February 18, 2020 Commissioners’ Meeting Continued

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING
February 18, 2020

The Steuben County Commissioners met at 8:30 a.m. on Tuesday, February 18, 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 and Kim Meyers, Steuben County Auditor.

Randy Strebig, BoAC, gave the 2019 4th Quarter and 2019 Annual Report to the Commissioners. Mr. Strebig said the last two (2) years they have encumbered funds for the larger projects and they hope to get those completed in 2020. Mr. Strebig stated the Obstruction Removal Project has been engineered, bid and is under construction. The Perimeter Fence Design and Engineering is completed; however, the construction of the fence has been pushed back due to the fact the runway needs to be resurfaced and is a higher priority. Mr. Strebig said the project will go to bid for engineering this spring and they will probably construct at the end of 2020. He also said the Land Release Study will be done this year as well.

Mr. Strebig also reported that the BoAC returned $10,000.00 to the County from fuel profits. He said they re-bid the hunting leases and increased revenue from $1,500.00 to $4,500.00 annual on a three (3) year contract. Mr. Strebig said they also re-bid the farm contract and increased the revenue from $9,000.00 to $14,000.00 on a four (4) year contract. He said they re-negotiated the leases with the TSA Hangar and they now have it structured with three percent (3%) annual increases over the next five (5) years. Randy Strebig said the Board facilitated a Memorial Bench for Pete Yarger, whom was a friend and Aviator, they hosted the C54 Spirit of Freedom Flying Museum and they also leased the Corporate Hangar for two (2) corporate parties and one (1) wedding reception.

Randy Strebig said the drainage issue is something that will need to be remediated. He said they are trying to tie that project into a federal grant with the runway construction so 95% of it is paid for. He said they have been talking with their consultant on how that will work. Mr. Strebig also reported that they are dealing with HVAC upgrade needs at the Airport and he will discuss possible funding options with the Commissioners at another meeting.

Jeanna Patterson, E911 Director, submitted a quote from Williams Electronics to update the ProWatch Software in the amount of $3,844.60. Ms. Patterson said Williams Electronics was the original installer and has continued to maintain the software which is why she did not solicit other quotes. James Crowl made a motion to approve the quote from Williams Electronics and to pay the invoice from LOIT 1170-303-3000.55. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jason Hufnagle, Jail Commander, submitted a quote from TCSI for one (1) exterior camera to be placed on the east side of the Courthouse which will capture the green space and the Judge’s parking spaces. Lynne Liechty made a motion to approve the quote in the amount of $600.00 from TCSI. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the claims submitted for payment this day totaling $370,394.27. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the Commissioners’ Meeting on February 3, 2020 and from the Administrative/Emergency Expenditure Meeting on February 10, 2020. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the January 21, 2020, Commissioners’ Meeting and the January 28, 2020, Administrative/Emergency Expenditure Meeting for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the February 14, 2020 payroll in the amount of $423,460.57 for approval. James Crowl made a motion to approve the February 14, 2020 payroll. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.
February 18, 2020 Commissioners’ Meeting Continued

Pat Kirkpatrick, EMS Director, submitted January Write Offs in the amount of $645.71 for approval. Lynne Liechty made a motion to approve the January Write Offs. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the 2020 Deer Removal Contract. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Building Manager, submitted a quote from Johnson Controls for a Fire Panel Upgrade in the amount of $18,983.00. Lynne Liechty made a motion to accept the quote from Johnson Controls. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to officially approve the replacement of the Annex Water Heater. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jeff Bassett, Business Impressions, reported that the Clerk has an extra machine that can be moved to the Health Department for a fee of $290.00. Lynne Liechty made a motion to approve the transfer of the machine and the expenditure. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Bassett also stated that the Sheriff’s Department Squad Room has an inadequate printer stand and recommended purchasing a new one, in the amount of $179.00 if something else cannot be located. Lynne Liechty made a motion to approve the purchase of a new printer stand if needed. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mara Emerick, Event Center Coordinator, submitted the proposed Credit Card Processing Contract with VPS for review and approval. Donald Stuckey stated that he reviewed the Contract. James Crowl made a motion to approve the VPS Credit Card Processing Contract for the County Park. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO Utility Permits #2871, #2872 and #2873 for approval. Lynne Liechty made a motion to approve the Utility Permits. James Crowl seconded that motion and the motion carried with three (3) ayes.

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

Ms. Sharkey also submitted a reimbursement voucher for Bridge Inspections, Phase II for approval. Lynne Liechty made a motion to approve the reimbursement voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey reported that the 2021-2024 Bridge Inspection RFP has been advertised and are due March 12, 2020.

Ms. Sharkey said she spoke with the DeKalb County Highway Superintendent regarding Old 27/800 S and he agrees that Steuben and DeKalb need to meet regarding that intersection. She said there is an opportunity to apply for Highway Safety Funds this fall which would be a 90/10 grant. Ms. Sharkey said reconstructing the intersection might be the best approach, but they can discuss that at a later date. Ronald Smith said he spoke to Commissioner Bill Hartman last Tuesday. They are wanting to meet because procrastination does not do any good. Ronald Smith asked Ms. Sharkey and Erin Schiffli, Commissioners’ Assistant to coordinate the meeting.

Ms. Sharkey stated that they are working on a Highway Barn Needs Assessment for 2021 to figure out if expansion, relocation or improvements are needed.

Jennifer Sharkey also submitted information on equipment options for the 2021 Budget.
James Crowl made a motion to approve Frank Charlton’s requested vacation time. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve Mike Sevits’ requested comp time. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the 2020 Polling Places submitted by Tangi Manahan, Clerk. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ambulance Billing Services submitted write offs in the amount of $11,770.58 for approval. James Crowl made a motion to approve those write offs. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Karen DeForest, Downtown Angola Coalition, submitted a request to use the Courtyard during the Arts Festival on August 1, 2020. Lynne Liechty made a motion to approve the request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey reported that the Highway Department’s Sign Truck has a bad engine. She said she received quotes for a new engine in the amount of $13,669.49 and a remanufactured engine in the amount of $9,422.49. To preserve the life of the truck, she recommended purchasing a new engine for the Sign Truck. James Crowl made a motion to approve the purchase of a new engine in the amount of $13,669.49. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey recommended doing an internal promotion for the position of the Highway Superintendent. Lynne Liechty made a motion to approve that recommendation. James Crowl seconded that motion and the motion carried with three (3) ayes. Ms. Sharkey stated that the first work day for the new Superintendent will be February 24, 2020.

The Commissioners received the following correspondence: Kent Park, Woolpert re: 2020 Indiana GIS Conference; Joy Hudson, HPG Network re: Caucus Meeting Reminder; Kate Virag, NEIndiana re: News Release; Stacey Meek, NICC re: Advisory Board Meeting; Janel Meyer, SCSWCD re: Board Meeting Agenda; Connor & Company re: Window Restoration Info; Rodney Renkenberger, Maumee River Basin re: Board Meeting; Alicia vanEe, Health Department re: ISDH News Release Coronavirus; Joy Hudson, HPG Network re: Mayors & Commissioners’ Caucus; Mia Richardson, Brumbaugh Engineering & Surveying re: Letter; Indiana GIS re: Orthoimagery Program Update.

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