

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING  
March 5, 2015

The Steuben County Commissioners met at 8:30 a.m. on Thursday, March 5, 2015, in the CommissionersøRoom of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Lynne Liechty. Also present were Steuben County Council Members, Donald Stuckey, County Attorney and Kim Koomler, Steuben County Auditor.

Al Knisely, Courthouse Maintenance, came to the Commissioners regarding the ceiling in the Circuit Court Courtroom. Mr. Knisely stated that he has received quotes from four (4) different companies and they all came to the same conclusion on how to repair the ceiling. Two (2) of the companies came back to him with a price and he submitted those quotes to the Commissioners. Al Knisely stated that on the second quote, the notes at the bottom will be eliminated. Lynne Liechty made a motion to accept the quote from Manahan Construction in the amount of \$24,000.00. James Crowl seconded that motion and the motion carried with three (3) ayes. It was decided that the invoice will be paid from Cum. Cap 1138-000-4000.15.

James Crowl requested clarification on the First Responders allocation claim payment. James Crowl made a motion to approve the claims submitted for payment this day totaling \$299,032.41. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the February 2, 2015, CommissionersøMeeting, which were approved at the previous meeting.

The CAVA Allocation Contract was submitted. Lynne Liechty made a motion to approve and sign that contract. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners had a short discussion regarding whether the Engineer or the Highway Superintendent should be the Highway Department Head. Lynne Liechty stated that Ms. Sharkey wanted it for title only for the Personnel Committee meetings. Ronald Smith stated that naming the Engineer the Highway Department Head would give her the responsibility of daily activities. Lynne Liechty stated that all that the Engineer wanted was to be appointed the Department Head so she could represent the Highway Department in the Personnel Committee Meetings; however, Ronald Smith felt that the Department Head is in charge of that department. Lynne Liechty stated that the wording may need to be changed in the personnel manual. Kim Koomler stated that the intent is not to give the Engineer control over the Highway Superintendent. James Crowl stated that the Engineer is the one that finds the problems, tells the Superintendent what needs to be done and the Superintendent follows the Engineerøs plans. Lynne Liechty made a motion to have Jennifer Sharkey, Engineer, be the representative for the Highway Department for the Personnel Committee meetings.

Kim Koomler, Auditor, submitted the Steuben County Grant Procedures for approval. Ms. Koomler stated that this is something that sheøs being wanting to get this organized. Putting this in place enables everyone being aware of the process they have to go through with County Council and Commissioners to get all grants approved prior to application. Donald Stuckey, County Attorney, stated that he reviewed the procedures and there is not any problem with doing this. James Crowl made a motion to approve the Steuben County Grant Procedures. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The State of Indiana submitted a GIS Aerial Photography Contract for approval and signature. Donald Stuckey stated that it is a similar contract to the one that was entered into a few years ago. The Contract is for 6 inch photography at \$107.00 per square mile and shall be paid from the 2010 Bond and from CREDIT funds allocated for GIS. Lynne Liechty made a motion to approve and sign the GIS Aerial Photography Contract. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the CommissionersøMeeting minutes from the meeting held February 17, 2015. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners conducted an interview for the GIS Coordinator position and James Crowl stated that at this time, because of the applicantøs day of graduation, a letter needs to be sent to her thanking her for applying

and if the position is still available when she graduates she will be considered for the position. James Crowl made a motion to send a letter to the applicant. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to sign the Executive Session Statement from the Executive Session held February 26, 2015. James Crowl seconded that motion and the motion carried with three (3) ayes.

Vicky Meek, EMS, submitted writeoffs/closeouts in the amount of \$7,996.50 for approval. James Crowl made a motion to approve the writeoffs/closeouts in the amount of \$7,996.50. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kris Thomas, Health Department, came to the Commissioners requesting that Dr. Mattox II be appointed to the board due to Dr. Bretz resigning. Lynne Liechty made a motion to appoint Dr. Mattox II to the Health Board. James Crowl seconded that motion and the motion carried with three (3) ayes.

Linda Myers, Recorder, came to the Commissioners regarding Doxpop Public Access. Ms. Myers stated that the Recorder's Office has had a lot of people calling in wanting to go online to pay by credit card and currently those options are not available. She stated that Doxpop is a company that will work with the County's software program and it would allow people to go online and purchase copies of deeds, mortgages, etc. for the normal price of \$1.00 a page. Doxpop will provide this service for free, there is no cost to the County. She stated that there are thirty-four (34) counties in Indiana that use Doxpop.

Linda Myers also stated that there is a program called Property Watch that works with Doxpop and alerts people to fraud, property liens, etc. Donald Stuckey stated that he has used the program and it would reduce foot traffic in the Recorder's Office and would enable researchers to look online for documents instead of coming to the office to do the research. James Crowl made a motion to enable Linda Myers to sign up for the Doxpop software. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kristy Clawson, EMA, came to the Commissioners with her Salary Grant Agreement for approved and signature. Ms. Clawson stated that IDHS will refund 50% of her salary for 2014. Lynne Liechty made a motion to approve the Salary Grant Agreement. James Crowl seconded that and the motion carried with three (3) ayes.

James Crowl asked why FEMA is putting a stop to everything because of one business in Kokomo, Indiana. Kristy Clawson stated that the area that Kokomo wants to build the baseball diamond was in a flood plan and that property was bought out by FEMA. Then the City of Kokomo wants to build a stadium there, IDHS is responsible for not allowing that; however, they allowed Kokomo to continue with the project. FEMA is now withholding hazard mitigation funding from the State of Indiana. James Crowl stated that means that the Maumee Valley Basin will suffer greatly because there are a half a dozen homes that need to be bought out immediately before spring rains and everything is locked up.

Vicky Meek, EMS, came to the Commissioners for permission to spend funds, in the amount of \$6,159.00, out of her small equipment budget to buy another ventilator. She stated that currently they have four (4) ventilators and five (5) ambulances and she would like to have all ambulances stocked with ventilators. Ms. Meek stated that she got the same pricing for the one that was purchased last year. James Crowl made a motion to approve Vicky Meek's request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that the Commissioners received correspondence that because of Kokomo's issue, FEMA monies have been suspended and it affects a lot of agencies and it affects the County Park Community Building Project. He stated that the Commissioners had a phone call with Mary Moran from FEMA and they expressed to her how unhappy Steuben County is. The County feels neglected by FEMA and because the County was taken into consideration and then dumped because Kokomo had an issue. Steuben County was put on the backburner and was told that we could file in another year. Ronald Smith stated that Steuben County Commissioners are not wanting to wait until FEMA runs Steuben County through this process again because it would mean another year of delay with no guarantees. Ms. Moran did make the statement that one of the reasons why they did not have ample funding is because of the Sandy event they had on the East Coast a year ago. Ronald Smith stated that FEMA has not been a good player in this and his suggestion is to pull the plug on trying to work

with FEMA as it only causes more problems for the County. James Crowl stated that the County did our part, EMA did their part, and everything was turned in by June and by November FEMA still hadnøt found the paperwork. January FEMA found the paperwork and then because of Kokomo thereøs no funding, this issue needs to be dropped.

Ronald Smith also stated that he told Mary Moran that since the Commission Board gave consideration to a safe haven in the County Park and since there is a possibility that someday there could be an event which could take lives and/or cause damages to people, the County does not want to be held accountable for moving too hastily by dropping FEMA from the project. Commissioner Smith understands that there will be people that will blame the Commissioners, if there is a catastrophic event, for not installing the Safe Room; however, he feels that it isnøt worth waiting forever and he feels that the Commission Board has waited long enough. James Crowl stated that by law, handicap accessibility must be completed out at the County Park by 2016. He feels that the Commissioners cannot wait another year for FEMA, just to be turned down. Lynne Liechty made a motion to drop FEMA from the project. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tami Sumney, IT Director, came to the Commissioners for approval for a technology purchase. Ms. Sumney stated that the current firewall is seven (7) years old and software patches and upgrades are no longer supported. She stated to replace the firewall the lowest price came from ENS Group in the amount of \$9,875.75. Ms. Sumney stated that it is a two (2) day project installation which would cost \$6,500.00. The total hardware and installation cost will total \$16,375.75 and she is requesting to purchase that out of the 2013 Bond. James Crowl made a motion to approve the firewall purchase in the amount of \$16,375.75 from the 2013 Bond. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Tami Sumney also requested permission to purchase a laptop for the Auditor out of the 2013 Bond. Ms. Sumney stated that this laptop will be used to replace the desktop that was taken out of the CommissionersøRoom. She stated that the lowest quote came from Civitas IT in the amount of \$2,057.22 and that includes everything the Auditor would need. Lynne Liechty made a motion to allow Tami Sumney to purchase a laptop for the Auditor from the 2013 Bond, in the amount of \$2,057.22. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tami Sumney also came to the Commissioners with a request to purchase replacement microphones for Circuit Court. She stated that a few years ago a vendor came and added sound equipment to the Courtroom and they have been having horrible feedback problems along with low sound quality because there are improper microphones in place. Esco Communications submitted the lowest quote which also included a labor quote for them to come in, install, adjust volumes and complete the whole package for the amount of \$3,341.85. She would request it be paid from 1138-000-4000.10 Compt/Hdw/Sftw/Maint/CTHS. Lynne Liechty made a motion to allow Tami Sumney to purchase replacement microphones for Circuit Court in the amount of \$3,341.85 from 1138-000-4000.10. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Maintenance, came to the Commissioners regarding the Theatre Group that has disbanded but still has props and lighting being stored under the stage. Mr. Fair requests that the Commissioners contact people that were involved with the group in the past to see if they want anything in the storage area. He thinks that when the auction happens this spring, heøs going to put it all in the auction and what doesnøt sell will go in the dumpster. Mr. Fair stated that heøs not sure what else to do with it and itøs been there for seven (7) years.

Gary Fair also stated that the Theatre Group had a set of keys to the auditorium and to the 3<sup>rd</sup> floor sound area. James Crowl suggested that since everything is exhausted, the County should ask the local drama clubs in the local schools and see if they want anything and if they donøt, throw it in the dumpster. Gary Fair requested that the Commissioners have Erin Wray, CommissionersøSecretary, send an email to Gerry Ferrell stating that the props, lighting, etc., need to be removed and the keys to the auditorium and the 3<sup>rd</sup> floor sound room be returned by May 1, 2015. James Crowl made a motion to empower Gary Fair and Erin Wray to resolve this matter. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that Steuben County Council is on the schedule at 10:00 a.m. and that the timekeeping portion of the discussion will be discussed at a later date. Today, the only discussion to be had will be that of the Humane Shelter. Ronald Smith stated that the Commissioners have taken consideration and have passed to the

Council a top limit and the discussion as to what they will choose to do remains. Richard Shipe, Steuben County Council President, thanked Ronald Smith. Mr. Shipe stated that the Commissioners have passed on to the Council a proposal to fund at \$44,530.00 plus the \$18,000.00 that was originally appropriated for a total of \$62,530.00. He stated that over the last couple weeks they have received multiple emails concerning the Humane Shelter. The Council has had time to digest the emails, review the budget numbers and he would like to open it up for discussion amongst the Council. Mr. Shipe stated that the Council has asked Mr. Dan Booher to attend this meeting and he is here for questions along with Mr. Mumby from the Humane Shelter.

Richard Shipe stated that it was not advertised to pass anything legally, so this matter will still come before the Council at the next Council Meeting to make it official.

Ronald Smith stated that when this process was started, the Commissioners took action on this and the figure that was thrown from the Commission Board is the highest number to be considered. He asked that no one assume that the number that the Commissioners placed out there, is the number that will be put forth by the Council because the Commissioners are not the fiscal body and the Commissioners can only set the high limit.

Ruth Beer, Steuben County Council Vice President, thanked everyone for being here today and she appreciates everyone's concern. Ms. Beer stated that Dan Caruso went through the figures quite a bit and gave her some suggestions. Dan Caruso stated that he has dug into this really hard, as the rest of the Council and Commissioners have, and they are weighing things that they have to deal with in the manner that is appropriate for finding funding for this organization. He stated that this is a not for profit organization and what is done today or at the next Council meeting will set precedent for others.

Dan Caruso stated that he really appreciates why the Shelter is here. Last year they operated under a deficit of about \$20,000.00 but through their own efforts and generosity, they managed to keep the doors open and provide a full set of services to the Community. He stated that now, with the generous commitments from around the community the Shelter is blessed with the opportunity to finally build a new facility that they so very much deserve. It is incumbent on the Shelter to secure means of operational support before they commit those resources of others to this building and that is understood. Mr. Caruso stated that he's a big fan of the Shelter and would love to see the future building accomplished.

Dan Caruso stated that he has a concern of any mid-cycle additional appropriation that isn't an absolute emergency that comes before Council. He stated that not only have they been asked to provide additional funding mid-cycle, County Government has in some ways been vilified for the Commissioners denial of the first time around. Mr. Caruso stated that Council was not given the opportunity to perform due diligence in the month between meetings when a statement was released that the Shelter was ceasing services. He stated that reasonable planning would have allowed for this to be considered at budget time when all requests and budgets are looked at and advertised in a cohesive manner.

Mr. Caruso also stated that additionally, a request of this size is a serious deviation from the Commissioners five (5) year CEDIT planning, therefore disrupting plan funding for many important projects. Mr. Caruso stated that he's not convinced that CEDIT is the appropriate budget to fund operational support of this type of service.

Dan Caruso said that the Shelter's request for 50% of operational support rather than as a billing service opens the Shelter up to a very high level of accountability to the public, not the least of which a full financial review and open door meeting laws. Mr. Caruso stated that the form that he has requested from the Shelter, has not yet seen, and he understands that the Shelter is trying to get real data around real fast; however, he feels that an operational request cannot happen without an idea of what the new operational expenses will be.

Mr. Caruso stated that the level of support that the Shelter is asking for is a monumental increase and opens up Pandora's Box as a County Government. He stated that he personally feels that Steuben County Government should show their commitment to the Shelter's continued efforts at a higher level than what has been done for decades. That commitment should also reflect support of the Shelter building a modern facility for the future that provides for better pet care and working conditions. Mr. Caruso stated that he's done a financial statement analysis and he would be happy to share them with anyone.

Dan Caruso said that his motion at the next Council meeting would be that the funding support for the Shelter be at two (2) times the current level of commitment for a total of \$36,000.00. This would begin April 1, 2015 and be prorated for the remaining 9 months of the year meaning \$27,000.00 additional appropriation from the CEDIT fund this year or \$9,000.00 more than already appropriated. That in itself is a 50% increase in mid-cycle year. He stated that this, coupled with the additional help that the Shelter is getting from Angola or possibly other taxing units, would make up for the budget shortfall anticipated this year. Additionally, he would propose that Council maintain this level of operational support at \$36,000.00 a year and in subsequent years until the new building is built.

Mr. Caruso stated that the second part of his motion, to be made at the Council meeting, would be that the level of support be increased to the Shelter upon completion of the proposed new Shelter facility by an additional 50% over the newly proposed level of \$36,000.00, which means it would go up to \$54,000.00. He stated that these two motions comprise a total commitment increase by Steuben County Government of 300% over the existing commitment level.

He stated that while this amount is less than what the Shelter requested, they are showing support to a great cause and it provides sufficient funding to the Shelter to be sustainable, even in its new home based upon the financial analysis statement that was performed, as long as they continue to pass responsible budgets. Dan Caruso stated that he has not specified which fund that final level of support would be most appropriate from and he thinks that is between the Council and the Commissioners to discuss. He stated that asking the Commissioners to affect the CEDIT budget to that level is huge and he would respect their decision if the Commissioners said they would not want to do that. He stated that there is the Rainy Day Fund, and other things that they can think about using, it's just hard to come up with additional money and is open to any ideas.

Richard Shipe stated that for the remainder of 2015, Mr. Caruso was talking about only using CEDIT funds. Mr. Caruso stated that could be Rainy Day as well if it messes up the CEDIT Plan. Dan Caruso stated that he struggles with using CEDIT funds but also struggles with Rainy Day funds as well because it is a Rainy Day for emergencies to operate County Government, not to fund non-profits.

An audience member asked why they were looking to fund more when the new building is built as opposed to funding more now. Dan Caruso stated that there are a lot of things that he would like to see happen when the new facility is built and that he would rather the support not be known as operational support but as the County's level of commitment to a Shelter providing services for us. He stated that with the new facility there would be a higher level of staff training and other services.

Steve Mumby stated that a lot of assumptions are being made. He stated that there are some grant money that may or may not come through, and there is no way to forecast the grant funds. Dan Caruso stated that is true of any organization and those things don't play into how Council bases their decision for a successful long-term strategy. Mr. Caruso stated that understands the struggle. Mr. Mumby stated that it is a community and county struggle.

An audience member asked if support would be given to the animal control function the Humane Society couldn't fund that function. James Crowl asked to address that issue. He stated, to give history, in February of 2009, Mr. Kent Hill came before the Commission Board with the Sheriff at that time, Sheriff Lewis. Animal Control is a policing item and the Sheriff's Department does not have anybody that is qualified for that. At that time, Mr. Hill came before the Commissioners and stated that between the next 18-20 months he would like for the Sheriff's Department to pay for a person to pick up animals. At that time, the Commission Board funded, not through the Sheriff's Department, but through CEDIT. Mr. Hill came before the Commission Board 18-20 months ahead of time, the Commissioners addressed it within four (4) months and in January of 2010 the funding started at \$9,000.00 every six (6) months for somebody to pick up animals to relieve the Sheriff's Department from doing so. James Crowl stated that being said, any time that there was a problem with going on personal property, the Sheriff has always been there to support that. James Crowl asked who has been picking up animals as the \$9,000.00 was there in January of 2015; however, the Shelter did not want to sign the contract with the County. Steve Mumby stated that the Shelter has been picking up the animals. James Crowl asked who has been paying for that service. Mr. Mumby stated that the Shelter has been paying for it. James Crowl stated that the Commissioners have a contract that says the Commission Board is supposed to pay for that and the Humane Shelter chose not to execute

that contract. Mr. Mumby stated that animal control and dog catching are two very different things. He stated that one gives you the policing authority to go on property and deal with issues and a dog catcher is simply picking up those animals at the request of the owner, the neighbor, or in combination with the Police and/or Sheriff& Department. James Crowl stated that since 2009, there hasn't been anyone from the Shelter that has come before the Council or the Commissioners, at budget time. He stated that the request made by the Shelter is a budgetary item. James Crowl thanked Dan Caruso for his research.

The audience member stated that his question was not answered. He wants to know if the Humane Shelter is unable to support the animal control/dog catcher activity, how are animals in the county going to be taken care of and where are they going to be taken? Ronald Smith stated that this is turning back into a CommissionersøMeeting and it isn't the Commissionersøtime, it is Council&s time.

Ken Shelton stated that he takes a different perspective and with all due respect to those on the Council and the Commission Board that have different opinions. He stated that Dan Caruso brought up some very good points and very relative points to the operation of a business. Mr. Shelton stated that from his perspective the Humane Shelter provides a service and they are a vendor to Steuben County. He believes that the decision is simple. The Humane Shelter has come to Council and said that they are offering their services for a specific amount, does the County want their services or not? He stated that the Shelter is not asking for a grant, they are not asking for a handout, and he looks at it as they are a vendor and they are saying that they cannot continue operations today as they have for the past 40 years.

Mr. Shelton stated that Mr. Crowl points out that some years ago things were different. He stated that the Shelter is acting today in order to correct things and he doesn't think they should be penalized because they are taking an action now. Richard Shipe stated that the word penalized is not the correct term. Ken Shelton stated that the Shelter is asking for payment of services, not funding. He stated that they aren't a not for profit that is coming to the County asking for support, he feels that they are saying pay us. Mr. Shelton asked how they would differ than any other vendor that comes to the County with services for a specific price. Rick Shipe asked what happens if the price isn't right. Ken Shelton said that the County would go to someone else and that is the decision that needs to be made. If the County does not want the Shelter&s service, they need to be told so. Mr. Shelton stated that if the Humane Shelter is not looked at as a vendor, then a precedent is being established. He feels that the Shelter is giving the County a bill for their services. Dan Caruso requested to challenge that statement as the Shelter has asked for operational support tied to a percentage of the operating budget, they are not billing the county for future service. Ken Shelton stated that he interpreted that as they prorated their expenses and from that they gave Steuben County a share outside the other taxing units and that was a way for them to determine a reasonable fair figure for Steuben County.

Richard Shipe interjected and stated that the discussion is getting outside the scope of the joint Council and CommissionersøMeeting and that this will be discussed in the regularly scheduled Council Meeting. He stated that the reason to have the joint meeting is to figure out whether there were any comments that needed to be addressed by the Commissioners before Council moves forward and makes a decision.

Dan Caruso stated that before this joint meeting is closed, if the Council could get a feel from the Commissioners for the CEDIT budget or what other budget they think the funds should come from. Richard Shipe stated that the question is if CEDIT is an appropriate expenditure for this project and the Commissioners will have to change their plan now to accommodate this if the fund are to come from CEDIT.

Ken Shelton stated that his concern was that this is facing the County and the County is only obligated through the end of the year. At budget time if the Shelter does not come back, so be it, they are a private enterprise. He stated that the Shelter is responsible for their own balance sheet, their own profit and loss, the County is not investing in their new building. If the Shelter decides they can't continue then they close their doors. If the County wants to continue providing this type of service and make sure the County is protected then something else has to be looked at and that other option would be the Sheriff&s Department. Ken Shelton thanked the Commissioners for their time.

Richard Shipe asked if any other Council members have questions for the Commissioners. Velda Dose asked if she could ask a basic question. Ms. Dose verified, with Mr. Mumby, that the shelter provides service for all

of Steuben County. Mr. Mumby stated that every community in Steuben County was given the same presentation that has been given to the Commissioners and the Council. Mr. Mumby stated that each taxing unit is separated. Angola and Steuben County are separated by Angola City, Angola County and anything outside Angola city limits is County. Same with all the communities, they are all separated.

Steve Mumby stated that the Humane Shelter has been operating out of agreement since the first of the year, by the Shelter's choice. He stated that the Shelter needs to know when this decision will be reached because in the month of January they took in 33 animals and the month of February they took in 23, just from the County. Mr. Mumby stated that they cannot continue to provide services if they are not getting the support they need going forward. James Crowl told Mr. Mumby to sign the contract and get \$9,000.00 right now. Steve Mumby refused to sign the annual allocation contract and stated that the Shelter needs a letter from the Commissioners or the Council stating that the County wishes the Humane Shelter to continue services through a certain date, otherwise, the County will get a letter terminating services. Richard Shipe stated that March 23 is the next meeting, the Council will decide whether to fund or not. Mr. Mumby stated that he still needs a letter.

Linda Hansen stated that the Council needs to know whether the Commissioners are going to change their plan to incorporate the Humane Shelter as part of their allocations. Allocations are currently presented inside the CEDIT budget for not for profit agencies. James Crowl asked if they go to Rainy Day, the budget doesn't have to be changed. Ms. Hansen stated that this request is to be advertised and the Auditor needs to know what fund it is going to be coming from. Lynne Liechty stated that she thinks it will have to come out of the CEDIT budget. James Crowl states that he feels this is an emergency. Ruth Beer stated that her personal opinion is to use the Rainy Day to continue with the services and then the Shelter shall come to Council during budget time, like everyone else and then the decision will be made if the Commissioners need to rewrite the plan for next year. Dan Caruso stated that they can use CEDIT for the \$18,000.00 already in place and use Rainy Day for the rest.

Emmett Heller, Highway Superintendent, reported to the Commissioners that they are still working on the summer schedule. He's also working on obtaining pricing for new walk doors to the shop area due to the frames being worn out and the thresholds are gone. Mr. Heller also stated that they have been looking at different methods and equipment to do crack sealing on the roads before they are sealed. He also reported that to date, 1,339 tons of salt has been used. Mr. Heller also stated that they are looking at safety garments so the Highway Department is in compliance with Class 2 and he's also checking on tshirts and/or jackets as well.

Mr. Heller stated that he hasn't been receiving calls yet regarding pot holes. Ronald Smith requested that Mr. Heller speak with Gale Schultz because the crossing on Old 27 S is horrendous. Emmett Heller stated that is already on his list to get repaired. Mr. Heller stated that he is also looking at the bridge at Pleasant Lake on 27.

Jennifer Sharkey, County Engineer, submitted Frontier Utility Permit #2726 for approval. James Crowl made a motion to approve Frontier Utility Permit #2726. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey also submitted an invoice for construction inspection services from January 1-31 in the amount of \$9,602.72. Lynne Liechty made a motion to approve that invoice. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey updated the Commissioners on the utility relocation for the Bike Trail. She stated that when the construction inspector spoke with Frontier, they are now expecting to be relocated at the end of March.

Ms. Sharkey submitted an invoice for the Maple Street Project from GAI in the amount of \$11,400.00. They are now 70% complete with the project. She stated that she has been working with INDOT as far as conveying the line of sight right of way and they have the documentation that they need and they will be moving forward with getting the plans finalized. Lynne Liechty made a motion to approve the invoice from GAI in the amount of \$11,400.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated that for the 200 N/SR 827 Project, they have the project kickoff meeting with INDOT on March 6, 2015. Ms. Sharkey will be attending that meeting along with the consultant to discuss the preliminary concept of the project with INDOT.

Ms. Sharkey updated the Commissioners on the 200 N/200 W Intersection Project and stated that the check for the local share of the construction costs, in the amount of \$126,869.10, was sent out on the 23<sup>rd</sup>. She stated that they are now moving forward with trying to schedule a preconstruction meeting and getting that project scheduled and moving forward.

Ms. Sharkey also reported that INDOT is replacing a bridge on SR 327 and they provided a letter of understanding, which was provided in August, but was never officially signed. She stated that the letter is to approve the unofficial detour along CR 900 W. James Crowl asked about damage to the road due to the detour. Jennifer Sharkey stated that they go out with a video camera before the work starts and then again after it is completed and if there was any damage, the State is responsible for repairing it. James Crowl made a motion to approve the unofficial detour. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey updated the Commissioners on Phase II of the Bike Trail Project. She stated that there is a possibility for a call for projects for federal funds in March and she wanted to make sure this would be a project the Commissioners would like to pursue with either local funds or with the federal funds and go through the application process. She stated that she had the current consultant, who did the study in 2007, update the cost estimate as well as look at the routes. The original route was to continue along SR 127 and then go back behind businesses parallel with the interstate and then come out south of 400 N. She stated the reason for that was the steep incline along SR 127 on the west side. The Commissioners directed Jennifer Sharkey to do more research on this issue.

Ronald Smith updated Jennifer Sharkey on the Department Head determination and stated that it is for the purpose of representation on the Personnel Committee only. He stated that he does not want to take the leadership of the Highway Department away from the Superintendent and give it to the Engineer. Ronald Smith stated that Jennifer Sharkey will be the Highway Representative at the Personnel Committee Meetings; however, Emmett Heller would continue to be the head of the department. Kim Koomler stated that the wording will be changed to fit Ms. Sharkey on the Committee as the representative rather than the Department Head.

Lynne Liechty stated that she had a meeting with Chris Snyder and had a discussion about the bridge between Round Lake and Clear Lake. She stated that bridge is currently 15'0" and it is no longer considered a bridge because it is less than 20'. Lynne Liechty stated that the County did the original installation but records show that the County does not want to maintain the bridge.

Chris Snyder stated that the Town received a letter when F. Mayo Sanders was President of the Board of Commissioners in the summer of 2010. He stated that there were subsequent conversations with F. Mayo Sanders and the Commissioners and it was determined that the County would continue to maintain the bridge even though it is not officially a bridge because it is not a 20' span. Mr. Snyder stated that they are in preliminary discussions to determine what is going to be done with that road that leads to the bridge; however, it is very costly.

Mr. Snyder is requesting that the Commissioners search their records to see if there was official correspondence indicating that the County would continue to maintain the bridge as it was agreed on verbally or in the Commissioners records. He stated that the footings of that bridge are not deep enough into the lake bed and every year it requires a fair amount of maintenance. Ronald Smith stated that this goes back to when Engineer Somerlott was employed by the County and it was determined that the County was responsible for the maintenance of that bridge. Mr. Snyder stated that the County installed the bridge even though the community was against it. Ronald Smith stated that the County is still responsible for maintenance of bridges. Mr. Snyder stated that in 2010 the State came up with a new classification as far as definitions of bridges and it didn't span far enough and it was not considered a bridge.

Jennifer Sharkey stated that the County has bridges over 20' and under 20' and the bridges under 20' are considered small structures. She stated in 1996 a small structure inspection was done and one was also done in 2010. Mr. Snyder stated that they are looking at a \$400,000.00 repair and a costly effort of getting right of way through that entire roadway to do what the engineers are saying needs to be done. Mr. Snyder is requesting a records search to find the verbal discussion that was had between F. Mayo Sanders and the Town or a letter stating what the Commissioners official position will be going forward before the Town invests funds. Jennifer Sharkey stated that she will look into that records search.

Ronald Smith suggested to Emmett Heller that it would be helpful and beneficial to place signs where City roads turn into County roads due to the roads changing names.

Ronald Smith stated that he would like to schedule a County Park Improvement Committee Meeting for March 26, 2015, at 6:00 p.m. to be held in the CommissionersøRoom.

James Crowl wanted to discuss the Spillman Interlocal Agreement with the City of Angola. He stated that Tami Sumney, IT Director, sees no real benefit for the County. Ms. Sumney stated the sharing of the information is already in place and the majority of the financial benefit is gained by the City of Angola, not the County. Donald Stuckey stated that the issues the Commissioners had with the changed Contract have been resolved. James Crowl wants to know why this Contract is being considered as Spillman is controlled and the County has a contract with Spillman. Ronald Smith stated that Tami Sumney has more information on that; however, he said he thought that the City had bought some equipment and it wouldnøt work unless they entered into the system. Ronald Smith requested that the City of Angola and the IT Director be invited to the next meeting if they wish to further discuss the Spillman Interlocal Agreement.

The Commissioners received the following correspondence: Kronos Workforce Matters re: 7 high-impact working trends; Steuben County Soil & Water re: Annual Meeting reminder; IACC re: Be a part of the discussion; AIC re: eNewsletter Feb 13, 2015; IACC re: Legislative Update Week 7; SCEDC re: Regional Cities Overview; AIC re: Urgent Legislative Help ó HB 1561; DHS re: Staffing increases due to extreme cold; IDHS re: Precautions against bitter cold; NACo; County News Alerts; NACo; CN Alerts; NE Indiana Regional Partnership; API re: Hydraulic Fracturing; AIC re: Sad News; Shale Smartbrief re: Industry news you need; Commonwealth Engineers re: CEI February ENews; IEDC re: Marketplace News Update

STEUBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Crowl, Vice President, Middle District

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Lynne A. Liechty, North District

Attest: \_\_\_\_\_  
Kim Koomler, Steuben County Auditor  
elw