

## REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JULY 5, 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 July 5, 2016. Present were Commissioners Lawrence M. Vollmer, Randall L. Fleck, and Elmer Brames. Also present were Deputy Auditor Sandy Morton, 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 June 20, 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 June, 2015 were as follows: Recorder \$ ; Health Department \$ ; Auditor \$ ; 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: ROBERT STOUT ABANDONED VEHICLES**

Carla Striegel-Winner, Solid Waste Director, appeared to report on progress by Robert Stout in relocation of abandoned vehicles on his property at 2279 S. Celestine Rd. She submitted pictures of the property as of July 5, 2016, which show one vehicle partially visible, and several other vehicles in the vegetation only partially visible because of leaves on the trees. In the winter, the vehicles will be fully visible. It was questioned whether construction of a fence will be adequate to block the view of the vehicles. The Commissioners determined that an effort has been made within the month, and that the Attorney is to write a letter to Mr. Stout advising him of future expectations.

### **RE: FLECK ESTATES**

Phil Buehler, surveyor representing the Kathleen Fleck Estate, appeared to submit a proposed plat of Fleck Estates, a one lot subdivision in Jackson Township, in the SE SE Section 23-2S-4W, consisting of 1.5 acres. On motion made and seconded, the plat was approved as submitted.

### **RE: RE-PLAT OF LOTS 7, 8, AND 9 IN NORTHVIEW ESTATES**

Phil Buehler discussed with the Commissioners the prior request to vacate utility and drainage easements between Lots 4, 5 and 6 on Re-plat of 7, 8, and 9, for division of lot #5 into two half lots, and creation of new utility easement in the middle of Lot #5. The Attorney presented an executed Dedication of Easement and Covenant preventing location of separate residences on each half-lot. Based on the above, on motion made and seconded, the vacation and division of Lot #5 was approved.

### **RE: HIGHWAY FUND – TRANSFER OF FUNDS**

On motion made and seconded, the Commissioners authorized a transfer of \$3,000 from Highway Geotextile to Highway Weed Spray.

### **RE: HIGHWAY DEPARTMENT – CHANGE ORDER**

On motion made and duly seconded, the Commissioners approved a change order on Highway Project 16-05 with J.H. Rudolph & Co., resulting in a decrease of \$243.52 due to varying field conditions.

### **RE: HIGHWAY DEPARTMENT REPORT**

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Highway Supervisor Berg submitted the following reports as to current Highway Department projects:

2017 Highway, Sanitation, Bridge Budgets	Supervisor Berg presented the Department's 2017 proposed Budget, showing no changes from the 2016 Budget, except for a decrease of \$82,010 due to requirements for less bridge inspection. Budgets approved.
Garage Security Gates	Council has approved \$15,000 for this project. Projected Cost is \$13,215, with gate to be on Schnellville Road, and controls to be in Highway Building. Gates will close automatically, but will be open during the business day. Proposals have been received for the proposed cost. On motion made and recorded, the Department was authorized to proceed with construction of the gate project.
Department Decal Mechanic Vacancy	No report. Applications will be accepted until July 8. Would like to hire employee at some time who also has knowledge of building and equipment repairs, computer generated repairs and air conditioning.
Deer Trail Extension	All materials required for acceptance of road have been provided. On motion made and seconded, road was accepted into the County inventory as an extension of Deer Trail Road.
Deer Trail Road Paving	Bond money has been filed for paving of Deer Trail Road. On motion made and seconded, the Commissioners authorized use of bond money for paving of Deer Trail Road.
Weed Complaints	Complaints have been received on Old Cuzco School property and Whoderville area property. Notices have been sent, and if delivery is a problem, the Sheriff will be requested to assist in making delivery.
Chip/Seal Paving	Supervisor Berg submitted a report on progress on various paving projects on the 2016 project list.

**RE: HEALTH INSURANCE BENEFIT CONSULTANT**

Angie Pfaff, formerly of Patoka Valley Co-Operative, and Mark Shrack, CEO, Cairnstone, appeared to discuss services regarding wellness programs which they propose for County employees in order to reduce employee health care expenses. He encouraged the adoption of a 3 Year Health Plan/Goal for employees. Part of the plan would be to shift funds from health services to wellness programs.

**RE: COUNTY COMMUNICATIONS COMMITTEE**

Becky Beckman, Tammy Humbert and Shawn Werner appeared to report on the activities of their Committee, and to present the objectives as formulated by the Committee along with a Communications Plan Template that has been developed. Beckman explained that the documents prepared are a beginning and are recommended for use by various County Departments, and should be subject to future revision. The documents should be a major part of new employee orientation. It is recommended that the documents should be added as a supplement to the employee handbook. It was the determination of the commissioners that the Committee should continue to function in order to refine and update the documents. The documents were approved as submitted.

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### RE: TAX ABATEMENT

Council Member Becky Beckman submitted a proposal to increase the number of individuals on the Tax Abatement Review Committee so as to include non-elected persons who are involved in the business community. The past activity of the Committee has been slow. The scoring system used by the Committee was also discussed. The Commissioners will consider the various alternatives to the system currently used to encourage business growth.

### RE: ENGINEER'S REPORT

Highway Engineer Wendholt submitted his report of the current status of Highway Engineering projects, as follows:

Community Crossing Grant

INDOT is requesting letter from County assuring that County will fully fund all costs of Community Cross Grant project not covered by Grant. On motion made and seconded, the Commissioners' President signed the letter. The County is entitled to submit proposals of up to \$1,000,000. Four projects previously approved were CR 325E, Kalb-Zehr Road, CR 850W, and Holland Road East/CR 1000S. The Commissioners are now adding Dubois Road NE and Kyana Road from SR 64 South to CR 625S. On motion made and seconded, the Commissioners approved submission of applications for Grant on these 6 projects.

Bridge #94 on CR 130W

On recommendation of Butler, Fairman & Seufert, the bridge inspection contractor, Bridge #94 on Hunley Creek was determined to have a 15 ton weight limit. The bridge needs replacement, but road and flooding problems exist. A sign was ordered installed.

Bridge 147

Old bridge and footings have been removed. Retaining wall needs replacement, and contractor will then set beams.

Paving Projects

Schedule for completion of various paving projects was discussed with Commissioners.

### RE: COUNTY CELL PHONES

The Commissioners discussed the assignment of cell phones as compared to allowing cell phone stipends for employees authorized to have County cell phones. There is a question as to IRS position on stipends

### RE: EMPLOYEE HEALTH SCREENINGS

Employee health screenings are scheduled for August. On motion duly made and seconded, the Commissioners approved the same services and fee schedule as used in 2015.

### RE: SURPLUS COMPUTERS

The Auditor's office advised that a number of obsolete computers are on hand. On motion duly made and seconded, the Commissioners declared the old computer equipment as surplus and authorized disposal of the old equipment through the Solid Waste District or other means available.

### RE: 2017 COMMISSIONERS' BUDGET

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The Commissioners devoted the remainder of the morning to review and revision of the Commissioners' 2017 Budget. After review of the entire Commissioners' Budget, the Budget was approved as revised, and the President was directed to submit a copy of the revisions to the Auditor's office for review by the Council.

**RE: NEXT MEETINGS**

The Commissioners established the following future meetings:

July 18, 2016	8:00 a.m.
August 1, 2016	8:00 a.m.
August 15, 2016	8:30 a.m.

The Solid Waste District Board will meet on August 15, 2016 at 7:15 a.m. All meetings will be held in the Commissioners' Room in the Courthouse Annex.

**RE: VETERANS' SERVICE OFFICER**

After discussion and conversation with the Service Officer, on motion duly made and seconded, the Commissioners adjusted the pay arrangement for the County Service Officer from salary to an hourly job classification, at 24 hours per week, based on new pay rate being the current salary for 2016, divided and allocated over 24 hour work period.