

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 7, 2019

The regular monthly meeting of the Dubois County Commissioners was held in the Commissioners / Council Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on January 7, 2019. Present were Commissioners Nick Hostetter, Chad A. Blessinger and Elmer Brames. 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 Hostetter. Minutes of the December 17, 2018 meeting of the Commissioners had been previously distributed to the Commissioners and were approved as presented. The minutes were then signed. Incomes for the month of December 2018 were as follows: Recorder \$18,039.60; Health Department \$47,856.51; Auditor \$56.00; Clerk \$27,066.52. Clerk Jarboe submitted claims for October 2018 for \$37,328.94 and November 2018 for \$35,515.54. Claims against the County were examined and those found to be just, due and owing were allowed and those found to be not due and owing were disallowed, all as more fully set forth in the Claims and Allowance Docket of the County.

RE: REORGANIZATION OF THE BOARD

This being the first meeting of the calendar year, the first order of business was the election of the Board of Commissioners for 2019. The Board's Attorney conducted the election. Thereupon, on separate nominations and motions, the following were elected as officers of the Commissioners for 2019: President – Chad A Blessinger; Vice President – Elmer Brames.

RE: SALARIES

Weights and Measures Inspector – Discussion was held in regard to setting the 2019 salary for the part-time position since the current salary is below the maximum set by the County Council. A motion, duly seconded, was made to set the salary at \$16.30 per hour. The motion carried unanimously.

Part Time Record Librarian – Discussion was held in regard to setting the 2019 salary for the part-time position. Upon motion, duly seconded, the salary was set at \$10.50 per hour. The motion carried unanimously.

RE: MULTI HAZARD MITIGATION PLAN – RESOLUTION 2019-01

EMA Director Tammy Humbert and Lisa Gehlhausen, Indiana 15 Regional Planning Director, presented the five-year Multi Hazard Mitigation Plan. Upon motion to adopt Resolution 2019-01 was made and duly seconded. The motion carried unanimously.

RE: 2019 DEPARTMENT HEAD MEETINGS

The following dates were set for Department Head Meetings: January 16, 2019; April 17, 2019; July 17; and October 16, 2019. The meetings will be held in the Annex Conference Room and begin at 8:00 a.m.

RE: 911 DISPATCHERS

Director Janice Love and Assistant Director Jeana Mathies presented information on individuals to be hired as dispatchers due to openings created by retirements of current employees. A motion to hire Mark Lautner with a start date of February 18, 2019 was made and duly seconded. The motion carried.

The second position could start as early as February 18, 2019 but would create an overlap in positions for approximately six weeks until Director Janice Love retires. A motion was made to allow for the hiring of an additional dispatcher in anticipation of an opening created when Mathies becomes director and a current dispatcher potentially becomes the new Assistant Director. Motion was seconded and carried pending County Council approval of additional funding.

RE: PAYROLL - EMPLOYEE INDIVIDUAL SICK BANK TIME CONVERSION

Deputy Auditor Brooke Greenwell requested a decision on how to convert individuals sick time bank hours on 24-

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 7, 2019

hour facility workers when they change shift work hours. A motion was made to continue to use the Employee Handbook as written and for the Auditor's office to increase or decrease the bank hours equivalent to the current shift hours worked by the employee. The motion was duly seconded and carried unanimously.

RE: JEFF PETERS – FINANCIAL CONSULTING

Jeff Peters presented options in aiding the Jail Study Committee with a fiscal plan of operational and capital needs based on resources available. He cited costs of \$175 per hour and an approximate total of \$24,000.

RE: COUNTY SICK BANK

Auditor Morton reported on the County Sick Bank. The Committee is currently in need of a member due to the retirement of Donna Oeding. The Commissioners directed member Steve Berg to call meeting of the committee and invite Jo Ann Spaulding to fill the vacancy. It was decided to continue the bank at this time.

RE: NEPOTISM/CONTRACTUAL DISCLOSURE FORMS

Auditor Morton presented the annual need to file the Nepotism and Contractual Disclosure forms. The forms were signed for 2019.

RE: COUNTY APPOINTMENTS FOR 2019

9-1-1 ADVISORY BOARD

Chad A. Blessinger	1/1/2019	12/31/2019
Scott D. Uebelhor	1/1/2019	12/31/2019

ALCOHOL BEVERAGE COMMISSION

David Ring	1/1/2019	12/31/2019
------------	----------	------------

AMBULANCE COORDINATOR

Suzan Henke	1/1/2019	12/31/2019
-------------	----------	------------

AREA DEVELOPMENT CORPORATION – DUBOIS STRONG

Elmer Brames	1/1/2019	12/31/2019
--------------	----------	------------

COMMUNITY CORRECTIONS ADVISORY BOARD

William G. Hochgesang	1/1/2019	12/31/2022
Scott Blazey	1/1/2019	12/31/2022
Jodi Richardson	1/1/2019	12/31/2022
Jerry Hunefeld	1/1/2019	12/31/2022
Chad A. Blessinger	1/1/2019	12/31/2022
Paula W. Rasche	1/1/2019	12/31/2022
Jennifer Lampert	1/1/2019	12/31/2022
Michelle Schenetzki	1/1/2019	12/31/2022
Bridget Seaton	1/1/2019	12/31/2022
Douglas W. Tarvin	1/1/2019	12/31/2022
John M. Merder	1/1/2019	12/31/2022
Andrew R. Long	1/1/2019	12/31/2022

CONTRACTUAL PUBLIC LIBRARY BOARD

Steve Scott	1/1/2019	12/31/2022
-------------	----------	------------

CUSTODIAN

Scott Hopf	1/1/2019	12/31/2019
------------	----------	------------

COUNTY ATTORNEY

Gregory S. Schnarr	1/1/2019	12/31/2019
--------------------	----------	------------

DUBOIS COUNTY CHILD PROTECTION TEAM

Chad A. Blessinger	1/1/2019	12/31/2019
--------------------	----------	------------

EMERGENCY MANAGEMENT ADVISORY COUNCIL

Doug M. Uebelhor	1/1/2019	12/31/2020
Nick Hostetter	1/1/2019	12/31/2020
Dean M. Vonderheide	1/1/2019	12/31/2020

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 7, 2019

Thomas J. Kleinhelter	1/1/2019	12/31/2020
Dennis W. Spinner	1/1/2019	12/31/2020
Kenneth J. Sicard	1/1/2019	12/31/2020
Brett Eckert	1/1/2019	12/31/2020
Thomas W. Thacker	1/1/2019	12/31/2020
Jennifer Derr	1/1/2019	12/31/2020

HEALTH BOARD

David J. Fischer (Unexpired term for Nick Matheis)	1/1/2019	12/31/2021
Jeffery T. Harmon, DMD	1/1/2019	12/31/2022
Jennifer Richardson, MD	1/1/2019	12/31/2022
Charles Johnson, DVM	1/1/2019	12/31/2022

HIGHWAY CLERK

Ann T. Messmer	1/1/2019	12/31/2019
----------------	----------	------------

HIGHWAY ENGINEER

Brent Wendholt	1/1/2019	12/31/2019
----------------	----------	------------

HIGHWAY SUPERVISOR

Steven L. Berg	1/1/2019	12/31/2019
----------------	----------	------------

HUNTINGBURG PUBLIC LIBRARY BOARD

Carolyn A. Brewer	1/1/2019	12/31/2022
-------------------	----------	------------

INDIANA 15 REGIONAL PLANNING COMMISSION

Nick Hostetter	1/1/2019	12/31/2019
----------------	----------	------------

NORTHEAST DUBOIS FIRE PROTECTION DISTRICT

Mary Lou Zehr	1/1/2019	12/31/2022
---------------	----------	------------

NORTHEAST DUBOIS SCHOOL CORPORATION BOARD MEMBER

Bernard W. Knies	1/1/2019	12/31/2022
------------------	----------	------------

PROPERTY TAX BOARD OF APPEALS - PTABOA

Frederick "Fred" Hollinden	1/1/2019	12/31/2019
Duane Persohn	1/1/2019	12/31/2019

SOLID WASTE MANAGEMENT DISTRICT BOARD

Ken Sicard	1/1/2019	12/31/2019
------------	----------	------------

TOURISM COMMITTEE

Diane Hoppenjans	1/1/2019	12/31/2020
------------------	----------	------------

TRI-CAP BOARD OF DIRECTORS

Dr. Lindsey Taylor	1/1/2019	12/31/2019
--------------------	----------	------------

RE: UMBAUGH and ASSOCIATES FINANCIAL CONSULTANTS

Matt Eckerle and Paige Sansone, of Umbaugh and Associates, presented a comprehensive financial planning strategy in a two-step approach. Ms. Sansone presented a financial/capital improvement plan at a cost of \$20,000 - \$30,000 depending on the basic needs of the County and the scope of funds for the capital asset planning. Mr. Eckerle presented information on funding a judicial plan and bonding for the construction of a new jail at a cost of approximately \$60,000 - \$90,000.

RE: LIT-ED PLAN

County Engineer Brent Wendholt presented the need to update the County LIT-ED Plan. Discussion was held and will continue at future meetings to update the plan.

RE: LONDON WITTE FINANCIAL CONSULTING

Jim Higgins, London Witte, presented options to aid the County in capital financial planning. He cited approximate costs would be hourly up to \$7500. He does not charge to attend meetings. If his company is chosen to assist with construction financing and bonding, new fee structure costs could be approximately \$37,500- \$40,000.

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 7, 2019

RE: COUNTY ENGINEER REPORT

Highway Engineer Brent Wendholt submitted his report of engineering projects as follows:

CR 100 W/Huntingburg Conservation Club - Nothing to report. He is currently waiting for a response to the plan that was submitted.

City of Huntingburg Railroad Overpass Project – On motion made and seconded, the Commissioners approved and authorized payment of the following claim from the City of Huntingburg for the reimbursement of the County portion of the invoice submitted by DLZ for construction engineering in the amount of \$1,683.49.

Guard Rail Request on Holland Road East – Nothing to report.

2019 Community Crossing Applications – Projects will be submitted this week.

RE: HIGHWAY SUPERVISOR'S REPORT

Highway Supervisor Steve Berg submitted his report of current Department projects as follows:

Freeze Thaw Ordinance for 2019 – The ordinance will take effect on Tuesday, January 15, 2019 - Monday April 15, 2019. This restricts heavy vehicular traffic during this period. Routine deliveries can take place on county roads where the shortest route must be taken from the state roads.

Truck #210 – The frame is bent and is scheduled for re-alignment.

Flood Gates 400 South – Metal has been ordered from Sugar Steel Corporation. Metal costs are \$3,579.34.

Seifrig Property Collection – He will meet with the County Attorney to discuss placing a lien against the property.

Abandoned Vehicle CR 600 North – The vehicle is still there.

Chip and Seal Upgrades – The work that was done in 2018 for the widening and stone base work totaled \$165,023.28. This work included survey, construction and stone costs. The project closed just north of CR 300 South with preparations to continue north in 2019. The budgeted amount for \$125,000 in 2018 was exceeded by \$40,023.28 which was funded by highway in order to complete the 2018 plan. This will impact the 2019 funding where \$84,976.72 is available for 2019 work.

Material Cost Impact to Chip and Seal Upgrade Projects – The new material costs have been recalculated. Many item costs increased including stone and asphalt emulsion. Chip Seal paving and base costs of \$125,000 will go 1.41 miles.

Right of Way Petition for CR 825 West 700 South 800 West – The petition was brought in for approval. Currently he is working on this with the County Attorney.

DOT Certification Training – The mechanics will attend training on Tuesday, January 15.

Activity Summary for 2018 – The Activity report of all projects completed in 2018 was distributed to the Board.

RE: DRESS DOWN DAYS

Auditor Morton requested to continue the observance of dress down days by wearing jeans on Fridays.

Employees may participate with a donation of \$20 which will be given to charity.

RE: JUSTICE STUDY AGREEMENT

The Justice Study agreement previously approved with RQAW was signed.

RE: SMALL PROPERTY QUIT CLAIM DEED

A Quit Claim deed between the County and Small and Small Farms was presented. A motion was made to approve the deed, was seconded, and approved. Attorney Schnarr was directed to have the deed recorded.

RE: GREENER PROPERTY – VIOLATION OF COUNTY ORDINANCE

Tabled for further discussion.

RE: FUTURE MEETINGS

The next Commissioners' meeting will be held on Tuesday, January 22, 2019 in the Commissioners/Council Room of the Courthouse Annex, beginning at 8:45 a.m., and will meet as the County Board of Finance beginning at 8:30 a.m.