August 3, 2020 Commissioners’ Meeting Continued

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING
August 3, 2020

The Steuben County Commissioners met at 1:00 p.m. on Monday, August 3, 2020, in the Commissioners’ Room of the Steuben County Community Center. Present this day were Commissioners James Crowl and Lynne Liechty. Also present were Donald Stuckey, County Attorney, Ruth Beer, Steuben County Councilwoman, Ken Shelton, Steuben County Councilman, Wil Howard, Steuben County Councilman, Kim Anderson, Assessor, Kim Meyers, Steuben County Auditor, Kelli Johnson, Deputy Auditor and Erin Schiffli, Commissioners’ Assistant. Participating telephonically was Commissioner Ronald Smith.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling $481,291.53. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

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

Lynne Liechty made a motion to approve the minutes from the Administrative/Emergency Expenditure Meeting on July 13, 2020 and the Commissioners’ Meeting on July 20, 2020. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the Administrative/Emergency Expenditure Meeting on July 28, 2020. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the July 31, 2020 payroll in the amount of $420,625.00. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Circuit Court submitted a request to purchase a laptop in the amount of $1,399.34 for video court purposes. They are further requesting the Commissioners pay for the laptop and request reimbursement through the CARES Act. James Crowl made a motion to approve the quote from Insight in the amount of $1,399.34, to pay for the invoice from Cum. Cap. 1138-000-4000.15 and to request reimbursement through the CARES Act. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to officially approve the repairs needed to a heating and cooling unit at the Courthouse not to exceed $850.00. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Ronald Smith made a motion to approve the Ambulance Billing Services write off requests in the amount of $4,198.80. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ronald Smith made a motion to approve the invoice from Delta T in the amount of $739.90 for repairs made to the Surveyor’s Office cooling unit. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, opened the bids for the CR N 50 W and Lake George Paving Project. Bids submitted were as follows:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>N 50 W</th>
<th>Lake George</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks</td>
<td>$189,590.00</td>
<td>$171,371.00</td>
</tr>
<tr>
<td>API</td>
<td>$192,843.00</td>
<td>$173,150.00</td>
</tr>
<tr>
<td>E&amp;B</td>
<td>$187,668.00</td>
<td></td>
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</tbody>
</table>
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Lake George: $165,150.00

All bids were taken under advisement for review and recommendation by the Highway Department.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO Utility Permit #2894 for approval. Lynne Liechty made a motion to approve that Utility Permit. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey asked if the Commissioners preferred particular landscape, signage or other art in the center area of the roundabout. Ms. Sharkey said she should request low maintenance. Lynne Liechty suggested reaching out to the City of Angola about having one of their artists adding something to it. Ms. Sharkey said she has reached out to the Tourism Bureau as well.

Ms. Sharkey submitted a reimbursement voucher for engineering on the 200 W/CR 100 N Roundabout. The document was accepted and signed; however, no motion was made.

Derek Iddings, Highway Superintendent, updated the Commissioners on the truck builds.

Jennifer Sharkey said the needs assessment that was completed reviews challenges at the current Highway Department and some things they need to think about in the future about where they might head as a Highway Department campus. Ms. Sharkey asked if there would be a possibility to discuss this during the joint meeting on August 11. She said she understands this is a long process and the Courthouse is the primary focus as far as getting construction underway, but she would like to start conversations so they know what direction they are heading.

Ms. Sharkey discussed MVH Restricted, the 50/50 rule and the funding impact along with a presentation highlighting important facts. She said they would like to reduce the restriction to a 75/25. Ms. Sharkey said the flexibility would help especially when revenues are less than projected.

Ms. Sharkey reported they are on the State Bid for Salt again and they just advertised a couple months ago, so they will be collecting those bids at the end of the month. She said they anticipate hearing in August or September what the bids were for the different districts.

Angie Wallace, Compass Land Surveying, said she was doing a survey on Orland Road at the Lake Gage, Panama Plat. She said the road in the plat is 50’, but the right of way is showing 40’ and she noticed that possession was being given to the adjoining property owners. She said she can’t do a legal description for the 10’ feet within the right of way, so she is wondering what the true right of way is. Ms. Wallace said there are seven (7) properties that have title to the property between the 40’ and 50’ right of way and the edge of the water.

Jennifer Sharkey said this is along Lake Gage and they have had this discussion before where it looks like between the edge of the roadway and the lake shore there is a small sliver of land that shows as right of way, but some property owners have been able to obtain possession of that. Donald Stuckey said the County has permitted quieting title by adverse possession in that strip as long as the County reserves their right of way across that property. Mr. Stuckey said he believes that property technically is still owned by the original platter of the Panama Plat, but he’s not sure who the heirs are at this time. He said most people have quieted title for that area and the County has not objected subject to the County obtaining the right of way across the property. Mr. Stuckey said someone else owns it, but the County has the right of way that they keep and maintain.

Angie Wallace said she just wondered because when they plat a right of way, it is a platted right of way, it is dedicated and the ownership is not to a private party, it is to the governmental entity. Donald Stuckey said it was not unusual for the lakes around here to not have the lake front included and then you have the issue of the increase and decrease of the water level over time, etc. Mr. Stuckey said the County has taken the position the land is owned by either the person who has quieted title or the original person that owned the land, platted it, didn’t transfer that piece and there is a right of way over and across that. Angie Wallace asked if they could quiet title the whole 50’. Donald Stuckey said that is up to them but there is an understanding the County doesn’t get involved in their lawsuit and they take title subject to the County’s right of way.
Tami Sumney, IT Director, informed the Commissioners that the County Phone System will be end of life this October. Ms. Sumney submitted a quote from Corsica Technologies in the amount of $41,107.01, to be paid from her budget. Lynne Liechty made a motion to approve the quote and to move forward with the project. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Ms. Sumney reported that she is moving forward with FireEye on the voting machines; however, it is taking some time.

Jody Kinsey, USI, submitted an update and review on Steuben County’s claims experience through the first six (6) months of the year. Ms. Kinsey said she also has a midyear projection that their underwriting team puts together of what they feel the renewal may look like. She said they are projected to have the renewal numbers sometime in September.

Ms. Kinsey said the claims experience is better than what they expected claim costs to be and are beating the number by $175,000.00 through the first six (6) months of the year. She said June was right at 90% of expected costs. Ms. Kinsey said we are down about 4% on a per employee, per year basis from where they finalized last year.

Jody Kinsey said they are expecting to see a 2.75% increase in the expected claims liability. She said they are showing a 3% increase in administrative costs from ProClaim, but typically it is not that high. On the stop loss, they are projecting a 12% increase, 5% in aggregate premium and over all they are projecting a 4% change in the 2021 numbers which would result in $163,000.00 difference.

Ms. Kinsey said she received claims savings from Parkview and she’s happy to report we are beating the anticipated savings by 3-4%. She said they could also look at Parkview’s EPO which could potentially could bring $190,000.00 claims savings; however, she is not proposing that today, but they will start the investigation into that.

Jody Kinsey said Steuben County’s program includes a benefit called One Call for anyone that is getting MRI, PET or CAT Scans. She said if the provider network is used, it has significant dollar savings; however, One Call will no longer provide those services as of October 1. She said there were fourteen (14) individuals whom had an MRI and only two (2) used the One Call program. Ms. Kinsey said ProClaim has a similar vendor that provides those services, but the only catch with the new vendor is that it is 100% benefit coverage. She said if she looks at the numbers, the people that had deductible and coinsurance, those fourteen (14) people represented about $2,900.00 and the advantage is the difference between $400.00 and anywhere from $1,100.00 to $1,700.00. She said she feels if they did the program and people utilized it, it would be cost neutral to the County. Ms. Kinsey said the decision eventually needs to be made whether or not they want to utilize the new vendor or do away with the program. The Commissioners said they will think about it. Lynne Liechty said she’s afraid people won’t be aware the program is available.

Jody Kinsey said USI has partnered with a firm called Truvaris to do a complete marketing RFP for pharmacy costs. She said currently, there is no transparency in that component in the County’s Plan. She said they are proposing to do a marketing initiative and they have predetermined contract arrangements that say the rebates have to be a certain amount and dispensing costs can be no greater than a certain amount, etc. Ms. Kinsey said it would be a contract with Truvaris and the Pharmacy Benefit Manager and right now the contract is with ProClaim and the Pharmacy Benefit Manager. She said this is to find the best opportunity for pharmacy costs with transparency. Kim Meyers said it sounds like a good option. Crystal Dadura said it is a huge transparency tool to at least take a look at what the options will be. Lynne Liechty made a motion to proceed with the marketing initiative through Truvaris. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Brett Hays, NICC, submitted information on a new grant available through the Indiana Criminal Justice Institute. Mr. Hays said it is offered to each County based on population to help criminal justice entities with COVID-19 expenses. The grant period is from January 20, 2020 to January 19, 2022. Mr. Hays said only one (1) grant can be submitted per county and in the example the County Commissioners were the entity applying for the funds and in that example admin expenses were permissible. Brett Hays proposes 7.5% of the grant, which is $5,792.08, to be used to go to an agency that will supervise the grant funds. Mr. Hays said grant data will be collected prior to claims submission, claims will be completed by the agency, complete timely reports, seek approval of Commissioners for those reports and will provide SBOA any information they require. He said he believes this
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should be a County Agency because the County is ultimately on the line for these funds if the reports are not submitted. Mr. Hays also suggested an MOU be completed between each agency that receives the funding and the County ensuring the agency will supply whatever data ICJI requires. Brett Hays said he spoke to Sheriff Robinson about this grant and he was going to set up a meeting with some of the agencies; however, he’s not sure if that meeting took place.

Brett Hays said the purpose of this grant is for masks, disinfectant and for everything you would normally get that the CARES Act is currently covering, but for 2021 because the CARES Act only goes through the end of this year.

Mr. Hays said he thinks it is a good opportunity. James Crowl asked if Mr. Hays would take responsibility of the grant writing. Mr. Hays said he can, but he is not nominating NICC to do it. He said if any county agency wants to do it, he’s completely fine with that. Kim Meyers said she has to hire a new employee because right now the Auditor’s Office is already overloaded with grants. James Crowl said that is what he was getting at, that we are maxed out with grants right now. Commissioner Crowl said we should wait to see what the Sheriff comes back with. Brett Hays said it is a fairly simple application to fill out. Kim Meyers said that isn’t the difficult part, the work is the rest of it and tracking it.

The Commissioners requested Brett Hays and Rodney Robinson, Sheriff, come to the Administrative/Emergency Expenditure Meeting scheduled for Monday, August 10, 2020 at 8:30 a.m. to discuss the grant opportunity further.

Kathryn Hawkins and Carol Karst-Wasson, Fox Lake Preservation Foundation Board of Directors, came to the Commissioners to speak about the importance of preserving the Fox Lake Community and for a Letter of Support. Ms. Hawkins said they formed a Preservation Foundation and they just received their 501(c)3 designation earlier this year. She said they would greatly appreciate it if the Commissioners would write a letter of support for their mission acknowledging the historical significance of Fox Lake and its uniqueness to this County.

Alicia vanEe, Health Department, submitted a grant application for a free COVID-19 testing site. She explained that a Community Partner was required and Trine University is willing to be that partner. She said that the grant is for up to $100,000.00 and there is no County match required. Ms. vanEe said they are requesting permission to apply for the grant, to start the process with Trine University and to go to County Council.

Ms. vanEe said they want to work with Trine to find a student in the LPN or BSN program out of Fort Wayne that needs some type of internship or experience in a lab setting and wants to get into public health. They would prefer that person to understand the implications of what they are doing and have a medical background. She said they would not just hire anyone off the street and the training would be provided, the Health Department would have oversight at all times and Trine would be around at all times as well. Kim Meyers asked about liability on those Contract Employees. Ms. vanEe said Contract Employees are not County Employees so they are not covered under the liability insurance, but the Health Department does have additional funding to provide liability coverage and extend the coverage on the vaccine trailer. Lynne Liechty made a motion to approve the grant application. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Frank Charlton, County Park Superintendent, reported that he received a quote in the amount of $70,000.00 for a generator at the Event Center. The Commissioners requested he obtain another quote for comparison.

Mr. Charlton stated he has been contacted by Gary Hoffman whom has a Wood Fired Pizza Truck and Mr. Hoffman is seeking permission to park his Food Truck at the County Park Beach. The Commissioners said they are not opposed to the idea; however, Mr. Hoffman would have to furnish a Certificate of Insurance. Donald Stuckey, County Attorney, also recommended creating a site plan and to only allow two (2) to three (3) vendors at a time at the Beach.

Frank Charlton informed the Commissioners that a large oak tree on Site 116 is dying and a large branch pierced the roof of a camper last weekend. Mr. Charlton said he’s worried more damage could be done if the tree is not removed. The Commissioners told Mr. Charlton to have the tree removed.
Mr. Charlton stated that Republic Services has placed stickers on the dumpsters at the County Park stating that all trash must be in bags. He said that it is virtually impossible to have everything in bags due to the amount and the size of the trash bins located around the beach. The Commissioners recommended contacting Republic Services to see what the options are.

Mr. Charlton said there is a tractor at the County Park that was given to Horse & Pony some time ago; however, it is still on the County’s Asset List and it is not on the County Insurance. James Crowl said the tractor should be given to 4-H, not just Horse & Pony, it should be removed from the County Asset List and the 4-H Association should be insuring it.

Erin Schiffli, Commissioners’ Assistant, asked if the Commissioners will be attending the IACC Annual Conference from November 30 through December 3. Both Lynne Liechty and James Crowl said they will be attending.

Randy Coffey, Magistrate, submitted a request to have the Commissioners replace twelve (12) jury room chairs and have them assembled. Magistrate Coffey also submitted a quote in the amount of $2,040.00 for those chairs and assembly. The Commissioners requested that another quote be obtained and they will consider the purchase request at that time.

Erin Schiffli submitted Round 2 of the CARES Act Reimbursements which include submissions three (3) and four (4) that cover the period from July 6 through July 31. Lynne Liechty made a motion to approve the CARES Act Reimbursement Request. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Allen Wheat, Circuit Court Judge and William Fee, Superior Court Judge, submitted a request to purchase a stand-alone recording system that can be set up off site so a larger venue can be utilized for hearings and/or jury trials in order to adhere to the social distancing guidelines. A quote from New Era Technology for an 8-channel mixer in the amount of $8,860.00 and a quote from Insight for an HP Probook in the amount of $1,399.34 were submitted for review. Lynne Liechty made a motion to approve both quotes for a total amount of $10,259.34, to be paid from Cum. Cap. 1138-000-4000.15 and to be submitted for CARES Act Reimbursement. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey said according to the State, next year Weights & Measures must be full time if the population is 30,000 or more and that includes benefits, etc. Mr. Stuckey said it came up at the DeKalb County Council Meeting this morning.

Mr. Stuckey also stated he’s been negotiating with Jerry Moeller regarding north EMS shared driveway and well. He said the joint driveway agreement is easy, but the problem with the well is that it is on Mr. Moeller’s property and the County uses most of the water, if not all of it. Mr. Moeller wants to be compensated for providing a well and the water for North EMS. James Crowl asked if the County could purchase the well. Donald Stuckey said he’s not sure about the exact location of the well. Mr. Stuckey said Mr. Moeller has been paying the bill, he’s not happy about continuing to pay for it and now he wants $100.00 a month back to January 1, 2020. Mr. Stuckey said at $100.00 a month the Commissioners may want to consider installing their own well and that’s why he’s asking for guidance on what to put in the agreement with Mr. Moeller. James Crowl said they will take a look at what it will take to install a well. The Commissioners told Donald Stuckey to prepare the contract for $100.00 a month for the well, until they can figure out if they can get a well installed, but keep the contract open so we could continue with the monthly fee if needed.

The Commissioners received the following correspondence: Steuben County Community Foundation re: Annual Update; Rodney Renkenberger, MRBC re: Board Meeting Agenda/Minutes; Kurt Vanderheiden, Kelyn Technologies re: Website Contact Request; Andy Dobson, Starr re: Steuben County Flood Risk Review Zoom Meeting; J. Lepley re: Lake Gage Walking Path Need; Rodney Renkenberger, MRBC re: Next Meeting; Isaac Lee, SCEDC re: Enterprise Center Campus 2nd Building Groundbreaking Invitation.
August 3, 2020 Commissioners’ Meeting Continued

_____________________________________________
Ronald L. Smith, President, South District

_____________________________________________
James A. Crowl, Vice President, Middle District

_____________________________________________
Lynne Liechty, North District

Attest: __________________________________
Kim Meyers, Steuben County Auditor