

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS
NOVEMBER 20, 2023

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 20, 2023. Present were Commissioners Chad A. Blessinger, Nick Hostetter and Serice Stenftenagel. Also present were County Auditor Sandra L. Morton, Highway Superintendent Steve Berg, Highway Engineer Brent Wendholt and County Attorney Gregory Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger.

Minutes of the November 6, 2023 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: CLERK’S REPORT

The Clerk’s monthly report for October 2023 was reviewed and accepted as presented.

RE: TREASURER’S REPORT

The Treasurer’s monthly report for October 2023 was reviewed and accepted as presented.

RE: HIGHWAY SUPERINTENDENT’S REPORT

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

White Stallion Status - A public informational meeting will be held on Tuesday, December 5, 2023 beginning at 6:00 p.m. at the Ireland Sportsman Club.

High Weeds and Junk Ordinance Violation – Berg spoke with the landowner of the property near the Bretzville junction in violation and recommended substantial completion on the issues by December 1, 2023. Any non-compliance issues will be brought to the meeting on December 4, 2023.

CDL Training Recommendation – Berg requested an Additional Appropriation to support the CDL training program which is budgeted for 2024 but began in 2023. Training for Aaron Huebner is nearly complete with his final test scheduled this week. Consensus was to proceed with the additional appropriation pending County Council approval.

Expiring Service Agreements with Waste Management – Berg is currently awaiting a response from Waste Management on the expiring agreements.

New Mechanic Hire – Nathan Libbert was introduced as the newly hired mechanic for the department.

Sanitation Sticker Purchase – Berg discussed the need to purchase sanitation stickers. The low quote from Trash Stickers, Inc., in the amount of \$7,995 including delivery charges, was received, and recommended for approval. A motion was made to approve the low bid from Trash Stickers, Inc., was duly seconded, and carried unanimously.

Dirt Loader – The 1986 Athey dirt loader needs to be decommissioned due to drivetrain problems. After searching for a lengthy time, a reasonable replacement has been located in Flat Rock, Indiana. The unit is a 1987 with very low hours and has interchangeable parts with the decommissioned machine. The unit can be purchased for \$25,000 pending approval and a transfer of appropriation.

Transfer of Appropriations – Berg requested a transfer of appropriation in the amount of \$25,000 from Restricted MVH Gas, Oil, and Diesel into Restricted Equipment to be used for the purchase of the dirt loader. A motion was made to approve the transfer of appropriation and the purchase of the dirt loader, was duly seconded and carried unanimously.

Haysville Park – Berg spoke with the park representative on the drainage pipe issue as requested at the previous meeting.

Highway Department Christmas Party - The annual Highway Department Christmas luncheon will be held on Thursday, December 21, 2023. Lunch will be served at noon.

RE: HIGHWAY ENGINEER’S REPORT

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

Safe Streets for All (Action Plan) – Nothing new to report. A kickoff meeting with Structure Point was held on November 9, 2023.

2023 HAC Paving Projects –

2022-2 CCMG

Portersville Road / Town of Portersville	Completed on May 24 th
23-01 100 E, 420 N, & 520 N	Completed on June 14 th
23-02 550 W & 450 West	Completed on June 19 th & 20 th
23-03 300 N & 325 E	Completed on August 1 st
23-04 Celestine Road North	Completed on September 8 th
23-05 500 E & Town of St. Marks	Completed on July 7 th

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

NOVEMBER 20, 2023

2023-1 CCMG

Kellerville Rd & 1100 South

Completed on October 19th

CCMG 2023-01 Change Order

The final invoice has been received with a net decrease of \$25,081.21 from the bid of \$1,008,403.00 down to \$983,321.79. It has been reviewed and is acceptable. A motion was made to approve the Change Order, was duly seconded, and carried unanimously.

15th Street Extension (City of Jasper) – A draft interlocal agreement from the City of Jasper has been received. The agreement covers both the design and construction of the bridge. Wendholt had only prepared to fund the design phase. Consensus was to request an additional appropriation in December and to cover both in the interlocal agreement.

County Road 420 North (Road Name Change) – Wendholt sent letters to the residents along 420 North informing them of the idea to change the name of the roadway. Of the responses received, residents were split on their responses. Wendholt will continue to gather information from the other residents.

RE: CYBER SECURITY PLAN

EMA Director Tammy Humbert presented a Cyber Security Plan to be edited and reviewed.

Following review, the plan will be adopted on December 4, 2023.

RE: ARPA - SLFRF FUNDS

Commissioner Blessinger discussed the ARPA SLFRF funding deadlines approaching in 2024.

RE: ANNEX BASEMENT

Commissioner Blessinger discussed possible uses for the Courthouse Annex basement area after Emergency Management moves to the justice campus. No decisions were made.

RE: STRASSENFEST

Laura Grammer, Strassenfest Chairman, appeared to discuss the Strassenfest moving back to the Courthouse Square in 2024. The following list of items was requested:

- Permission to hang banners and pennants on the Courthouse building around the third week of July.
- Permission to use the lower level restrooms from Thursday, August 1, 2024 until Sunday August 4, 2024 with the committee to pay the maintenance staff to clean the facilities. Use is only granted during hours the courthouse is closed.
- Permission to rope off the west Memorial Fountain.
- Permission to place bleachers on the County Courthouse grounds.
- Permission to place the sound booth on the County Courthouse grounds.
- Permission to place tents on the County Courthouse grounds, with the exception of the handicapped parking area.
- Permission to place picnic tables on County Courthouse grounds.
- The committee may request closing the square to motor vehicle traffic from Monday at 4:00 p.m. until Sunday at 9:00 p.m. except for Service & Delivery Vehicles and Emergency Vehicles.
- Permission to possibly use the west porch during the parade.

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

RE: ELECTION POLL I-PAD ENCODERS

Clerk Amy Kippenbrock requested purchasing encoding cases for the election poll I-Pads. A motion was made to approve the request, was duly seconded, and carried unanimously.

RE: AMBULANCE

Commissioner Blessinger and Attorney Schnarr discussed the need to continue pre-purchasing ambulances to have them available when needed due to the length of time it is taking for delivery.

The Commissioners are not opposed to continuing with the practice of pre-purchasing the ambulances.

RE: MEETING RECESS

The Commissioner meeting was called into recess at 9:00 a.m.

RE: TRASH COURT

Trash Court was called into session at 9:00 a.m. SWMD Director Carla Striegel-Winner and Enforcement Officer Randy Boehm were present.

Seitz #2021-1012-P

Kent Seitz discussed the changes he has made to his property. He has plans to install a garage door on the lean-to, a gate, or permanent wall. The County will revisit this case on March 18, 2024. County Attorney Schnarr will send a letter stating the following:

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

NOVEMBER 20, 2023

The Board determined the following work need to be completed to bring your property into compliance with the County Municipal Code:

- Secure fencing located on the property;
- Install fencing or permanent cover of the carports and leanto, including your proposed garage door and/or fence gate; and
- All items for sale needed to be easily accessible to a potential buyer. Any items haphazardly stacked on top of each other would be considered junk and must be removed from view.

Trash Court was adjourned at 9:15 a.m.

RE: MEETING RECONVENED

The Commissioner meeting was reconvened at 9:15 a.m.

RE: CROSSVINE SOLAR

County Attorney Schnarr provided information on a request from Crossvine Solar to obtain a letter stating the County does not have planning and zoning. The letter will allow Crossvine Solar to seek financing and insurance for a project in the county near the airport. Decommissioning was discussed. Crossvine Solar Development Director Michael Wellman was in attendance to answer questions. A motion was made to approve the letter, was duly seconded, and carried unanimously.

RE: COMMERCIAL SOLAR ENERGY READY COMMUNITY PROGRAM

Commissioner Blessinger discussed the Commercial Solar Energy Ready Community Program for communities interested in becoming a certified Commercial Solar Energy Ready Community. The State program is in place; however, no funding is currently available. No decision was made to apply at this time. The board agreed to review and discuss at the next meeting.

RE: OCRA GRANT WIFI SITES

WIFI services at the Holland Park, Birdseye Park, 4-H Fairgrounds, Haysville Park and SIRS location is funded for one more year. A discussion on the usage at the sites was held. Commissioner Blessinger will check on usage in a few months to determine if the program should continue after the current contract expires.

RE: 2024 HEALTH BOARD APPOINTMENT

The Indiana statute changed for the make-up of the Health Board. The largest city will provide three recommendations for an appointment. The City of Jasper recommended reappointing Dr. Tracy Lorey and chose not to provide two other possible candidates. A motion was made to approve reappointing Dr. Lorey, was duly seconded and carried unanimously.

RE: 2024 COMMISSIONER APPOINTMENTS

The current list of expiring Commissioner appointments was reviewed.

RE: HIGHWAY ANNUAL BIDS

It being 10:00 a.m., the time advertised for the receipt of bids for the annual purchase of materials during 2024 for use by the Highway Department, the following bids were thereupon received, opened, and read aloud:

*** See Exhibit A – Highway Bids***

Following the reading of the 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 and will be awarded at the next meeting on December 4, 2023.

RE: SHERIFF DEPUTY/SOCIAL WORKER POSITION

Chief Deputy Jesus Monarrez appeared to discuss the request for the creation of a Sheriff Deputy/Social Worker position. A discussion was held on the job description and qualifications needed. A motion was made to create a Sheriff Deputy/Social Worker with a wage classification of MPOLE II, must have a master's degree in social work, with stipulations for general employment as provided by the Sheriff, and is pending funding by the County Council. The motion was duly seconded and carried

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

NOVEMBER 20, 2023

unanimously. Commissioner Blessinger will work with JRAC and the County Council to determine funding options.

RE: INDIANA 15 REGIONAL PLANNING COMMISSION APPOINTMENT

Commissioner Nick Hostetter will remain serving as the Commissioner appointment on the Indiana 15 Regional Planning Commission for 2024.

RE: JRAC – OPIOID MATCHING GRANT - AGREEMENTS

County Attorney Greg Schnarr presented the following Agreement for consideration: Next Step Recovery Agreement – a motion was made to approve the Agreement, was duly seconded, and carried unanimously.

RE: SUBRECIPIENT MONITORING POLICY AND PROCEDURES

County Attorney Schnarr presented a Subrecipient Monitoring Policy and Procedures to be used to monitor the programmatic and financial activities of award subrecipients to ensure proper stewardship of federal and state funds. A motion was made to approve the Subrecipient Monitoring Policy and Procedures as presented, was duly seconded, and carried unanimously.

RE: RECORDER- CSI DISASTER RECOVERY AGREEMENT

County Attorney Schnarr presented a Disaster Recovery Services Agreement between CSI-Computer Systems, Inc., and the County Recorder. Consensus was to approve the Agreement and to permit Recorder Jackie McPherron to execute the document.

RE: DUBOIS SANITATION SITE - PETITION AND ORDER

County Attorney Schnarr presented a Petition and Order to cancel the property taxes, delinquencies, fees, special assessments, and penalties assessed against real property owned by Dubois County, namely Parcel Numbers 19-07-01-300-044.001-012, 19-07-02-400-021.000-012, and 19-07-01-400-425.000-012 for the year 2023 payable in 2024.

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

RE: JANUARY 2024 MEETINGS

The January meetings will be held on Tuesday, January 2, 2024 beginning at 8:00 a.m. and on Tuesday, January 16, 2024 beginning at 8:30 a.m. The meetings will be held on Tuesdays due to the Monday holidays in January.

RE: FUTURE MEETING

The next regular meeting will be held on Monday, December 4, 2023 at 8:00 a.m. in the Commissioner/Council Room of the Courthouse Annex.

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS
NOVEMBER 20, 2023

Exhibit “A”

BIDS FOR MATERIALS/SUPPLIES - 2024

11/27/2023

ITEM 1
ALUMINIZED STEEL PIPE TYPE II - 2 2/3" X 1/2" - Four bids this item. Three firm bids.
E3 Bridge freight charge on less than \$5,000. Civilcon freight charge on less than \$10,000.
Metal Culverts prices are based on \$7,500 minimum order. St. Regis Culvert included an
escalation/de-escalation clause and was disqualified.

<u>SIZE</u>	<u>GA</u>	<u>METAL CULVERTS</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>
12"	16	15.58	16.25	17.94
15"	16	19.60	19.50	21.53
18"	16	23.28	24.38	26.92
24"	14	38.98	39.00	43.06
30"	14	47.85	48.75	53.82
36"	12	79.58	79.63	87.91
42"	12	93.25	92.63	102.26
48"	12	106.22	105.63	116.62

ITEM 2
POLYETHYLENE SMOOTH INTERIOR - Three bids this item. Three firm bids.
Southern Indiana Supply has a \$50 drop charge on orders less than \$2,000.
E3 Bridge freight charge on orders less than \$5,000.
Civilcon has a \$10,000 minimum purchase to avoid freight charges.

<u>SIZE</u>	<u>SOUTHERN IN SUPPLY</u>	<u>SOUTHERN IN SUPPLY</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>
	Truckload	Less than truckload		
12"	6.88	7.15	7.04	8.34
15"	9.67	10.04	9.51	11.72
18"	12.53	13.01	14.74	15.18
24"	20.76	21.56	22.88	24.70
30"	31.27	32.48	34.84	38.52
36"	38.34	39.84	40.54	46.46
	64.89	67.38	58.48	78.61

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS
NOVEMBER 20, 2023

Exhibit “A” Continued

ITEM 3
GEOTEXTILE - Three bids this item. Three firm bids.

	<u>SOUTHERN IN SUPPLY</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>
Woven - 12.5' wide 500 sy/roll, 6.5 oz/sy	0.74/sy	.87/sy	0.94/sy
Nonwoven - 15' wide 500 sy/roll, 8.0 oz/sy	1.09/sy	1.40/sy	1.52/sy

ITEM 4
READY-MIXED CONCRETE - Two bids this item. Two firm bids. IMI stated there will also be a \$20.00 per load environmental fee on all deliveries. Concrete Supply has a fuel surcharge of \$20.00 per load.

	<u>IMI</u>	<u>CONCRETE SUPPLY</u>
CLASS A (6 BAG)	153.00	150.50
CLASS B (5 BAG)	148.00	145.50
CLASS C (7 BAG)	158.00	155.50
Partial Load Charge		
IMI (Orders < 3.75 cu yds)	250.00	
Concrete Supply (Orders < 4 cu yds)		250.00
Winter Service (Nov 1 - March 31) add/cy	5.00	5.50

ITEM 5
BITUMINOUS - 2023 bid is carried over to 2024 per Commissioner Minutes 10/16/23.
Bidder has escalation/de-escalation clauses. Asphalt Materials stated that they would furnish storage tanks at no charge.

	<u>ASPHALT MATERIALS</u>
	<u>Delivered to Highway Dept</u>
AE-90, AE-T, AE-PL	2.5750
AE-P	3.5750
AE-90S	2.8750
AE-F	2.0750
QB-FOG SEAL	No bid

SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS
NOVEMBER 20, 2023

Exhibit “A” Continued

ITEM 6
HOT ASPHALTIC CONCRETE - Two bids this item. Two bids have escalation/de-escalation clause.

	<u>J.H. RUDOLPH & CO</u>	<u>CAVE</u> <u>QUARRIES</u>
	Dale Plant	Trucks loaded at Tri-County Plant
BASE (#5 OR 5D)	66.00	82.00
INTERMEDIATE #8	68.00	84.00
INTERMEDIATE #9	69.00	84.00
SURFACE (#9 OR 11)	72.00	87.00

ITEM 7
COLD MIX - Two bids this item. Two bids have escalation/de-escalation clauses.

		<u>PLANT</u>	<u>GARAGE</u>
J. H. RUDOLPH	DC Stockpile	112.00	122.00 (min. 21 tons)
		FRENCH	DELIVERED
		<u>LICK</u>	<u>TO HWY DEPT</u>
CAVE QUARRIES	SUMMER	81.00	92.35
	WINTER	83.00	94.35

