

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

November 7, 2022

The regular monthly 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 7, 2022. Present were Commissioner Chad A. Blessinger and Commissioner Nick Hostetter. Commissioner Elmer Brames was present via teleconference; therefore, was unable to vote on any matters. Also present were County Auditor Sandra L. Morton, County Attorney Gregory S. Schnarr, Highway Supervisor Steven L. Berg, and Highway Engineer Brent Wendholt. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the October 17, 2022, regular meeting had been previously distributed to the Commissioners and were approved as presented. The minutes were then signed. Incomes for the month of October 2022 were as follows: Recorder \$17,626.13; Health Department \$61,241.18; Auditor \$110.00; Clerk \$25,284.09; 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:

Sanitation Site Closed on Veteran's Day – All Sanitation sites will be closed on Friday, November 11, 2022 in observance of Veteran's Day.

Sanitation Site 2022 Holiday Hours – Since Christmas Eve and New Year's Eve both occur on a Saturday in 2022, Berg requested to implement Holiday Hours for all sites from 8:00 a.m. until noon. He also recommended adding an extra site attendant to the Jasper, Ireland and Huntingburg sites on Monday, December 26 and Monday, January 2. A motion was made to approve observing Holiday Hours on Saturday, December 24 and Saturday, December 31, and to add an extra attendant at the named locations as requested on the Monday following Christmas and New Year's Day. The motion was duly seconded and carried 2-0.

Sanitation Floater Hire – Interviews for the open floater position were held. Two good candidates were found. Berg recommended hiring both, which would give the department a good pool for the floater positions when needed. Consensus was to move forward with the request.

Dubois Dumpster Site Purchase – County Attorney Greg Schnarr reported on the progress of the Dubois dumpster site purchase. The deed is being prepared.

Annual Material Bid Information – Annual Material Bids will be accepted and opened on November 21, 2022 at 10:00 a.m. The bids will be awarded on December 5, 2022 at 10:00 a.m.

Transfer of Appropriation – Due to the high cost of fuel, Berg requested a transfer of excess appropriations from the Highway Restricted Paving Projects into Gas Oil and Diesel in the amount of \$40,000. A motion was made to approve the request, as approved by the County Council, was duly seconded and carried 2-0.

RE: HIGHWAY ENGINEER'S REPORT

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

Safe Street for All – Nothing to Report.

Cuzco Road South (HL2N2129-0.447) – The liner has been installed, headwalls were poured and approximately 50% of the grout has been poured. The project should be complete by next week.

Bridge 14 on Division Road (90' East of Stewart Road) – The roadway has been closed and the existing bridge is being demolished. Work is progressing.

2022 Paving Projects – CCMG 2022-1 Jasper-Dubois & Steinbottom Road - The project is fully complete; a change order has been created and an invoice has been submitted. The Jasper Dubois Road had a net increase of \$334.03 and Steinbottom Road had a net increase of \$4,155.56. The change order has been reviewed and recommended for approval. A motion was made to approve the Change Order, was duly seconded and carried 2-0.

Countywide Bridge Inspection 2022 Phase 1 – An invoice was received from American Structurepoint in the amount of \$2,198.63 and has been recommended for payment. A motion was made to approve the claim, was duly seconded and carried 2-0.

2022 Dubois County Highway Department Road Prioritization Book – The Road Prioritization Book has been created. The book contains the entire list of roads maintained by the Department, along with the surface types and ratings. A copy will be kept in the Commissioner/Council meeting room.

RE: SURPLUS SALE OF ITEMS

Commissioner Blessinger has been collecting old electronics and cell phones. He will mail them to a company for recycling and hopes to receive some reimbursement funds for the County.

RE: OPIOID FUNDING

LifeSpring Health Services sent information on services they can provide Dubois County using the Opioid Settlement funds to be received.

RE: INFORMATION REQUEST

A Morristown Elementary School student requested information about Dubois County. Commissioner Blessinger responded to the request.

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

November 7, 2022

RE: BUFFALO SPRINGS NATIONAL FOREST

Adrienne Highhouse, concerned resident, appeared to request support against the Buffalo Springs National Forest plans to clear cut trees, to hold control burns and/or to apply herbicides in approximately 12,000 – 15,000 acres. She cited letters against the project from Orange County officials. She is concerned about the water quality and impaired waterways. She enjoys public lands for recreation and wants that to continue safely.

Commissioner Blessinger and Commissioner Brames provided information on the previous decision not to get involved on either side.

RE: ASSESSOR X-SOFT

Assessor Angela Giesler presented the XSoft Software Conversion Contract for the appraisal software at the following costs: \$50,400 Annual Support and \$280,300 for licensing, installation, conversion and training to be paid over a five year payment plan. Reassessment funds will be used to convert the data in April 2023. Assessor Giesler will work with County Attorney Schnarr to proceed with the final contract negotiations and will reappear in December for final approval.

RE: REGIONAL SEWER DISTRICT

Commissioner Blessinger has received responses from individuals in the proposed district – some in favor, some against and some asking questions.

Engineer Mary Austin, Clark Dietz, presented an update on the Regional Sewer District. A meeting was held with the City of Jasper to discuss the project. They will be working concurrently with the County to meet the goals of the project. An additional meeting with the City of Jasper will be held on November 28, 2022 at 1:00 p.m. to discuss preliminary engineering and what their intentions are for connections on the north side of town.

A Professional Services Agreement was presented for review which needs to be approved at the next Commissioner meeting. If the City of Jasper would decide not to proceed, construction and design would stop immediately.

Austin discussed funding opportunities from USDA and SRF. She explained the process and requirements for the SRF program. The project will not be feasible if a minimum of 50% of the cost is not received but that is an unknown amount until later in the process.

The Ordinances and By-Laws are being reviewed by County Attorney Schnarr to set up the Regional Sewer District.

RE: 911 FURNITURE RFP

911 Director Stuart Wilson presented a Request for Proposal to purchase PSAP Workstation furniture and ancillary equipment for the new 911 Center. A motion was made to approve the Request for Proposal as presented, was duly seconded and carried 2-0. Bids will be opened on January 17, 2023 and awarded February 6, 2023.

RE: COMMUNITY CORRECTIONS VEHICLES

Commissioner Blessinger and Community Corrections Director Wyatt Madden commented on the desire to sell the Dodge Journey and Ford Van which were declared surplus at the previous meeting. A motion was made to sell the Ford Van and Dodge Journey by public bid, was duly seconded and carried 2-0. The sale will be advertised to receive sealed bids at the Commissioner meeting on December 5, 2022.

RE: COMMUNITY CORRECTIONS STAFFING

Commissioner Blessinger opened discussion on the previously approved additional correctional officer position. Community Corrections Director Wyatt Madden provided the recommendations from the Community Corrections Advisory Board,

- The Community Corrections Advisory Board requested the creation of four correctional officer positions using \$100,000 of Project Income funding which is invested in a Certificate of Deposit. They request the County fund the expenses for the positions over and above this amount indefinitely.

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

November 7, 2022

- Director Madden wants the county to fully fund all health insurance costs and benefit costs currently being paid by the Community Corrections grant. He believes this would allow him to shift current spending to pay the salaries of the requested additional officer positions.
- The Advisory Board discussed not redeeming the Certificate of Deposit unless four officers are created.

Commissioner Blessinger discussed and reviewed departmental needs and believes two officers are needed at this time. A motion was made to approve the creation of one more additional correctional officer pending County Council approval of funding. The motion was duly seconded. Director Madden commented he would like four total new officers and discussion was held. The motion carried 2-0. The wage classification for the Correctional Officer will be CPOLE III. This will bring the total number of correctional officers to eleven in addition to the officer supervisor and two field officers.

RE: APPOINTMENT – COMMUNITY CORRECTIONS ADVISORY BOARD

Commissioner Blessinger discussed the need to appoint a replacement to fill the unexpired term of Michael Mueller on the Dubois County Community Corrections Advisory Board. A motion was made to appoint Melissa Niehaus for a term beginning on November 7, 2022 and expiring on December 31, 2022. The motion was duly seconded and carried 2-0.

RE: SURPLUS ITEMS

Auditor Morton presented information on a copier from the third floor courtroom that is no longer functioning. A motion was made to declare the copier surplus/junk, was duly seconded and carried 2-0

RE: HISTORICAL CABINET

Auditor Morton reported on the cabinet which is in the Courthouse lobby between the Treasurer and Auditor's offices. The items have been removed and placed into the original historical cabinet across from the Records office. A motion was made to donate the cabinet to the Dubois County Museum, was duly seconded and carried 2-0. Because the remaining cabinet looks over-crowded, work will continue for placement of some of the items.

RE: COURTHOUSE USE AGREEMENT

Nancy Eckerle, Greater Downtown Jasper Business Association, submitted a request to use the Courthouse Restrooms during O'Tannenbaum days from 10:00 a.m. until 4:00 p.m. on the following dates:

Saturdays - November 12, November 19, November 26, December 3, December 10, and December 17

Fridays - November 25 and December 2

Sunday - December 4 from 12:00 noon until 3:00 p.m.

A Courthouse Use Agreement was submitted. A motion was made to approve the request, was duly seconded and carried 2-0.

RE: COURTHOUSE DROP BOX

Commissioner Blessinger presented a request from the Veteran Services Officer for a separate drop box for veterans to use. The current drop box in the annex is for payments to the Treasurer's office. Treasurer Kitty Merkley suggested placing a new drop box on the Courthouse porch, replacing the signage on the VSO window and using the existing drop box in the annex for the Veteran's Office purposes.

Consensus was to preliminarily approve the project and for Treasurer Merkley to return with the final location plans and descriptions of the drop box to be used.

RE: PURDUE EXTENSION MOU FOR 2023

Commissioner Blessinger presented an Extension Contractual Services Agreement between Purdue University and Dubois County for Contractual Services in the amount of \$132,840. The document contained a typographical error. A motion was made to approve the document when corrected, was duly seconded and carried 2-0.

RE: COSSAP GIFT REGISTRY

Commissioner Blessinger discussed the request of Dubois County Community Corrections to create a gift registry for consumable items needed for the COSSAP program. A motion was made to approve the request pending approval from the State Board of Accounts to ensure it is a manageable process, was duly seconded and carried 2-0.

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

November 7, 2022

RE: TITLE IV-D OFFICE

Commissioner Blessinger has been working with the Prosecutor on a suitable location for the Title IV-D offices as the current Deputy Prosecutor William Shaneyfelt retires at the end of the year and has submitted notice to terminate the office lease.

RE: 2023 APPOINTMENT – NORTHEAST DUBOIS SCHOOL BOARD

Commissioner Blessinger provided a list of interested persons to fill the vacancy on Northeast Dubois School Corporation School for 2023 due to the resignation of Bernard Knies. The members were asked to have candidate recommendations at the December meeting

RE: WELLNESS UPDATE

HR Markie Rhodes reported ten employees have missed the required quarterly wellness check and would like to be able to attend two checks in the fourth quarter to make up the missed meeting. A motion was made to make a one-time exception to the quarterly checks and permit the employees to make them up in the 4th quarter, was duly seconded and carried 2-0.

RE: COMPREHENSIVE PLAN

Commissioner Blessinger discussed the coordination of the HELP and Comprehensive plan. This appears to be more involved than originally discussed. More thought needs to be put into this process. The project may be considered in 2023.

RE: MULTI-COUNTY CYBER SECURITY

The Indiana Office of Technology will be holding a Multi-County Cybersecurity Conversation on November 15, 2022 from 10:00 a.m. – 12:00 p.m. at the Dubois Library.

RE: COMMUNITY CORRECTIONS SECURITY CAMERAS

Commissioner Blessinger proposed donating the Community Corrections security cameras removed during the construction to Southwestern Indiana Child Advocacy Center Coalition (SWICAC). A new security system will be installed with the renovations. A discussion was held. It was determined that if SWICAC cannot use all the cameras, then the remaining items should be given to DOVE House. A motion was made to approve the donation as discussed, was duly seconded and carried 2-0.

RE: FUTURE MEETING

The next regular meeting will be held on Monday, November 21, 2022, at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.