

## SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 21, 2020

The second regular 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 21, 2020. Present were Commissioners Chad A. Blessinger, Elmer Brames, and Nick Hostetter. Also present were County Auditor Sandra L. Morton, 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 6, 2020 of the Commissioners were approved as presented. 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: HIGHWAY SUPERVISOR'S REPORT**

Highway Supervisor Steve Berg presented the following report of Highway projects:

Bridge Crew Position Hire – Interviews were conducted. After consideration, Nick Kerstiens was recommended for hire. He will take over the vacant bridge position and due to his experience, will also fill in as the spare grader operator during snow events. A motion was made to approve the recommendation, was duly seconded and carried.

2020 Hourly Equipment Rates - The 2020 rates were presented which are reflective of the current FEMA rates. The prices do not include the cost of an operator or materials. A motion was made to approve the rates as presented, was duly seconded and carried.

Road Usage Request – Dave Englert has submitted a signed permit for the 16<sup>th</sup> Annual Armed Forces Day 5KL Run/Walk being held on Saturday, May 16, 2020. Their request is for limited use on CR100 S and the Old Huntingburg Road between 8:00 - 9:00 a.m. No closure will take place. A motion was made to approve the road usage, was seconded and carried.

USDOT Clearinghouse Requirements – It has been mandated by the USDOT to create a National Clearinghouse Program which will help identify in real time, drivers who are prohibited from performing their functions of operating a commercial motor vehicle due to a drug or alcohol violation. More information will be brought to future meetings.

Mini Excavator Bids – Specifications are nearly complete. The quote openings will be on February 18, 2020 at 10:00 a.m.

### **RE: HIGHWAY ENGINEER'S REPORT**

Highway Engineer Brent Wendholt presented the following report of Highway projects:

Small Structure Inspection Program - A kickoff meeting is scheduled with SJCA on Wednesday, January 29, 2020. After the meeting, they will be given their notice and should begin the inspection process.

Bridge #264 (Newton Street in Jasper City Limits) - Nothing new to report as of now.

2020 Community Crossing Applications - The four projects have been updated and are ready to be submitted. My goal/plan is to have this done on Thursday, or at the latest Friday.

Dubois County Overweight/Oversized Load Application – In the process of getting an application created, that will allow the County to monitor any overweight and/or oversized loads that will utilize our County Road System. The current version has a fee associated with it but can be tweaked. It is not ready for final approval and can be discussed.

### **RE: SOLID WASTE MANAGEMENT STEEL BUILDING**

SWMD Board President Elmer Brames requested approval to accept a Steel Building to be purchased by the Recycling Market Development Program Grant as a County Asset. The building will cost \$5,132.50. A motion was made to approve acceptance of the asset, was duly seconded and carried.

### **RE: BLISS MCKNIGHT INSURANCE**

Mark Ennis and Frank Pinson, BITCO Insurance, as well as Tim Bell, German American Insurance, presented information on the current grade rating of their company. They have no changes to the services provided.

### **RE: CAIRSTONE INSURANCE**

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Mark Shrack, Cairnstone, presented a review of the Employee health insurance and prescription plans for 2019. An update on the Clinic Steering Committee meeting was provided.

Nancy Wilson, Cairnstone, provided information on the Wellness Committee and topics they are currently working on.

Angie Pfaff, Cairnstone, provided information on the kickoff of the EAP program with LifeSprings. Also, the UGS portal is available for the insured employees. A schedule of free live webinars was made available.

**RE: DUBOIS COUNTY SUBSTANCE ABUSE COUNCIL**

Deb Capps, SAC Chair, presented the Comprehensive Community Plan for Dubois County. The plan was reviewed and discussed. In 2019, grants were dispersed for various programs in the community. Capps presented the proposed 2020 budget pending County Council approval. A motion to support the Substance Abuse Council budget in the amount of \$42,100.48 was made, duly seconded and carried. The budget will be presented to the County Council.

**RE: SICK BANK COMMITTEE MEMBER**

Markie Rhodes, Human Resources, presented the formal resignation letter of Cheryl Knies from the Employee Sick Bank Committee. A motion was made to accept the resignation, was duly seconded and carried. Judi Brown, Soil & Water Director, has agreed to serve as a committee member for the bank. A motion was made to approve the appointment, was duly seconded and carried.

**RE: HUMAN RESOURCES**

Markie Rhodes, presented an update to the New Hire Standard Operating Procedures he presented at a previous meeting. Consensus was to provide the document to the Department Heads for input and to follow-up at the next meeting.

An update was given on the Employee Portal project to provide more communication to employees. He has been reviewing Office 365 Sharepoint as well as the County website host Revize.

**RE: WTH - AVL PROPOSAL**

Shawn Scott, WTH Consultant, John Spinks, Verizon Business Account Manager, and Highway Supervisor Steve Berg presented a Proposal for the Hosted Think AVL and Verizon Network Fleet Interface with Client Consulting and Support. The number of vehicles and costs were discussed. Consensus to proceed with the program was given. A contract will be prepared and presented at a future meeting.

**RE: WEIGHTS AND MEASURES**

Gary Salb, Inspector, reported the pharmacy weights he currently uses for inspection can no longer be certified by the State. New weights will cost no more than \$1,850. A motion was made directing the Inspector to request funding from the County Council, was seconded and carried.

**RE: COUNTY ROAD 750 W and SHAMROCK MINE**

Concerns were received regarding conditions with County Road 750. Ed Hartzburg, Solar Sources Representative, was in attendance to answer questions.

**RE: SHERIFF'S DEPARTMENT**

Sheriff Tom Kleinhelter presented an update on the Sheriff's Department staffing. The jailer position is being filled. A deputy has resigned leaving another position open. The body camera program is starting to be installed.

**RE: JUSTICE PROJECT**

Commissioner Blessinger presented information from the Justice Project executive committee meeting held in January 2020. Discussion was held.

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**RE: SOIL & WATER CONSERVATION DISTRICT**

Commissioner Blessinger reported he met with Director Judi Brown for an understanding of the program and what it offers to Dubois County.

**RE: COUNTY-WIDE SEWER DISTRICT DISCUSSION**

The Commissioners held a discussion on a county-wide sewer district. No action will be taken 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 2020.

**RE: FUTURE MEETINGS**

The next Commissioners meeting will be held on Monday, February 3, 2020 in the Commissioners/Council Room of the Courthouse Annex, beginning at 8:00 a.m.