

DEKALB COUNTY COMMISSIONERS' MEETING

August 24, 2020

Commissioners Present: President William L. Hartman
 Vice President Donald D. Grogg
 Vice President Jacqueline R. Rowan

Others Present: Auditor Jan Bauman
 Attorney James P McCanna

MATTER OF HUMAN RESOURCES

There is no date yet for the testing and interview for the Weights and Measures candidate. The State has still not verified that the position needs to be full time.

Human Resources has already received 3 resumes for the Soil & Water director's position, and it hasn't even been advertised.

Dotty Miller is still having issues with the Department of Workforce Development for the times people were displaced during COVID. She has to calculate the specific days the person was working in order to communicate accurately with Workforce Development.

An employee who had been terminated from the jail had filed a claim against the County, but it seems to be just about resolved with virtually no impact on the County.

One department's clerical positions are paid less than what the recommendation is from the wage study done by Irwin Scheele. This is something that needs to be researched further before Council meets in September. Ms. Miller will also be looking at wages in the Sheriff's Department and whether they are still competitive.

The performance review for Central Communications Director Brian Humbarger still needs to be done.

Later in the meeting, Dotty Miller received confirmation from the State that the Weights and Measures position may be part time as long as the required testing can be accomplished in the year.

MATTER OF MINUTES

Donald Grogg made a motion to approve the minutes dated August 17, 2020. Jacqueline Rowan seconded and all approved.

MATTER OF CLAIMS

Donald Grogg made a motion to approve Special Claims for the week of August 17, 2020, and Claims consisting of warrant #130973 through #130985 in the amount of \$30,342.07, and wire transfer #15648 through #15765 in the amount of \$988,899.93. Jacqueline Rowan seconded, and all approved.

MATTER OF PAYROLL

Jacqueline Rowan made a motion to approve payroll for the period August 2-15, 2020, as presented. Donald Grogg seconded, and all approved.

MATTER OF TRAVEL

Donald Grogg made a motion to approve the following travel request:

- 1) Tanya Custer (Community Corrections) to travel to Van Wert, Ohio, September 16-19 for Moral Reconciliation Therapy Training. Estimated cost of \$600 to be paid from department travel.

Jacqueline Rowan seconded, and all approved.

MATTER OF LETTER OF ENGAGEMENT WITH STIFEL FOR UNDERWRITING BONDS

Donald Grogg made a motion for the President to sign the Underwriter/Placement Agent Engagement Relating to Potential Municipal Securities Transaction for the General Obligation Refunding Bonds of 2020 with Stifel, Nicolaus & Company, Incorporated, and to approve it contingent upon our financial consultant, Jeff Peters, approving it. Jacqueline Rowan seconded, and all approved. This is in anticipation of refinancing the Central Communications building bond.

MATTER OF CLOUD SERVICE AGREEMENT FOR TEAMS LICENSING

I.T. Director Jack Smith presented a Cloud Service Agreement for Teams Licensing. The courts are using Teams for conferences and online court proceedings. Teams is becoming a mainstream method for conducting meetings. The courts have been using temporary licenses and now need permanent ones. Mr. Smith is asking for 30 “seats” subscriptions to the Office 365 Enterprise E-1 at a total cost of \$380.40 per month. Since it is a subscription plan, features can be added as needed. This is an open-ended contract. Mr. Smith has anticipated going with Teams eventually but not this soon. It has come about due to COVID. He plans to submit the cost for reimbursed through CARES; this can be done through the end of 2020. Donald Grogg made a motion to approve and enter into contract with Software One for the Microsoft 365 Enterprise E-1 Licensing Service Agreement. Jacqueline Rowan seconded, and all approved.

MATTER OF CITY OF AUBURN & UTILITIES AT COMMUNITY CORRECTIONS

Mayor Ley said that building a sewer line has nothing to do with the connection fee. The connection fee is to help pay for the water treatment plant. The monthly bill pays for the actual treatment of the water on a monthly basis.

A timeline of data points was distributed. It begins June 12, 2018 and ends March 13, 2019. A couple of file notes were also shared. One says, “Mosaic responsible for bldg. permit fees and owner would be paying sewer and water fees.” The second one says “City believed that County Commissioners are negotiating with Mayor on final amount of sewer connection fee.” These would have been notes written in the file by City employees based on comments made to them at the time. Mayor Ley cannot vouch for the validity of the comments.

Mosaic tried twice to get the number from the City saying how much water will be consumed. Mayor Ley said the City does not generate a number because that is too risky. The number should be given to the City in a certified document by an engineer saying how much water is going to be used, and then the City can calculate it. That number for Community Corrections was not given by the engineer to the City until September 17, 2018, which would have been after bids were due.

It was confirmed that as industry grows and taps into that sewer, the County will not be able to charge those industries as they tap into the sewer line. This was supposed to have been in a contract with the City but was not.

MATTER OF SEPTIC ORDINANCE

The Health Department Board will be coming back with some verbiage changes to the Septic Ordinance. President Hartman said that no remediations have been done in the three years the ordinance has been in effect. There was more discussion about the changes the Commissioners would like to have made to the ordinance. No action was taken.

MATTER OF CARES/COVID FUNDING REIMBURSEMENT FORMS FOR SIGNATURE

Donald Grogg made a motion that the President sign reimbursement requests #77 and #78 for CARES/COVID funding. Jacqueline Rowan seconded, and all approved.

MATTER OF APPRAISALS FOR CR 27 PROPERTY AND COUNTY PARKING LOT

Donald Grogg motioned to pay the \$1,000 appraisal fee from Bratcher & Associates for the County Road 27 property and the \$1,300 appraisal fee from John Good, MAI, for the County parking lot at 213 East 7th Street out LITED #24. Jacqueline Rowan seconded, and all approved.

MATTER OF CARPET FOR LAW LIBRARY AND RED ROOM

Larry Lane obtained quotes from Roth Floor Covering for the Annex Building “red” room (\$4,219.05) and the Law Library (\$2,577.90). Mr. Lane recommends that if the Law Library is going to be done that the conference room and jury room next to the Law Library should be done at the same time.

MATTER OF FUNDRAISING FOR COVERED BRIDGE

Mary Hollabaugh-Diehl said that the \$50,000 goal for fundraising has been surpassed. She asked when the restoration to the bridge will begin. There is no official start date yet. Another item is the Friends would like reassurance that the drainage issues on the west end will be an engineered repair so that it doesn't happen again. President Hartman believes signage needs to be moved for overweight and oversize vehicles because where they are placed currently are inadequate. Commissioner Grogg said that the grant process took much longer than anyone ever expected. He commended the Friends for taking the initiative to raise money to restore the bridge.

MATTER OF COMMUNITY CORRECTIONS TEMPORARY UTILITIES ISSUE

Even by withholding a tap fee amount in Mosaic's bid, had Mosaic included it, their bid still would have been the low bid, so that would not have affected who the County contracted with at the beginning of the project.

After meeting with the Mayor earlier in the meeting, Commissioner Grogg said he believes Mosaic owes \$4,496.35 for: the water meter permit fee (\$1,477.85), water (\$1,878.10) and wastewater (\$1,140.40).

Donald Grogg made a motion to notify Mosaic that after further investigation, Mosaic owes \$4,496.35, and the County is responsible for the remaining \$91,346.64 of the utility fees. Jacqueline Rowan seconded, and all approved.

Donald Grogg motioned that since we are nearing the end of the punch list, that of the total retainage we are holding for Mosaic we release \$150,000. Jacqueline Rowan seconded, and all approved.

Auditor Bauman will let Tony Vie from Elevatus know so he can communicate this to Mosaic and also prepare a new Application for Payment for the Auditor.

MATTER OF REQUEST TO SELL WARES ON SIDEWALK

Donald Grogg made the motion to deny the request of any vendor to sell on the courthouse sidewalk on any days in addition to Farmers Market days. Jacqueline Rowan seconded, and all approved.

MATTER OF HIGHWAY

Bid packets are getting finalized and will be going out soon. Realistically, it will take a couple of months before work can begin by the time the bids go out and are awarded. There will also be an initial meeting this week that is required before anything can proceed with the bridge. Also, Ben Parker would like to have the utilities relocated off of the bridge. There have been too many instances of conflicts when coordinating moving of utilities from the bridge for certain reasons in the past.

Bob Wilder would like to know if the bids will be written in such a way that the flooring is bid separately from the bridge structure. Mr. Parker said that is something that really hasn't been discussed but is a good idea. Mr. Wilder said he knows of some Amish contractors who are interested in laying the floor. The pre-bid conference to obtain more information will all be handled by USI. President Hartman reminded Mr. Parker that the Friends of the Bridge have plans for the old flooring when it becomes available, so no one else should take possession of that old flooring.

Pavement Solutions was able to resolve the problem at County Road 39. Striping is next. They indicated there is a large amount of truck traffic at that intersection; there is no reason why they cannot use that route as it is a former state route. It could possibly be a result of construction being done near I-69.

MATTER OF OTHER DISCUSSION

Other discussion topics included: Quality Correctional Care contract verbiage for Section 3.6; utility overcharge at Sheriff dept.; contract for restoration of light posts sent to contractor; striping for parking lots; setting up meeting with Parkview for the EMS contract; complaint by lady in Butler City regarding parking issue to be given to Mark Heffelfinger to give to the Mayor; and Klink attorney has not yet forwarded the lease on County Road 27 property to the County attorney for review;

William L. Hartman – President

Donald D. Grogg – Vice President

Jacqueline R. Rowan – Vice President

Attest:

Jan Bauman, Auditor