

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

December 6, 2021

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 December 6, 2021. Present were Commissioners Chad A. Blessinger, Nick Hostetter and Elmer Brames. Also present were County Auditor Sandra L. Morton and County Attorney Gregory S. Schnarr. Highway Supervisor Steven L. Berg and Highway Engineer Brent Wendholt were absent. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the November 15, 2021 meeting of the Commissioners had been previously distributed to the Commissioners and were approved as presented. The minutes were then signed. Incomes for the month of November 2021 were as follows: Recorder \$25,268.69; Health Department \$47,751.47; Auditor \$4.00; Clerk; No totals to report. 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: COURTHOUSE DOME

Custodian Scott Hopf presented quotes to have the Courthouse dome cleaned and painted. A motion was made to approve the quote from Helming Brothers, Inc. in the amount of \$28,500, was duly seconded and carried unanimously.

RE: VETERANS' SERVICES FACEBOOK

Veterans' Services Officer Gary Love requested permission to open a VSO Facebook page. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: VETERANS' SERVICES OFFICE

VSO Gary Love presented a report of services provided by the Veterans' Service Office from September – November 2021.

RE: HUMAN RESOURCES – 2022 OPEN ENROLLMENT

Human Resource Generalist Markie Rhodes provided an update on the 2022 Open Enrollment for Employee Benefits. The COVID-19 Leave Request Form previously adopted for use in 2021 was presented for use in 2022. A motion was made to continue use of the form until no longer needed, was duly seconded and carried unanimously.

RE: EMPLOYEE DENIM DAYS FUNDRAISER

Human Resource Generalist Rhodes requested permission for employees to wear denim on Fridays in 2022 by participating in Jeans Day for a Cause. Employees donate \$20 which then given to local charities. A motion was made to approve the request, was duly seconded and carried 2-1. Commissioner Blessinger was the dissenting vote.

RE: TELEDOC SERVICES

HR Generalist Markie Rhodes presented usage reports for the Teledoc Services from November 2020 – October 2021. The current Teledoc contract ends February 2022 and changes will be made to the service. Rhodes will provide information at a future meeting.

RE: PETITION TO VACATE VOEGERL FAMILY SUBDIVISION

Corey Bettag, Cash Waggner & Associates, presented a Petition to Vacate the Voegerl Family Subdivision Plat located in Hall Township. A motion was made to approve the request Per Indiana Code 36-7-3-10(d) for the Vacation of the Subject Plat – Voegerl Family Subdivision as recorded in Plat Book 9, at Page 143, in the Office of the Recorder of Dubois County, was duly seconded and carried unanimously.

RE: PATOKA HILLS SUBDIVISION

Corey Bettag, Cash Waggner & Associates, presented the Patoka Hills Subdivision in Hall Township. A motion was made to approve the Plat, was duly seconded and carried unanimously.

RE: 2022 APPOINTMENTS

The list of 2022 Appointments was discussed.

RE: REGIONAL SEWER DISTRICT

Mary Austin, Clark Dietz, provided a general summary of the presentation prepared for the public meeting to be held on December 7, 2021 at 5:30 p.m. in the Dubois County Annex in the Commissioner/Council Room. The Final Report of the Regional Sewer District was presented.

RE: HIGHWAY SUPERVISOR'S REPORT

Highway Clerk Ann Messmer presented the following report of Highway projects:

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Sanitation Sites Holiday Hours – Holiday hours for the sanitation sites will be observed at the Jasper, Huntingburg and Ireland sites on Friday, December 24 and 31 from 8:00 a.m. to noon. All sites will be closed on Saturday, December 25 and 31, 2021.

DOT Clearinghouse Setup – After meeting with a representative from Indiana Testing, the facility provider for the DOT testing program, it was determined that a new DOT Clearinghouse file for every driver or employee with a CDL license would need to be created due to new DOT mandates. A contract is being prepared to work with Indiana Testing to administer the initial Roster Start-up and operation for one year. The expected fees will be a \$65 charge for all CDL holders which is 28 people. There is a possibility of potential consulting fees at \$200 per hour. Blessinger recommended seeking information from an additional vendor.

Highway Appropriation Transfers – In order to cover expenses for the Clearinghouse program, a transfer of \$2,500 from Office Equipment to Contracted Services is needed. A motion to support the transfer, pending County Council approval, was made, duly seconded, and carried. With the purchase of additional signs needed to upgrade the safety program, a transfer of \$3,200 from Highway Stone to Road signs is needed as well as transferring \$3,750 from Highway Workman's Comp to Uniforms & Towels for \$750 and Equipment Repair for \$3,000 to cover a few year-end repairs. A motion was made to approve the transfers, was duly seconded and carried unanimously.

Highway Restricted & Solid Waste Fund Appropriation Transfers – A transfer of \$600 for signs is needed from Highway Restricted Geotextile to Road Signs and a transfer of \$4,500 from Solid Waste Gas, Oil & Lube to Refuse Disposal and \$3,000 from Recycling Expenses to Refuse Disposal. A motion was made to approve the requests, was seconded, and carried unanimously.

RE: HIGHWAY ANNUAL BIDS

Highway Clerk Ann Messmer presented the following annual bid award recommendations from Superintendent Steve Berg.

a. Item # 1- ALUMINIZED STEEL PIPE

There were three bidders on this item. E-3 Bridge freight charge on less than a \$5,000 order. Civil-Con will add a freight charge on orders of less than \$4,000, Metal Culverts pricing was based on a minimum order of \$7,500.

Berg recommended awarding the low bid to Metal Culverts for this item and Civil-Con as a backup supplier.

2022 BID SHOWS A **70% INCREASE** OVER 2021.

b. Item # 2- CORRUGATED POLYETHYLENE PIPE

There were four bidders on this item with three firm bids. Southern Indiana Supply has \$50 drop charge for orders under \$2,000. Civil Supply has a freight charge on orders under \$6,000, E-3 Bridge could have freight charges based on the order size, Civil-Con pricing may be subject to a price adjustment on July 1st, 2022.

Berg recommended awarding the low bid to Southern Indiana Supply for both truckload and less than truckload orders, Civil Supply and Civil-con as backup suppliers.

2022 BID SHOWS A **62% INCREASE** OVER 2021.

c. Item # 3- GEOTEXTILE

There were four bidders on this item. Woven textile is used for road cuts, nonwoven is under rip rap.

Berg recommended awarding the low bid of woven and nonwoven fabric to Southern Indiana Supply and to Civil Supply as a back-up supplier.

2022 WOVEN BID SHOWS A **53% INCREASE** OVER 2021.

2022 NON-WOVEN SHOWS A **97% INCREASE** OVER 2021.

d. Item # 4- READY MIXED CONCRETE

There were two bidders on this item. IMI has a \$20/ load charge causing smaller loads to be more expensive than from Central. IMI has a partial load fee of \$100. For less than 3.75yds. Central Concrete charges \$100 for less than 3 yards.

Berg recommended awarding the bids to Central Concrete and to IMI depending on order size and availability.

2022 BID SHOWS A **3% INCREASE** OVER 2021.

e. Item # 5- BITUMINUS

There was only one bidder on this item and has an escalation/de-escalation clause. Berg recommended awarding the low bid of Asphalt Materials.

2022 BID SHOWS A **26% INCREASE** OVER 2021.

f. Item # 6- HOT ASPHALTIC CONCRETE

There were two bidders on this item.

Berg recommended awarding both bids of J.H. Rudolph & Co and Cave Quarries based on the area of need.

2022 BID SHOWS AN **5% INCREASE** OVER 2021.

g. Item # 7- COLD MIX

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There were two bidders on this item.
Berg recommended awarding the bids of J.H. Rudolph & Co and Cave Quarries based on the area of need.

2022 BID SHOWS A **4% INCREASE** OVER 2021.

h. Item # 8- STONE FROM QUARRY we pick it up -

There were two bidders on this item.
Berg recommended awarding the bids from Cave Quarries and Mulzer Crushed Stone based on price and area of need.

2022 BID SHOWS A **6% INCREASE** OVER 2021.

i. Item # 9- STONE, STOCKPILE AND SPREAD ON ROADS delivered by vendors to Township areas-

There were two bidders on this item.
Berg recommended awarding the bids from Cave Quarries and Mulzer Crushed Stone based on price and area of need.

2022 BID SHOWS A **6% INCREASE** OVER 2021.

A motion was made to award the bids as recommended, was duly seconded and carried unanimously.

RE: CLERK OFFICE HOURS

Clerk Amy Kippenbrock appeared to request changing the hours for the Clerk's office on Wednesday, December 29, 2021 to close at 4:00 p.m. The office is normally open on Wednesday evenings until 6:00 p.m. A motion was made to amend the office hours on December 29, 2021 to close at 4:00 p.m., was duly seconded and carried unanimously.

RE: REPRECINCTING

Clerk Amy Kippenbrock provided an update on the County Reprecincting Plan which is being reviewed by the Indiana Election Division.

RE: SKINNER PROPERTY

Jeff and Bridgett Skinner appeared to seek options to meet the County Ordinance for their property located at 10289 S 100 W, Ferdinand, in Cass Township known as Begle's First Addition Lot 1. They currently have 115 feet of Road Frontage along the County Road which was the minimum required at the time it was platted. The original Subdivision Ordinance has since been revised and relaxed the minimum requirement of road frontage to 60 feet. Options to vacate and replat were given. The Skinners will seek legal advice and may return to a future meeting.

RE: AMERICAN RESCUE PLAN

President Blessinger presented recommendations from the County ARP Committee for use of the American Rescue Plan funding as follows:

OCRA Grant – SIRS Hotspots	\$ 31,600
Baker Tilly Financial Review	\$ 25,000
Barnes & Thornburg Legal Review	\$ 20,000
ARPA Expenditure Audit	\$ 100,000
Auditor/Treasurer Office Designs	\$ 16,800
Auditor/Treasurer Renovation Construction	\$ 83,200
Dubois County Park Improvements	\$ 350,000
Dubois County Rural Electric Broadband Make Ready	\$2,500,000
OCRA HELP Grant (30%)	\$2,490,290
St. Anthony Water Tank Renovation	\$ 181,000
Northeast Dubois Fire District	\$ 300,000
Patoka Lake Regional Water & Sewer Sludge Drying Beds	\$ 100,000
Patoka Lake Regional Water & Sewer Dubois Town Lining	\$ 200,000
ARP Contingency	\$ 250,000
Dubois County Regional Sewer District	<u>\$1,653,077</u>
Total ARPA Funds	\$8,300,967

The list was taken under advisement.

RE: BROADBAND INTERNET EXPANSION PROJECT

Commissioner Blessinger and County Attorney Schnarr presented a contract for Broadband Make Ready with Dubois Rural Electric in the amount of \$2,500,000. The American Rescue Plan funding will be used. A motion was made to approve the Broadband Deployment Agreement, was duly seconded and carried unanimously.

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RE: COUNTY AGENT – PURDUE EXTENSION SERVICES

An Extension Contractual Services Agreement between Purdue University and Dubois County Government and was presented for 2022. Purdue Extension will provide extension services including 3.25 Educators at a cost of \$126,940. A motion was made to approve the Agreement, was seconded and carried unanimously.

RE: GIS LIMITED USE AGREEMENT

Auditor Morton presented a GIS Limited Use Agreement between Dubois County and the Timmons Groups for the following purpose: The Northeast-Midwest State Foresters Alliance and the USFS for a project intended to collect and analyze the completeness of Fire Response District GIS data in the region. A motion was made to approve the Agreement as presented, was duly seconded and carried unanimously.

RE: FUTURE MEETINGS

The next regular meeting will be held on December 20, 2021 at 8:30 a.m. in the Commissioners/Council Room of the Courthouse Annex. The Dubois County Drainage Board will meet on Tuesday, January 4, 2022 at 9:00 a.m. The Board of Finance will meet on Tuesday, January 18, 2022 at 8:30 a.m.