

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 May 8, 2019 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Dave Thomas, and Dr. Deborah Fleming D.M.D. were present.

PLEDGE OF ALLEGIANCE

PRAYER

The minutes of the last meeting were unanimously approved.

OPENING AND READING OF BIDS ON:

REPORTS AND REQUESTS FROM:

COMMISSIONERS

**A)
IN THE MATTER OF APPROVING
THE ACCOUNTS PAYABLE DOCKETS**

Mr. Thomas moved to accept the Accounts Payable Docket as read and outlined.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.

**B)
IN THE MATTER OF APPROVAL
OF RESOLUTION R-5-C-2019
SALE OF REAL ESTATE**

Mitch Heppenheimer, 704 W. Washington, South Bend, IN.
We would like to advertise for bids on this parcel and all bids must be turned in by June 4, 2019.

Mr. Thomas moved to accept the above request as read and outlined.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.

**C)
IN THE MATTER OF APPROVAL
TO APPLY FOR GRANT FUNDS
THROUGH THE INDIANA
SUPREME COURT**

Jessie Carlton, Chief Probation Officer, offices on the 4th floor.
It is requested that we be able to apply for this grant in the amount of \$7978.82. There are no matching funds required of the County.

**IN THE MATTER OF APPROVAL
TO APPLY FOR GRANT FUNDS
THROUGH THE INDIANA
OFFICE OF COURT SERVICES**

It is requested that we be able to apply for this grant in the amount of \$185,976.45 the total amount will be \$201,976.45 which includes a carryover of \$16,000. There are no matching funds required of the County.

Mr. Thomas moved to accept the above request as read and outlined.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.

AUDITOR

IN THE MATTER OF APPROVING
A BID AWARD FOR THE COMPREHENSIVE
ANNUAL FINANCIAL ASSISTANCE REPORT
PREPARATION ASSISTANCE

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

The committee unanimously recommends that the contract be awarded to Kruggel Lawton at a cost of \$170,000 for the four-year engagement.

There was a discussion held on this and Mr. Thomas would like for this to be reviewed further.

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

Motion seconded by Mr. Thomas.

Motion adopted by a 2-0 vote.

IN THE MATTER OF APPROVING
NYHART HEALTH INSURANCE
ACTUARIAL SERVICES

Troy Scott, R&R Benefits, So. Bend.

The Howard E Nyhart Company, Inc. has submitted two proposals for professional services in connection with the Saint Joseph County Health Insurance plan. The first agreement will provide health insurance rate calculations for the year 2020, a full GASB 75 actuarial update for the year ending December 31, 2019 and an interim GASB 75 actuarial update for the year ending December 31, 2020. The GASB reports are required for the annual audit. The fee for this agreement is \$16,600.

The second agreement is to prepare a GASB 75 OPEB modeling report of estimated liability under various assumptions for the year ending December 31, 2019. The fee for this agreement is \$12,000.

DISCUSSION ON RETIREES. (OK)

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

Motion dies for lack of a second.

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

Motion dies for lack of a second.

JUVENILE JUSTICE CENTER
IN THE MATTER OF APPROVING
TO APPLY FOR A VICTIMS OF
CRIME ACT GRANT

Brenda Matuszkiewicz, Executive Director, 1000 S. Michigan St.

We would like permission to apply for this one-year grant there is a 20% match. The grant would help to hire additional staff to increase the number of children served.

Mr. Thomas moved to accept the above request as read and outlined.

Motion seconded by Dr. Fleming.

Motion adopted by a 2-0 vote.

PROCUREMENT
IN THE MATTER OF APPROVING
TO ADVERTISE FOR FISCAL YEAR
JANITORIAL QUOTES

Bree Roberts, Procurement, offices on the 7th floor.

It is requested that this be advertised on May 10th & 17th, 2019 with a bid opening on June 4, 2019.

Mr. Thomas moved to accept the above request as read and outlined.

Motion seconded by Dr. Fleming.

Motion adopted by a 2-0 vote.

**PSAP
IN THE MATTER OF APPROVING
A CONTRACT RENEWAL FOR
EDGE INFORMATION TECHNOLOGY
SOLUTIONS**

Raymond Schultz, Director of PSAP, 58266 Downey Ave.
This is a one-year agreement and includes setting up our new MetroNet network and continuing to provide support and back-up for our network administrator.

**IN THE MATTER OF APPROVING
AN EMPLOYEE AGREEMENT**

Our quality assurance manager stepped down and went back to being a dispatcher. Dale Francis has been employed as an on-call employee since November 2017 and has been working in our quality assurance division. In order to maintain our quality assurance program, we have enlisted Dale to manage the program until we can find a permanent manager. This is a highly technical position with a limited applicant pool. We believe 90 days gives us the opportunity to find a perfect candidate while taking advantage of a highly competent employee that knows the system keeps up our day to day operations. It's my understanding this document will help align the budget to keep the financial records straight. The pay rate of \$21.62 is less than \$1.00/hr. higher than her on-call pay rate.

Mr. Thomas moved to accept the above request as read and outlined.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.

DEPT. OF INFRASTRUCTURE, PLANNING, AND GROWTH:

CONSENT AGENDA

Development / Subdivision Requests
Description

Special Event Requests
Description
Friends of Granger Paths, Inc. Granger Path 5k Run/Walk and Family Fun Run
Stars and Stripes Forever Ride

Traffic Regulatory Requests
Description

Project Completion Affidavit
Description

Motion made by Mr. Thomas to accept the above recommendation in reference to the above request as read and outlined.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.

Jessica Clark, County Engineer, office on the 7th floor.

A)
IN THE MATTER OF APPROVAL
OF AN ENGINEERING SERVICES
PROPOSAL AS NEEDED AGREEMENT

The agreement will provide engineering services and surveying skills on tasks as requested by St. Joseph County. *FOR DLZ @ \$150,000.00 AMENDED TO ONLY BE FOR JESSICA CLARK STAMMARD ROAD + BRIDGE ENGINEERING; NOT ECONOMIC DEVELOPMENT.*
Motion made by Mr. Thomas to accept the recommendation of the Department of Infrastructure, Planning and Growth in reference to the above request as limited to Public Works projects as defined by the County Engineer.
Motion seconded by Dr. Fleming.
Motion adopted by a 2-0 vote.



B)
IN THE MATTER OF APPROVAL
OF INDEMNITY & CONSENT TO
ENCROACHMENT AGREEMENT
AT 59766 CRUMSTOWN HWY

The agreement allows for a portion of a structure to encroach and exist within a portion of the public right-of-way. This agreement further states the owner, Victoria Shepard agrees to defend, and indemnify St. Joseph County, Indiana, and hold the County harmless from any maintenance responsibilities, liability, loss, damage, or injury, of any claim or demands from any act or injury arising out of the existence of the home, and encroachment; and further agrees to hold the Indemnitee harmless of any compensation for the encroachment within County property in the event it is removed for any approved purpose. The encroachment does not interfere with the public's health, safety, or general welfare.

Motion made by Mr. Thomas 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 Dr. Fleming.
Motion adopted by a 2-0 vote.

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

It is requested that this be awarded to Rieth Riley Construction Company in the amount of \$2,520,950.70.

Motion made by Mr. Thomas 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 Dr. Fleming.
Motion adopted by a 2-0 vote.

OLD BUSINESS:

None

PUBLIC COMMENTS:

None

There being no further business to come before the Board at this time, Dr. Fleming asked for a motion to recess, Mr. Thomas so moved, seconded by Dr. Fleming. Meeting recessed by a 2-0 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.