The second regular meeting of the Dubois County Commissioners was held in the Commissioners/Council Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:30 a.m. (EST) on October 21, 2024. Present were Commissioners Chad A. Blessinger, Nick Hostetter, and Serice Stenftenagel. Also present were County Auditor Sandra L. Morton, County Attorney Gregory Schnarr, Highway Superintendent Steve Berg and Highway Engineer Brent Wendholt. A quorum was declared present and the meeting was opened for business by President Blessinger.

Minutes from October 7, 2024, meeting of the Board of Commissioners were approved as presented. 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 SUPERINTENDENT'S REPORT

Highway Superintendent Steve Berg presented the following report on Highway projects:

<u>Part Time Retirement</u> – Larry Betz, the part-time Sanitation Driver, is retiring at the end of the November. Betz served Dubois County since April 1987. He was at the highway department and served as the assistant supervisor until his retirement on April 29, 2015. He returned in August 2015 to serve as the part-time driver for the sanitation department.

<u>Part Time Replacement</u> – Interviews were conducted for the part-time sanitation driver. Mark Lueken was selected and will start on November 18, 2024.

RE: HIGHWAY ENGINEER'S REPORT

Highway Engineer Brent Wendholt presented the following report on Highway projects:

<u>HAC Paving Projects (CCMG 2024-01)</u> – Paving is complete, centerline markings and shoulder stone has been laid. The final invoice was received. A change order has been created reflecting the difference between the estimated bid amounts and the actual quantities installed. The entire project was a net increase of \$491.47. The bid amount for the entire project was \$1,113,981.75. A motion was made to approve the Change order, was duly seconded, and carried unanimously.

<u>Distressed Road Annual Statement</u> – A typographical error was found on the Distressed Road Annual Statement submitted and approved at the previous meeting. The date range was corrected on the header.

RE: ST. CHARLES ANNEX MAINTENANCE

Custodian Scott Hopf requested approval to place rip rap on the westside of the hill at the St. Charles Annex. It is estimated to cost approximately \$3,465 with the Bridge Crew doing the installation. The consensus was to proceed with the project after seeking approval from the Health Department Administrative Director Shawn Werner.

RE: COURTHOUSE MAINTENANCE - WINDOWS

Custodian Scott Hopf presented the following quotes to have the Courthouse windows cleaned and painted as well as wash the four porch ceilings:

Talbert's Cleaning and Painting Service, Inc.	\$14,000
KWK Enterprises Clean, paint and prime windows	\$46,400
Clean Porch Ceilings	\$ 2,400

A motion was made to approve Talbert's quote, pending funding approval by the County Council, was duly seconded, and carried unanimously.

RE: DOGWOOD ANIMAL CLINIC

Commissioner Blessinger presented an amended understanding between Dubois County and Dogwood Animal Clinic for the boarding of stray dogs until the Dubois County Humane Society collects the adoptable animals after the stray hold is complete. The purpose of the process is to minimize the number of unhoused and unclaimed animals being euthanized and to get the animals into forever homes. Dubois County agrees to compensate DAC for, up to and including, ten days of boarding on the occasion that DCHS cannot intake strays immediately and reimburse DAC for flea/tick medications administered to strays during their initial stray hold. A motion was made to approve the understanding, was duly seconded, and carried unanimously.

RE: EMA MEETING ROOM SOUND PANELS

Commissioner Blessinger presented a thank you letter to be sent to Jeff Eckert, Senior Vice President and Brandee McKim, of OFS Brands, for donating sound panels to the Dubois County Emergency Management Agency office training room. They were publicly thanked for their donation. The letter was signed by the members.

RE: 2025 APPOINTMENTS

A list of expiring Commissioner appointments was reviewed. Appointees will be contacted. The appointments will be formally approved at a future meeting.

RE: H.E.L.P. - OWNER OCCUPIED REHABILITATION BID OPENING

It being 9:00 a.m., the time advertised for the receipt of bids for the Owner Occupied Rehabilitation program, the following bids were thereupon received, opened, and read aloud:

Hulsman Refrigeration \$52,583.81 as broken out individually on the chart below

Homeowner	Contractor	Roof	ADA Accessibility	HVAC	Electrical	Water Heater	Project Total	
Arnold								
	Hulsman						\$	-
	Kelly's			\$ 7,500.00			\$	7,500.00
Blaize								
	Hulsman						\$	-
	Kelly's			\$ 7,250.00			\$	7,250.00
Bradley								
	Hulsman			\$ 7,558.95			\$	7,558.95
	Kelly's			\$ 7,500.00			\$	7,500.00
Buechlein								
	Hulsman						\$	-
	Kelly's						\$	-
Craven								
	Hulsman					\$ 1,762.95	\$	1,762.95
	Kelly's						\$	-
Crouse								
	Hulsman						\$	-
	Kelly's						\$	-
Cuellar								
	Hulsman			\$ 4,765.95			\$	4,765.95
	Kelly's						\$	-
Drew								
	Hulsman					\$ 1,447.95	\$	1,447.95
	Kelly's						\$	-
Egg								
	Hulsman			\$ 6,587.70		\$ 1,719.90	\$	8,307.60
	Kelly's			\$ 7,300.00			\$	7,300.00
Farley								
	Hulsman			\$ 111.89			\$	111.89

	Kelly's					\$ -
Fehribach						
	Hulsman		\$ 7,176.75	\$	1,561.62	\$ 8,738.37
	Kelly's		\$ 7,450.00			\$ 7,450.00
Greener						
	Hulsman		\$ 7,033.95	\$	1,415.50	\$ 8,449.45
	Kelly's		\$ 8,200.00			\$ 8,200.00
Harder						
	Hulsman		\$ 4,504.50			\$ 4,504.50
	Kelly's					\$ -

The bids were taken under advisement, will be reviewed by the inspector, and awarded at the next meeting.

RE: SURPLUS

Auditor Morton presented the following list of items to be declared surplus:

Office Chair Copier Cabinet 2- EMA I-Phones

A motion was made to declare the items surplus and to dispose of properly, was duly seconded, and carried unanimously.

RE: MATRIX INTEGRATION – MANAGED SERVICES

Ron Betz and Riley Rumfelt, Matrix Integration, presented a Managed Services Agreement for End User Help Desk & Workstation Support, Recurring Engineering Hours, Comprehensive Security Risk Assessment, Antivirus as a Service, Total Email Protection, Security Awareness Training, Network Monitoring and Management Software, Microsoft Server Monitoring & Updates, UTM as a Service, Zero Trust, Cloud to Cloud Backup, Network Threat Detection, Backup/Business Continuity, and Penetration Testing and Vulnerability Analysis for a monthly cost of \$13,840.00 to be paid in quarterly installments. The Agreement will be in effect for a minimum of 36 months beginning December 1, 2024. The Agreement will automatically renew for another twelve months unless terminated by either party which requires a 60 day written notice via email. A motion was made to approve the Agreement as presented, was duly seconded, and carried unanimously.

RE: AMAZON BUSINESS PRIME

Auditor Morton informed the members that the Amazon Business Prime annual fee of \$1,299 per year is due in November 2024. Commissioner Hostetter discussed the need to purchase from local vendors that support the local economy and tax base. A motion was made to approve the annual fee and pay it from the postage line item in the Commissioners' budget. The motion was duly seconded and carried unanimously.

RE: DIGITAL SCANNING OF OLDER MINUTE BOOKS

Commissioner Blessinger opened discussion on whether to scan older minute books held in the Record's Library. The Recorder's office has the scanning equipment but would need personnel for the project. The consensus was to try to scan the records, if possible. Commissioner Stenftenagel will work with Recorder Jackie McPherron on the project costs and feasibility.

RE: VETERANS SERVICE OFFICE

Commissioner Blessinger reported on the Veterans Service Office. VSO Susan Bramlet is retiring in December. Blessinger is working with Human Resources to hire her replacement.

RE: SHERIFF DEPUTY POSITIONS

Chief Deputy Jesus Monarrez reported the department was not awarded the COPS grant for two additional deputies. He provided a list of positions and shift coverages for road deputies. Monarrez requested the need for four deputies to cover the shifts as presented. Two positions were previously approved pending the

grant award. Commissioner Hostetter and Commissioner Stenftenagel expressed the need for more time to research the request. Commissioner Blessinger requested Sheriff Tom Kleinhelter appear at the next meeting to make the request.

RE: PURDUE EXTENSION CONTRACT

Auditor Morton presented an Extension Contractual Services Agreement between Purdue University and Dubois County. It was determined the new contractual requirements were not included in the agreement. A motion was made to approve the agreement, pending the addition of the requirements, was duly seconded, and carried unanimously.

RE: COURTHOUSE USE AGREEMENT

Jamie Jahn, representing Downtown Running, submitted a request to use the Courthouse restrooms on Thursday, November 28, 2024 from 6:00 a.m. until 10:00 a.m. for the for Turkey Trot 5K.

A motion was made to approve the request, was duly seconded and carried unanimously.

RE: POSTAGE MACHINE

Auditor Morton will continue to work with the representatives from Pitney Bowes and Southern Business Machines to obtain the best quotes for the Courthouse postage machine lease. Consensus was the members would prefer to stay with Pitney Bowes.

RE: 2025 COBRA RATES

Human Resources Generalist Markie Rhodes presented the 2025 Cobra Rates for the health plan as follows:

	Medical	Dental	Vision
Employee	\$1,171.76	\$ 30.01	\$11.44
Employee & Spouse	\$2,266.01	\$ 61.70	\$19.27
Employee & Children	\$2,013.42	\$ 82.32	\$19.68
Family	\$3,369.09	\$115.81	\$31.72

A motion was made to approve the rates as presented, was duly seconded, and carried unanimously.

RE: LIFESPRINGS - EAP

Human Resources Generalist Markie Rhodes presented a contract from LifeSprings for the Employee Assistance Program for 2025. The cost for the program is \$1.84 per employee per month. A motion was made to approve the contract, pending the required contract language being added, was duly seconded, and carried unanimously.

RE: REGIONAL SEWER DISTRICT

Commissioner Hostetter reported that he is still searching for a replacement to fill the board vacancy due to the resignation of Aaron Berg, which is an appointment representing the Southeast School District.

RE: TORT CLAIM

Craig Strotman appeared to discuss a tort claim filed on November 9, 2023. The County insurance company, GIE, denied the claim twice. Strotman has experienced financial hardship and expressed a desire to have the claim finalized. Commissioner Blessinger recommended Strotman obtain an attorney for legal advice.

RE: FUTURE MEETINGS

The next regular meeting will be held on Monday, November 4, 2024, at 8:00 a.m. in the Commissioner/Council Room of the Courthouse Annex.