

DEKALB COUNTY COMMISSIONERS' MEETING
April 29, 2019

Commissioners Present: President Donald D Grogg
 Vice President Jacqueline Rowan-not in attendance
 Vice President William Hartman

Others Present: Acting Auditor Susan Sleeper
 Attorney James P McCanna

MATTER OF HUMAN RESOURCES

Mike Gerber received the information he needed from Dotty. He can review it and get back with Dotty. There was discussion regarding PERF and insurance.

Don Grogg spoke to Bonnie Emerson regarding the decision regarding her two positions and that she can only have one.

Dotty spoke to PHP representative and Gallagher and we will see what happens on the Health Insurance renewal. Gallagher has a training session at the Indy Race Track that Dotty would like Lauren to attend. If anyone else would like to go, please let her know.

Dotty will be doing two in person interviews for the GIS position. One is a college graduate and the other with practical experience.

Task force is rolling along with things. They are working on performance reviews. Dotty had asked the sheriff to work on the Drug Free Performance and Right to Carry law (firearms). The labor law attorney reviews everything. The employee handbook goal is to be ready to review by October.

Claramary and Dotty had to terminate someone on Friday afternoon. She will be interviewing for that position.

MATTER OF COURTHOUSE EMERGENCY DRILLS

A phone call can be set up to contact all the county offices for a weather alert. There was discussion of where employees need to go during a weather emergency. Ryan, Bailey, or Dave are available to fill out incident reports for accidents occurring at the courthouse. The Commissioners will review the emergency disaster and evacuation plan.

Jack Smith discussed that each phone can be set up to receive an emergency alert on the intercom. If there are patrons in the building we can get them downstairs, but can't force them to stay in the courthouse. There was a suggestion to have a practice drill to get everyone down to the basement.

MATTER OF COMMUNITY CORRECTIONS UPDATE

Kellie has information on the payroll software from Right Stuff Software Corporation they are looking into for the new facility. Kellie does have the funds available now. This will connect with the LLOW payroll software system. Jim McCanna asked if the time clock will be set to eliminate people clocking in early. Tim Baker stated the overtime would have to be approved in advance to be allowed. Jim will review the information packet and agreements that were handed out.

Kellie will have an annual report due since they are going to a calendar year in 2020 for adult funds. She will be asking for a budget extension to help with the transition from fiscal to calendar year. Juvenile funds are going to remain on a fiscal year budget.

Things are going well at the construction site. Kellie is looking to hire 17 people and they will need to have about 6 weeks of training. She is waiting to have a date of completion to be able to proceed. Don Grogg said to check with the insurance when the building is ready for operation to make sure everything is covered. Kellie said the next step is furniture, they are getting quotes from both Workspace Solutions and Bassett's Office Supply.

Steve Feters said he will be gone a few meetings in the next couple of months.

MATTER OF HIGHWAY

Terri Christiansen is a resident at 6993 CR 19 and there's an area that has been flooding. She lives a half mile from Cedar Creek and the road is closed 8 to 10 weeks a year, she has lived there for 15 years and been trying to get this issue resolved. . A woman tried to drive through this and got stuck this weekend. Terri and her husband would like to try to get the road raised to get this taken care because the road is below the river, so it's not draining properly along with an issue with a County drain tile. Ben held discussion with the Commissioners and suggested the drainage be looked into as well and also states there are multiple factors that are causing the issue. Don will be in touch with Terri about the situation.

Ben states that CR 60 is closed regarding flooding too.

Frontier claim on CR 8 regarding their line being hit when trying to replace a pipe. The line wasn't placed right and not very deep. Don suggests that they need to get a permit to do their work.

Ben has the signed contracts back from INDOT for the Community Crossings Grant.

The highway department's buildings are falling apart. The roof is leaking in building 1, to the extent that the guys have to have tarps over their toolboxes and building 2 has mold. He said this has been brought up before and feels it needs to be addressed. Should he proceed to fix them? The Commissioners told Ben to do the bare minimum and to keep them posted.

MATTER OF AUBURN/WATERLOO TRAIL SIGNS

Bill Spohn wants to place three signs for directions to the Auburn/Waterloo trail and needs permission. Ben will make sure that they are placed correctly, so that they won't obstruct any views. William Hartman made a motion to approve the placement of the three signs and Ben Parker will be in charge of the placement. Don Grogg seconded the motion, and all approved.

MATTER OF MINUTES

William Hartman made a motion to approve minutes with the change dated April 22, 2019. Don Grogg seconded, and all approved.

MATTER OF CLAIMS

William Hartman made a motion to approve Special Claims as written, Don Grogg seconded, and all approved.

MATTER OF TRAVEL REQUESTS

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

- 1) Brian Springer to travel to Troy Police Training Center on April 29th – May 1st to attend First Line Supervision Training. Estimated cost of \$447.00 to be paid for from Commissioners travel.
 - 2) Judge Monte Brown to travel to Indianapolis on May 1st – May 3rd to attend 2019 Spring Judicial College. Estimated cost of \$510.42 to be paid for from Commissioners travel.
 - 3) Bret Parker to travel to Auburn on May 20th – May 25th to attend Krav Maga Re-Certification class. Estimated cost of \$0.00 to be paid for from Commissioners travel.
 - 4) Sheena Miller to travel to Fort Wayne on May 21st – May 22nd to attend Indiana Juvenile Detention Association. Estimated cost of \$141.00 to be paid for by department travel.
- Seconded by Don Grogg and all approved.

MATTER OF HUNTINGTON BANK PAYMENT REQUEST FORM

William Hartman made a motion for the president to sign the Payment Request Form to pay App #1 of the System Upgrade to the Jail in the amount of \$154,280.00, Don Grogg seconded and all approved.

MATTER OF TWO BROTHERS COURTESY LETTER

William Hartman made a motion for the president to sign the Courtesy Letter to Two Brothers that informs them we will not be renewing our service contract, Don Grogg seconded and all approved.

MATTER OF SUNNY MEADOWS ROOF REPAIR

Don Pierson was in to discuss a new roof for Sunny Meadows. He said there are 7 or 8 places leaking in the kitchen. Don Grogg asked him if it's in his budget and Don Pierson said it would probably "kill his budget." Don Grogg said there are two ways to do this: talk to the council next week and declare this an emergency or look in our administrative fund within the LITED Fund. Jim McCanna states he would declare this an emergency and talk to the council and the use of the administrative fund would be appropriate if Council denies paying for it. Don Grogg said he thinks they should declare this an emergency and to include this in the Council/Commissioners' discussion at the council meeting on May 6th.

William Hartman made a motion to declare the roof repair on Sunny Meadows roof an emergency and Don Grogg seconded. All approved and motion carried.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: Helmkamp right-of-way for Drainage Board, after-hours courthouse events,

Larry Lane was in to discuss the employees of the surveyor's office tracking mud into the courthouse. He will draw up a plan to build a mud room over at the Holben building.

Things are going well with the ramp and they are coming this week to install the handicap features.

Don Grogg got a call regarding the three judges, the prosecutor, and chief investigator coming in the east door. There was discussion with the sheriff, Dave Cserep. Dave doesn't feel it shouldn't be a problem with the permission of the Commissioners. They could have a check in board so they would

know when they come in or out. Dave said they could have a swipe card to get them in and to see if they can just swipe out when they leave. If an employee leaves their employment for the county, they retain the swipe card and discontinue it.

Don Grogg had a call from a concerned citizen regarding his pacemaker setting the alarm off. Dave is checking into this. The patrons should have a medical card.

Dave said the security system process is going well.

The commissioners will be attending an Aquifer meeting in Williams County on June 4th.

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____

Jan Bauman, Auditor

Susan Sleeper, Acting Auditor