

**DEKALB COUNTY COMMISSIONERS' MEETING**  
October 14, 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 (absent)

**MATTER OF HUMAN RESOURCES**

Dotty was in to request that the Commissioners make a decision on the PTO and Compensation Time Policy's. Don Grogg questioned whether they could give the Department Heads or Elected Officials the ability to monitor their own flex time within their department. All Commissioners feel this would be an excellent compromise and not affect the Auditor's payroll processes. The Commissioners will make a final decision on the PTO, Compensation Time and Emergency Closures at the 10/21/19 meeting. Discussion took place on when the decision would be made for the Director of Central Communication, the Health Department Full time nurse position and the DeKalb Health transition to Parkview DeKalb.

**MATTER OF NEW POSITION REQUEST FOR THE SHERIFF DEPT. FOR 2020**

Sheriff Cserep was in to request a new positions that he had requested in the 2020 Budget, with the new learning curve he was not aware that he needed to request the positions from the Commissioners prior to Council. He would like to ask for the following positions: Transport Officer, Record's clerk, Confinement Officer for the Control Room, and a Cook (the sheriff eliminated the cook himself). The Sheriff feels the Transport position and the Record's Clerk are needed in that order. He also informed the Commissioners that the Council has only approved the Record's Clerk Position. The sheriff also informed the Commissioner that he has a candidate that has a pilot's license but has not made it to the Academy as of this time.

**William Hartman made a motion for the Sheriff to add a Record's Clerk, Part-time Transport Officer and Control Room Confinement Officer Positions to his Department. Seconded by Jacqueline Rowan and all approved.**

**MATTER OF COMMUNITY CORRECTIONS**

Tim Baker reported that they are just plugging away and tying up loose ends on multiple tasks. They are getting ready for the first of three job fairs that will take place at the new facility. Tony Vie updated his spreadsheet to include the Commissioner's Change Order, to show the current actual construction cost is at \$4,550,866.67 with a remaining contingency balance of \$9,686.33. Tony Vie mentioned that Elevatus is taking care of an issue of the length of the bunks due to a design issue on their part.

## **MATTER OF COMMUNITY CORRECTIONS FURNITURE RFP**

Tony Vie was in to present the recommendation on the Furniture Proposal RFP for the Community Corrections Facility. The three vendors that the RFP was sent out to included: Workspace Solutions, Bassett's Office Supply, and 111 Design. Tony provided a summary sheet that explained some differences between what the three vendors have submitted. 111 Design was missing a T-7 piece of furniture and the CH-3 chair needed to be a high back chair. Workspace Solutions package included gun safes that Elevatus added to the other two vendors because the assumption is the other two vendors would be able to get gun safes if needed. Elevatus did this adjustment to get more of an apples to apples comparison in the three vendors' quotes. Workspace solutions has all the finishes that were selected due to Workspace Solutions involvement with Kellie early on, and those decisions would affect the pricing. Tony Vie said that the margin of difference between the two quotes of Workspace Solutions and Bassett's Office Supply is so little that he recommends going with Workspace Solutions because of all the close involvement they have had with Kellie and Tim on the project. Tony Vie recommends to eliminate the 111 Design due to a number of things that were not included in their quote. Don Grogg would like to make the decision on the furniture vendor at the 10/21/19 meeting to allow time to be sure everything is kosher and another snafu does not happen. Workspace Solutions said he feels they worked very well with Kellie and has all their decisions made with about a 3-4 week delivery time. Dave Bassett stated that he has worked on the plan quite a bit with multiple quotes with the different information going back and forth and he did his initial quote off of workspace solutions drawings, he said colors and fabrics would not take long on their side and would do anything to speed the process along and Dave would like to reiterate that steel is used from SDI and that would support the County. Workspace Solutions said that their All Steel company uses SDI steel as well. The Commissioners will readdress next Monday and hopefully make a decision.

## **MATTER OF HIGHWAY**

Ben handed out the Community Crossing Matching Grant 2019-2 Acceptance in the amount of \$962,350.67 that is 75% of the construction of the project or purchase of materials. The County will match the 25% in the amount of \$320,783.56 to help moving forward in improving our County Infrastructure.

Ben brought to the Commissioners attention that Allen County is going to chip and seal all of their gravel roads and this is being funded by their Wheel-Tax. Ben brought this up because he and the Commissioners will probably be receiving questions on our gravel roads. Discussion took place on the Wheel-Tax percentage that would be needed to be beneficial for the County.

Discussion took place on the Bear Creek-construction drive and the suggestions from Jim McCanna. The Commissioners agree that if Ben, McCanna and Thomas are all in agreement then to go ahead and move forward.

Ben has some unrestricted funds left in LRS money, and with the move of the new Restricted Funds that paid for most of the new road grader, Ben would like to purchase a new mower and replace his pickup with the money that is remaining in the LRS funds. The Commissioners would like Ben to go ahead and get quotes to see what dollar amount they would be dealing with.

Culvert pipe on CR 34, a big drainage project will be coming down to lower the pipe. Ben's concern is the timing of when the drainage project will occur. Ben said the Surveyor approached him about six other pipes that he wants lowered. Ben's concern is the ditches are not being dipped in the correct timeframe that the pipes are filling up and not maintained correctly by the Surveyor.

**MATTER OF MINUTES**

William Hartman made a motion to approve minutes as written dated October 7, 2019. Jacqueline Rowan seconded and all approved.

**MATTER OF CLAIMS**

Jacqueline Rowan made a motion to approve Special Claims as written for the week of October 14<sup>th</sup>. William Hartman seconded and all approved.

**MATTER OF TRAVEL REQUESTS**

William Hartman made a motion to approve travel request for the following:

- 1) Dotty Miller & Lauren Deutch to travel to Fort Wayne several times per year to attend presentations and speakers for the Northeast Indiana Human Resources Association. Estimated cost of \$195.00 for the yearly due and yearly mileage of \$123.12 to be claimed as the meetings take place to be paid for by Commissioners travel.
- 2) Desiree Holy to travel to Indianapolis on Oct. 21<sup>st</sup> to attend RW Criminal Justice Provider Training. Estimated cost of \$127.48 to be paid for by Commissioners travel.
- 3) Ryan Hull to travel to Athens, Georgia on Nov. 6<sup>th</sup>-8<sup>th</sup> to attend Athens-Clark County DWI Court. The National Center for DWI Courts is paying for all travel expenses except meals. Estimated cost for meals of \$96.00 to be paid for by department travel.

Seconded by Jacqueline Rowan and all approved.

**MATTER OF COUNTY HOME REPORT FOR SEPTEMBER 2019**

The Commissioners acknowledge receipt of the September 2019 County Home Report.

**MATTER OF RULE 5-NOTICE OF TERMINATION: DEKALB COUNTY COMMISSIONERS ROAD EXTENSION:**

Jacqueline Rowan made a motion for the president to sign the Notice of Termination for Permit #INRA01228: DeKalb County Commissioners Road Extension from IDEM. William Hartman seconded and all approved.

**MATTER OF OTHER DISCUSSION**

Other discussion included the following topics: discussion with Sheriff on his Comp. time Policy, Shop with A Cop set for 12/14/19, Sheriff Vehicle replacement discussion, intercom for the security officers, Ben Beer discussion about the grant for the Covered Bridge and bidding process, Community Corrections Storage building cement pad quotes, new positions in the Surveyor’s office, Airport Authority Board, ADA in Spencerville, CR 60 east of CR 35, south door for card reader quote,

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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