MINUTES OF A REGULAR SESSION OF THE BOARD OF COMMISSIONERS HELD JANUARY 7, 2013

Comes now the hour of 9:10 A.M. on the 7th day of January, 2013, in the Commissioners Court in the Noble County Courthouse, Albion, Indiana, being the time, date and place set for a regular session of the Board of Commissioners of Noble County, Indiana.

Present were:

David J. (Dave) Dolezal, Vice President Gary Leatherman, Member Chad Kline, Member

Absent was: Also present were:

Marion S. Cavanaugh, Deputy Auditor Dennis Graft, County Attorney and Bob Braley & Scott Perry, News Media

MINUTES APPROVED

After having reviewed the minutes of the *December 27, 2012 executive* session Dave moved to approve them. Gary seconded the motion and it carried, 3-0.

ADJOURN 2012 AND CONVENE 2013

Chad moved to adjourn the business for the 2012 Noble County Board of Commissioners. Gary seconded the motion and it carried, 3-0.

Auditor Jackie Knafel opened the 2013 session of the Noble County Commissioners and opened up the floor for nominations for President. Chad moved to appoint Gary Leatherman as President. Dave seconded the motion and it carried, 3-0.

Gary opened the floor for nominations for vice-president. Chad nominated Dave to be vice-president. Gary seconded the nomination and moved that the nominations be closed. The motion carried, 3-0.

COUNTY ATTORNEY CONTRACT

Dave moved to retain Dennis Graft for the Board of Commissioners attorney for 2013. Chad seconded the motion and it carried, 3-0.

WELLS FARGO INSURANCE – AGREEMENTS WITH 4D PHARMACY MANAGEMENT SYSTEMS, INC.

Shelly Hansen from Wells Fargo Insurance came before the Commissioners with paperwork needing signed. She said during the insurance renewal they decided to change the prescriptions benefits manager from CVS Caremark to 4D Pharmacy. She said she had a Business Associate Agreement because they have access to personal health information. Chad moved to approve the agreement. Dave seconded the motion and it carried, 3-0, (H.I.).

Shelly presented the Client Agreement for Claims Processing and the Fees, Compensation and Remuneration Schedule from 4D, (H.I.).

PTABOA BOARD MEMBER APPOINTMENTS

Assessor Kim Miller came before the Commissioners to ask that they re-appoint Dave Button and John Bender to the PTABOA Board. She said Bill Schnepf no longer wants to sit on the board. Kim said James Cook has agreed to sit on the board, and at one time last year Ben Castle had showed an interest in sitting on the board but she didn't know if he was still interested.

Dave asked how many members there are on the board. Kim said there are supposed to be five members. She said the Commissioners appoint three and the Council appoints two.

Chad moved to take the appointments under advisement until next Monday. Dave seconded the motion and it carried, 3-0.

TYLER TECHNOLOGIES CLAIM THAT WAS HELD 12/17/12

Auditor Jackie Knafel asked the Commissioners if they would want to address the claim from Tyler Technologies that was held on December 17, 2012 while Kim is here to decide if they want to release it or not.

Kim said she had received a detailed billing and she is concerned that they have each individual thing they did listed as taking eight hours and she is concerned about that, (H.I.). Dennis said he thought we should invite them to a meeting so they could explain the claim before it is approved or denied. Kim said the other concern is that they did a workbook and she has some questions about it.

Dave asked if we could ask them for a more detailed billing. Dennis said he sent them a letter saying he wanted clarification and additional information and a detailed, itemized billing and that is what we got. He said he could do a follow up letter to have them explain the breakdown of the eight hours.

Dave moved to send a follow-up letter to Tyler Technologies regarding a detailed billing of the additional \$11,200.00 billed to the Assessor's Office. Chad seconded the motion and it carried, 3-0.

Kim said she would be putting out notice for bids for the 2013 trending.

SHERIFF DOUG HARP - COMPRESSORS

Doug said he had talked to TRANE to see if they could come down on their quote for compressors at the jail. He said they did come down roughly two thousand dollars from their previous quote. Doug told what is included in the price. He said the cost is \$65,577.00 and there is a question on what to do as far as the service agreement, (H.I.). Doug said the price includes the crane to remove the old compressors and replace them, and to remove the Freon from the old compressors. When asked, Doug said there are two compressors.

Chad asked when they could get started and how long it would take. Doug said he thought they said it would be a maximum of two weeks to complete the job. Doug said for \$248.00 they would bring the crane in on Saturday instead of Friday, and for that amount of money he would rather have them there on Saturday instead of being there during business hours. He said they will put the crane in the front lot and it won't impact the jail at all. Chad asked if there would be a day they could come that would be a holiday for the county employees that isn't usually a holiday for other people. Doug said he would check about that.

Dave asked Doug if he wanted to take the additional warranty. Doug said he thought it would be best. He said there is a two year warranty and the optional 5 year warranty would be an additional \$3,450.00.

Dave moved to approve the expenditures for the new compressors with the additional warranty, and try to have the work done on February 18th (Presidents Day) or January 21st (Martin Luther King Day). Chad seconded the motion and it carried, 3-0.

SECURITY – ANNUAL REPORT

Rick Anderson from security presented the 2012 yearly report which he reviewed with the Commissioners, (H.I.).

HIGHWAY BUSINESS – MARK GOODRICH

SHEETING & TAPE FOR SIGN FACING

Mark requested to spend \$745.00 for sheeting and tape for sign facing from Osburn Associates in Logan, Ohio, which was the lowest quote. Dave moved to approve the expense. Chad seconded the motion and it carried, 3-0.

DUMP LOCK BRACES

Mark said he would like to purchase a pair of dump lock braces that are designed to stabilize the dump beds in the up position while work is being done on the trucks to prevent injuries. He said the cost would be \$899.00.

Chad moved to approve the purchase. Dave seconded the motion and it carried, 3-0.

W.A. JONES - TRUCK ANALYSIS

Mark reported that there will be a bill coming from W.A. Jones in excess of \$500.00 for analysis on a truck that needed to be done.

RIMS FOR DUMP TRUCKS

Mark said he would like to purchase 12 rims for the dump trucks at \$93.00 each for a total of \$1,210.00. He explained that they usually replace the rims, especially on the single axle trucks, when they replace the tires because the rims crack. When asked by Chad, Mark said the rims will fit the single axle and the double axle trucks. Dave asked if there is a salvage value to the old ones. Mark said just for scrap iron.

Dave moved to approve the purchase. Chad seconded the motion and it carried, 3-0.

SNOW REMOVAL

Mark he was trying to evaluate what he could do to help keep the costs and the overtime down, he tried something on New Year's Day and this morning. He said he went out and ran the roads and it is generally the primary roads that get slick with the kind of snow like we are having now. Mark said he tried having part of the men come in early to clear snow from the primary roads and have the other roads that aren't slick cleared when the other employees come in at their regular time. He said over the Christmas/New Year Holiday they spent approximately \$36,365.00 on mix for the roads and to date there are 417 hours of overtime. Mark said probably 1/3 of that gets turned into comp time so it is not as big of an expense as it could be. He said the mix is the big cost.

TAKE-HOME VEHICLE & ROAD POLICY

Mark said a few years ago they took all of the take-home vehicles away from the foremen. He said he thought Russ got permission two years ago to allow a foreman to take a truck home during the winter so he could help with the snow issues. Mark said right now he could drive for two hours and still not know what is out there. He said he would like to get permission for John Strange to take his truck home during the winter months, probably January, February and March. He said he could use the extra help to check the roads to know how many people to call in and also if he is out of town he needs someone to check the roads.

Dave asked Mark if he would have an assigned area and he would give John an assigned area. Mark said he could split the county and in an hour and a half they could know what the roads are. He said Sunday morning he called six guys out and they treated everything on the other side of State Road 9. Mark said he could have probably gotten by with three people if he would have had help checking the roads. Gary said he thought it was something they should check out.

\$2,000.00 SPENDING LIMIT

Dave said he thought in order to expedite the meetings the Commissioners could change the amount of expenditures for which Mark would need permission. After a brief discussion, Chad moved to increase the spending limit for the Highway Department from \$500.00 to \$2,000.00 without prior approval. Dave seconded the motion, and asked that Mark tell them about it after the fact. The motion carried, 3-0.

ADA COMPLIANCE AT HIGHWAY DEPARTMENT

With Dick Adair, Building Inspector being present, Dave asked about the handicapped parking at the Highway Department. Dick said there is enough space and that it just needs to be properly marked, indicating that it is van accessible.

<u>PUBLIC HEARING – UNSAFE BUILDING</u> @ BEAR LAKE - REGINA HAMPSHIRE

Dick Adair, Building Inspector said Regina Hampshire would not be here because she lives over 100 miles away. He said Regina had made arrangements for Chad Chapman to remove the trailer. Dick said there had been miscommunications before Christmas. He said Chad had left town and Regina had sent him a check and it laid in the mail until he got back. Dick said Chad waited for the check to clear the bank before he ordered the dumpster. He said Chad would start tearing the trailer (RV) down today.

Dennis said the Commissioners would have to decide whether to give Regina more time to be in compliance. Chad Kline asked Dick if he verified with Chad Chapman that he is going to do the demolition. Dick said he had talked to him this morning and he said he would start today. He said Chad is doing, and has done, demolition of some other buildings in the area.

Chad moved to extend the time from December 31, 2012 to January 25, 2013 for the removal of the RV from the Regina Hampshire property, and to reconvene this issue at 10:00 A.M. at the January 28th Commissioners meeting. Dave seconded the motion and it carried, 3-0. Dennis said he would prepare another order.

RECESSED AND RECONVENED

The Commissioners recessed their meeting at approximately 10:15 A.M. and reconvened at approximately 10:32 A.M.

PUBLIC HEARING RE: UNSAFE BUILDING @ BEAR LAKE - RICHARD HATTON

Dick Adair, Building Inspector reported that Mr. Hatton is in the hospital. He gave the Commissioners a breakdown on what had happened since he had received the original complaint on April 2, 2012. Dick said he gave him until December 31st to get it torn down. He said he found out this morning that Mr. Hatton has a son in Minnesota that is supposed to be down here sometime this week and Mr. Abbott, a neighbor said he would contact him when the son gets here so they can talk. Dick said the neighbors are willing to take the house down for him, leaving the garage, but they would need more time. Dick said he doesn't know what the son's feelings are, but Mr. Hatton had expressed that he would like to save some of the contents in the building. Dick said the building is definitely unsafe, but it is boarded up so it is hard to get into. Dick said he told Mr. Abbott they can't burn the shingles so they would have to get a dumpster. He said until he can talk to Mr. Hatton's son, he doesn't know where to go with this.

Dave asked if Mr. Hatton is aware that Mr. Abbott is willing to take the house down, and if he had given him permission. Dick said Mr. Hatton had given Mr. Abbott permission. He said the son and Mr. Abbott will meet to see if there is anything in the house worth saving.

Chad moved to give Mr. Hatton until January 25th to show progress on cleaning up the property and to revisit the issue at 10:15 A.M. on January 28th. Dave seconded the motion and it carried, 3-0. Dennis said he would prepare orders for this.

ADA DISCUSSION

Dave thanked Dick Adair for the work he had done with building and facility inspections for the ADA. He said the Board really appreciates it. Dick talked briefly about what he had found during his inspections.

ELECTRICAL BILL AT SOUTH COMPLEX

Auditor Jackie Knafel asked Dick Adair about the electrical bill at the South Complex where they just put all of the electrical stuff in the garage. She said the bill is 290 some dollars and she asked Dick if he thought it was right. Dick said the night lights for the parking lot are on it as well as the building. He said he would check to make sure they are not running electric heaters out there.

HEATING @ WEBER ROAD ANNEX

Dick said the heating system at the Weber Road is an electric furnace, and it is pulling 90 amps every time it kicks on. He said it is not an efficient heating system.

PAYROLL TO BE PAID 1/10/13 APPROVED

After reviewing the payroll from 12/14/12 to 12/27/12 to be paid 1/10/13 Chad moved to approve it. Dave seconded the motion and it carried, 3-0.

CLAIMS APPROVED

After reviewing the regular claims as well as the special claims, Chad moved to approve them. Dave seconded the motion and it carried, 3-0.

RESOLUTION RE: COMMISSIONERS MEETINGS

Gary read the resolution aloud. Dave moved to approve Resolution #2013-01. Chad seconded the motion and it carried, 3-0.

FLOOD PLAIN MANAGEMENT

Randy Sexton, Noble County Surveyor presented a letter for the Commissioners to consider sending to the US Army Corps of Engineers regarding the Flood Plains Management Services Program, (H.I.). He said we had participated in it in the past, and he said one change we would like to make is to change the directions of the study alternatives to create flood warning products, so we can provide Flood Warning information to the citizens of the North Branch of the Elkhart River as early as possible. Randy said it would be at no cost to us but the funds are somewhat limited and are on a first come first serve basis. He said this would better show us where flood streams are headed so we can better predict and tell people what will happen in the West Lakes Chain as far as when water would get to certain points in their yards, on their roads, and when it might get to the structures and things of that sort.

Mick Newton, EMA Director said they say it will predict 5 days out based on the weather forecast what is going to happen if the river rises. He said the web site is available to the public and is very visual. Mick said if people could see what will be happening it will help them to be able to plan ahead.

Dave asked if this would require additional monitoring equipment someplace we don't have it now. Mick and Randy said it wouldn't.

Gary asked if the letter is just to request the funding and will not cost us any money. Randy and Mick said right now they are saying it won't cost us any money. Randy said if it came to where it was going to cost us any money he and Mick would come back to the Commissioners with that information. There was discussion as to what the system would do.

Chad asked what the system would do to alert people. Mick said there is nothing to alert them. He said they just need to view the web site to check what is going on.

Chad moved to approve the request for funding to the Army Corps of Engineers for the Flood Plain Management Services Program. Dave seconded the motion and it carried, 3-0.

<u>IT BUSINESS – DAVE BAUM - RFP'S</u> FOR EQUIPMENT & WEB CAM DISCUSSION

Dave Baum, IT said he was still reviewing the RFP's for equipment. He said he might have three more pieces of equipment to get RFP's for, because Ricoh has said they will no longer service them.

Chad said he had talked to Dave to see what it would take to set up a Web Cam to actually record the meetings and make them viewable, not live, but after the fact to the public. He said he didn't know what Dave Dolezal and Gary think, but he thinks it would be nice for the public to be able to see since we don't have meeting at night so they can attend.

Dave Dolezal said that was the rationale for putting the minutes on line. He asked if anyone had requested to see them. Dave Baum said he could see on the site that has the minutes how many hits there are. He said there aren't that many.

Dave Dolezal asked if there would be a cost to video tape the meetings. Dave Baum said there would be a cost for storage and there has to be a policy for how long it will be stored, who has access to it, and how they are going to get access to it. Chad said if they did do the video he didn't think we would have to keep it for more than a month. There was discussion about the possibility of the Commissioners meetings being made available for department heads to listen to like the Council meetings are.

Jackie said we looked at a new system for recording here and the court's looked at it too. She said it had a portable unit that we could take to outside meetings and that is one thing she really liked about it. Jackie said she doesn't want to do it unless the court's go with it.

IDEM - TENNECO, INC.

The Commissioners received notice from IDEM that Tenneco, Inc. had applied for an air permit, (H.I.).

FEMA - RISK MAP RESILIENCE MEETING

The Commissioners received an invitation from FEMA (Federal Emergency Management Agency) to attend the above referenced meeting for Noble County, (H.I.). FEMA is in the process of updating Noble County's Flood Insurance Rate Map and/or Flood Insurance Study report under their Risk Mapping Assessment, and Planning program. Dave said he plans to attend the meeting.

WEIGHTS & MEASURES REPORT - 11/15/12 - 12/15/12

The Commissioners received the above referenced report from Arthur Buchanan, Inspector of Weights & Measures, (H.I.).

INDIANA DEPARTMENT OF LABOR - COMMON CONSTRUCTION WAGE ACT

The Commissioners received notice that the Common Construction Wage Act and the process by which "prevailing" wages are determined for state and local government construction projects in Indiana changed on July 1, 2011, (H.I.). The letter indicated that beginning January 1, 2013, only construction projects where the value of construction is \$350,000.00 or greater are covered by the Act.

COMMUNITY HOSPITAL OF NOBLE COUNTY,

INC. - RELEASE OF HOSPITAL LIEN

The Commissioners received the above referenced release of lien which was against Nora Musser, the patient and the following: Douglas Brewer; Noble County Commissioner; Selective Insurance and Progressive, (H.I.). This was in regards to injuries sustained in an accident for which a Tort Claim was filed.

INDOT – BRIDGE #134

The Commissioners received a letter from INDOT saying that they had reviewed Noble County's request to transfer funds from Bridge #134 to Bridge #70 and that currently they are not accepting any requests to transfer funds, (H.I.). The letter also indicated that Noble County had invoiced \$100,773.79 of PE costs and had been reimbursed \$80,619.03 and the county will be receiving an invoice to repay those Federal funds. Chad asked Dennis if he had received anything from the railroad about our request for them to pay the \$80,000.00. Dennis said he had not. He said most of our correspondence has been with INDOT because the railroad does not respond.

CITY OF KENDALLVILLE - PUBLIC HEARING

RE: CHANGE IN ZONING CLASSIFICATION

The Commissioners received notice of the above referenced public hearing re: 628 Billy Drive, formerly known as the Kendallville Mobile Home Park, (H.I.).

KEITH LEATHERMAN LETTER & PETITIONS

RE: CLOSURE/REMOVAL OF BRIDGE #134

The Commissioners received a letter from Keith Leatherman with his comments as well a petition with the signatures of several people who are against the closure/removal of Bridge #134, (H.I.). Dennis said it is not an issue because there has been no decision for closing or removing the bridge. The decision made was to discontinue the project to replace the bridge. Dave said it is not our bridge. He said it is the railroad's bridge.

Dennis said he thought there should be a response to Keith. Dave moved to send a response to Keith. Chad seconded the motion and it carried, 3-0. Gary will draft the letter.

PROCLAMATION RE: 4-H WEEK

Gary read aloud the letter Doug Keenan, Extension Educator had sent asking that the Commissioners proclaim the week of January 27 - February 2, 2013 as 4-H week, (H.I.). Doug asked that the proclamation be made at the Commissioners January 21st meeting.

FLEETWOOD ELECTRIC INC. - QUOTE

The Commissioners received a quote from Fleetwood Electric in the amount of \$47,610.00 for a generator, the material to upgrade the service to install the generator, etc. Dave said he thought we should take the quote under advisement until the Commissioners get more information.

PUBLIC ACCESS TRAINING ON "BEACON" WEBSITE FOR NEWLY ELECTED OFFICIALS

The Commissioners received an invitation to join Schneider Corp. for a 30 minute webinar on the electronic courthouse online technology known as Beacon, on January 22nd, (H.I.).

TOWN OF ALBION – INVOICE FOR DISPOSAL OF LEACHATE FROM THE LANDFILL

The Commissioners received an invoice in the amount of \$390.00 from the Town of Albion for the disposal of 6500 gallons of leachate from the landfill in December.

Jackie said there had been discussion at one time that there is a spring there, and she asked if there was a way to find out if it is actually leachate being disposed of or if it is spring water. There was discussion about who tests the leachate and how often it is tested.

Chad said even if it costs us \$1,000.00 for some test kits it would still be cheaper than paying for the disposal and for hauling it to the disposal site.

<u>PLAN COMMISSION BOARD APPOINTMENTS -</u> <u>ANTHONY FEICHTER AND GLEN LEMON -</u> JAMES McFARLIN'S RESIGNATION

The Commissioners received letters from Steve Kirkpatrick, Zoning Administrator asking that the Commissioners reappoint Anthony Feichter and Glen Lemon to the Noble County Plan Commission, (H.I.).

The Commissioners also received a letter of resignation from James McFarlin who no longer wishes to serve on the Plan Commission Board. Chad said James' appointment doesn't expire until 1/01/16. The Commissioners noted that they have no recommendations for the replacement of this position.

Chad moved to approve the reappointments of Tony Feichter and Glen Lemon for a four year term beginning January 7, 2013. Dave seconded the motion and it carried, 3-0.

REGION 3A BOARD APPOINTMENT - DAVE DOLEZAL

The Commissioners received a letter from Region III-A requesting that the Commissioners make their annual appointment to the board, (H.I.). Dave said he currently serves on the board and is willing to continue. Chad moved to have Dave continue. Gary seconded the motion and it carried, 3-0.

2013 ANNUAL APPOINTMENTS

After having reviewed the list of appointments from 2012 and each Commissioner being satisfied with their appointments, Dave moved to keep the annual appointments the same as they were last year. Jack seconded the motion and it carried, 3-0.

ALCOHOLIC BEVERAGE BOARD – Hertha Meyer - Someone will check with Hertha to see if she wishes to still be on the board.

BUILDING INSPECTOR - Richard Adair reappointed by a motion made by Dave and seconded by Chad, which carried, 3-0.

CHILD PROTECTION SERVICES – Gary Leatherman

COMMISSIONERS ATTORNEY – Dennis Graft - Appointed at beginning of meeting.

COUNTY EMERGENCY MANAGEMENT AGENCY (EMA) – Dave Dolezal

DISTRICT PLANNING COUNCIL – Mitch Fiandt and Mick Newton retained by a motion made by Dave, seconded by Chad, which carried, 3-0.

DRUG FREE NOBLE COUNTY- Dave Dolezal

E-911 -Chad Kline

EMA – Dave Dolezal

EMS ADVISORY COMMITTEE – Gary Leatherman

HEAD CUSTODIAN – Phil Jacob retained by a motion made by Dave, seconded by Chad, which carried, 3-0.

HIGHWAY SUPERINTENDENT - Mark Goodrich reappointed by a motion made by Dave and seconded by Chad, which carried, 3-0.

MAUMEE RIVER BASIN COMMISSION – Dave Dolezal

NISWMD (NORTHEAST INDIANA SOLID WASTE MANAGEMENT DISTRICT) – Gary Leatherman.

NOBLE CO. ECONOMIC DEVELOPMENT CORP. – Chad Kline

NOBLE CO. ECONOMIC DEVELOPMENT TRUST ADVISORY – Gary Leatherman

NOBLE COUNTY CONVENTION & VISITORS BUREAU - Sam Boggs & Tammy Luce reappointed by a motion made by Dave and seconded by Chad, which carried, 3-0.

PLAN COMMISSION – Chad Kline

PLAN COMMISSION – Anthony Feichter and Glen Lemon appointed earlier.

PTABOA – to be determined next week

REGION 3A – Dave Dolezal

ST. JOSEPH RIVER BASIN COMMISSION - Chad Kline

VETERANS SERVICE OFFICER – Michael Clouse reappointed by a motion made by Dave and seconded by Chad, which carried, 3-0. Appointment papers signed, (H.I.).

WE CARE CLINIC BOARD - Chad Kline

WEIGHTS & MEASURES – Arthur Buchanan reappointed by a motion made by Dave and seconded by Chad, which carried, 3-0.

WOOD LAND & LAKES, RC&D – Dave Dolezal

WORK FORCE ONE – Chad Kline

Chad moved to approve the appointments to the various boards by the Commissioners. Dave seconded the motion and it carried, 3-0.

COVERED BRIDGE CERTIFICATION

Jackie presented the Covered Bridge Certification that needs sent to the state (none for file).

NOBLE TOWNSHIP FIRE STATION –

SUB RECIPIENT SEMI-ANNUAL REPORT

Jackie said Ira Schlotterback (Noble Township Trustee) was in this morning and left the above referenced annual report, (H.I.). Chad moved to approve for Gary to sign the report. Dave seconded the motion and it carried, 3-0.

RECESSED AND RECONVENED

The Commissioners recessed their meeting at approximately 12:13 P.M. and reconvened at approximately 2:20 P.M.

NOBLE COUNTY SURVEYOR -

EXPENSE OVER \$500.00

Randy Sexton came before the Commissioners to get approval to have a vehicle his office received from the Sheriff's Department repaired at an approximate cost of \$1700.00. Chad moved to approve the expense. Dave seconded the motion and it carried, 3-0.

GROUNDWATER ANALYSIS REPORT RE: NOBLE COUNTY LANDFILL

The Commissioners received the above referenced analysis from Sherry Labs for 13 groundwater samples taken at the landfill on 10/25/12. See landfill file for report.

ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 2:22 P.M. recessed from day to day until the 14th day of January 2013.

		Gary Leatherman, President
		David J. Dolezal, Vice President
		Chad Kline, Member
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ATTESTED:	Jacqueline L. Knafel, Auditor	<u> </u>