

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

OCTOBER 3, 2016

The regular monthly meeting of the Dubois County Commissioners was held in the Commissioners' Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on October 3, 2016. Present were Commissioners Lawrence M. Vollmer, Randall L. Fleck, and Elmer Brames. Also present were County Auditor Kathy 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 Fleck. Minutes of the September 19, 2016 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 September, 2016 were as follows: Recorder \$13,886.52; Health Department \$16,687.54; Auditor \$; Clerk \$34,266.65. 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: LOCAL GOVERNMENT (AIC) COOPERATION AWARD

The Commissioners announce that within the past week Dubois County was awarded the State Local Government Cooperation Award by the State Association of Indiana Counties. The Commissioners expressed their belief that the award was the result of actions made by many County organizations and individuals. A video on the bird influenza which hit the poultry industry in Dubois County was presented. A number of individuals from the County who were involved in the event were present and comments were made regarding the event and the advantage of preparation. The Commissioners expressed their appreciation for the efforts of all County and industry employees and officials in combating the bird influenza crisis in Dubois County.

RE: COMMUNITY CORRECTIONS CAMERA SYSTEM REPLACEMENT

Jerry Gramelspacher, Community Corrections Maintenance Supervisor, appeared to report on the need for replacement of the current security system at the center. Gramelspacher explained the current system and its deficiencies. He explained and recommended the replacement system and attempts made to obtain more than three quotes for the system. He submitted the sole proposal received, as follows:

Base Proposal	\$33,275
Restroom Audio	500
10 New Cameras (\$725)	7,250
10 Camera Upgrades	<u>1,500</u>
	\$42,975

The proposal has been submitted by Astro Security. The upgraded system would have 41 cameras, new cabling to all cameras, new patch panel, sound added to interior cameras, new exterior parking lot camera, and new NUUO licenses. After extended discussion, on motion made and seconded, the Commissioners approved the request, subject to County Council approval of funding.

RE: COMMUNITY CORRECTIONS HOT WATER SYSTEM

Jerry Gramelspacher, Community Corrections maintenance supervisor, submitted to the Commissioners the additional information which he had collected regarding adding a hot water storage tank to the new system which he had proposed at a prior meeting. The total cost of the revised system would be \$36,169.

The purchase was approved by the Commissioners.

RE: FACILITIES COMPUTER SUPPORT

Sandy Morton, of the Auditor's Office, appeared to discuss the current County computer support system, which is for 13 hours per week for \$1,400. Due to lack of available full service by the current service provider, MATRIX Integration has submitted a proposal to provide service through a help desk five days per week, 8:00 am to 5:00 pm, at a cost of \$6,000 to \$6,500. The advantage of the proposed program is for much improved service. On motion made and seconded, the Commissioners approved the proposal.

RE: EMPLOYEE HEALTH INSURANCE

Pete Franzman, of Franzman Insurance, appeared to submit the insurance costs of the County's employee health insurance plan for the period 11/1/14 thru 10/30/15, showing an insurance company loss of \$248,602. Incomplete figures for the period 11/1/15 to current shows an insurance company loss of \$313,139. He resubmitted the financial data previously submitted for an extension of the current Health Plan coverage.

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Franzman stated that the large loss is the result of several serious medical cases, and not the result of the claims of the majority of covered County employees. The proposal submitted by Franzman today would be subject to revision if delayed to the next meeting. The question before the Commissioners is whether the same program used in the past should be continued in the future. Several of the Commissioners questioned a number of various programs submitted by the other insurance company representatives. A question regarding the presentation of financial data in the past has been the most effective for County decisions. The involvement of reinsurance and relationships with insurance carriers was also discussed. On motion made and seconded, the Commissioners determined that the County will renew the current employee health insurance plan with the Franzman firm, using SIHO Insurance Service, and accepting Option #1, using a Specific Deductible level of \$80,000, with a 12/12 specific stop loss contract, and including transplant insurance coverage with \$5,000 deductible as presented and term life insurance. The motion was accepted, 2 in favor and 1 opposed, and the President was authorized to execute the various agreements.

RE: CLERK CERTIFICATION FEE

County Clerk Jarboe appeared to discuss a proposal that the fee for certification of documents from her office be increased from \$1.00 to \$3.00 per document certification. There was also discussion regarding the use of the additional funds, which would include purchase of shredding equipment to be installed in the Courthouse for use by all Courthouse offices. Also discussed was the price charged by the various offices in the Courthouse for the copy of documents. Currently, prices run from \$.25 to \$1.00 per page. The State statute and County Ordinance were discussed. The prior ordinance / resolution and Indiana statute will be reviewed.

RE: HIGHWAY CHANGE ORDER

Ann Messmer, Highway Clerk, appeared to present change orders on County Highway improvement projects, as follows:

Project # 16-02	Patoka Road	(\$3,827.62)
16-03	SR 230 S – Timberlin Subdivision	\$2,681.25

On motion made and seconded, the Commissioners approved the change orders on completed paving projects.

RE: HIGHWAY SUPERVISOR REPORT

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

Highway Decals	A copy of proposed logo was presented.
Sanitation Lease, Holland	Awaiting owners signature.
Durapatcher Quotes	The Demo unit as bids has been inspected and determined to be in good condition. When comparing the used (Demo) and new units, the savings would be \$6,900. The cost of the Demo unit as bid would be \$60,100. On motion made and seconded, the Commissioners authorized purchase of the Demo unit.
Weed Complaint	Complaint has again been received regarding uncut grass on lot on Whoderville Road at SR 164. This is second complaint. On a prior occasion, the property owner was subject to \$500 fine plus mowing cost. The property owner will be contacted.
Truck #217 and #214 Replacement	Due to condition of trenches, request replacement. Request of appropriation of \$210,000 for replacement, payable from Cum Cap Fund. On motion duly made, purchases were approved, subject to appropriation by County Council.

RE: ROAD PAVING BIDS

It being 10:00 am, being the time advertised for receipt of bids for paving of County Roads during 2017, bids were received. The projects will be subject to grant from the State of Indiana under the Community Crossing

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Grant program, which provides 50% funding for bid projects. The following bids were thereupon opened and read aloud, all bids being properly signed and accompanied with proper bond:

<u>Project</u>	<u>Calcar Paving</u>	<u>E & B Paving</u>	<u>J.H. Rudolph</u>	<u>Hunter Paving</u>	<u>Estimate</u>
16-10 325 E	\$86,405.50	-	\$85,819.50	-	\$103,523.15
16-11 Kalb-Zehr	17,422.00	-	24,798.00	-	23,472.54
16-12 850 W	94,573.00	111,252.00	98,992.00	140,409.90	111,391.72
16-13 CR 1000 S & Holland Rd E	373,003.00	399,432.00	380,184.20	-	449,731.73
16-14 Dubois RD NE	85,636.00	-	88,292.00	-	107,218.26
16-15 Kyana Rd	135,184.50	144,125.00	134,395.75	-	157,275.01

The bids were referred to the Highway Department staff for review.

RE: HIGHWAY ENGINEER REPORT

Engineer Wendholt submitted the following report of Department projects:

Community Crossing Grant

On motion made and seconded, the Commissioners approved for signing the Community Crossing Grant Agreement.

Bridge #147

Bridge is completed and open.

4-H Retaining Wall

Partially completed retaining wall at 4-H Fairgrounds needs to be completed and County had previously agreed to construct the wall. Due to job assignments, the Bridge Crew is unable to work on the project. The Commissioners authorized the Department to take bids to complete the project.

Bridge Crew

The bridge crew was originally composed of 4 members, but has been reduced to a three man crew. Because of current work needs, the Department would like to return to a four person crew. The original vacant bridge position was used to increase the number of positions in other areas of the Department. The Supervisor will consider whether a person could be pulled from another area to increase the bridge crew.

Paving Bids

The Highway staff reported they have reviewed the paving bids received earlier in the day and, subject to compliance with the State Grant requirements, the following bids be accepted subject to State Grant Approval:

16-10	CR 325	J.H. Rudolph & Co.
16-11	Kalb – Zehr Rd	Calcar Paving
16-12	850 W	Calcar Paving
16-13	Holland Road E and 1000 S	Calcar Paving
16-14	Dubois Road NE	Calcar Paving
16-15	Kyana Road	J.H. Rudolph & Co.

RE: EMPLOYEE FIRE FIGHTERS

The Commissioners again discussed the procedure to be followed regarding a County employee who is a member of a local volunteer fire department. The questions are how much time can be taken away from the job for fire department activity, and will the employee receive pay while on fire duty. After discussion, it was

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determined that an Ordinance should be prepared allowing up to 10 hours per year with pay, and with any fire department compensation, if any being credited against County compensation.

RE: STATE BOARD OF ACCOUNTS – COUNTY AUDIT

The State Board of Accounts will make conduct an exit conference the recently completed County Audit, beginning at 1:30 pm on October 3, 2016.

RE: CREDIT CARDS

The Auditor advised the Commissioners that during recent audit by the State Board of Accounts, question was raised concerning the numerous credit or store cards being issued to various County Departments. The Board had extended discussion regarding the use of such cards and regulations in place regarding such use.

RE: FACILITIES STUDY COMMITTEE

Commissioner Brames suggested discussion regarding the creation of a County Study Committee for the purpose of reviewing the various County facilities to determine (a) the limitation and needs for facilities, (b) the solutions for such needs, and (c) the financing requirements to satisfy those solutions. Suggestions were also made as to who could serve on such a committee. No action was taken on the written list which was distributed.

RE: FUTURE MEETINGS

The Commissioners set future meeting dates for the Commissioners as follows:

October 17, beginning at 8:00 am (the Solid Waste Board meets at 7:15 am);

November 7 and November 21, each at 8:00 am;

December 5 and December 19, each at 8:00 am