

DEKALB COUNTY COMMISSIONERS' MEETING

October 25, 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 BUILDING MAINTENANCE

Larry Lane informed the Commissioners that there are leaks in the Surveyor's Office as well as in the back stairwell of the Annex Building. Ceiling tiles in the stairwell are falling down, so the stairwell has been temporarily closed until the problem is fixed. Also, the City of Auburn's valve outside of the Annex Building went bad. When they were replacing it, other problems with the pipe were uncovered. The Commissioners want to find out if those problems will be the County's to fix or the City's. Either way, it will need to be fixed before covering it up again. Finally, the painting of the pole barn is complete

MATTER OF HUMAN RESOURCES

Historically we have had an Annual Employee Meeting with a catered lunch. Employees are recognized and other business is conducted. There used to be a committee each year that would organize the meeting, but employees who served on the committee either no longer work for the County or are "burned out" planning it. COVID may still be an issue for some people. The Commissioners asked how interested employees really are in having the meeting. Would they prefer individual departmental meetings with a Commissioner instead? Some department heads intentionally have not participated in the meeting. The Commissioners would like to think about this before making a decision. Perhaps the meeting is no longer meaningful to employees and needs to be re-evaluated. Dotty Miller will put feelers out to see what she can learn from departments.

Other HR topics discussed: open and closed positions; EEOC reporting; and using the Workers Compensation report as a guide to knowing what to focus on for safety training.

MATTER OF CLAIMS

Michael Watson made a motion to approve General Claims consisting of warrant #132474 through 132478 in the amount of \$2,207.11, and wire transfer #19203 through 19316 in the amount of \$302,910.14. Todd Sanderson seconded, and all approved.

MATTER OF MINUTES

Todd Sanderson made the motion to approve the minutes from October 18, 2021. Michael Watson seconded, and all approved.

MATTER OF COMMUNITY CORRECTIONS

Kellie Knauer would like to amend her ballistic vest policy to state that her staff authorized to carry firearms while on duty "may" wear a ballistic vest rather than "shall." The vests are now expired. She doesn't believe she should mandate something that her employees are going to be taxed on as a fringe

benefit. Ms. Knauer wanted the Commissioners to make the decision about the policy because of the liability issues involved. When asked, she explained that the three field officers go into the homes of electronically monitored clients several times a week. The conversation became focused on clothing items being taxable to employees. Auditor Bauman explained that the Commissioners can express their opinion on these things, but it is the Auditor's responsibility to determine whether those items meet the IRS test for being taxable. The test is done no matter what department is purchasing clothing or other personal protective items, and it is done whether an employee is full time or part time. As far as the vests are concerned, those would not meet the test and therefore would not be taxable. Later in the meeting, Ms. Knauer again asked about the wording of the policy. The Commissioners would like the policy left as it is with the vests being a requirement due to the liability issues that could result. The policy has worked well in the past.

Next, the Sheriff worked out a telephone service agreement for Community Corrections. Everything that has to do with phones for the residents at Community Corrections will run through the Sheriff now. The commission for the use of the phones will no longer go to Kellie but will go to the Sheriff now. The only thing that is not working properly yet is the population that does not book into the jail, for example, pre-trial, Probation, etc. A process is being worked out for them. Michael Watson made a motion to approve Amendment No. 1 to the Inmate Telephone Service Agreement. Todd Sanderson seconded, and all approved.

The next item of business was budget revisions for the calendar year 2022 grant agreements for Community Corrections and Probation. Ms. Knauer wanted to begin by saying that Community Corrections is an agency of DeKalb County Government. Our loyalty is to DeKalb County. We are employees of DeKalb County. We want to provide the services that DeKalb County needs. She feels there is misunderstanding in the community and wanted to clarify. We get our funding from the State, and they are a partner, and they say if you want this money you need to follow these things. But we work for DeKalb County. Community Corrections' three budgets for Community Supervision, Work Release, and Pretrial are being consolidated into two budgets for Community Supervision and Work Release. The overall grant request and award did not change in the amount of \$1,181,530. The revision for Probation required a reduction in the grant amount from \$80,200 to \$64,850. Adjustments to the salary amount and fringe benefits were also made. Todd Sanderson made a motion to sign the Grant Application Letter of Support for CY 2022 Budget Revisions. Michael Watson seconded, and all approved. This is for Community Corrections and Probation grants.

Utility cost needs have been fine-tuned since Ms. Knauer sent the Commissioners her last report of costs needing addressed. They are over budget by close to \$14,000. Diesel fuel refill, drywall repairs, and other items were also brought up. The Commissioners thought that only the utilities should be considered the most important "need" through the end of 2021. Where will these be paid out of? They have been paid out of the Correctional Facilities Local Income Tax Fund (1233). The Council allocates \$125,000 toward building maintenance costs out of this fund for Community Corrections. Ms. Knauer tries to keep building maintenance costs separate from program costs. In order to pay the most recent utility bill, she covered the cost out of one of her funds because the allocation in Fund 1233 was exceeded. So where should the approximate \$14,000 in utility costs be paid for through the end of 2021? Ms. Knauer believes that since Community Corrections is a County building, it should come out of a County fund rather than one Community Correction's. The Commissioners would like to think about this another week before making a decision. No action was taken.

Ms. Knauer answered a few quick questions by Ms. Bauman before the Commissioners' next appointment. First, the Prosecutor is supposed to be writing up a new Memorandum of Understanding between Community Corrections and the Sheriff (that will also need to be approved by the Commissioners). The responsibilities of each side will need to be spelled out regarding Commissary, as

well as other amendments. Ms. Knauer will let the Prosecutor and Sheriff know that this needs to keep moving along. Second, vending machines are going to be utilized at Community Corrections. Only staff and participants will have access to them. Community Corrections will not touch any of the product that goes in them—it will be completely run by Snyder's. Commissions will be extremely negligible, so only Snyder's (the vendor, not the Sheriff) will be collecting them. Once an agreement between Community Corrections and the Sheriff has been reached regarding the vending machines, it should be brought to the Commissioners so the Commissioners can approve it in the form of a resolution. Finally, Ms. Knauer expects the commissary to be completely turned over to and run by the Sheriff by the end of October—November 15th as a buffer.

MATTER OF RECORDER

Recorder Leta Hullinger notified the Commissioners that she has two microfilm readers. One had been taken out of service that wasn't being used, and when Auburn Abstract's broke, they had asked to borrow it since their could not be fixed. Now Auburn Abstract is interested in purchasing it. Advanced Imaging was able to give a value of \$3,000 for it. This was the only company available to give a fair market value. Michael Watson made a motion to sell the microfilm reader to Auburn Abstract for \$3,000. Todd Sanderson seconded, and all approved.

Leta Hullinger does volunteer work at Sunny Meadows. The cemetery is overcome with weeds. Two couples have been weed eating the cemetery voluntarily. They found part of the fence that had been buried. The names of all who are buried there have also been found in some records with the help of the Health Department. There are no caskets. The people at Sunny Meadows and volunteers would like to officially name the Sunny Meadows cemetery the "Sunny Meadows Memorial Gardens. The goal is to raise enough funds to put a nice fence around the perimeter and a sign up, and to have all of their names engraved. The last person buried was in 1953. Would the Commissioners allow the cemetery to be split off into its own parcel if enough money could be raised for a survey to be done? It could be turned over to the Keyser Township Trustee for maintenance, and a survey and separate parcel would not be required in order to turn it over to the Trustee. Ms. Hullinger plans to attend the Keyser Township Board meeting to discuss the cemetery. The Commissioners don't have a problem with Attorney McCanna drawing up a resolution renaming the cemetery prior to all of the other details being worked out with the cemetery's maintenance.

MATTER OF TRAVEL REQUESTS

Michael Watson made a motion to approve the following travel requests:

- 1) Schuylar Casto (Prosecutor) to travel to Indianapolis for the 2021 IPAC Applied Professionalism Seminar on October 22. Estimated cost of \$128.48 to be paid from department travel.
- 2) Derek Herb, Marshall Gaddis, Carl Martinez, and Ashli Knepper (Community Corrections) to travel to Indianapolis November 16-17 for the IACCAC Fall Training Institute. Estimated cost of \$1,590 to be paid from department travel.

William Hartman seconded, and all approved.

MATTER OF SAMPLE ECONOMIC DEVELOPMENT AGREEMENT FOR SOLAR FARM

Attorney McCanna has been reviewing various economic development agreements that he has obtained by other counties that have been used with solar farm developers. He distributed one he particularly likes from White County. He also distributed his own notes and thoughts for the Commissioners to consider. What ends up in the agreement is going to be personal preference of the Commissioners. Mr. McCanna

plans to make phone calls to a couple of other counties also before the Commissioners make final decisions on an agreement. The calculation is based on per megawatt of capacity, not generation.

Commissioner Watson said there is a large disparity between potential generating capacity of the two solar farm developers on the east end of the County and Auburn Renewables. If we can come up with something the Commissioners can vote on by November 8th then that at least covers Auburn Renewables so they can proceed with their abatement when it goes before Council on the 9th. Attorney McCanna also added that he wants to make sure there are additional provisions put in there that sets them apart due to their smaller size—most likely an extra paragraph or two.

There was discussion about whether the economic development payments could be applied to a jail bond, and is there such a thing as a 30-year abatement? There are “super” abatements that are 20 years in length that have a little different rules as found in statute. One of the advantages of the Commissioners having flexibility with the economic development agreements is so that they are not completely locked in to only one type of agreement if a special circumstance may arise, such as a super abatement, that would allow for a much longer economic development payment schedule to the County.

MATTER OF SURVEY AT THE HENDERSON PROPERTY

A survey is needed in order for the title work to be completed for the closing of the Henderson property. When will it be available? Todd Bauer from ForeSight Engineering called into the meeting to discuss this. He said he could get a draft to Auburn Abstract by Tuesday at the latest. It will be enough for them to do their title work. Their title work, in turn, will be what he needs to complete his survey and to move forward with the site development. Commissioner Sanderson said we know we will be getting a good survey. The site plan will not be ready, which means we will not have formal approval from the Town of Waterloo. Are we good to close without the site plan and Town approval? There have been several conversations with the Town of Waterloo throughout the course of the planning stages. The Commissioners had consensus they are confident with all of the information they have received on the Henderson property that they are good to close without having the completed site plan. The Commissioners will start thinking about which architect to hire for the project.

MATTER OF HIGHWAY

There was brief discussion about the proposed ordinance for cross cutting or boring under County roads. The detail is not included in the ordinance regarding specific wording for the signage. Instead, there is reference to that being under the discretion of the Highway Superintendent.

There is a handshake agreement with the City of Auburn and DeKalb Central Schools to help share in the cost of the solar LED lights for signs at the crosswalk at CR 427. The total cost is nearly \$15,000.

The Commissioners updated Mr. Parker on the survey being done at the Henderson property and that things will start moving along again on the closing of the property and the site development.

MATTER OF MOSAIC AND COMMUNITY CORRECTIONS

Commissioner Sanderson spoke with Tom Wherling from Mosaic. They are supposed to have a face-to-face meeting to determine how the light fixtures are going to be fixed and when they will be fixed. His goal is that by the end of next week (which would be November 5th), everything will be complete. Commissioner Sanderson told Mr. Wherling that realistically it is a 3-day job, not a 3-hour job. President Hartman believes it could be a whole week job potentially. Commissioner Sanderson also indicated to Mr. Wherling that he does not need an electrician to come in and do the work because the electrical is

fine—he needs a framer to secure them. Commissioner Sanderson will ask Mr. Wherling about some potential warranty issues also to see if he can talk to his subs about them.

MATTER OF STAND ENERGY NATURAL GAS PURCHASE AGREEMENT

Todd Sanderson made the motion to sign the Strand Energy Natural Gas delivery contract. Michael Watson seconded, and all approved. This is a 2-year contract. Chris Czerniak will come to next week's Commissioners' meeting to go into more detail about pricing options.

MATTER OF OTHER DISCUSSION

Other discussion topics included: holding public hearing for County redistricting on November 15th at 9:00 a.m.; benefits for Chief Deputy Public Defender; Executive Session next Monday at 1:30 for consideration of application; concrete approach at pole building needing attention; jail exterior color choices; and heating water at the jail/mixing valve.

William L. Hartman – President

Michael Watson – Vice President

Todd Sanderson – Vice President

Attest:

Jan Bauman, Auditor