

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

NOVEMBER 18, 2019

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 8:00 a.m. (EST) on November 18, 2019. Present were Commissioners Chad A. Blessinger, Elmer Brames, and Nick Hostetter. Also present were County Auditor Sandra L. Morton, Highway Supervisor Steven L. Berg, Highway Engineer Brent Wendholt, County Surveyor Ken Brosmer and County Attorney Gregory S. Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the November 4, 2019 meeting of the 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 Supervisor Steve Berg presented the following report of Highway projects:

New Hire Orientation – Kyle Jones was hired and today is his first day. He was introduced to the Board.

Snow Rodeo – The annual snow rodeo will be held on November 25, 2019. This event helps prepare for the upcoming snow season. Equipment is installed and ready; routes are tested.

Transfer of Appropriation – Due to unexpected repairs, a transfer of appropriations is needed in the Highway fund from Equipment to Equipment Repair in the amount of \$10,000. A motion was made to approve the transfer pending approval by the Council, was seconded and carried.

Weed Board Payment Request – On November 6, the Weed Board met to discuss potential measures to improve the education and awareness of noxious weeds throughout the County. The Board felt the most effective way to improve awareness would be to print colored handouts and generate a mailer with this information. They would like to mail in the spring. A motion was made to support the creation of educational materials and to use the weed board appropriation of \$635. The motion was seconded and carried.

Office Renovation – The office and breakroom areas are in need of attention. Berg requested approval to paint and install new flooring. The project is estimated to cost approximately \$6,000 by doing the work in house. A motion was made to approve the request, was duly seconded and carried unanimously.

Highway Christmas Party – The Highway Christmas party will be held on Friday, December 20, 2019, with the meal to be served at noon.

RE: HIGHWAY ENGINEER'S REPORT

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

Ferdinand Road East (Lowering Speed Limit) – The first advertisement was in the paper. Following the second notice, the signs will be set, and the ordinance will be fully enacted.

Countywide Small Structure Drainage Inspection – Wendholt spoke with a consulting engineer. The inventory has been reviewed. There are 210 structures under 20' span length. These are bridge type structures that are not looked at similar to the Countywide Bridge Inspections. In addition, there are 110 culverts with a minimum diameter of 72". The Consulting Engineer will get us a quote to inspect the 210 culverts, with the option of load rating them. They will also quote a price to inspect the 110 culverts, but more than likely will not be included in the contract.

Countywide Trail Master Plan – Officials from the City of Jasper, City of Huntingburg, and Dubois County met to discuss creating a Master Plan for the entire County Trail System. There are grants available to assist with creating the plan. A Consultant will need to be selected. A Master Plan will need to be created if the County and/or Cities would like to apply for grants or aid in constructing Trails. Wendholt requests permission to send out an RFQ to get a Consultant to create the Master Plan. Following discussion, the consensus was to proceed with the RFQ.

RE: CASA VOLUNTEER APPRECIATION POLICY

County Attorney Greg Schnarr reported the CASA Director has decided not to proceed with the policy at this time.

RE: FIRE PREVENTION ORDINANCE

No action was taken.

RE: JUSTICE PROJECT CONTRACTS

Commissioner Blessinger presented a contract with Shireman Construction. Pending final issues to be resolved on the contract, a motion was made to permit the president to sign the contract. The motion was seconded and carried. The President will work with the County Attorney to resolve the issues.

The contract with RQAW is being finalized and will be discussed at the next meeting.

RE: SHERIFF TAX WARRANTS – ORDINANCE 2019-10

County Attorney Schnarr presented County Ordinance 2019-10 an Ordinance Amending Ordinance 2011-02, An Ordinance Authorizing Funding to the Dubois County Police Pension Fund. A motion was made to approve, was duly seconded and carried unanimously. The Ordinance will be taken to the County Council for approval.

See Exhibit A - Ordinance 2019-10

RE: SHERIFF TAX WARRANTS – ORDINANCE 2019-11

County Attorney Schnarr presented County Ordinance 2019-11, An Ordinance of Dubois County, Indiana, Regarding Disbursement of Tax Warrant Collections. A motion was made to approve the Ordinance, was duly seconded and carried unanimously. The Ordinance will be taken to the County Council for approval.

See Exhibit B – Ordinance 2019-11

A discussion was held on the possibility of entering into a Sheriff Contract.

RE: PUBLIC ACCESS

Citizen Rebekah Atkins appeared to request public access to records in the Clerk's office. She feels she is being denied access. Clerk Amy Kippenbrock presented information on how to obtain files. She also gave information on web-based access sites available to the public.

RE: TRI-CAP BOARD OF DIRECTORS – APPOINTMENT

A motion was made to reappoint Dr. Lindsey Taylor to the Tri-Cap Board of Directors to serve from January 1, 2020 expiring December 31, 2020. The motion was seconded and carried.

RE: NACo LEADERSHIP TRAINING

A discussion was held to have an employee attend the NACo Leadership Training at a cost of \$500. A motion was made to approve the training for the Human Resource Generalist to attend and to pay the cost from the Commissioner's travel/training budget. The motion was seconded and carried unanimously.

RE: ANNUAL HIGHWAY BID OPENINGS

It being 10:00 a.m., the time advertised for the receipt of bids for the annual purchase of materials during 2020 for use by the Highway Department, the following bids were thereupon received, opened and read:

See Exhibit C – Highway Bids

Following reading of bids, the bids were made available to those persons desiring to inspect the same. The bids were submitted to the Highway Department personnel for further review and to determine the correctness of bids and compliance with bid and specification requirements. The bids were taken under advisement pending receipt of the Department's report.

RE: CONTINUING EDUCATION

County Attorney Greg Schnarr presented continuing education courses available to him pertinent to County Government. Discussion was held on the approval and payment process.

RE: SURPLUS COMPUTER EQUIPMENT

Auditor Morton discussed surplus equipment from the refresh of computers in several departments of the County.

RE: JUSTICE PROJECT LAND PURCHASE

Commissioner Blessinger provided information from his discussions with Servus on the land purchase negotiations.

RE: EMPLOYEE PROVIDED LIFE INSURANCE

A discussion was held on the life insurance policy provided to employees. Commissioner Blessinger will reach out to the broker and HR to gather more information.

RE: FUTURE MEETINGS

The December Commissioner meetings will be held on Monday, December 2, 2019, at 8:00 a.m. and Monday, December 16, 2019, at 8:30 a.m. Both meetings will be held in the Commissioners/Council Room of the Courthouse Annex.