

DEKALB COUNTY COMMISSIONERS' MEETING

January 4, 2021

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

Others Present: Auditor Jan Bauman
Attorney James P McCanna – ATTENDED ELECTRONICALLY

MATTER OF REORGANIZATION

Michael Watson motioned to nominate William Hartman as President and for Michael Watson and Todd Sanderson to serve as Vice Presidents. Todd Sanderson seconded, and all approved.

MATTER OF MINUTES

Todd Sanderson made a motion to approve minutes dated December 28, 2020, with correction. Michael Watson seconded, and all approved.

MATTER OF TRAVEL REQUESTS

Todd Sanderson made a motion to approve the following travel request:

- 1) ClaraMary Winebrenner (Prosecutor) to travel to Carmel February 10-11 for IPAC Train the Trainer Course. Estimated cost of \$121.44 to be paid from department travel.

Second by Michael Watson, and all approved.

MATTER OF OFFICIALS' BONDS FOR APPROVAL

Michael Watson made a motion to approve the following officials' bonds for 2020: blanket bond for all County employees (\$5,000 each), Clerk Holly Albright (\$120,000), Coroner Michael Gerber (\$15,000), Auditor Janice Bauman (\$30,000), Treasurer Sandra Wilcox (\$300,000), Recorder Leta Hullinger (\$15,000), and Sheriff David Cserep (\$30,000), and for all three to sign. Todd Sanderson seconded, and all approved.

MATTER OF CLAIMS

Todd Sanderson made a motion to approve Payroll and Bookkeeper claims for the month of December 2020 and to approve General Claims consisting of warrant #'s 131481 thru 131511 in the amount of \$274,610.23, and wire transfer #'s 16799 thru 16884 in the amount of \$580,581.45. Michael Watson seconded, and all approved.

MATTER OF POLICY REGARDING PURCHASE OF DÉCOR FOR COUNTY OFFICES

Auditor Bauman had recently asked State Board of Accounts whether décor for an office are valid expenses to be paid with taxpayer dollars. State Board of Accounts indicated that the purchases would most likely be considered personal expenses that would not be paid for using County dollars. State Board of Accounts asked whether the County has a policy for these types of purchases. Attorney McCanna said that he believes that furnishings for an office should be brought in by employees and marked, and have the employees take the items with them when they leave. They should not be reimbursed with County

monies. The Commissioners agree. The Commissioners also think no holes in the walls should be made. The Commissioners should make the decision whether holes in the wall are made. There are other ways to hang pictures that don't require holes to be made. Attorney McCanna will draft a policy for the Commissioners to review. One of the Commissioners will speak with the Treasurer after the meeting today to let her know these things since a written policy will not be in place yet.

MATTER OF HIGHWAY

Ben Parker presented the results of the annual materials and supplies bids that were opened on December 23, 2020. All but one had bids in on time, and that bid was rejected on the day bids were opened. The Commissioners in the past have accepted all bids and used the best price available at the time of purchase to save the County money. Also, sometimes a vendor does not have a material available when the County is ready for it. Commissioner Watson motioned to accept Mr. Parker's 2021 DeKalb County Highway Bid Pricing List/Results as presented. Todd Sanderson seconded, and all approved.

R.G. Zachrich has begun to pull up the flooring on the Covered Bridge. The Friends of the Bridge will take possession of the boards and sell them to help raise money for projects they would like to do in relation to the Covered Bridge. Last year the Commissioners promised the old flooring to the Friends of the Bridge during a regular meeting.

Appraisals are being done on the proposed Highway location in Waterloo (Henderson property) as well as the current location on Ensley Avenue.

MATTER OF NEW EMPLOYEE HANDBOOK

Michael Watson made a motion to approve the new Employee Handbook as presented. Second by Todd Sanderson, and all approved. Attorney McCanna has some minor changes to make and will get them to Dotty Miller.

MATTER OF OTHER DISCUSSION

Other discussion topics included: Jail Committee meeting on Monday afternoons (standing 1:30 appointment) and will be part of the public meeting since 2 or more Commissioners will be participating; Michael Watson will check whether permit is needed for renovation of Red Room and what type of electrician is needed as required by City of Auburn; and Display Case Agreement.

William L. Hartman – President

Michael Watson – Vice President

Todd Sanderson – Vice President

Attest:

Jan Bauman, Auditor