

## **DEKALB COUNTY COMMISSIONERS' MEETING**

July 26, 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**

Dotty Miller brought a few items to the attention to the Commissioners: open and closed positions; positions that will go to the Job Classification Committee for possible reclassification; increased cost for background checks, especially for employees who have lived in multiple states; and higher budget to be requested for WIS services

### **MATTER OF CLAIMS**

Michael Watson made a motion to approve General Claims consisting of warrant #132182 through 132187 in the amount of \$88,574.60, and wire transfer #18469 through 18551 in the amount of \$534,871.05 as presented. Todd Sanderson seconded, and all approved.

### **MATTER OF PAYROLL**

Todd Sanderson made a motion to approve payroll for the period July 4-17, 2021. Michael Watson seconded, and all approved.

### **MATTER OF JUNE 2021 COUNTY HOME REPORT**

Todd Sanderson made a motion to acknowledge receipt of the County Home Report for the month of June 2021. Michael Watson seconded, and all approved.

### **MATTER OF MINUTES**

Michael Watson made the motion to approve the minutes from July 19, 2021 as presented. Todd Sanderson seconded, and all approved.

### **MATTER OF DART UPDATE AND DOCUMENTS REQUIRING SIGNATURE**

Duane Blankenship first presented the 4<sup>th</sup> quarter (April-June 2021) CARES budget reimbursement request for DART in the amount of \$121,319. Mr. Blankenship gave some highlights from the 4<sup>th</sup> quarter: Total miles driven – 40,798; Total revenue hours – 2,530; Number of accidents – 0; Passenger fares - \$12,825; and State sales tax rebates - \$396. They have hired two additional drivers since the last time he has been here.

Also, last year, a couple of new vehicles had been requested—a transit van and a transit bus. They received the van within the last month, so there is an invoice that needs to be signed for it. One of the

van's doors did not close properly. The van had to be sent back to be fixed, so it is not on the road yet. It is a very nice van that will seat 7 people and has vinyl seats and other nice features. Once it is in operation, another van will be taken out of operation and sold. When a vehicle is sold, the money goes to the agency rather than to the State. They keep a list of local folks who are interested in the vans when they are ready to be sold who would benefit from them.

Michael Watson made a motion for the President to sign the invoice requesting reimbursement of \$121,319 for CARES operational funding 4<sup>th</sup> quarter and the invoice requesting \$45,700 for the purchase of a low floor min-van from Midwest Transit (non-CARES funding). Todd Sanderson seconded, and all approved.

### **MATTER OF TRAVEL REQUESTS**

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

- 1) Pamela Wallace and Lori Haas (Treasurer) to travel to Fort Wayne for the Annual Treasurer's Conference August 10-13. Estimated cost of \$60 to be paid from Commissioners' travel.
- 2) Josh Hicks and Josh Carpenter (Sheriff) to travel to Plainfield for Indiana Sheriffs Association Training August 1-4. Estimated cost of \$486 to be paid from Commissioners' travel.
- 3) Sheila Stonebraker and Tammy Warstler (Assessor) to travel to Indianapolis August 24-27 for the Assessor Summer Conference. Estimated cost of \$2,302 to be paid from State Called Meetings.
- 4) Mark Olivero and Kevin Likes (Public Defender) to travel to Nashville September 30-October 1 for the Capital Defense Seminar. Estimated cost of \$1,215.48 to be paid from Commissioners' travel.
- 5) Ronda Hunkler (VSO) to travel to Whitley County on July 29 for CVSO Training. Estimated cost of \$33.26 to be paid from Commissioners' travel.

Michael Watson seconded, and all approved.

### **MATTER OF PROBATION**

Michael Lapham informed the Commissioners about an opportunity to obtain a grant for Naloxone. Four people will be trained inside the office to administer the naloxone. Todd Sanderson made a motion to offer signature approval for the grant. Michael Watson seconded, and all approved.

Next, Mr. Lapham requested the salary of a probation officer assistant (POA) position within his budget. The bottom level salary would be \$35,000, which is just under what a regular probation officer would be. Currently, probation officers are pulled away from their duties to do things that a POA could otherwise do and allow the probation officer to focus on the work they are trained to do. It would make the office more efficient. Michael Watson made a motion to authorize Michael Lapham to move forward with requesting this position of Council at budget time. Todd Sanderson seconded, and all approved.

### **MATTER OF TRANSFER OF RAILROAD BRIDGE TO CITY OF AUBURN**

Todd Sanderson made a motion to approve Resolution No. 2021-R-17, A Resolution of the Commissioners of DeKalb County Approving the Transfer of the Century Old Iron Bridge from the County of DeKalb to the City of Auburn, Indiana, along with the accompanying "Exhibit A", Memorandum of Understanding Between the County of DeKalb and the City of Auburn Regarding the Transfer of the Old Iron Bridge from the County of DeKalb to the City of Auburn, Indiana. Michael Watson seconded, and all approved. A similar resolution and M.O.U. will go before the DeKalb County Council on Monday, August 2<sup>nd</sup>, for their approval as well.

### **MATTER OF TITLE FOR SHERIFF'S VEHICLE GOING TO AUCTION**

Michael Watson made a motion to sign the title for the Sheriff's 2010 Chevy Impala, VIN #2G1WD5EM5A1111424, which is going to auction. Todd Sanderson seconded, and all approved.

### **MATTER OF CONTRACT WITH NEXUS FOR CYCLICAL REASSESSMENT**

Michael Watson made a motion to sign the Contract for Annual Adjustments and Cyclical Reassessment with the Nexus Group Inc. Second by Todd Sanderson, and all approved. The fee will be \$29,500 annually for new construction, and \$35,000 for annual trending/ratio study, and \$153,000 annually for each phase of the cyclical reassessment, and \$4,500 annually for sales disclosure reviews, with the total payments over 4 years not to exceed \$888,000 for all services.

### **MATTER OF CONSTRUCTION DELIVERY METHODS**

Tim Ehlerding from FCI Construction presented a comparison sheet between three construction delivery methods: Design-Bid-Build (Single-Prime), Construction Manager-Agent (CM), and Construction Manager-Risk (CMAR). He focused on the benefits of the CMAR method. The Commissioners contract directly with the CMAR. The Commissioners contract direct with the architect/engineer. The CMAR would have the contractual obligations with the Commissioners and with all of the subcontractors.

The Commissioners would have full access to everything going on with the project. Having the CMAR involved early allows for more efficient scheduling and improved time of delivery. Once the bids have been received, a guaranteed maximum price will be established prior to construction. The only way the cost can go up is if the Commissioners want to add something. If the CMAR misses something during the bidding process, it is on them. In essence FCI would be the CMAR, so if there is a problem with a subcontractor, FCI needs to know to work with the subcontractor and solve any problems. The Commissioners have the final determination on who to pick as subcontractors. FCI pre-qualifies the subcontractors before bidding and also brings their recommendations to the Commissioners and the reasons why they would recommend each one. The CMAR and architect/engineer work collaboratively. The CMAR can give input on alternative materials, equipment, or methods that may save money, improve quality, or save time.

The Commissioners thanked Mr. Ehlerding for presenting. This would be for the development of the Henderson property for the relocation of the Highway Department. After some discussion, the Commissioners believed that for the nature of the Highway project, a CMAR probably would not be necessary, and a traditional design-bid-build model would be more appropriate, but for the jail project a CMAR could be a very good choice. No action was taken.

### **MATTER OF HIGHWAY**

The City of Butler has some industry coming to the area, and they will be paving Shore Drive (our County Road 32). The City would like the County to chip and seal the ¼ mile portion that T's into County Road 65 and State Road 1. Commissioner Sanderson is going to talk with Mayor Hartman. He will recommend that they pave their portion of road first since it will require to be built up. We can then do our portion. We will target to have our portion done by September 2022.

The Community Crossings grant has been submitted.

### **MATTER OF SHERIFF'S COMMISSARY REPORT FOR JANUARY-JUNE 2021**

Todd Sanderson made a motion to acknowledge receipt of the Sheriff's Commissary Report for January-June 2021. Michael Watson seconded, and all approved.

### **MATTER OF "UNKNOWN" PROPERTIES (OWNERS &/OR UNVERIFIABLE LOCATIONS)**

We have some properties that have unknown owners with a known location. We also have properties that have known owners (old railroads) with unknown locations. Treasurer Sandi Wilcox said it is about time to certify for tax sale. She would like them all to be certified for tax sale so they can be sold and put back on the tax rolls. The problem with the ones for which locations cannot be verified is that the Transfer Office would not be able to answer questions when people who have paid money to purchase them ask where the property is. They wouldn't be able to map the property either. Attorney McCanna has been working with Auditor Bauman to find a firm or researcher willing to do the work to find the locations, but so far no one wants to take on the extra work because of the many hours it will take and is unlikely to result in success. Commissioner Sanderson said he thinks they should be taken off the records. The research is going to cost more than the properties may be worth.

Attorney McCanna's biggest problem is selling properties on tax sale for which we do not know their locations. Can we take them off the tax rolls altogether? That would be a question for the Assessor. The Transfer Office will take another look at the properties with unverifiable locations to make sure they truly cannot be located. The Treasurer will work the Assessor to see what she her authority is regarding the properties. This will give us a starting point. If the Assessor removes/deletes/inactivates the properties, the Auditor's Office will then remove the associated taxes and assessments. Commissioner Sanderson said we should keep record of what we did. Auditor Bauman told him that once a property record is inactivated in the LOW system, it eventually does "fall off." However, it can be pulled up by its property record number for the pay year it was still active and for all prior years.

The properties with unknown owners but with verifiable locations can be sold on tax sale since proper required notice can be made by publication.

### **MATTER OF CONTRACT FOR THE USE OF SCHOOL PROPERTY**

Chris Gaumer brought a contract for the Commissioners to sign. It is to use the Millie Hansen Auditorium at Eastside Jr.-Sr. High School for the Plan Commission meeting on August 17 regarding the solar ordinance. Todd Sanderson made a motion for the President to sign the contract. Michael Watson seconded, and all approved. There is no charge to use the facility.

### **MATTER OF PLUMBING ISSUES AT COMMUNITY CORRECTIONS**

Repairs have been underway on the showers at Community Corrections to make them ADA compliant. Another issue has come up that has to do with the water supply for units B & C. The way they are set up now, if there is a water issue in unit B or unit C, the water must be turned off for both units because there is only one shut-off point. This is could be a very big problem per director Kellie Knauer. If there is a catastrophic issue in the middle of the night with 40 residents on campus, how could they operate while the problem is being fixed? Now would be a better time to add a separate shut-off point while there are no female residents so housing can be addressed more easily. Mosaic has proposed a scope of work in the amount of \$42,680 for the separation and valving of the main water supply for units B & C.

The Commissioners asked who is going to pay for this? Mosaic said they were using the plans that were given them by the architect. There was discussion about whether the plans should have indicated that something wasn't reasonable to Mosaic. These plans are not unusual, so no red flags were raised.

President Hartman said he has difficulty believing there is no regulation stating there needs to be an isolation of the water supply with all of the other regulations we need to follow for the Community Corrections program. Kellie Knauer told the Commissioners that the Department of Corrections does not allow her to pay for modification of buildings with her budget.

One of the Commissioners will call Tony Vie from Elevatus to talk to him about the situation.

The Commissioners would like things to be put on hold for now other than the repairs underway in the men's shower in Unit A.

**MATTER OF CONSULTING SERVICES FOR ARPA REPORTING, EXPENDITURES**

Michael Watson made a motion to engage Baker Tilly for reporting and consulting on ARPA expenditures. Todd Sanderson seconded, and all approved.

**MATTER OF OTHER DISCUSSION**

Other discussion topics included: quotes for windows in Annex Building; courthouse restrooms will not be available for ACD festival; what Waterloo will want to see in site plans for Highway property; request for appointment to Public Defender Board; Council-Commissioners' discussion topics for August 2 Council meeting; garage door openers for one of the departments;

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William L. Hartman – President

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Michael Watson – Vice President

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Todd Sanderson – Vice President

Attest:

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Jan Bauman, Auditor