

## DEKALB COUNTY COMMISSIONERS' MEETING

April 22, 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**

Dotty commented on the Coroner situation of being offered benefits, and she confirmed with PERF that the Coroner is a covered position for DeKalb County. PERF said we can offer but will need to go retroactive to January 2015, which means the County would owe \$5,227.86 and the Coroner would owe \$1,400.32. Don Grogg will talk with the coroner about benefits that are being offered to him.

Dotty received a visit from Bonnie Emerson about holding a position for Drug Free DeKalb and also Community Corrections. Don Grogg expressed that Susan Sleeper had emailed on behalf of the Commissioners and that he would take care of it, so that Bonnie understands she cannot hold both positions.

The RFPs went out for the health insurance renewal and PHP came back with their first response was a 9.5% increase to start at a negotiating percent. Other companies are being looked at as well.

Today is Laurens 90 day with the County, and Dotty will be performing her 90 day review later on this afternoon.

GIS had 4 phone interviews, will be having 2 face to face interviews next week to choose the candidate to take on the GIS Analyst position.

Taskforce will meet on Friday to discuss more handbook topics.

The joint PERF meeting with the City was a success and the County had good representation.

STD/LTD discussion: Don's feels more comfortable with Gallagher than The Standard Company, Don feels we should offer STD to ALL employees, and LTD to the Sheriff department with the option for all others to voluntarily pay for LTD if they choose. Jacqueline Rowan agrees with Don's opinion.

### **MATTER OF COURTHOUSE SECURITY PROTOCOLS**

Security should be done and installed around May 23<sup>rd</sup>, Seiss should be able to pour cement for the ramp this week, and May 1<sup>st</sup> the handicap door frame will go in.

Larry suggests rekeying all doors except the NORTH door, since anyone that has that key would have to enter in through the security vestibule anyways, the less keys that will be out to the other doors would be ideal to prevent new issues. Sheriff agrees one way in, one way out for ALL, which also will hold accountability to a high standard so law enforcement knows who is inside the building at all times. The inmates should be brought in the East door, via the Deputies communicating through the

radios for the door to be opened. For evening meetings, employees can get in via a phone call and showing their employee badge. A Deputy will be available for issues that may arise.

Larry had the electric ran for the handicap door, heated ramp and the security device itself.

Any items that may cause mass destruction will not be permitted in the courthouse. Cell phones for general public will not be allowed. Cell phones for employees will be monitored by Department Heads. Commissioners would like notice posted at each door of prohibited items. Vendors will be given visitor badges that are serial coded to keep track of who is in the building.

After hours/weekend activities: A Deputy can be available for the visits. All after-hours activities should need to be coordinated with the Sheriff Department so that arrangements can be made with an on-duty deputy. Commissioners will discuss the fee schedule for after-hours activities and guidelines.

#### **MATTER OF COMMUNITY CORRECTIONS UPDATE**

Building progress continues and the next progress meeting is scheduled for Thursday. Kellie continues to work on the new defined budget for a calendar year basis change. (Adult Budget will be moving to calendar year, but Juvenile budget will remain fiscal as of now) Tim Baker sent updated building pictures and sent out to the Commissioners and will continue to do so throughout the process.

Storage Building is highly needed; there is only a very small area for storage inside the building. William Hartman has a couple quotes coming online for a 36x36 building. Kellie has budgeted \$100,000 in the soft costs set aside for an out building.

Discussion about the white and red room usages took place.

#### **MATTER OF REVISION TO ATTENTI (FORMERLY 3M) CONTRACT**

The Electronic Monitoring Contract was reviewed by Jim McCanna, who has requested some amendments be made; Kellie will send it off to the company to have changes made before the contract is signed.

#### **MATTER OF HOMELAND SECURITY AUTHORIZATION OF A GRANT ENTITY**

Jacqueline Rowan made a motion for the president to sign the Administration change from Clinton Knauer to Roger Powers as the authorized agent for DeKalb County for the System Award Management system, William Hartman seconded and all approved.

#### **MATTER OF HIGHWAY**

Ben received and update from Ben Beer and Bonnie Money on the Spencerville Covered Bridge Project, Preliminary Plans to be delivered May 3<sup>rd</sup>.

INDOT is closing County Rd 27, I69 Over-pass Bridge for approximately 2 weeks, beginning April 29<sup>th</sup>. INDOT is also closing County Rd 36A Bridge for approximately 7 weeks, beginning May 19<sup>th</sup>.

Soil borings were completed on CR 71 and Ben is hopeful to hear something back by end of week.

Commissioners gave Ben authority to move forward with purchasing the new grader through Sourcewell at a bigger savings than going through John Deere directly.

The County Rd 17 area that Mr. Haynes was in to talk about at the April 15<sup>th</sup> meeting currently is showing as a wetland, Ben will help with the crossing of the road but will not run any tile. Ben will talk with Mr. Haynes on more of the process.

#### **MATTER OF PAVEMENT SOLUTION EXTENSION OF CONTRACT**

Jacqueline Rowan made a motion to sign the Pavement Solutions extension of contract, William Hartman seconded and all approved.

#### **MATTER OF MINUTES**

Jacqueline Rowan made a motion to approve minutes dated April 15, 2019. William Hartman seconded, and all approved.

#### **MATTER OF CLAIMS**

William Hartman made a motion to approve Special Claims, consisting of warrant #'s 128597 thru 128599 in the amount of \$4,258.98 and wire transfer #'s 11742 thru 11743 in the amount of \$29,699.82 and General Claims, consisting of warrant #'s 128600 thru 128620 in the amount of \$24,890.15 and wire transfer #'s 11744 thru 11831 in the amount of \$360,145.25 Jacqueline Rowan seconded, and all approved.

#### **MATTER OF TRAVEL REQUESTS**

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

- 1) Kathy Rutledge & Donna Murphy to travel to Fort Wayne on April 23<sup>rd</sup> to attend Vital Records Training. Estimated cost of \$11.02 to be paid for by department travel.
- 2) Debra Krafft to travel to Plymouth on April 30<sup>th</sup> to attend HEP B & C Training. Estimated cost of \$15.00 to be paid for by department travel.
- 3) Ben Parker & Mark Goodrich to travel to Shipshewana on May 16<sup>th</sup> to attend LTAP Chainsaw Safety Class. Estimated cost of \$0.00 to be paid for by department travel.
- 4) Cheryl Lynch & Debra Krafft to travel to Fort Wayne on August 9<sup>th</sup> to attend D3 Coalition Meeting. Estimated cost of \$0.00 to be paid for by department travel.
- 5) Cheryl Lynch & Debra Krafft to travel to Fort Wayne on October 11<sup>th</sup> to attend D3 Coalition Meeting. Estimated cost of \$0.00 to be paid for by department travel.

Jacqueline Rowan seconded and all approved.

#### **MATTER OF PAYROLL**

Jacqueline Rowan motioned to approve payroll for the period April 2 – April 15, 2019 William Hartman seconded, and all approved.

#### **MATTER OF POLITICAL SIGN RESOLUTION**

Jacqueline Rowan made a motion for all 3 Commissioners to sign Resolution 2019-R-6, DeKalb County Code 32-4-2-4 Ordinance Prohibiting Political Signs or Literature on County Buildings and Real Estate William Hartman seconded and all approved.

**MATTER OF OTHER DISCUSSION**

Other discussion included the following topics: Political Signs, petitioning of the Surveyors office, permit fees, Bennett Property,

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Donald D. Grogg - President

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Jacqueline R. Rowan – Vice President

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William L. Hartman – Vice President

Attest: \_\_\_\_\_

Jan Bauman, Auditor

Susan Sleeper, Acting Auditor