

**CONTINUED MEETING DUBOIS COUNTY COMMISSIONERS**

**OCTOBER 16, 2017**

The continued 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 October 16, 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 October 2, 2017, meeting of the Commissioners were approved as presented. Payroll docket and claims were presented and approved for payment.

**RE: CAIRSTONE FINANCIAL, LLC.**

Angie Pfaff, representing CAIRSTONE Financial, LLC, discussed the dental insurance program for County employees, and reported that no changes are to be made for the next year. Vision insurance is scheduled to expire at year's end, but has been negotiated to extend coverage through 2022.

Mark Shrack discussed, remotely, on speakerphone, proposed reinsurance coverage for 2018. A schedule of current and various alternatives were presented. The total fixed expense portion of the alternatives remain mainly unchanged, but aggregate liability of the insurance under the current contract could increase if 2017 claims payments are carried over for payment in the first three months of 2018. Shrack presented a proposal for a 15/12 contract to limit the County's exposure.

On motion duly made and seconded, the Commissioners determined to contract for Proposal #5 as submitted by CAIRSTONE, being based on 15/12 carry over months, whereas prior contract was for 12/12 months, and no carry back for prior year services.

Pfaff stated that CAIRSTONE is in the process of obtaining pharmacy benefit proposals, and should present the same at the next meeting.

**RE: HIGHWAY DEPARTMENT TRANSFER OF FUNDS AND ADDITIONAL APPROPRIATION**

Ann Messmer, Highway Clerk, submitted the following Highway Department transfer of funds:

<u>From:</u> Solid Waste – Highway Reimbursement	\$26,000
<u>To:</u> Solid Waste – Refuse Disposal	\$26,000
<u>From:</u> Highway – Telephone	\$300.00
<u>To:</u> Highway – Travel Expense	\$300.00

On motion made and seconded, the transfers of appropriations as set forth were approved.

The Highway Clerk also submitted the following Additional Appropriation:

Highway – Contract Services	\$25,000
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On motion made and seconded, appropriation approved, subject to County Council approval.

**RE: HIGHWAY DEPARTMENT CHANGE ORDERS**

Messmer submitted the following contract change orders:

Contract 17-04	Calcar Paving	- \$756.73
Contract 17-02	Calcar Paving	+1,054.08

On motion made and seconded, the change orders were approved.

**RE: HEALTH DEPARTMENT VEHICLES**

Health Department Administrator Donna Oeding appeared to report on a study she conducted on various methods for acquiring vehicles for use in the Health Department. Based upon a four year retainage of three vehicles, the cost of purchase would be \$75,792.40, compared to lease cost of \$83,119.20, with approximate costs of insurance and maintenance being the same \$10,400 and \$22,445 respectively. The current cost of expected personal vehicle use would be \$63,360. The Commissioners discussed the effect of acquisition of vehicles on the Health Department Budget, since owned vehicles could be paid from the Cum Cap Fund whereas travel and rental expenses are taken from the Health Department budget. After extended discussion, including various alternatives, motion was made for acquisition of one Toyota Corolla and one Toyota Rav4 by County Health Department and adopted, subject to funding approval by County Council.

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**RE: KIMBALL FURNITURE DONATIONS**

County Treasurer Kitty Merkley advised the Commissioners that a large amount of furniture has been donated by Kimball for use in various Courthouse offices. Question was presented regarding the disposal of replaced old furniture. On motion made and seconded, the old furniture was declared surplus and the Treasurer was requested to ask other County offices if their office has need for items and if not to dispose of items through donation to the Re-Store.

**RE: HIGHWAY SUPERVISOR'S REPORT**

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

- County Road 1100S and 231 Intersection – Nothing to report.
- Community Crossing Paving – Additional \$25,000 required to complete wedge and level portions of project. It is expected that current funding may be adequate to complete projects.
- Sanitation Sites Enclosures – Still working with landowners on projects.
- Shooter Training – Drill has been conducted and results are being discussed.
- Solar Sources - Trucks using County Road 700W mine crossing will be marked by the Company for safety purposes and lights will be used.

**RE: HIGHWAY ENGINEER'S REPORT**

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

- Huntingburg Railroad Overpass – Claim filed by Huntingburg City for \$193.69, half of DLZ engineering services. Claim approved and payment authorized.
- Bridge #162 – Bridge closed, new abutments completed, beams to be placed this week.
- Community Crossing Projects – Six projects were bid, the following projects are recommended:

17-07	200 North and 300 North	Calcar Paving	\$199,172.25
17-09	600 North	Calcar Paving	\$131,199.50
17-10	Portersville Road West	Calcar Paving	\$131,009.25
17-13	400 North	Calcar Paving	\$137,354.75
17-14	600 West	Calcar Paving	\$ 92,000.00
17-15	350 South, 375 South, 75 West	J H Rudolph	\$184,106.00

On motion made and seconded, the recommended bids, being the lowest bids were accepted. Projects will be sent to State for funding.

Huntingburg Conservation Club Dam – Cash Waggner & Associates have been requested to survey dam height for the sum of \$2,250.

Bridge Conference – Highway Supervisor and Engineer will attend County Bridge Conference at Purdue University on October 17 and 18, 2017.

B F & S Engineering Claim – Commissioners approved claim for \$252.80 for final engineering services on 2017 Bridge Inspection.

Handicap Access for Courthouse – A review has been made of handicap access at the Courthouse East door. Ramp would be five feet wide and would have a cost of \$20,000. Will also research use of an outside elevator.

Courthouse Restroom – Engineer was also requested to look at the possibility of adding a restroom on the first floor of the Courthouse.

**RE: RISK MANAGEMENT FOR DUBOIS COUNTY**

Neil Marchese and John Lukens of USI Insurance Services appeared to discuss Risk Management for Dubois County. The Broker services available from USI were discussed. USI attempts to receive proposals from a number of insurance carriers, including basis description for the content of their proposals. USI experience with a number of other governmental agencies would assist them in advising and recommending the best program for the County and would assist in obtaining the best program from insurance companies at the best cost. The result is better coverage at a lower cost, estimated savings of \$56,000. There is more to expect from a broker than obtaining premiums. There are activities which the County could take to reduce premiums making the County a more favorable risk factor and there are ways which the insurance coverage could be allocated between different insurance companies which could save premiums.

**RE: BIS DIGITAL – MICHAEL MORIN**

Michael Morin, representing BIS Digital stated his Company has 2/3 of counties for court systems, has systems for police interviews, meeting recordings, audio systems, and cameras. Morin presented a demonstration of the manner in which meetings are recorded, retained and subsequently recalled for review. The meeting could also be placed on the internet for public viewing. Morin offers a range of packages including audio only through internet streaming starting around \$3,000 and up.

**RE: FACILITIES STUDY**

Commissioner Brames reported no new information regarding the Security Center facility study. A general public meeting will be held and the facility for the meeting must be selected.

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**RE: GERMAN AMERICAN INSURANCE**

The Auditor was requested to ask German American Insurance representatives to make a presentation of risk management insurance.

**RE: OCTOBER CLAIMS**

Auditor Hopf stated that because of the extended period before the next Commissioners meeting the Auditor requested to be permitted to pay filed claims prior to the meeting on November 6<sup>th</sup>. After discussion, on motion made and seconded, the Commissioners authorized the Auditor to pay accumulated claims prior to approval at the November 6<sup>th</sup> Commissioners' meeting, subject to prior review and approval by the Commissioner President.

**RE: NATIONAL ASSOCIATION OF COUNTIES**

On motion made and seconded, the Commissioners approved and authorized renewal of the County as a member of the National Association of Counties and payment of the \$838.00 Annual Fee.

**RE: CASA OFFICE**

The Commissioners discussed the janitorial services at the new CASA building being rented from the City of Jasper. The City had agreed to pay building repairs but not janitorial services. There had been no discussion of such services when CASA requested rental of the building. The Commissioners were of the opinion that the Courthouse Annex janitorial staff currently are fully occupied and should not be requested to take on the extra duty. Therefore the Commissioners determined that CASA should provide their own service.

**RE: FUTURE MEETINGS**

The Commissioners will meet on Monday, November 6, 2017, and Monday, November 20, 2017, both meetings to begin at 8:00 a.m., in the Commissioners' Room of the Courthouse Annex.

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Chad A. Blessinger

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Elmer Brames

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Nick Hostetter

Attest: \_\_\_\_\_  
Kathleen M. Hopf, Auditor