

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 17, 2022 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney and Derek Dieter were present.

PLEDGE OF ALLEGIANCE

PRAYER

The minutes of the last meeting were unanimously approved.

OPENING AND READING OF BIDS ON:

None

REPORTS AND REQUESTS FROM:

COMMISSIONERS

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

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

**B)
EMPLOYEE OF THE MONTH**

Abby Wiles.

**C)
BUSINESS OF THE MONTH**

postponed

**D)
CITIZEN OF THE MONTH(Thursday)**

Wilbur Lawson

**E)
YOUTH OF THE MONTH**

postponed

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

<u>BILL NO.</u>	<u>ORDINANCE NO.</u>
57-22	61-22
Reconfiguration of the Procurement Department.	
56-22	62-22
Establishing Health Dept salaries.	
58-22	63-22
Monthly transfers and appropriations.	

59-22 64-22
60-22 65-22
61-22 66-22
ERA salary adjustments.

62-22 67-22
63-22 68-22
American rescue plan fund appropriation

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

IN THE MATTER OF APPROVING
OF A CONTRACT WITH JustFOIA

Mr. Misch. This is an all-in-one solution to be our main portal to bring the different departments and certain contacts of the departments all into one area. We can then interact on. It will allow us a dashboard to track and see who is responsible for what part of the response. It will give us better tracking of timelines and efficiency with the apra responses. It also allows us to post online our apra response.

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

Brandi Ecker, County Attorney, South Bend, IN.
This is the same situation as we discussed last week at the claims meeting for the two items below.

AUDITOR:
IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 1.0 –
CATHOLIC CHARITIES OF THE
DIOCESE FORT WAYNE-SOUTH BEND

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 2.0 –
UNITED RELIGIOUS COMMUNITY
OF ST JOSEPH COUNTY, INC.

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

HUMAN RESOURCES:
IN THE MATTER OF APPROVING
A LETTER OF ENGAGEMENT
CONSULTING SERVICES WITH
WAGGONER, IRWIN, SCHEELE &
ASSOCIATES, INC.

Kimberley Karkiewicz, Human Resources Director, offices on the 7th floor.
This was a request for the Council and the Commissioners regarding salaries and doing a salary study. This is a two-part system with at phase I and phase II. Phase I will be conducting a general review of existing pay structures and gathering information to provide counsel and departments. Phase II is the job classification and rewriting of job

descriptions. The funding for this project has been secured and now a letter of intent just needs to be signed.

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

IN THE MATTER OF APPROVING
STATE OF INDIANA PUBLIC EMPLOYEE
DEFERRED COMPENSATION PLAN
RESOLUTION AND ADOPTION
AGREEMENT

This agreement is due to the awarding of our Hoosier start 457 deferred compensation plan being awarded to Nationwide. This is the standard plan along with the Roth option. This would be for the Auditor of State to have this amended agreement on file with the new plans being administered.

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

INFRASTRUCTURE PLANNING AND GROWTH:

Development / Subdivision Requests
Description 1. Irrevocable Letter of Credit Cash-In – Inverness Woods Section One
Special Events Requests
Description
Traffic Regulatory Requests
Description

Motion made by Mr. Dieter 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 2-0 vote.

Sky Medors, County Engineer, office on the 7th floor.

A)

IN THE MATTER OF APPROVAL
OF A BID AWARD FOR ST JOSEPH
COUNTY HIGHWAY ANNUAL BID
2022 DRAINAGE PIPE & STRUCTURES,
GUARDRAIL, AND BRIDGE MATERIALS

It is recommended that we accept all bids, in the event the low bidder is unable to supply materials when requested.

Motion made by Mr. Dieter 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 2-0 vote.

B)
IN THE MATTER OF APPROVAL
FOR ST JOSEPH COUNTY HIGHWAY
ANNUAL BID 2022 TRAFFIC PAINT
& SIGNAGE MATERIAL

It is recommended that we accept all bids so we can purchase from the low bidder depending on availability.

Motion made by Mr. Dieter 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 2-0 vote.

C)
IN THE MATTER OF APPROVING
FOR ST JOSEPH COUNTY HIGHWAY
ANNUAL BID 2022 LIQUID BITUMINOUS
MATERIALS

It is recommended that we accept all bids so we can purchase from the low bidder depending on availability.

Motion made by Mr. Dieter 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 2-0 vote.

Shawn Klein, IPG, offices on the 11th floor.

D)
IN THE MATTER OF APPROVING
A PROFESSIONAL SERVICES
PROPOSAL – IEC CORE DEVELOPMENT
AREA ZONING/LAND USE PROJECT-
KENDIG KEAST COLLABORATIVE

This proposal is to develop a zoning overlay district specifically for developments in the IEC core development area. The purpose of the overlay is to give concrete structure and force to the assurances that the county offered the public throughout the IEC rezonings. This will be an aesthetically appealing industrial development developed with a real concern for sensitive environmental resources and vital agricultural resources in the area. By adopting the overlay, it will give staff clear guidelines that will allow for a predictable and consistent review process. The overlay will fulfil the county's guidelines in resolution R11C2020.

Motion made by Mr. Dieter 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 2-0 vote.

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

E)
IN THE MATTER OF APPROVING
A PROFESSIONAL SERVICES
PROPOSAL-DISPOSITION
APPRAISAL (56275 SNOWBERRY
ROAD)-IVERSON GROVE

This is in the amount of \$2000.00.

Motion made by Mr. Dieter 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 2-0 vote.

F)
IN THE MATTER OF APPROVING
A PROFESSIONAL SERVICES
PROPOSAL-DISPOSITION
APPRAISAL (56275 SNOWBERRY
ROAD)-APPRAISAL SERVICES, INC

This is in the amount of \$1500.00.

Motion made by Mr. Dieter 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 2-0 vote.

IN THE MATTER OF APPROVING
PROFESSIONAL SERVICES PROPOSAL
HAZARD MITIGATION (SR 933/ASH RD)
AND MOBILITY STUDY (N/S CORRIDOR)
-ABONMARCHE CONSULTANTS

This is a multi-faceted study. It studies the railroad corridor the Norfolk Southern rail
corridor from County Line Road, Ash Road west to Capital Avenue. It will study the
potential for an over or underpass in that Osceola corridor. It will study the potential for an
interchange improvement at Beach and the Bypass we would also be looking at the costing
for that interchange. This is in a not to exceed amount of \$72,000.00.

Motion made by Mr. Dieter 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 2-0 vote.

IN THE MATTER OF APPROVING
A MAGNUS CAPITAL PARTNERS-
LETTER OF INTENT (PORTAGE
MANOR CAMPUS)

This is to study opportunities on a roughly 18.5-acre site within the Portage Manor campus.
This would be for housing on part of the site. This is a no cost study to the County.

Motion made by Mr. Dieter 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 2-0 vote.

PROCUREMENT
IN THE MATTER OF APPROVING
A CANON AGREEMENT FOR
PRODUCTION LARGE-FORMAT
PRINTER(GIS)

Bree Roberts, Director of Procurement, offices on the 7th floor.
This agreement is with a 3-year extended warranty period for GIS. It has been previously
approved on two occasions.

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

OLD BUSINESS: NONE

PUBLIC COMMENTS:

Debra Durall, South Bend, IN.
Recites a verse.

Cheryl Nicks, South Bend, IN.

I want to comment on Shawn Klein's presentation. I think if he had done a PowerPoint presentation, there was so much important stuff he was sharing. I think that might have been helpful. I think it is exciting and I agree we need to have the citizens of the area involved. Comments on the Tribune article "Bridge to the next crisis" in reference to Portage Manor.

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