

**DEKALB COUNTY COMMISSIONERS' MEETING**  
September 10, 2020

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

Others Present: Auditor Jan Bauman  
Attorney James P McCanna

Absent: President William L. Hartman

**MATTER OF HUMAN RESOURCES**

On Aug. 28, 2020, the IRS issued Notice 2020-65, allowing employers to temporarily defer withholding the employee's portion of Social Security payroll taxes for pay periods starting Sept. 1 through Dec. 31, 2020, as directed by an Executive Order issued by President Donald Trump. Unless Congress passes additional legislation forgiving the repayment of this tax deferral, employees would be required to repay the taxes by doubling the employee's Social Security tax paycheck withholding to 12.4 percent during the first four months of 2021. The Auditor added that we have received comments from employees who do not want to defer their payroll taxes. In addition, allowing the option to defer payroll taxes would be very difficult for tracking and calculating later. She prefers to opt out of the deferral if at all possible.

Jacqueline Rowan made a motion to opt DeKalb County out of the payroll tax deferral that was ordered by President Donald Trump in a presidential Notice 2020-65, and for it to be retroactive to September 1, 2020. Donald Grogg seconded, and all approved.

The new Weights and Measures Inspector, Pat Grant, is getting organized and working with the State to learn many details so he gets off to a good start. He will be picking up his laptop as well as getting set up with I.T. for a log in and e-mail, etc. Mr. Grant had asked whether the Commissioners would like to have regular updates. The Commissioners think that would be good and that Mr. Grant can work with the Auditor's Office to get on the schedule when it fits best into his schedule.

The Commissioners were informed about position openings and changes in staffing.

Children and grandchildren of employees are back in school now, and students are beginning to test positive for COVID, so the question of quarantining protocols is coming up. HR is working with the Health Department to answer questions correctly.

Department heads are working with Ms. Miller regarding job descriptions that may need to be modified to better explain the responsibilities of the positions. Also, for the budget hearings next week, Council President Ring has asked Ms. Miller to be present since she is involved with the work study and may need to weigh in on wage matters.

**MATTER OF MINUTES**

Jacqueline Rowan made a motion to approve the minutes dated August 31, 2020. Donald Grogg seconded and all approved.

### **MATTER OF CLAIMS**

Jacqueline Rowan made a motion to approve Bookkeeper and Payroll Claims for the month of August 2020, Special Claims for the week of September 8, 2020, and Claims consisting of warrant #131005 through #131060 in the amount of \$162,197.52, and wire transfer #15770 through #15872 in the amount of \$371,016.71. Donald Grogg seconded, and all approved.

### **MATTER OF PAYROLL**

Jacqueline Rowan made a motion to approve payroll for the period August 16-29, 2020. Donald Grogg seconded, and all approved.

### **MATTER OF TRAVEL**

Jacqueline Rowan made the motion to approve the following travel request:

- 1) David Bundy (Sheriff) to travel to Indianapolis September 16-17 for PREA Investigator Training. Estimated cost of \$192 to be paid from Commissioners' travel.

Donald Grogg seconded, and all approved.

### **MATTER OF LARE GRANT AWARD**

Allen Haynes from Soil & Water told the Commissioners that the County has been conditionally selected for FY 2020-2021 funding through the LARE program. Mr. Haynes explained that his name is on the grant to electronically sign on behalf of the County. He has worked with the Auditor's Office to make sure the paperwork and monies flow correctly. This project was submitted as one application for two streambank sites for restoration within the City limits of Auburn. It was submitted by DeKalb County Government as sponsor. This was done for grant administration since the Commissioners and Auditor handle all grant funds. Oversight for the project is to come from the Cedar Creek Drainage Board with input from the City of Auburn/Auburn Parks Board. The LARE grants fund up to 80% of the total cost of the project. LARE grants require a 20% cash match from applicants. For this grant, the 20% is being covered equally by the Cedar Creek Drainage Board/DeKalb County and the Auburn Parks Board/City of Auburn. An inter-local agreement was signed and put in place prior to the submission of the application outlining this arrangement. Our application is to be funded for \$50,000. This means if we utilize the total amount of the grant, the total project cost would be \$62,500. Based on the total project cost of \$62,500, the grant would pay \$50,000 with the remaining 20%, or \$12,500, being split between the City and County, each paying \$6,250.

### **MATTER OF FIRE ALARM AND RELATED INSPECTIONS**

Auditor Bauman asked the Commissioners whether it would be a good idea for the County to have a contract for inspecting all County buildings' fire alarms, extinguishers, sprinkler systems, AEDs, etc. After discussion, Commissioner Grogg thinks Department of Homeland Security would probably be the best department to check with contacts at all County buildings to find out what vendors they use for these services. Then, Director Jason Meek should put this in a report for the Commissioners so the Commissioners have information to consider contracting with vendors for all County buildings for those services on an annual basis. Vice President Grogg will speak with Mr. Meek to get that started.

### **MATTER OF NOTICE TO MOTOROLA FOR EARLY PAYMENT OF CONTRACT**

Jacqueline Rowan made a motion for Attorney James McCanna to write a letter to Motorola Solutions to exercise our purchase option to pay for the equipment after 35 days from the postmark on the envelope. Donald Grogg seconded, and all approved. This is pursuant to Paragraph 18 of the Equipment-Lease Agreement. Auditor Bauman will send the letter via certified mail.

### **MATTER OF APPOINTMENT OF PETER A. KEMPF TO ECKHART LIBRARY BOARD**

Jacqueline Rowan made a motion to appoint Peter A. Kempf as Steven Teders' replacement to the Eckhart Public Library Board of Trustees, for a term beginning September 10, 2020 and ending January 31, 2024. Donald Grogg seconded, and all approved.

### **MATTER OF HEALTH DEPARTMENT CONTRACTS FOR SIGNATURE**

Jacqueline Rowan made the motion for the President to sign the Contracts for Personal Services for an Independent Soil Scientist and Independent Backhoe Operator. Donald Grogg seconded, and all approved. President Hartman will sign the contracts upon his return.

### **MATTER OF SITE IMPROVEMENTS BOND FOR STONE BRIDGE ESTATES**

Stone Bridge Estates is moving forward for secondary plat next week. A Site Improvement Bond has been submitted by QBE for a road to be installed by Brooks Construction, from County Road 64 down to the creek.

Jacqueline Rowan made a motion to accept the Site Improvement Bond from QBE Insurance Corporation for \$202,985 contingent upon a new bond that includes all red-lined changes requested by DeKalb County. This is Bond Number BND76300045. Principal is Henney Builders for Stonebridge Estates Improvements – Streets & Curbs – Auburn, IN (Stone Bridge Section I and Villas of Stone Bridge Estates). A maintenance bond will be requested after the road is complete plus 12 months.

### **MATTER OF HIGHWAY**

The brush tractors are now out clearing road right-of-ways.

The covered bridge electric meter has been switched over to DeKalb County, but the meter will not be able to be combined with the security lights, so there will be two separate meters.

Jeff Barkhaus wants to put an easement through the County's right-of-way. It will be a private sewer system (forced instead of gravity). Mr. Parker would like to know that when it blows one day, who is going to be responsible for the cost of repairing the road. Attorney McCanna's initial thoughts is if the developer wants to go through a County easement, an agreement should spell out future obligations will be parceled out to the homeowners. This should be in place before it goes before the Plan Commission. However, he needs to think more about it because there are many details to take into consideration.

The plans for covered bridge are not ready for bidding yet. The DNR claims they never received them, although in the start-up meeting they said they had received and reviewed them. Another issue is whether the project should be bid as one or two. To begin with, two bids seemed to be better—one for the flooring and one for the bridge. However, after thinking through all of the steps that would have to be taken with the flooring as well as the difficulty of trying to coordinate both contractors, the Commissioners are beginning to think that the project should be bid as one. They would like to speak with President Hartman about it before making a final decision.

John Boettcher Sewer & Excavating brought drill rigs in to the County without permits. What route they were taken, Ben Parker doesn't know. They are now sitting at County Road 40 and County Road 61. The work is being done on behalf of AEP. Mr. Parker should contact AEP to put them on notice they are liable to any resulting damage to the roads.

**MATTER OF OTHER DISCUSSION**

Other discussion topics included: Quality Correctional Care contract verbiage for Section 3.6 should be formalized in the contract by next year if it does not in 2020; flu vaccines will be available for County employees soon; status of septic ordinance changes; non-approval transfer into the legal services account; lease on property the Commissioners may purchase for the Highway Department; public hearing on September 14<sup>th</sup> for sale of 208 East 7<sup>th</sup> Street; utility easement needed for City of Auburn; EMS Agreement is in Parkview's hands for review of the County's redlined items; utility easement possibly needed at Diamond Lake Estates; and utility overcharge of \$58,000 that the Sheriff is obligated to pay.

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William L. Hartman – President

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Donald D. Grogg – Vice President

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Jacqueline R. Rowan – Vice President

Attest:

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Jan Bauman, Auditor