

DEKALB COUNTY COMMISSIONERS' MEETING

September 5, 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 brought to the attention of the Commissioners in our Bereavement Policy we did not include time off for miscarriage and should include it, all Commissioners agree. Dotty also discussed the Attendance Policy and if a specific timeframe should be listed for employees to give notice to their Elected Officials or Department Heads if calling in for the day, the Commissioners feel this should be regulated within the departments. Discussion took place on media contact when a situation arises to add to the Handbook and the Commissioners agree. Outside employment was also discussed dealing with volunteering within the County as current employees and the Commissioners agree that employees must get prior consent from the Commissioners. Dotty also discussed the Recruitment Policy and the Commissioners agree with the proposed policy. The PTO Policies were discussed to keep them at the forefront and the Commissioners would like Dotty to send PTO Policy out for department heads review. The Commissioners will continue to review the Comp-Time Policy at this time.

MATTER OF EASEMENT AT CR 61 & CR 40: AEP-DELONZA HALL

Delonza Hall and Justin Buchs came in requesting an easement and right of way at County Road 40 and County Road 61. Jim McCanna explained there are some items that AEP is wanting to do that may impede traffic control in the area. Also contained in the proposal is language that would not allow for signs or traffic lights to be added in the right of way, but at this intersection the need may arise for these items. The Commissioners would like them to come back on September 16th to speak with the Surveyor and the Highway Department.

MATTER OF HENNEY REZONE ON COUNTY ROAD 64

The DeKalb County Plan Commission held a public hearing on the zone map amendment petition for 79.21 acres on the property generally located on County Road 64, approximately 2500 feet east of the intersection of County Road 427 & County Road 64, Auburn on August 22, 2019 and certifies a FAVORABLE recommendation to the County Commissioners. The primary plat was also approved by the Plan Commission.

Jacqueline Rowan made a motion to approve the Resolution: 2019-R-20, Ordinance: UDO-58 to amend the zoning located on County Road 64, Auburn. This will change the zoning from A2-Agricultural to R1-Low Density Residential (73.284 acres) and R3-Village Residential (5.926 acres). Seconded by William Hartman and all approved.

MATTER OF HIGHWAY:

The maintenance bond is coming for Fawn Creek. Ben has received everything he needs on the license to encroach process for Fawn Creeks sign. Ben brought copies of the ordinances on maintenance bonds and the logistics of how they are handled going forward. The ordinance states they should be going through building and planning and discussion took place. Ben also had a driveway request proposed on CR 29 from a gentleman that purchased land to build on, but the property does not meet the sight distance requirement however, this land is land locked.

MATTER OF LPA VOUCHER INVOICE FOR COUNTY RD 56

William Hartman made a motion for the president to sign LPA Voucher #20011745, claim #4, and DES# 1702950 in the amount of \$20,663.20. Jacqueline Rowan seconded and all approved.

MATTER OF LPA VOUCHER INVOICE FOR COUNTYWIDE BRIDGE INSPECTIONS

William Hartman made a motion for the president to sign LPA Voucher #20004704, claim #8, and DES# 1592886 in the amount of \$4,076.00. Jacqueline Rowan seconded and all approved.

MATTER OF UPDATE ON COMMUNITY CORRECTIONS

Kellie Knauer reported there are a few issues on how the Sheriff is viewing the Community Corrections Work Release program that could potentially become a huge issue, she is working with Judge Wallace at this time to see how to approach the issue. Kellie and Tim have a webinar with Tony to discuss changes with the intake desk height and barrier to separate the equipment from the outside people. Kellie did report that Tony is continuing to work on the furniture quote process. Steve Feters said there are a few issues with the building at this time, ceilings are going in, doors are being hung, painter is there, and plumber is getting fixtures set. Steve said things will all come together in the next 3-4 weeks. Positions will be posted on September 30th through HR, and also in the paper to advertise the openings and inform the public of a few hiring events that will take place. Discussion took place on the storage building and whether the temporary building would work at this time, Tim feels for a short term solution it could work but he envisioned an actual building in case there would be a need for evacuations. Steve also informed the Commissioners that grass needs mowed on both side of Potter Drive now.

MATTER OF MINUTES

Jacqueline Rowan made a motion to approve minutes as written dated August 26, 2019. William Hartman seconded and all approved.

MATTER OF CLAIMS

William Hartman made a motion to approve Payroll and Bookkeeper claims for the month of August 2019 and to approve Special Claims consisting of warrant #'s 129278 thru 129289 in the amount of \$81,749.93 and wire transfer #'s 12810 thru 12818 in the amount of \$122,951.67 for the week of August 28th. General Claims consisting of warrant #'s 129301 thru 129357 in the amount of \$111,816.61 and wire transfer #'s 12819 thru 12922 in the amount of \$1,072,416.25 for the September 5th claim run. Jacqueline Rowan seconded and all approved.

MATTER OF TRAVEL REQUESTS

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

- 1) Mick Cseri & Anthony Clark to travel to Indianapolis on Sept. 17th to attend Indiana GIS Day Conference. Estimated cost of \$151.72 to be paid for by department travel.
- 2) Ben Parker, Mark Goodrich & Kandi Goings to travel to Plymouth on Sept. 26th to attend LTAP Class-Public Purchasing. Estimated cost of \$0.00 to be paid for by department travel.
- 3) Kellie Knauer to travel to Indiana Convention Center, Indianapolis on Oct. 3rd- 4th to attend a PreTrial Summit. Estimated cost of \$362.96 to be paid for by department travel.
- 4) Joe Baker (guest) to stay at the Hampton Inn in Auburn to speak at the Septic System Workshop on Oct. 8th. Estimated cost of \$108.00 to be paid for by Health Department travel.
- 5) Susan Sleeper, Carla Winebrenner & Jan Bauman to travel to Plymouth on Oct. 28th-29th to attend the 2019 Fall State Called meeting. Estimated cost of \$332.83 (\$57.61 mileage only if Jan travels on her own for the sessions on the 29th) to be paid for by a combination of the State Called Meeting unappropriated account within County General, the Elected Officials training Fund and Commissioners travel.
- 6) Holly Albright, Karen Bishop, Pat Williams to travel to Indianapolis on Dec. 16th-18th to attend the State Called 2020 Election Administrator's Conference. Estimated cost of \$2099.92 to be paid for by the State Called Meeting unappropriated account within County General.

Seconded by William Hartman and all approved.

MATTER OF JOHNSON MELLOH SOLUTIONS RELEASE OF INFORMATION

Jacqueline Rowan made a motion for the president to sign the Authorizations to release information and conduct account activity for Indiana Michigan Power, City of Garrett and City of Auburn to Melloh Solutions to conduct the overview of the energy expenditures within the County. Seconded by William Hartman and all agreed.

MATTER OF ECONOMIC DEVELOPMENT PARTNERSHIP

Jacqueline Rowan made a motion to increase the Economic Development Partnership yearly contribution from the county for 2020 by \$15,000 for a total of \$91,097. William Hartman seconded and all approved.

SHERIFF DEPARTMENT AEDS FOR VEHICLES

William Hartman made a motion to purchase the 10 AEDs for the sheriff departments' vehicles in the amount of \$16,975.00 from the LITED Administrative Fund #24. Jacqueline Rowan seconded and all approved.

MATTER OF OTHER DISCUSSION

Other discussion included the following topics: Fair logistics around courthouse, card reader & camera's, City Council complaint hearing, Donation Fund coming for Probation, Economic Development Partnership increase request possibly coming, fencing by Fawn Creek & Waterloo Trails, Winter Maintenance for new developments, and airport appointment.

Donald D. Grogg - President

Jacqueline R. Rowan – Vice President

William L. Hartman – Vice President

Attest: _____
Jan Bauman, Auditor
Susan Sleeper, Acting Auditor