

## DEKALB COUNTY COMMISSIONERS' MEETING

March 23, 2020

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

Others Present:                   Auditor Jan Bauman  
                                          Attorney James P McCanna

### **MATTER OF CLAIMS**

Jacqueline Rowan made a motion to approve Special Claims for the week of March 23, 2020, and General Claims consisting of warrant #130414 thru 130454 in the amount of \$30,513.90, and wire transfer #14439 through 14538 in the amount of \$353,036.00. Donald Grogg seconded, and all approved.

### **MATTER OF HUMAN RESOURCES**

HR met with Parkview DeKalb last week to solidify the Worker's Comp process for employees to follow should they have a work-related injury. Everything is staying the same except Lauren Dietsch is the primary contact instead of Dotty Miller.

There was discussion about the new federal requirements in the Families First Coronavirus Response Act. There are two parts to it: Emergency Paid Sick Leave and Emergency Family and Medical leave Expansion Act. Jason Meek said President Trump enacted the Stafford Act, so the County does not need to declare an emergency on the local level for the Commissioners to enact policies. Ms. Miller had sent Jim McCanna a draft COVID-19 policy for DeKalb County for review, and he was fine with the draft. Ms. Miller is creating a form for employees to use when requesting the Emergency Paid Sick Leave.

For the Emergency Family Medical Leave Act, Susan Sleeper explained wages are budgeted. So do we pay regular pay now and get reimbursed what we can at the end or follow the minimum 2/3 pay guideline?

Donald Grogg questioned if all employees use PTO or PTO Repository and the County gets reimbursement for those, if those used days should be reinstated to the employee. William Hartman didn't think the PTO Repository should be reinstated, but regular PTO should be.

There was also discussion about essential and non-essential employees and the fact that the Governor could mandate businesses be closed. President Hartman suggested perhaps the County could go to 4, 8-hour work days to reduce exposure. Citizen Kevin Webb said he feels this is just the start and the Commissioners should take action now.

### **MATTER OF XEROX MACHINES**

A Xerox desk-top printer in the Prosecutor's Office can go on the cost per copy plan. Jeff Bassett said after doing a cost analysis, it will be less expensive in the long run to have the printer on the plan. The cost per copy plan includes everything that goes into the printer except for paper, and if the printer fails, Xerox will repair or replace the machine. Donald Grogg made a motion that the Prosecutor's printer be added to the cost per copy plan and that the Commissioners retain control over the printer. Jacqueline Rowan seconded, and all approved.

## **MATTER OF CORONAVIRUS**

Jason Meek gave an update on what is happening in the State of Indiana regarding the Coronavirus. The primary concern is the public health and safety of citizens and first responders. There is a series of cascading events – financial, scare, anxiety, keeping businesses open, etc. We are still at the mercy of the Governor and what he enacts. PPE needs for the County were sent in on Friday. This would be masks, gloves, and eye protection. The Health Department is working with and on behalf of the local hospital and long term care facilities. Mr. Meek and Gabe Creech are preparing the Emergency Operations Center (EOC) so it is ready when it needs to be activated.

Donald Grogg moved to allow Mr. Creech to go from working 16 hours per week to 24 hours per week indefinitely. Jacqueline Rowan seconded, and all approved. It is in the budget, and 50% will be reimbursed from the State.

The Parkview walk-in clinic has been converted to a COVID-19 triage unit. Testing is done only if one has a fever, cough, and difficulty breathing to the point of needing to be hospitalized. The Health Department has added links and phone numbers on their web page as resources to the public. The Health Department is in charge of supplies for long-term care facilities. The Health Department can keep up on what is happening with all of the hospitals and long-term care facilities on a web site they have access to. The Health Department has been inundated with phone calls.

Some counties have issued travel restrictions even though the Governor hasn't enacted them. Mr. Meek is not sensing anxiety yet from the public. He believes that will drive what the Governor decides to do.

Homeland Security and the Health Department are trying to keep the public as well informed as possible so the rumor mill won't take over.

## **MATTER OF LED LIGHT BULBS FOR COURTHOUSE**

The County is replacing all of the round lights with LED light bulbs. Ace Hardware's bid was \$4.59, and Kendall Electric's was \$2.98 per bulb. Larry Lane would like to order 400. Donald Grogg made a motion to authorize Larry Lane to purchase LED light bulbs from Kendall Electric and to pay for it out of LITED #62. Mr. Lane will also get prices for LED light bulbs for the courts since they take a different size.

## **MATTER OF QUALITY CORRECTIONAL CARE CONTRACT**

Sheriff Cserep, Auditor Bauman, and Jim McCanna discussed the verbiage of Section 3.6 of the Quality Correctional Care contract and that it conveys financial responsibility of the first \$15,000 of off-site pool costs are QCC's. Jim McCanna would like the wording of the contract to be changed to convey the "spirit" of the contract, which is that the County will supply \$15,000 for QCC to use to pay providers directly after negotiating lower prices for services on behalf of the County.

## **MATTER OF MINUTES**

Donald Grogg made a motion to approve the minutes dated February 24, 2020, since only Mr. Grogg and Mr. Hartman were in attendance. William Hartman seconded, and all approved. Jacqueline Rowan made a motion to approve minutes dated March 16, 2020. William Hartman seconded, and all approved.

### **MATTER OF PAYROLL**

Donald Grogg made a motion to approve payroll for the period March 3-16, 2020. Jacqueline Rowan seconded, and all approved.

### **MATTER OF COUNTY HOME REPORT**

Donald Grogg made a motion to accept the County Home Report for February 2020. Jacqueline Rowan seconded, and all approved.

### **MATTER OF SEPTIC ISSUES**

Allen Haynes wanted to follow up on the idea of creating a regional sewer district. Mr. Grogg said that he would like to get more information on the company that had presented the idea of a regional sewer district to the Commissioners. Mr. Hartman doesn't know how much money it will cost the County to get one up and running. He wants to make sure it can be self-sustaining. Mr. Hartman also said he thought it would be best to wait until next year with the new administration before starting anything.

There was discussion about notifying homeowners with a series of notifications when they will need to change from their septic system to the city's sewer. There is an option for a waiver for septic systems less than 20 years old. There can be a waiver to renew a septic system every 5 years if it is found to be working properly. The waiver would not transfer to a new homeowner. There are grants and financial assistance available to help homeowners with hook-up fees. There are no public hearings required for sewer hook-ups. All municipalities refer to the County Health Department's septic ordinance. And that ordinance mirrors state regulations.

Another thing that needs to be defined better is what is considered "construction costs."

Rural Development Grants are available but may be limited to people with low incomes. Another option is to pay over time through the municipality via property taxes.

A lot has been learned from problems with sewer projects that have already taken place in DeKalb County. Those problems are trying to be addressed so they do not occur with future projects.

### **MATTER OF MOWING AT THE DOC COLEMAN LANDING**

Donald Grogg made a motion to allow mowing as necessary in 2020 at the Doc Coleman Landing and to pay it from LITED #45. Jacqueline Rowan seconded, and all approved.

### **MATTER OF HIGHWAY**

Ben Parker brought pricing for solar flashing lights for the DeKalb High School; the cost would be \$15,000 for two flashers. Commissioner Grogg asked if it would be more economical to hook into the electric if stop lights already need to be installed out there. Kevin Webb added that electric lights are much brighter than solar. The City of Auburn has both.

President Hartman and Ben Parker met with BF&S about their proposal for Bridge #46 engineering. The original bid was \$94,000-\$113,000. Taking right-of-way costs out as well as the reduction of construction inspection and survey costs would bring expected costs down to \$60,000-\$70,000 for engineering Bridge #46. BF&S will draw up a revised proposal. It is Mr. Parker's recommendation that the Commissioners accept the proposal. The total cost of replacing the bridge will be approximately \$400,000.

Mr. Parker would like to do a microsurfacing project on County Road 11-A from County Road 427 to County Road 17 which will cost approximately \$200,000. DeKalb County can do an inter-local agreement with Noble County so DeKalb County can utilize their bidding and vendors. Donald Grogg made a motion to move forward with the interlocal and agreement with Noble County for the microsurfacing project. Jacqueline Rowan seconded, and all approved.

Other Highway discussion topics included revised meeting times, Community Crossings Grant ideas, and the new facility.

**MATTER OF GOVERNOR’S ADDRESS**

The Commissioners watched the Governor’s live address to the public about Indiana’s response to the Coronavirus.

**MATTER OF EMERGENCY SICK LEAVE FOR EMPLOYEES DUE TO CORONAVIRUS**

Donald Grogg made a motion to give all employees 2 weeks paid emergency sick leave retroactive on March 16, then after each employee’s 2-week period (“normal” work week), they will have to use their PTO Repository time, and it will need to be proven that they do indeed have a hardship, which will be determined on a case-by-case basis. Jacqueline Rowan seconded, and all approved.

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William L. Hartman - President

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Donald D. Grogg – Vice President

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Jacqueline R. Rowan – Vice President

Attest:

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Jan Bauman, Auditor