

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

DECEMBER 16, 2019

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 8:30 a.m. (EST) on December 16, 2019. 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, County Surveyor Ken Brosmer and County Attorney Gregory S. Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the December 2, 2019 meeting 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: RECORD LIBRARY HOURS

Clerk Amy Kippenbrock and Recorder Jackie McPherron appeared to discuss the hours for the records library to be open to the public. Currently, scanning of the documents has been completed but are not ready to be placed on line. The library will remain open from 8:00 a.m.–4:00 p.m. The door is closed during lunch but will be made accessible upon request. For information gathering purposes, a log of those using the facility was requested.

RE: HIGHWAY SUPERVISOR'S REPORT

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

Sanitation Site Holiday Hours – Holiday hours will be observed on Christmas Eve and New Year's Eve; 8:00 a.m. until noon. Sites will be closed on Christmas Day and New Year's Day.

Tri-Axle Truck Offer to Purchase – An offer was received to purchase the Triaxle truck #218 for \$40,000. Plans were to trade this vehicle in 2020. A motion was made to sell the vehicle "as is" with no guarantees at a price of \$40,000. The motion was seconded and carried unanimously.

CR 600 West Railroad Crossing Project – An invoice from INDOT was received for the design phase of the project in the amount of \$2,000. A motion was made to approve payment of the invoice, was duly seconded and carried unanimously.

Cum Bridge Trailer – The need for a trailer to haul the mini-excavator was discussed. Quotes were received. A recommendation was made to purchase from Hopf Equipment in the amount of \$10,900. A motion was made to approve the purchase as recommended, was seconded and carried unanimously.

Used Sander – A good used stainless-steel sander has become available for purchase at Sternberg International formerly owned by Warrick County at a cost of \$3,500. A motion was made to approve the purchase, was duly seconded and carried 2-1 with Blessinger being the dissenting vote.

RE: WTH – AVL DEMONSTRATION

Shawn Scott and Ann Jochem of WTH Technology, Inc., presented a demonstration on the Automatic Vehicle Location (AVL) Think AVL Program. The program will enable the Highway Department to track vehicles in real time and maintain historical data of their locations. A proposal for the service was presented at a cost of \$10,280 and an annual support fee of \$2,670. Additional costs would be to purchase cable connectors and sending units at a cost of \$35 per unit and Verizon Network Fleet Interface tracking at \$18.95 per month per unit. There are 47 units.

The proposal was taken under advisement.

RE: AMBULANCE BID AWARDS

EMS Coordinator Suzan Henke recommended awarding the ambulance bid to RSVP at a cost of \$219,905 with a trade in value of \$3,250 for a net cost of \$216,655. A motion was made to approve the purchase from RSVP, was duly seconded and carried.

RE: AMBULANCE - 2019 BUDGET BALANCES

EMS Coordinator Suzan Henke presented final expenses for the ambulance services. Budget transfers and encumbrances were discussed. A motion to support the proposed transfers and encumbrances of the funds was made, seconded and carried.

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

DECEMBER 16, 2019

RE: TITLE IV-D LEASE

County Attorney Schnarr gave an update on the Title IV-D office lease for 2020. The budgeted rent amount will be discussed at the next County Council meeting on December 30, 2019.

RE: 2020 SHERIFF SALARY CONTRACT

The Sheriff Salary Contract for 2020 - 2022, as approved by the County Council, was presented. A motion was made to approve the contract, was duly seconded and carried.

RE: COURTHOUSE NORTH ELEVATOR

Custodian Scott Hopf presented the need to repair the north Courthouse elevator at a cost of \$8,445. A motion was made to approve the repairs pending budget transfers of funding by the County Council in the Courthouse maintenance budget. The motion was seconded and carried.

RE: HOLIDAY PAY

A discussion on the current holiday pay for the 24/7 departments was held. The 911 Communication department is seeking to change the number of holidays observed to match those of the regular Courthouse employees and to decrease the current vacation days to match as well. No action was taken.

RE: HUMAN RESOURCES

Human Resource Generalist Markie Rhodes would like to start revising the Employee Handbook in 2020. He also discussed upcoming opportunities for better communications to employees. An employee portal on the County website was discussed.

Employment hiring practices were discussed. Rhodes was directed to create a policy and present at a future meeting.

Department Head Meetings for 2020 will be held on the third Wednesday of January, April, July, and October beginning at 8:00 a.m. The meetings will be held in the Annex Conference Room or the Commissioners/Council room depending on availability.

Employee dress down days were approved for 2020 with the donation of \$20. The collections will be given to charity.

RE: HIGHWAY ENGINEER'S REPORT

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

Small Structure Inspection – After review of the costs given at the previous meeting, discussion was held. A motion was made to approve the three-year contract with SJCA Engineers and Surveyors at a cost not to exceed \$135,360 for 320 structures ranging from 6.0 feet to 19.99 feet. The Appendix will be clarified and signed at the next meeting. The motion was seconded and carried unanimously.

Freeze Thaw Ordinance – A request was made for approval to enact a Freeze-Thaw Ordinance. The proposed Ordinance 2019-12 would be in effect from January 15, 2020 to April 15, 2020. Thru traffic on County Roads will be restricted to a 10-ton weight limit, unless additional coordination/approval is obtained. A motion was made to approve Ordinance 2019-12, was seconded and carried.

See Exhibit A - Ordinance 2019-12

RE: RURAL BROADBAND

Discussion was held on the possibility of placing conduit in roadways during projects to help assist unserved areas get broadband services.

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

DECEMBER 16, 2019

RE: COUNTY APPOINTMENTS FOR 2020

A motion was made, and duly seconded, to approve the following appointments:

4-H COUNCIL BOARD

Gavin S. Durcholz	1/1/2020	12/31/2020
Jake Memmer	1/1/2020	12/31/2021

9-1-1 ADVISORY BOARD

Chad A. Blessinger	1/1/2020	12/31/2020
Scott D. Uebelhor	1/1/2020	12/31/2020

AIRPORT AUTHORITY

Harvey M. Berger	1/1/2020	12/31/2023
------------------	----------	------------

ALCOHOL BEVERAGE COMMISSION

David R. Ring	1/1/2020	12/31/2020
---------------	----------	------------

AMBULANCE COORDINATOR

Suzan Henke	1/1/2020	12/31/2020
-------------	----------	------------

AREA DEVELOPMENT CORPORATION – DUBOIS STRONG

Elmer Brames	1/1/2020	12/31/2020
--------------	----------	------------

CUSTODIAN

Scott Hopf	1/1/2020	12/31/2020
------------	----------	------------

COUNTY ATTORNEY

Gregory S. Schnarr	1/1/2020	12/31/2020
--------------------	----------	------------

DUBOIS COUNTY CHILD PROTECTION TEAM

2020 Commissioner President	1/1/2020	12/31/2020
-----------------------------	----------	------------

HEALTH BOARD

Dr. Tracy Lorey	1/1/2020	12/31/2023
Lori Luebbehusen – Filling Unexpired Term	1/1/2020	12/31/2020

HIGHWAY CLERK

Ann T. Messmer	1/1/2020	12/31/2020
----------------	----------	------------

HIGHWAY ENGINEER

Brent Wendholt	1/1/2020	12/31/2020
----------------	----------	------------

HIGHWAY SUPERVISOR

Steven L. Berg	1/1/2020	12/31/2020
----------------	----------	------------

HUNTINGBURG PLANNING COMMISSION

Pimitino Nino	1/1/2020	12/31/2023
---------------	----------	------------

INDIANA 15 REGIONAL PLANNING COMMISSION

Nick Hostetter	1/1/2020	12/31/2020
----------------	----------	------------

MUSEUM BOARD

Margaret J. Wagner	1/1/2020	12/31/2022
--------------------	----------	------------

NORTHEAST DUBOIS FIRE PROTECTION DISTRICT

Patrick A. Seger – Hall Township	1/1/2020	12/31/2023
----------------------------------	----------	------------

PARK & RECREATION BOARD

Christine L. Prior	1/1/2020	12/31/2023
--------------------	----------	------------

PROPERTY TAX BOARD OF APPEALS - PTABOA

Duane Persohn	1/1/2020	12/31/2020
Brian Smith	1/1/2020	12/31/2020

SOLID WASTE MANAGEMENT DISTRICT BOARD

Kenneth J. Sicard	1/1/2020	12/31/2020
-------------------	----------	------------

TOURISM COMMITTEE

Michael P. Weyer	1/1/2020	12/31/2021
------------------	----------	------------

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

DECEMBER 16, 2019

James H. McFaul

1/1/2020

12/31/2021

TRI-CAP BOARD OF DIRECTORS

Dr. Lindsey Taylor

1/1/2020

12/31/2020

RE: FUTURE MEETINGS

The next meeting will be held on January 6, 2020 at 8:00 a.m. with the Drainage Board to meet on said day at 9:00 a.m.