

DEKALB COUNTY COMMISSIONERS' MEETING

October 12, 2020

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

Others Present: Auditor Jan Bauman
Attorney James P McCanna

Absent: Vice President Jacqueline R. Rowan

MATTER OF EXECUTIVE SESSION

DeKalb County Commissioners met in an executive session beginning at 8:00 a.m. and ending at 8:20 a.m. The executive session took place in Commissioners Court, 2nd floor of the DeKalb County Courthouse, 100 South Main Street, Auburn, Indiana. The purpose of the executive session was “to discuss a job performance evaluation of individual employees.” It is in accordance with IC 5-14-1.5-6.1(b)(9). No other matters were discussed, and no decisions were made.

MATTER OF HUMAN RESOURCES

Dotty Miller asked how the Commissioners would best like her travel request(s) for her Human Resources Association meetings. The Commissioners asked several questions about the dues and whether the dues payment takes care of her meal expense. They also asked about when her assistant may accompany Ms. Miller. The Commissioners would like for Ms. Miller to do a travel request form each time she has a meeting rather than one travel request for all of the meetings.

Weights & Measures Inspector Patrick Grant is learning how he knows when a new scale is installed in DeKalb County that needs to be inspected.

The Commissioners were informed about position openings and changes in staffing.

Other topics covered were: Salary Exempt status; the Central Communications’ “call back” policy discovered as being verbal rather than written; the PERF benefit that employees receive; Dr. Mark Souder’s (Health Department) recommendation for a change to the COVID quarantining protocol;

MATTER OF MINUTES

Donald Grogg made a motion to approve the minutes dated October 5, 2020 with minor adjustments. William Hartman seconded, and all approved.

MATTER OF CLAIMS

Donald Grogg made a motion to approve Special Claims for the week of October 12, 2020, and General Claims consisting of warrant #131133 through #131196 in the amount of \$159,368.10, and wire transfer #16021 through #16096 in the amount of \$192,181.28, as presented. William Hartman seconded, and all approved.

MATTER OF TRAVEL REQUESTS

Donald Grogg made a motion to approve the following travel request:

- 1) Zachary Kerly (Sheriff) to travel to Plainfield November 2nd for his Entrance PT Assessment.
Estimated cost of \$106 to be paid from Commissioners' travel.

Second by William Hartman, and all approved.

MATTER OF 2011 RESOLUTION REGARDING SHERIFF COMMISSARY EXPENDITURES

Auditor Bauman distributed a copy of the 2011 Council Resolution Approving Sheriff Commissary Fund Expenditures. It outlines what types of expenditures may be paid from the Sheriff's Jail Commissary Fund. This fund is managed completely within the Sheriff's Department. The Auditor's Office receives no commissary receipts and also pays no commissary expenditures. The Auditor's Office, Commissioners, and Council receive a semi-annual report from the Sheriff of all receipts and expenditures. The expenditures on the report should be in line with the 2011 Council resolution. One issue that may need to be addressed periodically has to do with Line #21 of Exhibit A, which states the Sheriff's Commissary may be used for "Any purpose that benefits the Sheriff's Department that does not exceed \$500." Commissioner Grogg suggested that since Community Corrections is so new, that amount should be \$100 instead of \$500 if similar guidelines for expenditures are instituted for Community Corrections.

MATTER OF UPDATED CAPITAL ASSET POLICY

Auditor Bauman had included in the Commissioners' meeting packet the proposed 2020 Capital Asset Policy for approval. She had also included the current policy from 2006. Mike Nielsen from Government Fixed Asset Services had met with Auditor Bauman and Judy Smith to go over items he thought needed to be changed in the policy. It is more concise and includes estimated useful life as well as minor but sensitive items.

MATTER OF CARES/COVID FUNDING REIMBURSEMENT FORMS FOR SIGNATURE

Donald Grogg made a motion that the President sign reimbursement request #11 for CARES/COVID funding and for the President to sign. William Hartman seconded, and all approved.

MATTER OF SEPTEMBER 2020 COUNTY HOME REPORT

The Commissioners acknowledge receipt of the September 2020 County Home Report.

MATTER OF HIGHWAY

Ben Parker is going to be sending money back The Community Corrections grant

The new Community Corrections grant application will be for the full \$1,000,000, with the County's portion being \$377,922.52. There is terrible wheel rutting on County Road 19 that Mr. Parker is unsure who might have caused it. The road is not broken yet. He believes it can be fixed, and he is going to do his best to repair it, but it is not guaranteed.

Donald Grogg made a motion to approve the 2020-2 Community Crossings Matching Grant commitment letter for an amount of up to \$377,922.52 for County Road 10, County Road 27, and County Road 19, and for the President to sign. William Hartman seconded, and all approved.

President Hartman found some property on County Road 34 east of Central Dispatch, owned by the FFA that he believes would make a very good location for the Highway Department. It is very close to the center of DeKalb County. It is also outside Auburn's ETJ. Would they be willing to sell the property? Another property that may work is the Flying J property east of I-69. It probably wouldn't be as good of a location as the one on County Road 34.

MATTER OF DRUG FREE DEKALB GRANT REQUEST

Drug Free DeKalb Coordinator Becky Calhoun went through the process of grant approvals for DeKalb County the way she understands it since each county does things differently. DeKalb County Commissioners prefer to sign grant agreements prior to releasing dollars. The following grants are being recommended for approval by Drug Free DeKalb: DeKalb County Community Corrections – drug testing; DeKalb County Central United School District – vaping prevention program; Garrett-Keyser-Butler – random drug testing; Hearten House – drug screens, recovery materials; Serenity House – indigent assistance, drug screens, recovery materials. Donald Grogg motioned to approve the 2020 Grant Requests as they are presented, and that includes three that were tabled by the Local Coordinating Council. William Hartman seconded, and all approved. The grant contracts will be submitted to the Commissioners for the signature soon.

MATTER OF OTHER DISCUSSION

Other discussion topics included: roof repair quotes for 220 East 7th Street and the Holben Building; new jury room will be used for the first time tomorrow; retainage and soft costs for Community Corrections facility; concern about parking at the 220 East 7th Street lot once the new parking garage has been built; possibly canceling the Annual Employee Meeting; septic ordinance; and no purchase agreement or earnest money received yet for 208 East 7th Street;

William L. Hartman – President

Donald D. Grogg – Vice President

Jacqueline R. Rowan – Vice President

Attest:

Jan Bauman, Auditor