STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING
May 6, 2019

The Steuben County Commissioners met at 1:00 p.m. on Monday, May 6, 2019, 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, Auditor.

Micci Hoffer, Potawatomi Snowmobiler’s Club, submitted a Trail Lease Agreement to the Commissioners for the Snowmobile Trail at the County Park. Ms. Hoffer said that a letter is typically sent to the Commissioners every year; however, the Club had a changeover in staff so it was overlooked. Ms. Hoffer said that she does the Lease Agreements and she would like to see if the Commissioners would be interested in switching over to a Lease instead. Ms. Hoffer said that the Lease can be canceled, except during the snowmobiling season.

Donald Stuckey reviewed the Lease Agreement and said that he would advise the Commissioners to remove subsection #5 as there is no way for the Commissioners to go out and monitor the trail. Ms. Hoffer said that subsection pertains to if someone sees something or says something, the Commissioners would report the issue to the Club. Mr. Stuckey said that he wouldn’t want #5 in there as this trail is a gift and the Commissioners should not assume any responsibility. Ms. Hoffer said that she could remove #5.

Kylee Harris said during this past snowmobiling season, they ran into a couple issues with the Snowmobilers. Ms. Harris said that the Club’s sign was damaged a week ago but the main concern is the spikes on the snowmobiles damaging the new asphalt roads in the County Park.

Mr. Stuckey said that he is missing Exhibit A to the Lease. Micci Hoffer submitted Exhibit A which is a map showing where the trail goes through the County Park. Ms. Hoffer said that where the trail is drawn, is the blacktop. She said that the plow took the snow straight down to the blacktop and they know that the spikes do cause damage; however, if snow is left on the blacktop, it will not harm the blacktop. She said when she is riding and sees blacktop, she goes to the side. David Hoffer said that they are willing to work with the Park to arrange having the trail off of the blacktop. Mr. Hoffer said that they have signs that can be put up as well. Micci Hoffer also informed the Commissioners that their Club puts on a safety meeting with the DNR once a year in December so people are aware of the rules of snowmobiling. Ms. Hoffer said that if the Commissioners or County Park Staff see an infraction, just give them a call. She also clarified that if a tree is down on the trail, the Club would remove it.

Donald Stuckey still advised that he would prefer to have #5 removed from the Lease. James Crowl made a motion to accept the Lease with the Snowmobilers Club with #5 deleted. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey inquired about snowmobiles on the unfinished Bike Trail. Micci Hoffer stated that is not a part of their trail and no snowmobiling signs can be posted.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling $532,016.05. 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 for review and approval. James Crowl made a motion to approve the Monthly Comparison Report. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the April 15, 2019, Commissioners’ Meeting. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the April 1, 2019 Commissioners’ Meetings for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the April 26, 2019 payroll in the amount of $400,208.32 for approval. James Crowl made a motion to approve the April 26, 2019 payroll. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.
Crystal Dadura, HR, submitted an Amended Vehicle Policy with the car wash language removed. Lynne Liechty made a motion to approve the Amended Vehicle Policy. James Crowl seconded that motion carried with three (3) ayes.

James Crowl made a motion to officially approve the Delta T Bill Invoice for Water Heater Repairs in the amount of $2,524.04. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the First Responder Contracts for Angola, Fremont, Hamilton, Hudson, Orland, Salem, Steuben and Ashley Fire Departments. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tami Mosier, Purdue Extension, submitted a request to allow non-county employees travel with her in the county van during several events throughout the summer. James Crowl made a motion to approve Ms. Mosier’s request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Tangi Manahan, Clerk, submitted a Proposal for Monthly Title IV-D Consulting Services with Malcon, Inc. Lynne Liechty made a motion to approve the Proposal from Malcon. James Crowl seconded that motion and the motion carried with three (3) ayes.

Pat Kirkpatrick, EMS Director, submitted April Writeoffs in the amount of $5,322.69 and April Closeouts in the amount of $7,389.72. James Crowl made a motion to approve the April Writeoffs and Closeouts. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl said that a change order has been submitted for a concrete pad at the County Park. He said that it was the only way to make the project work. Commissioner Crowl said that the concrete pad was in the amount of $5,000.00 and the hope was that 4-H would pick up fifty percent (50%). Erin Schiffli, Commissioners’ Secretary, stated that she does not have the paperwork from Wagler, but she has requested it. The Commissioners tabled the matter until the Change Order paperwork is received.

Donald Stuckey opened the bids for the 2019-CCMG1, 2019-CCMG3, 2019-CCMG4 Projects. Bids were as follows:

**2019-CCMG1**

**W 100 N from Landis Road to N 450 W**
- E&B Paving: $92,410.00
- Brooks: $107,983.00
- API: $104,718.40

**Bay View Road from N 200 W to N 300 W**
- E&B Paving: $124,769.00
- Brooks: $149,659.00
- API: $135,956.80

**Metz Road from US 20 to State Line**
- E&B Paving: $587,153.00
- Brooks: $676,575.00
- API: $583,023.00

**2019-CCMG3**

**Bill Deller Road from Redding Road to Hanselman Road**
- E&B Paving: $73,220.00
- Brooks: $77,622.00
- API: $75,575.00

**E 150 S from Bill Deller Road to Angola City Limits**
E&B Paving: $64,210.00  
Brooks: $72,658.00  
API: $67,665.00

**Hanselman Road from Bill Deller Road to S 100 E**

E&B Paving: $24,725.00  
Brooks: $33,650.00  
API: $29,370.00

**2019-CCMG4**

**N 110 W from W 200 N to Saint Andrews Court**

E&B Paving: $81,813.75  
Brooks: $86,261.00  
API: $70,457.25

**Brassie Court from N 110 W to Cul-de-sac**

E&B Paving: $10,958.75  
Brooks: $15,000.00  
API: $13,923.75

**Saint Andrews Court from N 110 W to Cul-de-sac**

E&B Paving: $27,288.75  
Brooks: $31,500.00  
API: $26,988.75

**Niblick Court from N 110 W to Cul-de-sac**

E&B Paving: $14,251.25  
Brooks: $17,300.00  
API: $17,852.75

The Commissioners took the bids under advisement for review and recommendation by the Highway Department.

Jennifer Sharkey, Highway Engineer, submitted Frontier Utility Permit #2839 for approval. Lynne Liechty made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that they are looking to start on the 200 N/827 Project next week. She submitted a reimbursement voucher for that project. James Crowl made a motion to approve the reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey submitted Change Order #2 for the structure backfill and material change to #53 crushed gravel. She said that it was a net zero impact to the project. Lynne Liechty made a motion to approve Change Order #2. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey also submitted Change Order #5 for the winterization that was needed. She said that temporary pavement markings were installed for a total amount of $1,135.00. James Crowl made a motion to approve Change Order #5. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

She reported that there are a couple other Change Orders that are being processed for the underdrains and undercuts for the drainage issues.

Jennifer Sharkey stated that the 200 N Phase II paperwork for Stage I was submitted to INDOT on April 23 with a letting date of January, 2022. She said they were informed that if they are prepared ahead of time, the grant funding may be available earlier so construction could start in 2021. Ms. Sharkey submitted a reimbursement
voucher for approval. James Crowl made a motion to approve the reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey reported that the start date for the Bike Trail is dependent on dry weather. She said that the original completion date is June 15, 2019, but she anticipates that may be impacted by the late start this spring.

Ms. Sharkey stated that she spoke with the Surveyor regarding the stream relocation for Bridge #51. She said there was no objection to that relocation.

Jennifer Sharkey said that she received Letters of Interest from the Consulting Firms last week and scoring packets have been submitted to the Commissioners.

Ms. Sharkey stated that the Unofficial Detour Reimbursement Contract for the US 20 Project has been received. Donald Stuckey stated that the Contract is standard boilerplate and is legally acceptable. Lynne Liechty made a motion to approve the Reimbursement Contract. James Crowl seconded that motion and the motion carried with three (3) ayes. Jennifer Sharkey reported that the CR 20 N Project is out for bid right now with bids due on May 20.

Ms. Sharkey submitted the Notice of Award for the Lane 201 Ball Lake in the amount of $109,650.00 and the Crooked Lake Paving Project in the amount of $206,880.00. She said that E&B Paving was the low bidder on both projects. James Crowl made a motion to accept the Notice of Award for E&B Paving. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. Ms. Sharkey said that the completion date should be prior to November 1, 2019.

Jennifer Sharkey submitted the State Report for approval. James Crowl made a motion to approve the State Report. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that there have been phone calls concerning bags of trash, individuals picking up trash and leaving the bags on the side of the road. She said that they do want a clean county and they appreciate the help of residents, but being a trash collection service takes time away from working on the roads. She said that they are looking for guidance on how to deal with these situations. James Crowl suggested getting a hold of Community Corrections if there are roads that need to be addressed. Ms. Sharkey said that they will coordinate with Community Corrections as much as they can. She said that the State’s Adopt a Road Program could be a possibility as well.

Jennifer Sharkey informed the Commissioners that the Sewer District is looking at collaborating with the County to have 150 N chip and sealed from 900 W to 800 W. Ms. Sharkey informed the Sewer District that the Commissioners would have to be involved. She said that there is some concern whether or not chip and seal is the proper application for that project.

Ronald Smith stated that there was a request from a resident to have a roadside mirror installed on his farm due to the difficulty of pulling out of their driveway. He said that he went over and pulled out of the driveway in question and it is tentative at best. Commissioner Smith said some people say that the County should not have control over everything and in this situation, that driveway should have never been approved because it is an accident waiting to happen. He said that he would guess that the best thing for them to do is move the driveway to the right side of their property. Ronald Smith said that the County could possibly consider moving that 40 mph back that may be one way to help the property owners.

Lynne Liechty made a motion to officially approve increasing the rental equipment insurance coverage. James Crowl seconded that motion and the motion carried with three (3) ayes.

Emmet Heller, Highway Superintendent, reported that they have been working on drains all over the County as the rain caused several culverts to fail. Mr. Heller said as soon as the ground dries out and he gets permission, he will go back to work on 675 and add the gravel.

Mr. Heller stated that they started working on the drainage at Ball Lake last week.
Emmett Heller said that the Hamilton Street Department contacted him to see if an Interlocal Agreement can be made where the Highway Department does the work on 500 S and the Town of Hamilton would pay the Highway Department. Ronald Smith asked if the County portion needed to be fixed. Emmett Heller stated that the County portion is not scheduled until 2020.

Rodney Robinson, Sheriff, requested clarification on what to do with the vehicles he will be retiring. He said that he is replacing four (4) vehicles this year. Sheriff Robinson requested permission to trade a 2013 Dodge Charger in because he will receive between $3,400-$3,800 for that vehicle and it would help him substantially.

Sheriff Robinson said that he has a 2012 and 2013 Dodge Charger and he would not recommend giving either of them to another department. He said that they have not sold any Dodge Chargers on the online auction, so he’s not sure what they would bring. Sheriff Robinson requested permission to trade in one vehicle and then place the other on auction to see what that brings.

Rodney Robinson said that he would put the 2013 Dodge Charger on the Online Auction. Lynne Liechty said that she has no problem with this option. Lynne Liechty made a motion to permit Sheriff Robinson to trade in the 2012 Dodge Charger and sell the 2013 Dodge Charger on the Online Auction. James Crowl seconded that motion and the motion carried with three (3) ayes.

Sheriff Robinson submitted information on Canteen Services. He said that he has met with this service provider and is looking at privatizing the food service at the jail. Sheriff Robinson said that the company would bring in their own employees, purchase their own food and use the jail kitchen; however, they are very well versed in the preparations for confinement and correctional institutions. He said that they cover thirty-two (32) counties in Michigan and they are currently servicing LaGrange, Porter and Wells County. Sheriff Robinson said that he has looked at the numbers and this would save approximately $90,000.00 a year. He said that the cost is per meal and Canteen Services are about $2.03-$2.08 a tray and currently they are doing about $2.89 a tray. He said that last year in 2018, they prepared 98,407 meals.

Rodney Robinson said that right now he has an opportunity, he’s not wanting to reduce the number of staff; however, there is one (1) kitchen staff member that is retiring this month and another is retiring next month. He said that would leave one (1) employee and she’s been there for about five (5) years. Sheriff Robinson said the company is willing to bring her on board with them, but the difference is medical insurance as the County has a wonderful medical plan. Sheriff Robinson said that he sent the Contract to Donald Stuckey for review.

Sheriff Robinson also submitted a quote from Spillman Technologies. He said that they’ve been looking to upgrade Spillman to mobile for years. He said each quote is broken down according to the different agencies and there is also a maintenance fee included. For the Sheriff’s Department to upgrade, it would cost $49,189.97 and he is currently looking at funding, etc. Rodney Robinson said that he wanted the Commissioners to be aware and he will come back when he’s ready to proceed.

Frank Charlton, County Park Superintendent, reported that Wagler’s poured the last leg of the concrete this morning and he’s not sure who will be doing the ground work, leveling and grade work. James Crowl said that it needs to sit and cure before they can do anything and he recommended placing yellow caution tape around the concrete to keep people off of it.

Mr. Charlton stated that the drain lines and catch basins are in.

Kylee Harris reported that the Trine’s have donated trees to the County Park and they were planted last week. The Commissioners requested that another letter be sent thanking the Trine’s for their donation.

Frank Charlton stated that the mailbox has been installed at the Event Center.

Ms. Harris said that DLGF contacted her to schedule a Conference Room at the Event Center for Gateway Training and they are requesting that the fee be waived. James Crowl made a motion to approve the waiver of the rental fees. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.
Kylee Harris submitted the Craft Fair Lease for approval. She said that the fees have been paid and the date has been scheduled. Lynne Liechty made a motion to approve the Lease. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Harris said that the new cameras caught a car doing donuts in the parking lot; however, they could not make out the license plate. The car lost control and damaged the snowmobile trail sign. Frank Charlton said that he was thinking about contacting Mike Votaw to see if they could get a camera closer to the parking area.

Frank Charlton said that when the Highway Department is berming, they will be bringing the fill to the muddy area.

Kylee Harris reported that the dumpsters have not been delivered yet, so she will contact Gary Fair to make sure that they aren’t being charged.

Patrick Kirkpatrick, EMS, stated that he has worked with JICI regarding the Balloons Aloft Meet the Fleet Event. Mr. Kirkpatrick stated that they will have a vehicle at the Event with Paramedics next to it so the Ambulance can be on display but still be used in case of emergency.

Mr. Kirkpatrick submitted information on having three (3) ambulances remounted and a quote for a brand-new ambulance. He also submitted information on how much was spent on maintenance costs since 2017. Mr. Kirkpatrick said that Squad 2, 3 and 4 are money pits for him. He said that he would like to have three (3) ambulances remounted, but he has to have one (1) remounted. Lynne Liechty stated those funds are not budgeted for 2019. Ronald Smith asked Mr. Kirkpatrick to keep these remounts in mind when budget time comes around.

James Crowl made a motion to allow Mr. Kirkpatrick to go to County Council for one (1) ambulance remount. Kim Meyers asked what fund are they requesting an additional out of. James Crowl said that he wants the Council to know the problem they are having right now. Ms. Meyers said that it isn’t going to do Mr. Kirkpatrick any good to go before County Council without a plan and where the money is going to come from. Lynne Liechty said that she would like Mr. Kirkpatrick to address the Council and let them know that he will need the funds for 2020 because the Commissioners do not have the funds in any budget. Donald Stuckey asked if there were funds available for an additional appropriation. Kim Meyers said that there are, but the Commissioners need to determine if they want Mr. Kirkpatrick to go forward with the request. James Crowl said that Cum. Cap. could be used. Lynne Liechty said that fund has been raided. Kim Meyers stated that is just what is appropriated, there is extra cash in certain funds and they need time to look at it. James Crowl asked Patrick Kirkpatrick to come back at the next meeting.

Clint Knauer, Plan Commission, came to the Commissioners regarding the Strategic Alignment Agreement with HPG. He said the last time he came to the Commissioners, he was told to get a recommendation from the Plan Commission. Mr. Knauer stated that he did receive that recommendation and now he is back to see if he can get the Agreement signed and the $10,000.00 to pay for it. Mr. Knauer said he met with Jen Sharkey and Larry Gilbert and they asked him to step forward and submit this proposal to the Commissioners today.

Mr. Knauer said the 1st Phase is simply the strategic alignment where they are looking to have research done on the ordinances, whose job it is to do certain things, where do they overlap, where are there gaps and how to fix it. He said that Phase II is a possible ordinance update, rewrite, unified development ordinance, etc.

Lynne Liechty said that Steuben County is a unique area as there are issues that may not be found in other areas and asked how they are going to look at all of that and make the ordinances and plans consistent across the County. Ryan Chasey, HPG Network, said that the uniqueness of Steuben County is why they’ve structured this into two (2) phases where they do the assessment up front focusing on the expertise of all the staff. Mr. Chasey said that the Department Heads and Staff have a lot of experience so they are going to convene a process that HPG will walk through with them to look at the entire picture. Commissioner Liechty said that consistency has been a major issue. James Crowl asked if the $10,000.00 covered the first phase and then the 2nd phase comes in 2020. Mr. Chasey said that was correct. Commissioner Crowl said that all of the Departments that are included in this can break it down in their budget. Clint Knauer said that would be his plan, but timing is a concern. James Crowl said that right now there are no monies available in their budgets and it is falling on the Commissioners.
Kim Meyers asked Donald Stuckey if this was a Cum. Cap. expense and it was determined that it is not. Kim Meyers said the Commissioners need more time to search through what funds they have available instead of trying to decide on the spot today. Ms. Meyers said that it should have been placed in a budget for 2019. Clint Knauer said that he can place Phase II in the 2020 Budget, but he needs the $10,000.00 this year so they can do the Phase II next year.

Jace Crozier, Courthouse Maintenance and Mike Sevits, Annex Maintenance, requested permission and funding to purchase two (2) floor scrubbers. Mr. Crozier said that it would scrub concrete and tile floors and would work well in the bathrooms and hallways. He said that it is more sanitary and it sucks the water up so the floors are not wet. Mr. Crozier said the floor scrubbers are $1,400.00 each and they do not have the funds in their budgets. The Commissioners recommended that they put the floor scrubber purchase in next year’s budget.

Mr. Crozier also came to the Commissioners for permission and funding for painting. The Commissioners recommended that he put that in the 2020 budget request as well.

Gary Fair, Community Center Building Manager, informed the Commissioners that the Backflow Preventer and shutoff valve replacement cost about $2,000.00 worth of parts alone, plus installation of about $200.00. He said that they also had to purchase containers of liquid nitrogen to freeze a pipe so the total cost of the repair will be approximately $2,350.00.

Mr. Fair also stated that the butterfly valve in the chiller has gone out and all of the freon has been lost in circuit one. He told the Commissioners that they should plan to replace the other butterfly valve in 2020 and he will get the Commissioners numbers for that.

Gary Fair informed the Commissioners that the water heater has been repaired.

Lynne Liechty made a motion to officially approve the repairs that were made. James Crowl seconded that motion and the motion carried with three (3) ayes.

Don Clark submitted information on his property located at N. 225 W., Angola, Indiana and asked if the Commissioners were interested in purchasing the property. James Crowl made a motion to reject the offer. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey said that the Strasser Vacation is not ready for consideration. Mr. Stuckey said that he spoke to the attorney from Ohio and the dedication documents have not yet been received. He said that an easement was recorded, but it is not adequate.

Alicia vanEe, Health Department, submitted a Grant Applications for Fund 1206-Health Trust and Fund 1168-Health Maintenance for approval. Lynne Liechty made a motion to approve the Grant Applications. James Crowl seconded that motion and the motion carried with three (3) ayes.

Linda Myers, Recorder, requested permission to purchase a Plat Cabinet in the amount of $5,650.00 plus $350.00 Freight, two (2) laptops and two (2) All in One Computers, all of which would be paid from the Recorder’s Perpetuation Fund. James Crowl made a motion to approve those requests. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to officially approve the removal and abatement (if necessary) of the underground pipes that go from the Old County Home to the out building. James Crowl seconded that motion and the motion carried with three (3) ayes.

Clint Knauer, Plan Commission, stated that a Petition to Rezone from Environmental Control to Agricultural was submitted to the Plan Commission at the last meeting. Mr. Knauer said that there were only seven (7) board members in attendance at that meeting and the Board voted four (4) yes, two (2) no and one (1) abstention meaning a neutral recommendation is being sent on to the Commissioners. Mr. Knauer said that this project was done in 2005 under a special exception and he believes that they still have permission to do what the new owner is
May 6, 2019 Commissioners’ Meeting Continued

asking to do, but just with different materials. He said in 2005, Brian Julian asked for permission to store materials and to install a scale. Mr. Knauer said that as far as he knows, no scales will be used and the new owners are using the buildings to store the materials indoors. He said that there was a question as to whether or not it fit in the Agricultural Zoning District but after research he and Vina Conti determined that it does match the description.

James Crowl stated that there will be no outside storage, everything will be inside; however, there may be an addition added onto the building, possibly twice the size of the current building. He said that there is no sewage system and no well on the property.

Ronald Smith opened the Public Hearing on the matter to allow anyone in favor or in opposition of this rezone to speak.

Brian Julian, President of B&R Materials, 1490 W. Maumee St., Angola, Indiana, stated that he is in favor of this request.

Bob Drumman, 1225 N. 925 E., LaGrange, Indiana, Petitioner, stated that he has a business in Noblesville, Indiana and they have run out of warehouse space. He said that he now lives up here and this location suits his needs. Mr. Drumman said that the Planning Department has been great to work with. James Crowl asked if the scales were going to stay. Mr. Drumman stated that they will be removed because he does not need them.

James Crowl said that there has been talks about the intersection as it is a questionable. Mr. Julian said that he has been in and out of that entrance with large trucks. Bob Drumman said that they are looking at approximately three (3) trucks a day ranging from UPS truck to semis. Mr. Drumman said that typically they have two (2) trucks a day dedicated to that pickup and most of their sales are done over the internet.

Joan Hartman, 400 S. 325 W., said that she would like to speak in opposition to the request. Ms. Hartman said that Mr. Drumman has stated in the past that there would be three (3) to four (4) trucks. She said she feels that they keep downplaying the matter and that concerns her. She said at the Plan Commission Meeting Mr. Drumman stated that there would be two (2) to three (3) or three (3) to four (4) people at the building Monday through Friday from 9-5. Ms. Hartman said that there are no restrooms at that building and Mr. Drumman said that the employees would be going to US 20 to use the restrooms. Joan Hartman said that she finds that hard to believe and she thinks there will be a lot of stepping out the back door to go to the bathroom. Ms. Hartman said that if two (2) to four (4) people from 9-5, Monday through Friday are using Love’s or any other gas station bathrooms, they will be noticed quickly and she doesn’t think that the businesses would appreciate them using the restrooms for their own private use. She said that she would think they would at least be required to have a Port-a-Pot there.

Ms. Hartman said that during the meeting, Brian Julian said that he didn’t have trouble getting onto US 20 from 325 W, but she said that Julian’s were not on the property very much. She said there were more days that Julian’s weren’t there than when they were there. Joan Hartman said that when Julian’s owned it, there were not many dump trucks going in and out and you knew when the trucks were there because of the loud bangs. Ms. Hartman said that the dump trucks tore up the road and they were not there very much; however, Brian Julian did fix it and he did a good job. Ms. Hartman is concerned when Mr. Drumman has box trucks, vans and semi’s going in and out of there daily, who will fix the road then?

Joan Hartman said there are two (2) driveways on the property and either one will be a problem when there is snow and ice because the trucks will get stuck. She said that cars get stuck or slide off, semi’s, box trucks and vans will have more trouble than cars. Ms. Hartman said that there is a sign at the beginning at 325 W that says no trailers; however, Mr. Drumman will be going down the road with trailers.

Ms. Hartman said where 325 W meets US 20, a stop light is needed because it is so dangerous. She said that you don’t have time to pull out because of the speed the other cars are traveling at. Ms. Hartman said that the person that plows 325 W in the winter does a terrible job at the top of the hill when you get to US 20 and leaves a lot of snow so you sit there and spin, then the snow turns to hard ice.
Ms. Hartman said that she was at the Plan Commission Meeting and she did voice concerns. She said that she also brought up the fact that she doesn’t want City sewer and water and is concerned she may be required to hook up to it.

Donald Stuckey clarified that Mr. Drumman stated that three (3) vehicles would be going to the property each day.

James Crowl said that he doesn’t vote at the Plan Commission Meeting; however, if he would have, he would have voted in favor of the Rezone.

Ronald Smith asked if the sanitation factor was an issue. James Crowl said that it is not the Commission Board’s issue and he said he asked if there would be a well or sewage system and the answer was no. Commissioner Smith also asked if how the road is taken care of in the winter is a consideration or if it is beyond this issue. Lynne Liechty said that is a difficult road with the access and pulling out onto 20. Ronald Smith said that at the time Love’s was relocating there, he voiced concern about that intersection. He told them it was beneath their dignity to put in that truck stop without putting in a traffic light and said there is a Love’s Station in Arizona that had the same problem and they relocated the road to solve that problem.

James Crowl made a motion to approve Z-19-02. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Second and Third Readings
Steuben County, Indiana
Ordinance No. Z-19-02

Thereupon, County Commissioner, Lynne Liechty moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, the second and third readings of Ordinance No Z-19-02 for final passage and adoption of said Ordinances at this meeting without reading the said Ordinances in full but reading the title only. This motion was seconded by James Crowl and was on the call of the roll adopted by the following vote:

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Under the suspension of the regular rules, County Commissioner, James Crowl, then moved that the Ordinances be read for the second and third readings by title only and thereby be ready for passage and final adoption in this meeting. This motion for the second and third readings for final passage and adoption of said Ordinances was seconded by Lynne Liechty and on the call of the roll was adopted by the following vote:

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<th>Ayes</th>
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The County Auditor then read aloud the title of said Ordinances for the second and third readings. Thereupon, County Commissioner, James Crowl, moved for final passage and adoption of the Ordinances in full applicable regulations to establish such Ordinances. This motion for final passage and adoption was seconded by Lynne Liechty 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 Z-19-03 to have been duly passed and adopted. Thereupon, said Ordinance were signed by all members of the County Commissioners present and attested by the County Auditor. Ordinance No. Z-19-02 is on file in the Auditor’s office. Ordinance No. Z-19-02 reads as follows:

Ordinance No. Z-19-02
May 6, 2019 Commissioners’ Meeting Continued

It is hereby ordained by the County Commissioners of Steuben County, Indiana, that the following described real estate in Steuben County, Indiana, which is currently zoned Environmental Control shall hereinafter be zoned as Agricultural:

Commencing at the Southwest corner of the Northeast Quarter of said Section 29, marked with a County Surveyor referenced steel rod; Thence North 88 degrees 16 minutes 45 seconds East, along the centerline of U.S. Highway No., 20, a distance of 1206.80 feet; Thence North 01 degrees 43 minutes 15 seconds West 50.00 feet to a concrete right-of-way monument on the Northerly right of way of U.S. Highway No. 20 and being the TRUE POINT OF BEGINNING; of this description; Thence South 88 degrees 16 minutes 45 seconds West, parallel with the centerline of said U.S. Highway No. 20 and along the Northerly right-of-way line, 50.48 feet to a broken concrete right-of-way monument found; Thence North 83 degrees 57 minutes 30 seconds 50.48 feet to a #5 rebar found, Thence departing said Northerly right-of-way line, North 01 degrees 06 minutes 16 seconds West 757.03 feet to a #5 rebar with a “David” I.D. cap set; Thence North 90 degrees 00 minute 00 second East a distance of 219.41 feet to a #5 rebar with a “David” I.D. cap set on the Westerly right-of-way of County road 325 West; Thence South 01 degree 09 minutes 12 seconds East, along said Westerly right-of-way a distance of 11.03 feet to a concrete right-of-way monument; Thence continuing along said Westerly right-of-way south 08 degrees 13 minutes 59 seconds West a distance of 235.80 feet to a #5 rebar found; Thence continuing along said Westerly right-of-way South 08 degrees 17 minutes 39 seconds West a distance of 68.09 feet to a concrete right-of-way monument found; Thence continuing along said Westerly right-of-way South 01 degrees 06 minutes 36 seconds East a distance of 186.78 feet to a #5 rebar with a “Burlage” I.D. cap found; Thence continuing along said Westerly right-of-way South 01 degree 06 minutes 16 seconds East (Record and Base Bearing) a distance of 212.57 feet to a concrete right-of-way monument found; Thence continuing along said Westerly right-of-way South 37 degrees 36 minutes 09 seconds West a distance of 66.40 feet back to the true point of beginning. Containing 3.136 acres more or less, subject to all legal highways, rights-of-way and easements of record.

Map #76-06-29-000-004.050-011

DATED: May 6, 2019

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

ATTEST:
Kim Meyers, Steuben County Auditor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law. Vina L. Conti

Clint Knauer stated that another Petition to Rezone was addressed at the same meeting. He said that this Petition comes to the Commissioners with a 6-0 with one (1) abstention. Mr. Knauer said that this Rezone is from General Business to Environmental Control. He said that this Rezone stems from a bank refinancing matter where the business and the house are on the same lot. Mr. Knauer said that they have already petitioned to separate the two (2) parcels but they both remain General Business and the bank will not refinance the mortgage in business zoning.

No one was in attendance to speak in favor or in opposition of the Zone Change.

James Crowl made a motion to approve Z-19-03. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Second and Third Readings
Steuben County, Indiana
Ordinance No. Z-19-03
Thereupon, County Commissioner, Lynne Liechty moved that all rules of procedure of the County
Commissioners which might prevent, unless suspended, the second and third readings of Ordinance No Z-19-03 for
final passage and adoption of said Ordinances at this meeting without reading the said Ordinances in full but reading
the title only. This motion was seconded by James Crowl and was on the call of the roll adopted by the following vote:

Ayes Nays
3 0

Under the suspension of the regular rules, County Commissioner, James Crowl, then moved that the
Ordinances be read for the second and third readings by title only and thereby be ready for passage and final
adoption in this meeting. This motion for the second and third readings for final passage and adoption of said
Ordinances was seconded by Lynne Liechty and on the call of the roll was adopted by the following vote:

Ayes Nays
3 0

The County Auditor then read aloud the title of said Ordinances for the second and third readings.
Thereupon, County Commissioner, James Crowl, moved for final passage and adoption of the Ordinances in full
applicable regulations to establish such Ordinances. This motion for final passage and adoption was seconded by
Lynne Liechty and on the call of the roll adopted by the following vote:

Ayes Nays
3 0

The President of the Steuben County Commissioners, Ronald L. Smith, declared publicly Ordinance No Z-
19-03 to have been duly passed and adopted. Thereupon, said Ordinance were signed by all members of the County
Commissioners present and attested by the County Auditor. Ordinance No. Z-19-03 is on file in the Auditor’s office.
Ordinance No. Z-19-03 reads as follows:

Ordinance No. Z-19-03

It is hereby ordained by the County Commissioners of Steuben County, Indiana, that the following described real estate
in Steuben County, Indiana, which is currently zoned Local Business shall hereinafter be zoned as Environmental
Control:

Tract A:
A part of the Northwest fractional quarter of Section 12, Township 38 North, Range 13 East, and a part of the Northwest
fractional quarter of Section 13, Township 38 North, Range 13 East, Steuben County, Indiana, more particularly
described as follows:
Commencing at the Northwest corner of said fractional Section 12 being on the apparent Indiana-Michigan state line,
also the North line of a 2.0 acre tract of land now owned by Matthew and Jessica Kosmerick per document number
10040034; thence running along said line North 89 degrees 49 minutes 45 seconds East – 54.65 feet to the Northeast
corner of said Kosmerick tract and the true point of beginning (TPOB); thence running on said line North 89 degrees 49
minutes 45 seconds East – 157.78 feet to the westerly right of way line fence of Interstate Highway I-69; thence along
said right of way line with the following described courses; South 18 degrees 42 minutes 50 seconds West 3.61 feet
(recorded S. 19 degrees 39 minutes 05 seconds West – 3.95) to a right of way fence brace post found; North 87 degrees
58 minutes 45 seconds East – 23.01 feet (recorded N. 89 degrees 07 minutes 43 seconds E. 22.22 feet) to a right of way
fence; South 21 degrees 46 minutes 29 seconds West – 194.12 feet to a Rebar found; thence departing aforesaid right of
way fence, South 89 degrees 49 minutes 45 seconds West – 107.06 feet to the Southeast corner of aforesaid Kosmerick
tract; thence North 00 degree 10 minutes 15 seconds West – 182.73 feet along the East line of Kosmerick tract to the
true point of beginning (TPOB); containing 0.60 acres more or less, Subject to any legal easements and/or grants of
record thereon.

Map #76-03-12-000-003.000-006
Tract B:
A part of the Northwest quarter of Section 13, Township 38 North, Range 13 East, and a part of the Northeast quarter of Section 14, Township 38 North, Range 13 East, Steuben County, Indiana, more particularly described as follows:
Commencing at a point of beginning (POB) on the center line of Van Guilder Road (Silver Road), 186.97 feet south 10 degrees 58 minutes 40 seconds East (deed bearing basis for courses herein) from the intersection of said center line with the apparent Indiana-Michigan State Line, marked by a rebar found in asphalt road and used by common report; thence departing said roadway, South 88 degrees 34 minutes 53 seconds East – 406.54 feet along the south line of a 2.0 acre tract now owned by Matthew and Jessica Kosmerick per document number 10040034, to a “David Monument” set; thence North 89 degrees 49 minutes 45 seconds East – 160.04 feet to a rebar found at the West right of way fence of Interstate Highway I-69; thence South 21 degrees 46 minutes 29 seconds West – 268.33 feet along right of way fence to a rebar found at the Southeast corner of a 100 feet by 100 feet parcel of land as a lease agreement per document number 97100608; thence departing right of way fence, North 73 degrees 39 minutes 22 seconds West – 66.19 feet to a “David Monument” set; thence south 84 degrees 47 minutes 19 seconds West – 332.94 feet to a “David Monument” set on the Easterly right of way of Silver Road; thence continuing South 84 degrees 47 minutes 19 seconds West – 20.10 feet to the center line of said road and a mag nail (PK) set; thence North 10 degrees 58 minutes 40 Seconds West – 278.03 feet back to the place of beginning (POB); containing 2.83 acres more or less and subject to the legal rights of ways of the County Road and a lease agreement for a sign structure per document 97100608, and any other legal easements and/or grants of record thereon.

Map#76-03-14-000-001.020-006 & 76-03-13-000-006.010-006

DATED: May 6, 2019

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

ATTEST:
Kim Meyers, Steuben County Auditor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law Vina L. Conti

The Commissioners signed the Plat of Orland Farm and the Norris Estate Plat.

Lynne Liechty made a motion to approve the TANF Grant Reimbursement Paperwork. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Auditor’s Office was informed of an employee that has been carrying excessive comp time, over which the Personnel Policy allows. Erin Schiffli informed the Commissioners that when maintenance earns or use comp time, they submit an email explaining what they are doing and when. Ms. Schiffli said that the issue comes when comp time is accumulated and it is not used. Kim Meyers asked if maintenance could flex hours instead. Ronald Smith asked why wouldn’t they flex their time? James Crowl said that the problem comes when someone has to clean every day, the work has to be done. Commissioner Crowl said that there used to be a part time person that worked afterhours at the Courthouse and now there isn’t someone to do that. Ms. Meyers said that someone needs to tell them not to max out on the comp time and that they cannot go over the 80 hours allowed by the Personnel Policy. She said that there is no budget to pay the comp time and they have to use the time. Erin Schiffli said that the Service Record shows that 80 hours is the max to carry over and this particular employee has been told last year that he needed to be careful not to go over. Kim Meyers stated that if he leaves the position the County would have to pay him for the comp time that he has accrued. Ronald Smith said that he needs to be told to use the comp hours. Ronald Smith said that a memo can be sent to the Maintenance Supervisor asking him to comply with the maximum of 80 hours and he needs to bring the number within compliance. Kim Meyers said that still doesn’t address the issue that he has 80 hours that need to be taken and when he should take them. Ronald Smith said that he can piece
meal them. Lynne Liechty said he needs to get it under 80 hours and keep it under 80 hours. Kim Meyers said that there is no budget to pay him for that comp time if he would terminate employment, he hasn't got enough time to use the comp time if he has to be there cleaning every day. Lynne suggested bringing the 80 hours down to a lower number in the Personnel Policy. Kim Meyers stated that they could request funding in future years.

Don Stuckey asked why the employee exceeded the Personnel Policy without the Commissioners’ approval? Mr. Stuckey said that people have to be paid for the work that has been done, but you don’t have to continue to have him as an employee and you don’t have to continue to tolerate it. Kim Meyers said she doesn’t think he should be able to accumulate any more hours until he uses some of the hours. Lynne Liechty agreed. Donald Stuckey recommended sitting down with the employee, telling him that he has too many hours, that he violated the Policy and figure out what the plan is from here.

Donna Holcomb, Council on Aging, submitted the INDOT Grant Voucher for approval and signature. Lynne Liechty made a motion to approve the INDOT Grant Voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kim Meyers, submitted a Letter of Intent from WIS to address an issue concerning an employee. Donald Stuckey informed the Commissioners what their obligations are concerning this type of matter. The Commissioners gave the Department Head the responsibility of making the decision regarding his employee. Lynne Liechty made a motion to empower the department head to terminate the employee if he deems it appropriate. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: Joy Hudson re: Catalyst Update; Robin Kemp re: Scheduling Next Aquifer Meeting; Joy Hudson re: Meeting Report 3/27/19; Joel Barnes re: Acme Band; Stephanie Yager IACC re: National Public Safety Telecommunicators Week; Michael Gaynor re: Go Rail News; Rickie Clark re: INDOT Open House; Joy Hudson re: Restoring Community Symposium; Robin Kemp re: Scheduling Next Aquifer Meeting; Dennis Zent & Ben Smaltz re: Community Crossings Grant Funding; Teja – Splan Inc. re: Visitor Security; Rickie Clark re: INDOT Open House; Wingate re: Ribbon Cutting Event; West Otter Lake Association re: Meetings; Linda Sanders, Wessel Engineering re: TinCaps Game 6/14; Janel Meyer re: SCSWCD Board Meeting Agenda; Jim Christie re: Brent Shull, Town of Hamilton.