

DEKALB COUNTY COMMISSIONERS' MEETING
December 16, 2019

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

Others Present: Auditor Jan Bauman
 First Deputy Susan Sleeper
 Attorney James P McCanna

MATTER OF INSURANCE TRUSTEES

Mike Shuherk attended the meeting to discuss the Workman's Comp Renewal increase for 2020. The ICRB Mod rate increased from 0.94 to 1.16 due to the large claim from when Deputy Todd McCormick was shot. The experience mod will stay in effect for 3 years before changing again. The payroll also increased as Insurance Trustees worked with the Auditor's office to get the payroll closer to the actual spent throughout the year. Mike stated that IPEP is the best to work with as they gave five credit points to help with the increase that occurred. The total increase is estimated to be around \$18,300 for 2020.

Mike Shuherk also discussed the Insurance Renewal for the County that is upcoming in February. He does feel we will see an increase of around 5-6% due to the increase of market value increases. Sheriff Cserep asked if the insurance companies are willing to take some cases to the end to try to stop the precedent that has been set of automatically suing on every action. Mike believes the insurance companies need all the up-front information at the forefront before taking the case all the way.

MATTER OF MAP AMENDMENT AT 1484 STATE ROAD 8

The DeKalb County Plan Commission held a public hearing on December 6, 2019 to consider the zone map amendment petition for 1.6 acres on the property located at 1484 State Road 8, Auburn, Indiana. The DeKalb County Plan Commission certifies the rezone with a *favorable* recommendation to the DeKalb County Commissioners.

William Hartman made a motion to approve the Resolution: 2019-R-22 UDO #59 Zone Map Amendment located at 1484 State Road 8, Auburn, Indiana changing the zoning from C2-Neighborhood Business to R2-Medium Density Residential. Seconded by Jacqueline Rowan and all approved.

MATTER OF ZONE MAP AMENDMENT AT SOUTHWEST CORNER OF CR 56 & CR 11A

The DeKalb County Plan Commission held a public hearing on December 6, 2019 to consider the zone map amendment petition for 4.0 acres on the property located at the south corner of County Road 56 and County Road 11A, Garrett, Indiana. The DeKalb County Plan Commission certifies the rezone with a *favorable* recommendation to the DeKalb County Commissioners.

Jacqueline Rowan made a motion to approve the Resolution: 2019-R-23 UDO #60, Zone Map Amendment located at Southwest Corner of County Road 56 & County Road 11A, Garrett, Indiana changing the zoning from A2-Agricultural to C3-General Commercial. Seconded by William Hartman and all approved.

MATTER OF COMMUNITY CORRECTIONS UPDATE

Kellie said they are having some struggles right now pertaining to a multitude of issues to get the building finished. They moved in on a partial occupancy to begin training; however, when they started using the toilets, many of them were NOT attached to the wall tightly. The electric bill went up over \$2,000 from one month to the next during the months prior to any training taking place. Kellie has called Tony Vie with all the issues that are happening. Mosaics plumber left the HOT water running full blast from a Friday at 2 pm to Monday at 7:30 am when Kellie arrived on site. Kellie has been told that the County should not be paying for the utility bills until substantial completion has been deemed. Jim McCanna suggested having all parties involved attend the meeting on December 23rd for resolution to the issues. The floors are supposed to have grinding in the bad places and then clear coat the rest with or without imperfections. William Hartman commented that the County has spent too much time and effort to make the building look pretty on the outside and not enough time and effort on the inside to make sure the building is working and efficient. Kellie feels that it would have worked a lot better if the County could have hired someone to be there to portray and push the Commissioners wants on a daily basis. Bonnie Emerson reported that Parkview DeKalb approved their menus and they will start ordering beds and linens after the first of the year to become operational.

MATTER OF IDACS TERMINAL AGENCY USER AGREEMENT

Jacqueline Rowan made a motion to approve the president to sign the IDACS Terminal Agency User Agreement between the DeKalb County Community Corrections Department and the IDACS Committee that sets forth the rights and responsibilities of the Parties with regard to storage, exchange, and use of any information accessible via the IDACS, CJIS, or Nlets systems. Seconded by William Hartman and all approved.

MATTER OF SUMMERS LAWNSCAPE MAINTENANCE, INC PROPOSAL

Jacqueline Rowan made a motion to approve and for the president to sign the Summers Lawnscape Maintenance, Inc Proposal for Snow Removal and Salting Services for DeKalb County Community Corrections Facility at 1000 Potter Drive, Auburn in the amount of \$195.00 per Plow Service and \$225.00 per Salt Application. Seconded by William Hartman and all approved.

MATTER OF CINTAS AGREEMENT

William Hartman made a motion to approve and for the president to sign the CINTAS Standard Uniform Rental Service Agreement, which includes Facility Services for floor mat servicing. Seconded by Jacqueline Rowan and all approved.

MATTER OF MEDIA CONVERSION AGREEMENTS IN THE RECORDERS OFFICE

William Hartman made a motion to approve and for all three Commissioners to sign the two (2) Media Conversion Agreements between DeKalb County Recorder and Fidlar Technologies.

The estimated amount for the **Index Books** going back to 1836 totals \$11,385.28 based on two 8.5 hour days for completion, with 25% due at signing of the Agreement in the amount of \$2,846.32, then 50% due upon scanning completion in the amount of \$5,692.64 and the balance due upon completion of importing of documents/images (based on actual quantities of scanned and processed images) with prior approval by County Recorder in the estimated amount of \$2,846.32.

The estimated amount for the **Deeds and Miscellaneous Documents** going back to 1836 totals \$69,269.22 based on five 8.5 hour days for completion, with 25% due at signing of the Agreement in the amount of \$17,317.30 then 50% due upon scanning completion in the amount of \$34,634.61 and the balance due upon completion of importing of documents/images (based on actual quantities of scanned and processed images) with prior approval by County Recorder in the estimated amount of \$217,317.31.

The Recorder Perpetuation Fund will pay for each of these Agreements. Seconded by Jacqueline Rowan and all approved.

MATTER OF HIGHWAY

The plumbing at the office has backed up and Ben is taking care of the issue. Ben received a claim for a cut cable that Knott cut and Jim is sending a letter stating it was Knott at fault and we will wait to see what happens. Ben is working on closing out the 2019 Community Crossings Grant and we will be sending back \$4,175.25 back to the State for coming in under estimated budget. A small discussion took place on the possible bridge going in by the City on Lenore Lane behind Home Depot, Ben will do some research on if the Law requires the county to take ownership or not. There is a good size tree by the Covered Bridge that Ben would like to contract to have removed that the beavers are working on. Don Grogg and Ben also discussed Justin Baldwin's property at 6726 CR 11A where the trees have fallen down on his garage and if they should be contracted to have them removed. A small discussion took place as to whether who is liable when the downed tree is an "Act of God" or not. Ben handed out information he received from LTAP on crash data for DeKalb County.

MATTER OF SURVEYOR'S OFFICE BENEFIT DISCUSSION

Philip Bremer from the Surveyor's Office was in to speak with the Commissioners on his proposal of the County owing him more days off because the County has taken away Comp Time, two Holidays and Sick days. Philip says if he does not get the proposed days he is requesting then he will leave the office and go home and start looking for another job. Don Grogg made it clear he does not like threats to begin with. The Commissioners all 3 stated they do not agree with his proposal and will not authorize any additional PTO time to Philip.

MATTER OF COURTHOUSE SECURITY AND THE ASSESSOR

Sheila Stonebraker was in to discuss a situation at the security cube last week. She noticed there was an elderly man that was leaning/sitting on the corner of the wooden box inside the vestibule and had a cane. Shelia was on the East side of the courthouse, witnessed the man slowly walking around the East side of the courthouse, and asked him if she could help him to his vehicle. The man looked at her with tears in his eyes and said they would not let him in because he had a cell phone and he was going to put it in his car and would drive around until there was a parking spot available on the North side of the courthouse. Shelia was very upset and not happy that this happened to a patron that clearly was struggling. Jackie explained they have discussed providing locked cubicles to allow the public to put their belongings in for the elderly or handicapped that may not be able to return to their vehicle. Don then explained that phones are federally not allowed in the courtrooms, as they may be able to use them as a recording device, for taking photographs, and can be made into a 22 pistol. Sandi Wilcox believes that cellphones should be reconsidered because they are not only for communication but also used for medical needs. William Hartman feels that until there are lockers that Security needs to be more compassionate to the Elderly and Handicapped so another incident does not happen. William Hartman also can see both sides of allowing and not allowing cell phones. Sheriff Cserep spoke on facts, that our security is the least cumbersome of the Courthouse systems currently being used. Sheriff Cserep stated that TRUE a cellphone could be made into a harmful device. Sheriff Cserep also stated that the biggest reason for the no cell phone policy is that two times this year patrons were live streaming in the courtrooms. Sheriff Cserep also stated that the Security Officers are here to assist for anyone who needs help, whether it be the elderly and handicapped, or employees coming in with food to share, or anyone else that needs assistance. Jared Ulrick spoke with Marcia Linsky, a Prosecuting Attorney from Fort Wayne on how the employees enter in Allen County. Marcia stated that in Allen County employees enter in the same manner thru the civilian door as we do here. Shelia ended the conversation that she feels we are to be public servants and it is hard to serve when the patrons have to go through the system that is in force. Don Grogg feels we are in the right direction and it is hard for people to get used to change. Jackie feels we need to get the cubicles to help hold items. Sandi Wilcox suggested possibly posting signs closer to the parking spots with the no cellphones, etc. to try to ward off the need of people having to return to their cars to place items that are not allowed. Shelia stated that employees in Steuben County are allowed to enter in a separate door or go around their security system. Jim McCanna stated that disgruntled employees are just as threatening as non-employees are and he is accepting of all employees being screened. Sheila feels the Security Officers need to feel they have the ability to make a decision on individual basis. Sheriff Cserep stated for the record that he is more than happy and pleased with the way his Deputies are handling the behavior and management of the system. Don Grogg agrees with the Sheriffs statement. Sandi and Shelia also agree that the staff is doing what they are told but still feel the security needs to be relaxed on the cellphones. Sandi ended that they would continue to bring the issues in front of the Commissioners as they arise. Sheriff did ask Mark Barklay about an x-ray machine and that would run about \$26,000 for a base model machine, more information will be coming.

MATTER OF COUNCIL ON AGING

Meq Zenk was in to get the Finalized Vehicle Contract approved and signed for the Council on Aging purchase of a Low Floor Minivan for \$40,001.00.

William Hartman made a motion to approve and for the president to sign the INDOT 5339 Motor Vehicle Purchase Agreement for one Low Floor Minivan priced at \$40,001.00 as detailed out on the QPA # 15273 Price Form. Seconded by Jacqueline Rowan, and all approved.

Meg Zenk said they are appointing Dale Hummer to the Council of Aging Board as the Commissioner representative.

MATTER OF MINUTES

William Hartman made a motion to approve minutes with amendments dated December 9, 2019. Jacqueline Rowan seconded and all approved.

MATTER OF CLAIMS

William Hartman made a motion to approve Special Claims consisting of warrant #'s 129881 thru 129887 in the amount of \$11,039.22 and wire transfer #'s 13688 thru 13690 in the amount of \$397.22 for the week of December 11th and General claims consisting of warrant #'s 129888 thru 129946 in the amount of \$104,339.92 and wire transfer #'s 13691 thru 13789 in the amount of \$2,181,012.38 for the December 16th claim run. Seconded by Jacqueline Rowan and all approve.

MATTER OF TRAVEL REQUESTS

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

- 1) Josh Byanski to travel to Indianapolis on Dec. 8th -11th to attend the 2019 Winter Conference. Estimated cost of \$119.00 to be paid from the State Called Meeting Account.
- 2) Michael Kline to travel to Fort Wayne on Jan. 2nd, 23rd & 24th to attend ISPLS Annual Convention. Estimated cost of \$412.72 to be paid for from the County Elected Officials Training Fund.

Seconded by William Hartman, and all approved.

MATTER OF PAYROLL

Jacqueline Rowan made a motion to approve payroll for the period November 26th – December 9th, 2019. William Hartman seconded, and all approved.

MATTER OF K9 DAYS EARNED

Auditor, Jan Bauman discussed the topic of K-9 days earned in the Sheriff Department and Community Corrections so that we do not end up with another 'unknown' policy lingering. Jan asked if the Commissioners wanted to put this in the handbook or by ordinance to prevent the changing or modifications by departments. The Commissioners agree this topic should be included in the handbook and Jan Bauman will discuss with HR.

MATTER OF CREDIT CARD POLICY

Auditor, Jan Bauman discussed the current issues that are occurring with credit card purchases. Jan would like to add into the credit card policy information about only emergency services being approved for credit card use but not all service purchases. Jan also brought to the Commissioners attention the over-use of the credit cards by departments for purchases not related to travel to get the spending under control. She would also like to add verbiage on the ability to rescind cards with continual use against the Credit Card Policy, the Commissioners all agree.

MATTER OF STEVEN ROSS PROPERTY PURCHASED AT

Jacqueline Rowan made a motion for the Auditors office to issue the Tax Deed to Steven Ross for parcel 01-09-14-200-004 that was purchased at the 2018 Commissioners Sale held 3/29/2019. This parcel was erroneously sold due to a Transfer Department error from years ago. The Commissioners are accepting of deeding the property to Mr. Ross with the knowledge that he followed all the Certificate Sale parameters correctly and we have a signed order from the Judge acknowledging the validity of the processes followed. William Hartman seconded and all approved.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: IPEP Awards, Travel inside Auburn logistics, Environmental Phase 1, fence along trail issue, RDC-TIF Area, and Energy Proposal Discussion.

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____
Jan Bauman, Auditor