

DEKALB COUNTY COMMISSIONERS' MEETING

November 23, 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

Commissioner Rowan was not present for the beginning of the meeting.

MATTER OF HUMAN RESOURCES

The local health departments are being given more tasks to manage by the State—more information to track, etc. County Nurse Cheryl Lynch will be asking soon to replace the part time person who is retiring, and also to increase the hours of her part time person to a full 28 hours.

Regarding the Health Department during this year of COVID-19, the three nurses have logged many extra hours: one nurse has worked 260 extra hours, and the other two nurses have logged an extra 300 and 1,580 hours. The Commissioners would like to talk to Council about this on December 7th.

The four departments who run on a 24/7 schedule all have procedures in place for when an employee who is scheduled to work a holiday wants to take that day off. Ms. Miller has asked each department to write down their procedures and submit them to her. There has been a concern about how overtime is affected.

Ms. Miller brought up situations where a person gives their 2-week notice for a resignation but a supervisor deems it necessary to terminate the employee right away. There was discussion about this. Something may be inserted into the handbook to address the scenario.

There was discussion about possibility of penalties to be imposed on businesses that do not enforce the mask mandate in their establishments. How could a mandate be enforceable? It was also mentioned that it is important that the mask requirements be enforced by supervisors for our own employees.

Other HR topics covered: various unemployment claims/appeals; open and filled positions; transition plan in place for possible changes to Superior I department after new judge is in office; and tracking work done remotely by employees.

MATTER OF COUNTY PROPERTIES THAT MAY BE SOLD

Commissioners discussed the County Road 36A, County Road 61, and Highway Department properties that may be sold. There are potential buyers for all three. The County Road 61 property was originally acquired by the County as a wetland exchange. The Highway Department property should have an environmental clearance before attempting to sell.

There was talk about possibly having a bidding process on the Highway Department property since there are three potential buyers. It was also mentioned that a public hearing would be required to sell County property, and for properties valued at \$50,000, Council approval would be needed.

MATTER OF VISITORS BUREAU

To be rescheduled.

Commissioner Rowan arrived at 9:50.

MATTER OF PAY APP #16 AND CHANGE ORDER FOR MOSAIC BUILDING SOLUTIONS

Tony Vie from Elevatus presented Pay App #16 in the amount of \$163,207.60. This is for the \$150,000 that the Commissioners had agreed to release as well as the cost of exterior signage that Mosaic did not bill with a previous Pay Application. Mr. Vie thinks it is reasonable to allow the signage cost to be paid at this time. There was discussion.

Donald Grogg made a motion to approve Pay App #16 in the amount of \$163,207.60, which is for the \$150,000 previously approved to be released as well as an increase of \$13,207.60 for exterior signage. Second by Jacqueline Rowan, and all approved.

Mr. Vie also presented Change Order #14 in the amount of -\$ 5,337.15. It is a credit for the \$4,496.35 utility costs that the Commissioners had paid but for which Mosaic is responsible. It is also for the locker that Mosaic did not install per the contract.

Donald Grogg made the motion to accept Change Order #14 for utility costs and one locker for a total of -\$ 5,337.15. Jacqueline Rowan seconded, and all approved.

MATTER OF DISCUSSION ABOUT ENERGY CONSERVATION AND THE COUNTY

Rick Anderson from Johnson Melloh Solutions returned to speak to the Commissioners further about possibly adding solar panels to the Community Corrections campus. He had waited until the hot summer months were over so he would have a better picture about what kind of utility bills Community Corrections had paid. Mr. Anderson referenced the Guaranteed Savings Legislation, IC 36-1-12.5. His company has done a third of the solar in the State of Indiana. Going solar guarantees your utility rates for the length of time your solar remains in place rather than sustaining increases to utilities regularly by the utility companies. President Hartman said possible locations for solar are Central Communications, Community Corrections and the Sunny Meadows properties. A site plan needs to be done of the farm property to where other potential buildings will eventually be built.

Mr. Anderson said a third party lease loan or bond would need to be obtained to pay for the installation of the solar panels. An RFQ would be done and a vendor chosen. The Commissioners would like to obtain more than one quote. No action was taken

MATTER OF MINUTES

Donald Grogg made a motion to approve the minutes dated November 16, 2020. Jacqueline Rowan seconded, and all approved.

MATTER OF CLAIMS

Donald Grogg made a motion to approve General Claims consisting of warrant #131315 through #131328 in the amount of \$13,365.41, and wire transfer #16332 through #16518 in the amount of \$ 725,404.24, as presented. Jacqueline Rowan seconded, and all approved.

MATTER OF TRAVEL

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

- 1) Zachary Kerley (Sheriff) to travel to Plainfield on November 22-23 for the Indiana Law Enforcement Training Academy. Estimated cost of \$74 to be paid from Commissioners' travel.

Donald Grogg seconded, and all approved.

MATTER OF EMS AGREEMENT

Chad Owen from Parkview Hospital has asked the Commissioners to sign the EMS Agreement first, and then Parkview will sign. Donald Grogg made the motion to approve the Emergency Medical Services Program Agreement for the years 2021 through 2025 with Parkview Health, and for all three to sign. Second by Jacqueline Rowan, and all approved. The cost will be \$250,000 per year.

MATTER OF ST. JOE PROPERTIES THAT HAD BEEN ASSIGNED BY COMMISSIONERS

Attorney McCanna has created an affidavit saying it was intended that the Town of St. Joe receive both 30-11-15-376-008 and 30-11-15-376-003 by the Commissioners, that the Town of St. Joe sent notice for both parcels, and that the Commissioners have no issue with the Auditor preparing the Commissioners' certificate for the second parcel. Jacqueline Rowan made the motion to approve an affidavit signed by the County Auditor to approve the Town of Saint Joe fulfilling the legal responsibilities to satisfy the Commissioners' Certificate for parcel ID's 30-11-15-376-008 and 30-11-15-376-003, and to authorize the County Auditor to petition the court for approval of the Auditor's Office issuing a tax deed for both of said parcels. Donald Grogg seconded, and all approved.

MATTER OF WEIGHTS AND MEASURES

Pat Grant is about caught up with inspecting work that needed to be done. The box portion of the Weights & Measures truck has rust coming through that needs to be fixed. The garage door at the Plan Commission is difficult to lift. Could an opener be installed? Jacqueline Rowan made a motion to pay for a new garage door opener for Weights and Measures out of LITED #62. Donald Grogg seconded, and all approved.

MATTER OF HIGHWAY

The materials for the Spencerville Covered Bridge project will not be here for 8 weeks.

Donald Grogg made a motion to receive and to approve a Performance, Payment, and Maintenance Bonds from R.G. Zachrich Construction, Inc. for the Spencerville Covered Bridge project. Jacqueline Rowan seconded, and all approved. The bonds are in the total amount of the contract, or \$269,000.

The Friends of the Bridge would like to have steps installed on the west end approach to the covered bridge as part of the trail they want to develop. They will pay for it, and R.G. Zachrich is willing to install it. There was some discussion regarding ADA compliance as well as liability. Attorney McCanna said there is always a chance the County can be sued. However, doing this would be to enhance the ability to enjoy the bridge. He added that handrails should be installed. No final decision was made.

The Maumee River Basin Commission is wanting to install little solar powered electronic devices on 11 bridges that will monitor the flow of Cedar Creek. There is no cabling or wiring to deal with. They won't cause damage to guard rails or bridges. Mr. Parker would be able to be set up to receive data on the

Creek to help him be proactive with flooding. For their utility permit, Mr. Parker would like to have liability and maintenance addressed to protect the County from any issues surrounding the devices, should they arise. Donald Grogg made a motion to allow the Maumee River Basin Commission to install the devices to monitor the flow of Cedar Creek. William Hartman seconded, and all approved.

Ben Parker brought the Notice to Bidders for services, materials, and supplies for the year 2021 for the Highway Department. Bids will be due by 10:00 a.m. on December 21st, and opened at 11:00 a.m. Donald Grogg made a motion to approve the Highway Department's Notice to Bidders for services, materials, and supplies for the year 2021 and for all three to sign so he can proceed. Jacqueline Rowan seconded, and all approved.

MATTER OF LARE GRANT

Allen Haynes presented the Flatland Resources contract that he would like signed for the Cedar Creek Stabilization Project design work. The Surveyor and the City of Auburn have already affirmed that they would like to move forward with this contract with Flatland Resources. This company had also had the contract for the Cedar Creek Feasibility Study. The contract for design work is for \$46,000. The LARE Grant will pay 80% of the cost up to \$50,000, so the County will receive \$36,800 in LARE grant funding. The Surveyor would be responsible for 10%, or \$4,600, and the City of Auburn would be responsible for the remaining 10%, or \$4,600. Donald Grogg made a motion to approve the contract with Flatland Resources to facilitate the LARE Grant, with the County's portion being \$4,600, and for all three to sign. Jacqueline Rowan seconded, and all approved.

MATTER OF OTHER DISCUSSION

Other discussion topics included: transfers and additional appropriation requests for December 7 Council meeting; 2-year capital improvement plan will be needed by end of year; details on what to include in County Farm Lease Notice to Bidders; Habitat for Humanity tax sale property; preserving 5 feet of access to west wall of 220 East 7th Street building; people who may be willing to serve on the Drainage Board in 2021; Kellie Knauer is supposed to get with Evapar for a generator contract; Central Communications' attendance policy; new CARES dollars for educational purposes; and employees parking on courthouse square.

William L. Hartman – President

Donald D. Grogg – Vice President

Jacqueline R. Rowan – Vice President

Attest:

Jan Bauman, Auditor