

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 25, 2023 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Carl Baxmeyer, Derek Dieter, and Dr. Deborah Fleming D.M.D. were present.

PLEDGE OF ALLEGIANCE

OPENING AND READING OF BIDS ON:

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. Dieter.
Motion adopted by a 3-0 vote.

**B)
EMPLOYEE OF THE MONTH**

Ashley Helman RN

**HEALTH DEPARTMENT
IN THE MATTER OF APPROVING
NACCHO GRANT 2023**

Amy Ruppe, Administrator for the Health Department, offices on the 8th floor.

This is a request for support to sign the contract with NACCHO for the ACE's program. That is a positive and adverse childhood experiences program. The funding is just short of \$55,000.00.

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

**IN THE MATTER OF APPROVING
THE FORCE 5 CONTRACT**

This is a request for support to sign the Force 5 contract. This is an advertising outlet for the community to get information.

Mr. Baxmeyer. This contract was brought to us earlier and we thought the new Health officer should have the opportunity to look at that and that is one reason why we didn't take any action last week.

Mr. Dieter asks how this information will get out.

Robin Vida, Health Department. A series of digital platforms, streaming services, social media, YouTube, twitter, those types of things since most people are connected to their phones. There are metrics that will do monitoring to ensure that we are seeing the return on what we hope to achieve. What we have to do, or social needs assessment and we have the opportunity to pivot if those streaming services and our digital platforms aren't receiving the up to they're hoping then we'll assess them with Force five, as they are a leader here in our community when it comes digital marketing.

Mr. Dieter. Is that the information in the original packet that we all got? So, what is your projected outreach how many people?

Ms. Vita. Yes. So, there's two pieces, one countywide, overall general awareness so there are a certain number of impressions that they anticipate so everyone in the county will see at least X number of messaging. I think it's like two or three times throughout the six-month campaign. That's everybody in the county and then we do have a more targeted approach specifically where phw's are within their census tracts that those impressions and connections are a little bit more concentrated.

Short discussion continues.

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

Motion seconded by Mr. Dieter.

Motion adopted by a 3-0 vote.

Mr. Dieter. A press release will be issued in reference to the Health Department. It seems that there is the perception that there is a war against the Health Department. This is not true the facts of this will be released in the press release.

INFRASTRUCTURE, PLANNING AND GROWTH

A)

IN THE MATTER OF APPROVING
A REQUEST TO APPROVE INDEMNITY
& CONSENT TO ENCROACHMENT
WITHIN A RIGHT OF WAY -12981
DAY ROAD

Sky Medors, IPG, offices on the 7th floor.

This is on Day Road. This is a situation where through the subdivision process, they're giving the right of way to the county. There's some asphalt crack and a fence that's within that new right of way not causing any obstructions. So, we're presenting this encroachment agreement for you to approve and more or less it says if there are issues in the future and we need to remove those items we can but since they're deeding us the right of way, we don't need to remove their rights now. We reviewed it and asked for your approval.

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

Motion seconded by Mr. Dieter.

Motion adopted by a 3-0 vote.

B)

IN THE MATTER OF APPROVING
A REQUEST TO DECLARE INTENT
TO PERFORM EMERGENCY REPAIRS
ON FAILED CULVERT-OPAL ROAD

We recommend that you declare this repair an emergency situation and approve Public Works to solicit a contractor to perform the necessary work to replace the failed culvert.

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

Motion seconded by Mr. Dieter.

Motion adopted by a 3-0 vote.

C)

IN THE MATTER OF APPROVING
A BID REQUEST FOR R&S 92301-
MAINLINE MAINTENANCE
ASPHALT OVERLAY

It is requested that this be advertised on April 28th and May 5th, 2023, with a bid opening on May 16, 2023.

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

Motion seconded by Mr. Dieter.

Motion adopted by a 3-0 vote.

D)
IN THE MATTER OF APPROVING
A QUOTE AWARD-RANKERT RD.

We request this be awarded to Grove Excavating.

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

E)
IN THE MATTER OF APPROVING
A KINGSTON CONTRACT

Robert Kruszynski, County Surveyor, offices on the 7th floor.
This is for scanning for the Surveyor and is in a not to exceed amount of \$10,000.00.

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

IT
IN THE MATTER OF APPROVING
A CONTRACT WITH DELL
FOR MICROSOFT VOLUME
LICENSING

Richard Warfield, IT Director, offices on the 2nd floor.
This contract is for Microsoft O365 licenses which is what we use for email access and our Microsoft office suite. This was initiated by Irvin Smith on 3-21-22 without the process of the BOC signing off on this contract. This contract is also for the volume licensing for our in-house servers. The cost is \$309,996.51 which is already budgeted into our budget.

Dr. Fleming moved to ratify the execution of the above request as read and outlined.
Motion seconded by Mr. Dieter.
Motion adopted by a 3-0 vote.

OLD BUSINESS:

Reminder-We will be accepting proposals on Tuesday May 16th at 6pm regarding Portage Manor. Please submit proposals in digital format so that distribution is streamlined.

Report on Portage Manor-Mark Catanzarite

Mark Catanzarite, South Bend, IN.
We met as a task force on Sunday to get a review of what's happened in the past week. The operations met. The players that needed to be there couldn't be there. they're going to meet on Friday, Friday may the 5th is their next meeting at 4:00 PM at real services. The advocacy group is still working on their petitions. People are still petitioning in the state legislature even as we speak. We're hoping to get an answer back this week before the session concludes on whether the state legislature will find any other sources of funding for Portage Manor for this year and going forward. We as a group on the task force intend to get a document into the commissioner's hands. We hope to do this by Tuesday May the 5th, kind of a decision document. It gives you more than one option, so you have more than one option to look at. We would like to get it in your hands by the 5th of May that way you guys can look at it and discern that actually I'm sorry may the 9th yeah, we want to get in your hand by May the 9th. That is our goal. So you have a week to look at it before the 16th. we have to make a decision on digital proposals coming forward to you guys. That's all I have at this time. We will meet this coming Sunday again at the Portage Township Trustee office. You are welcome to come.

Mr. Dieter. At the last Tuesday meeting President Baxmeyer tabled the approval of the new projected HR Financial person. As our Attorney said after 10 days with no action it will go into effect. We will advertise for that position and are free to apply.

PUBLIC COMMENTS:

Mike McManus, South Bend, IN.

I support the Health Department. I take a little bit of issue with your statement of everything has been supported. Within the last four months since the new County Council, you have voted on matters which have already been voted on in regards to public health and have been stricken from those bills by the County Council. So, you've passed things that have been watered down. Gives examples of this. Although you have been supportive of many, many things. There are some people on the Council that have made statements and gone down and testified in front of the legislature against SB4 and the comprehensive Governor's health bill and says we don't want it. That's not right. Most of us want those things.

Dan Caruso, New Carlisle, IN.

Would like to see more people show up and have space available. Please move all the meetings to the 4th floor. Comments on the new HR position. Need to pay your workers.

Al Kirsits, EMA Director, South Bend, IN.

We had a drill over in our office. We tested the functions of command. It was planned and executed by Deputy Director Lopez. We had a district 2-3 representative from IDHS, he was very impressed. It was a drill and he said it met the standards of an exercise. I want to thank everyone.

Debra Dural, South Bend, IN.

Reads an excerpt from a book.

Mark Catanzarite, South Bend, IN.

Comments on the exercise last week.

Cynthia Heckman-Davis, Walkerton, IN.

Thank you for signing the contract for Force 5 and NACHO. Speaks on the Senate bill for Governor's public health commission bill and options if passed. Please opt in when it becomes law.

Roy Saenz, South Bend, IN.

Speaks on Portage Manor and some concerns.

Steven Witmer, Osceola, IN.

Discusses the St. Joseph County Health Department actions and or funding watered down.

There being no further business to come before the Board at this time, Mr. Baxmeyer asked for a motion to recess, Mr. Dieter so moved, seconded by Mr. Baxmeyer. 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.