

CONTINUED MEETING DUBOIS COUNTY COMMISSIONERS

NOVEMBER 19, 2018

The continued monthly meeting of the Dubois County Commissioners was held in the Commissioners/Council Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on November 19, 2018. Present were Commissioners Nick Hostetter, Chad A. Blessinger 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 Hostetter. Minutes of the November 5, 2018, meeting of the Commissioners were approved as presented. On motion made and seconded, the Commissioners approved the Claims and Allowance Docket and the Payroll Docket.

RE: ASSESSOR'S OFFICE

Gail Gramelspacher, County Assessor appeared to advise the Commissioners that Thompson Reuters, who previously furnished the computer program for personal property tax assessments, removed themselves from the market for this type of program. The Assessor presented a proposed new contract with AS2 of Indianapolis to provide a similar program, plus oil and gas assets, beginning January 1, 2019. On motion made and seconded, the contract for AS2 was approved and signed.

RE: 9-1-1 DISPATCHER

Janice Love, Director of 9-1-1, appeared to submit the name of Emily Lewis, of Milltown as the new dispatcher for the 9-1-1 Center. Lewis has 6½ years' experience. She was the most favorable of the four applicants considered acceptable and was recommended by the 9-1-1 Advisory Board. On motion made and seconded, the Commissioners approved the appointment of Emily Lewis as 9-1-1 Dispatcher.

RE: 2019 COMMISSIONER APPOINTMENTS

The Commissioners discussed several of the possible appointments to various positions which are allocated to the County or made by the Commissioners.

RE: GYM MEMBERSHIP FOR COUNTY EMPLOYEES

Commissioner Blessinger stated that he has received a request that gym membership fees should be added as an employee benefit. It was stated that such a benefit should be discussed, and a recommendation made by the County Wellness Committee. Discussion then was held about the status of the Wellness Committee and the need for reappointment of Committee members. The charge made by gyms and the terms of use by an employee were also discussed.

RE: GREENER PROPERTY – VIOLATION OF COUNTY ORDINANCE

Shawn Werner, the Health Department Environmental Officer, appeared to report that the Greener house has been removed from the property. The trailer has been sold, but items inside must be removed. The pole barn needs exterior improvement but is a solid building. Greener is attempting to remove personal property. Seven dumpsters of trash have been removed. Andy Rohleder has the contract to clean up the property and was present to discuss the progress. Greener stated that weather will determine how fast future progress can be made. Werner stated the pole barn should be cleaned first so that the barn could be used to store other items from the property. Four cars remain on the property, of which one is operable. Greener agreed to remove the inoperable vehicles and continue the clean up process. The Commissioners requested and were given consent from Greener to allow Werner to reinspect the property on or about January 2, 2019 to assess progress made. Werner will report back to the Commissioners at that time.

RE: HIGHWAY SUPERVISOR'S REPORT

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

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Seifrig Property – Project is complete and real estate is improved. The cost of the project should be approximately \$4,000 and will be billed to the property owner.

County Road 600N Property – Travel trailer is being prepared for relocation by the titled owner. Area around residence has been mowed. The Supervisor was instructed to send a request to the vehicle owner to have it removed by January 3, 2019.

Railroad Crossing on 600W – Railroad crossing is in rough condition and improvements are being planned. No word has been received to date from INDOT as to railroad crossing arms.

Change Order – On motion made and seconded, the Commissioners approved a change order on Project 18-10 with CalCar Paving for \$47.65, due to use of less material.

Cupid's Dash 2019 – On motion made and seconded, the Commissioners approved a temporary closing on February 16, 2019 on the Old Huntingburg Road and County Road 100S for two hours beginning at 10:00 a.m. for the Southern Indiana Wolfpack "Cupid's Dash 2019" event.

Truck Driver Operator Adjustment – The Supervisor reported an error on the 2019 Budget's Truck Drivers line item. One individual is an "operator" rather than "driver". Beginning in January 2019, the individual will be classified as an operator and entitled to be at the higher rate. An ordinance change may be necessary in 2019.

Drug Screening – Representative of Indiana Testing has made a proposal for County employee drug testing which is more extensive and at a lower price than the current testing procedure used by Midwest Toxicology. On motion made and seconded, the Commissioners authorize switch of companies to engage the services of Indiana Testing as of January 1, 2019.

RE: HIGHWAY ENGINEER'S REPORT

Highway Engineer Wendholt submitted his report of current engineering projects as follows:

Railroad Overpass – Overpass has been completed and is open. Must be inspected within 90 days of opening.

Huntingburg Conservation Club – Written plan has been completed and has been submitted to the Club's Attorney. Probably discussing at Club's December meeting.

County Road 800 West – Job is in process and department is adding 4 inches of rock on entire road.

Highway Department Roof Replacement – Roof is completed except for gutters, downspouts and some list items.

RE: EXTENSION OFFICE

Judi Brown, County Soil and Water, appeared to request that the former conservationist now retired be allowed to work part-time. The budget lists one part time employee 29 hours or less. There is one part-time individual who works less than 29 hours per week. The Commissioners authorized the second part time employee on the condition that jointly the two employees may not exceed 29 hours per week.

RE: HIGHWAY DEPARTMENT – RECEIPT OF MATERIAL BIDS

It being 10:00 a.m., the time advertised for the receipt of bids for the annual purchase of materials during 2019 for use by the Highway Department, the following bids were thereupon received, opened and read:

See Exhibit A

Following reading of bids, the bids were made available to those persons desiring to inspect the same. The bids were submitted to the Highway Department personnel for further review and to determine the correctness of bids and compliance with bid and specification requirements. The bids were taken under advisement pending receipt of the Department's report.

RE: SECURITY CENTER CHLLER SYSTEM

Sheriff Lampert appeared to report he is receiving bids for repair to the Security Center chiller system. If approved, repair would need to be done during winter or early spring. The jail building future was discussed. The question of future use of the building for other purposes was also discussed. Subject to County Council approval and review of the condition of the equipment and future use of the building, the Commissioners will review and make a decision at next week's Commissioners' meeting.

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RE: EMPLOYEE BENEFITS TRUST

The Commissioners discussed the need for continuation of use of a Benefits Trust to fund the payments made to the various employee benefits plans.

RE: TOBACCO POLICY PROPOSED

Commissioner Blessinger discussed a draft of a proposed tobacco policy revised by the County Attorney. Blessinger will review and present a final draft for review at a future meeting.

RE: CONTINUED MEETING

On motion made and seconded, the Commissioners set a continued meeting for November 26, 2018 at 8:30 a.m. The principal purpose of the meeting is discussion of successor County attorney, and for any other annual appointments or business.

RE: EMPLOYEE MEDICAL INSURANCE

County Auditor Hopf submitted to the Commissioners several documents from Cairnstone relating to release of employee information, relating to HIPAA and to Auditor's office employees who are eligible to receive information regarding security information submitted by the insurance carrier. The Commissioners appointed the Auditor or her designee for the purpose. The Commissioners approved the documents.

RE: FUTURE MEETINGS

The December Commissioner meetings will be held on Monday, December 3, 2018, at 8:00 a.m. and Monday, December 17, 2018, at 8:30 a.m. Both meetings will be held in the Commissioners/Council Room of the Courthouse Annex.