

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 May 10, 2022 at the hour of 10:00 a.m. (EST) at which time in the following members were present: Andrew Kostielney, Derek Dieter, and Dr. Deborah Fleming D.M.D. were present.

PLEDGE OF ALLEGIANCE

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. Dieter.
Motion adopted by a 3-0 vote.

**B)
IN THE MATTER OF APPROVING
AN APPOINTMENT OF PSAP
EXECUTIVE DIRECTOR**

It has been unanimously recommended that Julie Tobey be hired as the Executive Director of PSAP.

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

**C)
IN THE MATTER OF APPROVING
DINSMORE & SHOHL LLP
STATEMENT OF ENGAGEMENT
TERMS**

Mike Misch, County Attorney, South Bend, IN.
This is in regard to the Portage Manor new build process. Dinsmore has bond counsel that we seek to engage the next step towards being able to provide the necessary information to counsel on whether the funding of the Portage Manor project is economically feasible. We have gone through a process with MKM Architecture to come up with preliminary drawings and specs. The next step would be to get to the numbers and make sure Portage Manor can break even or make money and the bond counsel is an integral part of that.

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

Brandie Ecker, County Attorney.
All of the items below under Auditor are essentially the same thing but for separate sub recipients of the emergency rental assistance program. Our Lady of the Road has one extra thing that I will describe. Overall, this is a documentation backfilling exercise. At the beginning of the program each of the subrecipients estimated what their administrative costs to administer the program and process the aid and get it out to the recipients. We didn't realize when writing the contracts that was just for the first transfer of money they got. Once they got through the first set of money, they had more costs to

deal with. The later distributions they got were not accounted for and how the contracts were originally written so, all of these amendments essentially would backfill the documentations of a numbers match. For the most part the recipients didn't use all of what they were allocated through the PO process. They only are allowed under the contract and would still be the same way. They would only get what they actually incur. The single addition to the Our Lady contracts, they were informed by the federal government that since they had more than \$750,000 in various sources of federal funds over the last two years, they must undergo an audit. Since a significant amount of that money was ERA funds they asked if they could use their admin money that they had been allocated for that. Even though the ERA 1.0 program is done. It ended at the end of last year, in ERA 2.0 they intend to be totally finished providing services at the end of this time. So, their amendment includes a second provision that would just say since these would be allowable indirect costs up to the point where they're available to ERA the audit that they can use up to whatever their actual incurred ERA would be this audit. They could make a request of the county and get that money out of their admin cost.

AUDITOR:

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 1.0 –
OUR LADY OF THE ROAD

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 2.0 –
OUR LADY OF THE ROAD

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 1.0 –
REAL SERVICES, INC

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 2.0 –
REAL SERVICES, INC

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 1.0 –
ST. VINCENT DE PAUL SOCIETY
OF ST JOSEPH COUNTY, INC

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

IN THE MATTER OF APPROVING
AN EMENDMENT TO EMERGENCY
RENTAL ASSISTANCE 1.0 –
UNITED RELIGIOUS COMMUNITY
OF ST JOSEPH COUNTY, INC.

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

COUNTY POLICE
IN THE MATTER OF APPROVING
TO APPLY FOR OVC FY 2022
SERVICES FOR VICTIMS OF HUMAN
TRAFFICKING GRANT

Troy Warner, Attorney for Sheriff Department.
If successful, this would be the second grant for this. This helps victims in these positions
and have specific services for those in need. This funding is through OVC. There is a
25% grant that can be cash or in-kind payment. Your approval is requested.

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

PORTAGE MANOR
IN THE MATTER OF APPROVING
AN AGREEMENT WITH BYRON
WELLNESS SYSTEMS

Attorney Misch. Portage Manor is currently without a licensed administrator. This
agreement will supply us with a licensed individual and have us in compliance with the
state. This agreement is for two months. Deb Lambert will help to find a licensed
individual and support those who are trying to get licensed.

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

IN THE MATTER OF APPRIVING
ANNOUNCEMENT OF INTERIM
ADMINISTRATOR FOR PORTAGE
MANOR

Appointment of Deb Lambert.

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

INFRASTRUCTURE, PLANNING AND GROWTH
IN THE MATTER OF APPROVING
TWO APPRAISAL PROPOSALS FROM
IVERSON GROVE & APPRAISAL
SERVICES, INC FOR CORONER'S OFFICE

This is for the property at 1622 E. Mishawaka Ave., South Bend. The proposal from
Iverson Grove is in the amount of \$2000, Appraisal Services, Inc. is in the amount of
\$1800. These are both not to exceed amounts. Fidelity National Title is in the amount of
\$350.00 for title work.

Dr. Fleming moved to accept the above request as read and outlined.

10TH DAY OF TERM MAY TERM TUESDAY, MAY 10, 2022

Motion seconded by Mr. Dieter.
Motion adopted by a 3-0 vote.

IN THE MATTER OF APPROVING
A PROPOSAL FROM FIDELITY NATIONAL
TITLE FOR CORONER'S OFFICE

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

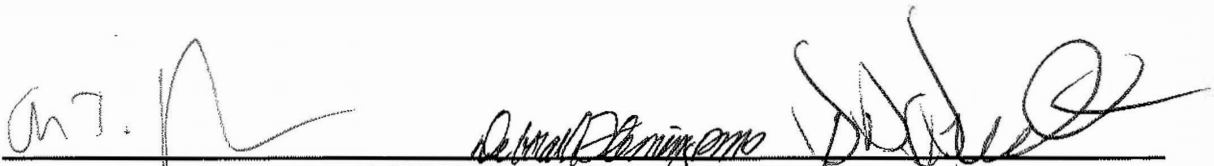
OLD BUSINESS: none

PUBLIC COMMENTS:

Debra Durall, South Bend, IN.
Recites a verse.
Marlene
Comments on Portage Manor Cemetery and accessibility.

Robin Challinor
Speaks about serving at Portage Manor, cost for all these individuals to be paid, and code laws.
Mr. Kostielney asks Mr. Misch if a second Administrator is needed, and the answer is yes.

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



ST. JOSEPH COUNTY COMMISSIONERS

*Please refer to the St. Joseph County website for the full audio and visual of the St. Joseph County Commissioners meeting if needed.