

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

June 6, 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 June 6, 2016. Present were Commissioners Lawrence M. Vollmer, Randall L. Fleck, 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 Vollmer. Minutes of the May 16, 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 May, 2016 were as follows: Recorder \$31,693.79, Health Department \$18,671.60; Auditor \$81.00. Income for the month of April, 2016 in the amount of \$33,093.09 was submitted by the Clerk. 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: FAMILY FARM EXEMPTION – MADISON TOWNSHIP

Phil Buehler, Brosmer Land Surveying & Engineering, appeared on behalf of Terry and Janet Hopf requesting a family farm exemption for Aaron Hopf, their son, in Section 12-T2S-R6W, consisting of a 1.5 acre tract off CR 600 W in Madison Township. The tract is not located along a County road, and therefore an easement is also required. On motion made and seconded, the Commissioners approved the exemption request. Aaron Hopf is involved in the family farm operation.

RE: TRASH COMPLAINT

Dubois County Solid Waste Director Carla Striegel-Winner appeared to inform the Commissioners that a complaint had been filed on the accumulation of various items, including non-operating vehicles, on the property at 2279 W. Celestine Rd., S, owned by Robert M. Stout. Mr. Stout also appeared and explained that he restores vehicles, and that we intends to place the vehicles in the building during restoration. One vehicle is a cement mixer which is located adjacent to the County road on County right-of-way. While it is impossible move the vehicles back 500 feet off the County road, they could be moved in the rear area of the Stout lot and be out of public view. Mr. Stout offered to move the vehicles away from the public road. The Commissioners directed that the vehicles near the road will be moved to the rear of the property by July 1, and a building or fence will be constructed by October 1. Director Winner-Striegel will report the status to the commissioners on July 5, 2016.

RE: ELECTION POLLING LOCATIONS

Dubois County Clerk Jarboe and Election Board President Messmer appeared to report on voter attendance at the May 2, 2016 election. 12,000 voters visited a poll on Election Day, with a total vote of 43%. To reduce voter wait at the polls, there will be a stronger attempt to have pre-Election Day voting. The Election Board requested permission to terminate Election Day polls at Jefferson 1 and Jefferson 2, and relocate those polls to the Jackson voting site. On motion made and seconded, the Commissioners authorized the relocation of Jefferson 1 and 2 polls to Jackson poll location, conditioned upon establishment of pre-Election Day voting locations in Haysville, Birdseye, Dubois, Schnellville and St. Henry, with additional pre-Election Day voting at other locations, such as Jasper and Huntingburg.

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RE: HAYSVILLE BICENTENNIAL 5K & PARADE

Diane Hembree, Haysville Bicentennial Committee, appeared to request road usage and closings for Bicentennial activities, including:

1. Haysville Park Road for celebration events from noon June 30th until 5:00 p.m. July 3rd;
2. Haysville Road West for 5K run on July 2 from U.S. 231 to CR 200W from 8:00 a.m. until 10:00 a.m.
3. Haysville Road West for parade on July 3 from C R 200 W to State Rd. 56 from 1:00 p.m. until 4:00 p.m.

The Fire Department and Sheriff's Department personnel will handle traffic control. Signs will be picked up at the Highway Garage.

RE: JASPER STRASSENFEST

Andrea Hedinger, Strassenfest chairperson, appeared before the Commissioners to request use of Courthouse facilities as in prior years. The 2016 Fest will be held from August 4th through August 8th. Request was made for the following:

1. Permission to utilize the lower level restrooms during the hours of the Strassenfest.
2. Permission to hang the Strassenfest banners and pennants on the Courthouse building on or around the third week of July.
3. Permission to hang garland on the west side porch.
4. Permission to place an information booth at the paved area on the southwest corner of the Courthouse property to properly secure electrical wires to be used for entertainment on the west side stage.
5. Permission to install a temporary telephone at the information booth.
6. Permission to place a temporary utility pole on the southwest corner of the Courthouse property to properly secure electrical wires to be used for entertainment on the west side stage.
7. Permission to install temporary speakers on the property.
8. Permission to utilize the west side porch to announce the parade entries.
9. Permission to rope off east and north side steps during opening ceremonies on Thursday evening for special guests and singers.

After discussion, on motion made and seconded, permission was granted.

RE: HIGHWAY ENGINEER REPORT

County Highway Engineer Wendholt submitted a report of current engineering projects to the Commissioners:

Bridge inspection	Butler, Fiarman & Seufert has submitted an invoice for inspection in the amount of \$8,931.30 for work done on Phase 2. On Motion made and seconded, payment was approved.
City of Huntingburg Overpass	The City of Huntingburg has submitted 2 invoices from DLZ in the amount of \$315 and \$4,434.35. On motion made and seconded, payment was authorized.
Bridge Asset Management Plan	Engineer has completed preparation of the Asset Management Plan for submission to LTAP. On motion made and seconded, the Plan was approved and signed.
Paving Projects	A list of 7 County roads to be paved during 2016 was submitted. The engineer also submitted 4 additional projects for 2017, which would be bid during 2016, but not worked on in 2017, using SB 67 funding: CR 850 W, CR 325 E, Kalb-Zehr Road, Holland Road East, 1000 S. On motion made and seconded, the projects were approved as submitted. The Engineer discussed the schedule for 2016 summer paving, to the extent it is known

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at this time.

RE: DARRELL LEE – CITY OF JASPER FUNDING REQUEST

Darrell Lee appeared to inquire about the Commissioners' position on whether County funding will be used for the Courthouse Square beautification project in Jasper. He stated that these funds are needed for the County roads, and not to beautify Jasper.

RE: HIGHWAY DEPARTMENT – SUPERVISOR REPORT

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

SB 67 Funds

Funds from the State are recommended to be used at a rate of \$500,000 per year for a 4 year period. Plan would be to apply for a 50% match, which would result in a total of \$1,000,000. This would result in \$200,000 for paving over the normal season and would free up \$800,000 of EDIT funds normally used each year. The proposal would be to follow this plan as long as State matching funds are available. On motion made and seconded, the Commissioners approved use of the SB 67 funds, subject to County Council approval. Supervisor Berg submitted a list of requirements for gate at Highway Garage, estimate of \$8,400 for gate and fence and \$2,500 for electrical work required. It is proposed that \$15,000 be set for building & grounds expenses.

Security Gates

RE: JOHN SIEBERT - HR NEEDS ASSESSMENT REPORT

John Siebert, a member of the County HR Needs Assessment Committee, appeared to review the HR Needs Assessment Report of Findings with the Commissioners. John explained that the purpose of the Team is to review the needs of employees of the County, possible cost savings, loss opportunity, and the need of a Human Resources position or department. The study has shown that a professional HR person would assist in reducing cost, redundancy, loss control opportunities and communication problems within local government. Such an office would also assist in employee morale, provide assistance to County department heads, and provide consistency between departments. John presented a written copy of the Report of Findings to each Commissioner. He stated that savings from loss control alone should pay for the costs of establishing an HR department. After discussion, on motion made and seconded, the Commissioners authorized the HR Team to continue working on the plan and named Commissioner Fleck as the Commissioners' representative on the team.

RE: HIGHWAY ENGINEER REPORT

Highway Engineer Wendholt presented his report of current projects:

Bridge #147

Contractor submitted shop drawings. The County bridge crew widening road close to the bridge, for construction needs. The Engineer submitted an invoice from CHA for \$422.77 for construction services to date, and on motion made and seconded, the claim and payment were approved. The Engineer also submitted to the Commissioners a proposed Construction

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Flashing LED Sign (Schnellville Rd at Santine Rd)

Contract for the project. The format of the Contract was the same as prior contracts used by the County and on motion duly made and seconded, it was approved.

The engineer reported on signs available for the intersection and stated that only one source appears to be available for the signs. The County Council board approved the money for the signs at the last Council meeting. The Commissioners approved purchase of the LED signs, at a cost between \$10,000 to \$15,000, depending on installation.

RE: PERRY SPENCER RURAL TELEPHONE COOP FRANCHISE

The Auditor submitted a proposed Ordinance for renewal of Franchise for television services. She stated that no other company provided this service within County jurisdiction. On motion made and seconded, the Ordinance was approved.

RE: WTH DATA AGREEMENT

The Auditor advised that Burns and McDonnell Company has requested access to County GIS Data from WTH. The company will pay required fee, with \$250 being submitted to the County. The information will be used for infrastructure Project Design Planning.

RE: GIS DATA EXCHANGE AGREEMENT

The Auditor presented GIS Data Exchange Agreements for Jasper, Huntingburg, and Ferdinand. On motion made and seconded, the Commissioners approved the Agreement to share data with Jasper, Huntingburg and Ferdinand.

RE: RADIO SYSTEM

Commissioner Vollmer advised that the Radio System Contractor must reprogram all radios and relocate the repeater to a different site. As a result, all departments using the system must reprogram their individual radios, at a total cost of \$4,820. The sirens in various warning systems must also be reprogrammed at a cost in excess of \$3,000. The County Council will be requested to appropriate an additional \$10,000 for these costs.

RE: FEDERAL LABOR STANDARDS ACT AND COUNTY EMPLOYEES

The Auditor discussed with the Commissioners current and proposed regulations under FLSA as applied to County employees. A new set of regulations are planned to be applicable shortly, at an unknown time. The Auditor also discussed the new internal control requirements as imposed by the State Board of Accounts.

RE: FUTURE MEETINGS

Future meetings of the Commissioners will be held on April 18, May 2, and May 16, with the May 16 meeting to begin at 8:30 am. Solid Waste Board will meet on May 16 beginning at 7:30am.