

## DEKALB COUNTY COMMISSIONERS' MEETING

February 1, 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 HIGHWAY**

USI is reviewing at MJ Electric's expense the weight that will be on county bridges bringing a drill rig through the County. Mr. Parker has been discouraged at the lack of cooperation the company has had. He has drafted one permit for now for them to travel on County Road 40 with the County as insured for \$1,000,000. Todd Sanderson made a motion to approve the Special Extra Heavy Duty Vehicle Permit for MJ Electric. Michael Watson seconded, and all approved.

Mr. Parker presented Appendix "B" Authorization to Proceed Form for Phase 1 engineering for the replacement of Bridge #9. This is for on-call engineering services in the amount not to exceed \$50,000. Ben Beer from USI thanked the Commissioners for the good relationship the County and USI has had since 2009. He explained that there is a degree of uncertainty whether this bridge will need to be totally replaced or rehabilitated. It is likely that a rehabilitation will not be the best answer. It would be nice to be able to do the bridge as a single-span if possible. The permitting and environmental aspects (Cedar Creek) of this is part of this proposal. Michael Watson motioned to approve the Authorize to Proceed Form for on-call engineering services for Bridge #9 Phase 1. Todd Sanderson seconded, and all approved.

The 2021 Community Crossings bid documents have arrived that will be on file in the Auditor's Office. Bids will be due February 22<sup>nd</sup>.

Mr. Parker said it was a good move to proceed with the repairs to the covered bridge due to the extent of deterioration of the wing walls.

### **MATTER OF CLAIMS**

Michael Watson made a motion to approve Payroll and Bookkeeper Claims for the month of January 2021, and General Claims consisting of warrant #131542 through 131616 in the amount of \$74,211.23, and wire transfer #16988 through 17096 in the amount of \$698,456.92 as presented. Todd Sanderson seconded, and all approved.

### **MATTER OF MINUTES**

Todd Sanderson made a motion to approve minutes dated January 25, 2021. Michael Watson seconded, and all approved.

### **MATTER OF TRAVEL REQUESTS**

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

- 1) Lonnie Lanning (Prosecutor) and ISP Detective Jake Quick to travel to Kingston, Massachusetts for a homicide investigation/witness interview February 8-10. Estimate cost of \$542 to be paid from department travel.

Second by Todd Sanderson, and all approved.

### **MATTER OF 2020 RECEIPTS & EXPENDITURES AND TOTAL COMPENSATION**

Auditor Jan Bauman presented the 2020 County Receipts and Expenditures and 2020 Total Compensation for County Officers, Deputies, and Employees report that was posted on Gateway, on the courthouse bulletin board, as well as at Eckhart Public Library and Waterloo-Grant Public Library. Todd Sanderson made the motion to approve and for all three to sign. Second by Michael Watson, and all approved.

### **MATTER OF INVOICE FOR BOWERS ENGINEERING SERVICES**

Michael Watson made a motion to pay for the \$2,437.50 invoice from Bowers Engineering Services out of the Commissioners' County General budget, line item Other Service Fees. Todd Sanderson seconded, and all approved.

### **MATTER OF DART QUARTERLY INVOICE AND PURCHASE AGREEMENT**

Duane Blankenship gave a quick recap of the DART program. There are 12 vehicles total: 7 caravans, 1 car, and 4 transit buses. Next, Mr. Blankenship went over staffing. The drivers run 6-7 routes per day and about 4,000 miles per week; 4,518 trips were reimbursable by Medicaid. There were no accidents last year.

Mr. Blankenship had submitted a packet and briefed the Commissioners on DART's 2nd Quarter CARES Report for October-December 2020. Included in the packet was a list of invoices that had been paid, a report of income, the Quarterly 5311 Operating Claim's Operating Expense Report and Operating Data Report showing service and personnel data. He also presented the purchase agreement for the two vehicles that were previously approved by the State and the Commissioners in 2020.

Todd Sanderson made a motion for the President to sign the 2021 CARES Quarter 2 funding invoice in the amount of \$132,171, the QPA 44253/INDOT 5339 Motor Vehicles Purchase Agreement for a small transit vehicle and a low floor minivan totaling \$101,495.80, the Additional Terms and Conditions, and the Sales Tax Exemption Certificate. Michael Watson seconded, and all approved.

When asked, Mr. Blankenship acknowledged that he has difficulty getting drivers. Most of the drivers are retired. The pay is low. President Hartman asked if the fares could be increased so pay can be bumped up. Mr. Blankenship said he is open to taking that to his Board. A trip locally costs \$3, and a trip to Fort Wayne costs \$30.

### **MATTER OF CODE ENFORCEMENT OFFICER AND ORDINANCE**

Michael Watson made a motion to approve Ordinance No. 2021-R-1, DCC 16-7-2, An Ordinance of Public Nuisance for Properties Located Within the Unincorporated Jurisdiction of DeKalb County, Indiana, and for all three to sign. Todd Sanderson seconded, and all approved.

Todd Sanderson made a motion to approve the creation of the new part time Code Compliance Official position as described in the Position Description. Michael Watson seconded, and all approved. The Commissioners know of someone who may be interested in the position. He also said if he doesn't take the job, he is willing to train the person as a public service (no charge) who is hired. The position will go to Waggoner, Irwin and Scheele and then on to the Job Classification/Compensation Committee.

#### **MATTER OF 2021 COURT INTERPRETER EMERGENCY GRANT FOR SUPERIOR 1**

Superior Court 1 has been awarded a reimbursement grant of up to \$2,500 for certified interpreter services for 2021. Michael Watson made a motion to approve the Grant Agreement between the Indiana Supreme Court Office of Judicial Administration and DeKalb Superior Court 1 for the 2021 Court Interpreter Emergency Grant. Todd Sanderson seconded, and all approved. This is Grant No. 21-SA012-C17-D01. The grant agreement was set up so that Judge Squiller should sign. Attorney McCanna suggested that Auditor Bauman ask Judge Squiller to make sure that the Commissioners don't have to be the grant recipient. Normally the Commissioners do with government grants.

#### **MATTER OF PURCHASE AGREEMENT ADDENDUM FOR 208 E 7<sup>TH</sup> STREET, AUBURN**

Michael Watson made a motion for the President to sign the Addendum to Purchase Agreement with 3:16 Real Estate LLC. Todd Sanderson seconded, and all approved. The closing on the sale of the property is scheduled for 4:00 this afternoon.

#### **MATTER OF COMMUNITY CORRECTIONS**

The Commissioners talked to Ms. Knauer about getting the same kind of discount for her department car washes as the Sheriff gets. Invoicing vs. ticketing was discussed. The Commissioners would like to look into this before signing a credit application with Westwood Car Wash. No action was taken.

#### **MATTER OF USE OF CREDIT CARD TO REGISTER FOR ONLINE TRAINING**

The Sheriff's Department cooks are required by the State Board of Health to take a ServSafe manager training course for \$179. There are two people who need to take this training as soon as possible. The course is online, and it requires payment by credit card only. The County does not meet the criteria that would allow for credit to be established and for paying by invoice. Todd Sanderson made a motion to allow the Sheriff's Department to charge two ServSafe manager training courses for a total of \$358 to their credit card. Second by Michael Watson, and all approved.

#### **MATTER OF 2020 OSHA LOG OF WORK-RELATED INJURIES AND ILLNESSES**

The HR Department submitted the 2020 OSHA Log report and indicated that there were just 9 reportable incidents. Michael Watson made a motion for the President to sign the 2020 OSHA Log of Work-Related Injuries and Illnesses. Todd Sanderson seconded, and all approved.

#### **MATTER OF JAIL**

Tony Vie, Craig Armstrong, and Nicholas Bloom from Elevatus were present. Mr. Vie will be taking the lead on Jail Committee meetings. He will have an attendance sheet to incorporate that into his minutes. He will also have an agenda to follow.

The first thing Mr. Vie addressed was lines of communication. After some brief discussion it was decided that most of the communication will be directed to the Sheriff with the Commissioners copied.

Since a construction manager is going to be hired, the County will need to determine whether they want to have a construction manager as agent or construction manager as constructor.

House Bill 1263 requires a jail study be done. The jail study from 2016 needs to be updated. Also required is a regional jails letter that Attorney McCanna would author and send out. President Hartman said at some point the Sheriff will probably be running Work Release, so that will need to be included in the study. There was discussion about the Work Release program and possible changes to it in the future. The Courts would like to have it as a weekend program. 21 residents have failed the current Work Release program in the last 6 months. Accurate expenses (pre-COVID) need to be incorporated into the jail study. Estimated construction costs will need to be updated.

The Jail Committee will need to coordinate with Financial Advisor Jeff Peters during the process. A regular referendum would be May 2022. A special referendum could be done in November. The deadline for filing is August 1<sup>st</sup>. The Council President is against doing a special referendum. If a referendum doesn't pass, the County will have to wait a couple of years before trying again. The Commissioners want to take advantage of the low interest rates. The estimated cost is currently at \$100,000 per bed. The Commissioners' \$25 million budget is for the construction portion of the project. Soft costs would not be included in this figure. The Sheriff believes there are many things that can be taken from the current jail and used in the new jail.

The Adams County Sheriff is going to allow 4 people to tour the Adams County jail. Sheriff Cserep will coordinate the tour.

An aerial of the County Farm property was placed on the island in Commissioners Court. The Commissioners showed Mr. Vie where they thought the road should be extended, where the jail would be located, a future shooting range, cold storage for vehicles, and other potential County buildings.

The Commissioners believe the cost of building the road extension should be included in the bond issue since the Highway Department relocation is also being done this year and will expend a lot of cash on hand. The cost of the road will be influenced by what the City of Auburn requires since this property is in the City's ETJ. I.S. Director Jack Smith added that with the road that will be extended to County Road 40, eventually the utilities will be able to be tied in from County Road 40 and become a redundant path to the jail and Community Corrections in case their primary data source fails.

A floor plan was presented. Some of the desired features, flow, and placement of parking and delivery were discussed. Something else that will need to be accommodated are training sessions and Sheriff Sales that are regularly held. Can cost of utilities be estimated? Would solar be worth doing?

The next meeting will be February 8<sup>th</sup> at 1:30. At the beginning of the meeting, Weigand Construction will present a 10 minute brief on the experience they have had in building jails.

#### **MATTER OF OTHER DISCUSSION**

Other discussion topics included: display case loan agreement; no response yet from Democratic Chairwoman Suzanne Davis for Democratic candidates for Plan Commission Board position; LITED budget; donation fund for Health Department; and litigation with Health Department and Sheriff's Department.

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William L. Hartman – President

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Michael Watson – Vice President

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Todd Sanderson – Vice President

Attest:

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Jan Bauman, Auditor