

BE IT REMEMBERED THAT, The Board of Commissioners of the County of St. Joseph met in a regular session in the County City Building on April 2, 2019 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney, Dave Thomas, and Dr. Deborah Fleming D.M.D. were present.

PLEDGE OF ALLEGIANCE

PRAYER

The minutes of the last meeting were unanimously approved.

Mr. Kostielney. The burn amnesty period will be April 12-14 and April 26-29, 2019. We do this as part of the ordinance that allows for burning in the fall and the spring of each year.

Mr. Thomas. I believe the burn amnesty is optional. I will vote against it. I also believe the ordinance of one week, not the ability to separate the period of seven days.

Dr. Fleming moved to accept the above request as read and outlined.

Motion seconded by Mr. Kostielney.

Motion adopted by a 2-1 vote.

OPENING AND READING OF BIDS ON:

2019 Police patrol vehicles.

Dean Chandler, 2817 LWW.

This is a request to review the submitted bid from Jordan Ford.

Dr. Fleming moved to accept the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

REPORTS AND REQUESTS FROM:

COMMISSIONERS

A)

IN THE MATTER OF APPROVING THE ACCOUNTS PAYABLE DOCKETS

Dr. Fleming moved to accept the Accounts Payable Docket as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

B)

NATIONAL SERVICE RECOGNITION DAY PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, central to how we meet our challenges, essential to the ability of mayors all over the country who depend on the altruism of volunteers to help provide for the well-being of our city and our residents; and

WHEREAS, participants in AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation by providing pathways to opportunity for young people entering the workforce, while offering seniors the opportunity to share their experiences creating and expanding programs that help low-income individuals and communities out of poverty, as well as supporting veterans and military families, providing health services, and helping communities recover from national disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities through efforts directed toward providing education, career skills, leadership abilities for those who serve, while addressing the critical needs of communities around the country; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, including 1,000 in Indiana, strengthening civic, neighborhood, and faith-based organizations; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, The Corporation for National and Community Service, which shares a common goal with mayors and county officials nationwide to inspire citizen engagement in the community, improve the livelihood of all residents, and strengthen the bonds of communities, is joining with mayors and county officials across the country to recognize the value of service on National Service Recognition Day – April 2nd, 2019.

Therefore, Mayor Pete Buttigieg of South Bend, Mayor Dave Wood of Mishawaka, and Commissioners Andy Kostielney, Deborah Fleming, D.M.D., and Dave Thomas of St. Joseph County, hereby proclaim April 2, 2019 as National Service Recognition Day, and we encourage residents to recognize the positive impact national service has on our community. We greatly appreciate the hard work and dedication that all AmeriCorps members provide throughout St. Joseph County, and for their constant willingness to get things done!

Signed and sealed this 2nd day of April two thousand and nineteen

Andy Kostielney
President,
Board of Commissioners

Deborah Fleming, D.M.D.
Vice-President,
Board of Commissioners

Dave Thomas
Member,
Board of Commissioners

Pete Buttigieg
Mayor, City of South Bend

Dave Wood
Mayor, City of Mishawaka

Jennifer Knapp Beudert, Robinson Community Center Manager.

I would like to thank you for the recognition that you have given to our AmeriCorps members, but I would like to thank all the members that have served. We have three AmeriCorps programs represented here, the city of South Bend, United Way, and Robinson Center. All of these people have given a year of their lives in service to their community and they tutor, build things, repair things, work with kids, teach and do so many things. They are definitely making a difference in the lives of people in our communities. Thank you.

Alkeyna Aldridge, Director of Engagement and Economic Empowerment, offices on the 14th floor.

I am so proud of our AmeriCorps members and the sense of passion and commitment with getting things done. Without the support and volunteerism of these guys, my AmeriCorps members knocked on 800 doors in the dead of winter all about civic voice and making sure people understand how to exercise that power here. Thank you for recognizing them.

Therese Dorau, Director of Sustainability, offices on the 13th floor.

I wanted to invite all of the AmeriCorps members, program staff, and elected officials to join us at the O'Brien Center from 5-6 pm tonight. There will be a swearing in ceremony and to celebrate what national service has done and also celebrate what the members have done.

Mr. Kostielney. We are very blessed here in St. Joseph County to have this we have had the AmeriCorps program running for about 7 years now in various locations. Its amazing the year of their life they dedicate to our community to make it a better place. It is very inspiring, and the great thing is of the capacity they build serving as an AmeriCorps member for a year and some cases more than a year really goes a long way for setting the stage for the next phase of their life. Very appreciative of the great work you do.

Dr. Fleming moved to accept the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

C)
IN THE MATTER OF APPROVAL
OF A HOSPITAL AUTHORITY
APPOINTMENT

Dr. Fleming nominates Donna Pfeil.

Motion seconded by Mr. Thomas.

Are there any other nominations? Seeing none nominations are closed.

Motion adopted by a 3-0 vote.

AUDITOR

IN THE MATTER OF APPROVING A COMPREHENSIVE ANNUAL FINANCIAL REPORT PREPARATION ASSISTANCE RFP

John Murph/Chief Deputy, offices on the 2nd floor.

We have to prepare a different type of financial report in addition to what we already prepare. There is a new law that all counties with 100,000 residents or more must prepare a CAFR report. It is an extensive report; the county workers can do about half of this. We will need some help with putting the report together, some of the technical aspects of what is required. We have drafted an RFP and would like to send to four firms. It has been reviewed by counsel.

Mr. Thomas. I think you and I would agree this would be good to file even if it's not state law. I would think some of the firms we have here could handle this. I also find you get better service from a local vendor. Is the Auditor's office choosing to follow the council's transparency ordinance?

Mr. Murphy. I can tell you that three of the firms have offices in St. Joseph County.

Mr. Thomas. Counsel you reviewed the contract, do you think it follows the transparency ordinance?

Mr. Woods. It is not referenced but what can be more transparent than going out for bids when we really don't have to.

Mr. Kostielney. I am not sure the transparency ordinance is even in effect anymore.

There was a very tight window when it concluded which I believe has already happened.

Dr. Fleming moved to accept the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

PORTAGE MANOR

IN THE MATTER OF APPROVING HTS OUTPATIENT THERAPY SERVICES, LLC AGREEMENT

Robyn Challinor, 3016 Portage Ave, So. Bend.

Portage Manor has been seeking an onsite therapy service for the citizens of St. Joseph County that reside here. When a resident requires either physical, occupation, and/or speech therapy by the order of their physician, it is difficult to accommodate. We have Issues of transportation to outside therapy services, the services are not well acquainted with our building and goals are not always met to the need required due to that lack of Insight, and also the Issue of waiting for prior authorizations/scheduling to get the therapy in place to benefit the resident who is in need of such therapy, Another hurdle, that is of real concern. Is If we are not able to get therapy for resident timely for deficits they are showing, they may need to be transferred into a short-term rehab facility. Moving residents into a short-term rehab facility is not easy on them, they are accustomed to their home here. That process is taxing and stressful for them to go through. That being said, having an onsite therapy *service* would greatly benefit those in our care in many ways. Finally, it would be a very positive partnership for Portage Manor's residents and the Physicians we work with. We have been approached by agencies that provide this type of service and have carefully reviewed the options. The Board of Directors for Portage Manor feel that HTS Outpatient Therapy Services, LLC is the best fit. They will rent space here as outlined in the agreement (attached). HTS will bill resident's insurance directly therefore causing no hardship or added work to our staff, we will still be serving the function of obtaining orders from physicians for therapy as we have always done. HTS will have their own liability insurance and will not cause any concern for St. Joseph County for any liability.

Dr. Fleming moved to accept the above request as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

**PSAP
IN THE MATTER OF APPROVING
TYLER TECHNOLOGIES, INC
AGREEMENT.**

Raymond Schultz, Director of PSAP, 58266 Downey Ave.
This is a contract with Tyler Technologies, it is a separation agreement. This was put together by our attorney.
Mr. Thomas. It is important that as we get away from Tyler we still have a positive working relationship. Thank you.

Dr. Fleming moved to accept the above request as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

DEPT. OF INFRASTRUCTURE, PLANNING, AND GROWTH:

CONSENT AGENDA

Development / Subdivision Requests
Description
Request Approval of Indemnity & Consent to Encroachment Agreement for North Pointe Shores, and Villas at Cobblestone Subdivision Lighting

Special Event Requests
Description

Traffic Regulatory Requests
Description

Project Completion Affidavit
Description

Motion made by Dr. Fleming to accept the above recommendation in reference to the above request as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

Frank Fotia, office on the 7th floor.
A)
**IN THE MATTER OF APPROVAL
OF A BID REQUEST BLDG04-2019-SA
CONSTRUCTION AND RENOVATION
OF OFFICES-PHASE I**

This is a request to advertise on April 12 & 19, 2019. With a bid opening on May 6, 2019.
Mr. Thomas. How many phases do you think there will be?
Mr. Fotia. Ideally it would be in three phases.
Mr. Thomas. Is there an estimate of what this may cost?
Mr. Fotia. There isn't at the moment.

Mr. Thomas. We ran some numbers this morning. There was the estimate of \$80 per square foot. Which puts it at about 3 million dollars. Do you know if there is a funding source for this?

Mr. Kostielney. We are in the process of finding those costs and then we are rolling it into our capital improvement plan to see what in the next 12-36 months we are able to accomplish.

Motion made by Dr. Fleming to accept the recommendation of the Department of Infrastructure, Planning and Growth in reference to the above request as read and outlined.
Motion seconded by Mr. Kostielney.
Motion adopted by a 2-1 vote.

B)
IN THE MATTER OF APPROVAL
OF A LANGUAGE LINE TRANSLATION
SERVICES AGREEMENT

After the Title VI information was given to the department heads many of them asked if there were translation services available. We do not but the courts do. I reached out to Language Line whom the courts use. Because we are a government agency they waived the fees now it is a pay as needed type of service.

Mr. Thomas. I certainly would like to find the best and cheapest price possible. Again, I prefer to shop locally. This is a federal guideline for disabilities?

Mr. Fotia. This is title VI of the civil rights act requires that because we receive federal funding, so all offices are required to comply with title VI,

Mr. Thomas. I see some charges may be as high as \$3 a minute. Is there a cap on this?

Mr. Fotia. There is no cap. If someone comes in and requests this service, we are required to do our best effort. This is a resource for us to use. The prices are based on what language they are doing translations on.

Mr. Thomas. I would like for it to be used as little as possible.

Ray Schultz, PSAP Director.

We use language line currently. Our bill is about \$30 a month it is not that expensive.

Dr. Fleming. I am so glad that we are moving forward with this to help our citizens.

Motion made by Dr. Fleming to accept the recommendation of the Department of Infrastructure, Planning and Growth in reference to the above request as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

C)
IN THE MATTER OF APPROVAL
OF A BID REQUEST R&S 91901 D
ASPHALT OVERLAY PROGRAM

It is requested that this be advertised on April 12 & 19, 2019 with a bid opening on May 30, 2019.

Motion made by Dr. Fleming to accept the recommendation of the Department of Infrastructure, Planning and Growth in reference to the above request as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

D)
IN THE MATTER OF APPROVAL
OF SERVICES AGREEMENT-FLEET
MANAGEMENT AND ENGINEERING
SERVICES

This agreement outlines the project descriptions, timeline, and deliverables. The agreement provides assistance to establish a fleet management program for highway vehicles focusing on proactive preventive maintenance schedules, service life, and replacement prioritization

and offer on-site support as needed for various engineering tasks. The services will be performed for up to \$20,000.

Mr. Thomas. As far as I know Enfocus are not engineers. They seem to get a lot of contracts most of them I vote against I consider them wasteful. I would like to hear some merits to this.

Mr. Fotia. This is primarily is for the work of Lauren Grotz, she is an engineer and is providing help organizing a lot of the bid work, analyzing the bids when they come in as well as other projects. The engineering division is not fully staffed, and this helps supplement.

Motion made by Dr. Fleming to accept the recommendation of the Department of Infrastructure, Planning and Growth in reference to the above request as read and outlined.

Motion seconded by Mr. Kostielney.

Motion adopted by a 2-1 vote.

ADD ON:

**IN THE MATTER OF APPROVAL
OF POLLING LOCATIONS**

Arielle Brandy/Kim Riskovitch, Voters Registration, offices on the 4th floor.

This is in regards to the polling locations. We have six precincts that will have new polling locations and we have two precincts that will have name changes. We are asking for your approval. We will be sending out postcards to those affected.

Mr. Thomas. Out of the six precincts approximately how many is that?

Ms. Riskovitch. About 5-6 thousand. The last day to register to vote is April 8th.

Motion made by Dr. Fleming to accept the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

OLD BUSINESS:

None

PUBLIC COMMENTS:

Dr. Fleming. I want to announce that there will be a Spark the Park event at IUSB. It is planning the future of our Riverpark neighborhood area. It will be April 11th at 6pm. The youth leadership has been a lot of fun and the great thing is we have been to different places and departments and learn what they do. This has been a good program for our youth and they have enjoyed it.

There being no further business to come before the Board at this time, Mr. Kostielney asked for a motion to recess, Mr. Thomas so moved, seconded by Dr. Fleming. Meeting recessed by a 3-0 vote.


ST. JOSEPH COUNTY COMMISSIONERS

*Please refer to the St. Joseph County website for the full audio and visual of the St. Joseph County Commissioners meeting if needed.