

## REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

APRIL 4, 2016

The regular monthly meeting of the Dubois County Commissioners was held in the Commissioners Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on April 4, 2016. Present were Commissioners Lawrence M. Vollmer, Randall L. Fleck, 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 Vollmer. Minutes of the March 21, 2016 meeting 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, 2016 were as follows: Recorder \$13,490.39; Health Department \$25,645.03; Auditor \$29.00; Clerk \$38,591.90. 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: HIGHWAY DEPARTMENT – SUPERVISOR REPORT**

Windows and Doors

Have been replaced at the Highway Garage by Jasper Lumber. The Supervisor is satisfied with the new products. Several windows are being partially replaced with concrete blocks.

2016 Paving Plan

Based upon the \$500,000 of EDIT funds available, the Department will do 9.37 miles of hot mix paving, 27.2 miles of sealcoat and surface treatment, and 4.65 miles of chip/seal patching and paving. The amount and conditions of State (INDOT) funding is still unknown. Some State funds may require local match, as funds become available. The County will need to begin planning location of projects and sources of match. The State may require information as to how proposed projects will benefit economic development. The money will require that 75% must be used for roads / transportation and 25% will be allocated by the County Council.

Blessinger Bridge

The Supervisor and County Surveyor reported that the Blessinger Bridge (a former State bridge) is again dammed up and holding back water. The adjacent property owner does not want the bridge removed and will therefore pay the cost of having the accumulated trees and debris removed.

### **RE: JOHN SIEBERT - HR NEEDS ASSESSMENT REPORT**

John Siebert, a member of the County HR Needs Assessment Committee, appeared to review the HR Needs Assessment Report of Findings with the Commissioners. John explained that the purpose of the Team is to review the needs of employees of the County, possible cost savings, loss opportunity, and the need of a Human Resources position or department. The study has shown that a professional HR person would assist in reducing cost, redundancy, loss control opportunities and communication problems within local government. Such an office would also assist in employee morale, provide assistance to County department heads, and provide consistency between departments. John presented a written copy of the Report of Findings to each Commissioner. He stated that savings from loss control alone should pay for the costs of establishing an HR department. After discussion, on motion made and seconded, the Commissioners authorized the HR Team to continue working on the plan and named Commissioner Fleck as the Commissioners representative on the team.

### **RE: HIGHWAY ENGINEER REPORT**

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Highway Engineer Wendholt presented his report of current projects:

Bridge #147

Contractor submitted shop drawings. The County bridge crew widening road close to the bridge, for construction needs. The Engineer submitted an invoice from CHA for \$422.77 for construction services to date, and on motion made and seconded, the claim and payment were approved. The Engineer also submitted to the Commissioners a proposed Construction Contract for the project. The format of the Contract was the same as prior contracts used by the County and on motion duly made and seconded, it was approved.

Flashing LED Sign (Schnellville Rd at Santine Rd)

The engineer reported on signs available for the intersection and stated that only one source appears to be available for the signs. The County Council board approved the money for the signs at the last Council meeting. The Commissioners approved purchase of the LED signs, at a cost between \$10,000 to \$15,000, depending on installation.

### **RE: PERRY SPENCER RURAL TELEPHONE COOP FRANCHISE**

The Auditor submitted a proposed Ordinance for renewal of Franchise for television services. She stated that no other company provided this service within County jurisdiction. On motion made and seconded, the Ordinance was approved.

### **RE: WTH DATA AGREEMENT**

The Auditor advised that Burns and McDonnell Company has requested access to County GIS Data from WTH. The company will pay required fee, with \$250 being submitted to the County. The information will be used for infrastructure Project Design Planning.

### **RE: GIS DATA EXCHANGE AGREEMENT**

The Auditor presented GIS Data Exchange Agreements for Jasper, Huntingburg, and Ferdinand. On motion made and seconded, the Commissioners approved the Agreement to share data with Jasper, Huntingburg and Ferdinand.

### **RE: RADIO SYSTEM**

Commissioner Vollmer advised that the Radio System Contractor must reprogram all radios and relocate the repeater to a different site. As a result, all departments using the system must reprogram their individual radios, at a total cost of \$4,820. The sirens in various warning systems must also be reprogrammed at a cost in excess of \$3,000. The County Council will be requested to appropriate an additional \$10,000 for these costs.

### **RE: FEDERAL LABOR STANDARDS ACT AND COUNTY EMPLOYEES**

The Auditor discussed with the Commissioners current and proposed regulations under FLSA as applied to County employees. A new set of regulations are planned to be applicable shortly, at an unknown time. The Auditor also discussed the new internal control requirements as imposed by the State Board of Accounts.

### **RE: FUTURE MEETINGS**

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Future meetings of the Commissioners will be held on April 18, May 2, and May 16, with the May 16 meeting to begin at 8:30 am. Solid Waste Board will meet on May 16 beginning at 7:30am.