

DEKALB COUNTY COMMISSIONERS' MEETING

January 25, 2021

Commissioners Present: President William L. Hartman
Vice President Michael Watson
Vice President Todd Sanderson

Others Present: Auditor Jan Bauman
Attorney James P McCanna

MATTER OF HUMAN RESOURCES

Employee handbooks were distributed to all employees last week. Employees will sign a document acknowledging that they have received and read the handbook. The document will be placed in each employee's record.

An employee mentioned to HR that he believes nieces and nephews should be allowed on the list of people who qualify for an employee to take bereavement time. If relatives by marriage are included, so should nieces and nephews who are blood relatives. The thought behind leaving off nieces and nephews was that if an employee needs to have a day off to attend a funeral for them, PTO time can be used. All relatives were considered at the time, and generous PTO time is available. The Commissioners do not think the policy needs to be changed.

The wellness day with PHP and Parkview will be on February 5th. More and more employees are signing up each year. Results go on the MyChart record that employees' physicians can access.

The Job Classification/Compensation Committee will be meeting next Monday to consider requests regarding the Assessor's deputies, the Treasurer's deputies, the Prosecutor's inspector, and a part time person for the Auditor.

Other HR topics discussed: open and filled positions.

MATTER OF PAYROLL

Michael Watson made a motion to approve payroll for the period January 3-16, 2021. Second by Todd Sanderson, and all approved.

MATTER OF MINUTES

Michael Watson made a motion to approve minutes dated January 18, 2021. William Hartman seconded, and all approved. Todd Sanderson abstained from voting.

MATTER OF CLAIMS

Michael Watson made a motion to approve Special Claims for the week of January 25, 2021. Todd Sanderson seconded, and all approved.

MATTER OF INVOICES FOR PROPERTY APPRAISALS

Todd Sanderson made a motion to pay the appraisals for 303 East Ensley Avenue, Auburn, and 3942 U.S. 6, Waterloo, from Good Valuation out of LITED #24. Michael Watson seconded, and all approved.

MATTER OF TRAVEL REQUESTS

Michael Watson made a motion to approve the following travel request:

- 1) Michael Kline (Surveyor) to attend virtual ISPLS Annual Convention January 13-14, 2021.
Estimated cost of \$385 to be paid from the County Elected Officials Training Fund.

Second by Todd Sanderson, and all approved.

MATTER OF CARPET FOR RED ROOM BEING RENOVATED

Todd Sanderson made a motion to pay for the carpet for the Red Room in the DeKalb County Annex Building out of LITED #62. Michael Watson seconded, and all approved.

Todd Sanderson made a motion pay for the tiles as a Special Claim this week. Michael Watson seconded, and all approved.

MATTER OF JAIL

Loren Bunnell of JUSTCM LLC was invited to discuss their construction management services with the Commissioners today. JUSTCM is considered CMA Plus. Getting involved early in the project is very important. They would work architects and contractors. They are advocates by helping facilitate communication between owners and contractors.

The construction manager and project manager are located in very close proximity to the location of where the new jail will be constructed.

As construction Manager, JUSTCM provides cost validation (cost reconciliation), design options (value engineering driven), scheduling expertise (critical path focused), direct installation (field expertise), and construction management (administrator and QC/cost control).

JUSTCM's project managers show up on the job site every day. That is in the fees. They can keep an eye on how specifications are being carried out on a daily, real-time basis. JUSTCM does not have relationships with the subcontractors and can remain objective. JUSTCM also wants to participate in weekly meetings with the architects. They can look at drawings and find

JUSTCM only takes on a certain amount of work so that they can give their full attention to each project. They are interested in helping DeKalb County not only because they are local, but because they would like to make sure the taxpayers get the most for their dollars.

Mr. Bunnell explained the difference between CMC's and CMA's. He also explained what the Field Techs and Field Managers do.

Mr. Bunnell explained that you can save money by pulling out jail equipment from the jail contract to allow multiple bids for every category. This would be for things such as steel cells, hardware, and communications.

MATTER OF 2021 GAL CONTRACT

Michael Watson made a motion to have all three Commissioners sign the 2021 GAL Contract with Cory Swagger for a monthly compensation of \$3,075. Todd Sanderson seconded, and all approved.

MATTER OF COMMISSIONERS' CERTIFICATE ASSIGNED TO THE CITY OF GARRETT

Todd Sanderson made a motion to assign Certificate No. 172000199, commonly known as 109 South Randolph Street, Garrett, to the City of Garrett, after which the City of Garrett will have to follow all of the required steps, including proper notifications, to be able to obtain the deed. Michael Watson seconded, and all approved. This is parcel #26-09-03-109-005 commonly known as 109 South Randolph Street, Garrett, Indiana, which was the site of a fire, and the City of Garrett would like to demolish it.

MATTER OF LAREDO USER ACCESS SUBSCRIPTION AGREEMENT FOR RECORDER

Recorder Leta Hullinger has requested that the Laredo agreement be updated so that her name is now on the document going forward for new subscription agreements. The President of the Commissioners also needs to have his signature on that page of the document. Michael Watson made a motion to have President sign the Laredo User Access Subscription Agreement that now has Recorder Leta Hullinger's name on it. Second by William Hartman, and all approved.

MATTER OF AUBURN-WATERLOO TRAIL

Todd Sanderson made a motion to donate \$3,000 to the Community Foundation and to pay for it out of LITED #24, and they may do with it as they want for the Auburn-Waterloo Trail. Michael Watson seconded, and all approved.

MATTER OF CODE ENFORCEMENT OFFICER AND ORDINANCE

The Commissioners discussed adding a Code Enforcement Officer position.

Chris Gaumer brought a proposed ordinance and job description to the Commissioners. He has been working on public nuisance ordinance along with Jim McCanna that would replace the public environmental nuisance resolution on file.

Enforcement would be done through a Code Compliance Officer. The County Commissioners (not the Plan Commission) would be the hearing authority to decide on appeals. This should not be part of the Zoning Ordinance because the Plan Commission would be the hearing authority and the only resolution would be to go to court.

This ordinance today does not include anything for overgrown weeds because township trustees have authority over that. It also does not include anything for unsafe structures because there is specific legislation for that and should be handled separately.

There is \$10,000 in Mr. Gaumer's budget to pay for the position's wages. The Commissioners have \$28,000 in the LITED fund allocated for Unsafe Structures.

The position would fall under Mr. Gaumer's department. A job description has been created and would have to be approved by Council's Job Classification/Compensation Committee.

MATTER OF JAIL DISCUSSION

Michael Watson made a motion to engage with Elevatus for the new jail with an amount not to exceed \$925,000, contingent upon approving the language in the contract. Todd Sanderson seconded. With 2 ayes and 1 nay, motion passed.

The Commissioners believe whomever they hire as contract manager should be involved in reviewing the contract with Elevatus.

MATTER OF HIGHWAY

Todd Sanderson made a motion to sign the Notice to Bidders for the 2021 Road Resurfacing Projects. Michael Watson seconded, and all approved. This is for the road resurfacing projects through the Community Crossings grant. Bids will be due February 22nd by 10:00 a.m. and opened at 11:00 a.m.

Mr. Parker explained the Overweight Permit for MK Electric to bring a drill rig through the County and the route he is having them take to protect a County bridge.

Matt Miller owns the Shell Station in Spencerville. The Commissioners in 2018 had talked about vacating the end of Pearl Street that goes being his station. It doesn't even look like a street. Attorney McCanna said that arrangements have to be made if utilities are involved. Mr. Miller would like to expand his store but currently cannot due to the road right-of-way. Mr. Parker doesn't think it would hurt the Highway at all to not have that part of Pearl Street.

President Hartman suggested holding off purchasing any new dump trucks in 2021 in case some of those funds need to be diverted toward the purchase of new property for the Highway Department relocation.

The Commissioners discussed the bridge on Morningstar Road. Next year it will be 50 years old. It is coming due to be replaced in the next 4-10 years, depending on the rate of deterioration. The City of Auburn would like to have a sidewalk incorporated into the bridge. The City has offered to pay the County's 25% portion of a Community Crossings grant if the County is willing. Other bridges are coming due as well which need to be properly planned for financially.

MATTER OF EXECUTIVE SESSION

DeKalb County Commissioners met in an executive session beginning at 1:30 p.m. and ending at 2:30 p.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 COMMUNITY CORRECTIONS

Brief topics of discussion included: problem with the showers and ADA compliance; mower; and Market and Work Release programs were discussed.

MATTER OF OTHER DISCUSSION

Other discussion topics included: Display case loan agreement – messages left for Sam Grate but no returned calls – will visit; Council-Commissioners’ discussion topics for February 1st Council meeting; rust on Weights & Measures truck has been fixed and the truck looks brand new; selling County Road 61 property (wetland replacement property); County Attorney to pay a visit to hotel that is continuing to not pay Innkeepers Tax and will follow up with letter; Community Corrections Market and Work Release programs; and 208/220 East 7th Street.

William L. Hartman – President

Michael Watson – Vice President

Todd Sanderson – Vice President

Attest:

Jan Bauman, Auditor