

**SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS
NOVEMBER 21, 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 8:00 a.m. (EST) on November 21, 2022. Present were Commissioners Chad A. Blessinger, Nick Hostetter, and Elmer Brames. Also present were County Auditor Sandra L. Morton, County Attorney Gregory Schnarr, Highway Supervisor Steve Berg, and Highway Engineer Brent Wendholt. A quorum was declared present and the meeting was opened for business by President Blessinger.

Minutes of the November 7, 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:

Holiday Reminder Sanitation Hours – Christmas Eve and New Year's Eve occur on Saturday with all sites being open. Holiday Hours will be observed from 8:00 a.m. until noon.

Sanitation Sticker Order – The department needs to order 300,000 sanitation stickers for the coming year. Quotes were received as follows:

Waste Zero	\$8,025 including Freight
Trash Stickers, Inc	\$7,500

The low quote from Trash Stickers, Inc. will be used to purchase the stickers.

District #2 Foreman Selected – Interviews were held. Keith Kluesner of Dubois has accepted the position. Kluesner currently serves as the Sanitation Driver and will continue in this capacity until December 30, 2022. He will spend his first week as a foreman training the new Sanitation Driver.

Sanitation Driver Opening – Currently, the department is advertising for the open sanitation driver position until December 2. Interviews will be held the week of December 12 with a hire date of January 3, 2023.

Annual Material Bid Opening – Material bids will be opened at 10:00 a.m. Bids will be taken under advisement and awarded on December 5, 2022 at 10:00 a.m.

Small Loader Trade Canceled – On October 3, Berg reported on a potential trade on the 1978 John Deere loader. After several demonstrations and a few recurring problems, it was decided not to proceed with the purchase.

RE: HIGHWAY ENGINEER'S REPORT

Safe Streets for All (Action Plan) – Nothing to Report.

Cuzco Road South (HL2N2129-0.447) – The project was completed on Thursday, November 17. Everything is sealed and ready for water to drain through it.

Bridge 14 on Division Road (90' East of Stewart Road) – The demolition is complete. They will be driving piling for the west abutment this week.

Community Crossing Matching Grant – The next round of grant applications is due December 10.

RE: SOLAR FARM

Commissioner Blessinger reported he had met with Lightsource BP, a company that would like to place a solar farm west of the airport in Cass Township. He reported the company will be seeking a tax abatement.

RE: ABATEMENT COMMITTEE

Commissioner Nick Hostetter agreed to continue serving on the County Tax Abatement Committee.

RE: SOLID WASTE MANAGEMENT DISTRICT

Solid Waste Management District Director Carla Striegel-Winner requested approval to extend the use of 21 hours of PTO time for Eric Tretter until December 31, 2022. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: REPRECINCTING

Clerk Amy Kippenbrock presented an amendment to the Order Establishing Precincts following changes made to a clerical error. A motion was made to approve the document, was duly seconded and carried unanimously.

ORDER ESTABLISHING PRECINCTS

WHEREAS, Indiana Code § 3-11-1.5 requires that the boundaries of precincts be established and revised in compliance with that law; and

WHEREAS, pursuant to Indiana Code § 3-11-1.5, Dubois County, by and through its Board of County Commissioners, has determined that it is necessary and proper to establish and revise the boundaries of certain precincts for the County;

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NOW THEREFORE BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF DUBOIS COUNTY, INDIANA AS FOLLOWS:

Section 1: Dubois County by and through the Board of County Commissioners, establishes and revises the boundaries of certain precincts with the County. A precinct description and map of the boundary of each precinct submitted to the Indiana Election Division is attached hereto and incorporated herein by reference.

Section 2: This ORDER becomes effective upon the approval of these precincts by the Indiana Election Division, provided that no objection is filed by a voter of the county with the Indiana Election Division by noon ten (10) days after the publication of the proposed precinct establishment order, or, if a timely objection is filed by a voter of the county, then upon the approval of the Indiana Election Commission after a hearing, pursuant to Indiana Code § 3-11-1.5.

SO ORDERED by the Board of Commissioners of Dubois County on this, the 21st day of November, 2022.

RE: CLERK'S OFFICE CHAIRS

Clerk Kippenbrock requested permission to declare eight chairs in the Courthouse Employee Breakroom surplus/junk. She will be replacing desk chairs in the Clerk's office. The older desk chairs will replace the breakroom chairs. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: CLERK'S OFFICE HOURS

Clerk Kippenbrock requested closing the office at 4:00 p.m. on Wednesday, December 28, 2022 instead of remaining open until 6:00 p.m. A motion was made to amend the schedule for the final Wednesday of the year to close at 4:00 p.m. The motion was seconded and carried unanimously.

RE: AUDITOR SURPLUS PRINTER

Auditor Morton requested permission to declare a printer surplus/junk. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: OPERATION GREENLIGHT

Commissioner Blessinger thanked Custodian Scott Hopf and the City of Jasper for placing the green lights on the Courthouse Square and Veteran Services office in observance of Operation Greenlight from November 7-13, 2022.

RE: REGIONAL SEWER DISTRICT

Mary Austin, PE, Clark Dietz, presented a Professional Services Agreement for the Dubois County Regional Sewer District Project No. 1 which will be reviewed and discussed later in the meeting.

RE: MEETING RECESS

The meeting of the Board of Commissioners was placed into recess at 9:00 a.m.

RE: REGIONAL SEWER DISTRICT PUBLIC HEARING

The time being 9:00 a.m., the advertised time for the Public Hearing of the Regional Sewer District was called to order by Commissioner President Chad Blessinger. County Consultant, Mary Austin, PE, from Clark Dietz was present to answer questions from the public.

Commissioner Blessinger explained the Regional Sewer District would be created to service the Haysville and Portersville areas. Public comments and questions were taken.

Haysville resident Ken Giesler discussed his concern for the lack of his knowledge on the formation of a district. He was unsure of the various means used to notify the public. He urged more avenues of communication be used in the future.

Giesler also questioned the requirements to tap into the system. Austin discussed the requirement to tap onto the system if the current septic system is failing. Old construction would be grandfathered if the system is properly functioning and permitted. New construction would be required to tap in.

A Portersville resident questioned if charges would be connected to water usage. Austin discussed various options – either by using an annual well usage; using the national guidelines for usage; or by installing a meter for actual use.

A resident discussed possibly selling her property and wanted to know if inspections would be required. Inspections could be required to determine an increased demand or if the system is not functioning. Tapping onto the system but not actually using it was also questioned. Austin will research the answer but felt that would not be a possibility. A minimum monthly fee may be required.

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An estimated average cost per user is \$55 per month. No tap fee for the user if they connect at time of installation but may if service line into the home is at a distance. The district must use the guidelines from the State Revolving Fund (SRF) to determine the service line costs.

Austin discussed the timeline for the project. If the project goes out for bid in October 2023, the construction may start in Spring 2024.

A resident questioned the need to install a garbage disposal since the treatment facility would be at the City of Jasper. Currently no garbage disposal installation requirements have been a part of the study.

Health Administrator Shawn Werner provided information on determining if the current system is a functioning, permitted septic system. If the system was installed before 1978, he can guarantee it is not permitted and would have been installed without the current state regulations.

Commissioner Blessinger explained the funding for the project using the State Revolving Fund. The Indiana Department of Environmental Management (IDEM) is aware of issues in the Haysville and Portersville areas which makes this area a candidate for funding.

County Council President Michael Kluesner questioned the need to eliminate the old septic system costs during construction of the new sewers. Austin will check on the costs covered. Werner explained the processes used currently to eliminate septic tanks. The public can contact the Health Department with questions on their systems.

Austin explained that in February – April 2023 residents will be receiving surveys to determine if they want to be included in the sewer district.

Commissioner Blessinger read aloud Resolution 2022-16 which could be adopted to petition for the establishment of the Regional Sewer District.

Craig McGowan from the US Department of Agriculture (USDA) provided information that federal agencies are trying to find ways to assist with the costs on the project to help make them more feasible for areas in need.

The public hearing was closed at 9:48 a.m.

RE: MEETING RECONVENED

The Board of Commissioners meeting reconvened at 9:52 a.m.

RE: RESOLUTION 2022-16

Mary Austin presented Resolution 2022-16 to petition for an order to establish the Dubois County Regional Sewer District. A motion was made to approve and adopt the Resolution, was duly seconded and carried unanimously.

RESOLUTION No. 2022-16

**A RESOLUTION OF THE DUBOIS COUNTY BOARD OF COMMISSIONERS TO PETITION FOR AN
ORDER TO ESTABLISH THE DUBOIS COUNTY REGIONAL SEWER DISTRICT**

WHEREAS, Dubois County is an eligible entity for the purpose of IC 13-26; and

WHEREAS, the Dubois County Board of Commissioners has determined that there is a need for a regional sewer district in Dubois County and wishes to authorize the creation and submission of a petition for the establishment of a regional sewer district;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DUBOIS COUNTY, that:

Section 1. The Board of County Commissioners of Dubois County authorizes the creation and submission of a petition to the Commissioner of Indiana Department of Environmental Management requesting an order for the establishment of the Dubois County Regional Sewer District under IC 13-26.

Section 2. The Board of County Commissioners of Dubois County names Nick Hostetter to be the representative of the County and authorizes him to sign the petition on the County's behalf.

DULY ADOPTED AND APPROVED this 21st day of November, 2022 by the Board of Commissioners of Dubois County, Indiana.

RE: MATERIAL BID OPENING

It being 10:00 a.m., the time advertised for the receipt of bids for the annual purchase of materials during 2023 for use by the Highway Department, the following bids were thereupon received, opened and read:

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*** See Exhibit A – Highway Bids***

Following 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.

RE: PROSECUTOR TITLE IV-D

Prosecutor-Elect Beth Sermersheim presented information on the Title IV-D Child Support program. Deputy Prosecutor William Shaneyfelt has submitted his resignation effective December 31, 2022. Prosecutor-Elect Sermersheim has offered the position to Michael Fritch beginning January 2023. A discussion was held on the current benefits provided for the position. Consensus was to continue providing health insurance for the position.

Prosecutor-Elect Sermersheim provided information on moving the IV-D Office from the Shaneyfelt owned property to 248 E Third Street, Suite B, in Jasper. A three-year lease is required with the rent being \$1,500 per month. The owner will build the space to suit the office needs, which will take approximately six months. A letter of intent to consider entering into an agreement to lease the premises was presented. A motion was made to enter into the proposal, was duly seconded and carried unanimously.

Discussions will be held with Mr. Shaneyfelt to continue renting the current office space on a month-to-month basis during the construction period.

RE: H.E.L.P.

Community Coordinator Rilyn Bawel provided information on the four Pathways that have meet and many ideas have been generated. The Pathways will meet for the second time in December. The list will be narrowed to ten projects for the Strategic Investment Plan.

RE: X-SOFT CAMA SOFTWARE

Assessor Angela Giesler presented a contract for services which was reviewed by the County Attorney. A motion was made to approve the contract as presented, was duly seconded and carried unanimously.

RE: REGIONAL SEWER DISTRICT

The Professional Services Agreement was presented for approval. A motion was made to approve the agreement using ARPA funding, was duly seconded and carried unanimously.

Financial services from Baker Tilley Financial Consultants for the Regional Sewer District was discussed. The cost would not exceed \$15,000. Consensus was to proceed pending funding by the County Council.

RE: 2023 APPOINTMENTS

The expiring appointments for 2023 were reviewed and discussed.

RE: COURTHOUSE DROP BOX

No action was taken. The Drop Box will be discussed at the next meeting.

RE: DOWNTOWN FITNESS 5K

Auditor Morton presented a request from Jamie Jahn of Downtown Fitness & Running to use the Courthouse restrooms on Thanksgiving morning on November 24, 2022, from 6:30 a.m. until 10:00 a.m. for the Turkey Trot 5K. A motion was made to approve the request, was duly seconded, and carried unanimously.

RE: SANTA'S HOUSE

Auditor Morton presented a request from Whitney Huff of the Greater Downtown Jasper Business Association to place the Santa's House on the southwest side of the Courthouse from November 22 – December 30, 2022. A motion was made to approve the request, was duly seconded, and carried unanimously.

RE: FUTURE MEETING

The next regular meeting will be held on Monday, December 5, 2022, at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.

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**** EXHIBIT A – HIGHWAY BIDS**

BIDS FOR MATERIALS/SUPPLIES - 2023

ITEM 1

ALUMINIZED STEEL PIPE TYPE II - 2 2/3" X 1/2" - Three bids this item. Three firm bids.
E3 Bridge freight charge on less than \$5,000. Civilcon freight charge on less than \$8,500.
Metal Culverts prices are based on \$7,500 minimum order.

<u>SIZE</u>	<u>GA</u>	<u>METAL CULVERTS</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>
12"	16	15.98	15.63	18.11
15"	16	20.16	18.75	21.74
18"	16	23.94	23.44	27.17
24"	14	40.10	37.50	43.47
30"	14	49.23	46.88	54.34
36"	12	81.88	76.56	88.75
42"	12	95.94	89.06	103.24
48"	12	109.29	101.56	117.73

ITEM 2

POLYETHYLENE SMOOTH INTERIOR - Four bids this item. Three firm bids.
Southern Indiana Supply has a \$50 drop charge on orders less than \$2,000.
Civil Supply has \$7,500 minimum purchase to avoid additional freight charges.
E3 Bridge could have freight charge/drop charge based on size of order.
Civilcon pricing may be subject to adjustment
7/1/23.

<u>SIZE</u>	<u>SOUTHERN IN SUPPLY</u>	<u>SOUTHERN IN SUPPLY</u>	<u>CIVIL SUPPLY</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>
	Truckload	Less than truckload	Less than truckload		
12"	6.27	6.52	6.27	8.06	8.41
15"	8.02	8.33	8.04	10.15	10.78
18"	12.37	12.85	12.39	15.80	16.61
24"	20.79	21.59	20.85	24.30	27.95
30"	28.65	29.75	28.72	36.14	38.49
36"	38.34	39.75	37.45	45.33	50.19
48"	65.19	67.69	65.37	77.80	87.62

ITEM 3

GEOTEXTILE - Four bids this item. Four firm bids.

	<u>SOUTHERN IN SUPPLY</u>	<u>CIVILCON</u>	<u>E3 BRIDGE</u>	<u>CIVIL SUPPLY</u>
Woven - 12.5' wide 500 sy/roll, 6.5 oz/sy	0.75/sy	1.47/sy	1.65/sy	.81/sy
Nonwoven - 15' wide 500 sy/roll, 8.0 oz/sy	1.14/sy	2.03/sy	2.25/sy	1.19/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. Central Concrete has a fuel surcharge of \$20.00 per load.

	<u>IMI</u>	<u>CENTRAL CONCRETE</u>
CLASS A (6 BAG)	145.00	158.50
CLASS B (5 BAG)	140.00	156.50

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CLASS C (7 BAG)	150.00	160.50
Partial Load Charge	100.00	250.00
IMI (Orders < 3.75 cu yds)		
Central Concrete (Orders < 4 cu yds)		
Winter Service (Nov 1 - March 31) add/cy	5.00	5.50

ITEM 5

BITUMINOUS - 2022 bid is carried over to 2023 per Commissioner Minutes 10/17/22.

Bidder has escalation/de-escalation clauses. Asphalt Materials stated that they would furnish storage tanks at no charge.

**ASPHALT
MATERIALS**

Delivered to
Highway Dept

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

ITEM 6

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

J.H. RUDOLPH & CO

Dale Plant

BASE (#5 OR 5D)	63.00
INTERMEDIATE #8	67.00
INTERMEDIATE #9	67.00
SURFACE (#9 OR 11)	70.00

QUARRIES

Trucks loaded
at Tri-County Plant

	84.00
	86.00
	86.00
	89.00

ITEM 7

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

Flynn Brothers pricing is firm.

PLANT

GARAGE

J. H. RUDOLPH	DC		122.00 (min. 21 tons)
	Stockpile	112.00	
CAVE QUARRIES		FRENCH	
		<u>LICK</u>	DELIVERED
	SUMMER	80.50	TO HWY DEPT
	WINTER	82.50	91.40
			93.40
FLYNN BROTHERS	DC		137.00 (min. 20 tons)
	Stockpile	110.00	