

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 March 29, 2016 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney, Dave Thomas, and Dr. Deborah Fleming D.M.D. were present.

PLEDGE OF ALLEGIANCE

The minutes of the last meeting were unanimously approved.

Michael J. Hamann, County Auditor, was present and recorded the minutes of the meeting.

OPENING AND READING OF BIDS ON: None

REPORTS AND REQUESTS FROM:

COMMISSIONERS

A)

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

Dr. Fleming moved to accept the Accounts Payable Docket as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

B)

**IN THE MATTER OF APPROVING
AN AGREEMENT BETWEEN
ST. JOSEPH COUNTY AND KRONOS
INCORPORATED TO PURCHASE
GOODS AND SERVICES IN
ACCORDANCE WITH THE U.S.
COMMUNITIES CONTRACT #14-JLR-003**

Mike Hamann, St. Joseph County Auditor, offices on the 2nd floor.

Ian Alford, IT Director, offices on the 2nd floor.

The following is a brief synopsis of the Kronos project and the contract you are being asked to sign. This has been in the works for about a year now. Kronos is designed to help the county save money through increased efficiencies. Currently, supervisors can easily make mistakes when it comes to calculating hours worked or vacation or comp time accrued. Moreover, we have some inefficient redundancies in our methodology of calculating time and attendance. Kronos' Time and Attendance module should help us realize a good deal of savings. In addition, we are relying on Kronos to provide us with Tele Staff which will help departments such as the Sheriff and County Highway to more efficiently schedule shifts. Once implementation is complete, ongoing costs for the respective programs are as follows: Time and Attendance 650 employees - \$6.70/mo./person (\$80.40/year/person); Tele staff- 350 employees \$7.84/mo./person (\$94.08/year/person). This has been approved by the Council. There will be a \$200000.00 appropriation from the general fund and \$75000.00 from CCD for the equipment.

Mr. Thomas asks about Mr. Alford working for the school system before coming to the county and some issues the school system had with their payroll.

Mr. Alford explains that he was not involved with those issues or work there at that time although they had a different vendor at that time and are now working with Kronos. The city has also migrated to working with Kronos.

Mr. Kostielney says for clarification purposes this is not for a payroll component.

Mr. Hamann says no not at this stage it is not part of the package.

Mr. Thomas asks if that is looked at would it have additional costs.

Mr. Hamann says yes that is possible but we have not looked into that although it could be less due to currently being contracted with LLOW.

Mr. Thomas says generally if you get more services you pay more.

Mr. Hamann says it depends. Through this tech refresh we have had some substantial savings.

Mr. Thomas says normally he supports streamlining. However this proposal seems very costly. I have asked for data and I haven't received it. I just received a couple papers ten minutes before this meeting. I don't feel that this or its alternative have been properly vetted. This seems like an awful lot of money for I am not even sure what all this covers. Again I haven't seen what the alternatives are or other solutions to this issue. This seems to be a lack of transparency. I did read the contract it is a five year contract and no out clause.

Counsel says there is no termination language. So yes you are correct there is no out clause.

Mr. Thomas says this seems kind of odd, especially with as much money as we are paying. The contract also says we would implement internal training and policy changes. I would think we could do some of this in house without the additional costs. As far as scheduling and helping other departments I believe Enfocus and department heads and elected officials can figure out any schedules they are not satisfied with currently. I attended the Kronos program last summer it was a very nice report. Again I think we can implement this in house without the expense. I have done this same stuff for large companies and find it hard to believe we can't do this in-house.

Mr. Hamann says so you just received information ten minutes before this meeting and you seem to have a lot of information on the contract. You had time to look it over and ask questions.

Mr. Thomas says he just received the contract Thursday and saw the excessive cost. I have been asking for the costs in an outline form for weeks and months both verbally and in emails. I have not received anything. I again asked you yesterday.

Mr. Hamann replies that he had sent the information within 24 hours. You didn't receive it apparently and it wasn't exactly what you wanted and could have asked at that point in time for additional information. For the record commissioner you could have showed up at these meetings.

Mr. Thomas goes on to says that if support for an issue is wanted then this should happen before ten minutes to the start of a meeting and a vote instead of just bringing it here without any discussion or alternatives.

Mr. Hamann says this has been going on for over a year. At any time you could have asked or attended any of these meetings.

Mr. Thomas states they were not publically advertised.

Mr. Hamann says I take umbrage at your assertion of the lack of transparency. It has been adequately vetted and we have had numerous meeting they were all public. They were all available and you could have shown up.

Mr. Thomas asks were they advertised.

Mr. Hamann says no they were not advertised.

Mr. Thomas says so how was he to know if they weren't advertised.

Mr. Hamann says we are done. (goes to seat and sits down.)

Mr. Kostielney makes some clarifications on this matter. This came to the County as an enfocus recommendation. This was vetted about a year ago when they went through the payroll process and the HR process and we partnered with the city. This is one reason we called this special meeting. If we sign the contract now there would be substantial savings because we would be coming into this with South Bend as well. This is not the first platform we have looked at. We have been thinking of doing something similar to this for two or three years. We decided to start out small and work our way up. So yes Dave, in the event that we would need to add payroll or something it would cost more money than what the current contract is but it could be an overall savings as we are currently paying for payroll. It would be a comparison as to what we are paying now or then if we could get it done more economically.

Dr. Fleming ask to restate the four departments that will be going forward with this.

Mr. Alford says they are the Parks, Sheriff/ Jail, JJC, and Adult Probation. This will also have a component with tele staffing. This will help with time management and staffing.

Motion was made by Dr. Fleming to accept the above contract as read and outlined.
Motion seconded by Mr. Kostielney.
Motion adopted by a 2-1 vote.

C)
IN THE MATTER OF APPROVING
AN AGREEMENT FOR PROFESSIONAL
VALUATION SERVICES

Counsel, as part of the Assessor working through these issues based upon her experience she is trying to identify several professionals here that can assist the County in handling these appeals. These engagements have been shared with counsel for the cities of Mishawaka and South Bend. I think it is the goal of the Assessor to get these engagements in place, to meet with these professionals and determine the best strategy to defend these appeals. Attached are the professionals that the Assessor would like to engage with. I am comfortable with moving forward with this.

Dr. Fleming moved to accept the above request with the attached listed professionals as read and outlined.
Motion seconded by Mr. Thomas.
Motion adopted by a 3-0 vote.

ADD ON:
IN THE MATTER OF APPROVING
A PROPERTY TAX RE-ASSESSMENT
DEFENSE INTERLOCAL AGREEMENT

Counsel says that due to the hard work of the County Assessor and County Auditor there have been several meetings involving County elected officials as well as elected officials and employees of the Cities of Mishawaka and South Bend. One of the issues identified by the Assessor is defending property tax assessments and appeals by big box stores. This is here and in Mishawaka. The Assessor has been trying to come up with to defend these assessments and based on appeals in Hamilton and Marion Counties handled by the same entities. As a result of this the City of South Bend, Mishawaka and the County have worked collaboratively to come up with terms in an interlocal agreement that will govern their respective rights and contributions related to the defense of these appeals. The cost will be borne by the entity where the dispute is taking place. For properties not in a TIF districts each party will pay their pro-rated portion of the cost related to the defense of the appeal. That will be based upon their percentage of the tax rate for each years of appeal. I am comfortable with moving forward with this.
Mr. Kostielney gives thanks to the Auditor and Jamie Woods.
Mr. Thomas also gives thanks to Counsel.

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

BOARD OF PUBLIC WORKS:

A)
IN THE MATTER OF APPROVAL
A "NO TRUCKS" TRAFFIC
REGULATORY ORDINANCE ON
KELLER STREET FROM LWW
TO MAYFLOWER ROAD

Jessica Clark, County Engineer, offices on the 7th floor.
The existing conditions meet the section 2B.39 from the Indiana manual on Uniform Traffic Control Devices.

Motion made by Dr. Fleming to accept the recommendation of the Department of Public Works in reference to the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

B)
IN THE MATTER OF APPROVAL
OF QUARTERLY WELL SAMPLING
-JUDAY CREEK ESTATES

Jessica Clark, County Engineer, offices on the 7th floor.

Chloride levels in the area exceed the National Secondary Drinking Water Standard and the levels of sodium are above generally accepted health standard for anyone on a sodium restricted diet. No primary drinking water standards have been exceeded. This testing will monitor 14 water wells where previous sampling detected the constituents but the concentration did not reach action levels.

Motion made by Dr. Fleming to accept the recommendation of the Department of Public Works in reference to the above request as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

Jessica Clark, County Engineer, offices on the 7th floor.

C)
IN THE MATTER OF APPROVAL
OF BID AWARD LIQUID
BITUMINOUS MATERIAL

It is recommended that all bids be accepted and purchasing from the low bidder based on availability.

D)
IN THE MATTER OF APPROVAL
OF BID AWARD 2016 BITUMINOUS
PATCHING MATERIAL

It is recommended that Bit Mat Products be considered the low bidder. It is further recommended that all bids be accepted so that purchases can be made from the low bidder depending on availability.

E)
IN THE MATTER OF APPROVAL
OF BID AWARD 2016 TRAFFIC
SIGNAGE AND PAINT

It is recommended that the paint items be awarded to Davies Imperial Coatings, Inc. as the lowest and most responsible bidder to supply paint and Hall Signs as the lowest and most responsible bidder to supply signs. It is also recommended to accept all bids for both paint and signs to purchase from the lowest and most responsive bidder depending on availability and shipping and handling costs.

F)
IN THE MATTER OF APPROVAL
OF BID AWARD 2016 MISCELLANEOUS
AGGREGATES

It is recommended to accept all bids and purchase from the low bidder depending on availability.

G)

IN THE MATTER OF APPROVAL
OF BID AWARD 2016 FUEL AND
LUBRICANTS

It is recommended to award Yoder Oil Company as low bidder for all kindred items, Mansfield Oil Company low bidder for diesel fuel, and Nelson Fuel low bidder for gasoline. It is also recommended that all bids be accepted in the event the low bidder is unable to supply the materials when requested.

H)
IN THE MATTER OF APPROVAL
OF BID AWARD 2016 DRAINAGE
PIPE, 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 2016.

Motion made by Dr. Fleming to accept the recommendation of the Department of Public Works in reference to the above requests c thru h as read and outlined.

Motion seconded by Mr. Thomas.

Motion adopted by a 3-0 vote.

OLD BUSINESS: None

PUBLIC COMMENTS:

Jessica Clark, County Engineer, offices on the 2nd floor.

Ms. Clark states that the seasonal weight limit restrictions will be lifted on April 1, 2016.

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 Dr. Fleming. Meeting recessed by a 3-0 vote.