

DEKALB COUNTY COMMISSIONERS' MEETING

March 29, 2021

Commissioners Present: President William L. Hartman
Vice President Michael Watson
Vice President Todd Sanderson

Others Present: Auditor Jan Bauman
Attorney James P McCanna

MATTER OF HUMAN RESOURCES

A portion of the new Rescue Plan Act has to do with COBRA. Dotty Miller is working with our vendor, Your COBRA Connection, regarding this.

The deadline was extended for the Zoning Administrator position applications. Currently, the Plan Commission is the hiring body for this person. The Commissioners intend to change the hiring body to the DeKalb County Commissioners.

Ms. Miller got in touch with the third party administrator for the County when we were self-insured. He remembers what had occurred that led to the County leaving self-insurance. Ms. Miller has been in touch with another third party administrator that gave her information on their program.

Other HR topics discussed: and open and filled positions; and planning for open enrollment with AFLAC and Trustmark.

MATTER OF MINUTES

Michael Watson made a motion to approve Commissioners' minutes dated March 22, 2021. Todd Sanderson seconded, and all approved.

MATTER OF TRAVEL REQUESTS

Todd Sanderson made a motion to approve the following travel requests as presented:

- 1) Dave Cserep and Roger Powers (Sheriff) to attend the ISA Spring Conference in Indianapolis April 19-22. Estimated cost of \$506 to be paid out of Commissioners' travel.
- 2) Greg McClure (Sheriff) to travel to Plainfield April 18-22 for Guest Firearms Instructor training. Estimated cost of \$460 to be paid out of Commissioners' travel.
- 3) Dotty Miller (HR) to travel to Fort Wayne on April 12 for the NIHRA April Meeting. Estimated cost of \$17.34 to be paid from Commissioners' travel.

Michael Watson seconded, and all approved.

MATTER OF 2020 ANNUAL JAIL REPORT

There was discussion about the revenue the Sheriff receives from the State as well as some of the other information reported. Commissioners acknowledge receipt of the 2020 Annual Jail Report.

MATTER OF APPLICATION FOR USE OF COURTHOUSE LAWN ON APRIL 24, 2021

Zach Heimach submitted an application for the use of the Courthouse lawn on April 24th. It is for a “peaceful rally with classical American readings to re-emphasize American ideals of freedom and equality.” The Commissioners would like for Mr. Heimach to come in to explain further what his plans are. President Hartman will call him. No action was taken.

MATTER OF ORDINANCE REVISING RECORDER FEE FOR BULK FORM COPIES

The Recorder’s Office utilizes a company called Fidlar to supply the technology to perform e-record services, indexing old documents into the system and offers two (2) different forms of researching tools known as Laredo and Tapestry. Laredo is done by subscription that allows a subscriber to pay a monthly fee to search records, but Tapestry is for the occasional searcher that charges a fee for each search or permits a company or a person to obtain disks weekly with all recordings downloaded to that disk for a per image fee of \$0.10 per image. Fidlar is discontinuing support of the program that allows the Recorder’s Office to produce the disk to companies that subscribe to the Bulk User Agreement, and in order to continue to supply this service, the Recorder’s Office must engage the services of Fidlar for a bulk image program called Monarch. Fidlar charges \$0.13 per image, and in order to continue receiving \$0.10 per image, the County must amend the Ordinance to charge per image for the Bulk User Agreement a total of \$0.13 per image to pay the Monarch fee of \$0.03 per image. Monarch will allow those subscribing to the Bulk User Agreement to receive images directly instead of waiting for a disk weekly, which benefits the bulk users. Michael Watson made a motion to approve Ordinance No. 2021-R-9, DCC 4-7-5-2, on First Reading, An Ordinance of the DeKalb County Board of Commissioners Revising Fee for the Recorder Supplying Bulk Form Copies to Bulk Users. Todd Sanderson seconded, and all approved. Michael Watson made a motion to suspend the rules to approve Ordinance No. 2021-R-9, DCC 4-7-5-2 by Title only on the Second and Third Readings. Todd Sanderson seconded and motion passed unanimously. Michael Watson made a motion to approve Ordinance No. 2021-R-9, DCC 4-7-5-2, on Second and Third Readings, An Ordinance of the DeKalb County Board of Commissioners Revising Fee for the Recorder Supplying Bulk Form Copies to Bulk Users. Todd Sanderson seconded, and all approved.

MATTER OF PURCHASE AGREEMENTS FOR CR 36A, CR 61, AND HIGHWAY DEPT

The Commissioners reviewed the purchase agreements today. Next Monday there will be joint public hearings with Council and Commissioners for both CR 36A and CR 61. These purchase agreements will be posted to Council’s meeting packet for their review prior to the hearings. Approval by Commissioners will be subject to County Council approval and the final buyer after the bidding process.

The Commissioners talked about working with the City of Auburn regarding the future extension of Potter Drive to County Road 40 and allowing that portion to be built to County road standards instead of city standards until more development occurs in that area.

MATTER OF ISSUES AT THE 220 EAST 7TH STREET BUILDING

Larry Lane obtained a quote from Auburn Plumbing and Heating to add an outside clean-out for the septic at the 220 East 7th Street building. Todd Sanderson made a motion to have Auburn Plumbing and Heating install an outside clean-out at a cost not to exceed \$2,500, and to pay for it out of LITED #62. Michael Watson seconded, and all approved.

The contractor for the Credent building project notified Larry Lane that the ceiling and lights have to be removed from a good portion of the Health Department in May. All of the offices that lie on the west wall of the building has to be moved out for a 2-3 week period while steel beams are installed. This is to

strengthen the roof for the potential of additional snow load since the roof will be subject to snow falling on it from the new 3-story building. The Surveyor's Office would be minimally affected, and the office would not have to be vacated. Commissioner Sanderson asked if we could ask Credent for a cash offer and for the County to take on the liability to not have to add the beams. The offer could be used as a down payment for the building later. He believes it is only a matter of time until the County will be asked to sell the 220 building because there is such a need for parking downtown. He thinks the County should pursue this idea as long as it doesn't put the County employees in jeopardy. If there is a large snow, the offices could be told not to report to work for a few hours until the snow can be removed if necessary for the time being. Mr. Lane will ask the contractor to relay the message to the Hefty's and ask them to contact the Commissioners if they are interested.

MATTER OF HIGHWAY

Ben Parker received a Professional Services Proposal from ForeSight for the proposed Highway Department development located along US Highway 6 in Waterloo (the "Henderson" property). It would be for civil engineering and land surveying services. ForeSight had assisted in creating a development plan for Brett Henderson for the same property, so ForeSight is already familiar with the property. It could take 4-6 months from now before all approvals can be obtained and building can begin. Todd Sanderson made a motion to engage the services of ForeSight Consulting to come up with a site development plan for the proposed Highway Department site on US 6 in Waterloo (Henderson Property) for a fee of \$45,400. Michael Watson seconded, and all approved.

Todd Land purchased a property in 2011 on County Road 51 between County Road 56 and County Road 60. The plat approval in 2004 for Lot 3 had specified a driveway to be installed on the north end of the property with no other locations. Mr. Land appealed to the Drainage Board to get a pond put in on the north end of the property. He assumed when his pond was approved that the driveway was moved to the south. But the Drainage Board does nothing with driveway permits. Mr. Parker says the location does not meet the standard for sight distance.

MATTER OF HEALTH PLAN REVIEW

Alexis Coonan from Gallagher gave a brief overview of Gallagher and DeKalb County renewal history. She then went through several utilization reports and finished with 2021-2022 renewal planning.

It has not made sense to go to a self-funded plan yet because there is no cost savings when looking at that type of program. This option has been evaluated each year for the last several years to see if it would be a good route to go for the County. They have found that it would not be due to claims history.

MATTER OF ORDINANCE 2021-R-10 AMENDING UNIFIED DEVELOPMENT ORDINANCE

Michael Watson made a motion to approve Ordinance No. 2021-R-10, Unified Development Ordinance No. 69, on First Reading, An Ordinance Amending DeKalb County Unified Development Ordinance ("UDO") Article One Sections 1.26 and 1.27. Todd Sanderson seconded, and all approved. Michael Watson made a motion to suspend the rules to approve Ordinance No. 2021-R-10, UDO #69 by Title only on the Second and Third Readings. Todd Sanderson seconded and motion passed unanimously. Michael Watson made a motion to approve Ordinance No. 2021-R-10, Unified Development Ordinance No. 69, on Second and Third Readings, An Ordinance Amending DeKalb County Unified Development Ordinance ("UDO") Article One Sections 1.26 and 1.27. Todd Sanderson seconded, and all approved. This gives the Commissioners the hiring authority of the Zoning Administrator.

MATTER OF MASK MANDATE BEGINNING APRIL 6 FOR COUNTY OFFICES

The Commissioners discussed the Governor's recent announcement to change the mask mandate to a mask advisory beginning April 6. Todd Sanderson made the motion to make wearing a mask and using hand sanitizer upon entry to DeKalb County buildings optional for employees and visitors beginning April 6, 2021.

MATTER OF COMMUNITY CORRECTIONS

The Commissioners informed Kellie Knauer that they are considering an architectural plan to expand and convert the Community Corrections building to become the new jail. Her Community Corrections program will continue and be relocated to another building. The work release program would be under the jurisdiction of the Sheriff as has been discussed with her before. There was brief discussion about staffing as well as having Ms. Knauer request grant money to fund the residential program through the end of 2022. The Commissioners' plans are not all set in stone but Council needs to be informed. The Commissioners wanted to talk about these potential plans to Ms. Knauer before the Council meeting on Monday when they will be addressed.

MATTER OF OTHER DISCUSSION

Other discussion topics included: Council-Commissioners' discussion topics for April 5th Council meeting; Executive Session to be scheduled for April 5th at 2:30; moving vaccine clinic to old Dayspring Church building will probably not be necessary now due to changed coming from the State; and showers at Community Corrections.

William L. Hartman – President

Michael Watson – Vice President

Todd Sanderson – Vice President

Attest:

Jan Bauman