

## WHITLEY COUNTY COMMISSIONERS

August 15, 2016

The Whitley County Commissioners met in regular session Monday, August 15, 2016 at 1:00 pm in the Commissioners' Room located on the first floor of the Whitley County Government Center. Commissioners in attendance were Chairman George Schrumpf, Vice Chairman Don Amber and Commissioner Tom Rethlake. Others in attendance were Auditor Jana Schinbeckler, County Coordinator Pam Smith, Scott Wagner from the Health Department, Council member Kim Wheeler, EMA Director Amy Biggs, Natalie Spain from Visit Whitley County, Sharon Geiger, Ann Fahl, Doug Brown from the Whitley County Chamber of Commerce, Highway Engineer Brandon Forrester and Mary Hartman from the Peabody Public Library.

Chairman Schrumpf opened the meeting with the Pledge of Allegiance.

**IN THE MATTER OF THE HEALTH ATTORNEY CONTRACT:** Dr. Lisa Hatcher presented a contract to the Commissioners for a new attorney for the Whitley County Board of Health. The new attorney for the Board of Health would be Elizabeth Deckard who is taking place of Lindsey Grossnickle. Elizabeth agreed to take the position for the same amount of pay as Lindsey. Commissioner Amber made a motion to approve the contract for Elizabeth Deckard, seconded by Rethlake and passed with a 3/0 vote.

**IN THE MATTER OF A WELL EXEMPTION:** Scott Wagner from the Health Department presented a well exemption request to the Commissioners. The request is for Henry and Susan Schelter on 2162 E Linker Road in Columbia City. The new garage they are building is closer than ten feet to the existing wall, it will be eight feet. Scott stated that if they ever need to drill a new well, there will be enough room. Commissioner Rethlake made a motion to approve the well exemption request, seconded by Amber and carried with a 3/0 vote.

**IN THE MATTER OF VISIT WHITLEY COUNTY PROJECT:** Natalie Spain presented a project to the Commissioners for a visit Whitley County center. Natalie met with Dave Ober and he suggested that she request the Commissioners implement the innkeeper's tax. The primary revenue for visitor centers similar to this is the innkeeper's tax. She presented a budget to the Commissioners that would begin in 2017 for a total of \$54,000. The innkeeper's tax is a consumer tax so it does not affect the taxpayers. Whitley County is one of only two Counties that has not implemented the tax. The visitor center would promote the attractions in Whitley County and what the County has to offer as far as restaurants, shops, entertainment, etc. Natalie prepared a business plan with goals and objectives for five years. The main purpose and roll of the Visitors Center is to attract new visitors and eventually new residents as well. The innkeeper's tax would be a 5% tax which is the maximum percentage. Natalie requested the Commissioners give a recommendation to the County Council for their next meeting. Natalie thanked the Commissioners for their time and stated she will be attending the Council meeting on September 7, 2016.

**IN THE MATTER OF THE BROOKFIELD ASSOCIATES CONTRACT:** EMA Director Amy Biggs presented a contract to the Commissioners for Brookfield Associates to assist in the completion of the County's Hazardous Materials Response Plan. This is a requirement by the State to have this completed and the last time it was updated was in 2012. This plan consists of the County's tier two reporting, which is a federal mandate for hazardous materials. These facilities report to the State agency and those reports then are funneled through the local communities and this plan in regards to how we would respond to an incident. It includes a sight plan, an overview map, and a list of high risk facilities along with what services and support systems from the first responder capability to do. The State has suspended our funding that we receive on an annual basis in the amount of about \$4,400. This funding is provided to us completely separate from the County budget and is under the Emergency and Right to Know Act. It is monitored by the Local Emergency Plan Commission (LEPC). Amy is requesting the Commissioners review and approve the contract and she believes that it is an adequately priced contract. The initial estimates she received were ranging from \$4,500 to \$6,000. The person who the contract is with is a retired

EMA Director from Wabash County, and he is completely independent. Amy is hoping when everything is complete, she can resubmit the plan to the State and in return they will give us the County's funding that they had suspended up to this point. Commissioner Amber made a motion to approve the contract with Brookfield Associates, seconded by Rethlake and passed with a 3/0 vote.

**IN THE MATTER OF AERIAL PHOTOGRAPHY:** GIS Coordinator Dan Weigold gave the Commissioners an update on the aerial photography for the County. Dan is seeking advice from the Commissioners on an option the County has in regard to aerial photography. The County just received the 2016 aerials that were flown in March and will be on the beacon website within the next week. Dan is now collecting payments from various departments who have given money to help fund the project. The State is going to fly the East side of the State in 2017 so they will have updated aerials for the County. In 2012, Whitley County did pay to receive the State's aerial photography for around \$30,000. If the County chooses to purchase the aerials in 2017, the cost to the County would be \$20,234.91. Also, if the County chooses the option to go with the State's 2017 aerial photos, Dan would ask Pictometry to push the date back when they fly again for us to 2020 in order to include the new school after it is built. Commissioner Amber made a motion for a favorable pass for Council to purchase the State's aerial photography in 2017, seconded by Rethlake and passed with a 3/0 vote.

**IN THE MATTER OF THE HIGHWAY DEPARTMENT:** Highway Engineer Brandon Forrester had a few items related to INDOT. Brandon received an invitation from the Fort Wayne INDOT District for a meeting on August 23, 2016 at 9:30 AM at the City Council Chambers. The reason for the meeting is to introduce County Officials/Elected Officials to key INDOT employees and to provide information on some of their plans. The other item related to INDOT is a bridge rehabilitation project on State Road 9. Like every project, the Commissioners must sign an unofficial detour agreement for the time of the project. For this project, the process Brandon must come up with is an estimate for the repairs and those repairs must be given approval. The County must have a contract for INDOT to authorize the funds. The contract is not to exceed \$8,500 in repairs. Commissioner Rethlake made a motion to approve the contract, seconded by Amber and carried with a 3/0 vote. Brandon reported that the new Highway trucks will be delivered on Thursday at 11:30 AM if the Commissioners would like to come see them. The Highway Department is grading dirt roads at this time and completing some milling. Commissioner Schrupf stated that he received a letter of understanding from INDOT for an unofficial detour for a small structure replacement on State Road 114. The unofficial detour will be north of State Road 9 to west on County Road 1000 S and then south on South Meridian Road. Commissioner Amber made a motion to approve the unofficial detour, seconded by Rethlake and passed with a 3/0 vote. Commissioner Amber stated that during the safety committee meeting they discussed placing an AED at the Highway Department garage. It would cost around \$5,000 and check into a grant to receive funds for it.

**IN A MATTER OF MINUTES AND CLAIMS:** The minutes from the August 1, 2016 meeting were reviewed. Commissioner Rethlake made a motion to approve the minutes, seconded by Amber and carried with a 3/0 vote. The claims were reviewed by the Commissioners. Commissioner Rethlake made a motion to approve the claims, seconded by Amber and carried with a 3/0 vote.

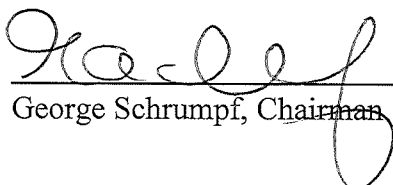
**IN THE MATTER OF THE COUNTY COORDINATOR:** County Coordinator Pam Smith presented a request to use County facilities to the Commissioners. The request was from Junior Achievement for the Junior Achievement Car Show Down on the Square. The event request is for Saturday, August 5, 2017 from 6AM to 2PM. Commissioner Rethlake made a motion to approve the request, seconded by Amber and passed with a 3/0 vote. The employee cookout is Friday, August 26, 2016 on the Courthouse lawn from 11:00 AM to 1:00 PM. Thursday, October 27, 2016 will be the 2017 Health Fair for the City and County. There will be fourteen vendors and mammograms will also be available. Pam announced that August 24<sup>th</sup> through September 24<sup>th</sup> is the open enrollment period for dental and vision benefits for part time employees. STAR Insurance

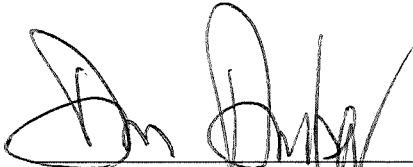
stated that they can do a medical plan as well for part time employees. This will be offered to part time employees and the plan will start on November 1, 2016 and they have to at least maintain twenty hours per week. Pam received a book for the aquatic facility fundraiser from Columbia City. They are asking if the County would like to purchase a brick either a 4 x 8 which is \$75, an 8 x 8 which is \$200 and the proceeds would go to build the aquatic facility. Commissioner Rethlake made a motion to table the request until the next meeting, seconded by Amber and passed with a 3/0 vote.

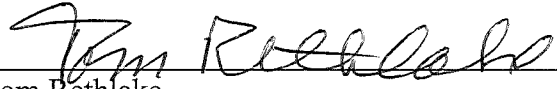
**IN OTHER BUSINESS:** County Assessor Rita Sauders stated that on the County's PTABOA board there are three members. There is a retired State employee from the DLGF and has his level three for assessing and is interested in being member of the County's PTABOA board. He is on the Wabash PTABOA board currently and the Commissioners can put him on the board now or they can choose to have him as an alternate. Commissioner Amber made a motion for Terry Knee to be an alternative for the PTABOA board, seconded by Rethlake and carried with a 3/0 vote. County Treasurer Laurell Hodges presented a request to the Commissioners to take a specific parcel off of the tax rolls. The parcel is costing the County \$100 each year to be placed on the tax sale list and there is no land associated with the parcel, it is just debt. Laurell stated that the parcel will never sell at the tax sale and Wayne Reclamation no longer wants the property. Commissioner Amber made a motion to tax parcel number 92-02-30-000-027.020-004 off of the tax rolls and make it inactive, seconded by Rethlake and passed with a 3/0 vote. Auditor Jana Schinbeckler presented the Peterson Consulting Services contract to the Commissioners for the capital assets for the County to upload into Gateway for the annual financial report. It is the same contract as 2015 but Attorney Sigler has not given the contract approval yet. Commissioner Amber made a motion to approve the contract once Attorney Sigler approves it, seconded by Rethlake and passed with a 3/0 vote. In regard to Mr. Winger's PERF request, there have been no updates at this time. In regard to claims, Commissioner Amber had some concerns about the claims from Copsgear to equip new police cars. There were three different prices ranging from \$6,400 to about \$7,400. He felt that we needed some type of comparison and reached out to another company to receive a quote. The quote ended up being the same amount as Copsgear was charging. In regard to the bison that Whitley County United Way ordered for Indiana's Bicentennial, they are currently at Passages and are in the process of painting them. The bison should be on display by Friday, August 26, 2016 and they would like to have the County coordinate a ceremony due to being displayed at the Courthouse first. The Engineer's Office needs a new four wheeler for the Drainage Project Supervisor who supervises all projects for County tile. The four wheeler they currently have is ten years old and needs replaced. The new four wheeler would cost the County \$6,500 from R & D Motorsports located in Columbia City. Commissioner Amber made a favorable pass to Council to purchase the four wheeler, seconded by Rethlake and carried with a 3/0 vote. Doug Brown from the Whitley County Chamber of Commerce asked if the Commissioners were going to give a favorable pass to Council for Natalie Spain's Visit Whitley County project. Commissioner Amber stated that it is up to the Council rather than the Commissioners. Amber recommended that the Chamber of Commerce make the Visit Whitley County project a part of the Chamber rather than involve the County. Commissioner Schrupf reported that Commissioner Rethlake was involved in grant funds that the County shares with Noble County for training funds and it is a Community Development Block Grant through Workforce Development. The funds are now available for the training. Commissioner Rethlake stated in regard to the Wheeler grant, they are discussing the possibility of expanding the areas of education which are now just two areas: Department of Natural Resources and Government.

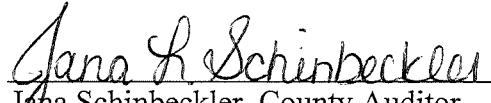
There being no further business and no further questions or comments from the public, Chairman Schrupf adjourned the meeting at 2:45 PM.

**WHITLEY COUNTY COMMISSIONERS**

  
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George Schrupf, Chairman

  
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Don Amber, Vice Chairman

  
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Tom Rethlake

Attest:   
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Jana Schinbeckler, County Auditor