an environment where the unemployment is below three percent (3%). He also stated that the
average wage on fifteen (15) projects was up to approximately $17.00 per hour with a total investment of almost $57 Million Dollars on both real and personal property and new payroll equaled $2.5 Million.

Mr. Lee reported that the Private Sector has invested over $100,000.00 for the Housing Study.

Isaac Lee introduced Mike Landrum, the new Workforce Development Director. Mr. Landrum said that he has 42 years of experience and that Steuben County became the 4th County of the eleven (11) county region to add a Workforce Development Professional to their Economic Development Staff. He said every year they have a Made in Steuben Event at the Enterprise Center and this past fall there were fourteen (14) area manufacturers and education providers, 220 high school participants and 91% of those in attendance had changed their attitude and mindset about manufacturing being a viable career.

Mr. Landrum said they did a Career Construction Workshop at the Enterprise Center where seven (7) different area Contractors came in. Students were able to do hands on activities ranging from wall framing, vinyl siding, welding, surveying and laying pipe in a gravel ditch. He said they are working on starting a Pre-Manufacturing Academy either after school, during the summer or a school experience so young people can get basic fundamentals like using a tape measure, electronic calipers, basic shop tools, etc.

Randy Brown, EMA, requested permission to pay for the annual fee for CODE RED in the amount of $12,500.00. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Building Manager, discussed the rental of the Purdue Extension Kitchen. Mr. Fair introduced Michelle Cook to the Commissioners so she could explain what her proposed cooking program consists of. Mr. Fair did say that new flooring needs to be put into the kitchen and that could be a five (5) week process, but it could wait until spring.

Ms. Cook said her schedule would be flexible and she’s hoping to do between four (4) and six (6) classes per month. She said the classes would be about two (2) hours long with a class size of between eight (8) to ten (10) individuals. Ms. Cook said she would like to start as soon as possible, but if it is better to have the floors done first, she can wait. Gary Fair said the floors are not dangerous so they can wait. Michelle Cook said she does the classes based on a topic and then according to the attendance level is how she will schedule the classes. Ms. Cook said it would make more sense to do the floors first, that way the momentum of the classes is not lost with a hiatus. She said that the classes would be held in the evening.

Ms. Cook said the kitchen has a lot of the items she would need as long as Purdue Extension would allow her to use some of the items. Gary Fair said in the past the cupboards were locked, but are now open.

Michelle Cook said they would clean up everything and the area would be left the way they found it. She said she would use a hot plate in front of the mirror for demonstration purposes and the students would use the stoves. Lynne Liechty said she has no problem with any of this. Commissioner Liechty said the best idea is to get the floor done as soon as possible so the classes can begin.

Gary Fair asked what the Commissioners would like to charge. Michelle Cook said she would be charging for her classes. James Crowl said they will get the flooring done and come up with a price that is suitable for everyone. Ronald Smith said it is resolved that Gary Fair will do the floor and they will move on from there.

Mr. Fair also stated that Rachel Ayres would like to rent the Work One Classroom again for a sewing class; however, she may be holding a later class due to one student being in school. Gary Fair said he has no issues with the Classroom being used for the sewing class again. Commissioners agreed and said Ms. Ayres could rent the Classroom at the same rate as last time.

Jace Crozier, Courthouse Maintenance, requested permission to have the Courthouse hallway and stairs painted. Mr. Crozier said he solicited four (4) quotes; however, only one (1) was turned in. Lynne Liechty made a motion to accept the quote from Steve Hanna in the amount of $3,100.00. James Crowl seconded that motion and the motion carried with three (3) ayes.
Mr. Crozier also requested to purchase the three (3) floor scrubbers that were put in the 2020 budget for each building. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Bill VanWye, DeKalb County Councilman, addressed the Commissioners regarding CR 800 S. He said the road was redone and the swamp was put in and the water will not go down. Mr. VanWye said beavers keep plugging it up and the water is getting very high on that road. He said he is requesting someone take a look at that because the water is going to be over the road if it keeps raining.

Mr. VanWye said the other issue is CR 800 and Old US 27. He said signs were put up and there was another accident this past weekend. He said there are signs that need to be torn down and moved back and brush needs to be cut down so there is a clear view. The Commissioners thanked Mr. VanWye for coming in about this issue.

Frank Charlton, County Park Superintendent, stated the Park has been quiet and they have been brainstorming about ideas to raise awareness about the Park and would like to speak about possible events at the next County Park Meeting.

Mara Emerick, Event Center Coordinator, submitted several delinquent electric bills to Donald Stuckey, County Attorney.

Lynne Liechty stated that June Julien, Steuben County Tourism, would like to create a County Park Facebook Account and Ms. Emerick could make changes on the site when needed.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO Utility Permit #2866 for approval. James Crowl made a motion to approve the Utility Permit. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey submitted a Reimbursement Voucher for 200 N Phase II Engineering for approval. Lynne Liechty made a motion to approve that Reimbursement Voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey said that the current Trail Interlocal Agreement is for snow removal and mowing of Phase I in the amount of $10,000.00. She said the City can continue to do that and quoted Phase II at $10,500.00 for snow removal and mowing services. Ms. Sharkey said they also broke it out and if the City only did snow removal it would be $7,500.00 for Phase I and $8,000.00 for Phase II. James Crowl asked if the State was going to plow their portion in the winter. Ms. Sharkey said they aren’t, it is a waste of money for the County to remove the snow. James Crowl said it is his opinion to keep it the way it has been. Lynne Liechty said that was her opinion as well. Lynne Liechty made a motion to continue to plow and mow Phase I, not Phase II. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said “Cross Traffic Does Not Stop” warning signs have been posted beneath the stop signs on 800 S. She said she is still looking at the possibility of the Highway Safety Improvement funds for a larger improvement project there. Ms. Sharkey said based on the road safety audit, the recommendation is to fix the skew of that intersection when you pull up, the frame of the vehicle blocks the view.

Jennifer Sharkey reported that a 2013 International 7400 needs an engine rebuild in the amount of $23,000.00 and would like to have permission to move forward on that. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said she sent correspondence to Donald Stuckey for a proposed turn around area at N 700 W which is north of SR 120 in regards to the procedure to go through to get that accomplished. She said a legal description and easement for the use of that land will have to be drafted. Ms. Sharkey said the property owner is agreeable to it; however, for legality purposes, having that documentation in place is necessary.
Ms. Sharkey said she is still tracking the fuel rates and she will lock them in when appropriate.

Jennifer Sharkey submitted an update of 2019 in review to the Commissioners. She said they had a recovery rate of 93% which was above the target rate of 80%. The local expense was $2.84 Million, which LOHUT accounted for $1.47 Million and the MVH Restricted accounted for $1.37 Million. She said there was also approximately $860,000.00 worth of Grant Funds with a total investment just under $3.7 Million into the infrastructure network.

Ms. Sharkey said for PASER Ratings, Steuben County increased good roads by 4%, decreased 4% in the poor roads and fair roads stayed the same. She said they worked on 23 bridges, nine (9) small structures and had anywhere between 200 to 225 signs that needed attention this year.

Paula Brown, E911, submitted an Amended Job Description from Shift Supervisor to Assistant Director for review and approval. Kim Meyers stated it has been reviewed by the Personnel Committee. James Crowl made a motion to approve the Amended Job Description. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling $288,409.84. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kim Meyers, Auditor and Melissa Bixler, Treasurer, submitted the Monthly Comparison Report and Monthly Financial Statement for review and approval. James Crowl made a motion to approve those reports. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the minutes from the Commissioners’ Meeting on December 19, 2019. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the December 2, 2019, Commissioners’ Meeting and the December 9, 2019, Admin/Emergency Expenditure Meeting for the Index Book, which were approved at the prior meeting.

Ronald Smith stated that the Historical Society will be hosting an Open House on January 16, 2020 to celebrate the Indiana Women’s Suffrage Centennial. Commissioner Smith stated that the Steuben County Board of Commissioners proclaim that August 26, 2020 is the 100th Anniversary of the passage of the 19th Amendment giving suffrage to the female aspect of the American population. Lynne Liechty made a motion to accept that Proclamation. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the January 3, 2020 Payroll in the amount of $437,576.18. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Pat Kirkpatrick, EMS Director, submitted December Closeouts in the amount of $629.00 and December Write Offs in the amount of $1,158.74 for approval. Lynne Liechty made a motion to approve the December Closeouts and Write Offs. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to officially approve Rodney Robinson, Sheriff, to purchase two (2) 2020 Dodge Chargers from Thomas Dodge in the amount of $53,216.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the Executive Session Statement from the Executive Session held on Monday, December 23, 2019. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the Xerox Contracts that were approved at the previous meeting.

James Crowl made a motion to appoint Lynne Liechty to the Region 3a Board of Directors. Ronald Smith seconded that motion and the motion carried with three (3) ayes.
The 2020 Commissioners’ Committee Assignments were submitted for review and approval. It was requested to place the Ohio, Michigan, Indiana Committee regarding the Machindoh Aquifer under Ronald Smith’s assignments. Lynne Liechty made a motion to approve the Committee Assignments. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the Courthouse HVAC Preventative Maintenance Contract with Delta T in the amount of $7,713.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to adopt Ordinance #933 that Enacts and Adopts the Supplement to the County Code of Ordinances. James Crowl seconded that motion and the motion carried with three (3) ayes.

First, Second and Third Readings
Steuben County, Indiana
Ordinance No. 933

Thereupon, County Commissioner, James Crowl, 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. 933, 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:

<table>
<thead>
<tr>
<th>Ayes</th>
<th>Nays</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

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 James Crowl and on the call of the roll was adopted by the following vote:

<table>
<thead>
<tr>
<th>Ayes</th>
<th>Nays</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

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 James Crowl and on the call of the roll adopted by the following vote:

<table>
<thead>
<tr>
<th>Ayes</th>
<th>Nays</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

The President of the Steuben County Commissioners, Ronald L. Smith, declared publicly Ordinance No. 933, 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. 933, was adopted and reads as follows:

ORDINANCE NUMBER 933

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR STEUBEN COUNTY, INDIANA AND DECLARING AN EMERGENCY

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2019 S-13 Supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the Indiana code; and
WHEREAS, it is the intent of the Legislative Authority to accept these updated sections in accordance with the changes of the law of the State of Indiana; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date;

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE POLITICAL SUBDIVISION OF STEUBEN COUNTY, INDIANA:

Section 1. That the 2019 S-13 Supplement to the Code of Ordinances of the Political Subdivision as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2. Such supplement shall be deemed published as of the day of its adoption and approval by the Legislative Authority and the Clerk of the Political Subdivision is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk.

Section 3. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

PASSED AND ADOPTED by the Legislative Authority of the Political Subdivision on this 6th day of January, 2020.

First Reading: 1/6/2020
Second Reading: 1/6/2020
Third Reading: 1/6/2020

STEUBEN COUNTY BOARD OF COMMISSIONERS
Ronald L. Smith, President, South District
James A. Crowl, Vice President, Middle District
Lynne Liechty, North District

ATTEST: Kim Meyers, Steuben County Auditor

James Crowl made a motion to reappoint Lon Keyes to the Fremont Library Board. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to officially approve the DEF Heater and DEF System Repair to EMS Squad 1 in the amount of $5,000.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the 4th Quarter Miscellaneous Claims in the amount of $501,602.97. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kim Meyers, Auditor, requested permission to purchase a new laptop for her office from PCM-G in the amount of $2,290.42. Ronald Smith made a motion to approve that request. James Crowl seconded that motion and the motion carried with two (2) ayes.

Donald Stuckey stated that due to the fact Martin Riley was hired for the Needs Assessment on the Courthouse and they have that information, an RFP for the drawings and specifications does not need to be sent out to other engineering firms and Martin Riley can be hired to do the drawings and specifications of the proposed Courthouse Renovation.
The Commissioners received the following correspondence: Janel Meyer, SCSWCD re: Board Meeting Agenda; Joy Hudson, HPG re: Statehouse Visit; Martin Dezelan, Arthur J. Gallagher & Co re: Governmental Insurance Exchange Rating Downgrade; Indiana Soybean Alliance re: ISA Infrastructure Preservation Program; SCEDC re: Annual Meeting and Awards Presentation.

STEUBEN COUNTY BOARD OF COMMISSIONERS

_____________________________________________
Ronald L. Smith, President, South District
_____________________________________________
James A. Crowl, Vice President, Middle District
_____________________________________________
Lynne Liechty, North District

Attest:  __________________________________
Kim Meyers, Steuben County Auditor