

## DEKALB COUNTY COMMISSIONERS' MEETING

January 28, 2019

Commissioners Present: President Donald D Grogg  
Vice President Jacqueline Rowan  
Vice President William Hartman

Others Present: Auditor Jan Bauman  
Attorney James P McCanna

### **MATTER OF HUMAN RESOURCES**

A virtually complete PTO proposal was distributed and discussed. The Commissioners are going to carefully consider it before making a final decision.

Central Communications' Director Bill Hunter has interpreted the sick time policy differently than all other departments. His interpretation is not in line with that of the Commissioners. The Commissioners do not accept his interpretation and asked the Auditor's Office to convey this to him.

Dotty Miller is beginning to send job descriptions to Waggoner Irwin Scheele for the Work Study they are conducting.

The Surveyor has a couple of interviews for a position that has been open for about a year.

Community Corrections and Probation have openings for administrative assistants. There have been many applicants.

Vacation time interpretation as requested by Kellie Knauer for her five newer employees will not be grandfathered in as she had requested per the Commissioners.

OSHA log administration will now be the responsibility of HR Assistant Lauren Deitsch rather than Brenda Myers.

### **MATTER OF DRUG FREE DEKALB CONTRACTS FOR APPROVAL**

Bonnie Emerson and Steve Smith presented the 2017 Comprehensive Plan for Commissioners' approval. She said that since that was a multi-year plan, she will have 3 updates that will go with the 2017 Comprehensive Plan. A copy of the State's approval was submitted as well.

Jacqueline Rowan made a motion to approve the Comprehensive Community Plan for Drug Free DeKalb County dated November 20, 2017. William Hartman seconded, and all approved.

William Hartman made a motion to approve the DeKalb County Drug Free Grant Recipient Contracts with the DeKalb County Commissioners. Jacqueline Rowan seconded, and all approved. Grant recipients are: Northeastern Center, Inc., Garrett Police Department, DeKalb Community Impact Corp., Inspiration Ministries, Inc., Bowen Center, Auburn City Police, Butler Police Department, DeKalb County Probation, Serenity House Inc., and DeKalb County Community Corrections. The grant awards for the above recipients were to be paid in 2018 but have been encumbered into 2019 for payment.

State Board of Accounts needs to make a final determination as to whether the coordinator position is a County position or Drug Free DeKalb's position. The Commissioners will also need to determine whether they believe the Coordinator's position is a conflict of interest for a County employee to hold.

Ms. Emerson is going to speak with Judge Brown and communicate with State Board of Accounts. Auditor Bauman requested to be copied on this communication. Once a determination has been made with their State Board contact, Ms. Bauman will confirm with her State Board contacts to make sure all are on the same page.

#### **MATTER OF CLAIMS**

Jacqueline Rowan made a motion to approve Special Claims for the week of January 28, 2019 as written. William Hartman seconded, and all approved.

#### **MATTER OF MINUTES**

William Hartman made a motion to approve minutes dated January 7, 2019 and January 21, 2019. Jacqueline Rowan seconded, and all approved.

#### **MATTER OF TRAVEL REQUESTS**

Jacqueline Rowan made a motion to approve the following travel requests:

- 1) Todd McCormick and Nathan Freds (Sheriff's Dept) to travel to Greenwood on February 19 for a Glock Armorer class. Estimated cost of \$64 to be paid from the Commissioners' budget.
- 2) Matthew Tamez (Sheriff's Dept) to travel to Pendleton Police Department April 1-3 for Field Training Officer School. Estimated cost of \$378 to be paid from the Commissioners' budget.
- 3) Cheryl Lynch and Debra Krafft (Health Dept) to travel to Whitley County on February 7 for a Public Health Nurse meeting. No expenses will be charged.
- 4) Cheryl Lynch and Debra Krafft (Health Dept) to travel to Fort Wayne for a District 3 LHD Meeting. No expenses will be charged.
- 5) Cheryl Lynch and Debra Krafft (Health Dept) to travel to Wells County on June 6 for a PHN Meeting. No expenses will be charged.
- 6) Cheryl Lynch and Debra Krafft (Health Dept) to travel to Fort Wayne for a District 3 LHD Meeting (a.m.) and Coalition meetings (p.m.). Estimated cost of \$30 to be paid from department travel.
- 7) Cheryl Lynch and Debra Krafft (Health Dept) to travel to Fort Wayne for a District 3 LHD meeting and Coalition meetings. Estimated cost of \$30 to be paid from department travel.
- 8) Kurt Grimm (Circuit Court) to travel to Indianapolis March 25-27 for Problem Solving Court Judge Orientation. Estimated cost of \$303 to be paid from the Commissioners' budget.
- 9) Mark Pomeroy (Probation) travel to Fort Wayne on January 17 for a Pre-Sentence Investigation Interview. Estimated cost of \$17.96 to be paid from department travel.
- 10) Johanna Scott (Probation) to travel to Fort Wayne on February 1 for an Anti-Trafficking Series. Estimated cost of \$47.18 to be paid from department travel.
- 11) Johanna Scott (Probation) to travel to Fort Wayne on February 8 for an Anti-Trafficking Series. Estimated cost of \$17.18 to be paid from department travel.
- 12) Johanna Scott (Probation) to travel to Fort Wayne on February 15 for an Anti-Trafficking Series. Estimated cost of \$17.18 to be paid from department travel.
- 13) Sandi Wilcox and Joni Humbarger (Treasurer) to travel to Carmel on March 6 for the 2019 ICTA Spring Conference. Estimated cost of \$227.92 to be paid from Commissioners' budget.
- 14) Sandi Wilcox, Joni Humbarger, and Pam Wallace (Treasurer's Office) to travel to Indianapolis on March 22 for the SRI Tax Sale Meeting. Estimated cost of \$158.30 to be paid from the Commissioners' budget.

William Hartman seconded, and all approved.

#### **MATTER OF CREDIT CARD FOR CHIEF DEPUTY TODD MCCORMICK**

William Hartman made a motion to increase Sheriff Cserep's credit limit to \$4,000 and lower Sheriff Lauer's credit limit to \$2,500, then inactivate Sheriff Lauer's card and have a new card issued for Chief Deputy Todd McCormick with a credit limit of \$2,500. Jacqueline Rowan seconded, and all approved.

#### **MATTER OF COMMUNITY CORRECTIONS**

Kellie Knauer reported that she and I.T. Director Jack Smith are working together to streamline the technology for the new facility. Pricing for equipment is being obtained.

Geiger Excavating would like a portion of his retainage released. Technically, retainage cannot be reduced until substantial completion has been deemed. Right now, the retainage is being held at a higher percentage than what the contract allows. The Commissioners do not have a problem reducing retainage to \$100,000. William Hartman made a motion to take the retainage to \$100,000 and allow Geiger Excavating to invoice the difference. Jacqueline Rowan seconded, and all approved. The retainage can be held until the Commissioners are completely satisfied with the work. Jacqueline Rowan motioned to authorize Scott Karst to issue a Notice of Substantial Completion to Geiger Excavating. William Hartman seconded, and all approved.

#### **MATTER OF PAYROLL**

Jacqueline Rowan motioned to approve payroll for the period January 8-21, 2019. William Hartman seconded, and all approved.

#### **MATTER OF HIGHWAY**

USI submitted a not-to-exceed quote of \$40,000 for some construction inspection, and the engineering, permitting, and bidding of covered bridge repairs. The engineer's estimated cost to repair the covered bridge is now \$250,000. The true cost will not be known until it has been bid. Jacqueline Rowan made a motion to approve the contract with USI on the covered bridge engineering and for all three to sign. Commissioner Hartman said is concerned about the potential cost and the fact that it is a historical bridge which complicates the repairs. What would happen if the Commissioners deeded it to ACRES? President Grogg said this contract is needed so a firm repair cost can be obtained. Once the engineering is done, it will always be there unless something catastrophic happens to the bridge. After the discussion, William Hartman seconded. A vote was taken, and all approved.

SDI requested a stop light be installed at County Road 59 and State Road 8. The State would permit the County to install a street light. Mr. Parker said historically the Commissioners do not install street lights. SDI would most likely be willing to pay for the cost of maintenance and monthly utility.

A "No Outlet" sign will be installed on Potter Drive.

#### **MATTER OF ZONE MAP AMENDMENTS**

Zoning Administrator Chris Gaumer presented two zone map amendments for Commissioners' consideration.

Jacqueline Rowan made a motion to approve Resolution 2019-R-3, UDO 51, Zone Map Amendment Located at the 5417 County Road 71, Garrett. William Hartman seconded, and all approved. Zoning will be changed from C4, Highway Commercial to R1, Low Density Residential. The Plan Commission gave a favorable recommendation for the change.

William Hartman made a motion to approve the Reinhart Rezone, Resolution 2019-R-4, UDO 52, Zone Map Amendment Located at the Northeast Corner of the Southeast Parcel at the Intersection of State Road 1 and County Road 68, Spencerville. Jacqueline rowan seconded, and all approved. Zoning will be changed from A2, Agricultural to OP, Open Space & Parks. The Plan Commission gave a favorable recommendation for the change.

#### **MATTER OF OTHER DISCUSSION**

Other discussion included the following topics: liability for Sheriff's deputies who moonlight elsewhere; department heads and elected officials signing quotes or contracts; performance bond necessary for Fawn Creek; confirmation by U.S. Bank acknowledging receipt of balance due and no remaining obligations; potential cost of the out building for Community Corrections; courthouse security; air handlers in jail; putting another camera on the covered bridge; and guidelines for winter weather watches and warnings

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Donald D. Grogg - President

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Jacqueline R. Rowan – Vice President

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William L. Hartman – Vice President

Attest: \_\_\_\_\_  
Jan Bauman, Auditor