

DEKALB COUNTY COUNCIL MEETING

March 2, 2020

The following Council Members were present:

President Richard Ring
Vice President William VanWye
Member Eldonna King
Member Robert E. Krafft
Member Martha Grimm
Member David Yarde
Member Amy Demske

Others present: Auditor Jan Bauman
Attorney Donald J Stuckey

Richard Ring opened the meeting with prayer at 8:33 a.m.

MATTER OF MINUTES

David Yarde made a motion to approve minutes dated February 3, 2020. Martha Grimm seconded, and all approved.

MATTER OF ADDITIONAL APPROPRIATIONS

William VanWye made a motion to approve the Coroner's \$800 additional appropriation request to Clothing (22280) within the IPEP Safety Grant Fund (9111). Seconded by Robert Krafft, and all approved.

Robert Krafft made a motion to approve the Highway's \$2,310 additional appropriation request to Safety Supplies (22160) within the IPEP Safety Grant Fund (9111). Seconded by William VanWye, and all approved.

MATTER OF TRANSFERS

Martha Grimm made a motion to approve a \$400 transfer for the Drainage Board for \$400 from Printing Services (33310) and \$119 from Forms/Paper Supplies (22120) to Furniture and Fixtures (44410) within the County General Fund. Robert Krafft seconded, and all approved. Attorney Stuckey said this may qualify under the Americans with Disabilities Act given her recommendations from her physician and chiropractor.

Eldonna King made a motion to approve a \$25 transfer for Community Corrections within the State Grant Fund from Part Time (10750) to Other (10800). Amy Demske seconded, and all approved.

Eldonna King made a motion to approve a \$32,000 transfer for Community Corrections within the State Grant Fund from Residential Services Facilitator (11688) to Residential Services Supervisor (11684). Robert Krafft seconded, and all approved.

MATTER OF LOAN FROM DRAIN MAINTENANCE FUND TO GENERAL DRAIN FUND

An ordinance has been drafted which allows a not-to-exceed amount of \$1,400,000 for five Drain Reconstruction projects. The Drainage Board requested that a loan be made from the Drain Maintenance Fund to the General Drain Fund. The loan will be repaid from installments collected from assessments of affected landowners over a period not to exceed 5 years. Eldonna King made a motion to approve Ordinance No. 2020-OCC-3, an Ordinance Requesting Loan from Drain Maintenance Fund to General Drain Fund, on the first reading, with changes, and waiting until next month to determine an interest rate. William VanWye seconded, and all approved.

MATTER OF EXTENSION OFFICE UPDATE

Director Elysia Rodgers began her update by informing Council that the Purdue Extension Educator resigned, and the process to refill the position has begun. Ms. Rodgers distributed a brief that summarized 2018-2019 Purdue Extension Programming Impacts. In addition to ,239 direct contacts through 102 local and statewide programs delivered and consultations, Purdue Extension included:

DeKalb County Extension: 3 educators are part of 39 community boards and collaborations

4-H/Youth Development: 56 youth participated in 4-H Camp, 4-H Round-Up, 4-H Band, 4-H Academy, and Citizen Washington Focus

Agriculture and Natural Resources: 11 programs on Livestock and Forage Management impacted 356 individuals

Health and Human Sciences: 14 Mental Health programs impacted 453 individuals.

Ms. Rodgers has been developing a plan with Homeland Security called Communities Organizations Active in Disaster, or COAD, to be able to provide a list of various services available in the event that a disaster happens.

The annual Extension Annual Meeting will be held March 31st at the Annex Building. SuzAnne Handshoe, Kendallville Mayor, will be with the speaker.

MATTER OF DEKALB COUNTY AIRPORT UPDATE

Airport representative Randy Fox briefed Council and Commissioners on several Airport matters.

The Airport made an offer on the Dickman home and should close on it soon.

A 2019 Economic Impact Study was done by PFW for the Airport. The DeKalb County Airport Economic Impact on the 11 county NE Indiana Region is \$31.5 million per year, and the Economic Impact on DeKalb County is \$24.4 million per year.

Also, the Airport has decided to sell a piece of 5-acre ground that is no longer needed. It was originally purchased many years ago in anticipation of a crosswind runway, however, the Airport is no longer mandated to plan for that crosswind and instead has been moving toward a longer runway. Maintaining the property is a labor and cost burden. It is parcel 06-10-19-200-011.

The Airport should have a final draft of the County Road 62 extension project for review in the next few months. They will be seeking input from the Commissioners and the County Highway Department during the review process. A Federal Grant in support of the project is expected this year. Construction is expected to begin in 2021.

Old lighting in hangars will be replaced with new LED lighting over the next year to save in electricity costs.

MATTER OF COMMISSIONERS-COUNCIL DISCUSSION

Community Corrections: The Work Release program has 8 participants currently, and so far everything is going quite well. There was a meeting on February 28 to go over final items that need to be fixed at the facility. Efforts are still underway to bring staffing to capacity. They have changed staffing from 8 hour shifts to two, 12 hour shifts, 6:00 – 6:00. It will be exactly like Central Communications. There are 13 positions staffing it. Four will be supervisor positions. This will allow staff to have every other weekend off. There are still some positions open. It does not add personnel. There will be a meeting at Community Corrections to explore the idea of installing solar panels at Community Corrections. Finally, Kellie Knauer would like permission to open a new checking account for a Commissary fund. A \$1,000 claim will need to be written from CTP Fund 1123 as a minimum balance for the checking account. Eldonna King made a motion to allow Community Corrections to open a checking account for Commissary and to write a \$1,000 claim from their CTP Fund. Martha Grimm seconded, and all approved.

Property at CR 34 and 427: The Commissioners would like to purchase the 15 acre property at County Road 34 and 427 for the future site of the Highway Department. A Level 1 environmental study was done by Phase I, and the property has been deemed clear. An issue that was found 20 years ago had been remediated. The Commissioners believe the County Farm property is not fit for this purpose because it is not centrally located in the County, and it is too close to the City of Auburn. The best placement for the department would be the north portion of the farm, if chosen. It would cost too much to have to extend the road and install utilities to County Road 40. The road and utilities cost for the new Community Corrections facility was over \$2 million. A retention pond will most likely need to be installed. Furthermore, exiting onto State Road 8 would be dangerous. They anticipate a cost of \$210,000 for the property at CR 34 and 427. The plan is to sell the unneeded County property on County Road 61 to help offset the cost of the property purchase. The Highway also has money in CD's that could be applied toward the purchase. The immediate neighbors of the property are in favor of the Highway Department being located there. It is already zoned Commercial. It has the water, sewer, natural gas, and drainage. It can be built to look nice. A privacy fence can be put in as well. The property is large enough to accommodate future growth. The current location on Ensley Street is in a floodplain and has many repairs that are being done now and are going to greatly escalate in the next few years. The property could possibly be put to auction. Mr. Parker said the land west of Auburn on State Road 8 is going to explode with new construction and businesses, making traffic even more congested. Commissioners' President Hartman added that the County has no say on traffic control on the State owned highway.

President Ring doesn't believe this property should be purchased. He believes it is too visible, too close to the high school, and would be under the zoning jurisdiction of Auburn. Vice President VanWye doesn't object to this idea. His biggest concern is if there would be an environmental issue in the future. Councilman Krafft agreed. Vice President VanWye added that the County Farm brings the County income from farm rent. And building on the CR 34 property could bring some good to the community. Councilman Yarde said that it would be best to purchase the property now whereas in several years, the cost could increase significantly and may not even be available then.

Kevin Webb is curious as to how the current Highway Department location lies in the flood plain.

Peat and Marly Soil on CR 56: Ben Parker met with INDOT for his quarterly meeting. They discussed County Road 56. INDOT agreed to contribute their 80% toward the peat cost of Option #1. The County's portion will be approximately \$300,000. The downfall is they don't have funds for that in 2023. They will have funding in 2024. This will delay the project by six months. Mr. Parker asked if they begin digging and have major issues with water, could the County change to option #2 and INDOT still contribute their 80%, and INDOT indicated it would. However, any other issues the County encounters during construction would be 100% on the County. No letter of commitment has been

requested yet by INDOT, but Mr. Parker said we should expect to have to draft one. Mr. Parker said that the letting date will be April 2024, with construction date of June 2024. President Hartman added that the amount of peat that is going to be removed is 25,000 cubic yards, and that equates to about 300 truck loads.

DCC 9-1-1-1 Rescinded: The Commissioners have rescinded DCC 9-1-1-1, the speed limit from 1957 that set the speed limit on county roads to 50 miles per hour. State law now has a 55 mile per hour speed limit for county highways unless otherwise marked.

Pedestrian Bridge: INDOT is pressuring the Commissioners to do something with the County's historic railroad bridge the City would like to utilize as a walking bridge. The County will need to pay back INDOT the cost given by INDOT to remove the bridge if it is not repurposed soon. The project is currently in Mayor Ley's ball park.

Joint DeKalb-Steuben Commissioners' Meeting: The Commissioners from DeKalb and Steuben counties will be meeting in a joint session on March 17th at 9:00 a.m. in Steuben County. They will be discussing the intersection at County Road 39 and County Road 00 North (otherwise known as Old 27 and 800 South in Steuben County). There was a triple fatality there last year. Steuben County controls the intersection because it is a north/south road that is problematic. Grants are being researched by the Steuben County Engineer. A road safety audit was done, and there are recommendations, mainly realignment of the road.

Roundabout at CR 427 and CR 11-A: Attorney Jim McCanna said nothing on the roundabout has been moving forward. The Redevelopment Commission right now plans to give the developer until the end of 2020, and if nothing happens, the offer for financial assistance will be rescinded.

PTO Policy: One department anticipates needing a \$40,000 additional appropriation in 2020 due to the change in the PTO policy. It will need to be addressed later. The Council did not have this information at budget time, but that was because the Commissioners were not ready to put a new PTO policy into place. It was a timing issue.

MATTER OF SALARY & HOURLY WAGE AMENDMENT ORDINANCE 2020-OCC-4

Pay for the Central Communication's Deputy Director, election workers for the Clerk's Office and various positions at Community Corrections are being addressed with this ordinance, as well as job classifications for various departments. Clerk Holly Albright and Kellie Knauer from Community Corrections explained their requested changes during the meeting.

Martha Grimm made a motion to approve the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-4 on the FIRST Reading. Eldonna King seconded. Eldonna King made a motion to amend the account title from Lead Democrat Judge to Lead Opposing Judge, and all approved. A vote was taken on the first reading of the Ordinance, and it was approved unanimously.

Eldonna King made a motion to suspend the rules to pass the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-4 and read by title only on the 2nd and 3rd Readings. William VanWye seconded, and all approved.

David Yarde made a motion to approve the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-4 on the SECOND and THIRD Readings. Robert Krafft seconded, and all approved.

MATTER OF TRANSFERRING MONEY INTO THE RAINY DAY FUND

Auditor Bauman explained that of Council would like to transfer money into the Rainy Day Fund, it will need to be done by resolution. It can be done at any time, with unobligated cash balances or unused and unencumbered funds from any fiscal year, and cannot exceed 10% of its total annual budget adopted for that fiscal year. A copy of the statute governing the Rainy Day fund as well as two sample resolutions had been distributed for review prior to the meeting. A comment was made that it would be good to safeguard some amount for future needs.

MATTER OF ANNUAL JAIL REPORT

David Yarde motioned to acknowledge receipt of the 2019 Annual Jail Report. Second by Amy Demske, and all approved.

MATTER OF BUTLER ECONOMIC DEVELOPMENT BOARD APPOINTMENT

William VanWye made a motion to appoint Dawn Mason to the Butler Economic Development Board for the term beginning January 1, 2020 and ending December 31, 2023. Second by Eldonna King, and all approved.

MATTER OF NOMINATION TO DEKALB CO ECONOMIC DEVELOPMENT COMMISSION

David Yarde made a motion to nominate Ron Walter to the Commissioners for the DeKalb County Economic Development Commission for a two-year term. Robert Krafft seconded, and all approved. This Commission has been dormant for quite some time. The actual beginning and ending dates have not yet been determined but will be within the next couple of weeks per Attorney Jim McCanna, who is reviving the Commission for business that needs to be done by the Commission prior to the April 6th Council meeting. Economic Development Commission revenue bonds are utilized to raise private funding to take the back-up obligation off the County.

MATTER OF 2020 AIC DISTRICT MEETING

The AIC District Meeting for Northeast counties is Wednesday, March 18, in Columbia City.

MATTER OF ADJOURNMENT

Amy Demske made a motion to adjourn at 11:05 a.m. Second by David Yarde, and all approved.

MATTER OF MINUTES FROM JOB CLASSIFICATION COMMITTEE MTG ON 2-18-2020

The Job Classification Committee met on February 18, 2020 at 9:00 a.m. in the Human Resources Department. Present were Martha Grimm, Robert Krafft, Dotty Miller, and Susan Sleeper. Five items were discussed in detail. Synopsis here:

- 1) Deputy Director of Central – Current wages are listed as hourly in Ordinance. Proposal to change to bi-weekly in Ordinance. The sub-committee recommends to Council that this position be changed from an hourly wage to bi-weekly salary within the Ordinance and no change to job description.
- 2) Chief Public Defender – Current job description states the position is Part Time. The sub-committee recommends that the job description be corrected to Full Time.
- 3) Development Services Building Inspector – Proposal to change work hours. The sub-committee recommends that the job description be changed to “As Assigned.”

- 4) Community Corrections – Case Manager – Currently in COMOT B. Juvenile Education Program Coordinator – Currently in PAT B. Pretrial Program Facilitator – Currently in Pat B. Proposal to move all three positions to PAT A. Martha Grimm moved that each of the positions be moved to PAT A to better reflect education requirements and duties. Wages will not change. Bob Krafft seconded and the motion passed.
- 5) Sunny Meadows Director, Veterans Services Officer, Soil & Water Coordinator. Proposal to move to EXE. Dotty to re-contact WIS to see why these positions were classified as they were and question the points attributable to the positions and how they compare to EXE category.

The meeting concluded at 10:00 a.m. The next meeting has not yet been scheduled. Minutes submitted by Dotty Miller to Auditor.

DEKALB COUNTY COUNCIL:

Richard Ring, President

William VanWye, Vice President

Eldonna King

Robert E. Krafft

Martha Grimm

David Yarde

Amy Demske

ATTEST:

Jan Bauman
DeKalb County Auditor