

DEKALB COUNTY COMMISSIONERS' MEETING

January 8, 2024

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

Others Present: Auditor Susan Sleeper
Attorney Andrew Kruse

MATTER OF REORGANIZATION

Attorney Kruse opened up nominations for President:

Todd Sanderson motioned to nominate William Hartman as President. William Hartman seconded.

Attorney Kruse closed nominations and called for vote with the motion passing unanimously.

MATTER OF COURTHOUSE MAINTENANCE MOWER/SNOWPLOW

Larry provided two quotes for a lawn mower to be used at DCCC, Sunny Meadows, & Central Communications. Currently it is costing the County around \$20,000 per year just for mowing at the three locations.

The quote was for a Grasshopper Model 725DT with 3661PF: Weaver Outdoors LLC Avilla came in at \$23,877.70 and Outdoor Concepts Inc Bluffton came in at \$23,999.00.

Michael Watson made a motion to approve the purchase of the Grasshopper Model 725DT with 3661PF from Weaver Outdoors LLC, Avilla in the amount of \$23,877.70. Todd Sanderson seconded and all approved.

Larry will need to purchase a trailer to haul the mower from building to building.

MATTER OF HUMAN RESOURCES

Dotty Miller, HR Director gave a review of the Department Head's meeting that was held last week, and the many options for the opportunity to save on prescription medications. Dotty had provided the Commissioners with pricing information on a 'gym' membership, as well as the unofficial notice of the YMCA rates increasing for 2024. Dotty and Attorney Kruse had a conversation about illegal drug use policy and testing. Recruitment around the County was covered.

MATTER OF AUBURN ETJ | INTER-LOCAL AGREEMENT UPDATE

Chris Gaumer provided a copy of the Inter-Local Cooperation Agreement Between DeKalb County and The City of Auburn, Indiana Regarding Planning, Zoning, Subdivision Control,

Permitting and Enforcement Jurisdiction with the proposed changes. This updated agreement will replace the agreement that went into effect September 1, 2017, with Recorded Document #201704224. The changes were due to be reviewed in 2024, but with having new City of Auburn employees, they felt there were some things that needed to be clarified within the document, and those were highlighted in the document handed out. Chris stated they would like to have the agreement take effect on January 16, 2023. Commissioner Hartman wanted to know what would happen if they did not vote today. Commissioner Watson asked if there was a reason that he did not want to vote on the agreement, he stated he had not read it in its entirety.

Todd Sanderson made a motion to approve the Agreement as explained above. Michael Watson seconded and all approved.

MATTER OF CoCiGIS-ESRI AGREEMENT WITH THE CITY OF AUBURN

This agreement should have been signed in 2021, but with the departure of Chris Sweitzer, it got lost in the shuffle. ESRI needs a signed authorized entity list, this authorizes ESRI to allow DeKalb County Government employees as users. According to Nathan Frye, Application Support/GIS Administrator for the City of Auburn the agreement we have with Auburn, Waterloo, Garrett & Butler will probably change in 2024.

Todd Sanderson made a motion to accept and for the president to sign the Regional Government Enterprise Agreement. Michael Watson seconded and all approved.

MATTER OF CHANGE ACADEMY GRANT PROPOSAL

Michelle Fosnaugh provided the JCC Application for the FY25 grant that funds the CHANGE Academy. This was approved by the Advisory Board, as well as they have been informed that the grant money will remain the same as it has the past few years in the amount of \$88,686. This year they are going to request the schools to pay additional monies for their services to help offset inflation.

Michael Watson made a motion to approve the JCC Grant Application for FY25 in the amount of \$88,686. Todd Sanderson seconded and all approved.

MATTER OF HIGHWAY 2024 BID RESULTS

Ben Parker presented the results of the annual materials and supplies bids that were opened on December 18, 2023. 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 material available when the County is ready for it.

Michael Watson motioned to accept all bids as presented for 2024. Todd Sanderson seconded, and all approved.

MATTER OF HIGHWAY

The CR 56 project letting is set for January 18th and hopefully will know more info.

MATTER OF HIGHWAY AGREEMENT FOR SMALL STRUCTURE INVENTORY

Ben had provided the agreement ahead of time, with clarification from Attorney Kruse's comments. The agreement is for 375 small structures in the County. The last study was completed in 2015.

Todd Sanderson made a motion to accept the agreement between DeKalb County and Butler, Fairman, Seufert for the Small Structure Inventory for a not to exceed price of \$128,845. Michael Watson seconded and all approved.

MATTER OF CCMG PROJECT BID OPENING

As advertised bids were opened at 10:30 a.m. as follows:

API Construction Bid: \$1,523,568

E&B Paving: \$1,673,058.03

Brooks Construction: \$1,528,677

Todd Sanderson made a motion to accept all bids and for Ben Parker to take them under advisement and bring them back to the January 22, 2024 meeting for award. Michael Watson seconded and all approved.

MATTER OF HEALTH FUNDING PRESENTATION | MARYCLARE CLARK

Cheryl Lynch introduced MaryClare to the Commissioners, as well as explained Alyssa has been working with MaryClare and allowed Cheryl to step back and just be filled in on status of the process.

Commissioner Sanderson would like to see more money be put toward St. Martins, as well as see the Children's first amount go to \$35,000 to replace the amount of money that comes from the General Fund Commissioners Budget. MaryClare explained that they sat down with all the applicants and told them to reach for the stars, but to also understand that they will not be able to meet all amounts. The State has a cap that can be set per applicant, and they did go by those caps, depending on the project that is being put out in the community. If the project is a supply, they would like to pay for those supplies so they can do their project, but if the applicant provides a service that is repeatedly out in the community there is added weight on how much they may receive.

Over the course of this year, the State really wants them to figure out this year what is needed next year. MaryClare spent time explaining the entire process of how the plan evolved and how amounts were awarded. Commissioner Sanderson commented that MaryClare has a good understanding of this process. MaryClare stated that she has worked in public health for a very long time, and this is the first time she has seen this type of funding from the State for public health.

Cheryl commented that part of MaryClare's job is to partner with the awardees and she made sure that all the core services are covered and the communication to the public. Cheryl

commented that the health money is not intended to take away any of the other funding the Children's First Center is already receiving. Cheryl's fear is that if people think they are going to lose money from the Commissioners, they may be leery to partner with the Health Department. Commissioner Watson said the amount of collaboration that has happened through all of this and commends Cheryl for all the hard work.

Cheryl introduced Shannon Scheumann as the new School Liaison Employee.

Todd Sanderson made a motion to approve the following Memorandum of Understandings between the Department of Health and awardees and authorize Cheryl to sign the MOUs.

Michael Watson seconded and all approved.

Children's First Center | \$15,250

Garrett Keyser Butler CSD | \$10,000

Harold McMillen Center | \$10,591

St. Martin's Health Care | \$58,000

YMCA of DeKalb County | \$16,000

Drug Free Noble County dba Drug Free Dekalb County | \$11,500

Garrett Community Center | \$10,832

Parkview DeKalb Hospital | \$10,920

Women's Care Center | \$2,800

MATTER OF PAYROLL

Todd Sanderson made a motion to approve payroll for the period December 3 – December 16, 2023, that was pre-approved by Michael Watson due to the Commissioners meeting not held and processed on December 29, 2023; and to approve payroll for the period of December 17 – December 30, 2023 to be processed on January 12, 2024. Michael Watson seconded, and all approved.

MATTER OF CLAIMS

Todd Sanderson made a motion to approve December 2023 Bookkeeper and Payroll claims along with Special claims in the amount of \$10,667.56 consisting of warrant #'s 134946 thru 134947 and wire transfer #'s 26921 thru 26924 that were processed on December 27, 2023 and General claims processed on January 8, 2024 in the amount of \$1,320,113.29 consisting of warrant #'s 134958 thru 134998 and wire transfer #'s 26931 thru 27046. Michael Watson seconded and all approved.

MATTER OF MINUTES

Michael Watson made the motion to approve the minutes dated December 18, 2023. Todd Sanderson seconded, and all approved.

MATTER OF COMMISSIONER APPOINTMENTS TO PLAN COMMISSION

Todd Sanderson made a motion to appoint William Hartman to the Plan Commission as the Commissioners Representative. Todd Sanderson seconded, and discussion took place. Michael Watson commented that he does not agree and will just call this as it is and that this is retaliation for a difference in opinion. Michael Watson does not feel that any of these appointments should

be made as a political issue but understands that it is an election year and Commissioner Hartman needs to make his point. Commissioner Watson has not seen Commissioner Hartman at any of the Plan Commission training sessions. Commissioner Sanderson said that his thinking was to put a new set of eyes on responsibilities and possibly rotate the next Commissioners.

Motion passed (2,1) with Watson not in favor.

Michael Watson made a motion to reappoint Jerry Yoder to the Plan Commission Board. Todd Sanderson will not second the motion until they can be civil and not talk about politics, he needs to re-think this appointment. William Hartman will not second the motion either and would like to table the decision for 2 weeks.

Councilman VanWye spoke and understands the Commissioners have their differences with each other but not to make Jerry Yoder a part of the battle between the three Commissioners.

VanWye expressed that Jerry Yoder has the experience and knowledge and boots on the groundwork, he may not always agree with Jerry but is allowed to view issues in another view.

Motion is tabled until January 22, 2024, meeting.

MATTER OF COMMISSIONER APPOINTMENTS TO BOARD OF HEALTH

Michael Watson made a motion to appoint Steve Teders to the Board of Health. Todd Sanderson asked if the member must live in DeKalb County as he has heard Teders is moving out of the County. Todd also does not have an issue with Herb Horrom either. Cheryl Lynch confirmed that the board member does not have to live in the County but must live in a County that we offer services to. Commissioner Watson received confirmation that Teders will be moving to Noble County, and stressed it has nothing to do with his job, he is more than willing to serve but understands if living outside of the district is an issue. Motion died for lack of a second.

Todd Sanderson motioned to appoint Herb Horrom to the Board of Health. Michael Watson seconded and all approved.

MATTER OF DART INVOICE FOR VAN

Todd Sanderson made a motion to accept and the president to sign the Invoice for the van ordered in 2021 in the amount of \$102,000. Michael Watson seconded and all approved.

2021 Capital Match: \$11,000

2021 Capital Federal Funds: \$44,000

2023 Rural Vehicles (CY 2022 Cancelled Fed. Funds Reallocated to CY 2021 Vehicle Price Increases): \$47,200

MATTER OF CHINS SERVICES CONTRACT FOR 2024

Commissioner Sanderson asked if the fee had changed from 2023, and it has gone up by \$4,100. Commissioner Hartman asked if the Record Keeping and Reporting is being submitted.

Todd Sanderson made a motion to approve the contract for Cory Swagger in the amount of \$41,000 for the year of 2024. Michael Watson seconded and all approved.

MATTER OF ORDINANCE 2024-O-1 | AN ORDINANCE TO PRESERVE THE LOCATION AND PREVENT DAMAGE TO SECTION CORNER MARKERS WITHIN DEKALB COUNTY

Tyler Lanning said it is a basic ordinance, as they are getting a start on the cornerstone project to reclaim all the stones back to the County. This is important as Surveyors go off of those points when doing their surveys and when they are not able to be found then Surveyors have to go off maps/pictures that could not be accurate.

Michael Watson made a motion to pass Ordinance 2024-O-1 on FIRST Reading as described above. Todd Sanderson seconded and all approved.

ACKNOWLEDGEMENT OF RECEIVING THE JULY – DEC 2023 COMMISSARY REPORT

Michael Watson motioned to acknowledge receipt of the Commissary Report for the period of July 1, 2023, to December 31, 2023. Todd Sanderson seconded and all approved.

ACKNOWLEDGEMENT OF RECEIVING THE CORONERS 2023 ANNUAL REPORT

Michael Watson motioned to acknowledge receipt of the 2023 Coroners Annual Report. Todd Sanderson seconded and all approved.

MATTER OF HIGHWAY DISBURSEMENT REQUEST #6 AND #7

Todd Sanderson made a motion to approve releasing the SIXTH draw request to GM Development Companies, LLC in the amount of \$809,960.58 that was processed on December 18, 2023; as well as the SEVENTH draw request in the amount of \$ 341,104.13. Michael Watson seconded, and all approved.

Sitework/Utilities: 100% complete
Site Seeding, Lawn & Landscape: 54.17% complete
Concrete: 88.31% complete
Pre-Engineered Metal Buildings: 91.70% complete
General Trades: 52% complete
Wall & ceiling Assemblies, Flooring: 71.54% complete
Finish and Paint: 39.44% complete
Pole Building: 34.85% complete
Salt Storage Structure: 94.68% complete
Fuel Station: 15.84% complete
Fire Protection: 9.62% complete
Mechanical & Plumbing: 68.06% complete
Electrical: 44.67% complete
General Conditions: 55% complete
Overhead: 55.72% complete

MATTER OF OTHER DISCUSSION

Topics Include: Lawhead lawsuit, tire facility in Corunna, Plan Commission Truck Transmission-replace with a truck more the size of an F-150, Issue @ Plan Commission prior to Christmas: out of sequence addresses on CR 27 that were assigned over 20 years ago and a few patrons being upset with not only the Plan Commission and Commissioner Hartman himself – this has caused Chris to look at the plan on how to let someone know that their address needs to change | Commissioner Hartman said the gentleman was very belligerent and called him many things, new Project Manager assigned for Highway Build as Carston resigned from FCI, discussion on County Farm Agreements,

Regular Commissioner meeting was recessed at 11:30 to begin the advertised Executive Session

EXECUTIVE SESSION as noticed

The Commissioners met in Executive Session as noticed beginning at 11:30 a.m., in accordance with IC 5-14-1.5-6.1(b)(D). There were no decisions made and no other matters discussed. The Executive Session concluded at 11: a.m.

Regular Commissioner meeting was reconvened at 11:37 to finish their regular meeting.

MATTER OF ANNUAL BOARD OF FINANCE MEETING

President Todd Sanderson opened the meeting at 11:47 a.m.

Michael Watson made a motion to approve the Board of Finance meeting minutes from January 30, 2023. William Hartman seconded, and all approved.

Michael Watson nominated Todd Sanderson as the **President** of the Board of Finance. William Hartman seconded and all approved.

William Hartman nominated Michael Watson as the **Vice President** of the Board of Finance. Todd Sanderson seconded and all approved.

William Hartman nominated Sandra Wilcox as the **Secretary** of the Board of Finance. Todd Sanderson seconded and all approved.

Michael Watson made a motion to approve the **State of Investment Policy** that now includes investment ability with funds that are backed by the Federal Reserve and Federal Government Agencies for all three to sign. William Hartman seconded, and all approved.

Treasurer Sandi Wilcox went over the Cash and Investment Report and 3 Year Revenue Comparison Report. As of December 29, 2023, Treasurer Wilcox was able to bring in \$65,583,211.84 of income by investing. She can invest up to 2 years without having to come back and re-do the investment policy. However, due to the rates, most of the CD's are invested for 6-month terms. They are currently invested in Beacon Credit Union, Lake City, Community State Bank, Farmers & Merchants, Flagstar, Horizon and Trust Indiana. Local banks compete with interest rates, and that is how they are chosen by the Treasurer. Community State Bank is the County's main bank. Excise tax is just held until it can be disbursed at settlement time at Trust Indiana; excise is not a county asset. In 2023, interest earned was \$3,572,311.28, as compared to 2022's interest earned of \$872,031.71 and 2021's interest earned of \$71,262.72. The following

William Hartman made a motion to accept the **Investment Review**. Michael Watson seconded and all approved.

Next, warrants outstanding and unpaid in the amount of \$531.64 were reported. Michael Watson made a motion to move the **outstanding and unpaid checks** from their accounts into County General in the amount of \$531.64. William Hartman seconded, and all approved.

Sandi then went over the 2023 Summary of Collections Report that went through the Treasurer's Office last year. Most of the property tax payments came by way of walk-ins, mail or dropbox at 52.0%, Mortgage Escrow at 27.4%, Electronic Payments at 15.00%, Partner Bank Locations at 1.10%, and Misc. Collections such as TRECs, AFCS at 0.5%. The delinquency rate for 2023 was at 7.02%, up from 6.97% for 2022, but still down from 7.30% in 2020. That represents about \$2.69 million dollars in delinquencies. There were 70 tax sale properties in 2023, compared to 64 in 2022 and 130 in 2021.

Finally, Ms. Wilcox went over 2023 Achievements and 2024 Goals.

Accomplishments included: New online payment portal, Invoice Cloud went live February 1, 2023, earned more interest on County money in 2023 than in the last 10 years combined by being diligent about the earning strategy, worked with Beacon Schneider to get real estate, mobile home & personal property searches combined, successfully transitioned the in-person tax sale to online only, and First Deputy completed 2 additional courses in the NaCo Professional Development Leadership Program—Leading in Analytics and Leading on Purpose.

Goals for 2024 are: work with Auditor's office to complete the cleanup of remaining parcels with unknown owners and unknown locations, decrease the delinquency rate as well as postage costs for county by utilizing Invoice Cloud's marketing strategies to promote paperless billing, recurring & automatic payments, Continue to be diligent about earning interest on county money with a goal to earn \$2.0 million in interest for the year, even in environment of declining interest rates, Digitize all bankruptcy files to eliminate paper storage of bulky records, Work with CSB to enable positive pay on ACH transactions, streamline department "green" receipt process, cross train staff on settlement process, and Transition Treasurer's office responsibilities to the newly elected treasurer to assure seamless changeover.

William Hartman made a motion to approve the **Board of Finance Annual Report**. Michael Watson seconded, and all approved.

The next meeting will be January 13, 2025, at 9:00 a.m.

Michael Watson made the motion to **adjourn** the Board of Finance meeting at 12:20 p.m. William Hartman seconded, and all approved.



William L. Hartman – President



Michael Watson – Vice President



Todd Sanderson – Vice President

Attest:



Susan Sleeper, Auditor