

# Starke County Highway Department October 2020 Monthly Report

## BUDGET 2020 AND 2021

### MVH AND LRS REVENUES 2016 TO June 2020

#### MVH

#### MVH DISTRIBUTIONS 2016 TO JULY 2020

	January	February	March	April	May	June	July	August	September	Total through September	October	November	December	TOTAL
2016	\$189,804.01	\$155,908.25	\$208,887.16	\$269,509.18	\$212,357.07	\$196,866.52	\$216,294.64	\$214,381.51	\$179,979.40		\$192,978.35	\$166,533.37	\$176,141.50	\$2,379,640.96
2017	\$186,619.71	\$155,419.73	\$205,632.60	\$247,652.69	\$218,892.36	\$181,077.42	\$221,226.40	\$88,487.57	\$248,605.16		\$313,652.08	\$269,487.46	\$283,301.47	\$2,620,054.65
2018	\$282,229.21	\$254,335.50	\$292,270.69	\$334,512.78	\$343,398.99	\$271,237.08	\$312,144.20	\$133,764.07	\$256,744.00		\$262,896.81	\$249,026.65	\$254,825.62	\$3,247,385.60
2019	\$250,376.19	\$243,946.60	\$266,788.10	\$281,404.62	\$274,696.64	\$254,543.52	\$250,029.06	\$126,899.22	\$266,886.64	\$2,215,570.59	\$264,696.16	\$264,222.96	\$254,539.02	\$2,999,028.73
2020	\$249,651.64	\$239,958.92	\$286,264.16	\$286,327.42	\$235,189.35	\$189,096.24	\$203,221.01	\$126,885.32	\$256,970.94	\$2,073,565.00				\$1,689,708.74
					-14.38%	-25.72%	-18.73%	-0.01%	-3.72%	-6.41%				

August -6.78%

#### LRS DISTRIBUTIONS 2016 TO JULY 2020

	January	February	March	April	May	June	July	August	September	Total through September	October	November	December	TOTAL
2016	\$20,205.77	\$20,758.95	\$22,415.90	\$25,058.46	\$21,512.86	\$22,700.99	\$22,792.71	\$5,957.28	\$20,123.60		\$22,014.05	\$21,513.06	\$21,848.99	\$246,902.62
2017	\$20,686.23	\$20,325.92	\$21,818.72	\$21,914.16	\$22,549.56	\$21,731.84	\$23,920.08	\$8,825.77	\$33,226.31		\$41,151.35	\$37,966.98	\$40,237.75	\$314,354.67
2018	\$35,894.64	\$37,104.54	\$35,836.55	\$35,130.69	\$40,201.14	\$36,188.51	\$42,233.73	\$13,359.23	\$46,231.69		\$36,712.15	\$33,883.52	\$35,906.02	\$428,682.41
2019	\$36,852.68	\$35,609.11	\$36,010.37	\$34,782.10	\$37,083.77	\$37,369.52	\$38,436.22	\$16,778.22	\$41,216.43	\$314,138.42	\$41,378.64	\$38,826.68	\$40,473.24	\$434,816.98
2020	\$37,362.41	\$36,706.84	\$37,917.40	\$35,442.43	\$34,181.35	\$27,881.49	\$31,527.29	\$17,148.58	\$39,590.94	\$297,758.73				

-7.83%    -25.39%    -17.98%    0.22%    -3.95%    -5.22%

August -5.41%

#### Roadways

Type of Road Improvement	Miles Completed as of 9/8/2020	Planned miles in October	TOTAL
Hot Mix Asphalt	12.45	0	12.45
Cold Mix Asphalt	10.21	0	10.21
Chip Seal	46.985	0	46.985
Crack Seal	0	0	0
Grade/Reshape/Apply Grindings to gravel road	20.175	10	30.175
Grade and Reshape gravel road	22.74	3	25.74
	<b>112.56</b>	<b>13</b>	<b>125.56</b>

**2020 Road Improvement List**

Improvement	Township	Road	From	To	Completed Miles
* Grade/Reshape	Davis	100E	250N	500N	2.5
Grade/Reshape	Center	50S	300E	start of pavement	0.75
Grade/Reshape	Washington	1025 E	SR 8	150 S	0.49
Grade/Reshape	Washington	150 S	1100 E	1000 E	1
Grade/Reshape	Washington	1100 E	150 N	300 N	1.5
* Grade/Reshape	California	150 E	500 S	400 S	1
Grade/Reshape	Davis	200 E	250 N	500 N	2.5
Grade/Reshape	Wayne	300 W	Toto Rd	400 S	1
Grade/Reshape	Wayne	400 W	400 S	350 S	0.5
Grade/Reshape	Wayne	350 S	350 W	400 W	0.5
Grade/Reshape	Wayne	375 S	400 W	450 W	0.5
Grade/Reshape	Wayne	500 S	450 W	350 W	1
Grade/Reshape	Jackson	150 S	300 W	Dead End	1
Grade/Reshape	Jackson	200 N	Range Rd	100 W	1
Grade/Reshape	Railroad	800 W	Toto Rd	400 S	1
Grade/Reshape	Railroad	900 W	SR 10	400 S	2
Grade/Reshape	Railroad	850 W	500 S	SR 10	1
Grade/Reshape	Center	100 S	Range Rd	100 E	1
Grade/Reshape	Center	100 E	100 S	150 S	0.5
Grade/Reshape	Railroad	Toto Road	800 W	850 W	0.5
Grade/Reshape	Center	100 E	250 N	SR 8	1.5
<b>Total</b>					<b>22.74</b>
Reshape/Grindings	Jackson	250 S	100 W	Dead End	0.25
Reshape/Grindings	Oregon	750 E	400 N	Dead End	0.25
Reshape/Grindings	California	300 E	800 S	900 S	0.25
Reshape/Grindings	Wayne	250 S	e/o 100 W		0.25
Reshape/Grindings	Oregon	750 E	s/o 400 N		0.25
Reshape/Grindings	Center	500 E	250 N	300 N	1
Reshape/Grindings	California	100 E	800 S	900 S	0.5
Reshape/Grindings	California	125 E	800 S	900 S	0.25
Reshape/Grindings	Center	500 E	200 N	250 N	0.5
Reshape/Grindings	Center	500 E	250 N	300 N	0.5
Reshape/Grindings	Center	500 E	300 N	400 N	1
Reshape/Grindings	Oregon	Daugherty St.	700 N	Watson St.	0.15
Reshape/Grindings	Oregon	Evergreen St.	700 N	Watson St.	0.15
Reshape/Grindings	Center	200 E	250 N	300 N	0.5
Reshape/Grindings	Davis	200 E	300 N	400 N	1
Reshape/Grindings	Center	300 E	200 N	300 N	1
Reshape/Grindings	Davis	300 E	300 N	400 N	1

Reshape/Grindings	Center	50 N	300 E	US 35	1
Reshape/Grindings	Wayne	350 S	350 W	400 W	0.5
Reshape/Grindings	Railroad	800 W	Toto Rd	400 S	1
Reshape/Grindings	California	425 S	100 E	150 E	0.5
Reshape/Grindings	Wayne	300 W	Toto Rd	400 S	1
Reshape/Grindings	California	400 E	800 S	900 S	1
Reshape/Grindings	California	450 E	800 S	.6 NO 800 S	0.6
Reshape/Grindings	California	Pine Street	Shewski Road	Beach Street	0.125
Reshape/Grindings	California	Beach Street	SR 10	Hill Street	0.15
Reshape/Grindings	California	Hill Street	Shewski Road	Beach Street	0.125
* Reshape/Grindings	Davis	100E	250N	400N	1.5
* Reshape/Grindings	California	150 E	400 S	500 S	0.375
Reshape/Grindings	Center	250 N	50 N	n/o 200 N	1.5
Reshape/Grindings	Davis	250 N	300 N	500 N	2
<b>Total</b>					<b>20.175</b>
HMA	Center	50 S	300 E	Range Road	2.5
HMA	Jackson	50 S	Range Rd	SR 39	2
HMA	California	Range Road	SR 10	Toto Road	3
HMA	Center	250 N	US 35	RRX w/o Range Road	4.25
HMA	Jackson	Range Road	250 N	300 N	0.6
HMA	Oregon	Iroquois	SR 23	Meadow Lane	0.1
<b>Total</b>					<b>12.45</b>
CMA	Center	.2 m n/o 300 E	250 N	300 N	0.65
CMA	North Bend	400 S	700 E	Cemetery	0.2
CMA	California	Lombardi Lane	SR 10	Dead End	0.2
CMA	Oregon	800 E	400 N	Gravel	0.6
CMA	Wayne	Howard Drive	Cul-de-sac only		0.02
CMA	Jackson	250 N	RR Tracks w of Range	100 W	0.83
CMA	Center	150 S	Hill east of Range	200 E	1.33
CMA	California	800 S	Range Road	125 E	1.25
CMA	California	200 E	350 S	400 S	0.5
CMA	Davis	Range Road	600 N	US 30	1.6
CMA	Wayne	500 W	SR 10	Campbell Drive	0.55
CMA	Oregon	900 E	SR 23	400 N	1
CMA	Washington	200 N	800 E	.5 m w/o 800 E	0.5
CMA	Washington	150 N	SR 23	.33 m e/o SR 23	0.33
CMA	Washington	Pinewood	Oakwood	Homette	0.125
CMA	Washington	Homette	Pinewood	Hillcrest	0.125
CMA	Washington	700 E	200 S	SR 8	0.4
<b>Total</b>					<b>10.21</b>
Chip Seal	Davis	600 N	150 E	300 E	1.5

Chip Seal	Davis	300 E	RR tracks n/o 600 N	480 N	1.2
Chip Seal	Davis & Center Twps	300 E	400 N	250 N	1.5
Chip Seal	Center	175 N	US 35	410 E	0.13
Chip Seal	Center	410 E	200 N	Dead End	0.28
Chip Seal	Center	190 N	410 E	Dead End	0.25
Chip Seal	Washington	650 E	100 N	25 N	0.75
Chip Seal	Oregon	750 E	400 N	Dead End	0.275
Chip Seal	Center	500 E	200 N	250 N	0.5
Chip Seal	Wayne	600 W	500 S	SR 10	1
Chip Seal	Wayne	500 W	SR 10	500 S	1
Chip Seal	California	50 E	500 S	SR 10	1
Chip Seal	California	700 S	100 E	Old Railroad Tracks	0.25
Chip Seal	California	700 S	200 E	300 E	1
Chip Seal	California	200 E	800 S	900 S	1
Chip Seal	California	600 E	800 S	900 S	1
Chip Seal	North Bend	850 E	625 S	850 S	2.25
Chip Seal	North Bend	975 E	625 S	750 S	1.25
Chip Seal	North Bend	1000 E	625 S	.2 s/o SR 10	0.8
Chip Seal	North Bend	625 S	975 E	1000 E	0.25
Chip Seal	North Bend	900 E	625 S	Bridge	0.33
Chip Seal	North Bend	Toto Road	700 E	SR 23	2
Chip Seal	North Bend	400 S	700 E	CR 210	0.67
Chip Seal	North Bend	Rolling Dunes Sub	Toto Rd	750 E	1.2
Chip Seal	North Bend	Fox Run Sub	700 E	700 E	0.6
Chip Seal	North Bend	Toto Road	625 E	700 E	0.75
Chip Seal	North Bend/California	Toto Road	625 E	US 35	2.25
Chip Seal	California	Toto Road	US 35	300 E	1
Chip Seal	California	Toto Road	250 E	Range Road	2.5
Chip Seal	Wayne	Toto Road	Range Road	100 W	1
Chip Seal	Railroad	Toto Road	900 W	850 W	0.5
Chip Seal	Railroad	Toto Road	850 W	725 W	1.25
Chip Seal	Railroad	725 W	Toto Rd	250 S	0.5
Chip Seal	Railroad	Toto Road	725 W	.4 mi w/o English Lake Road	1.85
Chip Seal	Wayne	Toto Road	.4 mi w/o English Lake Road	SR 39	3.9

Chip Seal	Wayne	Toto Road	SR 39	100 W	1
Chip Seal	California	Toto Road	250 E	300 E	0.5
Chip Seal	Oregon	1200 E	900 N	Marshall Co. Line at the curve	1.25
Chip Seal	Oregon	Pine Ridge	1200 E	Edgewater	0.06
Chip Seal	Oregon	Edgewater	Pine Ridge	Dead End	0.2
Chip Seal	Oregon	Woodbine	Edgewater	1200 E	0.06
Chip Seal	Oregon	850 N	925 E	gravel	0.05
Chip Seal (Double)	Oregon	700 E	600 N	700 N	1
Chip Seal (Double)	Center	500 E	250 N	300 N	0.5
Chip Seal (Double)	Davis	500 E	300 N	400 N	1
Chip Seal	Center	300 E	Toto Rd	200 S	1
Chip Seal	California	Peppermint	100 E	Spearmint	0.2
Chip Seal	California	Spearmint	Dead End	Dead End	0.18
Chip Seal	California	150 E	Toto Rd	400 S	1
Chip Seal	California	350 S	150 E	Gravel	1.5
					46.985
<b>Total Miles Improved</b>					<b>112.56</b>

### Bridges

**Bridge 137 – CR 300 E over the Yellow River, just south of CR 50 N.** Estimated completion date, Fall of 2022.

**Bridge 7 – CR 1200 E over the Yellow River –** Estimated Completion Date, Fall of 2021.

**Bridge 59 – CR700S over Bogus Run –** Estimated Completion Date, Fall of 2022

BRIDGE STRUCTURAL INSPECTIONS Phase II has started.

BRIDGE MAINTENANCE INSPECTIONS

### UPDATED COUNTY MAP

As you may remember, our office is working on an updated County map with Rhonda Milner and WTH/GIS. Mary and I have finished our review of the 377 concerns/questions/anomalies found in our initial look at the 2007 map earlier this year. Our comparison of the 2007 Starke County Map and the 2019 INDOT Road Inventory resulted in 246 ACTION ITEMS:

91 INDOT Inventory and/or name changes

96 Map Only Changes

17 INDOT and Map Changes – Frontage Road and Unnamed Road in Hamlet Industrial Park need names

34 – Rik needs to check

8 – Coordinate with Knox officials

We have completed our work and submitted it to Rhonda Milner and WTH/GIS. They are putting together the map layer.

Three Starke County roads need to be named

- 1) Road next to the old “Down Under” bar under the bridge south of US30
- 2) Two roads at the Hamlet Industrial park

### **COMMUNITY CROSSINGS 2020-2**

We were awarded the full \$1,000,000.00 for 2020 in the first round of community crossings this year. However, the projects underbid a bit so we are eligible for a \$34,000.00 grant in this round. I recommend we apply for a paving project on 600E, from CR700N to 900N.

### **INDOT CALL FOR PROJECTS**

INDOT recently announced a Federal grant opportunity. Applications will start being accepted on November 2<sup>nd</sup>, with December 11<sup>th</sup> being the deadline. These grants are more restrictive than Community Crossings grants. Only roads that are classified as NHS Major collectors are eligible for improvement. Our eligible roads are:

- 1) Toto Road from SR39 to US35
- 2) CR300E from SR8 to CR100S/Culver Rd.
- 3) CR625E from Toto Rd. to CR210 at Bass Lake
- 4) CR210 from 625E to the east and south to SR10
- 5) CR500N from US35 to Hamlet Town Limits
- 6) CR500N from Hamlet Town Limits to CR750E
- 7) CR750E from CR500N to US 30

We are in the process of applying to add more Starke County’s NHS Major Collectors. This will make more roads eligible for these restrictive grants:

25 N b/t SR 39//SR 23

50 S b/t SR 39//US 35 via Pacific Ave & Washington St

300 E b/t 100 S (Culver Road)//Toto Road

400 S b/t US 421//SR 39

700 E b/t SR 10//US 30 via 500 N & 750 E

700 S b/t US 421//SR 39

1100 E b/t US 30//SR 23 via South Ave

CR 210 b/t 625 E//SR 10 (west side)

Range Road b/t US 30//SR 10

Also, bridges with an individual structural element rating of less than 5 are also eligible. We only have one bridge that qualifies, Bridge #59 over the Bogus Run, on CR700S .2 miles E of CR200W. This is an aluminum box culvert that was incorrectly installed in 2005. This highlights the danger of cutting corners on a bridge to save money. Another example of this Bridge #66 over the Smith Ditch on Range Road, just south of CR500S (The metal bridge).

It is my recommendation that we apply for two projects: 1) Bridge #59 replacement and 2) CR500N

## SOURCEWELL

### Sourcewell Savings

Verizon Reveal GPS	50% or \$10,000/yr.
ATT account	25% or \$100/mo.
Dump Truck purchase	\$11,000 one-time savings
Weather service	future savings
Park Board and other departments	

## TRAINING

- 1) LTAP Snow plow training at the garage on October 14<sup>th</sup>
- 2) Snow plow simulator training October 8<sup>th</sup> and 9<sup>th</sup>
- 3) morning meetings
- 4) LTAP Roadway Grading—4 part series. Four two hour webinars in October
- 5) AASHTO road preservation Techniques – October 21<sup>st</sup>

Last Month, Steve Zachert from Bitco conducted a field inspection of our chip sealing operations. His report is attached.

We have not had a lost day of work due to injury in almost three years.

## ROADWAY SAFETY

We have asked Purdue LTAP to investigate two intersections for us:

- 1) CR700E/200N – any improvement to decrease accidents.
- 2) CR100E/500S – requested four way stop.

## KIRPC ROADWAY SAFETY PLANNING GRANT

We are in contact with Edwin Buswell and are working on the first stages of this grant

## STARKE COUNTY HIGHWAY DEPARTMENT WEBSITE

We are working with the website developer and Richard from IT to create our new website. We have modelled it after the Boone County Highway Department website. See attached.

## VEHICLES READY FOR AUCTION

Vehicle Number	Year, Make and Model	VIN	Mileage	Notes
5	2001 Ford F250	1FTNX21F51ED70610	318736	Remove GPS
7	2005 Sterling Dump Truck	2FZHAWDC45AV05769	271497	Destroyed by fire 1/2019 - Sell as scrap
16	1997 Sterling Tandem	1FDYS86E0VVA37960	262808	Remove GPS
21	1999 International Water Truck	1HTGBAAR3XH608217	331413	Remove GPS
34	1974 Wabco Grader Model 444	444C22972		
Blue Goose	1983 Ford Econoline	1FTEE14Y4DHB48639	71989	No title - Sell as scrap
Old 27	Volvo Dump Truck	4V5J32HE8XN871315		Totaled 2018 - Sell as scrap



## 2020 Road Preservation Program

The 2020 Road Preservation program will treat numerous surface treatments on our hard-surfaced roads. The information below outlines our current plans for the Boone County Highway network. To download a Google Earth Map of our proposed program, visit the [Highway Department's Maps page](#). Please note that this program is subject to change depending on unforeseen budget or road condition changes.

### Hot Mix Asphalt (HMA) Overlay

A hot mix asphalt overlay, often referred to as “repaving” or “resurfacing” is a maintenance technique utilized when the condition of the roadway surface is in fair to poor condition. Typically, the Boone County Highway Department bids Hot Mix Asphalt (HMA) resurfacing projects to contractors who specialize in asphalt paving. Due to budget constraints, Boone County does not typically have enough highway funding to reconstruct the entire roadway, therefore, our resurfacing projects often include some deep patching to repair areas of pavement which have signs of deterioration in the lower levels of existing pavement. The worst areas are identified and patched prior to the final resurface coat being applied to the pavement.

2020 HMA Overlay		
Road	From	To
Elm Swamp Rd	300 N	440 N
200 N	1100 E	1200 E
300 S	875 E	975 E

### Hot Mix Asphalt (HMA) Structural Overlay

A hot mix asphalt structural overlay, much like a standard Hot Mix Asphalt (HMA) overlay is often referred to as “repaving” or “resurfacing”. However, a structural overlay is utilized when the condition of the roadway shows signs of significant and wide spread deterioration and considered to be in poor condition. In addition to the placement of a new surface, a layer of stronger HMA pavement is placed before the surface to improve the overall strength and longevity of the pavement. The projects will also include deep patching to repair areas of pavement which have signs of failing subgrade. Typically, the Boone County Highway Department bids Hot Mix Asphalt (HMA) resurfacing projects to contractors who specialize in asphalt paving. The list below highlights our anticipated overlay project, however, it is subject to change due to the bid results and allowable budget.

2020 HMA Structural Overlay		
Road	From	To
500 E	425 N	SR 47

### Chip & Seal

The purpose of Chip & Seal is to protect water from infiltrating into our hard surfaced roadways and provide a new skid resistant surface on the roadways. This process, which is performed by our own crews, is one of the most cost effective



pavement treatments for roadways and extends the life of the County's roadway assets. The Boone County Highway Department may place either a single layer of new chip and seal or a double layer chip and seal, depending on the current condition of the roadway.

<b>2020 Chip &amp; Seal Roads</b>		
<b>Road</b>	<b>From</b>	<b>To</b>
Henry Rd.	SR 39	Gravel
CR 300 E	County Line	CR 750 S
CR 650 W	SR 32	Gravel
CR 650 N/ 400W/ 700 W (Kent Rd)	CR 500 W	CR 350 W
CR 400 N (Bridge Approach)	Hazelrigg Rd	SR 75
<b>CR 450 N</b>	500 W	Serum Plant Rd
CR 600 W	SR 32	50 S
CR 100 S	650 E	825 E
CR 750 S	SR 267	200 E
CR 600 W	SR 32	200 N
CR 550 E	SR 47	Clinton County Line
CR 700 W	SR 32	CR 200 N
CR 775 E	200 S	250 S
CR 250 S	775 E	875 E
CR 1100 W	SR 136	SR 234
CR 400 S	1100 W	Gravel
CR 1050 W (Bridge Approach)	500 S	450 S
CR 1100 W (I-74 Bridge Approach)	CR 400 S	CR 400 S/ Frontage Road
CR 750 S	SR 267	City Limits
CR 50 N	SR 32	300 W
CR 300 W	SR 32	50 S
CR 150 N	John Bart Rd	200 E
CR 350 W	US 52	Hazelrigg Rd
CR 650 N	Kent Rd	US 52

### **Cold Mix Asphalt (CMA) Overlay**

A cold mix asphalt overlay, often referred to as "repaving" or "resurfacing" is an alternative to a hot mix overlay on low volume roadways. This surface treatment is completed in its entirety by the Boone County Highway Department, including the mixing, trucking and placement (paving) of the material. Due to the porosity of Cold Mix Asphalt, a chip and seal is placed the year following its initial installation. Cold mix asphalt is not a lesser product than Hot Mix Asphalt. In fact, many of the County's CMA overlays outlast Hot Mix overlays.

<b>2020 CMA Roadways</b>		
<b>Road</b>	<b>From</b>	<b>To</b>
CR 425 E	CR 750 S	CR 650 S
CR 475 E	CR 650 S	CR 750 S
CR 500 E	SR 47	Gravel
CR 600 W	200 S	150 S
Burg Ave.	Horton Ave.	Dead End

Doty Ave	Burg Ave.	Horton Ave.
Water St./Doty Ave.	Burg Ave.	Burg Ave.

**Crack Fill**

Water penetration through pavement surface cracks one of the most common reasons for premature pavement failures. Therefore, crack filling is the most cost-effective tool to reduce water penetration into pavements and extend the life of our paved roadways. This treatment is typically used on our roadways that are in good condition and is applied during the winter months. The roadways to be crack filled are selected annually based on the condition rating inspections and assessments. Some years, the Highway Department may implement multiple crack fill projects, some will be completed in the Spring months and others in the Fall/Winter months.

<b>2020 Crack Fill Roads</b>
To be determined based on 2020 PASER Evaluation & Available Funding

**Microsurface**

Microsurfacing is a preventative maintenance technique used to help preserve and protect the underlying pavement structure and provide a new driving surface. Roads chosen for microsurfacing are often our subdivision streets with low to moderate distress and narrow crack widths. It consists of the application of a mixture of water, asphalt emulsion, aggregate (very small crushed rock), and chemical additives to an existing asphalt concrete pavement surface and extends the pavement surface before a hot mix asphalt overlay must be performed. The Boone County Highway Department selects the roadways to be microsurfaced annually after the pavement condition ratings are completed.

<b>Microsurface</b>
To be determined based on 2020 PASER Evaluation & Available Funding

***Craig Parks, PE***

Director of Engineering

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***Office Hours***

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7am - 3:30pm

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AGENDAS & COUNCILS



STAY HOME REQUIRED



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NEW GIS MAPS



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September 16, 2020

Rik Ritzler  
Superintendent  
Starke County Highway Department  
2835 E. 250 N.  
Knox, IN 46534

RE: Risk Control Service Visit on 9-16-20  
Location: Chip Seal Crew on 700 E. and 850 N.  
Customer #: 636745

Dear Mr. Ritzler,

Thank you for the time which you spent with me during my recent visit to your yard. We reviewed department operations and recent claims activity. You then directed me to your chip sealing crew which was working at the above mentioned locations.

## OPERATIONS UPDATE

You indicated some recent difficulty securing and retaining part time summer help. Otherwise, staffing levels have been consistent.

## PROGRESS SINCE LAST VISIT

- Following our last conversation in April, I forwarded to you 20 "don't jump" stickers. These have been placed on trucks and equipment.
- You are continuing with your weekly tool box safety program, and those meetings are documented. Additionally, you have a chain saw safety program scheduled for tomorrow through LTAP.
- You indicated that the county wide safety committee is meeting again every two months.

## CLAIMS AND CORRECTIVE ACTIONS

We reviewed the eleven Highway Department claims that have occurred in the current policy year.

- This is an increase from four the previous year. You rightly stated that these claims were all minor, and the increase is due to you instruction to employees to report all claims, no matter how minor.
- The poison ivy claims have involved part time help, and training in poison ivy recognition is now provided to those employees at time of hire. You also require long sleeves for



operations with possible exposure to poison ivy, and have topical creams available at the shop.

### **SERVICE PROVIDED**

I was able to observe your chip seal crew at two different locations, and trailed the chip spreader as it was driven over the road between those locations. The crew included a distributor truck driver, two employees on the chip spreader, two roller operators, and at least eight dump truck drivers.

- Personal protective equipment use was good, with all employees wearing high visibility garments. Equipment operators were also wearing hard hats.
- Three points of contact was observed for drivers as they exited their dump trucks.
- Beacon lights and strobes on equipment and trucks were activated.
- Mobile equipment and trucks had operating back up alarms. The exception was dump truck number fifteen. A recommendation is included on the attached page concerning that unit.
- Roads were closed with barricade and signs.
- A lead vehicle was provided when the chip spreader was driven between the jobs.
- A slow moving vehicle sign was provided on the chip spreader, and hand signals were used to signal turns at intersections.



good use of personal protective equipment



beacon lights, strobes on trucks

### **FUTURE SERVICE AND OBJECTIVES**

The next service visit for the Highway department is tentatively planned for mid 2021. Loss exposures and controls associated with field operations will be reviewed at that time.

Risk control services are highlighted on our website (<https://www.bitco.com/policyholder-services/risk-control/> or scan the QR code). As a valued customer, you can also access exclusive safety resources available on our customer portal by clicking AGENCY/CUSTOMER LOGIN on the top of the home page.

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Starke County Highway Department  
636745  
Steven Zachert, CSP, CPCU, ARM - 9-16-20

*Recommendations are limited to the items cited. They do not account for every potential loss or safety violation, only those I observed and specifically addressed.*

Should you have any questions concerning this visit, or if I may be of any assistance to you in your loss prevention efforts, please feel free to contact me. Thank you again for your time and cooperation.

Sincerely,



Steven Zachert, CSP, CPCU, ARM  
Senior Risk Control Consultant

cc: Bliss-McKnight, Inc.  
Rachel Oesterreich, County Auditor  
Carrie Block, 1<sup>st</sup> Choice Insurance

HO-Bliss 921120

# RECOMMENDATIONS

**CUSTOMER:** Starke County Highway Department  
2835 E. 250 N.  
Knox, IN 46534

**CUSTOMER #:** 636745

**DATE OF VISIT:** September 16, 2020

**AGENCY:** Bliss-McKnight, Inc.

**RCC NAME:** Steven Zachert, CSP, CPCU, ARM

*Please respond to me in writing within the next 30 days with the progress on the recommendation(s) made below.*

## **NEW RECOMMENDATION(S)**

2020-01: At this jobsite dump truck 15 did not have an operating backup alarm. Drivers should be reminded to perform pre-shift inspections of their trucks and report to maintenance such safety defects for prompt repair.

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