

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

OCTOBER 2, 2017

The regular monthly meeting of the Dubois County Commissioners was held in the Commissioners' Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:30 a.m. (EST) on October 2, 2017. Present were Commissioners Chad A. Blessinger, Elmer Brames and Nick Hostetter. 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 Blessinger. Minutes of the September 18, 2017 meeting of the Commissioners were approved as presented. The minutes were then signed. Incomes for the month of September, 2017 were as follows: Recorder \$19,453.65; Health Department \$23,811.34; Auditor \$100.00; Clerk \$_____. Income for the month of August 2017, in the amount of \$39,086.92, 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. On motion duly made and seconded, payroll docket was approved.

RE: CASA PROGRAM

Judge Verkamp appeared to report on the activities of the County CASA program. He reported that youth being served by the CASA program have increased from 65 individuals in 2012 to 230 individuals in 2017, with 29 individuals on the current wait list. Currently the program has two employees and the remaining are served by volunteers. The number of individuals being served by each CASA representative is far in excess of that permitted by statute. CASA volunteers are trained to represent the best interest of children who are part of the court system due to abuse or neglect on behalf of the Court. The current situation is that the current two employees are not able to supervise additional volunteers. The alternative is for the Court to engage attorneys to serve the same function. On motion made and seconded, the Commissioners approved employment of an additional caseworker, subject to County Council approval.

RE: TWIN LAKE ESTATES

Phil Buehler, of Brosmer Land Surveying appeared representing property owner Randy Berg to file a petition for vacation of the plat of Twin Lake Estates in Jackson Township and to seek approval for a revised plat with additional area involved. The proposed new plat is for 13.565 acres in the SE NE and the NE SE of Section 27-2S-4W. Also filed was a petition to dedicate a public utility easement outside but adjacent to the new platted area. On motion duly and seconded, the Commissioners approved vacation of the original plat of Twin Lake Estates, approved the new revised plat of Twin Lake Estates, and approved the petition for dedication of utility easement north and northeast of the new revised plat.

RE: TYLER TECHNOLOGIES REASSESSMENT CONTRACT

County Assessor Gramelspacher appeared to submit a proposed renewal agreement with Tyler Technologies for a four year period beginning May 1, 2018. The contract is subsequent to bid publication and receipt of bids. The four year cost is \$1,033,900 and includes computer technology for the property tax program. The work plan for the contract has been reviewed and approved by the State. On motion made and seconded, the Agreement was approved.

RE: HEALTH DEPARTMENT VEHICLE PURCHASE

Donna Oeding, Health Department Administrator, reported to the Commissioners on various methods of acquiring a vehicle for employee use, including use of Sheriff Trade-in vehicle, and purchases under State bid contract or lease of vehicle. Currently the County is paying \$.44 per mile on employee mileage. In 2016, mileage was paid to employees on 36,000 miles. Questions were presented as to the source of funds for the vehicle purchase on leases, which will be determined by the County Council. The various costs involved in lease or purchase were discussed and additional data was requested. The desire for full application to the cost of vehicle purchase or lease of the Department's current budgeted amount for payment of mileage is important to the Commissioners.

RE: CAIRSTONE – EMPLOYEE MEDICAL INSURANCE

Ryan Robinson, Vice-President of Sales from SIHO, and Carolyn Beck, SIHO Account Manager, appeared to discuss the services provided by SIHO, the history of the Company and its prior services for Dubois County.

Also discussed was the procedure for payment of claims and audits performed to insure accurate and timely payment of claims. Timely report of claims and payments were discussed. Twelve nurses and four part-time medical directors also review or respond to staff questions regarding claims.

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RE: HIGHWAY IMPROVEMENT BIDS

It being 10:00 am, the time advertised for receipt of bids on County road paving projects for 2018, the following bids were received:

| | | <u>Calcal Paving</u> | <u>E & B Paving</u> | <u>JH Rudolph & Co.</u> | <u>Estimate</u> |
|-------|-------------------|----------------------|-------------------------|-----------------------------|-----------------|
| 17-07 | 200N & 300N | \$199,172.25 | \$252,300.00 | \$244,063.25 | \$218,291.49 |
| 17-09 | 600N | \$131,199.50 | \$166,300.00 | \$153,941.00 | \$144,310.36 |
| 17-10 | Portersville Rd W | \$131,009.50 | \$161,100.00 | \$165,726.00 | \$143,867.98 |
| 17-13 | 400N | \$137,354.75 | \$178,100.00 | \$172,301.00 | \$155,943.95 |
| 17-14 | 600W | \$ 92,000.00 | \$121,800.00 | \$107,456.25 | \$100,133.42 |
| 17-15 | 350S, 375S, 75W | \$185,787.75 | \$226,200.00 | \$184,106.00 | \$187,372.47 |

The bids were delivered to the Highway Engineer for review and were taken under advisement.

RE: SOLAR SOURCES COUNTY ROAD CROSSING

Leon Schmitt appeared to express concern regarding coal trucks crossing County Road 700W in Boone Township. Schmitt believes the crossing is dangerous because there is a lack of lights or reflective tapes on trucks. Further, Schmitt is concerned, during periods of rain; trucks will drag mud onto the County Road, which will be difficult to clean off. The operating lights are very high on the trucks. County Road 700W is chip/seal and coal road is currently rocked but will have paved surface when rock becomes packed. Knox County requires truck with washer to clean roads. Supervisor says that solid pavement surface will be added at future time. Supervisor is instructed by the Commissioners to request reflective tape on side of trucks crossing 700W. Crossing is a 4-way stop crossing, which must be honored by trucks.

RE: HIGHWAY SUPERVISOR'S REPORT

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

Southridge Band Boosters 5K – Booster Club has filed completed application for 5K on October 21, 2017, on West Sunset Drive from Elementary School to Count Road 400W, from 8:45 am till 10:00 am. On motion made and seconded, the application was approved and permission granted for holding the Run.

County Road 1100S 231 Intersection – Nothing to report.

Paving Projects – Based upon recent bids, there will be \$13,000 funds required plus \$12,000 for miscellaneous paving expenses. Request \$25,000 as additional appropriation from MVH fund. On motion made and seconded, the additional appropriation was approved, subject to County Council approval.

Additional Bridge Crew – previously approved from the 2018 Budget. Position would be open to current Department staff and then open to the public. Supervisor would determine if current staff employee is capable of filling the vacancy.

Sanitation Enclosures – Solid Waste new oil containers should have small shed to protect container and leak containment area. If approved, need funding permission and approval of landowner. Supervisor will report back on possible cost of pad and shed.

Kyana Poplar Street – Platted but non-maintained street. It was graded by County at some time in the past according the landowner, but road has never been placed in County road inventory. Road is dedicated, but there is no evidence that road was accepted by County. The Commissioners also discussed New Orleans Street in Celestine, which is dedicated but not accepted in the highway system. The Commissioners stated that the County has no obligation to accept or maintain roadways until accepted into County Highway inventory.

RE: UNIFIED GROUP SERVICES

Richard Mousty and Forrest Williamson of Anderson, representing Unified Group Services, a third party administrator for employer medical plans, appeared to discuss services offered on medical claims. The Company stated that services offered are highly computerized and spoke of the advantages of using their services. They discussed the process followed by their Company in auditing claims and prices charged. The Company's staff will further reduce future medical charges by aggressively encouraging employees to take steps to minimize future problems through use of wellness programs and the ability to identify potential life threatening situations.

RE: HIGHWAY ENGINEER'S REPORT

Highway Engineer Wendholt submitted the following report of Highway Department projects:

Rail Road Overpass – City of Huntingburg submits claim for County's share of DLZ Engineering services in the amount of \$3,290.28. On motion made and seconded, payment approved.

Bridge #162 Update – West abutment completed, East abutment is in process.

2017 Paving Update – all 2017 projects have been completed.

Community Crossing Paving Projects – Six of the twelve projects applied for have been awarded. The remaining six projects can be completed in 2018 using County funds. Awarded Projects: 200 North and 300 North; 600 North; Portersville Road West; 400 North; 600 West; 350 South; 375 South; 75 West.

RE: HUNTINGBURG CONSERVATION CLUB DAM

If dam is over 20 feet high, DNR approval is required. In order to know the exact height of the dam, an engineering firm must be hired. The County is not equipped to do the measurement. The Commissioners believe there may be a need for an inter-local agreement with the Club as to each entity's pro rata share of repair

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expenses. Some maintenance work is currently required on dam and road. The Club will have annual election of officers within the next month. The cost of reconstruction would be between \$150,000 and \$450,000, depending on height of dam. It was agreed by the Commissioners that the County will pay the initial cost of surveying for dam height with the understanding that the cost will be shared with the Conservation Club in overall cost of the project, with engineering to be paid from bridge funds. The Engineer was authorized to contact at least two engineers and to award project to lowest qualified engineer for not more than \$3,000.

RE: 2018 TO 2021 COUNTYWIDE BRIDGE INSPECTION

On motion made and seconded, the Commissioners approved a proposed bridge inspection contract with the Indiana Department of Transportation for the 2018 to 2021 inspection term.

RE: COUNTY ROAD 350 SOUTH CULVERT

On motion duly made and seconded, the Engineer was granted permission to request quotes to purchase a new culvert to replace the current unrepairable culvert. Estimated cost for culvert and replacement is \$22,000.

RE: BRIDGE #153 HUNTINGBURG FIRST STREET

The current bridge has an eight ton weight limit and is subject to heavy agricultural traffic. The bridge must be replaced to satisfy current public demand for bridge use. On motion made and seconded, permission granted to proceed with receipt of quotes. On motion made and seconded, permission granted for appropriation of \$50,000 for #153 and County Road 350S culvert, all subject to County Council approval.

RE: CAIRSTONE FINANCIAL, LLC.

Mark Shrack, CAIRSTONE, discussed the third party administrator for the County. In his opinion, either SIHO or UGS would be acceptable, but he has had experience with UGS. SIHO has recently lost IU Health as a client and loss of funds from income may affect future services. Employees will feel the greatest change from the selection of drug provider. A recommendation on this will come shortly. Reinsurance is still being worked on. On motion duly made and seconded, the Commissioners determined to remain with SIHO as TPA for the County Employee Medical plan until further direction by the Commissioners. The vote was two in favor and one opposed.

RE: EMPLOYEE RELATIONS

The Commissioner President reported on research which he had made on how other local governments treat employee family funerals and holiday gifts for employees.

RE: INTERNET USAGE

The Commissioners directed that Department heads be advised that employees should not be using County Internet facilities except for County business, according to current County policy.

RE: RULES FOR MEETING DEBATE

The Commissioner President submitted proposed Rules for Debate relating to meeting visitors for use at Commissioners' meetings. On motion duly made and seconded, the following Rule was adopted, to be placed in the Resolution docket;

(Rules of Debate inserted)

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RE: NATIONWIDE EMPLOYEE PROGRAM

The Commissioners agreed that a representative of Nationwide, the County Deferred Comp supplier, may speak to employees approaching retirement age regarding matters to be considered when planning for retirement.

RE: SECURITY CENTER SURVEY

The Commissioners discussed that a three day Jail and Justice System Assessment will be conducted by the National Institute of Corrections on November 1-3, 2017, with December 6-8, 2017, being the alternate date. As part of the survey, Assessment Leader, Joe Fenton will conduct several public meetings to explain the process and use of the survey results.

RE: CORRIDOR REGIONAL DEVELOPMENT

The Commissioners discussed the recent meeting of those interested in the Corridor development with INDOT. In order to continue the process, a project number must be acquired, and that would require initial funding from local or State sources. This would be the next step in the process and the initial work towards obtaining the number would be completed quicker at the local level as compared with the State level.

RE: DIVISION ROAD SURPLUS REAL ESTATE

It was reported that the County Council has authorized the sale of the 8.7 acre tract located at the Division Road/ County Road 600W intersection in Madison Township. Based on that approval, the Commissioners determined that the County should offer for sale the 8.7 acre tract less the estimated 1.5 acres in the public roadway and the areas north of the Patoka Bridge to the immediate east and west of bridge, being approximately .3 acre each, and the .91 acre tract south of the Bridge. The Attorney was instructed to contact a surveyor for purpose of surveying the remainder to be sold or to lease. County Surveyor Brosmer will work with Brosmer Land Surveying to have description prepared. When the updated legal description of the real estate is received, the Commissioners will make final determination on disposition of the land.

RE: FUTURE MEETING

The next Commissioners' meeting will be held on Monday October 16, 2017, in the Commissioners' Room of the Courthouse Annex, beginning at 8:00 a.m.

Chad A. Blessinger

Elmer Brames

Nick Hostetter

Attest: _____
Kathleen M. Hopf, Auditor