

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**September 2, 2014**

The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, Richard E. Maxwell and James A. Walstra. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Deputy Auditor, Donna J. Horner.

CLAIMS: Mr. Walstra made a motion to approve the claims as presented. Mr. Maxwell seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKETS: Mr. Maxwell made a motion to approve the Payroll Claim & Allowance Dockets for the check dates equal to August 15, 2014 and August 29, 2014. Mr. Walstra seconded and the motion carried.

MINUTES: Mr. Maxwell made a motion to approve the Minutes of the Regular Meeting held on August 4, 2014. Mr. Walstra seconded and the motion carried.

TRANSITIONAL REINSURANCE PROGRAM / KEY BENEFIT ADMINISTRATORS: In regards to the Transitional Reinsurance Program, Key Benefit Administrators has offered to file the fee at a cost of \$.50 per employee. Dan Fagens, Financial Arts, Inc., recommended to the Commissioners that they accept this offer. The reinsurance fee for 2014 is \$63.00 per covered person or \$5.25 per covered person per month. This is an annual fee that is expected to go down in 2015 and 2016. Mr. Walstra made a motion to authorize Key Benefit Administrators, Inc. (KBA) to file the 2014 Transitional Reinsurance submission on behalf of Jasper County. Mr. Maxwell seconded and the motion carried.

EXECUTIVE SESSION: An Executive Session has been scheduled for Tuesday, September 9, 2014 at 8:30 A.M. for the purpose of discussing health insurance benefits.

ANIMAL SHELTER / CELL PHONE: Kyler Laird, Animal Control Board, requested an update on the request for a second cell phone that was made at the last meeting. Mr. Maxwell made a motion to approve the request for a second cell phone for Animal Control. Mr. Walstra seconded and the motion carried.

INTERIM DIRECTOR PAY / ANIMAL SHELTER: In regards to the request to pay Mitzi Risner the director's pay for the time that she served as Interim Director, Auditor Grow stated that she has not yet received a definitive answer from Kent Irwin. Mr. Walstra made a motion to approve the request pending approval from Kent Irwin. Mr. Maxwell seconded and the motion carried.

ANIMAL SHELTER POLICIES / VARIOUS: Mr. Laird stated that, while in the process of gathering information on the different policies, they have not been able to locate any information in regards to the adoption of pit bulls. Currently, the "informal" policy is that when a pit bull is brought in, we cannot adopt it out. The shelter then works to find a rescue for the animal. However, there is no documentation to back up this policy. Mr. Culp stated that he believes that would be a board decision.

Mr. Laird stated that we have an ordinance that states that there will be an attorney appointed by the Commissioners; however, to our knowledge, we do not have one. Mr. Culp replied that they will consult with their attorney and see if we can figure something out.

Mr. Laird stated that they would be interested in having whoever is on-call take a vehicle home. This would allow for quicker response times and would also eliminate mileage. Mr. Culp stated that there are tax ramifications to the individual taking the vehicle home. Mr. Laird replied that he can research a little further. Pauline Boring, Animal Control Board Member, asked if the employees should be documenting their mileage to turn in for reimbursement if it becomes necessary for them to come get the county vehicle after hours to answer a call. The Commissioners agreed that it would be appropriate to claim mileage during the after-hour calls.

Mr. Laird stated that the State Board pharmacy has audited the shelter. A Power of Attorney is needed so that we may sign the DEA forms on behalf of the County. Attorney Beaver asked if the Power of Attorney was needed to sign on behalf of the County or on behalf of the Animal Shelter?

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**September 2, 2014**

ANIMAL SHELTER POLICIES / VARIOUS CON'T: Ms. Risner replied that the license says Jasper County Animal Shelter. Attorney Beaver stated that his thought is that the Animal Control Board could give authorization by resolution. Since the Animal Control Board is currently without an attorney, Attorney Beaver will draft a resolution. Attorney Beaver suggested that the Board hold a special meeting in order to comply with the open door law.

TEMPORARY PART-TIME HELP / ANIMAL SHELTER: Mr. Laird requested permission to retain the temporary part-time help during the time that the new director is still being trained. There is money available within the budget. Ms. Risner also has vacation time that she will need to use within the next 90 days. Mr. Walstra made a motion to allow Animal Control to continue with their temporary part-time help through the end of the year. Mr. Maxwell seconded and the motion carried.

VOLUNTEERS / ANIMAL SHELTER: As a Board Member, Mr. Laird stated that he is interested in being able to work around the shelter occasionally. Is there a policy preventing this? Would going out on calls be any different? Mr. Culp stated that he would want pretty tight guidelines. Mr. Culp suggested that the Board work on a policy to be brought back to the Commissioners.

FRANCISCAN WORKING WELL / OCCUPATIONAL HEALTH SERVICES: Diana Bridges, Regional Program Manager Account Executive, stated that their facility located on Grace Street opened on June 2. Working Well provides occupational health services for injured employees. Injury treatment, DOT physicals, drug screening programs and breath alcohol testing are some of the services provided at the facility. We can also service any type of x-ray, fracture or injury care at the facility. Ms. Bridges stated that they will be opening an Occupational Health Express Care as of October 6 at this same location. This service will be provided for the general public. The hours for the express care will be from 8:00 a.m. to 4:30 p.m. on Monday through Friday.

AMENDMENT / STATE GRANT AGREEMENT: William Wakeland, Director / Community Corrections, presented an Amendment to the 2014-2015 State Grant Agreement. Last year, the grant amount was \$114,979.00 of which \$109,298.00 was guaranteed. The remaining \$5,000.00 we have to earn by taking Community Transition Program participants. Last year, we took in one (1). The judges make the decision as to who gets to participate in this program. We received a one-time performance bonus this spring from the Department of Corrections in the amount of \$13,815.24. The bonus was based on our site inspection audit, grant application, and number of D Felonies sent to the Department of Corrections. We were advised this summer that our grant is going to increase by \$8,464.00. The increase is intended to offset HEA 1006 that went into effect on July 1. This will increase the grant total to \$123,443.00 of which \$117,762.00 is guaranteed. Mr. Walstra made a motion to approve Amendment #1 to the State Grant Agreement. Mr. Maxwell seconded and the motion carried.

ANNUAL REPORT / COMMUNITY CORRECTIONS: Mr. Wakeland stated that the Annual Report is required by the Department of Corrections. The report runs from July 1, 2013 through June 30, 2014. Mr. Wakeland gave a brief review of some of the highlights of the report. There were a total of 388 participants in Community Corrections last year. The success rate for Work Release was 83%. The success rate for Electronic Monitoring was 88%. The Work Release clients voluntarily completed 708.25 hours of Community Service within Jasper County.

STAFFING ANALYSIS / COMMUNITY CORRECTIONS: Mr. Wakeland stated that he along with Melinda Scheffer, Work Release Supervisor, met with Bill Wilson from Jail Services in late June to discuss a Staffing Analysis for the Work Release Center. We currently have the Work Release Supervisor, four (4) full-time Correctional Officers, one (1) Matron, and four (4) part-time Correctional Officers. As a condition of the State Grant, an inspection is completed by the members of the Residential Advisory Board and the State Jail Inspectors. The Department of Corrections has let us know that if we do not participate in these inspections then they will take over the inspections and we will have to meet their standards. Mr. Wilson has recommended that we add four (4) full-time Correctional Officers, two (2) full-time Work-Site Officers, and two (2) part-time Matrons. Mr. Wakeland stated that he requested four (4) additional full-time Correctional Officers in the 2015 budget; however, he does not yet know what the Council approved. In May, Mr. Wakeland requested permission to replace the full-time Administrative Assistant who had taken a full-time position within the Clerk's office. This position has not yet been filled; therefore, Mr. Wakeland proposed making this position part-time and using that slot to add one full-time correctional officer. The difference in pay would only be approximately \$600.00. There are enough funds available within the DOC State Grant to fund the position for the balance of the year. The decision was made to wait until the final budgets are adopted by the Council before proceeding.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**September 2, 2014**

INSURANCE / UNCOVERED ITEMS: While going through the Highway's inventory, it was found that there were about 12-15 items that were not on the policy. It is up to the Commissioners whether or not they chose to cover these items. Stace Pickering, Consolidated Insurance, stated that the cost to add the items would be somewhere between \$1,500.00-\$2,000.00. Mr. Maxwell made a motion to approve the addition of the uncovered items. Mr. Walstra seconded and the motion carried.

BACKHOE / HIGHWAY DEPARTMENT: Mr. Walstra made a motion to approve the purchase of a new Caterpillar backhoe at a cost of \$93,700.00 for the Highway Department. Mr. Maxwell seconded and the motion carried. The new backhoe was purchased as a replacement to the one used by the Surveyor's office that recently caught fire. The Surveyor's office has been given the Highway's current backhoe to use and the Highway will keep the new backhoe.

COUNTY ROAD 1000N / JASPER-PULASKI FISH AND WILDLIFE AREA: Mr. Culp stated that he recently drove CR 1000N located between CR 300E and CR 400E and he sees no advantage to the County to have an easement. Mr. Maxwell made a motion to proceed with the vacate of the easement on CR 1000N located between CR 300E and CR 400E in the Jasper-Pulaski Fish and Wildlife Area. Mr. Walstra seconded and the motion carried.

OKTOBERFEST / PERMISSION TO USE COURTHOUSE LAWN: A request was made on behalf of Main Street Rensselaer to use the west lawn of the Courthouse on Saturday, September 27 for their annual OktoberFest event. As in the past, part of the fence surrounding the event will be installed on the Courthouse lawn. Main Street Rensselaer does have event liability insurance. Mr. Maxwell made a motion to approve the request. Mr. Walstra seconded and the motion carried.

2014 EMAI CONFERENCE: Karen Wilson, Emergency Management Director, would like permission to attend the EMAI Conference from October 29-31 in Indianapolis. Costs would include two (2) nights of lodging at \$95.00 per night. Mr. Walstra made a motion to approve the request with the use of the county car. Mr. Maxwell seconded and the motion carried.

RESOLUTION TO SELL MOTOR VEHICLE / JASPER COUNTY AIRPORT AUTHORITY: Mr. Maxwell made a motion to approve **Resolution 9-02-2014** selling a 2009 Ford Crown Victoria to the Jasper County Airport Authority for the sum of \$3,000.00. Mr. Walstra seconded and the motion carried.

QUOTES / DEMOLISHMENT OF DONNELLY PROPERTY: The Commissioners requested that Mr. Haberlin receive quotes for the demolition of the old Donnelly property.

BID OPENING / 2014 EXTERIOR MASONRY PRESERVATION FOR THE JASPER COUNTY COURTHOUSE: The following bids for the 2014 Exterior Masonry Preservation of the Jasper County Courthouse were opened at 9:30 A.M.:

1. Kemna Restoration & Construction, Inc., Indianapolis, IN	\$131,200.00	Base Bid
	\$ 3,500.00	Alternate One
	\$ 87,000.00	Alternate Two
	\$142,000.00	Alternate Three
	\$ 27,170.00	Alternate Four
	\$ 87,100.00	Alternate Five
2. Midwest Restoration, Inc., Paris, IL	\$125,025.00	Base Bid
	\$ 16,700.00	Alternate One
	No Bid	Alternate Two
	\$ 97,310.00	Alternate Three
	\$ 64,075.00	Alternate Four
	\$ 58,500.00	Alternate Five
3. Eugene Matthews, Inc.	\$132,400.00	Base Bid
	\$ 1,620.00	Alternate One
	\$148,680.00	Alternate Two
	\$218,454.00	Alternate Three
	\$ 38,870.00	Alternate Four
	\$ 77,445.00	Alternate Five

Once reviewed by Sean Mettert, Etica Group, and Attorney Eric Beaver, the bid will be awarded.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**September 2, 2014**

At this time, there was a short break.

QUALITY CORRECTIONAL CARE / SHERIFF: Lisa Scroggins, Owner / Quality Correctional Care, explained that their company offers inmate health care focusing on combining health medical care and mental care at the same time. Per Indiana State Statute, there will be a medical visit in the jail every week. Mental health services will be available 24/7 and a psychologist or social worker will be in the facility every other week. Sheriff Risner stated that the Service Agreement with Quality Correctional Care has been reviewed by Attorney Beaver. Under the current contract with Advanced Correctional Care, 30 days notice is required to separate from their contract. Ms. Scroggins stated that the providers would be coming from either Indianapolis or the Muncie area. Quality Correctional Care began approximately four (4) years ago with one (1) county and is now currently in thirty-one (31) counties across the State with the same staff that began on day one. The cost for Quality Correctional Care is \$92,000.00 per year. Sheriff Risner stated that we currently pay Advanced Correctional Care \$92,300.00 without the mental health care. Mr. Maxwell made a motion to approve the Jasper County Inmate Healthcare Service Agreement with Quality Correctional Care. Mr. Walstra seconded and the motion carried.

PART-TIME POSITION / REQUEST TO REPLACE: Sheriff Risner requested permission to replace a current part-time correctional position. Mr. Maxwell made a motion to approve the request. Mr. Walstra seconded and the motion carried.

MAINTENANCE AGREEMENT / HAVEL: Attorney Beaver submitted the 3-year Maintenance Agreement with Havel that was approved at the last meeting. Some minor changes have been made. The Commissioners signed the agreement.

GENERATOR / MORGUE: Andy Boersma, Coroner, stated that we need to look into some type of generator system for the morgue and the Fase Center. After some discussion, the decision was made to contact Kevin Moore, a certified generator electrician.

PART-TIME EMPLOYEE / CLERK: Mr. Boersma stated that the Sheriff currently has a part-time employee at the Annex for approximately 15 hours per week. Mr. Boersma stated that he would like to place into his budget a clerk to be there for the same amount of time. We are at 42 coroner's cases so far this year which is about normal. Mr. Culp suggested that we wait until the Council passes the budgets at their September meeting.

REQUEST TO APPEAL / CORONER: Mr. Boersma stated that there was a death within the county which resulted in a custody hearing involving minor children. The Judge involved ordered us to release records to the ex-wife that clearly violates an Indiana Statute. Mr. Boersma stated that the Attorney for the Coroner's Office, Attorney Monfort, sent the Judge a letter asking him to correct his judgment and an objection on our part. If we do not appeal this in the Appellate Court, it will become case law. Attorney Beaver replied that if, at the trial level, it involves just one case then it is the law for just that case. Mr. Boersma presented an agreement between the Coroner's Office and Attorney Monfort. In response to a question from Mr. Culp, Attorney Beaver replied that you can't control what other people will do or how they will come after you; however, I don't see how the law would impose any liability for someone who is complying with a court order. After further discussion, the decision was made to refer the matter to Attorney Beaver for more information.

LITTLE COUSIN JASPER FESTIVAL / SECURITY: Sheriff Risner reported that he has spoken with Pat Fox, Little Cousin Jasper Festival Committee. The Sheriff is willing to cover approximately 9-10 hours with his employees. Any amount of security needed beyond this, the committee would have to pay for. The 9-10 hours would cover approximately 4 hours on Friday evening and 5-6 hours on Sunday.

BIOSEAL/CONSTRUCTION PAVEMENT PRESERVATION PROGRAM: Lisa Harris, BioSeal, was present to discuss starting a new construction pavement preservation program in Jasper County. Along with being committed to the pavement preservation, our company is also committed to Agribusiness. The construction sealant that we use, Biorestor, is 90% soybean oil. Biorestor is applicable on new asphalt pavement. It is not applicable on chip and seal. The cost is approximately \$10,000.00 per mile. In order for the 2-year warranty to be applicable, the product must be applied within two months of the asphalt being laid. In response to a question from Mr. Culp, Ms. Harris replied that the application is done by ASI out of Ohio.

**REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS**  
**September 2, 2014**

BID AWARDED / 2014 EXTERIOR MASONRY PRESERVATION FOR THE JASPER COUNTY COURTHOUSE: After review and further discussion, Mr. Maxwell made a motion to accept the Base Bid submitted by Midwest Restoration, Inc. with Alternate One, Alternate Three and Alternate Five for a total of \$297,535.00. Mr. Walstra seconded and the motion carried.

OCRA REGIONAL CONFERENCE: Mr. Culp requested permission to attend the Indiana Office of Community and Rural Affairs Regional Conference in Valparaiso on October 2. Mr. Maxwell made a motion to approve the request. Mr. Walstra seconded and the motion carried.

MEMORANDUM OF UNDERSTANDING / HAZMAT SITUATIONS: Karen Wilson, Emergency Management Director, stated that, in the event of a Hazmat situation, Lake, Porter and LaPorte Counties would respond to Jasper County. Concern has been expressed with the distance to the southern portion of the County. Would you, as the Commissioners, consider a Memorandum of Understanding (MOU) that would allow Tippecanoe County Hazmat, Lafayette Fire, and (if need be) Purdue University Fire Department to respond to an incident in southern Jasper County? The boundary would consist of SR 16 and points south. Ms. Wilson stated that Kenny Haun, City of Rensselaer, wanted her to specifically ask if this MOU could cover the corporate boundaries of the cities and towns as well as the rural areas and I65. After further discussion, Mr. Maxwell stated that he would like to look into the situation further before making any decisions.

**AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:**

ANNUAL SAFETY SEMINAR FOR IPEP MEMBERS: Auditor Grow stated that the Annual Safety Seminar for IPEP members will be held on October 21 at the Porter County Expo Center in Valparaiso at 7:00 a.m. Our Worker's Compensation Representative would like for 2-3 County Highway employees and 2-3 Sheriff's Department employees to attend. There is no cost to attend. Mr. Walstra made a motion to approve. Mr. Maxwell seconded and the motion carried.

STAY FULL VENDING: Auditor Grow submitted an item price list from Stay Full Vending. There have been several complaints regarding the current vendor. Mr. Culp suggested that Auditor Grow contact the current vendor and inform him that we will be looking at other options if we cannot receive satisfaction.

There being no further business, Mr. Maxwell made a motion to continue the meeting until Tuesday, September 9 on an as needed basis. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

\_\_\_\_\_  
Kendell Culp, President

\_\_\_\_\_  
James A. Walstra, Vice President

\_\_\_\_\_  
Richard E. Maxwell, Member

ATTEST:

\_\_\_\_\_  
Kimberly K. Grow, Auditor of Jasper County

\* \* \* \* \*