

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

MARCH 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 March 7, 2022. Present were Commissioner Chad A. Blessinger, Commissioner Nick Hostetter and Commissioner Elmer Brames. Also present were County Auditor Sandra L. Morton, Highway Supervisor Steven L. Berg, Highway Engineer Brent Wendholt, and County Attorney Gregory S. Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the February 22, 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 February 2022 were as follows: Recorder \$21,109.95; Health Department \$19,662.59; Auditor \$10.00; Clerk \$29,183.60; 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: SPANISH INTERPRETER/TRANSLATOR

As requested at the previous meeting, Chief Probation Officer Jennifer Lampert presented a proposed work schedule for a Spanish Interpreter/Translator to be available for the needs of the various departments. A motion was made to create a full time non-exempt Interpreter/Translator position to work 35 hours per week, was duly seconded and carried unanimously. The wage classification for the position is COMOT III to pay \$20 per hour which is \$1,400 bi-weekly. The position is pending funding approval by the County Council.

RE: EMPLOYEE DRESS CODE

Treasurer Kitty Merkley addressed the dress code change she presented at the previous meeting. The handbook policy verbiage was discussed. Consensus was to have a final version of the policy prepared for approval at a future meeting.

RE: HIGHWAY SUPERVISOR'S REPORT

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

Norfolk Southern Crossing Request – Alexander Ricci from Norfolk Southern is scheduled to appear on March 21, 2022. He will present the Railroad's position regarding the permanent closure of the proposed locations and the incentive offer for the closure.

Road Debris Complaint in Ireland – Berg had a conversation with the accused following a letter that was sent. Improvements have been made.

LTAP Drainage Course – The LTAP Center in Lafayette is providing an all-day training in Dubois County on drainage on March 21, 2022 from 7:00 a.m. – 10:00 a.m. at the Highway Department then to the City of Jasper at 11:00 a.m.

Additional Appropriation – Berg requested permission to seek an additional appropriation for paint in the amount of \$15,000 from MVH Restricted Supplies. A motion was made to approve the request, was duly seconded and carried unanimously.

2022 Paving Plan – Berg presented the Paving Plan for 2022. A discussion was held on the roads listed.

RE: COVID-19 MASK MANDATE

HR Generalist Markie Rhodes requested a change to the mask mandate signage on the County facilities requiring persons not fully vaccinated to wear masks. CDC guidelines do not require masks to be worn in-doors at this time. A consensus was to remove the signage. A discussion was also held on providing masks to the public which will continue until the supply is exhausted.

RE: HIGHWAY ENGINEER'S REPORT

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

ADA Compliance – The Americans with Disabilities Act (ADA) Transition Plan for Dubois County, Indiana was presented. The plan will be reviewed.

RE: TRI-CAP COMMUNITY IMPACT REPORT

Commissioner Blessinger serves on the Tri-Cap Board of Directors and provided information from the Tri-Cap Community Impact Report.

RE: ARCHIVE SOCIAL

A representative from Archive Social contacted the County to present information on their services to capture and record all activities on social media in real time to be compliant with any records request. The cost annually would be \$5,988. There was no interest to pursue the service.

RE: COMMUNITY AWARDS

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Commissioner Blessinger discussed developing guidelines for a Community Award program. An application process would also need to be developed.

RE: SURPLUS ITEMS

Commissioner Blessinger opened discussion on possible surplus items that will become available during the jail construction building project, namely kitchen items. Consensus was to begin working on the disposition process either by selling directly or possibly using a service.

RE: IMMUNIZATION GRANT

Health Administrative Director Shawn Werner is applying for an Immunization Grant to fund a new Immunization Nurse due to the end of grant funding by the HPV Kalb grant in December 2022. The current HPV Nurse position will also end. A motion was made to eliminate the HPV Kalb Grant Nurse when the grant funding ends, was duly seconded and carried. Werner requested the creation of the Immunization Nurse to maintain the number of nurses in the department. A motion was made to create an Immunization Nurse, pending approval of the Immunization Grant funding, was duly seconded, and carried unanimously. The new position will be the same wage classification as the previous nursing position which is PAT IV.

RE: STRONG TOWNS

Resident Mark Nowotarski provided information on Strong Towns which is an international movement dedicated to making communities across the United States and Canada financially strong and resilient. Strong Towns holds an annual contest called the Strongest Town. He submitted an application for the City of Jasper which was selected as one of 16 cities/towns across the United States and has narrowed to the Elite Eight. He encouraged everyone to log onto strongtowns.org to vote for Jasper.

RE: MULTIFACTOR AUTHENTICATION

Auditor Morton provided an update on the Duo multifactor authentication rollout to all employees using the County computer network and Office 365.

RE: PART TIME JAILER WAGE CLASSIFICATION CORRECTION

Auditor Morton presented a wage classification correction to the Part Time Jailer position approved on February 22, 2022. The position was classified as CPOLE III; however, should have been classified as CPOLE II. A motion was made to correct the classification to CPOLE II, was duly seconded and carried unanimously.

RE: IRELAND ST. PATRICK'S DAY IRISH TROT 5K

A request was received from the Ireland St. Patrick's Day Irish Trot 5K Run/Walk to use County roads on Saturday, March 12, 2022, from 7:30 a.m. to 9:00 a.m. The route will begin at Ireland Elementary and wrap around the Ireland neighborhood. The roads will be partially open for cars which will be directed by local police for the safety of the pedestrians. A motion was made to approve the partial road closure, was seconded and carried unanimously.

RE: ARPA – RESOLUTION 2022-1

County Attorney Schnarr presented Ordinance 2022-01 to establish a plan for the use of ARPA monies. A motion was made to approve Resolution 2022-1, was duly seconded and carried unanimously.

ORDINANCE NO. 2022-1

AN ORDINANCE ESTABLISHING A PLAN FOR USE OF MONIES FROM THE FEDERAL AMERICAN RESCUE PLAN ACT (ARPA) OF 2021

WHEREAS, the federal government passed the American Rescue Plan Act ("ARPA") on March 10, 2021; and

WHEREAS, the ARPA was subsequently signed into law by the President on March 11, 2021; and

WHEREAS, the Board of Commissioners of Dubois County, Indiana adopted Ordinance 2021-19 on May 17, 2021 creating the ARP Coronavirus Local Fiscal Recovery Fund (the "Fund") allowing the County to receive American Rescue Plan Funds; and

WHEREAS, Ordinance 2021-19 provided that the uses of the Fund are specified in §603(c) of the ARPA and shall be used in accordance with U.S. Treasury Guidance, as amended; and provided that the County should collaborate with the public in order to create the plan, conditions, and rules (together, the "Plan"), upon which the monies are to be requested and used; and

WHEREAS, Ordinance 2021-19 provided a preliminary Plan and allowed for it to be amended; and

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WHEREAS, the US Treasury has adopted final rules which allow up to \$10,000,000.00 of the ARP Funds awarded to be designated as a Standard Allowance of Revenue Loss without proof of actual revenue loss due to the pandemic; and

WHEREAS, the Board of Commissioners of Dubois County, Indiana adopted Resolution 2021-31 on September 20, 2021, allowing Dubois County to apply for a grant from the Hoosier Enduring Legacy Program HELP program, and if awarded CDBG funding from the Indiana Office of Community and Rural Affairs, committing the requisite local funds towards the hiring of a Community Coordinator for said program, and also committing 30% of their Coronavirus Local Fiscal Recovery Funds in the amount of \$2,490,290 towards the Hoosier Enduring Legacy Program HELP program; and

WHEREAS, the County Council of Dubois County, Indiana supported and affirmed the Board of Commissioners of Dubois County, Indiana's Resolution 2021-31 by its Resolution 2021-32 adopted on September 27, 2021; and

NOW THEREFORE BE IT RESOLVED AND ORDAINED BY THE BOARD OF COMMISSIONERS OF DUBOIS COUNTY, INDIANA THAT:

1. The uses of the Fund are specified in §603(c) of the ARPA and shall be used in accordance with U.S. Treasury Guidance, as amended.
2. The County sought and received public input in an effort to develop the plan, conditions, and rules (together, the "Plan"), upon which the monies are to be requested and used, giving consideration to the following:
 - a. Responding to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts by providing assistance to households, small businesses, and nonprofits, or to aid the impacted industries such as tourism, travel and hospitality.
 - b. Responding to workers performing essential work during the COVID-19 public health emergency by providing premium pay or by providing grants to eligible employers that have eligible workers who perform essential work;
 - c. Recovering lost government revenue due to the COVID-19 public health emergency; and
 - d. Making necessary investments in water, sewer or broadband infrastructure as approved by the U.S. Treasury.
3. The Revised Plan is attached hereto as "Exhibit A" and may be amended.
4. The auditor shall keep accurate and complete financial records of the receipt and expenditure of any and all monies deposited into and paid from the Fund.
5. Any unused monies of the Fund shall be paid back to the U.S. Treasury, as required.
6. Monies of the Fund shall not be deposited into any pension fund.

DULY ADOPTED by the Board of Commissioners of Dubois County at a regularly scheduled public meeting held on this, the 7th day of March, 2022.

EXHIBIT A

A PLAN FOR THE UTILIZATION OF MONIES FROM THE AMERICAN RESCUE PLAN ACT (ARPA) OF 2021

According to the State Board of Accounts, Dubois County, Indiana will receive approximately \$8,300,967.00 from the ARPA's Coronavirus Local Fiscal Recovery Fund. As a county unit of local government, Dubois County will receive its allocation of monies directly from the U.S. Treasury (the "Treasury") in two tranches.

The Board of Commissioners of Dubois County, Indiana (the "Commissioners") will utilize its allocation of monies in accordance §603(c) of the ARPA and shall be used in accordance with U.S. Treasury Guidance, as amended.

Project (Subject to Local Agreements)	Description	Allocated Amount
OCRA Grant - S.I.R.S. "Hot Spots"	WIFI Usage Charge	\$ 31,600.00
Professional Services (BakerTilly),Etc.	Financial Review	\$ 20,000.00
Dubois County REC	Broadband "Make Ready"	\$ 2,500,000.00
OCRA "HELP" Grant	30% of ARPA Funds	\$ 2,490,290.00
Auditor / Treasurer Windows	Universal Design - Plans	\$ 16,800.00
St. Anthony Water	Renovation of Water Tanks	\$ 181,000.00
Patoka Lake Regional Water & Sewer	Sludge Drying Beds	\$ 100,000.00
Patoka Lake Regional Water & Sewer	Dubois Sewer Project	\$ 100,000.00
Dubois County Sewer District	Regional Sewers	\$ 1,585,000.00
Standard Allowance of Revenue Loss	2020 D. C. Revenue Loss	\$ 1,276,277.00

PROPOSED UTILIZATION FOR REVENUE LOSS ALLOCATION

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SUBJECT TO APPROVAL BY THE DUBOIS COUNTY COUNCIL
(\$1,276,277.00)

<u>Project</u>	<u>Description</u>	<u>Allocated Amount</u>
General Government Services	2020 D. C. Revenue Loss	\$ 518,077.00
United States Government	ARPA Expenditure - Audit	\$ 25,000.00
Auditor / Treasurer Windows	Renovation Construction	\$ 83,200.00
Dubois County Park	Park Improvements	\$ 350,000.00
N.E. Dubois Fire District	Fire Station / Ambulance	\$ 300,000.00

RE: REGIONAL SEWER DISTRICT

Mary Austin, Clark-Dietz, presented information on the next phase, Task Order 1, for the Regional Sewer District. The cost would be \$69,250. Task Order 1 includes establishing the entity, board make-up, by-laws, Ordinances, IDEM petition and funding package assistance. A motion was made to approve Task Order 1, was duly seconded and carried unanimously.

Austin also discussed applying for a State Revolving Fund (SRF) grant by April 1, 2022, to reimburse the costs. Consensus was given to proceed with the SRF grant application.

RE: FUTURE MEETINGS

The next regular meeting will be held on Monday, March 21, 2022 at 8:30 a.m. in the Commissioners/Council Room of the Courthouse Annex.