

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 February 18, 2014 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney and Dave Thomas, were present.

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

**PLEDGE OF ALLEGIANCE**

**OPENING AND READING OF BIDS ON:**

St. Joseph County Highway annual bid 2014 fuels, oils and miscellaneous materials.

	<u>Diesel Fuel ppg</u>	<u>gasoline ppg</u>
Nelson Fuel, Inc South Bend, IN.	\$2.885	\$2.505
Petroleum Traders Corp Fort Wayne, IN.	\$3.1373	\$2.524
Bellman Oil Co. Bremen, IN.	\$3.376	\$2.615

Mr. Thomas moved to accept the above bids and turn them over to the Highway Department for further study and review as read and outlined.

Motion seconded by Mr. Kostielney.

Motion adopted by a 2-0 vote.

**REPORTS AND REQUESTS FROM:**

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 Mr. Kostielney.

Motion adopted by a 2-0 vote.

B)

IN THE MATTER OF APPROVING  
THE CONSENT AGENDA.

Permission was requested to approve the following consent agenda:

<b>Surplus Requests</b>	
<b>Department</b>	<b>Description</b>
Area Plan Commission	Two obsolete 4-drawer filing cabinets
Health Department	An obsolete overhead projector
Sheriff	Service weapon to a retired Officer

<b>Travel Requests</b>		
<b>Department</b>	<b>Description</b>	<b>Cost Estimate</b>
Adult Probation	Chicago, IL / February 27, 2014	\$15.00
Adult Probation	Indianapolis, IN / March 13, 2014	\$336.00
Adult Probation	Indianapolis, IN / March 18, 2014	\$550.00
Adult Probation	Fort Wayne, IN / April 2, 2014	\$118.25
CASA	Grapevine, TX / June 7-10, 2014	\$1,345.00
Community Corrections	Indianapolis, IN / April 7-9, 2014	\$330.00
County Clerk	Plymouth, IN / March 5-6, 2014	\$133.36
Dept. of Public Works	Indianapolis, IN / March 6, 2014	\$70.00
Dept. of Public Works	West Lafayette, IN / March 11-12, 2014	\$592.00
Emergency Management	Rochester, IN / February 19, 2014	\$35.00
Health Department	Indianapolis, IN / March 19, 2014	\$60.00
Human Resources	Indianapolis, IN / February	\$1,536.17
Parks Department	Dearborn, MI / April 14-17, 2014	\$1,722.00
Prosecuting Attorney	St. Pete Beach, FL / April 28-May 2, 2014	\$7,865.00

Mr. Thomas moved to accept the Consent Agenda as read and outlined.  
 Motion seconded by Mr. Kostielney.  
 Motion adopted by a 2-0 vote.

**C)**  
 IN THE MATTER OF APPROVING  
 A SECOND AMENDMENT TO AN  
 SRI CONSULTING SERVICES  
 AGREEMENT PASSED BY THE  
 ST. JOSEPH COUNTY DATA BOARD

SRI will implement an electronic document management system that will allow for quick filing and retrieval of documents throughout the office. This will be a multi-phase project, by addressing one division within the Auditor's office in each phase. Intended in this process is the configuration of a document management system for the specific needs of the Auditor's office to retrieve old documents and import new documents.

Mr. Thomas notes that this ended up to be a walk through due to the weather.  
 Mr. Thomas moved to accept the above amendment as read and outlined.  
 Motion seconded by Mr. Kostielney.  
 Motion adopted by a 2-0 vote.

**D)**  
 IN THE MATTER OF APPROVING  
 AN IN-LINE TRANSFER

The following in-line transfer has been requested.

From: 1038-44009-000-0002	heavy equipment	\$20000.00
Into: 1038-44311-000-0002	emergency equipment	\$20000.00

Mr. Thomas moved to accept the above in line transfer as read and outlined.  
 Motion seconded by Mr. Kostielney.  
 Motion adopted by a 2-0 vote.

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

<u>BILL NO.</u>	<u>ORDINANCE NO.</u>
2-14	1-14
3-14	2-14
4-14	3-14
1-14	4-14
83-13	5-14
89-14	6-14

\*as amended

Mr. Thomas asked if there was anyone present from the zoning board.  
No one is present.  
Mr. Thomas moved to accept the above ordinances as read and outlined.  
Motion seconded by Mr. Kostielney.  
Motion adopted by a 2-0 vote.

**BOARD OF PUBLIC WORKS:**

A)  
IN THE MATTER OF APPROVAL  
OF CHANGE ORDER NO. 1 FOR  
MISCELLANEOUS ROAD  
RESURFACING/REHABILITATION  
IN JUDAY CREEK, GREENVIEW  
NORTH, SWANSON HIGHLANDS,  
WINDING BROOK AND FELICITY  
GARDENS

The revised amount of this project is \$1138256.75.

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

B)  
IN THE MATTER OF APPROVAL  
OF ENGINEERING SERVICES  
PROJECT AWARD-APPROVAL  
OF PRELIMINARY ENGINEERING  
AGREEMENT FOR THE ADAMS  
TRAIL EXTENSION FROM FIR  
ROAD TO ELM ROAD, PHASE  
II PROJECT

The Board of Commissioners awarded the design project to the Troyer Group on November 26, 2013. This agreement establishes the fee necessary to perform these services at an amount not to exceed \$166924.00.

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

C)  
IN THE MATTER OF APPROVAL  
OF ENGINEERING SERVICES  
PROJECT AWARD-APPROVAL

OF PRELIMINARY ENGINEERING  
AGREEMENT FOR THE EDISON  
ROAD AT ASH ROAD ROUNDABOUT  
INTERSECTION IMPROVEMENT  
PROJECT

The Board of Commissioners awarded the design project to CHA Consulting, Inc. on November 26, 2013. This agreement establishes the fee necessary to perform these services at an amount not to exceed \$320460.00.

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

D)  
IN THE MATTER OF APPROVAL  
OF AN IRREVOCABLE STANDBY  
LETTER OF CREDIT FOR  
HOLLYHOCK TRAILS, PHASE I

This is drawn on 1<sup>st</sup> Source Bank and has an expiration date of July 30, 2014 in the amount of \$40000.00.

Mr. Thomas moved to accept the above irrevocable standby letter of credit as read and outlined.  
Motion seconded by Mr. Kostielney.  
Motion adopted by a 2-0 vote.

E)  
IN THE MATTER OF APPROVAL  
OF A PROJECT COMPLETION  
AFFIDAVIT FOR OLIVE AND  
SAMPLE STREETS OVER THE  
GRAND TRUNK WESTERN AND  
CONRAIL RAILROADS, EMERGENCY  
FENCE AND SLOPEWALL REPAIRS

The final project cost is \$21226.26.

Mr. Thomas moved to accept the above project completion affidavit as read and outlined.  
Motion seconded by Mr. Kostielney.  
Motion adopted by a 2-0 vote.

F)  
IN THE MATTER OF APPROVAL  
OF A BID AWARD FOR 2014  
DRAINAGE PIPE & STRUCTURES,  
GUARDRAIL AND BRIDGE  
MATERIALS

It is recommended that all bids be accepted. Accepting all bids allows the County to select from the lowest available bidder during the project design phase for any type of structure built in 2014.

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

G)  
IN THE MATTER OF APPROVAL  
OF A FINAL INVOICE ST.  
JOSEPH COUNTY HEALTH

DEPARTMENT AND SJCRWSD  
COUNTRYWIDE MANAGEMENT  
PLAN-GROUNDWATER  
CHARACTERIZATION & MONITORING  
PROPOSAL

With approval of the final payment, the revised amount not to exceed is \$106818.33.

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

H)  
IN THE MATTER OF APPROVAL  
OF A STATE LOCAL PUBLIC  
AGENCY PROJECT COORDINATION  
CONTRACT FOR MCKINLEY  
HIGHWAY ROAD RECONSTRUCTION  
AND ADDED TRAVEL LANES FROM  
BIRCH TO ASH ROAD

The agreement outlines the fiscal, design, and construction responsibilities of each party.

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

I)  
IN THE MATTER OF APPROVAL  
OF AN ACCESS TO RIGHT OF WAY  
AND LICENSE ENCROACHMENT  
AGREEMENT-CHICKEN COOP  
RESTAURANT

The Chicken Coop would like to gain access to the County right-of-way and hereby agrees to the conditions outlined in the agreement for said installation and use. The St. Joseph County Regional Water and Sewer District has also considered the request to extend a private sewer into its territory. The District supports the conditions outlined in the agreement approves the extension subject to said conditions.

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

ADD ON

J)  
IN THE MATTER OF APPROVAL  
OF A REQUEST FOR PROPOSALS  
FOR FEDERAL AID PROJECT-BRIDGE  
NO. 62 OVER YELLOW BANK CREEK  
ON WALNUT ROAD

It is requested to be advertised on February 28<sup>th</sup> and March 7<sup>th</sup>, 2014 with an opening of letters of interest on April 1, 2014.

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

**OLD BUSINESS: NONE**

**PUBLIC COMMENTS:**

Mr. Thomas comments on the Olympics and that Sochi is welcome to have our cold and snow.

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 Mr. Kostielney. Meeting recessed by a 2-0 vote.

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ST. JOSEPH COUNTY COMMISSIONERS