

**DEKALB COUNTY COMMISSIONERS' MEETING**  
July 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**

Discussion took place on the number of applicants for the Director of Central Communication. Dotty has a review with Lauren for her 6 month anniversary today. Dotty stated that Lauren was a very good hire and has received many positive comments from others on her performance. Dotty said there were a good amount of employees that have chosen to add the Voluntary Long-term Disability Policy that the Commissioners have offered. Handbook Taskforce met on July 19<sup>th</sup> and has finished until around September to see what the labor law attorney can have reviewed. The PTO Policy was discussed with taskforce and Dotty has had some department heads ask some questions of Dotty and once she explained that department head was pleased. Dotty reported that the Council President is on board with counting holidays for overtime, but nothing else at this point. Holly would like to see the Courthouse change their hours to 8-4, so all departments are on the same hours across the board. Dotty will be attending a handbook seminar on the 23<sup>rd</sup>.

**MATTER OF RESOLUTION 2019-R-17**  
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**MATTER OF RESOLUTION 2019-R-18**  
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**MATTER OF DEPARTMENT CREDIT CARDS**

Leanne was in to discuss department credit cards, and originally the credit cards were for travel only, she understands that some emergencies happen and that is inevitable. The Commissioners want to review the Credit Card Policy and look into changing credit card companies.

**UPDATE ON COMMUNITY CORRECTIONS**

Potter Drive punch-list is basically completed besides one sign needing to be raised. The closeout items needed are the bond and surety that Steve Feters states we already have. The Commissioners

authorized Steve Feters to talk with Scott Karst and let him know as soon as Scott is happy with the completed punch-list, then he can submit for final payout.

Tim Baker was out at the site last week and stated there are more people out there working, siding is going up and the heating/cooling units will be arriving by end of this week and will not take long to be installed. Tim Baker was cautioned by an electrician that due to the number of LED lights that the failure rate is up to 20% because of the quality of product being sent. City of Auburn has completed final hook-up, eliminating the temporary hook-up. Once this was completed, then the generator company came and did a full power-up of the generator.

## **BASSETT OFFICE FURNITURE PRESENTATION**

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Dave Bassett was in to present Bassett's proposal for the Community Corrections furniture. Dave spoke with the Trendway vendor and has explained that he wants the money to stay locally, and requested Government (GSA) pricing. The installer Bassett's use is PSI out of Fort Wayne. The total quote came in at \$154,099.00. Bassett's does not have a buyback program for existing furniture nor does Bassett's offer blinds or gun safe's those items will be purchased from another vendor.

## **MATTER OF HIGHWAY**

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Ben brought in a few invoices for chip & seal and covered bridge. Tom Keller stopped to discuss spraying on CR 44 by SDI; it did not get done this year. Ben contacted SDI and there was a misinterpretation on who was to take care of the maintenance of the area of road and SDI will take care of it this week and going forward. Ben received a call about St. Michael's Parish Picnic on August 25<sup>th</sup> and wanting to close CR 10 from 10-4:30 during their picnic and Ben said he has never allowed this in the past but would bring it to the Commissioners. The Commissioners recommend that Ben inform the St. Michael's parish that the County will not close the road but that the Parish can purchase a warning sign to display during the time of the event.

## **MATTER OF STONE BRIDGE ESTATES**

Sauer Land Surveying, Henney Builders, Development Services and the Highway were all present to discuss the Stone Bridge Estates plans for the Villa's road plans. Henney Builders agreed to take care all the winter maintenance, but in the end the road would be dedicated to the County. Jim McCanna would like to see an agreement put together that is recorded for future homeowners that may purchase and also have it noted on the secondary plat. The rest of the addition would be plowed like the county roads are and the snow will just be pushed to the sides of the road, there is not an area to pile the snow up. Don Grogg suggested that possibly the contractor who takes care of villa's snow removal would also want to take care of the rest of the area.

Jacqueline Rowan made a motion to accept the Stone Bridge Estates plan with the understanding that the Stone Bridge Estates will take care of all Winter Maintenance for the entire addition. William Hartman seconded and all approved.

### **MATTER OF MINUTES**

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

### **MATTER OF CLAIMS**

William Hartman made a motion to approve Special claims consisting of warrant #'s 129061 thru 129118 in the amount of \$32,373.38 and wire transfer 3's 12469 thru 12565 in the amount of \$487,091.91. Jacqueline Rowan seconded and all approved.

### **MATTER OF TRAVEL REQUESTS**

Jacqueline Rowan made a motion to approve travel request for the following:

- 1) Jacqueline Rowan to travel to Fort Wayne on July 11<sup>th</sup> to attend Drainage Meeting. Estimated cost of \$18.24 to be paid for by Commissioners travel.
- 2) Kevin Likes, Stephanie Hamilton, Cory Swagger and Joe Carlin to attend on July 12<sup>th</sup> the Regional Suppression Litigation Strategy Course held in DeKalb County. Estimated cost of \$420.00 (\$105.00 each) registration fee to be paid for by Commissioners travel.

Seconded by William Hartman and all approved.

### **MATTER OF 2015 DODGE CHARGER VIN #2C3CDXKT4FH818034**

William Hartman made a motion for president to sign the title to be able to take the vehicle to auction, Jacqueline Rowan seconded and all approved.

### **MATTER OF OTHER DISCUSSION**

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Other discussion included the following topics: meeting materials ahead of time from other departments, County Farm woods, vacating alleys, work study job descriptions, Wasson drain, Steve Kelley's road,

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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