

## SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

October 18, 2021

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 18, 2021. Present were Commissioners Chad A. Blessinger and Elmer Brames. Nick Hostetter was absent. Also present were County Auditor Sandra L. Morton, Highway Supervisor Steve Berg and Highway Engineer Brent Wendholt. County Attorney Gregory S. Schnarr was absent. A quorum was declared present and the meeting was opened for business by President Blessinger.

Minutes of the October 4, 2021 meeting of the Commissioners were approved as presented. Minutes of the special meetings held on October 15, 2021 and October 17, 2021 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 Supervisor Steve Berg presented the following report of Highway projects:

Solid Waste Line Item Transfer – Due to a longer than planned substitution of our Sanitation driver by Highway staff, a transfer of \$4,000 in the Solid Waste Fund from Dumpster Sites to Highway Reimbursement. A motion was made to approve the request, was seconded and carried 2-0.

Travelers Casualty Bond Release – A bond replacement for Covia Clay, LLC insured by Endurance Assurance Company which will replace the Traveler's Casualty bond put in place by Unimin Corporation. With the understanding that COVIA CLAY, LLC, as successor in interest to UNIMIN CORPORATION, has secured Bond No. EACX4020514 in the amount of \$365,400 (issued by Endurance Assurance Corporation) as a replacement bond for the Bond, Dubois County, Indiana, acting by and through the Board of Commissioners of Dubois County, Indiana, does hereby discharge and release the Bond and releases Traveler's Casualty and Surety Company of America, its parents, affiliates and subsidiaries from any and all past, present and future liability under said bond. This bond covers CR 450 West in Madison Township, south of Division Road, 100 South, 350 West, Old Huntingburg Road and 100 South past the old Patoka Valley Feeds location and out to 231. A motion was made to approve the Bond Release, was duly seconded and carried 2-0.

Annual Material Bids – Notice has been sent for the annual material bids. Bid opening will take place on November 15, 2021 at 10:00 a.m. Bids will be awarded on December 6, 2021.

### **RE: HIGHWAY ENGINEER'S REPORT**

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

HAC Paving Change Order – There are two Change Orders prepared for the Paving Projects:

#21-07 CR 600 West - Calcar Paving was a net decrease of \$573.18

#21-08 Northwest Suburban Subdivision & Ackerman Road - E&B Paving was a net decrease of \$2,015.56

A motion was made to approve the change order requests, was duly seconded and carried 2-0.

INDOT Title VI and ADA Compliance – This is ongoing. Wendholt has been in contact with INDOT and will get started finding the deficiencies and create a plan to return to compliance.

Courthouse War Memorial Monument - With the City of Jasper wanting to Revitalize the Square, the wall around the Monument needs to be addressed. Currently the wall around the base is cracking and old repairs are beginning to wear away. The wall is beyond repair and needs to be replaced. The Fence running along the top of the wall is part of the Historical Registry with the Monument. The fence would need to be removed, repaired and replaced in its original location. A motion was made to approve the project repairs pending funding approval by the County Council, was duly seconded and carried 2-0.

### **RE: AUDITOR AND TREASURER WINDOW REMODELING**

Custodian Scott Hopf presented a proposal to assist with the interior remodel of both the Treasurer's Office and Auditor's Office at the Dubois County Courthouse. The Fixed Fee Design Fee is \$16,800.00. A motion was made to approve the design plan not to exceed \$16,800, was duly seconded and carried 2-0.

### **RE: SOLDIER AND SAILOR MONUMENT REPAIR**

Custodian Scott Hopf presented a proposal for the replacement of four stones on the Soldier and Sailor Monument at a cost of \$5,000. A motion was made to approve the request, was duly seconded and carried 2-0.

### **RE: TITLE IV-D PART TIME POSITION**

Michelle Roelle, representing the Title IV-D Office, provided information on the previous request to change the Part Time Secretary position to Full Time status in 2022. Following discussion, a motion was made to approve moving the Part time secretary position to Full time with the position being 37.5 hours per week pending funding approval by the County Council, was seconded and carried 2-0.

### **RE: PURDUE EXTENSION AGENCY OFFICE SPACE**

Lisa Wilson, Area III Administrator, appeared to request relocating the extension office to the Central Building located at 201 W Sixth Street in Jasper. The rent would increase to \$48,000 annually (\$4,000 per month) beginning in January 2022 for a lease term of five years. This includes utilities and property taxes.

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The Extension Office is exploring cost saving measures and ways to make the financial burden lower. A discussion followed. The item was tabled until November 1, 2021. The staff was instructed to meet with the County Council for funding approval consensus.

### **RE: 911 STAFFING**

911 Director Stuart Wilson requested permission to hire Stephany Gore pending administrative processing to fill the vacant position. A motion was made approve the request, was duly seconded and carried 2-0.

### **RE: 911 FRONTIER CONTRACT**

911 Director Wilson presented a 911 Frontier Contract for land line support at a cost of \$2,100 annually. A motion was made to approve the request, was duly seconded and carried 2-0. A motion was made to approve the 911 Director execute the document, was duly seconded and carried 2-0.

### **RE: 911 PSAP PROJECT MANAGEMENT CONSULTING AND DESIGN**

911 Director Wilson presented a proposal from Ritter Strategic Services, LLC, for pre-construction design consulting. Ritter Strategic Services, LLC, would work collaboratively with other contractors to ensure the PSAP is designed to meet industry standards at a cost not to exceed \$3,000. A motion was made to approve the proposal from Ritter Strategic Services, LLC, pending review of the County Attorney. The motion was seconded and carried 2-0.

### **RE: BYRNE GRANT**

Sheriff Tom Kleinhelter and Community Corrections Director Megan Durlauf appeared to request permission to apply for the BYRNE Grant and to create a Social Work position. The grant would provide funding to hire a social worker and provide step down funding over a 5 year period. Consensus was to have them continue with the Grant application.

### **RE: MALCON - EXCISE FUEL TAX REFUNDS**

Charles Malinowski, President of Malcon, presented an Agreement to assist with providing technical expertise in the preparation of Claims for Fuel Tax Refunds. The fee for the service shall be no more than \$1,500 for each quarter the reports are prepared. The fee is contingent upon the actual recovery of the refund from the State of Indiana. Dubois County and Malinowski Consulting shall share equally in the recoveries for each quarter reported up to \$3,000. A very limited Power of Attorney is also necessary. A motion was made to approve the Agreement pending review by the County Attorney, was duly seconded and carried 2-0.

### **RE: COUNTY IT MANAGED SERVICES AGREEMENT**

Matrix Integration Managed Services Agreement was presented for approval. The Agreement is for 36 months beginning December 1, 2021 for \$29,947.50 per quarter. Currently there are 181 users, 34 servers and 16 Recurring Engineering Hours monthly. A motion was made to approve the Contract, was duly seconded and carried 2-0.

### **RE: RECORDER DISASTER RECOVERY SERVICES**

A Disaster Recovery Services Agreement between CSI – Computer Systems, Inc. and Dubois County Recorder was presented at a cost of \$602. A motion was made to approve the Recorder Disaster Recovery Services as presented, was duly seconded and carried 2-0.

### **RE: PRECINCT CHANGES**

Clerk Amy Kippenbrock provided information on two precinct changes required for Bainbridge 1 and Bainbridge 7. Maps were provided. Bainbridge 1 is just outside Jasper City limits on the southern side. It is not joined on the western side and must be contiguous. Two voters are affected. Bainbridge 7 is just outside Jasper City limits on the northern side. It is not joined and must be contiguous. She will provide more information as it is received.

### **RE: TREASURER KIOSK**

Treasurer Kitty Merkle presented an option to move the drop box and install a kiosk in the front door of the Annex. Consensus was to gather costs and return to the next meeting.

### **RE: LIMITED USE AGREEMENT**

Auditor Morton presented a GIS Limited Use Agreement between Dubois County and Tyler Technologies, Inc., to provide local geographic data for its school transportation software to be used by the

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Greater Jasper Community Schools. A motion was made to approve the Agreement, was duly seconded and carried 2-0.

**RE: OCRA GRANT UPDATE**

Commissioner Blessinger provided an update on the OCRA Disabilities Technology Grant.

**RE: DUBOIS REC MAKE READY**

Commissioner Blessinger provided an update on the Dubois Rural Electric Make Ready project to help provide fiber to 5,000 – 6,000 homes for broadband services from Orange County Fiber and PSC. The new proposal is \$2.5 million.

**RE: DOWNTOWN REVITALIZATION**

Commissioner Brames provided an update on the Jasper Downtown Revitalization project.

**RE: FUTURE MEETING**

The next regular meeting will be held on November 1, 2021 at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.