

## DEKALB COUNTY COUNCIL MEETING

April 6, 2020

### The following Council Members were present:

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

Others present: Auditor Jan Bauman  
Attorney Donald J Stuckey

*Due to the State's temporary relaxation of meeting rules allowing members to attend the meeting electronically and still be allowed to vote (due to COVID-19), five members chose this option. They are denoted above.*

David Yarde opened the meeting with prayer at 8:36 a.m.

### **MATTER OF MINUTES**

Eldonna King made a motion to approve minutes dated March 2, 2020. Martha Grimm seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

### **MATTER OF ADDITIONAL APPROPRIATIONS**

Chris Gaumer is requesting to be able to purchase new permitting software. He explained that he had compared two software products—one through Dude Solutions (SmartGov) and Accela (Vision 33). The package includes 5 “heavy” users, of which only 3 are needed currently. If a 6<sup>th</sup> heavy user is eventually needed, there would be an extra charge. The software will be able to import current GIS data. Users can go online rather than come into the office to do their business. Other County departments (Highway, Soil & Water, Health, Surveyor) will be able to become “light” users. Steuben County uses this system and likes it. Mr. Gaumer believes this is the best software for what DeKalb County’s needs are. In addition, the company is giving 6 months’ worth of services for free, so the initial cost is now closer to \$31,000.

First Deputy Auditor Susan Sleeper explained that this software will update Development Services’ receipting system that will be in line with State Board of Accounts standards. President Ring explained that it would be helpful to have the new system in place for when the new building inspector comes on board. The current building inspector does not use a computer, so the secretary has to do all of the computer work. Mr. Gaumer explained that his budget has gone down over the past couple of years when his secretary took on the work of a full time employee that he did not replace. He will need close to \$13,000 in 2021 for the annual software maintenance, but that is less than what it would cost to hire a full time employee. The software has been approved by the I.T. Department and can run by using an ipad.

William VanWye made a motion to approve Development Service's \$39,000 additional appropriation request to Software Maintenance (34140) within County General (1001). Seconded by David Yarde. Motion carried.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Nay	A. Demske - Aye
R. Krafft - Aye	

David Yarde made a motion to approve the Homeland Security's \$1,564 additional appropriation request to Other Service Fees (32780) within the Hazard Mitigation Fund (8105). Seconded by Eldonna King, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

Martha Grimm made a motion to approve Probation's \$128 additional appropriation request to Travel/Training/Education (34295) within the Veterans Court Grant (9153). Seconded by Amy Demske, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

#### **MATTER OF TRANSFERS FOR COMMUNITY CORRECTIONS**

Eldonna King made a motion to approve a total of \$1,432.36 in transfers from Part Time (10750) to: Fin & QA Manager (11416) \$138.54; Executive Director (11440) \$173.04; Case Manager (11442) \$573.76; Pre-Trial Prog Fac (11504) \$138.16; Res Serv Coord (11611) \$176.54; Pre-Trial Serv Coord (11631) \$153.78; and Admin Serv Coord (11633) \$78.54. David Yarde seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

William VanWye made a motion to approve a total of \$1,777.66 in transfers from Part Time (10750) to: Other (10800) \$25.00; Fin & QA Manager (11416) \$170.77; Executive Director (11440) \$314.78; Case Manager #2 (11493) \$566.08; Pre-Trial Prog Fac (11504) \$138.16; Res Serv Coord (11611) \$192.32; Pre-Trial Serv Coord (11631) \$195.19; and Admin Serv Coord (11633) \$175.36. Eldonna King seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

**MATTER OF PROSECUTOR/COMMUNITY CORRECTIONS: HOME DETENTION FEES**

Prosecutor Winebrenner explained that the Indiana Supreme Court has directed the Prosecutors to reduce the jail population due to the Coronavirus. There are guidelines that need to be followed when deciding who should be released. DeKalb County has an inmate who is compromised by a health condition and has been put on home detention for pretrial release. The Community Corrections Program may need help with his \$12/day fee. He has no means to pay the fee, and offenders in the program are normally required to pay this fee. Prosecutor Winebrenner and Kellie Knauer have pushed him into this program to get him out of the jail because of his medical condition once coronavirus gets into it. They believe they can safely put him back in the community only if he is on home detention. Although they are asking for some funds to cover this, it will be far cheaper for the County than the anticipated medical expenses if he contracts Coronavirus. Because of the emergency and unprecedented situation, Council is asked to consider the most economical and safest way to handle these individuals. Kellie Knauer said that currently, the people in her Community Corrections program are charged a minimum of \$25 per day. Because they cannot work currently due to Coronavirus, they may apply for unemployment. Ms. Knauer is concerned that her \$125,000 budget within Fund 1233 will not be able to accommodate the requested fees. No action was taken today. Kellie Knauer and Prosecutor Winebrenner will see what they can work out over the next few months. If an additional appropriation is requested, at least Council will not be surprised and will understand why the request is being made.

**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. Attorney Stuckey said that the interest that is currently being made on the Drain Maintenance fund is being receipted into the County General fund. If interest is charged on the loan, it creates a monumental task for the Auditor’s Office to assign that loan interest to each drain project. And the interest charged to the landowner is different than the interest charged on a loan. Part of the reason why this loan is needed is because the City of Butler, State of Indiana, and the railroad owe for projects the County has done. The City of Butler has indicated it is ready to pay once it receives the bill from the Surveyor. This loan will still be needed, but it may not be needed as soon, and the loan amount will not have to be as great. The loan verbiage states a not-to-exceed amount of \$1.4 million. The names of the drains needing monies were not listed in the ordinance on purpose so the money is available for whatever drains need work. After some discussion, it was decided that interest would not be charged for the loan. 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 second and third readings, with an interest rate established at 0%. William VanWye seconded, and all approved.

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| R. Ring – Aye   | M. Grimm - Aye  |
| W. VanWye – Aye | D. Yarde – Aye  |
| E. King – Aye   | A. Demske - Aye |
| R. Krafft - Aye |                 |

**MATTER OF CORONAVIRUS IN LIEU OF COMMISSIONERS-COUNCIL DISCUSSION**

Because of COVID-19 and the limit to the number of people that can be present in a meeting, the Commissioners did not attend the Council meeting. In lieu of a discussion, the Commissioners wanted to make sure Council understood what has been instituted at the County level in response to COVID-19. They asked Dotty Miller to speak on their behalf.

The Commissioners asked the departments to make a determination as to who are considered essential employees for the amount of business the department is doing right now. Some employees' hours have been cut. They may be alternating the days they come in to work (i.e., M-W-F or T-Th). Some employees are availing themselves of the 2-week Emergency Paid Sick Leave and/or the Emergency Family Medical Leave. There are guidelines that stipulate what reasons a person may take either leave. Ms. Miller has created an Emergency Leave Form so these leaves can be documented. A maximum of 12 weeks can be taken. Some employees are taking PTO to cover some of the leave time. Department Heads have been given information to help their employees file unemployment. The Federal and State governments have relaxed some of the rules for being able to file unemployment. Quite a few employees are working from home. As the Governor issues new Executive Orders, the County will respond as needed. There have been a wide variety of emergency plans created by department heads. The plan documents through our insurance vendors have needed to be amended to reflect the fact that the County is allowing full time employees who are working reduced hours to continue to receive their full benefits. I.T. is keeping track of all of the laptops that have been issued to employees so they can be recalled after the emergency has been lifted.

**MATTER OF SALARY & HOURLY WAGE AMENDMENT ORDINANCE 2020-OCC-5**

This ordinance addresses the Title IV-D department head's wages that need to be changed from hourly to bi-weekly because the position is exempt from overtime.

David Yarde made a motion to approve the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-5 on the FIRST Reading. Martha Grimm seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

Robert Krafft made a motion to suspend the rules to pass the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-5 and read by title only on the 2<sup>nd</sup> and 3<sup>rd</sup> Readings. Eldonna King seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

Eldonna King made a motion to approve the 2020 Salary and Hourly Wage Amendment Ordinance 2020-OCC-5 on the SECOND and THIRD Readings. Martha Grimm seconded, and all approved.

R. Ring – Aye	M. Grimm - Aye
W. VanWye – Aye	D. Yarde – Aye
E. King – Aye	A. Demske - Aye
R. Krafft - Aye	

**MATTER OF PAYMENT FOR SHERIFF PENSION**

President Richard Ring explained that the Sheriff's Merit Board and the Sheriff had requested that the Sheriff Pension payment be paid earlier than normal in 2020. The company that invests the monies would like to take advantage of the market and buy "low." In the past, the Sheriff's Pension payment was

always done late in the year. This is because for many years, Council had not been able to budget such a large amount of money. Council would wait until later in the year to see where money could be appropriated to cover the expense. However, the Sheriff Pension is now being budgeted at budget time every year. Payment this early in the year is not an issue.

**MATTER OF DEKALB COUNTY AIRPORT UPDATE**

Although no one from the Airport Board was present for the meeting, a brief was sent to Council members.

The Board is seeking appraisals on a property south of the airport that it has owned for many years and no longer sees a need for. It is isolated between two properties that there is not a plan to purchase so the property is simply a drain on resources. It was purchased when the crosswind runway was a mandate from the FAA. The Airport has now moved to a runway extension to solve the concerns of the FAA.

The DCAA will be releasing an easement that it does not need on the Southeast corner of the Airport. The Airport did not have the paperwork at the last meeting and expects it to be signed at our next meeting.

Several DCAA Committees have been convened for the year. There will be a Budget Committee, a Document Redraft Committee, an Insurance Committee, and an Emergency Plan Redraft Committee.

**MATTER OF ADJOURNMENT**

Amy Demske made a motion to adjourn at 10:13 a.m. Second by David Yarde, and all approved.

DEKALB COUNTY COUNCIL:

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Richard Ring, President

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William VanWye, Vice President

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Eldonna King

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Robert E. Krafft

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Martha Grimm

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David Yarde

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Amy Demske

ATTEST:

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Jan Bauman  
DeKalb County Auditor