

**DEKALB COUNTY COMMISSIONERS' MEETING**  
October 7, 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 about the Community Corrections job fair upcoming in which HR will be a part of. The Health Department has their new Environmentalist Health Specialist employee starting 10/8. Dotty reported the AIC meetings were very informative that she attended at the French Lick AIC 2019 Conference. Dotty also reported that WIS was at the conference and gave a presentation on the "Crazy things that happen at work" and detailed a few examples of what employers deal with. The CEO of DeKalb Health emailed HR and reported the transition from DeKalb Health to Parkview DeKalb Health will be seamless, Dotty reinforced how well our current procedures work. There was a safety committee meeting held on 10/2 and the claim numbers being reported this year are considerably decreased from prior years. The cost of the claims for 2018 were at \$102,431.31 and so far for 2019 the cost is currently only at \$6,367.55. Topics that Dotty is awaiting a Commissioner decision on include: Emergency Closures, PTO and Compensation Time. The handbook is getting very close to being completed.

**MATTER OF DART**

The Commissioners (at least one member) are now required to attend the Compliance Review on October 25<sup>th</sup> at 9:00 a.m. Meg explained her concern to be able to end the year in the black due to employee turnover and the inability to find drivers. The current drivers' step-up but that turns into a substantial amount of overtime against the budget. The program and center are sustainable, that is not an issue. William Hartman brought up again the option of increasing the trip fees if needed. Meg said they make at least 150 trips each day.

**MATTER OF VEHICLE PURCHASE FOR DART THROUGH MIDWEST**

Jacqueline Rowan made a motion to approve and for the president to sign the purchase of a Low Floor Minivan from Midwest Transit Equipment in the amount of \$37,610.00. William Hartman seconded and all approved.

**MATTER OF DART OPERATING AND CAPITAL GRANTS FOR 2020**

William Hartman made a motion to approve and the president to sign the 2020 Operating Grant #18038650 in the amount of \$605,277.00 and the 2020 Capital Grant #3400465C in the amount of \$37,100.00 for DART. Jacqueline Rowan seconded and all approved.

**MATTER OF HOMELAND SECURITY**

Homeland Security Director Jason Meek brought in his new part time Deputy Gabriel Creech for introduction. Gabe has a large knowledge on radios that was a concern, so he will be able to attribute his knowledge for the County.

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

Kellie Knauer reported that everything is continuing at the building and the furniture proposals should be back by Monday. Steve Feters will compile a PRE-punch list for walk through as things come to an end.

#### **MATTER OF AGREEMENT TO PROVIDE SERVICES FOR TRAINING**

Jacqueline Rowan made a motion for the president to sign the Agreement to Provide Services with Melissa Stephenson and the DeKalb County Community Corrections relating to the allocation of services and training from December 16, 2019 through December 20, 2019. William Hartman seconded and all approved.

#### **MATTER OF CHANGE ACADEMY LEASE**

William Hartman made a motion for the president to sign a 2 year Lease Agreement between Mike and Sara Lay, LLC and DeKalb County in the amount of \$1,500.00 per month, paid a month in advance. Jacqueline Rowan seconded and all approved.

#### **MATTER OF HIGHWAY**

The grant for the Covered Bridge will push back the process of starting the bridge remediation. The only thing that could be done is the decking because that money has already been spent and the grant will not be covering items that have already been purchased. Ben reported that CR 3 is open after the Highway put down a large amount of stone and it seems to be holding up. The stone crusher broke down, so that process is lingering on. Ben reported that Bridge #90 is open now, the landscaper has a few items to finish up but it looks nice. Ben really liked working with Zachrich, he said they have very good communication skills and are nice to work with. The official documents have not been delivered yet, but the County only has 1 (one) bridge out of 102 bridges that has to be weight posted according to the new INDOT requirements. Highway is working on fall pipe projects at this time, otherwise right now not a lot of tasks are happening. Ben is working on the DeKalb County Standards to bring to the Commissioners. He stated that we need to work on some ADA compliance projects to fulfill our commitment on updating the county with those standards. The Commissioners are going to have Ben start with Spencerville on adding the ADA standards. API is working on a quote for CR 60 pavement from where the Speedway truck damaged the road. Ben has a call into pavement solutions due to a rolled over semi on State Road 1 at CR 34, the damage isn't horrible but will need fixed.

#### **MATTER OF MINUTES**

William Hartman made a motion to approve minutes as written dated September 30, 2019. Jacqueline Rowan seconded and all approved.

#### **MATTER OF CLAIMS**

Jacqueline Rowan made a motion to approve Payroll and Bookkeeper claims for the month of September 2019 and to approve Special Claims consisting of warrant #'s 129396 thru 129399 in the amount of \$1,155.66 and wire transfer #'s 13075 in the amount of \$13,024.66 for the week of October 2<sup>nd</sup>. General Claims consisting of warrant #'s 129408 thru 129472 in the amount of \$218,554.76 and

wire transfer #'s 13076 thru 13161 in the amount of \$621,176.62 for the October 7<sup>th</sup> claim run. William Hartman seconded and all approved.

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

Jacqueline Rowan made a motion to approve travel request for the following:

- 1) Claramary Winebrenner, Judge Wallace, Kellie Knauer, Quentin Young and Michael Lapham to travel to the Indiana Convention Center on Oct. 4<sup>th</sup> to attend the 2019 Indian Pretrial Summit. Estimated cost of \$257.96 to be paid for by department travel.
- 2) Cheryl Bradford and Megan Sexton to travel to Indianapolis on Oct. 18<sup>th</sup> to attend Annual Training. Estimated cost of \$248.48 to be paid for by Commissioners travel.
- 3) Leesa Houser and Joyce Doty to travel to Columbia City on Oct. 29<sup>th</sup> to attend Area XI Secretary Training. Estimated cost of \$23.18 to be paid for by department travel.
- 4) Rikki Dold and Brian (Scott) Lung to travel to Hobart on Nov. 6<sup>th</sup> to attend On-Target Solutions to Problem Employees. Estimated cost of \$158.24 to be paid for by department travel.
- 5) Lisa Williams to travel to Noblesville on Oct. 29<sup>th</sup> -30<sup>th</sup> to attend the 10<sup>th</sup> Annual Drug Abuse Symposium. Estimated cost of \$263.00 to be paid for by department travel.

Seconded by William Hartman and all approved.

#### **MATTER OF PAYROLL**

William Hartman made a motion to approve payroll for the period September 17 – September 30, 2019. Jacqueline Rowan seconded, and all approved.

#### **MATTER OF PUBLIC DEFENDER LIABILITY INSURANCE**

Jacqueline Rowan made a motion for the Auditor's office to immediately pay the Public Defender's Liability Insurance Premium that has lapsed due to the paperwork being misplaced on an employees' desk. William Hartman seconded and all approved.

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

Other discussion included the following topics: winter maintenance ordinance, Kruse Plaza, restroom proposal, sheriff plumbing, Maumee River Basin change from State, meeting with Chris Sweitzer on fair connection pole, Covered Bridge Grant Submission, weather meeting at Central Dispatch, personal vehicle travel for Health Department, parking of the Auburn Main Street trailer, and airport nominee.

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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