The Steuben County Commissioners met at 1:00 p.m. on Monday, August 5, 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 Ruth Beer, Steuben County Councilwoman, Donald Stuckey, County Attorney and Kim Meyers, Auditor.

Marcia Powers, 8090 E. 40 S., Angola, from the Powers Church Restoration Committee addressed the Commissioners regarding a request for a Letter in Support. Ms. Powers thanked the Commissioners for allowing her to speak about the Powers Church which is a local historic site listed on the National Register of Historic Places. She said the nine (9) person Committee has been restoring and caring for the church for over forty (40) years. Ms. Powers said they are currently facing a project that they cannot fund by themselves so they are applying for a grant administered by the Indiana State DNR and they require letters of support from local officials. She said if the grant is received, it would be used to repair and restore the Bell Tower and Steeple.

Marcia Powers said the Powers Church is considered a local treasure that was built in 1876 and then closed in the 1920’s. She said when it was closed, they closed the doors and left everything inside. Ms. Powers said in 1976 the Powers Church Restoration Committee was started. When they walked into the Church they couldn’t believe what was in there as the Church is essentially a time capsule for the mid 1800’s. She said the Church still contains the original pews, woodwork, wainscoting, wood/coal stoves, carpet, wall paper, bible, clock, pump organ and many Church records.

Ms. Powers said they have four (4) services a year where local musicians and pastors provide the programs. She said they also offer tours for groups, schools and individuals.

Marcia Powers said the Powers Church also represents the people who founded Steuben County. She said the Powers’ brothers came to Steuben County in 1837 and the Church stands as a tribute and is the last building of the Community that was there.

James Crowl said the Powers Church is an absolute treasure and he made a motion to draft a Letter in Support of the Grant Application. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed plats for County Line, Binders Knob and Alaura Farms.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling $722,215.56. 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 the reports. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

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

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

Rae Delaney, Payroll, submitted the July 19, 2019 payroll in the amount of $406,329.93 and the August 2, 2019 payroll in the amount of $385,339.63 for approval. James Crowl made a motion to approve the July 19, 2019 and August 2, 2019 payroll. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the Administrative Meeting Memo from the Administrative Meeting held on July 18, 2019. James Crowl seconded that motion and the motion carried with three (3) ayes.
Lynne Liechty made a motion to officially approve the Courthouse door repair in the amount of $960.22. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to officially approve the emergency repairs to the Jail air conditioning in the amount of $36,171.19 from Cum. Cap. 1138-000-4000.15 and $20,957.36 from the Sheriff’s funds. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jody Kinsey, USI, addressed the Commissioners regarding the current medical insurance plan. Ms. Kinsey said she was also asked to put together options for possible benefit changes and what the differences would look like. Jody Kinsey said that discounts were improved in 2019 by going to a single hospital system.

Ms. Kinsey said they also just recently did a complete Compliance Review and the ERISA attorney had great things to say about how everything had been pulled together. She said there were a couple things identified that can be worked on but overall, everything is being done the way it should be.

She said currently Steuben County is running about 103% of expected claims costs which is about a $44,219.00 bogey as compared to the expected costs. Ms. Kinsey said that June was a low month and ran at 84% of expected costs.

Ms. Kinsey informed the Commissioners that pharmacy costs are representing about 27% of the total claims costs and the average is about 20% so they are looking at a few things there to try to control some of the pharmacy expenses.

Ms. Kinsey said the USI Underwriting Team was asked to take a look at Steuben County’s past 24 months of claims experience and develop an expected renewal development. She said that it looked to be about a 13% increase in expected costs which represented about $458,000.00. Jody Kinsey said she has spoken with Kim Meyers and that number is accounted for in her budget, but that is only an estimate and they still have July, August and September experiences to consider.

Ms. Kinsey said that they have been asked to look at the plan and look at consideration of options. She said they have done plan modeling relative to the benefits and premium contribution modeling. Ms. Kinsey said these estimates are only good if the claims experience is duplicated from the first six (6) months. She said they did benchmarking and looked at USI’s Book of Business that includes about 40 governmental entities and Steuben County’s deductible is spot on with the mid-range of what the other benefits of other county governments are.

Ms. Kinsey said the first options they were looking at included a deductible increase or a little bit of out of pocket increase.

She said that they also modeled a couple qualified HSA or High Deductible Health Plans. Ms. Kinsey said that she would not expect to do full replacement with these plans, but would expect this would be an option. She said a traditional plan could be kept and then also consider offering the High Deductible Health Plan as an option. Ms. Kinsey said if that is done, she doesn’t expect more than a 10% migration in that first year.

Jody Kinsey said they were also asked to take a look at the premium contributions. She said the $15.00 per month is relatively low and a $60.00 per month is more common for an employee only cost. When it gets to the dependent cost, the plan wasn’t far off.

Ms. Kinsey provided several other options for premium contributions and what those options would look like with plan savings.

Jody Kinsey said they will know more when they get the first round of underwriting from the reinsurance carrier and once they start getting that, they will start working on leveraging on Steuben County’s behalf. She said they will help work with what, if any benefit changes or premium changes they want to make. Ms. Kinsey said her recommendation is, if any change is made, it would be small incremental changes.
Brett Hays, NICC, submitted Koorsen invoices in the amount of $202.65 and $78.00. Mr. Hays requested that the Commissioners split the bills 50/50 with NICC. James Crowl made a motion to approve splitting the Koorsen invoices 50/50. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Hays also submitted quotes for LED retrofitting of the emergency lights in the Old Jail. No action was taken on those quotes.

James Crowl made a motion to officially approve the purchase of limestone for the Lion’s Building Parking Lot in the amount of $1,000.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Alicia vanEe, Health Department, informed the Commissioners that there is a vacancy on the Health Board. Ms. vanEe stated that she is recommending that the Commissioners appoint Kathleen Vaughn to fill that vacant position. James Crowl made a motion to accept that recommendation and to appoint Kathleen Vaughn to the Health Board. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. vanEe requested permission to preserve and rebind birth and death record books in the amount of $2,652.00 from her budget. Lynne Liechty made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Frank Charlton, County Park Superintendent, asked where the Commissioners were with the Clear Lake Property. Lynne Liechty said she thinks they are still exploring a possible collaboration with the Conservancy and the Town of Clear Lake.

Frank Charlton said the ramp work is contracted and still needs to be done. Mr. Charlton submitted paperwork on the wall and to go all the way down the beach the quote came in at $44,000.00. He said Dan Farnham would be willing to do that over a period of three (3) years. Mr. Charlton said the original quote for the walkway was $14,093.00 and to level the beach and place the first row of Redi-Rock will cost $14,750.00. Kim Meyers, Auditor, said funds were encumbered for the Clear Lake Park and currently there is $26,954.40 in that line so they will be a couple thousand short to do both projects. Ms. Meyers said the difference can be pulled down from County Park Improvement. Lynne Liechty made a motion to approve both the walkway and the first layer of the Redi-Rock wall with the stairway staying in place. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kylee Harris, Event Center Coordinator, said she is still working on the beach security issue, but she came to a standstill and the Auditor’s Office is currently working on it. Kim Meyers said she has been working with Crystal Dadura and they think they have a solution. Crystal Dadura said there are two (2) options and she would recommend defining a different part time rate for the Security, but by doing that, an Amendment to the Salary Ordinance would have to be done. Ms. Dadura said there are a lot of stipulations if they would hire a Step 1 full time Confinement Officer currently employed by the Jail and it all depends if it is a current employee or if not. She said the rate would be approximately $15.17 an hour.

Frank Charlton said security would help during Friday and Saturdays. Kylee Harris said having security for Labor Day weekend would be a good idea and just wanted to get the line item ready for next year. James Crowl asked if there was anyway to have this worked out to have Security by Labor Day. Ms. Harris thought it had to be approved through the Sheriff. Kim Meyers said that is a little different than what they ended up with. Ms. Meyers said it would possibly be a full-time person that is already employed by the County Jail whom could be hired by the Parks Department or the Commissioners to work that weekend as Security so they would be paid overtime rate based on their wage at the Jail. Crystal Dadura said no contract is needed, it would just be okayed by the Sheriff. Kim Meyers said they don’t do contractual agreements with current employees.

Frank Charlton asked if they would be in uniform because he would not put someone at the Beach in a Security Position without being in uniform. Crystal Daura said they would not be in a Sheriff’s Department Uniform but would be in a type of uniform. Mr. Charlton said the beachgoers snub their noses if anyone tries to tell them anything. James Crowl stated for next year, they can go with this, but for Labor Day Weekend it needs to get covered and get a Jailer out there. James Crowl made a motion to give approval to move forward. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. Ronald Smith recommended informing whomever
is hired for that position that this is being used as an experimental type of thing and the Commission Board would like to know about any confrontations and how things go in general. James Crowl said they definitely have to be in uniform.

Frank Charlton said about a year ago a credit card machine was discussed for reservations, etc. and the Commissioners approved it, but they have not gotten very far with it. Mr. Charlton said they need to figure out what their next step is because they would like to have it in place before next spring. Erin Schiffli said she would have to look back in the minutes because she wasn’t sure if it was officially approved to move forward and she thinks it was approved to check into the option. Donald Stuckey said Frank Charlton would have to have a contract with a provider before the Commissioners would approve it, they may have just approved the concept. James Crowl said they approved the concept. Mr. Charlton said he could speak with Brett Hays because he thinks they have a credit card machine. James Crowl asked if the Clerk takes credit cards. Kim Meyers asked to be able to look into this. Frank Charlton said he would like to have it in place before next spring if possible because he thinks it would fix a lot of problems,

Frank Charlton said the 4-H Fair went well but the power went out on Saturday due to system overload. He said NIPSCO fixed the issue within 2.5 hours.

Jennifer Sharkey, Highway Engineer, submitted Frontier Utility Permits #2842 and #2848 and NIPSCO Utility Permits #2843 and #2847 for approval. Lynne Liechty made a motion to approve the Frontier and NIPSCO Utility Permits. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said they had the pre-final inspection on the 200 N/SR 827 Project. She said the contract has a punch list of items that need to be completed before final acceptance of the project and those will be happening over the next five (5) working days.

Jennifer Sharkey stated the Historical and Archeological documents have been approved for the 200 N Phase II Project. Ms. Sharkey submitted a Reimbursement Voucher for federal reimbursement. 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 reported that the paving is complete on Bike Trail Phase II with slope stabilization and signage that needs to be completed. She said there are a couple property owners that have reached out with concerns, so she is working on that.

Jennifer Sharkey said they had a draft agreement for the Roundabout; however, it came in significantly higher than anticipated so they are working through that to make sure the scope is understood of what is being requested so they can be more in the ball park.

Ms. Sharkey informed the Commissioners that INDOT indicated that the contract for the US 20 Reimbursement has been approved and they are waiting for the purchase order to be created so they can invoice the State for the work that was done on 20 N.

Ms. Sharkey said there is a Road Safety Audit scheduled for Old 27 and 800 S on August 28. She said depending on the outcome of that, the County may be in the position to apply for safety funds if there are major improvements needed at that intersection.

Jennifer Sharkey reported they are pursing the appeal of the Historic Preservation Board’s decision regarding the Lime Lake/Lake Gage Bridge. Lynne Liechty said she met with approximately 25 residents of Lime Lake, the DNR and the person looking into a LARE Grant and she instructed them that they would have to appeal on both the State and National level and gave them the addresses to send their letters. Commissioner Liechty said it has already been accepted by the State as a Historic Landmark. Jennifer Sharkey said they have been preserving the bridge aesthetically as it is, not to impact the integrity of the structure, but having the historical designation puts a lot more restrictions on improvements and maintaining the structural capacity of the bridge structure.
Bill Schmidt asked for clarification on who requested the Historical Designation. James Crowl said it was not the Commissioners. Lynne Liechty said they wrote a letter in opposition and she and Jennifer Sharkey were present at the meeting. James Crowl said the bridge is not a historical structure. Mr. Schmidt said the fight has to do with the dredging of the channel.

Ms. Sharkey said there has been issues of flooding on CR 675 E, just north of Clear Lake. She said there is wetland on both sides of the road and the drainage that would go south towards Clear Lake has been impacted. She said the Conservancy owns the property to the south and the Town is working on a drainage project on West Clear Lake Drive. Ms. Sharkey said she got the parties together so they aren’t doing independent improvements and they are working together.

Randy Brown, EMA Director, submitted quotes for tires. Mr. Brown stated that he would prefer Bill’s Towing due to their quote being for better rated tires and the quote also includes the alignment. Lynne Liechty made a motion to approve the quote from Bill’s Towing in the amount of $784.95. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Brown also submitted a Storm Ready Certificate to the Commissioners that was received from the National Weather Service for the twelfth year. He said it is for what Steuben County EMA does during severe weather including Preparedness Plans that are in place as well as the network of weather spotters from the HAM Service.

Randy Brown requested to use the Commissioners’ Credit Card to reserve a hotel room for training. Lynne Liechty made a motion to approve Mr. Brown using the Commissioners’ Credit Card. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to confirm the Amended Ohio-Michigan-Indiana Regional Council of Governments Articles of Agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, submitted his 2020 Legal Services Contract to the Commissioners. James Crowl made a motion to approve that Contract. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners advised that a Courthouse Study Committee Meeting shall be scheduled after the decision is made by the City of Angola whether or not to close Gale Street.

Nationwide Insurance submitted a Settlement Agreement for the totaled F-350 that was involved in an accident on July 16, 2019. Emmett Heller, Highway Superintendent, felt that the settlement was adequate. James Crowl made the motion to approve the Settlement Agreement with Nationwide Insurance. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Pam Feller, Chief Probation Officer, requested permission to allow Dottie Fuentes, Northeastern Center Director, to ride in a County vehicle on October 4, 2019 to attend the Pre-Trial Release Summit in Indianapolis. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Denise Kreais, Council on Aging, submitted a Grant Voucher for signature. Lynne Liechty made a motion to sign the Grant Voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty stated that she was invited by Tami Sumney, IT Director, to a meeting with Schneider regarding GIS services. She said Crystal Dadura was there as well. Commissioner Liechty said they would like to continue their exploration of having Schneider taking over the GIS position instead of hiring a new employee. She said the applications they have received do not meet the minimum requirements for the job as it has become more technical and Schneider has a great support.
Crystal Dadura said she spoke to all of the Departments and Department Heads that work directly with GIS and the Beacon system and they are already working very closely with Schneider. Schneider is on board with being able to provide services, it is just defining what services are needed.

James Crowl asked if they have received applications. Erin Schiffli said two (2) were received electronically and were sent via email. Lynne Liechty said the applicants do not meet the minimal requirements and they don’t have the skillset in the software that is needed.

Kim Meyers requested Crystal Dadura to conduct a full interview of the Departments whom deal with GIS and get that information to the Commissioners.

The Commission Board requested to have the Schneider Representatives come into a meeting.

James Crowl made a motion to approve the Executive Session Statement from the Executive Session held on Wednesday, July 31, 2019. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the corrective action taken regarding Employee # 0760301112. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Scott Hottell submitted a request to use the Steuben County Courtyard on Wednesday, September 4, 2019, from 4:00 p.m. until 6:00 p.m. to host a “Grade-In” with other teachers. James Crowl made a motion to approve Mr. Hottell’s request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion stating that Mr. Pranger has met all of the conditions and requirements regarding the unsafe building in Pleasant Lake. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kim Meyers said that State Board of Accounts requested a copy of the Ordinance establishing the Innkeepers Board and the Auditor’s Office could not locate it. Due to that, the State Board of Accounts recommended that one be put in place. Lynne Liechty made a motion to approve Ordinance 925 Establishing an Innkeepers Tax Commission. James Crowl seconded that motion and that motion carried with three (3) ayes.

Ordinance 925 reads as follows:

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**ORDINANCE NUMBER 925**  
**OF THE STEUBEN COUNTY COMMISSIONERS**

WHEREAS, the Steuben county Council has passed Ordinances 617, 623, and 643 to establish a tax rate for an Innkeeper’s Tax on hotels, motels, and inns of Steuben County;

WHEREAS, Indiana Code 6-9-18-5 provides that upon a tax being levied on hotels, motels, and inns, the County Executive shall create a commission to promote the development and growth of the convention, visitor, and tourism industry in the County.

IT IS HEREBY ORDAINED there shall be established a Commission consisting of 9 members to promote the development and growth of the convention, visitor, and tourism industry in Steuben County. Two of the members shall be from the City of Angola.

All terms of the Commission members shall begin on January 1 and shall be for staggered two – year terms.

IT IS FURTHER ORDAINED that the Commission shall comply with Indiana Code 6-9-18-5 in their organization and procedural actions.

DATED: August 5, 2019

Steuben County Commissioners  
Ronald L. Smith, President
Donald Stuckey stated that information was received regarding property damage due to flooding on Bayview Road. Mr. Stuckey said that he spoke to the property owners about the water damage and he told them that if they wanted the County to make an insurance claim, we would do so. Donald Stuckey said that the County gets claims all of the time and due to the fact that a lawsuit may be coming, it is always good to forward it on to the Insurance Company. Donald Stuckey stated that he would provide his own cover letter to the Insurance Company. Erin Schiffli said that she does all of the insurance submissions and asked if Mr. Stuckey wanted her to submit it with his cover letter.

Crystal Dadura said that she needs clarification from the Commissioners on an employee that is moving from one court to another court. Ms. Dadura said the salary ordinance specifics that seniority does not transfer over for salary purposes from department to department, but she needs to know if the Courts are considered the same. The Commissioners stated that it all falls under the Judicial Branch. James Crowl made a motion to allow the employee to keep their seniority even though they are moving from one Court to another. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: Rodney Renkenberger, MRBC re: Board Meeting – August 1; Jennifer Danic, Steuben County Community Foundation re: SCFN (iMan) 2019 Financials; Joy Hudson, HPG Network re: 2019 State Forest Letter; Turning Point Homeless Shelter re: Jams for Jesus – Funds and Awareness Drive; Joy Hudson, HPG Network re: Caucus Meeting; DLGF re: Local Government Contract Submission Procedures; Rodney Renkenberger, MRBC re: Meeting items for review; Martin S. Dezelen, Arthur Gallagher & Co re: Innovation in Public Entity Property and Casualty Insurance.