

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

JUNE 17, 2019

The second regular monthly 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 June 17, 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 Kenneth R. 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 June 3, 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: SOLID WASTE DISTRICT – 2020 BUDGET

Carl Striegel-Winner presented the proposed 2020 budget for the district as approved by the Solid Waste District Board. The total budget will be \$306,194. The requested funding from the County will be \$231,000 in the Commissioner budget. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: DUBOIS COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Director Tammy Humbert presented the Comprehensive Emergency Management Plan which is updated on a 3-year cycle. Upon review, a motion was made to approve the plan. The motion was seconded and carried.

RE: EMERGENCY MANAGEMENT 2020 ASSISTANT DIRECTOR

Director Tammy Humbert informed the Board that the Assistant Director Gary Fritz will be retiring in June 2020. Due to the nature of his duties and the department only having two staff members, she is requesting to hire a temporary position for a period of 6 months to train with the Assistant Director. Upon his retirement, this person will move into the Assistant Director position. She would like to pay this new employee 80% of the Assistant Director salary. If she could find a candidate with certifications, she would like to hire at 90% salary for a period of 4 months based on recommendations of the Emergency Management Advisory Board. A motion was made to approve creating the position for 6 months at 80% with no certifications or 4 months at 90% with certifications. The motion carried unanimously.

RE: BARTON MALOW – JAIL CONTRACTORS

Director Craig Eckert, Joe Scheberle and Paul Moffat provided information on their company, Barton Malow and how they could be of assistance on the Justice Project during construction.

RE: CSI REDACTION CONTRACT RENEWAL

Recorder Jackie McPherron appeared to request approval of the Redaction Contract & Support Agreement with Computer Systems, Inc. (CSI) for a 4-year term beginning July 1, 2019. The cost has been increased to \$0.05 cents per document. A motion was made to approve the contract renewal, was duly seconded, and carried.

RE: DUBOIS ROAD CLOSURE REQUEST

Derek Breitweiser appeared to request closing Main Street between 2nd and 3rd Streets in Dubois on Saturday, August 24, 2019 and Sunday, August 25, 2019 until noon for the Hot Spot 5-year Anniversary Party. Following discussion, a motion was made to approve the road closure request, pending inspection by the Fire Marshall, meeting any other State requirements, and insurance coverage. The motion was seconded and carried.

RE: PLAT APPROVALS

Phil Buehler appeared to request approval of the following plats:

Schurz First Addition – a 5.533-acre subdivision in Cass Township. A motion was made to approve the plat as presented. The Commissioners encouraged the land owners to install appropriate signage for each property to assist emergency vehicles. The motion was seconded and carried unanimously.

Perez Addition – an 8-acre subdivision in Harbison Township. A motion was made to approve the plat as presented. The motion was seconded and carried unanimously.

Hillview Estates - a 34.570-acre subdivision in Marion Township. This plat will be tabled until the meeting on July 1, 2019.

RE: RIDE SOLUTIONS – 2020 BUDGET

Becky Guthrie, Director of Ride Solution, appeared to discuss the Ride Solution program and budget in Dubois County and its history. The program provided over 37,000 trips during 2018, with an additional 3,500 trips into the County. Dubois County is among the top 3 in trip usage. The request for 2020 is \$13,000. On motion made and seconded, the request for \$13,000 was approved.

RE: SOUTHERN INDIANA RESOURCE SOLUTIONS (SIRS) – 2020 BUDGET

Kelly Mitchell, CEO of SIRS, appeared to discuss her request for \$37,000 from Dubois County, which is the same as last year. SIRS provide services for 132 residents, providing 44,720 service hours, placement of 16 individuals with disabilities and providing service to 111 children up to three years of age. The programs are involved in \$868,114 of payroll during 2018. SIRS have 67 employees in Dubois County. On motion made and seconded, the Commissioners approved the request for \$37,000. The motion carried unanimously.

RE: 4-H COUNCIL – 2020 BUDGET

Jake Memmer, Dubois County 4-H President, appeared to request continuation of County participation in the 4-H Council budget for 2020. The fiscal year budget for 2018-2019 was \$270,500. The annual request for 2020 is \$135,000 from Dubois County. On motion made and seconded, the request for the 4-H Council was approved.

RE: LIFESPRING HEALTH SYSTEMS – 2020 BUDGET

Dr. Terry Stawar, President and CEO, and Stacy Moore-Nolan appeared to request the annual funding for LifeSpring Health Systems. Dr. Stawar reported on the current operations and merger of Southern Hills and LifeSpring Health Systems. The Center operates four group homes within the County, provides service for substance abuse, and provides service for County schools. LifeSpring also offers Employee Assistance Programs. On motion made and seconded, the Commissioners approved \$362,509 appropriation which represents funds established under State formula. The motion carried unanimously.

RE: TRI-CAP RSVP – 2020 BUDGET

Becky Beckman, representing Tri-Cap RSVP, appeared to request the proposed County contribution to the RSVP program. She summarized the various services provided by the Program, the number of volunteers who work in the program, and the benefits received by the residents of Dubois County. 113 volunteers have assisted with food insecurity programs. The program will receive \$41,674 in federal funding for the fiscal year 2019-20. The RSVP Program is requesting \$5,000 from the County. On motion made and seconded, the Commissioners approved the requested \$5,000 County contribution. The motion carried unanimously.

RE: BIDS – ROAD IMPROVEMENTS

It being 11:15 am, the time advertised for receipt of bids for 2019 road improvement projects, the following bids were received, opened in public, and read to the public:

<u>Project</u>	<u>Calcar Paving</u>	<u>JH Rudolph & Co</u>	<u>Estimate</u>
19-01 Town of Cuzco & Cuzco Road South	\$171,513.00	\$205,969.00	\$179,896.86
19-02 450 West, 100 South & 350 West	\$265,665.00	\$273,944.50	\$263,176.55
19-04 150 North	\$69,665.00	\$84,440.10	\$70,136.68

19-06 325 East	\$48,660.00	\$60,288.00	\$54,515.30
19-07 350 West	\$139,099.00	\$154,650.70	\$142,067.51
19-10 W/L Cuzco Road South & 330 North	\$16,942.00	\$24,678.50	\$17,009.00
19-12 585 West	\$216,306.00	\$198,333.70	\$202,073.15
19-13 1000 South	\$220,495.00	\$186,917.65	\$195,596.72

Upon receipt of all bids, the Commissioners took the same under advisement, delivered the bids to the Highway Engineer to review, and stated that action would be taken later in the Commissioners meeting.

RE: HOLIDAY PAY

A discussion was held regarding the holiday pay for 8 hour and 12 hour shift work. The discussion will continue at a future meeting.

RE: OLDER AMERICANS CENTER – 2020 BUDGET

Carie Dick, Director, and Kaci Wehr, Community Engagement Coordinator, of the Dubois County Older Americans Center, appeared to present the Center’s proposed Budget for 2020. She summarized the programs provided at the Center and stated that the Center has provided services for 2,482 County residents during the first five months for 2019, along with 4,717 from the City of Jasper. The Center has a total budget of \$231,000 of which \$25,000 has been provided by the County. The request for 2020 is the same amount as 2019. On motion duly made and seconded, the Commissioners approved the \$25,000 request. The motion carried.

RE: COVERED BRIDGE CERTIFICATION

Auditor Morton presented the State Auditor Covered Bridge Certification for 2019. There are no covered bridges in Dubois County. A motion was made to approve and submit the certification report, was duly seconded and carried.

RE: GARMONG CONSTRUCTION SERVICES

Paul Okeson, Executive Vice President of Garmong Construction Services, gave a presentation on the services provided by his company with regard to the Justice Project.

RE: HIGHWAY SUPERVISOR’S REPORT

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

600 West Railroad Crossing Update – The appropriation has been advertised. If Council votes in favor, the Commitment letter will need to be signed as representative.

Wild Weather Weekend – The rain on June 16 caused many issues. Crews were working much of the night. Many road shoulders and culverts were washed out and plugged. Currently limbs, trees and gravel are being removed. Much of the normal operations have been temporarily postponed.

Site Attendant Interviews – Following interviews, Hubert Messmer was hired as the new floater.

Sticker Price Increase & Policies – Advance sticker sales have increased which has caused some issues. The following steps are necessary to implement prior to the increase due August 1, 2019.

- A. Effective, June 13, a maximum sticker purchase of 50 stickers per person per day was put in place to keep attendants from running out of stickers before the end of the business day.
- B. Current cash balances that attendants are authorized to carry must be increased. At this time, all floaters and fulltime attendants working at the bigger three sites (Jasper, Huntingburg and Ireland) were authorized to carry balances not to exceed \$1,500. All other attendants are limited to \$1,000. Berg recommends increasing the amounts for the floater and larger three site attendants as well as the Ferdinand site to \$2,500. He recommends increasing the other site balances to \$1,500. Upon motion and second, the request to approve the recommended increases were approved.
- C. The insurance coverage for “Off Premises Money and Stickers” needs to be increased. Currently the site attendants are covered up to \$2,000. The proposed coverage limits should likely increase to \$3,000 per attendant. All attendants are required to deposit cash funds the next business day or as soon as

possible. This has been in effect since April 2002. A motion was made to approve the increase in coverage, was duly seconded and carried.

- D. In March 2001, the Commissioners agreed to compensate attendants an addition half hour for work performed immediately before and after assigned hours for those who work 16 or more hours in a work week, provided that this additional compensation doesn't place the employee at 30 or more hours in that week. Since coin counting and balancing will take longer Berg recommends increasing from a half hour to a full hour of compensation for those attendants. Following discussion, a motion was made for the site attendants to be paid for actual time worked to the nearest ¼ hour which includes making deposits at the nearest financial facility. The motion was seconded and carried.

Weed Violation Report – A complaint was received along Club Road near Ferdinand.

Liquid Road Projects – All liquid road projects are now complete. Road Striping has also been completed on these projects.

Chip Seal Projects – A status list of the projects was given as follows:

Chip Seal Overlays

Division Road / 620 West – Completed
County Road 650 South – Completed
County Road 500 West – Completed
County Road 750 West – Not Completed

Chip Seal Patching

Patoka – 400 West, 800 West, 450 South
Cass – 825 West, Zoar Church Road, 1150 South, 600 West, 1200 South, 1150 South, 100 West
Ferdinand – 350 East
Jackson – 400 East, 420 South, 170 East, St. Anthony Road West, 250 South
Marion – 230 South, 175 East
Harbison – 175 East
Columbia – Cuzco Road West, 450 North
Hall – 330 North, Ellsworth Road, 75 North, Merkel Road, 1025 East
Jefferson – 400 South

RE: HIGHWAY ENGINEER'S REPORT

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

County Road 800 West Reconstruction – Construction is moving along smoothly. The new culverts are installed and have been filling all the fill sections. No major reporting issues.

Bridge #255 – The piles for the footing on the North Wall are drove. The South Wall piles will be drove on Tuesday and Wednesday.

St. Anthony Road West Hill Slide – Nothing to report. The request for additional funds will be advertised for the next County Council meeting.

Highway Department District 1 Building – The old building has been removed and the building pad has been leveled out. Currently, waiting for the new building to be put up.

2019 Community Crossing Paving Projects Update

18-15	Industrial Park Drive	Scheduled to begin the week of June 24, 2019	(E&B Paving)
18-16	1025 East	Completed on June 6, 2019	(Calcar Paving)
18-17	100 South & 650 West	Scheduled to begin this week June 17, 2019	(Calcar Paving)
18-18	550 South	Not yet scheduled, originally told 2 nd week of July	(J.H. Rudolph Paving)

2019 MVH Paving Projects – The following recommendations were made following review of the bids from earlier in the meeting.

19-01	Town of Cuzco & Cuzco Road South	Calcar Paving	\$171,513.00
19-02	450 West, 100 South & 350 West	Calcar Paving	\$265,665.00
19-04	150 North	Calcar Paving	\$ 69,665.00
19-06	325 East	Calcar Paving	\$ 48,660.00
19-07	350 West	Calcar Paving	\$139,099.00
19-10	W/L Cuzco Rd South & 330 North	Calcar Paving	\$ 16,942.00
19-12	585 West	J.H. Rudolph & Co.	\$198,333.70
19-13	1000 South	J.H. Rudolph & Co.	\$186,917.65

A motion was made to accept the recommendations and approve them as presented. The motion was seconded and carried unanimously.

RE: ORDINANCE 2019-05 – AUDITOR ENDORSEMENT FEE

Auditor Morton and County Attorney Greg Schnarr presented Ordinance 2019-05 establishing the fee to be collected by the County Auditor on each deed submitted for Real Property Endorsement per Indiana Code 36-2-9-18(d). The fee will increase from \$5 per legal description to \$10 per deed beginning July 1, 2019. The revenue collected shall be placed in a dedicated fund for use in maintaining plat books, in traditional or electronic format. A motion was made to approve the Ordinance, was duly seconded and carried unanimously.

See Exhibit A – Ordinance 2019-05

RE: HEALTH PREPAREDNESS NURSE

Due to staffing changes at the Health Department, Administrator Jo Ann Spaulding would like to re-align duties for the current nursing staff. The Health Preparedness Grant part time position was discussed. A motion was made to allow the Health Department to have the present staff perform the grant work at the staff's current rate of pay, pending approval by the County Council. The motion was seconded and carried.

RE: RECORDS LIBRARIAN

Commissioner Blessinger opened discussion on the need for a Records Librarian in 2020 due to the retirement of the current Librarian. More information will be gathered.

RE: STAGE MOBILIZATION AGREEMENT

County Attorney Greg Schnarr presented the Stage Mobilization Agreement. A motion was made to approve the agreement, was duly seconded and carried unanimously.

RE: FUTURE MEETINGS

With no further business to come before the Board, the meeting was adjourned. The next regular Commissioners' meeting will be held on Monday, July 1, 2019, beginning at 8:00 a.m. in the Commissioners / Council Room of the Courthouse Annex. The Drainage Board will meet at 9:00 a.m.