

**SECOND REGULAR MEETING DUBOIS COUNTY COMMISSIONERS**

**AUGUST 21, 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 8:30 a.m. (EST) on August 21, 2023. Present were Commissioners Chad A. Blessinger, Nick Hostetter and Serice Stenftenagel. 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 August 7, 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: HIGHWAY SUPERINTENDENT’S REPORT**

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

Josh Hopf Co-op Chip Seal Request – Paving work was completed on this project. The road has been paved from Kellerville Road going east roughly a quarter mile to the bridge at the bottom of the hill.

Railroad Crossing Improvement on CR 600 West – The crossing arms and other improvements to this location are complete. Norfolk Southern had a crew at the site working on diagnostics.

Temporary Road Closure Irish Road Bowling – The St. Patrick’s Celebration Inc. is requesting a temporary road closure during their annual Irish Road Bowling event which will be held on Saturday, September 16, 2023 from 12:30 p.m. until 6:30 p.m. Limited use will take place beginning at 5196 N 700 W and continue south to the intersection of CR 550 W. A motion was made to approve the request pending receipt of the required paperwork. The motion was duly seconded and carried unanimously.

EMS Trash Box at Dubois – With the construction of the new Dubois Fire Station, the common area between the firemen and EMS has been eliminated. With the common area, the firemen would haul all trash to the dumpster site. With the absence of the common area, EMS employees will need to take their trash to the dumpster site, with reluctance, in the ambulance. The Fire Station requested consideration of a box that can be placed at the station for EMS use and for the Highway Department to pick it up from the site. Following discussion, consensus was for EMS to work with the Fire Department to have them dispose of their trash. No dumpster will be placed at the site.

White Stallion Status – Berg would like to contact Michael Costello and the DNR for a progress status update since it has been a while since anything has been discussed regarding the reclamation process.

Chip Seal Paving Schedule – The chip seal repair work will be complete by the end of the day. A double seal will be placed over the box culvert installed for Jasper on 47<sup>th</sup> Street due to frequent maintenance caused by high volumes of traffic. The asphalt contractors are not available to pave this section until later in the year.

**RE: HIGHWAY ENGINEER’S REPORT**

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

Safe Streets for All (Action Plan) – Wendholt has received two Letters of Interest (LOIs) from two qualified consulting firms: American Structure Point and Clark Dietz Engineering. After scoring, Wendholt recommended approving American Structure Point. A motion was made to accept the LOI and move forward with American Structure Point as the chosen qualified firm. The motion was duly seconded and carried unanimously.

**2023 HAC Paving Projects -**

2022-2 CCMG	Portersville Road/Town of Portersville	Completed on May 24 <sup>th</sup>
23-01	100 E, 420 N, 520 N	Completed on June 14 <sup>th</sup>
23-02	550 W & 450 W	Completed on June 19 <sup>th</sup> & 20 <sup>th</sup>
23-03	300 N & 325 E	Completed on August 1st
23-04	Celestine Road North	Not yet scheduled
23-05	500 E & Town of St. Marks	Completed on July 7 <sup>th</sup>
2023-1 CCMG	Kellerville Road & 1100 South	Not yet scheduled

INDOT Unofficial Detour - INDOT has approached the County with an Unofficial Detour for a closure on State Highway 62 in Spencer County. INDOT feels that Ferdinand Road East will

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receive excessive traffic due to the closure. This excessive traffic could have a detrimental effect on the roadway. Wendholt prepared a Memorandum of Understanding with INDOT for the unofficial Detour and recommended approval. A motion was made to approve the MOU, was duly seconded and carried unanimously.

Highway Department Bonding Policy Update – Wendholt reviewed the current Highway Department Bonding Policy due to the amount of construction in the area and utilities needing to utilize county roadways. The numbers listed in the policy are outdated. Wendholt provided a revised version for approval. Upon motion, duly seconded, the revised version was unanimously approved as presented.

POLICY # 0305-07  
Ref – ORDINANCE # 2002-04  
DUBOIS COUNTY POLICY

**METHOD FOR DETERMINING BOND AMOUNT FOR ROAD USAGE OF  
EXCESSIVE WEIGHT ON COUNTY ROADS**

**EXCESSIVE WEIGHT – BONDING PROCEDURE**

The purpose of this Policy is to set a standard amount for bonds on County Roads being used for hauling loads of excessive weight. Bonding amount shall be as follows:

\$155,000.00 ~~\$90,000.00~~ per mile for each mile of asphalt surfaced road.  
\$105,000.00 ~~\$60,000.00~~ per mile for each mile of chip/seal surfaced road.  
\$ 70,000.00 ~~\$40,000.00~~ per mile for each mile of gravel surfaced road.

REVISED ON JANUARY 19, 2010

**ROAD CLOSURE DUE TO DEMOLOITION OF ROAD BONDING PROCEDURE**

The purpose of this amendment to the original policy is to set a standard amount for bonds on County roads being temporarily closed and torn out due to the loss of the roads original base and surface. These bonding amounts ensure the base and surface will be put back in place. Bonding amount shall be as follows:

\$450,000.00 ~~\$275,000.00~~ per mile for each mile of asphalt road reconstruction.  
\$290,000.00 ~~\$175,000.00~~ per mile for each mile of chip seal road reconstruction.  
\$205,000.00 ~~\$125,000.00~~ per mile for each mile of gravel road reconstruction

The above stated amounts are for twenty (20) foot wide roads. Actual amount may vary depending on the actual road widths.

An “Agreement for Road Usage” shall be generated and signed by the parties involved and shall be filed with the County Auditor prior to use or closure of the county road.

Adopted March 5, 2007  
Revised on August 21, 2023

City of Jasper Downtown Restrooms – Wendholt prepared drawings for restrooms that could be constructed in the Jasper City Hall parking lot. Commissioner Blessinger will contact the city officials.

**RE: COMMISSIONER TRASH COURT**

At 9:00 a.m., Commissioner Blessinger called the regular meeting of the Board into recess and opened the hearing proceedings for trash court violations:

Andrew Raisor, Case 2022-1017-P

Solid Waste Management District Director Carla Striegel-Winner presented evidence on the issues with Andrew Raisor, 5363 N State Road 545, Dubois, IN, which is not in compliance with Dubois County Municipal Code §92.02, (Ordinance 2019-1), as follows: Dubois County Municipal Code §92.02 Accumulation of Junk, Trash or Waste in areas around the property.

A motion was made to issue a fine in the amount of \$300 to be paid by October 2, 2023. Following discussion on the vehicles, the motion died due to the lack of a second. A motion was made to issue a fine in the amount of \$300 to be paid by Friday, September 29, 2023, by 4:00 p.m. to the County Auditor’s office and to provide proof of registration for any vehicles located on the property or remove from view all vehicles, trailers, boats that are not up to date

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on licensing requirements. The motion was duly seconded and carried unanimously. Attorney Schnarr will send a letter to Mr. Raisor.

Carla Villanueva, Case 2023-0525-L

Solid Waste Management District Director Carla Striegel-Winner presented evidence on the issues with Carla Villanueva of leaving bags of trash outside the gates at the Huntingburg Sanitation location, which is not in compliance with Dubois County Municipal Code §92.02 - Littering. A motion was made to issue a fine of \$165 to be paid to the County Auditor within 30 days, was duly seconded and carried unanimously.

Commissioner Blessinger reconvened the regular Board of Commissioners meeting.

**RE: HEALTH DEPARTMENT**

It being 9:30 a.m., the time to receive quotes for the remodeling project at the Health Department, the following quotes were received and read aloud:

Streicher Construction	Not bidding
Jasper Lumber	\$92,000 including tax
Seufert Construction	\$93,230
Krempp Construction	Not bidding

The quotes were taken under advisement.

**RE: HEALTH VEHICLES**

Health Administrative Director Shawn Werner requested approval to pursue quotes for two vehicles to be purchased for use by the Health First Indiana employees in 2024. The Covid Supplemental Grant (082) funds will be used to purchase the vehicles. A consensus to proceed was given to Werner.

**RE: TORNADO/STORM UPDATE**

EMA Director Tammy Humbert provided an update on the Tornado/Storm which occurred on August 7, 2023.

The Tornado was determined to be an F-1 with 90 MPH winds. The path covered 12.5 miles that never lifted off the ground. No disaster relief will be received from the State of Indiana. Humbert advised citizens interested in applying for assistance will need to go to Orange County.

The Highway Department, Solid Waste Management and Emergency Management Agency have worked together to assist with the clean-up of debris on the roadsides. The county placed dumpsters in locations to assist with the woody debris clean-up.

**RE: HEALTH DEPARTMENT RENOVATION BIDS**

Upon review of the quotes received earlier in the meeting, Health Administrative Director Shawn Werner recommended approval of the quote from Jasper Lumber. A motion was made to accept the quote, was duly seconded and carried unanimously. The project will be funded by the Co-Ag School Crisis Grant.

**RE: WAGE INCREASES FOR ADVANCED EDUCATION OBTAINED**

Commissioner Blessinger stated an employee requested a wage increase due to obtaining an advanced degree. Discussion was held with no action made.

**RE: VOTING EQUIPMENT STORAGE**

Clerk Amy Kippenbrock discussed the need to move the election equipment from the basement of the jail due to the renovations at the construction site. The Election Board approved moving the equipment to Community Corrections into two available rooms.

**RE: JAIL EXCESS/SURPLUS ITEMS**

Commissioner Blessinger reported the jail facility will be moving into the Jail Pod and will have excess/surplus items. Commissioner Blessinger requested permission to determine what

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to do with the items as they become available during the move. Consensus was to allow Commissioner Blessinger the discretion to make the determination on items that are found to be surplus.

### **RE: SURPLUS CABINET**

Commissioner Blessinger requested approval to dispose of a broken wooden file cabinet in the Commissioner room. A motion was made to approve declaring the cabinet surplus, was duly seconded and carried unanimously.

### **RE: 911 CONTRACT**

911 Director Stuart Willson presented an Agreement with Advanced Radio Communications, LLC to house and store county assets received in a secure, climate-controlled environment until the completion of the buildout of the 911 Communications Center. Advanced Radio Communications does not require a monthly payment during the term of this Agreement. A motion was made to approve the Agreement as presented, was duly seconded and carried unanimously.

### **RE: NACO LEADERSHIP TRAINING**

Deputy Auditor Brooke Greenwell and Deputy Treasurer Bridget Hanselman provided an update on the 12 week Leadership Training program. Each have graduated from the program. HR Markie Rhodes also graduated from the program.

Greenwell and Hanselman were applauded for their participation and completion of the program.

### **RE: COURTHOUSE SECURITY BADGING SYSTEM**

EMA Director Tammy Humbert will be maintaining the Courthouse/Annex security door badge system with the retirement of Security Officer Mike Shaw. The current system only has a license for one administrator. Upgrades to the system would allow for a cloud based system for access of more than one individual administrator. Following discussion, Humbert was directed to install the system in her office, be trained, and return if changes were needed.

### **RE: COURTHOUSE USE AGREEMENTS**

Kate Schwenk, Heart of Jasper, requested permission to use the Courthouse restrooms during the following times:

September 20, 2023 from 4:00 – 7:00 p.m. Changed to 6:00 p.m. – 7:00 p.m.

October 13, 2023 from 4:00 -10:00 p.m.

October 18, 2023 from 4:00 -7:00 p.m. Changed to 6:00 p.m. – 7:00 p.m.

A motion was made to approve the dates and adjusted times as listed, was duly seconded and carried unanimously. The consensus was not to open the courthouse basement doors to the public during normal hours of operation. The Courthouse is open on Wednesday evenings until 6:00 p.m.

Jamie Jahn, Greater Downtown Jasper Business Association, requested permission to use the Courthouse restrooms on several dates and times. Following discussion, the request was adjusted to the following list:

September 23, 2023 - Kids Day – request was previously approved on August 7, 2023.

November 23, 2023 - Turkey Trot 5K from 6:30 a.m. – 10:00 a.m.

November 24, 2023 - Santa's arrival from 9:00 a.m. – 8:00 p.m.

December 1, 2023 - O' Tannenbaum Days from 4:00 p.m. – 8:00 p.m.

December 2, 2023 - O' Tannenbaum Days from 9:00 a.m. – 4:00 p.m.

December 3, 2023 - O' Tannenbaum Days from 12:00 noon – 4:00 p.m.

A motion was made to approve the adjusted list, was duly seconded, and carried unanimously.

### **RE: FOOD AND BEVERAGE TAX**

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City of Jasper Mayor Vonderheide submitted an email providing information on levying a Countywide food and beverage tax to assist with funding the Regional Wellness Center. No action was taken.

**RE: NATIONAL OPIOID SETTLEMENT FUND REPORT**

Auditor Morton will be filing the Opioid Settlement Report due on September 15, 2023 to the Indiana Family and Social Services Administration.

**RE: FUTURE MEETING**

The next regular meeting will be held on Tuesday, September 5, 2023, at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.