

CONTINUED MEETING DUBOIS COUNTY COMMISSIONERS

JANUARY 17, 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 January 17, 2017. Present were Commissioners Chad A. Blessinger, Elmer Brames and Nick Hostetter. Also present were County Auditor Kathleen M. Hopf, County Surveyor Kenneth L. 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 January 3, 2017, meeting of the Commissioners were approved as presented.

RE: FUTURE MEETINGS

On motion duly made and seconded, the Commissioners determined that during the year 2017, the Commissioners' meetings will be held on the first and third Monday of each month, beginning at 8:00 a.m., unless otherwise determined by the Commissioners.

RE: FAMILY FARM EXEMPTION – JAMES DEAN MEYER

Phil Buehler, a local surveyor, appeared to request approval of a transfer of a two acre tract on the James Dean Meyer Farm in the NW quarter of the NE quarter of Section 1-T1S-R5W to Dan Meyer. The agricultural real estate is leased to a third party, but Dan Meyer does provide labor for maintenance of the property and buildings. One prior exemption had been granted. The Highway Engineer and County Surveyor authorized the granting of the exemption. On motion duly made and seconded, the Commissions approved the granting of the exception.

RE: GIS USER AGREEMENT

Chris Hopf, Deputy Auditor, appeared to advise the Commissioners that all County municipal units have an agreement for use of the WTH-GIS system. The City of Jasper has requested the right to share parcel layers with the County. The Auditor's office has concern with allowing any outside party to have access to the operation of the County GIS system. After discussion of the dangers to the system by outside parties, the Commissioners instructed the Auditor's office to request WTH to prepare an access agreement with the City of Jasper for limited access by the City of Jasper via a Universal Data Exchange (UDX) for parcel layer information for the City of Jasper and its two mile jurisdiction. The City of Jasper shall pay any applicable cost associated with said access.

RE: LEAN TRAINING

Craig Greulich from the County Council appeared to request permission for up to two County representatives to participate, free of charge, at the Jasper Engines LEAN Training Program. Discussion was held regarding if participation is approved, who should attend for the most benefit to the County. The intent would be how the greatest number of County employees could benefit. On motion made and seconded, the Commissioners authorized County participation and authorized County employees to be absent to attend.

RE: SOLID WASTE MANAGEMENT DISTRICT FACEBOOK

On request of the Director of Solid Waste Management District, the Commissioners approved use by the District of a Facebook page providing the public with information regarding the Solid Waste Management District. Such approval is required under prior written policy.

RE: SUBSTANCE ABUSE COUNCIL

Janet Schnell, Coordinator of the County Substance Abuse Council, appeared to report on Council activities during the prior year, and to submit a written summary of such activities and of financial support granted to various area organizations. She explained how funding is provided through the Court system. The goal of the Council is to eliminate various abuses. Commissioner Blessinger, as a member of the Council but a former Executive Member, summarized activities of the Council. Jim McFaul and Terry Tanner, Council members, also attended and expressed their opinion regarding Council activities.

RE: HEALTH DEPARTMENT NEEDS ASSESSMENT AND WEBSITE

Donna Oeding, Administrator of County Health Department, appeared to submit to the Commissioners a copy of the recently completed County Health Needs Assessment. Oeding also requested permission for the Health Department to establish a website to inform the public of services available from the Department. The development of the site would cost approximately \$3,000. The site would be a stand-alone, but would have a link with the County website. The cost of establishing the site is covered by the current Health Department budget. Question was raised concerning continuing maintenance of the site and cost thereof. It was agreed that the current County website is in serious need of updating. It was determined that a committee be formed to revamp the County webpage, with each Department having its own section. Commissioner Hostetter will report at the next Commissioner meeting.

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RE: SHERIFF'S REPORT

Sheriff Lampert discussed with the Commissioners the speaker system currently used in the Courthouse when an emergency exists. Sheriff Lampert requested funding for additional equipment at a cost of approximately \$1,000. The system would announce the location of an emergency on each speaker in the system. Questions were raised regarding the safety of person(s) at the alarm location. The Commissioners requested additional information on the system from the Sheriff and Michael Shaw, Courthouse Security, before approving the modification to the system.

The Sheriff also distributed to the Commissioners the Security Center Report for the month of December, and summarized the various data provided. He stated that due to retirement there will be a jailer's position open in the near future. The Sheriff reported that two Department vehicles will be retired, with Commissioners approval; one new vehicle, probably a pickup, will be purchased. On motion made and seconded, the sale and purchase was approved, with an estimated net cost of \$40,000, which will be subject to County Council appropriation of funds.

The Sheriff also requested that consideration be given to employment of a full-time administrative employee to release the uniformed officers from performing administrative work. He further stated that the Department is currently understaffed, both for jailers and uniformed staff. The Department is currently getting by with use of overtime. He also reminded the Commissioners of the need for expansion of the Security Center facility based on long term prisoner incarceration at the local jail.

RE: COMMUNITY CORRECTIONS

William Wells, Director of Community Corrections, appeared to request Commissioner approval of a grant request to be filed with the State of Indiana. The request has been approved by the Corrections' Council and had been previously submitted to the Commissioners. Grant is unchanged from the 2016 grant. He explained that the Department will in the future attempt to grant employee wage increases at the same time as other County employees. This is a change from the past since the grant funding is on the State fiscal year ending in July. He further explained that he expects to have additional wage increases for two case worker supervisors and the assistant administrator. On a motion duly made and seconded, the Commissioners granted approval for Mr. Wells to forward the grant request to the State Agency.

RE: AMBULANCE SERVICE

Suzan Henke, Ambulance Service Director, requested permission to trade in a 2003 ambulance from the current fleet as part of a new ambulance purchase. She also requested permission to purchase patient transport stair chairs at a cost of \$28,000. She stated that the current ambulance has 300,000 miles and is becoming a high maintenance vehicle. She proposes to purchase a 2016 vehicle. On motion made and seconded the Commissioners approved the trade and purchase, subject to County Council approval, with an old vehicle being made available to the County Sheriff's Department.

RE: HIGHWAY SUPERVISOR REPORT

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

Mechanic Interviews – scheduled today at 4:00 p.m. with three interviews scheduled.

County Road Tour – propose tour of County roads on Sunday afternoon, taking approximately four hours followed with a meal at the Highway Garage. Considering February 26, 2017, at 11:30 a.m.

2017 Hourly Equipment Rate – list of rates submitted to Commissioners based on FEMA rates. On motion duly made and seconded, rate schedule was approved.

Railroad Crossing in Marion Township – a public concern was shared by Commissioner Blessinger with Mr. Berg regarding a rough spot in the road over rail on 175 E. Berg agreed to examine the area and will contact Indiana Railway Museum if a coordinated repair is deemed necessary.

RE: HIGHWAY ENGINEER REPORT

Engineer Wendholt submitted his report of Engineering projects, as follows:

Huntingburg Railroad Overpass – Huntingburg has submitted DLZ invoice for \$297.50, representing 10% of invoice for engineering design work. On motion duly made and seconded, payment approved. DLZ has agreed to meet with Commissioners since construction is close in time.

Countywide Bridge Inspection – The Department will send out Request for Proposals for Bridge Inspections. Proposals will be accepted through February 21, 2017, and will be scored thereafter. Engineer requests decision as to who will be involved in review and scoring of proposals. Commissioners being new or recent in office, requested to be involved in the scoring.

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Website – Engineer expressed desire for the Highway Department to also be allowed to have a website to keep the public informed. The Commissioners informed Mr. Wendholt of the plan to update the Dubois County website and ensured him the Highway Department would be a part of the process.

RE: CLAIMS

The County Auditor submitted the list of current claims for the County, which were approved.

RE: EMPLOYEE BENEFIT TRUST – NICK HOSTETTER

With the withdrawal of Randy Fleck from County Government, he is no longer eligible to serve as Trustee of the Employee Benefit Trust. On motion made and seconded, Nick Hostetter was named as successor Trustee.

RE: HANDBOOK REVISED

The Auditor advised that an informational session on the revised employee Handbook will be held on March 16, 2017.

RE: DENTAL INSURANCE

The Commissioners discussed the delays being experienced in enrollment of employees in the dental insurance plan and the role of the broker in resolving the difficulties.

RE: CONFLICT OF INTEREST

The Commissioners discussed current regulations by State and Federal agencies relating to acceptance of gifts by public employees from various persons or groups conducting business with such agencies. Possible revisions of such regulations are currently being considered. The Commissioners determined to seek information concerning such proposed regulations and possible revisions.

RE: FUTURE MEETINGS

The Commissioners' next regular monthly meeting is scheduled for February 6, 2017, in the Commissioners Room of the Courthouse Annex, beginning at 8:00 a.m.

It was determined that the third Monday of February is "President's Day" and therefore the second February meeting will be held on February 21, 2017, at 8:00 a.m., being the day following a public holiday.

Chad A. Blessinger

Elmer Brames

Nick Hostetter

Attest: _____
Kathleen M. Hopf, Auditor