

DEKALB COUNTY COMMISSIONERS' MEETING

April 24, 2023

Commissioners Present: President William L Hartman
Vice President Michael Watson
Vice President Todd Sanderson, via Zoom

Others Present: Auditor Susan Sleeper
Deputy Auditor Jody Wiedenhoeft
Attorney Andrew Kruse

MATTER OF HUMAN RESOURCES

Jack Smith was in attendance to discuss staffing needs as a long time employee is retiring. Jack explained that IT has had a part time employee that has been working with the department and as courtesy to the Commissioners, Jack is letting them know that Logan will be filling the full time position when Jim Baxter retires. Jack also explained that Carolyn's position has been updated to better represent her position and was approved via the Job Classification Committee. Jack would like to create a position as 'help desk administrator' that would take the calls and try to resolve the issue and if they are not able to then the issue would be moved up the chain of command to be resolved. Dotty explained she had talked to many of the Universities about possibly getting an intern to fill the part time position for a while to see what will come about.

Dotty moved on to discuss recruitment around the County. Next, she discussed worker's comp. claims. Then, Dotty gave an insurance update: marketing fully insured and self-funded options to five third party administrators along with marketing the stop-loss and rate caps as well as quoting dental and vision with comparable plans as well as adding to the policy. Commissioner Watson discussed briefly about the Health Clinic and once the contract is signed, the County could be part of the clinic in 30 days. This clinic is owned by Lutheran Health Network and located on the DeKalb Central Campus. Dotty expressed that it would be very nice have the clinic option available with a self-funded insurance possibly being instituted. Dotty gave an update on the cybersecurity policy acknowledgments that she is still waiting to be submitted.

MATTER OF RESOLUTION 2023-R-7

Michael Watson made a motion to approve and all to sign Resolution 2023-R-7: A Resolution of the Board of Commissioners of the County of DeKalb County, Indiana Appointing the ADA Coordinator as Dotty Miller. William Hartman seconded and motion passed.

Todd Sanderson: aye
Michael Watson: aye
William Hartman: aye

MATTER OF COUNTY COUNCIL ORDINANCE 20233-OCC-3

Michael Watson made a motion to approve and all to sign the DeKalb County Council Ordinance 2023-OCC-3: An Ordinance Authorizing the Issuance of Local Income Tax Revenue Bonds of 2023 (Tax-Backed) for the Purpose of Providing Funds for the Acquisition, Construction and Installation of a New County Highway Garage and Addressing Other Matters Connected Therewith. Todd Sanderson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF AUDITOR SIGNATURE AS SECRETARY FOR COMMISSIONERS

Michael Watson motioned to approve the Auditor or designee to sign meeting documents for a member who is attending the meeting remotely and note the member is remote. Todd Sanderson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF APPROVAL DCCC GRANT FOR 2024

Michelle Fosnaugh explained they are going to ask for additional funds from the state this year, she is unsure if they will receive it and still needs to be practical. Increase expenses for 2024: drug screens, equipment leasing, software maintenance of HVAC system, fire inspections, utilities, and training.

Michael Watson made a motion to sign the CY 2024 DeKalb County Community Corrections and Probation Grant Application Letter of Support. Todd Sanderson seconded and motion passed

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF DART FIRST QUARTER UPDATE

Executive Director Tracy Bell and DCCOA Board Member Rod Knox attended the meeting to give an update on the First Quarter of 2023 and to seek approval to file the CY 2024 grant for operations and projects to INDOT.

1) Review of Past Quarter DCCOA

- Consistent with our employees still with 15 part-time DART drivers
- Compliance review began April 21st with INDOT. This happens every 4 years and last was done in 2019. Reminder that INDOT will required site visit on Wednesday, July 26th with 1 Commissioner to be present. I will let you know time as soon as received.
- 2 low-floor minivans expected delivered June-August of 2023. Still waiting on medium transit vehicle.
- Requesting in 2024 funding for 1 low-floor mini and 1 medium transit.

- Estimated capital project cost: \$186,593 – the federal match of \$149,275 is covered by the #5311/5339 grant with the Dekalb Co. Council on Aging being responsible for the local match of \$37,318.
- How we get those funds – asking for increase from all areas since we have not asked in past 5 years with costs rising.

2) **Quarterly Invoice to INDOT for 1st Quarter of Operations of CY 2023**

- Expense Report – 1st Quarter Transportation Invoices
- FARE totals – Income Report
- Passenger Trips: 4,790 trips in 1st Quarter (1621 Jan, 1501 Feb, 1668 March)
Trips are UP from the last two quarters which was 4,379 in Q4 of 2022 and 4,444 in Q3. Jenese & I have been doing a lot of marketing and talking to groups for this!
- Need 1st Quarter invoice signed – 5311 Rural Transit.

Michael Watson made a motion to approve and the president to sign the First Quarter 2023 invoices and submit to INDOT for the amounts listed below.

Rural Transit Grant-5311 Operating: \$46,636 Federal Funds \$23,318 State Funds

Cares Grant-Operating: \$38,475 Federal Funds

Todd Sanderson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF DART CY2024 GRANT SUBMISSION: RESOLUTION 2023-R-8

Michael Watson made a motion to approve and the president to sign the following documents for the 2024 DART Grant submission due on April 28, 2023.

- Certification of Use and Project Equipment and Facilities
- Categorical Exclusion Classification of Capital Projects Checklist
- Authorizing **Resolution 2023-R-8**: authorizing the filing of CY2024 application for a grant under Section 5331/5339 of Federal Transit Act.

-Special Section 5333 (b) Warranty List of Public Transportation Providers & Labor Unions

- Local Financial Certification and Assurances
- Section 531/5339 Pass-through Agreement
- Certifications and Assurances Required of Every Applicant, Public Transportation Agency Safety Plans, Tax Liability and Felony Convictions, Lobbying, Private Sector Protections, Transit Asset Management Plan, Rolling Stock Buy America Reviews and Bus Testing, Urbanized Area Formula Grants Program, Formula Grants for Rural Areas, Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program, Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs, Enhanced Mobility of Seniors and Individuals with Disabilities Programs, State of Good Repair Grants, Infrastructure Finance Programs, Alcohol and Controlled Substances Testing, Rail Safety Training and Oversight, Demand Responsive Service, Interest and Financing Costs, Cybersecurity Certification for Rail Rolling Stock and

Operations, Public Transportation on Indian Reservations Formula and Discretionary Program (Tribal Transit Programs), and Emergency Relief Program.
Todd Sanderson seconded and motion passed.

Todd Sanderson: aye
Michael Watson: aye
William Hartman: aye

MATTER OF THE READING OF H. CHARLES (CHARLIE) WINANS MEMORIAL

The Commissioners read the memorial to all during the pledge, this Joint Resolution of the DeKalb County Commissioners Resolution 2023-R-6: DCC 4-1-3-38 and DeKalb County Council Resolution 2023-RCC-4 was on April 10th and April 11th by the bodies and was made a Record of Dekalb Co. with #202301648.

MATTER OF HIGHWAY ANNUAL FINANCIAL REPORT

Michael Watson made a motion to approve and all to sign the 2022 Annual Operation Report for Local Roads, Streets, and Bridges for submission. Todd Sanderson seconded and motion passed.

Todd Sanderson: aye
Michael Watson: aye
William Hartman: aye

MATTER OF CR 54 REQUEST FOR QUOTES

Ben has put together a Request for Quotes for Full Depth Reclamation with cement on County Road 54, between county Road 17 and Garrett City Limits. Quotes would be due by May 8, 2023 at the DeKalb County Highway Department and to be opened at the May 8th Commissioners Meeting at approximately 10:30 a.m.

Michael Watson approved and all to sign the RFQ for County Road 54. Todd Sanderson seconded and motion passed.

**Todd Sanderson: aye
Michael Watson: aye
William Hartman: aye**

MATTER OF HIGHWAY

Ben discussed the purchasing a new forklift and Commissioner Sanderson commented that he could not find a used one for a discount worth enough to not have the warranty on a new one.

Todd Sanderson made a motion to approve the purchase of the Toyota Internal Combustion Lift Truck Model 50-8FGU32 in the amount of \$49,911. Michael Watson seconded and motion passed.

Next, Ben announced the pipe on Cr 43 has arrived and the crew is finishing putting it together today and it should be finished this week. The bridge deck on CR 60 was poured on Thursday (Bridge #9).

Ben informed the Commissioners that his longtime employee that retired a year ago Dennis Ferguson has lost his battle with Cancer last week.

MATTER OF PAYROLL

Michael Watson made a motion to approve payroll for the period of Mar. 26-Apr. 8. 2023 that was pre-approved by Michael Watson due the Regular Commissioners meeting being cancelled. Todd Sanderson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF MINUTES

Todd Sanderson made the motion to approve the minutes as dated April 10, 2023. Michael Watson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF CLAIMS

Michael Watson made a motion to approve Special Claims consisting of warrant #134156 thru 134157 in the amount of \$10,240.72 that were processed on April 17, 2023 and General Claims consisting of warrant #'s 134160 thru 134163 in the amount of \$709.80 and wire transfer #'s 24300 thru 24409 in the amount of \$717,800.64 processed on April 24, 2023. Todd Sanderson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF TRAVEL REQUESTS

Todd Sanderson made a motion to approve the following travel requests:

- 1) Mike Watson to attend Mayors & Commissioners Caucus Meeting held April 19th at the Noble County Annex. Estimated cost of \$22.10.
- 2) Dave Myers to attend APCO Fire Dispatch Panel held April 24th at Hendricks County Commissioners Center in Plainfield. Estimated cost of \$162.00
- 3) Deputy Dakota Snyder to attend Entrance Testing for ILEA Academy held April 24th at ILEA Academy in Plainfield. Estimated cost of \$98.00
- 4) Effie Campbell to attend Cyber Escape Room held April 25th at Subaru of Indiana Automotive, Inc. Training and Reception Center in Lafayette. Estimated cost of \$139.00.
- 5) Sheila Stonebraker & Tammy Warstler to attend NE District Assessor's Meeting held April 26th at Back 40 Junction in Decatur. Estimated cost of \$50.00.
- 6) Angela Sorg to attend HHS Annual Update held April 26th-27th at Purdue University in West Lafayette. Estimated cost of \$131.00.
- 7) Savannah Willhelm, Katlyn Rutowski, & Brittany Preston to attend Probation Officers Exam held May 4th at IDCS Indianapolis. Estimated cost of \$0.00.
- 8) Jonnie LaRowe & Johanna Scott to attend Basic Defense Techniques held May 8th at the Lafayette Police Department. Estimated cost of \$336.00.
- 9) Don Shively to attend IPAC Spring Seminar held May 19th at Marriott Indianapolis North. Estimated cost of \$633.00.

- 10) Kelly Morris to attend IPAC Spring Seminar held May 19th at Marriott Indianapolis North. Estimated cost of \$633.00.
- 11) Boni Crider to attend Justice Services Conference held May 22nd at the Indiana Convention Center, Indianapolis. Estimated cost of \$187.00.
- 12) Quentin Young to attend Justice Services Conference held May 22nd-May 24th at the Indiana Convention Center, Indianapolis. Estimated cost of \$943.00.
- 13) Johanna Scott to attend Justice Services Conference held May 22nd-May 24th at the Indiana Convention Center, Indianapolis. Estimated cost of \$573.00.
- 14) Bailee Grayless & Jonnie LaRowe to attend Justice Services Conference held May 22nd-May 24th at the Indiana Convention Center, Indianapolis. Estimated cost of \$1,197.00.
- 15) Ryan Hull to attend Justice Services Conference held May 22nd-May 24th at the Indiana Convention Center, Indianapolis. Estimated cost of \$816.00.
- 16) Michael Lewis to attend Justice Services Conference held May 23rd-May 24th at the Indiana Convention Center, Indianapolis. Estimated cost of \$418.00.
- 17) Sandi Wilcox & Joni Humbarger to attend Auditor Conference-treasurer invitation held on May 17th in Plymouth. Estimated cost of \$95.00.
- 18) Sandi Wilcox & Joni Humbarger to attend AIC District Meeting held May 24th at the ACD Museum. Estimated cost \$90.00 for registration only.
- 19) Jennie Short to attend the 2023 David Avolt Inservice Training held Jun 22nd-June 24th at the Sheraton Hotel Keystone, Indianapolis. Estimated cost \$133.50.
- 20) Michael Gerber, William Harter, Chad Brenneke & Nilah Cather to attend the 2023 David Avolt Inservice Training held June 22nd-June 24th at the Sheraton Hotel Keystone, Indianapolis. Estimated cost \$927.00.
- 21) Sandi Wilcox & Joni Humbarger to attend the Annual Treasurer Conference held August 1st-August 3rd at the Indiana Memorial Union Conference Center, Bloomington. Estimated cost \$1,312.00.

Michael Watson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF NALOXONE BOX

Todd Sanderson made a motion to allow the Health Department to attain a NaloxBox and place at the front door of the Health Department. Michael Watson seconded and motion passed.

Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

MATTER OF OTHER DISCUSSION

Topics include: Buggy Plates update, County Home drain work by Kelly Casselman paid with ARPA funds allocated, County Home shower work by Frank Nester, and appointment to Poke Bache Taskforce needed.

MATTER OF POKE BACHE TASKFORCE

Todd Sanderson made a motion to appoint Michael Watson as the Commissioners appointment to the Poke Bache Taskforce for a term of one year. William Hartman seconded and motion passed.


Todd Sanderson: aye

Michael Watson: aye

William Hartman: aye

EXECUTIVE SESSION BEGAN AT 10:45 A.M.

The Commissioners met in Executive Session as noticed beginning at 10:45 in accordance with IC 5-14-1.5-6.1(b)(4). No decisions were made and no other matters were discussed. The Executive Session concluded at 11:30 a.m.



William L. Hartman – President




Michael Watson – Vice President



Todd Sanderson – Vice President

Attest:



Susan Sleeper, Auditor