

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 September 17, 2013 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney, Dave Thomas, and Marsha McClure were present.

Peter Mullen, County Auditor, was present and recorded the minutes of the meeting.

PLEDGE OF ALLEGIANCE

OPENING AND READING OF BIDS ON: NONE

REPORTS AND REQUESTS FROM:

COMMUNITY CORRECTIONS:
IN THE MATTER OF APPROVING
REQUEST APPROVAL FOR TWO
STAFF MEMBERS TO ATTEND
A MANDATORY DIRECTORS
IN INDIANAPOLIS, IN TO BE
HELD ON OCTOBER 7, 2013

The estimated cost will be \$241.57.

Kim Phillips, Ducomb Center.

Ms. Phillips explains why they are attending this conference.

Mr. Thomas inquires about the account number and why one is not listed maybe it was just overlooked.

Ms. Phillips says yes that it was overlooked and it will be taken care of.

Mr. Kostielney inquires about the meals. There is normally an agenda supplied with this as supporting documentation. Would it be, since there is no account listed and no documentation supporting the need for meal reimbursement each day, would it be harmful if it were delayed a week until the proper documentation could be provided.

Ms. McClure asks why she would also need to go on this trip.

Ms. Phillips says that in the past there have been two to three people attend. I am not sure why.

Ms. McClure says that if we could just have an explanation of why that would also be helpful.

Mr. Thomas moved to table this request until next week.

Motion seconded by Ms. McClure.

Motion adopted by a 3-0 vote.

PORTAGE MANOR:
IN THE MATTER OF APPROVING
AN IN-LINE TRANSFER

The following in-line transfer has been requested.

From: 4019-35040-000-0030	heating & fuel	\$12000.00
Into: 4019-35030-000-0030	water & sewage	\$12000.00

Mr. Thomas moved to accept the above in line transfer as read and outlined.

Motion seconded by Ms. McClure.

Motion adopted by a 3-0 vote.

**PURCHASING:
IN THE MATTER OF APPROVING
QUOTE AWARDS FOR PRINTED
FORMS AND ENVELOPES**

Mr. Thomas moved to accept the quote awards as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

COMMISSIONERS

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

Mr. Thomas moved to accept the Accounts Payable Docket as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

**B)
IN THE MATTER OF APPROVING
THE CONSENT AGENDA.**

Permission was requested to approve the following consent agenda:

Surplus Requests	
Department	Description
Comm. Corrections	A broken refrigerator
County Clerk	Various obsolete printers chairs, monitors and computers
Public Defenders	An obsolete Canon Laser fax machine
Voter Registration	Various obsolete cabinets, computer, scanner, table, chairs, etc.

Travel Requests		
Department	Description	Cost Estimate
Adult Probation	Indianapolis, IN / Oct. 24, 2013	\$226.00
Auditor	Michigan City, IN / Sept. 18, 2013	\$65.60
Comm. Corrections	Indianapolis, IN / Oct. 7, 2013	\$281.57
Dept. of Public Works	Fort Wayne, IN / Sept. 18, 2013	\$0.00
Dept. of Public Works	Plymouth, IN / Oct. 10, 2013	\$0.00
Dept. of Public Works	Madison, WI / Oct. 20-22, 2013	\$1,180.00
Public Defenders	Indianapolis, IN / Oct. 4, 2013	\$1,301.40
Sheriff	South Bend, IN / Oct. 1-3, 2013	\$500.00

Motion was made by Mr. Thomas to accept the consent Agenda as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

**C)
IN THE MATTER OF APPROVING
AN APPOINTMENT TO THE
PORTAGE MANOR BOARD OF
DIRECTORS**

Mr. Thomas moved to appoint Jan Winn for the Republican seat and Caitlin Worm for the Democratic seat as read and outlined.
Motion fails for lack of second.
Ms. McClure moved to nominate Jan Winn for the Republican seat and Mike Kruk for the Democratic seat.

Motion seconded by Mr. Kostielney.
Call for any other nominations. There are none.
Motion adopted by a 2-1 vote.

D)
IN THE MATTER OF APPROVING
AN APPOINTMENT TO THE
HISTORIC PRESERVATION
COMMISSION

Mr. Thomas makes a motion for the Republican seat to Javier Aguilar.
Motion seconded by Ms. McClure.
Call for any other nominations. There are none.
Motion adopted by a 3-0 vote.

E)
IN THE MATTER OF APPROVING
AN AGREEMENT WITH
INFINISOURCE, INC

The County would be entering into this agreement and they would be handling our open enrollment for our benefits within the County. So this would move to an online platform. Each employee could access there benefits and make changes on the computer. It also has other options for future use. We hope to have this in place this fall of 2013.

Mr. Thomas moved to accept this agreement as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

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

<u>BILL NO.</u>	<u>ORDINANCE NO.</u>
62-13	53-13
63-13	54-13
104-13	55-13
51-13	56-13

*as amended

Mr. Thomas makes note of a typo on Ordinance 54-13. The amount for EMA is \$2400.00 not 24000.00 respectfully.

Mr. Kostielney notes that on ordinance 53-13 there are a series of items for Community Corrections and some of those items were entered incorrectly. The dollar amount for the appropriation is correct and will not change but some of the line items configurations will. I spoke with counsel and they said that it is ok to pass this in this form.

Mr. Thomas moved to accept the following ordinances with all amendments and the corrections as read and outlined.

Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

ADD ON
EMERGENCY MANAGEMENT:
IN THE MATTER OF APPROVING
AN IN-LINE TRANSFER

The following in-line transfer has been requested.

From: 1000-11101-000-0009 deputy director \$2400.00

Into: 1000-11957-000-0009 intern salary \$2400.00

Mr. Thomas moved to accept the above in line transfer as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

BOARD OF PUBLIC WORKS:

**IN THE MATTER OF APPROVING
A QUOTE AWARD FOR
FARMINGTON HILLS**

It is recommended that this be awarded to Walsh & Kelly, Inc in the amount of \$29550.00.

Motion was made by Mr. Thomas to accept the above award as read and outlined.
Motion seconded by Ms. McClure.
Motion adopted by a 3-0 vote.

OLD BUSINESS: None

PUBLIC COMMENTS:

Mr. Thomas states that the Engineering Department has finished there review of the Magnolia Road issue and they have determined that operations will continue and I also support this.

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