

DEKALB COUNTY COMMISSIONERS' MEETING

February 25, 2019

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

Others Present: Acting Auditor Susan Sleeper
Attorney James P McCanna

MATTER OF HUMAN RESOURCES/PTO PROPOSAL

Dotty requested the Commissioner's to formally place the PTO policy on hold for review and explained our labor law attorney is looking into the timing of how we can implement a PTO policy. William Hartman would like to see it put in place yet this year rather than waiting for 2020.

Jacqueline Rowan made a motion to rescind the Paid Time Off (PTO) policy that was approved on February 11th, 2019, seconded by William Hartman and all approved.

Dotty explained that she has been looking into short-term disability and long-term disability STD/LTD policies for our employees to compare between the policies that our Sheriff and Highway Departments currently have. Gallagher will be here next week to present policies to the Commissioner's.

Dotty gave an update on what the Task Force has been discussing at the meetings, most recently Bereavement Leave and Emergency closings were the hot topics.

Dotty gave an update on the tasks she is handing over to Lauren as she feels comfortable. Lauren has been through two on-boarding sessions, enrolled employees in PHP, and been involved in meetings that Dotty has with insurance companies, etc.

Dotty is working with City of Auburn for this summer for Francine's Friends Mammography to come set up the mobile mammography unit. City of Auburn and Dotty have had joint meetings for Hoosier S.T.A.R.T. and will also have a joint PERF meeting in the future.

MATTER OF GENERATOR CONTRACT

Larry came up to discuss the Two Brothers contract. He is not happy with their service and maintenance of the generators we currently have. Larry would like to go with Evapar even though there is a cost increase. Evapar has went with Larry to Sunny Meadows and Sheriff's department and looked at both generators to which each had issues that should have been corrected. Evapar has a Preventative Maintenance Agreement proposal in the amount of \$2,790.00. Jack Smith said that W.W. Wheeler services for the City of Auburn. The Commissioner's requested Larry and Jack to get another quote to compare.

OTHER MATTERS WITH MAINTENANCE

Larry has quotes to remove and de-stump the rotting trees, one on the North side for \$795.00 and one tree on the East side for \$605.00. All the Commissioner's agree to have Larry move forward with having them removed.

Mark Barklay was able to get our security system in before the Federal project so ours will be ahead of them. Commissioners are having Larry work on where to house the quilts that need to be moved.

MATTER OF PLUMBERS AND LICENSURE

Mark Hensinger is a licensed plumber in Garrett and states there is a lot of work being done in this county by unlicensed individuals. Mark Hensinger is referencing the work done at 127 S Randolph Street, Garrett IN as one example. Mark Hensinger says he informed our Building Department of the work being done illegally and our Building Department informed them that the county didn't require the journeymen to be licensed at this time. Mark Hensinger states that it is against State guidelines and is a misdemeanor offense. Chris Gaumer explained what the Counties current guidelines are and that we do not require them to be licensed only registered. The Commissioners requested Jim to look into all the legalities and report back.

MATTER OF INTER-LOCAL AGREEMENT BETWEEN ASHLEY, BUTLER, CORUNNA, GARRETT, ST. JOE AND WATERLOO

Chris Gaumer explained that some of the items on the agreements are not done by the County any longer, and then there are other things that municipalities are wanting Bill Walters to come inspect that could potentially put the county at liability. Chris would like to see the inter-local agreements be re-written to update the procedures and processes that the County is responsible for. The Commissioners request that Chris work with the County Attorney to update the agreements.

MATTER OF COMMUNITY CORRECTIONS

Next building progress meeting on Thursday the 28th at 10:00.

Windows and doors are coming and insulation with the plan of heat to be in by next week.

Kellie Knauer said their grant cycle will be more difficult this time as there were many changes. New staff member started on the 12th, and was able to be part of the new computer training that took place on the 18th. Kellie is really excited for the new system because of the linkages to Odyssey and no longer a monthly fee for the computer program. Tim Baker is taking weekly pictures of the progress of the inside.

MATTER OF LOW FLOOR MINI VAN FOR DART

Jacqueline Rowan made a motion for Don Grogg to sign the documents for the Low Floor Mini-van, William Hartman seconded and all approved.

MATTER OF CEDAR CREEK BANK PROJECT

Sarah Payne came on behalf of Auburn Mainstreet to discuss the Cedar Creek Landing Project. She has come to get the Commissioner's acceptance to use county property to create parking and the entrance back to the Cedar Creek Landing Project. Don Grogg does not feel the County can give up the gravel parking lot due to the number of employees that park there daily, and with the large trailers that are housed in the lot. Jim McCanna suggested that the Commissioners do their due diligence before giving an answer on the project. Mayor Yoder talked on wanting the County to be a team player to help make downtown Auburn great, and he encourages the Commissioners to house their trailers at another location.

MATTER OF FLOOD STUDY FOR CEDAR CREEK

Mike Kline has been talking with Rod Renkenberger about flood studies and has found out that the flood studies that were done in the late 90s were not done to par and has errors. DNR would now like to do a flood study on Cedar Creek, however, DNR want the cross-sections provided to them. Mike Kline said that City of Auburn and D.A. Brown are working with them to get the cross-sections provided, leaving 25 cross-sections left to the County to provide. Mike Kline states that due to being behind and short-staffed he asked D.A. Brown to give an estimate of what it would cost for them to take care of the 25 cross sections the county needs to provide. D.A. Brown quoted \$7,500.00 to finish the 25 cross-sections for the county.

Jacqueline Rowan made a motion for Mike Kline to move forward on the Cedar Creek flood study, William Hartman seconded and all approved.

MATTER OF MINUTES

Jacqueline Rowan made a motion to approve minutes dated February 11, 2019. William Hartman seconded, and all approved.

MATTER OF CLAIMS

Jacqueline Rowan made a motion to approve Special Claims for February 20th consisting of Warrant # 128323 in the amount of \$419.43 and Wire Transfer #'s 11269-11275 in the amount of \$869.16 and Special Claims for the week of February 25, 2019 as written. William Hartman seconded, and all approved.

Commissioners had Sheriff Cserep come over and explain the reason for putting the light bars back on the cars; the question arose from the review of claims.

MATTER OF TRAVEL REQUESTS

William Hartman made a motion to approve the following travel requests:

- 1) Holly Albright and 2 Deputies to travel to Swan Lake Resort in Plymouth for Spring Northern District Clerk's Association Meeting March 5-6. Estimated cost of \$458.00 to be paid from the Commissioner's budget and an estimated cost of \$195.32 to be paid from the Co. Elected Officials Training Fund.
- 2) Jonnie Barth to travel to Indianapolis for a CSAMS Exam on March 7. This is amended request due to a date change of exam for medical reasons (\$203.20 was approved on 1/21/19). No additional money needs to be approved.
- 3) Ben Parker to travel to Indianapolis for The Work Truck Show March 7. This will be on the way back from their Road School and is free, no additional cost.
- 4) Nickolas Spade to travel to Indianapolis for a Problem Solving Court Staff Orientation March 13. Estimated cost of \$189.00 to be paid from department travel.
- 5) Quentin Young to travel to Indianapolis for a Problem Solving Court Staff Orientation March 13. Estimated cost of \$269.00 to be paid from department travel.
- 6) Derek Herb to travel to Indianapolis for Juvenile Risk Assessment Training March 19-20. Estimated cost of \$446.00 to be paid from department travel.
- 7) Matthew Tamez and Nathan Freds to travel to Pendleton for Field Training Officer School April 1-3. This is an amended request (\$378.00 was approved on 1/28/19). Estimated cost of \$96.00 to be paid from the Commissioner's budget.
- 8) William Ternet to travel to Greenwood for INSOMM Conference April 4-5. Estimated cost of \$342.00 to be paid for by department travel.

- 9) Katie Firestone to travel to Indianapolis for Indiana 2019 Records State Called Conference April 23-25. Estimated cost of \$525.00 to be paid for by County General Unappropriated State Called line item.
- 10) Mathew Haber to travel to Plainfield for EVO Instructor Class June 3-7. Estimated cost of \$710.00 to be paid from the Commissioner's budget.
- 11) Michelle Hausbach and All Title IV-D Employees including Deputy Prosecutor Kelly Morris to travel to Indianapolis for 2019 Child Support Conference June 4-7. Estimated cost of \$3,259.28 to be paid for by department travel.

Jacqueline Rowan seconded, and all approved.

William Hartman raised the question on whether or not the Department Head/Employee come in to the Commissioners to explain travel before getting approved.

MATTER OF PAYROLL

William Hartman motioned to approve payroll for the period February 5 – February 18, 2019
Jacqueline seconded, and all approved.

MATTER OF KEYSER TOWNSHIP ASSISTANCE GUIDELINES

Commissioners acknowledge receipt of the Keyser Township Assistance Guidelines from Mike Lilly.

MATTER OF HIGHWAY

Ben Parker received a notice of a claim from Frontier at Cr 40 and State Road 1, Ben does agree that we are at fault, and gave Jim McCanna the claim.

Hansa Meyer Heavy Rig and Towing want a permit to come through DeKalb County with a load that is 241', 536,000 pounds, 16'11" tall would involve our CR 56, I 69 and State Road 8. Hansa provided their insurance and is responsible for any damage that may occur.

William Hartman made a motion to move forward on the permit for the oversized load, Jacqueline Rowan seconded and all approved.

New owners of the War Memorial Museum would like the county to take over the road that goes back to the facility as a County Road and maintain back to a private entity. The Commissioner's do not feel this would be a good idea.

MATTER OF INSURANCE TRUSTEES INSURANCE RENEWAL

Mike Shuherk from Insurance Trustees and Andy Brown from One Beacon presented the liability insurance quote they prepared for the Commissioners' consideration.

Jacqueline Rowan made a motion to stay with Insurance Trustees, through One Beacon for our insurance renewal of \$297,946.00, William Hartman seconded and all approved.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: Conrad Schaeffer passed away, Don Pierson was in contact with Jim with complaint, Surety bonds with Clerk's office, Lane Drive, Insurance Proposals, Heron Lake round-a-bout, Cedar Creek Proposal, Trails, STD/LTD, Jail Tour and the Covered Bridge.

Jackie left at 2:30

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____
Jan Bauman, Auditor