

DEKALB COUNTY COMMISSIONERS' MEETING

March 2, 2020

Commissioners Present: President William L. Hartman
Vice President Jacqueline R. Rowan

Others Present: Auditor Jan Bauman
Attorney James P McCanna

Absent: Vice President Donald D. Grogg

MATTER OF HIGHWAY

Ben Parker informed the Commissioners that he found out that he is supposed to be the signatory on the LPA Invoice Vouchers, rather than the Commissioners, so he will no longer need to bring those unless the Commissioners want him to.

Attorney McCanna had send a letter to Mr. Schmucker that he had 20 days from the date of the letter (2-12-2020) to remove the unauthorized driveway. That will be tomorrow. The drive is still installed at the Schmucker residence. The Commissioners would like to pursue action against Mr. Schmucker through the court system. The end result could be a lien against Mr. Schmucker's property for the County to remove the driveway.

Mr. Parker said he really likes the option of a big box culvert that was one of the proposed ideas for replacement of Bridge #46. Right-of-way is 75 feet on either side. BF&S was the only vendor that submitted a proposal for engineering services. The proposal for the project had a range of \$94,000-\$113,000. The Commissioners believe the proposal range is a little high and would like to know if it is negotiable. Bill Hartman and Ben Parker would like to meet with Toby Steffen to talk about this before accepting the bid.

Bill Hartman thinks a roundabout at the CR 39/CR 00 North intersection may be a better option rather than a realignment of the intersection. Because Steuben County has jurisdiction over 3 of the 4 points of entry into the intersection, they will have financial responsibility for the corrections.

Mr. Parker hopes the Redevelopment Commission would consider helping more with the extra costs for County Road 56.

MATTER OF ALLIANCE INDUSTRIES

Don Chaffin thanked the Commissioners for the funds allocated to Alliance Industries on an annual basis. Alliance Industries employs those with developmental disabilities. Some of the funds will be used for a vehicle so deliveries can be made when needed. Things have been exciting for Alliance Industries. They anticipate being able to expand the physical building and increase services and employment. Currently 37 people with disabilities are employed. Mr. Chaffin would love to get board members from the Butler area, and possibly with the school. He says Alliance Industries is located in Garrett, but they serve all of DeKalb County. And, they are a support to not only the employees, but to the employees' families.

MATTER OF CLAIMS

Jacqueline Rowan made a motion to approve Special Claims for the week of March 2, 2020, and Payroll and Bookkeeper Claims for the month of February 2020. William Hartman seconded, and all approved.

MATTER OF TRAVEL REQUESTS

Jacqueline Rowan made a motion to approve the travel request for Carma Johnson (Health) to travel to Plainfield April 14-15 for Pink Book Training 2020. Estimated cost of \$214 to be paid from department travel. William Hartman seconded, and all approved.

MATTER OF QUALITY CORRECTIONAL CARE CONTRACT

Jacqueline Rowan made a motion to approve the DeKalb County Jail Health Care Service Contract with Quality Correctional Care for an annual amount of \$163,747.97. William Hartman seconded, and all approved. The contract shall automatically renew with the same terms and conditions for an additional twelve months unless either party gives written notice per contract terms.

MATTER OF JOINT DEKALB-STEUBEN COMMISSIONERS' MEETING

The DeKalb County Commissioners will meet in a joint session with the Steuben County Commissioners on Tuesday March 17th, at 9:00 a.m. in the Commissioners Room of the Community Center in Angola to discuss the intersection at County Road 00 North and County Road 39 (otherwise known as 800 South and Old US 27 in Steuben County).

MATTER OF NOMINATION TO DEKALB CO ECONOMIC DEVELOPMENT COMMISSION

Jacqueline Rowan made a motion to appoint Mike Shuherk as the Commissioners' appointment to the DeKalb County Economic Development Commission for a three-year term, Mike Watson as the Auburn City appointment for a one-year term, and Ron Walter as the DeKalb County Council appointment for a two-year term. William Hartman seconded, and all approved. This Commission has been dormant for quite some time. The actual beginning and ending dates have not yet been determined but will be within the next couple of weeks per Attorney Jim McCanna, who is reviving the Commission for business that needs to be done by the Commission prior to the April 6th Council meeting. Economic Development Commission revenue bonds are utilized to raise private funding to take the obligation off the County.

MATTER OF RESOLUTION NO 2020-R-5, UDO #61, REZONING OF 3210 CR 00 N, ASHLEY

Jacqueline Rowan made a motion to approve Resolution 2020-R-5, UDO #61, Zone Map Amendment Located on 3210 County Road 00 N, Ashley, Indiana, rezoning from A2-Agricultural to I2-Low Intensity Industrial. Second by William Hartman, and all approved. It received a favorable recommendation from the Plan Commission on February 19, 2020.

MATTER OF RESOLUTION NO 2020-R-6, UDO # 62, RE: WINTER MAINTENANCE

Jacqueline Rowan motioned to approve Resolution No. 2020-R-6, UDO #62, An Ordinance Amending the DeKalb County Unified Development Ordinance. William Hartman seconded, and all approved. This changes the language in the General Covenant Standards section for Winter Maintenance and is to be used when a subdivision has an internal street that is dedicated to the County.

MATTER OF RESOLUTION NO. 2020-R-7, UDO #63, RE: AUTOCAD FILES

Jacqueline Rowan motioned to approve Resolution No. 2020-R-7, UDO #63, An Ordinance Amending the DeKalb County Unified Development Ordinance. William Hartman seconded, and all approved. This requires all subdivisions and development plans to be submitted in an electronic format in the form of Computer Aided Drafting (CAD) files to be imported into the County's GIS in addition to the hard copy/written format.

MATTER OF PERMISSION TO PURCHASE PERMITTING SOFTWARE

Chris Gaumer would like to purchase new permitting software. He has sought quotes from three vendors. He has checked with I.T. to review what they want to implement. Mr. Gaumer will be requesting \$38,000 from Council to get the contract started, and then next year it will cost \$12,000 for renewal. The receipt numbers are auto-generated. The system is cloud based. It will make things more customer friendly by allowing permitting to be done online. Jacqueline Rowan made the motion that the Commissioners support his purchase of new permitting software. William Hartman seconded, and all approved.

MATTER OF UPCOMING DEPARTURES FROM PLAN COMMISSION AND BZA

Chris Gaumer informed the Commissioners that there are some upcoming departures from both the Plan Commission and BZA. He wants to know if the Commissioners would like for him to bring them names of replacement candidates, or if they would rather he stay out of the process. The Commissioners would like to have some names brought to them for a starting point.

MATTER OF FENCE ON COUNTY PROPERTY INVOLVING WATERLOO TRAIL AREA

Jacqueline Rowan made a motion to allow Jim McCanna to tell Amy Schweitzer that the Commissioners are fine with the fence being on County property (Waterloo Trail/Fawn Creek/Sculpture). William Hartman seconded, and all approved.

MATTER OF 2020 DEKALB AREA RURAL TRANSIT (DART) PROGRAM REVIEW

Commissioners' appointed Board Member Dale Hummer commended the Heimach Center for the services it provides to the Community, and he thanked the Commissioners for everything they do.

Meg Zenk explained how they had their DART compliance review and had some findings that need to be addressed. There was only one deficiency broken into two parts, and a couple of advisory comments. Ms. Zenk provided a detailed report of Compliance Findings for each of the Commissioners. She explained each and how they have been corrected. **EEOC Statement not in every vehicle:** A statement has been posted in the vehicles for which it was missing. **Wages:** a 3% increase was approved in December for 2020. **Oil Changes:** The Board decided to stay with their oil changes every 5,000 miles rather than the recommended 3,000 miles. **Posting Title VI Notice:** It has been posted in the courthouse on the 1st floor bulletin board. **Procurements or Contracts exceeding \$25,000:** There are none, however, the County's DART program must be registered with SAM. **Program Review:** the Commissioners are supposed to review documentation such as invoices, fares, etc., on a quarterly basis and do site visits on an annual basis to inspect the vehicles. Ms. Zenk has created a DeKalb Area Rural Transit Program Review Form that she will submit to the Commissioners on a quarterly basis. This review form will indicate:

- Compliance with Federal Statutes 2 CFR 200.331(b)(1-4)
- Review of Operating Budget
- Funding Expended Appropriately
- Quarterly Claims Submission

Review of Invoices/Fare Collection
Vehicles Used Within Grant Guidelines
Review of Maintenance Records
Site Visit
Liability/Property Insurance
Labor 5333(b) Warranty Displayed
No Employment Discrimination
Review of ADA Procedures
Review of Staff ADA Training Records
Board Approved Title VI Plan
Title VI Plan Submitted to INDOT
Additional Comments

President Hartman asked how DeKalb County rates on fares among the surrounding counties. DeKalb is among the most reasonable. If rates increase, services will bottom out because it will be too expensive.

Jacqueline Rowan made a motion to approve the review tool for the 2020 DeKalb Area Rural Transit Program Review by the DeKalb County Commissioners. William Hartman seconded, and all approved.

The Commissioners will do an onsite assessment once per year in June or July.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: Aleve purchased for first aid kit and liability insurance; masks for employees and/or courthouse entrance; the large gathering of people in the Rotunda waiting to see the Prosecutor on Mondays; State mileage rate change to 39 cents per mile which changes the County's mileage reimbursement rate to 44 cents; and possibly having the Highway Department eventually service all County vehicles once they are at a new location and have a vehicle lift.

William L. Hartman - President

Donald D. Grogg – Vice President

Jacqueline R. Rowan – Vice President

Attest:

Jan Bauman, Auditor