

**REGULAR MEETING DUBOIS COUNTY COMMISSIONERS**

**OCTOBER 1, 2018**

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 October 1, 2018. Present were Commissioners Nick Hostetter, Chad A. Blessinger and Elmer Brames. Also present were County Auditor Kathleen M. Hopf, County Surveyor Ken Brosmer, Highway Supervisor Steven L. Berg, Highway Engineer Brent Wendholt and County Attorney Arthur C. Nordhoff, Jr. A quorum was declared present, and the meeting was opened for business by President Hostetter. Minutes of the September 17, 2018 meeting of the Commissioners were approved as presented. The minutes were then signed. Incomes for the month of September, 2018 were as follows: Recorder \$19,840.72; Health Department \$26,928.69; Auditor \$100.00; Clerk \$ No Report Submitted . 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. On motion duly made and seconded, payroll docket was approved.

**RE: 9-1-1 SHIFT SCHEDULES**

Janice Love, Director of 9-1-1, appeared to discuss employee work schedule. She explained that shifts are scheduled so that employees work on an 8 hour or 12 hour shift, with no employee scheduled to work more than 40 hours per week. The average work week for 9-1-1 employees is 37.33 hours. The Director presented a proposed work schedule to the Commissioners. A discussion was held as to whether the number of hours that are assigned to a sick, personal or vacation day should be changed as a result of the proposed changes to the shifts. Following additional discussion, since the number of hours being worked will remain the same, it was decided that the number of benefit hours remaining in 2018 for 9-1-1 employees would be unchanged. The State Board of Accounts may question the procedure in that a 9-1-1 employee is working 37.33 hours and is receiving holiday pay based on 40 hour week.

**RE: PHONE SYSTEM**

Ron Betz, representing Matrix, appeared to present proposals for a replacement phone system for the County offices. He discussed the current system cabling in the Courthouse and other facilities that the need to upgrade it to CAT 6 cabling to meet current and future needs. Matrix proposal is:

Cabling	\$ 23,691.19
Network	\$ 29,834.46
IP Phone Solution	<u>\$ 82,130.90</u>
	\$135,656.55

The proposal is for the Courthouse, Annex and Health Department. A breakdown of the IP Phone system was submitted.

**RE: GREENER PROPERTY – VIOLATION OF COUNTY ORDINANCE**

Shawn Werner, the Health Department Environmental Officer, appeared to present evidence of “Notice of Violation” and request to obtain bids for correction of current conditions on real estate in Section18-T1S-R4W, County Road 571E 300N. Werner stated that the notice is for the County to do inspections and the ability to request bids to do the site clean-up and obtain a contract after 10 days. Greener appears and states that she has been seeking a contractor to do work but that there will be delay due to contractor work schedules. Commissioners stated that Greener would have 10 days to obtain and deliver to the Commissioners a signed contract/bid with a stated date for completion. Commissioners will proceed with the work immediately if Greener does not meet this requirement. Pending work, trailer would need to be removed from site.

After discussion, on motion made and seconded, Commissioners approved Continuous Enforcement Order and submitted copy to Greener. She was requested to submit her contract and date within 10 days.

**RE: REPUBLIC TRANSMISSION AGREEMENT**

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Shawn Mock appeared to submit agreement for use of public roads during construction of power line from area west of Duff south to County line. Project would be completed by spring 2020. Agreement submitted was approved.

### **RE: PATRICK FRIEDMAN**

Patrick Friedman of Harbison Township appeared to discuss a drainage issue along Hickory Grove Road. He stated roads have not been properly maintained near his home. There is a drainage pipe along the east side of the road adjacent to Friedman's property which has been recently repaired by the County, which Friedman says was improperly done. The County Highway Department has mowed down small trees along County right-of-way, which served as sight barrier for Friedman's property. Friedman states that he intends to install a new pipe to correct the current water problem. There is, in his opinion, a problem with communications. He requests that the County have an outside person to inspect the pipe problem and make suggestions. He states there are too many miscommunications, and that something should be done to correct the situation. According to Friedman, there is a second pipe under the road which will be blocked shortly from fallen trees, and this will cause additional problems. Friedman stated he has stacked toilets on his property and more are coming. He is doing this as protest signs on his property and there will be more in the future. He would like to present a petition from the public which would overrule the Commissioners in their lack of attention to the problem on his land.

### **RE: HEALTH DEPARTMENT SURPLUS EQUIPMENT**

Auditor Hopf reported that five items of electronic equipment at the Health Department are old and no longer operate. On motion made and seconded, the equipment was determined obsolete and should be destroyed.

### **RE: SICK LEAVE**

Auditor Hopf submitted a question as to the amount of "Sick" days which may be used for family leave purposes. The Commissioners determined that an employee may use a maximum of six sick leave days for FMLA leave for anyone other than the employee.

### **RE: SECURITY CENTER STUDY**

Commissioner Blessinger discussed responses received from firms wishing to assist the County in study of the current jail facility and the needs of the County regarding the criminal justice system overall. He stated that, of the responses received from the County's request, there was only a small number that completely meet the request criteria created by the County. Question exists as to whether the County is looking for an architect, construction manager or consultant: should the architect do the consulting study or should a separate firm be used as County's representative?

### **RE: JACK KROUSE – CONSTRUCTION CONSULTANT**

Jack Krouse, Construction Consultant, stated that a consultant should not be related to or have connection with architect or contractor. The value of a good consultant is to be able to assist in preconstruction, especially the engineering phase. He explained the various information and assistance which he could provide at every step of the jail project. Service is provided on an hourly basis. He feels that the consultant should be involved before seeking proposals for persons to provide architectural services.

The Commissioners discussed as to whether a consultant would be an advantage at this stage of the jail project. Representatives of DLZ and RQAW attending the meeting expressed their views regarding the use of a consultant at this stage of the project.

### **RE: SHERIFF'S DEPARTMENT REPORT**

Sheriff Lampert reported that a sheriff vehicle had flood damage during the recent rains. The Sheriff reported on the need for additional vehicles due to condition of one older vehicle and the addition of new deputies. The damaged

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vehicle was a newer vehicle which was forced off a flooded road into a ditch. The vehicle was covered by insurance and additional funds are held by the Department to cover the cost of the replacement vehicle. The Sheriff also reported on the current prisoner count, jail maintenance problems and medical demands at the jail.

**RE: HIGHWAY SUPERVISOR'S REPORT**

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

Seifrig Property – Advertising has taken place on the repair of the Seifrig property. Proposals will be received at the next meeting for clean-up of the real estate off of County Road 400N.

Railroad Crossing Improvement – A letter has been prepared in support of cross arms on County Road 600W. The letter will be signed by Commissioners, Council, and area State office holders and will be sent to INDOT. Execution of the letter was approved by motion made and seconded. Discussion was held about reports of the signals at the subject crossing not properly operating. The County Highway Department will also install additional warning signs on the County Road.

Sanitation Truck Chassis – The Supervisor reported that the approved sanitation truck chassis has been delivered to the company for installation. The chassis company will be paid 90% of bid price with balance to be paid upon delivery of completed unit.

Change Orders – On motion made and seconded, the following change orders were approved:

<u>Project</u>			
18-03	County Road 725 N	Calcar Paving	< \$3,215.77 >
18-05	County Road 300 N	Calcar Paving	< \$ 325.30 >
18-08	Sunset Drive	Calcar Paving	< \$ 153.25 >
18-01	Highway Department Parking Lot	Calcar Paving	< \$ 800.58 >

All reductions are based on lower amount of materials required.

Road Projects – The Commissioners discussed the status of various projects under the current plan and an owner's request as to status of road improvement on Taylor Hollow Road.

Simulator Training – Held October 24 - 26, 2018, for department drivers and will be made available to drivers of County vehicles from other Departments.

Flood Gate – No current report.

Snow Plow Truck #215 – In need of replacement.

**RE: HIGHWAY ENGINEER'S REPORT**

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

Railroad Overpass – Project is complete and Engineer will assist City in preparation of punch list.

Huntingburg Conservation Club – Waiting on delivery of culvert.

County Road 800 West – Project area is set up for work today, Engineer to meet with contractor.

Stewart Road and 490 West – Surveyor Brosmer is discussing intersection flooding with area owners. Flooding, if any, has not been severe. Cleaning out dams and ditches may resolve any future problems.

Tax Sale – Engineer has researched parcels;

19-15-29-100-054.001-008 – In the Town of Ferdinand, very small piece; should be sold.

19-10-35-100-005.000-013 – Possibly part of State Road 64, and may not be sold. Will check location.

19-09-25-204-404.000-015 – In the Town of Birdseye, must be re-inspected, existing trailer on property.

2018 Paving Projects – Engineer submitted list of status of current 2018 paving projects.

**RE: 4-H AND COUNTY PARK LEASE**

Commissioner Hostetter reported on the conversations with 4-H and County Park representatives of the current long term lease with conditions:

- County should reserve mineral and timber rights,
- Should be more Commissioner oversight,
- Limited subleasing and some representation on Boards,
- Fairgrounds Road should be dedicated,
- Front Lake tract should be included in Park lease,
- Blessinger tract should be included in Park lease,

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- 30 acre tract should be moved from 4-H to Park leases,
- The tract adjacent to County Road 50 East, 6.5 acres shall remain Commissioner controlled.

**RE: WEIGHTS & MEASURES INSPECTOR**

Commissioner Brames reported that a number of interviews were held for the County Weights and Measures officer. He stated his reasons for candidate #5. Commissioner Hostetter stated his reason for support of candidate #2. Commissioner Blessinger stated his preference for candidate #2. On motion made and seconded, the Commissioners will offer the position to Gary Salb.

**RE: SECURITY CENTER STUDY**

The Commissioners again discussed the use of a consultant to assist in interviewing firms to conduct a study of jail needs. The Commissioners determined that they will consider the proposals of three consultants for their services prior to requesting architect proposals for the next meeting.

**RE: FUTURE MEETING**

The next Commissioners' meeting will be held on Monday, October 15, 2018, in the Commissioners/Council Room of the Courthouse Annex, beginning at 8:00 a.m.