

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

APRIL 6, 2015

The regular monthly meeting of the Dubois County Commissioners was held in the CommissionersqRoom of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on April 6, 2015. Present were Commissioners Randall L. Fleck, Lawrence M. Vollmer 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 Fleck. Minutes of the March 2015 meetings of the Commissioners had been previously distributed to the Commissioners and were approved as presented. The minutes were then signed. Incomes for the month of March, 2015 were as follows: Recorder \$14,520.35; Health Department \$18,419.56; Auditor \$158.00; Clerk \$37,520.64. 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: COURTHOUSE ROOF

Scott Hopf, Courthouse Custodian, and Joe Helming appeared to discuss the reroofing of the Courthouse roof. A sample of specs for the projects was presented by Helming and discussed. A number of questions were discussed, including liability, damages, type of roofing, required construction space and roof access. The Commissioners will review the specs and discuss at the next meeting.

RE: MEMORIAL DAY VETERANS' CEREMONY

Bob Johnson, County Service Officer, appeared to request that the west Courthouse lawn and basement restrooms be available for the annual veteransqceremony on May 23, from 9:00 am to 12:00 noon, during Memorial Day weekend. On motion duly made and seconded, permission was granted. The Commissioners also discussed with Johnson the current status of veteran medical services.

RE: HIGHWAY REPORT

Highway Supervisor Berg submitted his report of current Highway Department projects, including:

Closed Roads . Water

The Supervisor reported that 23 County Roads are currently closed due to high water. Several culverts and bridges are washed out or plugged or roads covered with debris.

Paving Projects . 2015

The Department is attempting to finish up the list of paving projects for 2015. The Supervisor was given permission to request \$800,000 of additional funds from the County Council.

Sanitation Floaters

After interviews, it has been determined that Ray Bartelt and Terry Weisman should be employed as floaters to fill current vacancies at the Sanitation Department. On motion made and seconded, the recommendations were approved.

Open Driver Position

Applications are currently being received for an open driver position. The Commissioners will interview selected applicants on April 10 at 4:00.

Mowing Tractors

The Supervisor advised that bids will be received after public notice for the three mowing tractors approved by the County Council.

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Safety Workshop

County Highway employees attended a safety workshop put together by Bliss McKnight, insurance provider. The meeting provided safety training for the employees.

Safety Audit

It was reported that a safety representative of Bliss McKnight had conducted a safety audit of Department employees and procedures on March 12. Two job sites were visited and a number of citations were made for certain employee actions. Recommendations were also made for certain additions to the employee Handbook. The Auditor was authorized to make certain revisions to the Handbook when it is revised, and submit the same for review and approval.

RE: RADIO COMMUNICATIONS EQUIPMENT BIDS

Charles McIntyre submitted to the Commissioners executed contract for Radio Communications Equipment. The same was referred to the County Attorney for review, and on motion duly made and seconded, the contract was accepted subject to approval of the Attorney.

RE: HEALTH DEPARTMENT

Donna Oeding, Health Department Director, submitted a proposal that beginning June 15, a temporary employee be moved into a full time Environmental Health Specialist position currently held by a retiring employee. Also the duties of a part time Environmental Health Specialist and a full time Clerk position be changed to full time position sharing Environmental Health Specialist (3 days) Clerk (2 days) position, and with a new part-time Clerk position. The revisions and employees were approved.

RE: COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Tammy Humbert, Director of County EMA, submitted the County Comprehensive Emergency Management Plan, as revised with current personnel listed and with addition of Red Cross to provide sheltering responsibility within the County. No other major changes are included. On motion duly made and seconded, the Plan was approved.

RE: HIGHWAY ENGINEER REPORT

Highway Engineer Wendholt submitted his report of current engineering projects, including:

Kentucky Street (Holland)

Agreement has been reached with BLN to reduce the BLN fee from \$12,000 to \$8,000 for additional services. On motion duly made and seconded, the Commissioners approved the revised Supplemental Agreement #2 regarding utility relocation, subject, however, to approval by INDOT.

Claim: Butler Fairman and Seufert

Invoice on annual bridge inspection in amount of \$3,415.34. On motion made and seconded, the claim was approved and payment authorized.

Bridge #147 (CR 1200 S)

Eight consultant proposals received and ranked by Engineer and Engineering Consultants. Will result in construction road closing on minor roadway. Engineer recommends CHA Companies from Evansville. It was questioned whether the cost of construction would justify replacement of the bridge, especially in view of the fact that a major power line is in area and increases the construction cost. The proposed bridge will be larger

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than the original and will be constructed on a fast-track basis. The creek at the site being high volume, the stability of adjacent ground is also a factor.

RE: COUNTY ROAD 300 N AT RAILROAD TRACKS IN MARION TOWNSHIP

Ed Hopf of Marion Township appeared to report that numerous drivers are attempting to proceed on CR 300 N when Patoka River is flooding and require assistance. He was suggesting that flood gates be installed at the location. The Commissioners agreed to look at the situation. Hopf volunteered to maintain the gate.

RE: TRUE RX

The Auditor reported that True RX has submitted a rebate of \$5,879.91 for the period April thru June 2014. She stated that True RX has also offered to correspond with employees who are not regularly using drug as prescribed, so as to insure that prescriptions are being used as directed.

RE: HANDBOOK – GRATUITY

The Auditor questioned whether the County would allow a claim where, due to number of persons involved, a gratuity in excess of 15% would be allowed. This being the first time that the question has been presented, the Commissioners agreed to allow an exception where the amount is added to the bill and is in excess of 15%.

RE: UNCLAIMED FUNDS

The Commissioners authorized the Auditor to file claim with the State of Indiana for any unclaimed funds belonging to any County Government organization being held by the State.

RE: LONG TERM DISABILITY COVERAGE

The Auditor requested authority for the County to allow insurance carriers to offer long-term disability coverage to employees. The Auditor will obtain additional information.

RE: CAPITAL IMPROVEMENT PLAN (EDIT)

The Auditor advised the Commissioners that the County Capital Improvement (EDIT) Plan is a number of years old and is in need of up-date.

RE: APPOINTMENTS TO COMMUNITY CORRECTIONS

The Commissioners reviewed the State Statute related to appointments to the Community Corrections Advisory Board.

RE: NEXT MEETING

The next meeting of the Commissioners will be held on April 20, 2015 beginning at 8:00 am.