

DEKALB COUNTY COMMISSIONERS' MEETING

April 15, 2019

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

Others Present: Acting Auditor Susan Sleeper
Attorney James P McCanna (absent)

MATTER OF HUMAN RESOURCES

Dotty Miller talked with the Commissioners about the office hours of the Veteran's Office and the possibility that of the Commissioners following up with the department.

WIS had a few follow up questionnaires to be filled out by certain departments and are continuing on with their agenda for the study, WIS was very impressed with the information we were able to provide ahead of time.

Dotty presented to the Commissioners the Holiday Leave and Jury/Witness Duty Leave policies that were created by the taskforce and reviewed by the labor law attorney. The only piece of the holiday pay leave that needs to be determined yet is the piece of whether or not the holiday leave counts towards hours worked for purposes of calculation overtime.

Jacqueline Rowan made a motion for the president to sign the Corporate Membership Program Memorandum of Understanding for the YMCA Corporate Renewal, William Hartman seconded and all approved.

Interviews are taking place for the GIS position and are continuing with some good candidates. And the Central Communications opening is being interviewed.

MATTER OF AED DEVICES

Roger Powers came to talk about the 11 AED devices that have expired between the Courthouse, Annex, Sheriff Department and sheriff vehicles. The Annex and Courthouse have a total of 3. Estimated cost is \$1,600.00 apiece. The original devices were purchased by grant money and at this time there is not any grant money to purchase them. The Commissioners feel the devices need to be replaced.

William Hartman made a motion to replace the 11 AED units to be paid for by LITED #24, Jacqueline Rowan seconded and all approved.

MATTER OF COUNCIL ON AGING

Jacqueline Rowan made a motion for the president to sign the INDOT Contract Invoice Voucher for a Low Floor Minivan with ramp, DOC#0020012288 under the #5339 Program in the amount of \$28,000.00, William Hartman seconded and all approved.

William Hartman made a motion for the president to sign the INDOT Contract Invoice Voucher for the 1st Quarter 2019 Reimbursement DOC#0020011880 under the #5311 Program in the amount of \$88,073.00 of which \$24,000.00 is the State Share and \$64,073.00 is the Federal Share, Jacqueline Rowan seconded and all approved.

Meg Zink discussed the issue that most transit companies and including her company that she is in dire need for drivers, which may result in a need for cutting down trips and distance of trips if she cannot find more drivers. Every 3 years the comprehensive review will be taking place and would like more interaction from the grant recipients, Meg will bring more information to the Commissioners so they feel like they are comfortable with all of the funding as the grant recipient and will be able to answer questions that may arise.

On September 17th a comprehensive review of DART by INDOT will take place that the Commissioners are requested to attend. Meg is going to find out if the Auditor and/or First Deputy needs to attend as well.

Meg Zink also informed the Commissioners that a low floor minivan will be available for sale, as they are receiving a new one to replace it. Meg explained the logistics of how the sale would take place and asked to just let her know if we had anyone in mind that is in need of a van with ramp.

Meg also discussed that the FSSA for the first year is using a broker for Medicaid patients. The logistics of the process is an interesting journey.

MATTER OF COMMUNITY CORRECTIONS UPDATE

Kellie Knauer brought to the Commissioners attention the change in the cash deposit protocol. On March 1, 2019 DeKalb County Community Corrections (DCCC) moved to a new case management system that is offered through the Office of Trial Court Technology, called Supervised Release System (SRS). With the blessing from Todd Sprinkle, the Fiscal Audit Supervisor for Indiana Department of Correction, in order to ensure end of month reconciliation all depositing for cash and checks will be made at the bank. Once a month the DCCC will write a check to themselves that will filter through the Treasurer and Auditor's office to be accounted for in their funds within the financial system.

Bonnie Emerson informed the Commissioners they are working on chemical quotes for dishwasher, laundry, mop bucket dispensing.

Jackie left at 10:31...

MATTER OF HIGHWAY

On CR 17 between US 6 and CR 28, there is low ground south of the viaduct that has a private tile at this time that repeatedly floods, the tile is plugged in multiple areas, and the road has been built up which changed the grade of the road that could also be an issue. Tim Haynes came to Ben Parker and said that Gene Clifford is going to relay the tile to alleviate the drainage issue. Mr. Haynes was inquiring if the county would be able to help with the cost of the project. Ben has stated this road has had to be closed multiple times due to the flooding issue. Mr. Haynes has asked if the County can backfill the road where the tile will need to cross plus for \$750.00 to put toward the laterals. The Commissioners agree that the County should contribute as long as the area is not a wetlands issue.

Irrevocable Line of Credit from Heron Lake, with letter from Jim McCanna stating the Line of Credit is acceptable. Ben Parker called First Merchants Bank and obtained a verbal approval that the paperwork is legitimate.

William Hartman made a motion to accept the letter of credit #3563855 for Heron Lake, The Springs Section 1 for Wayne Asphalt, Don Grogg seconded and all approved.

Other items discussed: Spencerville street vacation by the gas station, Cr 60 and Cr 61 will be starting in May and August; Bridge #90 is ready to go but have to wait on Frontier to move their utilities, Knott Excavating has been digging on CR 60 and found the tile is running water; but is not big enough to move everything that is going through it, Sourcewell price on price of new grater documents was submitted to Jim McCanna for review in which McCanna had no issue with it, CR 45 north of 40A gravel in the yards from plowing issue, utility line cut on CR 8, charges on permits,

MATTER OF ORDINANCE 2019-R-6, DEKALB COUNTY CODE SECTION 9-1-1-40:

William Hartman made a motion to approve on the second and third reading for the speed limit to be changed to 45 mph on CR 11A from its intersection with CR 427 to its intersection with CR 56, and then continuing west on CR 56 to its intersection with CR 17, Don Grogg seconded and all approved. (Jackie was absent)

MATTER OF MINUTES

Jacqueline Rowan made a motion to approve minutes dated April 8, 2019. William Hartman seconded, and all approved.

MATTER OF CLAIMS

Jacqueline Rowan made a motion to approve Special Claims as written for the week of April 14th, William Hartman seconded, and all approved.

MATTER OF TRAVEL REQUESTS

William Hartman made a motion to approve the following travel requests:

- 1) Josh Hicks to travel to Indianapolis on April 19th – May 1st to attend Leadership Skills for Challenging Times. Estimated cost of \$381.00 to be paid for by department travel.
- 2) Amy Schoup to travel to Indianapolis on April 30th – May 3rd to attend Child Support Core Training. Estimated cost of \$733.91 to be paid for by department travel.
- 3) Richard Ring to travel to Columbia City on May 2nd to attend AIC District Meeting. Estimated cost of \$60.14 to be paid for by Commissioners travel.
- 4) Martha Grimm to travel to Columbia City on May 2nd to attend AIC District Meeting. Estimated cost of \$63.56 to be paid for by Commissioners travel.
- 5) Rikki Dold to travel to Plainfield on May 9th to attend IN911 Training. Estimated cost of \$127.68 to be paid for by department travel.
- 6) Caeli Hixson & Amy Schoup to travel to Fort Wayne on May 13th & 14th to attend UIFSA Training (state-to-state). Estimated cost of \$39.52 to be paid for by department travel.
- 7) Todd McCormick & Mathew Haber to travel to Rockville Police Department on June 3rd – June 7th to attend Instructor Development Training. Estimated Cost of \$657.50 to be paid for by Commissioners travel. (previous request approved on 2/25/19 to Plainfield for \$710.00 was canceled)
- 8) Holly Albright, Nancy Westrick & Liz Blotkamp to travel to Keystone Crossing in Indianapolis on June 11th & 12th to attend the 2019 Annual Clerk's Association Conference. Estimated cost of \$2,073.00 to be paid for by County General, State Called Unappropriated Funds.

Jacqueline Rowan seconded, and all approved.

MATTER OF JAIL SYSTEMS UPGRADE CHANGE ORDER #001

William Hartman made a motion to approve the change order #001 for the DeKalb County Systems Upgrade at the jail for 5 additional cameras, Don Grogg seconded and all approved.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: Sunny Meadows kitchen ceiling falling, employee benefits, security entrance, Courthouse tours, Courthouse Weddings, security entrance protocols, Treasurer Discussion, Systems Upgrade at Jail change order, Dennis Brink discussion on noticing on re-zones, Tanya Young with Community Foundation about the Covered Bridge Donation Fund,

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____

Jan Bauman, Auditor

Susan Sleeper, Acting Auditor