

CONTINUED MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 22, 2019

The continued monthly meeting of the Dubois County Commissioners was held in the Commissioners/Council Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:45 a.m. (EST) on January 22, 2019. Present were Commissioners Chad A. Blessinger, Elmer Brames and Nick Hostetter. Also present were County Auditor Sandra L. Morton, County Surveyor Ken Brosmer, Highway Supervisor Steven L. Berg, Highway Engineer Brent Wendholt, and County Attorney Gregory S. Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the January 7, 2019, meeting of the Commissioners were approved as presented. On motion made and seconded, the Commissioners approved the Claims and Allowance Docket and Payroll Docket, payment of said items was authorized.

RE: SUBSTANCE ABUSE COUNCIL

Terry Tanner and Deb Capps presented the Substance Abuse Council activity report for 2018. They also requested funding for 2019 in the amount of \$43,668.28. Motion was made to approve the funding request, seconded and carried. The funding is subject to approval by the County Council.

RE: REVISED PLAN SUPERVISOR AGREEMENT

President Blessinger presented the revised Plan Supervisor Agreement (PSA) from United Group Services with changes to the fee schedule and Exhibit A Employee Roster PHI Access list. A motion was made and seconded to approve the revised document. The motion carried.

RE: VETERANS SERVICE OFFICE HOURS

The office will be open on Tuesday, Wednesday and Thursday from 8:00 a.m. – 12:30 p.m. This is in effect until March 15, 2019.

RE: HUMAN RESOURCES CONSULTING SERVICES – LETTER OF ENGAGEMENT

President Blessinger presented a Letter of Engagement with the firm Waggoner, Irwin, Scheele & Associates for Human Resource consulting services. A motion was made and seconded to approve signing the Letter of Engagement. The motion carried.

RE: DUBOIS COUNTY PARK BOARD

Christine Prior, Park Board President, and Lisa Gehlhausen, Indiana 15 Regional Planning Commission Director, appeared to give details on the Next Level Trails Grant. This is an 80-20% grant that is based on connectivity to other entities and is for trails. Grant submission is due February 15, 2019. Due to priorities the Board is seeking; restrooms and RV camping sites which is not included in the Next Level Trails Grant; the Board will not be applying for the Next Level Trails grant but will look into a Land & Water grant which is due in June.

The status of the Park Lease and Fairgrounds Road was also discussed.

RE: PATOKA LAKE REGIONAL VARIANCE

Phil Buehler, Brosmer Land Surveying, presented the need for a variance of the lot size of three tracts in Valley View subdivision. A motion to approve the variance was made and seconded. The motion carried.

RE: CONVERSION OF SICK HOURS

Sheriff Deputy Tim Lampert appeared to discuss the conversion of sick time hours following a shift change as previously discussed at the January 7, 2019 meeting. No changes were made at this time.

RE: 9-1-1 ASSISTANT DIRECTOR

Scott Uebelhor, 9-1-1 Advisory Board Hiring Committee, appeared to recommend the hiring of Kim Snyder as Assistant Director following the retirement of Janice Love and the vacancy left by Jeana Mathies to fill the director position. A motion, and second, was made to approve Snyder as Assistant Director. The motion carried.

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RE: HIGHWAY SUPERVISOR'S REPORT

Highway Supervisor Berg submitted the following report of current Department projects:

Flood Gates 400 South – Waiting on steel. Current conditions in the area are icy.

Seifrig Property Collection – A document has been prepared for a weed lien to be placed on the property tax rolls to secure payment. Motion was made and seconded, to certify the Weed Lien. The motion carried.

Right of Way Petition for CR 825 West, 700 South, 800 West – Two Documents are needing to be signed again due to missing notary block information. The forms will be presented when complete.

Homes Per Mile Discussion - Under the old format, decisions to pave gravel roads were made with certain factors that better justified the projects. One key factor was "Homes per Mile" that benefitted from the project. Other considerations used included if the improvement connected two roads that had already been paved, as well as a plan where a region would benefit with a better or alternate paved route which as determined by the Commissioners. Today many of those roads have been paved and what remains are roads with somewhat less traffic impact. Many unpaved roads will likely connect existing paved roads so the simplest (common sense) factor to establish a priority of roads would be the number of residences on a given road. Roads currently on the list will stay in the order in which they were approved, however; by using the "Homes per Mile" factor, the order may be somewhat different. Traffic counts could also be used if the traffic pattern can be enhanced.

2019 Equipment Rates - A list of rates was given to the Board with a few changes made to align with the latest FEMA rates. Upon motion, duly made and seconded, the list was approved.

CR 600 West Railroad Project – Berg has contacted Jason Holder, INDOT Manager of Railroad Services & Support. The initial commitment letter should arrive soon. He will be working with us through the project and get constructed in the next year or so. A possible 90-10 cost share option of \$40,000 was also discussed.

Equipment Rotation – Berg reported the Bridge crew is looking for a good used truck or chassis that a heavy-duty bed can be installed. Replacement items include a boom mower for District 1 and an Excavator for District 2. He would like to receive quotes for a boom mower at the February 18, 2019 meeting and for the excavator at the March 18, 2019 meeting. He plans to trade in the 1977 grader in District 1.

AVL Equipment - Berg reported that WTH is offering a demonstration on AVL Equipment. This program will give the location of the equipment for dispatch purposes and provide evidence of places the equipment has been. The demonstration will be held on January 30, 2019 at 10:00 a.m. at the Sheriff's department.

RE: HIGHWAY ENGINEER'S REPORT

Highway Engineer Wendholt submitted the following report of current Department projects:

LIT-ED Plan – A plan was submitted to the Commissioners for approval. A motion to accept the plan was made and seconded. The motion carried. The plan will be presented to the County Council on January 28, 2019 for their approval.

CR 100 West / Huntingburg Conservation Club - The Conservation Club had a meeting to discuss the lake and dam. No response has been received. Attorney Schnarr will send a letter.

Community Crossings Application – Wendholt has submitted 4 projects. The application process closes on February 5, 2019 and will be awarded around the end of March.

Greener Property Update – Wendholt reported that he had spoken with Andy Rohleder. He stated the portion of the work she requested him to do has been completed. However, the semi-trailer is still full. Rohleder has a buyer for it when it is empty. There are still several vehicles on the property. A discussion was held on what can be done to continue the process. Attorney Schnarr will review and contact the necessary departments.

RE: RECORDER'S OFFICE SECURITY

Custodian Scott Hopf appeared to request security cameras be placed in the back rooms of the Recorder's office. He presented two options: 1.) to place a camera in each room to be monitored by the Recorder's office staff; and 2.) to place a camera in each room to be monitored by the Security officers.

A motion was made and seconded to accept option 1, with the stipulation the project would be paid from by the Recorder's perpetuation fund. The motion carried.

RE: TREASURER FINANCIAL SOFTWARE

Treasurer Merkle discussed wanting to explore new vendors for the treasurer's office financial software. She will set up demos and invite those interested in attending.

RE: FINANCIAL CONSULTANT

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A discussion was held regarding the financial consultants that presented at the previous meeting. A decision will be made at the February 4, 2019 meeting.

RE: EMS CONTRACT

Attorney Schnarr is reviewing the EMS contract.

RE: LONG TERM DISABILITY INSURANCE

National Insurance, the Long Term Disability Insurance Company, and the Auditor's office had a discrepancy on the starting date for an elected official's coverage beginning effective date. It was determined that the LTD insurance would have the same starting dates as other benefits.

RE: DRUG TESTING / POST ACCIDENT

A question was asked about post-accident drug testing. It was determined to follow the handbook.

RE: SQL SERVER UPGRADES

Auditor Morton informed the members of the need to upgrade the SQL servers to a newer operating system. Currently, the servers are operating on 2008 versions which will no longer be supported after this summer. Matrix Integration has gathered information from all the vendors used by the County. Some vendors will charge to assist in migrating their software databases. Morton estimates the cost to be approximately \$10-12,000.

RE: HAYSVILLE FIRE DEPARTMENT

Commissioner Blessinger reported the Haysville Fire Department is looking into forming a Fire Territory.

RE: ACTIVE CARE – BIOTEL EMPLOYEE MEETINGS

Angie Pfaff, Cairnstone, and Spencer Lawrence, Active Care Bio Tel, will hold employee meetings on February 21, 2019 to inform the employees on the Diabetic program. Several meetings will be held throughout the day. Flyers will be given to each department head to disburse to employees.

RE: HUNTINGBURG PLANNING COMMISSION APPOINTMENT

Due to the passing of Michael Schmett, the Commissioners appointed Dennis Whitsitt to fulfill the unexpired term. A motion was made and seconded to approve the appointment. The motion carried.

RE: ADJOURNMENT

Upon motion made and seconded, the meeting was adjourned.

RE: FUTURE MEETINGS

The next Commissioners' meeting will be held on Monday, February 4, 2019, in the Commissioners/Council Room of the Courthouse Annex, beginning at 8:00 a.m.