

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 June 19, 2018 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney, Dr. Deborah Fleming D.M.D., and Dave Thomas were present.

PLEDGE OF ALLEGIANCE

PRAYER

The minutes of the last meeting were unanimously approved.

Michael J. Hamann, County Auditor, was present and recorded the minutes of the meeting.

OPENING AND READING OF BIDS ON:

Pierce Road reconstruction from US 31 Miami Hwy Engineering Services

Jessica Clark, County Engineer, offices on the 7th floor.
We have received bids from the following vendors.

America Structurepoint, Inc
Indianapolis, IN.

DLZ
South Bend, IN.

Lochmueller Group
South Bend, IN.

Troyer Group
Mishawaka, IN.

Dr. Fleming moved to accept the above bids and turn them over for further review and study 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)
IN THE MATTER OF APPROVING
RESOLUTION R-11-C-2018
EXECUTION OF AN INTERLOCAL
AGREEMENT REGARDING THE
EXTENSION OF THE ST. JOSEPH
COUNTY HOUSING CONSORTIUM**

This resolution is to extend the existing interlocal agreement regarding the St. Joseph County housing consortium. I have reviewed the agreement there are a few changes in

terms of minor formatting and things of that nature. Otherwise it continues the good relationship between the county and these cities.

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

C)

IN THE MATTER OF APPROVING
RESOLUTION R-12-C-2018
EXECUTION OF AN INTERLOCAL
AGREEMENT REGARDING THE
SOUTH BEND POLICE
DEPARTMENT'S PARTICIPATION
IN THE ST. JOSEPH COUNTY METRO
HOMICIDE UNIT, SPECIAL VICTIMS
UNIT, AND DRUG INVESTIGATION
UNIT

Robert Risenhoover, Prosecutors office, offices on the 10th floor.

This is an agreement with the city where they will provide funds to provide three investigators for metro homicide, APS, and the drug investigation unit. They will provide three officers, the police vehicles, radios, and it will be a one-year agreement renewable at the end of each year.

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

D)

IN THE MATTER OF APPROVING
RESOLUTION R-13-C-2018
AUTHORIZING APPLICATION TO THE
ECONOMIC DEVELOPMENT ADMIN
FOR A GRANT TO EXPAND FIBER
OPTIC CONDUIT INSTALLATION

Jessica Clark, County Engineer, President of St. Joseph County Redevelopment Commission, office on the 7th floor.

This is a request to submit a grant application to help receive funding for a metronet extension, a fiber conduit extension that is approximately a 24-mile loop that would extend out westward along state rd 2. Basically, perform a loop within New Carlisle and come back on US 20. The grant opportunity with this type of project and being a rural in nature and the type of businesses it's looking to connect and provide this type of service to we have heard that this program is typically a 50/50 program, but it looks like we may be able to get a 70/30 grant.

Mr. Thomas. Reviewing what I have here and from what the Engineer said that hopefully it is going from a 50/50 match to a 70/30 match that's wonderful. The paperwork I have says the project is expected to cost \$2.1 million and the paperwork I have says the county match says from New Carlisle economic development TIF and the matching non-federal funds committed to the project are available unrestricted and unencumbered. Are those two different funds?

Mr. Schalliol We would only be using TIF funds. The language in this resolution has to be and matching non-federal funds committed to the project are available unrestricted and unencumbered. That is language that has to come in from the federal perspective. We specifically detailed where it was going to come from the New Carlisle TIF fund.

Mr. Thomas. So, the work and is to define the TIF funds as nonfederal as opposed to and meaning more than one type of fund.

Mr. Schalliol. No, it would actually be and if other funds were needed in addition to the TIF funds. We are not anticipating any additional funds being used for this.

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

E)
IN THE MATTER OF APPROVING
THE DOUGLAS ROAD AND
CANADIAN NATIONAL RAILROAD
INTERSECTION ENGINEERING
ASSESSMENT REPORT WITH
LAWSON FISHER AND ASSOCIATES

Bill Schalliol, Executive Director of Economic Development, offices on the 11th floor. This is a proposal that has been previously approved by the Redevelopment Commission. This proposal is a \$33,000 study proposal to look at the potential widening of Douglas Road from the current two-lane segment, from a five-lane segment from where Mishawaka is building its project which will end at Veterans Pkwy all the way to Capitol Ave. As part of this study we will also be looking at the dynamics required for putting in an overpass at the Canadian National Tracks. That work that will be done on or before August 3rd will be used for a local tracks grant that will be submitted to fund the construction of an overpass at that location. This is the first piece of a series of pieces that will be needed to move forward.

Dr. Fleming. I think this is a great idea moving forward to help that area.

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

F)
IN THE MATTER OF APPROVING
A SERVICE AGREEMENT TO PERFORM
AND PROVIDE CERTAIN PROFESSIONAL
CONSULTING SERVICES WITH
CENDER & COMPANY

I have reviewed the agreement it is similar in form and content to previous agreements that were entered into for Cender & Company to continue to provide their financial services support to the Auditor, to the Council, to the Commissioners to other branches of in St. Joseph County Government.

Mr. Thomas. It also has a not to exceed \$75,000.
Dr. Fleming. I think they are doing a great job helping the Auditor's office as well as us moving forward more efficiently.
Dr. Fleming moved to accept the above requests as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

G)
IN THE MATTER OF APPROVING
ORDINANCE 1-18 ESTABLISHING
THE MANNER AND FORM IN WHICH
THE RECORDER MAY PROVIDE
FORM COPIES TO A BULK USER

Mary Beth Wisniewski, County Recorder, offices on the 3rd floor. Ordinance 1-18 and 2-18, stem from the passage of Senate Bill 505 on April 21, 2017 and took effect July 1, 2017. The bill replaced a confusing fee structure with more predictable and transparent "flat" fees for documents filed with the Recorder's Office. The bill also modernized the bulk user statute to reflect changes in the industry while ensuring the preservation of the public record; and increased efficiencies in the electronic recording of public documents.

Ordinance 1-18 requires the bulk user to maintain a contract with the Recorder's Office and submit a written request to receive the bulk copies. The contract shall prohibit the bulk user from reselling the copies, altering the recorded documents without authorization, or disclosing private information. It also allows the Recorder's Office to charge a fee per copy aligning it with the fee assessed for copies of other public records. This ordinance would allow the establishment of that fee per copy. The fee was established based on a cost study dated September 2017 and was determined that it substantially exceeded the fee of .10 cents per copy. This bill would allow the fee to be .13 cents per copy.

Senate Bill 505 also required a watermark to be affixed to the bulk data to ensure the authenticity of the public record by the third party requesting it. Ordinance 2-18 addresses the watermark issue to ensure that any recorded document is not resold or transferred.

I ask for your favorable consideration and would be happy to answer any questions. Thank you

Mr. Kostielney. This is the information for both ordinances 1-18 and 2-18.

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

H)

IN THE MATTER OF APPROVING
ORDINANCE 2-18 REQUIRING THE
RECORDER OF ST. JOSEPH COUNTY,
INDIANA TO WATERMARK BULK
FORM COPIES

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

I)

KEY TO THE COUNTY

Key to the County

Presented to

Dianne Perkins

Dianne was hired on October 21, 1996 in the County's Mailroom Dept. On January 25, 1999 she transferred to the County Clerk's office as a file clerk in Superior Civil. It became very clear that Dianne had a knack with organization of files and office space.

On October 22, 2001 she was selected by County Clerk Linda Scopelitis to spearhead the Clerk's Records of the Courts department. In 2005, Dianne also started working with the Mental Health Clerk and upon the retirement of that clerk in July of 2010, Dianne willingly took over that caseload in addition to the Records Dept. In 2006, when Traffic & Misdemeanor was down two employees due to health issues Dianne pitched in without hesitation. Dianne's willingness to help in any

situation in the Clerk's office made her invaluable to us and she will be missed by all.

She has been a wealth of knowledge to the hospital doctors and staff as well as to the Superior Judges who have been "guided" by Dianne's experience in the Court's Mental Health caseload.

Upon the occasion of Dianne Perkins' retirement after nearly 22 years of continued service to the residents of St. Joseph County, we are proud to present this Key to the County in token of our sincerest gratitude and best wishes for the future.

Andrew T. Kostielney, President

Deborah A. Fleming, DMD, Vice-President

Dave Thomas, Member

Dianne Perkins. I have always enjoyed my job. Whether it be in the Superior, the Circuit, the Mental Health or Small Claims, wherever they needed help. I was taught never to say that's not part of my job. Working with the clerks, any part, goes on as your job whether you're entitled to that title or not. You help the person in need. I was taught by Rita and Terri, I can't leave Linda Scopelitis out because she started it and passed it on and I have always been happy to do any job and as I said if there is ever an emergency I will be glad to step away from my 2 ½ year old that I have retired to raise to come back and help with anything that they need done. This is a very special honor. Thank you I appreciate it.

J)

IN THE MATTER OF APPROVING
BILLS PASSED BY THE ST.
JOSEPH COUNTY COUNCIL

<u>BILL NO.</u>	<u>ORDINANCE NO.</u>
38-18	33-18
39-18	34-18
42-18	35-18
34-18	39-18
40-18	40-18

*as amended

Mr. Thomas. I made a close examination of 34-18 it looks like there is a typo. I think there will be a slight increase of a little under \$2000.00 but it looks like it is \$300,000.

Mr. Hamann. We did catch that. It was noted and amended.

Dr. Fleming moved to accept the above ordinance with ordinance 34-18 amended as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

DEPT OF PROCUREMENT:

IN THE MATTER OF APPROVING
2018-2019 JANITORIAL BID AWARDS

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

The following bid awards are as follows.

CC1- HP Products

CC2- HP Products

CC4- HP Products

CC5A- HP Products

CC6- is awarded by line item split between HP Products, KSS Enterprises, Kabelin Supply, and Tepe Sanitary supply.

We would ask the board to formally accept these awards.

Mr. Thomas. I see Interboro was a low bidder but can't meet delivery restrictions. I would suggest and at this point we would accept all bids with the understanding that you buy from the lowest bidder at the time of need.

Ms. Roberts. Right that is true.

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

BOARD OF PUBLIC WORKS:

Development / Subdivision Requests	
Description	
Irrevocable Standby Letter of Credit Cash-In Augustine Lake Subdivision	
Irrevocable Letter of Credit Laurel Creek Subdivision, Section I, II, III, and IV	
Special Event Requests	
Description	
Traffic Regulatory Requests	
Description	
Project Completion Affidavit	
Description	

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

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

ADD ON:

A)
IN THE MATTER OF APPROVAL
OF BID AWARD R&S 91801 D
MAINTENANCE ASPHALT OVERLAY
PROGRAM

It is requested that this be awarded to Walsh & Kelly, Inc.

Motion made by Dr. Fleming to accept the recommendation of the Department of Public Works in reference to the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

B)
IN THE MATTER OF APPROVAL
BID AWARD R&S MISCELLANEOUS
ROAD AND RESURFACING/

REHABILITATION IN VARIOUS
ST. JOSEPH COUNTY SUBDIVISIONS
DISTRICTS I, II, AND III

It is requested that this be awarded to Walsh & Kelly Inc.

Motion made by Dr. Fleming to accept the recommendation of the Department of Public Works 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:

Bill Schalliol, Economic Development, offices on the 11th floor.

This is a reminder that on Thursday of this week out in New Carlisle at the Olive Township Public Library we will be holding an open house meeting for the Indiana Enterprise center and New Carlisle master planning process from 6-8. That would be in eastern time. We look for a lot of community input and support during this process and at this meeting.

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



ST. JOSEPH COUNTY COMMISSIONERS

