

**DEKALB COUNTY COMMISSIONERS' MEETING**  
July 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

**MATTER OF HUMAN RESOURCES**

Dotty informed the Commissioners that her HR support group has a side meeting at the AIC Conference, and up until hiring Lauren she hasn't felt that she could attend. Dotty would like to attend and Gallagher has offered to sponsor a room for the HR group. Dotty asked the opinions of the Commissioners on whether or not to attend the meeting. Don Grogg isn't a big fan of AIC but feels Dotty should attend, Jackie is a huge fan of AIC and feels it is Dotty's choice on whether or not to attend, and William Hartman did not have an opinion because does not have any prior knowledge on the meetings.

The Paid Time Off (PTO) decision is the hot topic this morning. The PTO Policy was reviewed with changes that the Commissioners had made at the July 8<sup>th</sup> meeting. The Commissioners would like to send out the policy for the Department Heads to review before they make a final decision. The Department Heads will have until July 22<sup>nd</sup> to respond with comments.

**MATTER OF DART BUDGET REQUEST**

Meg Zenk mentioned that her agency bookkeeper is leaving and needs to hire immediately. Meg also reported that her 2020 budget is valued at \$727,438. This is a 2.3% overall increase from 2019.

Changes for the year include: the diabetic support group from hospital was dropped, a visiting nurse for a grief support group was dropped, one of the two churches that rent have found their own church and will not be renting any longer, the driver need has improved and Meg has some great applications, and Meg also informed the Commissioners that their space is very small and cramped and will need to be addressed someday; not only for the security of documents but also for the room that holds activities.

**MATTER OF 2<sup>ND</sup> QUARTER OPERATING VOUCHER FOR DART**

Jacqueline Rowan made a motion for the president to sign the IDOT Contract Invoice-Voucher for the Second Quarter 2019, Document #20011880 for a total disbursement of \$85,793.00. (State Share: \$30,000.0 and Federal Share: \$55,793.00). Seconded by William Hartman and all approved.

## **MATTER OF PLUMBER REQUIREMENTS**

Mark Hensinger was in to inquire about the Plumbers Requirements. The current ordinance does not require proof of State licensure; it only requires contractors to provide proof of business name and liability insurance. There is nothing that requires the County to require proof of State Licensure but that if the Commissioners would like to add that into the ordinance it could be done. Mark Hensinger is asking for the County to be sure plumbers are actually state licensed. Chris explained that if the language was added to the ordinance, then it would be easier for the Plumbers to be required to have their own permit.

The Commissioners would like Jim McCanna to work with Chris Gaumer on updating the ordinance to include the proof of State Licensure.

## **UPDATE ON COMMUNITY CORRECTIONS**

Steve Feters reported that things are going better. Tony Vie brought in change order #9 for a total of \$30,718.45. The shower step issue was a design issue that has a cost of +/- \$3,000 that will be taken care of by Elevatus and not passed on to the Commissioners. Discussion took place on the masonry contractor that has been told to stop working, as a different masonry contractor will be performing the job. It was discussed that it would cost more to pay Jim McCanna for recourse on the inadequate masonry than what the County would receive out of the claim. Steve Feters informed the Commissioners that Neil is leaving, he put his resignation in and will be off the project as of this afternoon, and Dan will come up to finish the job in place of Neil. Steve Feters is helping Mosaic on a job site as a supervisor, NOT the county job site but Steve wanted the Commissioner to be aware even though it has nothing to do with the County.

Kellie Knauer said she is rolling with the punches and understands there are bridges to cross. She is working on policies and procedures and the big decision of who will be allowed at the facility.

## **MATTER OF CHANGE ORDER #9**

William Hartman made a motion to approve all of change item #9 for the total of \$30,718.45 that include the following changes: relocating security electronic equipment, lobby window bulkhead, breathalyzer outlets at interview, and surface mount light kits. Don Grogg seconded, motion passed 2 aye, 1 nay (Jacqueline Rowan)

After Change Order #9, the Contingency Balance Remaining is \$30,917.54.

Discussion took place that the communication between Elevatus and Mosaic was very poor and the County is the injured party.

## **WORKSPACE SOLUTIONS FURNITURE PRESENTATION**

Brent Stoller from Workspace Solutions was in to present their furniture plan for Community Corrections. He handed out a printed presentation as well as had a PowerPoint to view. The plan comes in at a total of \$142,148.33, that would include furniture for the waiting area, reception area, intake office with sit-to-stand capabilities, case manager office with fixed desk, director office with sit-to-stand capabilities, Financial officer office with sit-to-stand capabilities, K9 officer office with sit-to-stand capabilities, sergeants office, I.T. office, field officers office, conference room, breakroom, one program room that can be separated by an accordion wall, two meeting rooms, two men's day room, and two woman's day room. A few additional costs would include blinds at \$10,017.00 and gun-safes in the offices.

### **MATTER OF HIGHWAY**

Highway started sealing today on CR 39, there will be periodic road closures and depending on the weather should be done in about 2 weeks. Ben let the Commissioners know that the public hearing for the Hamm drain will cost the Highway department more money. The bid for CR 71 was a misunderstanding on the company's side as they thought a quote was acceptable. Ben feels it would be beneficial to have the SDI road, CR 61 double micro-sealed instead of doing all the work that was planned on CR 71, because of the extension of the contract and pricing we have with Pavement Solutions. The Commissioners are in agreement with Ben's plan and instructed him to move forward. Fawn Creek decided to put a large sign out in our right-of-way, the City of Auburn contacted Ben on the situation, the Commissioners said they need to pull it as it is an obstruction of view and not approved. Fawn Creek has fixed the sidewalks and paid the drainage fee that was agreed upon at this point and would like the road accepted. The only other item that will need completed is Fawn Creek will have to request an encroachment of our right-of-way for their brick sign at the entrance. Commissioners will support Ben when he is ready to accept the road. Ben met with Chris Gaumer and John Sauers about the Addition on CR 64; they would like to know if the requirement would be on the villas to take care of all snow removal if the Commissioners would accept it. Currently in our UDO it does allow for the eye-brow format in the villas that they are planning.

### **MATTER OF PART TIME POSITION FOR HEALTH DEPARTMENT**

Cheryl spoke on the responsibilities that have increased for her position since she has started that include: Preparedness grant, Family Flu Clinics, drive-thru flu clinics with food drive donation option, Hep B Vaccine for the County, financial accountability for the State and County has increased tremendously, more communicable disease work, reporting, and education, out-break clinics, emergency contact file, adult vaccine program, and on-call 24/7/365. Cheryl said she has not taken a vacation since she started; she is concerned about the department in case something happens to her and is requesting a part-time position to help supplement her duties. The part-time position would be up to 28 hours per week or 56 hours per pay period. Cheryl would like the part-time position to be a registered nurse, and will train in grant writing and requirements. Dr. Souder stated that it is time to make an increase in staff to help fill the duties. The Commissioners give Cheryl the recommendation to approach the Council for this part-time position.

### **MATTER OF SEWER SYSTEM QUOTE FOR THE JAIL**

Sheriff Cserep was in to present the quote from Gibson's for the repair of the sewer issue at the jail that is causing backups in the lobby. The quote came in at \$32,786 with an estimate of 5 days to complete. The sheriff believes it would be more realistically 7 days. The Commissioners will pay for \$20,000 from LITED #50. The Sheriff will look into the expenditures planned for the County Misdemeanant Fund for 2019 to be able to fund the remaining balance, otherwise he will be asking for an additional from the Council.

### **MATTER OF MINUTES**

Jacqueline Rowan made a motion to approve minutes as amended with the change dated July 8, 2019. William Hartman seconded and all approved.

### **MATTER OF CLAIMS**

William Hartman made a motion to approve Special Claims consisting of warrant #'s 129049 thru 129054 in the amount of \$23,658.52 and wire transfer #'s 12465 thru 12468 in the amount of \$31,221.30. Jacqueline Rowan seconded and all approved.

### **MATTER OF TRAVEL REQUESTS**

William Hartman made a motion to approve travel request for the following:

- 1) Cheryl Lynch & Debra Krafft to travel to Huntington on July 18<sup>th</sup> to attend Communicable Disease Investigations. Estimated cost \$30.00 to be paid for by departmental travel.
- 2) Tim Rice to travel to Indianapolis on Sept 24<sup>th</sup>-25<sup>th</sup> to attend Evidence Management Training. Estimated cost of \$578.00 to be paid for by departmental travel.
- 3) Kathy Rutledge & Donna Murphy to travel to Lafayette on Oct 17<sup>th</sup> & 18<sup>th</sup> to attend IVRA Fall Conference. Estimated cost of \$1,143.60 to be paid for by departmental travel.
- 4) Cheryl Lynch to travel to Fort Wayne on July 8<sup>th</sup> to pick up equipment. Estimated cost of \$0.00 to be paid for by departmental travel.

Seconded by Jacqueline Rowan and all approved.

### **MATTER OF PAYROLL**

William Hartman made a motion to approve payroll for the period June 25 – July 8, 2019. Jacqueline Rowan seconded, and all approved.

### **MATTER OF MVH LOBBY LETTER ON HB1290**

William Hartman made a motion for all to sign the Lobby Letter explaining the issues and unfairness of the recent legislation and definition of HB1290 which is severely affecting our county highway funding and operation. Seconded by Jacqueline Rowan and all approved.

### **MATTER OF GEIGER MAINTENANCE BOND- GENERAL RIDER**

The Commissioners accept the General Rider to the Maintenance Bond they received in at the May 13<sup>th</sup>, 2019 meeting that changes the Maintenance Bond Number from SUR2001807MNT to SUR2001822.

*The original bond and original rider are placed in the Bond File held in the Auditor's office.*

### **MATTER OF COMMUNITY CROSSINGS GRANT COMMITMENT LETTER**

Jacqueline Rowan made a motion for the president to sign the Community Crossings Grant Commitment Letter when the final values are finished. Seconded by William Hartman and all approved.

### **MATTER OF OTHER DISCUSSION**

Other discussion included the following topics: LITED, credit cards, out building, septic issues, aquifer, light posts, and northern wooded lot at County Farm.

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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  
Susan Sleeper, Acting Auditor