

DEKALB COUNTY COMMISSIONERS' MEETING
January 7, 2019

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

Others Present: Auditor Jan Bauman

Absent: Attorney James P McCanna

MATTER OF COMMUNITY CORRECTIONS

Typically the owner picks up the deductible expense of builders' risk liability insurance. The specs for the construction contract will be reviewed to see whether the contractor or County is responsible for that.

President Grogg knows someone who built an out building that is 40x64x10 feet, has concrete floor, is drained, has electric, water, steel and is finished, for approximately \$70,000. He doesn't understand why the proposed cost for the Community Corrections out building is so high. Kellie Knauer said the big expense that they are being confronted with is the elevation and pump needed for proper drainage. This building is going to be 45x45x12 and have an area for 3 vehicles, storage, and a place for someone to maintain the equipment. The Commissioners think that building features need to be cut because \$150,000 is too steep. That cost will also require it to go through the formal bidding process.

Kellie Knauer presented an application for the fire suppression system for the Commissioners to complete and sign. The cost is part of the contracted amount. Jacqueline Rowan made a motion that the President sign the fire suppression system application. William Hartman seconded, and all approved.

There has been a request to put up a "No Outlet" sign on Potter Drive.

MATTER OF MOU WITH COMMISSIONERS AND COMMUNITY CORRECTIONS

William Hartman made a motion to give Kellie Knauer the authority to sign the Memorandum of Understanding between Community Corrections as Drug Free DeKalb Grant Recipient and the Board of County Commissioners. Jacqueline Rowan seconded, and all approved.

MATTER OF EMPLOYEE REPLACEMENT AT COMMUNITY CORRECTIONS

Jacqueline Rowan made a motion to allow Kellie Knauer to replace the Administrative Assistant at Community Corrections who left. William Hartman seconded, and all approved.

MATTER OF REORGANIZATION

William Hartman motioned to nominate Donald Grogg as President. Jacqueline Rowan seconded. Donald Grogg said he humbly accepts, and this year will be his last year as President. Jacqueline Rowan and William Hartman will serve as Vice Presidents. A vote was taken, and all approved.

MATTER OF MINUTES

Jacqueline Rowan made a motion to approve minutes dated December 31, 2018. William Hartman seconded, and all approved.

MATTER OF CLAIMS

Jacqueline Rowan made a motion to approve Payroll and Bookkeeper Claims for the month of December 2018, Special Claims for the weeks of December 24 and 31, 2018, and General Claims consisting of warrant #128092 through 128133 in the amount of \$56,085.23 and wire transfer #10940 through 11029 in the amount of \$533,926.34. William Hartman seconded, and all approved.

MATTER OF COURTHOUSE SECURITY

Judge Brown, Sheriff Cserep, Larry Lane, and Jack Smith were present for the discussion about courthouse security. The current price of the security unit is \$111,373, including labor. It has artificial intelligence and a wireless communication board. It will be installed at the north courthouse entrance. It includes internal cameras but does not include cameras outside the vestibule or on separate floors.

Personal property is not going to be confiscated. Individuals will be asked to take items back to their vehicle or to the Sheriff's Department. There was discussion about cell phones and whether they can be allowed. A decision has not been made regarding cell phones.

Lockwood Welding can do the railing for \$8,500. Seiss Concrete's quote included work for railing (estimate by Lockwood Welding for \$8,500), cutting and removing limestone, and constructing the ramp and is \$27,560. William Hartman made a motion for Seiss Construction to start on the ramp and railing for a cost of \$27,560. Jacqueline Rowan seconded, and all approved.

The Commissioners would like to have the Sheriff look into a podium or some type of station for his officer.

On a temporary basis during construction, the east door will be the main entrance with the other three courthouse doors locked. A wireless door bell will be installed at the south door for handicapped individuals so that a security officer will know when assistance is needed.

Individuals should be able to come in on the weekends. The Sheriff's Department can monitor the doors with cameras and allow the person to enter.

The separate outside entrance doors that the Prosecutor and Surveyor have will be locked and inaccessible.

All of the doors will need crash bars for emergency exiting.

The doors to the courthouse will be closed during Fair and ACD Days, therefore the restrooms will not be offered to the public.

The Annex Building will be addressed later.

There will be a meeting next Monday, January 14, to solidify security plans.

MATTER OF DIRECTION BY COMMISSIONERS TO HANDBOOK TASK FORCE

The Commissioners confirmed that we need to go to anniversary dates for when benefit days are given, and benefits will continue to only be offered to full time employees. All time will be converted to Paid Time Off (PTO). The Sheriff and Central Communications will no longer have separate P/L time. The Commissioners like the idea of having a cap on the amount of PTO that can be paid out. As is done now, after the 1st year the employee would receive 2 weeks. It was suggested the Task Force think through how well it would work if the Commissioners allowed a PTO day to be given for every year an employee works after the first 10 days have been earned. There might need to be a cap. How much time can be carried over? Dotty Miller will be reaching out to the labor law attorney for assistance as well.

Commissioner Rowan left the meeting at 2:15 p.m.

MATTER OF TRAVEL

William Hartman motioned to approve the following travel requests:

- 1) Amy Demske (Council) to travel to Indianapolis on December 12 for Newly Elected Officials Training. Estimated cost of \$200.72 to be paid from Commissioners' travel.
- 2) Ryan Hull (Probation) to travel to Indianapolis on February 5 for PSC Coordinator Orientation. Estimated cost of \$338.20 to be paid from department travel.
- 3) Johanna Scott (Probation) to travel to Indianapolis on January 31 for the EBP Overview. Estimated cost of \$122.92 to be paid from department travel.
- 4) Johanna Scott (Probation) to travel to New Castle for Field Safety training on January 23. Estimated cost of \$106.20 to be paid from department travel.

Donald Grogg seconded, and all approved.

MATTER OF SHERIFF'S BOND

William Hartman motioned to approve the Sheriff's Bond for David Cserep in the amount of \$30,000. Donald Grogg seconded, and all approved.

MATTER OF WARRANTY DEED TO SEBERT OIL FOR CHERRY STREET PROPERTY

William Hartman motioned to approve the warranty deed to Sebert Oil for the Cherry Street, Butler, property. Donald Grogg seconded, and all approved. This is parcel no. 17-07-12-152-003.000-027.

MATTER OF SHERIFF'S COMMISSARY REPORT FOR JULY-DECEMBER 2018

The Commissioners acknowledge receipt of the Sheriff's Commissary Report for July-December 2018.

MATTER OF NO PARKING ORDINANCE FOR POTTER DRIVE

William Hartman motioned to approve Ordinance No. 2019-R-1, DeKalb County Code 9-1-4-2, an Ordinance to Establish a No Parking, Standing, or Stopping Zone along the Entire Length of Potter Drive from its Intersection on the North Side of State Road 8 to the Entrance to the New Community Corrections Facility on the first reading. Donald Grogg seconded, and all approved.

MATTER OF FEBRUARY 4, 2019 COMMISSIONERS' MEETING

There will be an evening meeting in lieu of an afternoon meeting on February 4th.

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____
Jan Bauman, Auditor