

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 7, 2020 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**

**OPENING AND READING OF BIDS ON:**

None

**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)**

IN THE MATTER OF APPROVING  
BURN AMNESTY

The dates for the burn amnesty are from April 18-24, 2020.  
Mr. Thomas does not agree with this considering the pandemic and other concerns.  
Mr. Kostielney. I do agree with Mr. Thomas but some people are facing financial hardships so please do this only if you need to and please be aware of those with health concerns.

Dr. Fleming moved to accept the above agreement as read and outlined.  
Motion seconded by Mr. Kostielney.  
Motion adopted by a 2-1 vote.

**C)**

IN THE MATTER OF APPROVING  
A MEMORANDUM OF UNDERSTANDING  
REGARDING COVID 19 COORDINATION

Mr. Woods. This is an agreement between the City of South Bend and the County. Jeff Rea from the Chamber would, as an independent contractor, share and gather information between the two entities. Although the City of Mishawaka is not a signatory on the agreement they too will participate. This information would be relayed back to the Commissioners in regard to the Covid 19 updates. He is able to consult with other officials in the collection of data. There will be a weekly distribution of information.

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

**INFRASTRUCTURE, PLANNING & GROWTH:**

CONSENT AGENDA

Development / Subdivision Requests
Description

Special Events Requests
Description

  

Traffic Regulatory Requests
Description
Request Approval of Traffic Regulatory Ordinance on Bridge No. 29-Walnut Road Over Potato Creek Bridge No. 77 Shively Road Over Kline Ditch, and Bridge No. 192 Ironwood Road Over Juday Creek

  

Project Completion Affidavit
Description

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.

A)  
IN THE MATTER OF APPROVAL  
OF REQUEST FOR PROPOSALS  
ST JOSEPH LIMITED LEAF  
PICK UP PROGRAM

Mr. Woods. The RFP is being issued to proceed with the program for 2020 and beyond. It is similar in content to the 2019 RFP. This one allows for more flexibility in the contract period for the contract years.  
Jessica Clark, County Engineer, offices on the 7<sup>th</sup> floor.  
The request is to advertise on April 10<sup>th</sup> & 17<sup>th</sup> 2020 with receiving letters of interest on April 28<sup>th</sup>. As our attorney indicated, the Council had supported a ten-year program, the Board of Commissioners authorized an RFP to entertain a one, three, five, or ten-year opportunity. This way we are able to review and see which type of service contract is most beneficial to our community. The RFP includes that it is pick up for the entire unincorporated portions of the county. It would be three pickups in the fall and one spring pickup.  
Mr. Thomas goes over several items. Short discussion held.

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 as amended by Ms. Clark.  
Motion seconded by Mr. Kostielney.  
Motion adopted by a 2-1 vote.

Jessica Clark, County Engineer, offices on the 7<sup>th</sup> floor.

IN THE MATTER OF APPROVAL  
OF LAUREL ROAD TRAIL  
CONSTRUCTION QUOTE CHANGE  
ORDER NO 1/FINAL CHANGE  
ORDER

This was done in partnership with Clay Township. We request your approval to increase the contract from \$117,449.75 to \$120,352.65.  
Mr. Thomas inquires about a driveway.  
Ms. Clark states this was not an error but an adjustment.

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.

IN THE MATTER OF APPROVAL  
OF PRELIMINARY ENGINEERING  
SERVICES AGREEMENT FOR  
RILEY ROAD OVER GROSS DITCH

This agreement is with DLZ.

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.

ADD ON:  
IN THE MATTER OF APPROVING  
A SETTLEMENT AGREEMENT

This is two settlement agreements in regard to our environmental conditions related to our Granger highway facilities. We would like your approval.

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.

**OLD BUSINESS:**

None

**PUBLIC COMMENTS:**

None

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.