

## SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

OCTOBER 17, 2022

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 17, 2022. Present were Commissioners Chad A. Blessinger, Nick Hostetter, and Elmer Brames. Also present were County Auditor Sandra L. Morton, Highway Supervisor Steve Berg, and Highway Engineer Brent Wendholt. County Attorney Gregory Schnarr was absent. A quorum was declared present and the meeting was opened for business by President Blessinger.

Minutes of the October 3, 2022, 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 SUPERVISOR'S REPORT**

Highway Engineer Steve Berg presented the following report of Highway projects:

Liquid Asphalt Contract Extension – Asphalt Materials Inc. has sent a signed proposal offering to extend the 2022 liquid asphalt material bid contract thru 2023 construction season. A motion was made to approve the contract extension, was duly seconded and carried unanimously.

Application for Temporary Road Usage - The Community of Celestine will be hosting a Christmas parade on Sunday, December 4, 2022 beginning at 5:30 to 6:30 p.m. Permission for the road usage was presented at the previous meeting. All permits have been signed. A motion was made to approve the road usage agreement, was duly seconded and carried unanimously.

Dubois Dumpster Site Renewal - A notice was sent to the executor of the Marion Poe estate that owns the property where the Dubois site is located. The owners have indicated that none of the parties of the estate have future plans for the property and are reluctant to continue with the same lease agreement. The Estate of Marion Poe is composed of three small parcels which includes the dumpster site containing 2.15 acres. Berg feels an offer to purchase the property would be beneficial for the County to retain the site location. Finding a new location could be problematic. Owning the current site would give the department the ability to expand and improve the facility as well as install a large item dumpster. Consensus was to support the purchase pending approval by the County Council. Berg will inform the Estate of the County's intent to purchase the property. Solid Waste Sticker funds will be used for the purchase.

District 2 Foreman to Retire – Dave Schuetter, a 19-year veteran with the department, is planning to retire at the end of the year. He currently serves as the district #2 foreman. His final day will be December 29, 2022. The position opening has been posted.

### **RE: AIRPORT AUTHORITY LOAN EXTENSION**

Airport Director Travis McQueen appeared to request an extension to the Airport Loan as previously approved on November 16, 2021. The loan was scheduled to terminate on November 15, 2022. Currently, no funds have been borrowed. A motion was made to accept the loan agreement extension, pending Council approval, was duly seconded and carried unanimously.

### **RE: HEALTH INSURANCE – STOP LOSS INSURANCE**

HR Director Markie Rhodes presented a change to the Stop Loss Insurance renewal which was previously approved to remain with Berkshire. Due to changes on a large claim, the County now can change carriers to realize additional savings as follows:

- Provides \$42,500 in fixed costs savings
- \$105,000 in reduced laser liability
- Provides overall savings of \$148,000

A motion was made to rescind the approval of Berkshire Stop Loss Insurance as previously approved on September 19, 2022, was duly seconded and carried unanimously. A motion was made to approve the stop loss proposal from Crum and Forster, was duly seconded and carried unanimously.

### **RE: EMPLOYEE HANDBOOK**

HR Director Rhodes presented a revised Employee Handbook. The previous version was approved in 2017. A motion was made to approve the Employee Handbook as updated, effective immediately, was duly seconded and carried unanimously. The new version will be distributed to the employees and will be made available on the Steele Benefit platform.

### **RE: DEPARTMENT HEAD MEETING**

Commissioner Brames will host the Department Head meeting on Wednesday, October 19, 2022 at the 4-H Clover Pavilion beginning at 8:00 a.m.

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**RE: LOCAL ASSISTANCE TRIBAL CONSISTENCY FUND**

Commissioner Blessinger and Auditor Morton provided an update on the Local Assistance Tribal Consistency Fund (LATCF) funds to be received by the County. The County will be receiving \$100,000; \$50,000 in 2022 and \$50,000 in 2023. The award funds may be used to cover any cost incurred on or after March 15, 2021, for any governmental purpose other than a lobbying activity.

**RE: LAND PURCHASE**

Commissioner Blessinger reported on two parcels of land which will be auctioned on the Sheriff Sale on November 30, 2022 at 12:00 p.m. The parcels, containing 2.02 acres, are adjacent to the Security Center property. Discussion was held on the possibility of purchasing the property. A motion to proceed was made, pending County Council approval, to bid on the property, was seconded and carried unanimously. The County Council will need to determine the maximum bid amount.

**RE: 911 DISPATCH FURNITURE**

911 Director Stuart Wilson reported he will be presenting a Request for Proposal for the purchase of 911 furniture. The consultant has not completed the RFP at this time. The cost per unit is approximately \$21,000 - \$24,000 each.

**RE: PROJECT INCOME CORRECTION OFFICERS**

Community Corrections Director Wyatt Madden requested the addition of correctional officers for the program to assist with safety and coverage. Discussion was held. A motion was made to approve one correctional officer with a wage classification of CPOLE III, was duly seconded and carried unanimously. The position is pending funding approval by the County Council. Use of Project Income funds should be considered.

**RE: COMMUNITY CORRECTIONS VEHICLES**

Community Corrections Director Madden requested permission to sell two vehicles - a Ford Van and a Dodge Journey which are not being used. A motion was made to approve the disposal of the Dodge Journey and the Ford Van by surplus sale at the best offer for each vehicle. Madden is to contact the County Attorney on how to proceed with the sale of the items. Funds received from the sale will be deposited into the funds where the vehicles were originally purchased.

**RE: COMMUNITY CORRECTIONS SURPLUS ITEMS**

Community Corrections presented a list of items to be disposed which are either broken, not usable, or unsalvageable. A motion was made to declare the office items surplus, was duly seconded and carried unanimously. Madden was instructed to update the County inventory as items are disposed of, moved, or purchased.

**RE: H.E.L.P. UPDATE**

Community Coordinator Rilyn Bawel provided an update on the H.E.L.P. program. The Community Engagement survey will be distributed today. The Pathway Open Houses were held at four school districts with 31 persons attending. An extensive list of ideas for Enhancing Quality of Place and Community Wellness was received. The individual Pathway Committees will be meeting soon.

Commissioner Blessinger reported the Ireland Utilities submitted a proposal for funding to assist with a new building and improvements to the Ireland water tower.

**RE: TREASURER/AUDITOR WINDOW REMODEL BID AWARD**

Commissioner Blessinger opened discussion on the bids received for the Treasurer/Auditor Window Remodel project. The acceptance of the alternate bids A1 and A2 for private individual offices for the officials was discussed. A motion to accept the low bid from Seufert Construction with the acceptance of Alternate bids A1 and A2 was made, contingent upon funding by the County Council on October 24, 2022, was duly seconded and carried unanimously. The project cost would be \$142,800. Commissioner President Blessinger was given approval to sign the notice to proceed, if needed, following approval of the funding by the County Council.

**RE: HISTORICAL CABINET AND ITEMS**

If the Treasurer/Auditor window remodel project proceeds, a discussion on the removal of the cabinet between the offices in the Courthouse lobby was held. The cabinet holds several artifacts, pictures, historical items, flags, etc. Custodian Scott Hopf will contact the County Museum, Historical Society and County Historian

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Art Nordhoff, Jr. for suggestions on the items. Approval will be needed for all items before being released from the county inventory.

The cabinet will be donated to County Museum.

**RE: LETTER OF SUPPORT – EPA BROWNFIELDS**

A letter of support was received from Lisa Gehlhausen, Director of Indiana 15 Regional Planning Commission, to support their efforts in seeking an EPA Brownfields Coalition Assessment Grant. A motion was made to sign the letter of support, was duly seconded and carried unanimously.

**RE: SECURITY OFFICE SURPLUS**

Auditor Morton requested permission to declare a computer from the security office surplus. A motion was made to approve the request, was duly seconded and carried unanimously.

**RE: REGIONAL SEWER DISTRICT**

Mary Austin, Clark Dietz, presented an update on the Regional Sewer District Phase II. A tentative schedule for remaining tasks and IDEM Petition Requirements was reviewed. The following action items were addressed:

Legal review of the Ordinances and By-Laws by the County Attorney

The IDEM Petition – a draft review meeting will be held in early November

The Final Public Hearing will be held on November 21, 2022 at 9:00 a.m.

Direct Mail Notifications for property owners and agencies by November 7, 2022

Resolution authorizing the creation and submission of the Petition to IDEM

Letters of Support from the Health Department and Commissioners

Cost proposals will be sent in the upcoming weeks along with design and bidding processes.

Commissioner Blessinger will prepare a letter of support.

**RE: HIGHWAY ENGINEER'S REPORT**

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

Safe Streets for All (Action Plan) – nothing to report.

Cuzco Road South (HL2N2129-0.447) – The project is beginning today and should take approximately two weeks to complete.

Bridge 14 on Division Road (90' East of Stewart Road) – The project is scheduled to begin on October 24, 2022. CLR will be closing Division Road for approximately 90 days. Signage will be placed this week.

15<sup>th</sup> Street Extension with the City of Jasper – Funding will be needed for the design engineering of the bridge at an approximate cost of \$105,000. The county will fund the bridge, the city will construct the road. County Attorney Schnarr is working with the City of Jasper on an Interlocal Agreement. A motion was made to support the engineering as presented, was duly seconded and carried unanimously.

**2022 HAC Paving Projects -**

CCMG 2022-1 Jasper-Dubois & Steinbottom Road

Completed on 9-24-2022

There are two small areas that will be getting corrected this week.

**RE: MENTAL HEALTH SUMMIT**

The JRAC Team will attend the Mental Health Summit in Indianapolis on Friday, October 21, 2022.

**RE: GOVERNOR'S COMMISSION ON PUBLIC HEALTH MEETING AT VUJ**

Commissioner Brames reported the Governor's Commission on Public Health with Dr. Kristina Box and former Senator Luke Kenley will be presented at Vincennes University Jasper in the CITM Theatre on November 2, 2022 beginning at 2:00 p.m. The public is welcome to attend. Dubois County will sponsor the meeting.

**RE: PUBLIC COMMENT – REGIONAL SEWER DISTRICT**

County Council President Michael Kluesner questioned the funding process of the Regional Sewer District. He invited Mary Austin, Clark Dietz Engineer, to speak at the County Council meeting on Monday, October 24, 2022.

**RE: FUTURE MEETING**

The next regular meeting will be held on Monday, November 7, 2022, at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.