

DUBOIS COUNTY COUNCIL

AUGUST 29, 2022

The Dubois County Council met on Monday, August 29, 2022, in the Commissioners/Council Chambers in the Dubois County Annex. Present at the meeting were Board Members Michael W. Kluesner, Craig M. Greulich, Charmian R. Klem, Mary E. Beckman, Sonya Haas, Alex P. Hohl, Doug M. Uebelhor and Auditor Sandra L. Morton. A quorum was declared present. President Kluesner called the meeting to order at 4:30 p.m.

RE: MINUTES

President Kluesner asked if there were any additions or corrections to the minutes from the August 8, 2022, meeting. On motion made by Michael Kluesner seconded by Craig Greulich, the minutes were approved as written.

RE: CLERK COPY FEES – ORDINANCE 2022-13

Clerk Amy Kippenbrock presented Ordinance 2022-13 to establish a schedule of document fees to be collected by the County Clerk. Alex Hohl made a motion to approve Ordinance 2022-13, was seconded by Mary E. Beckman and carried unanimously.

ORDINANCE NO. 2022-13

**ORDINANCE OF THE COUNTY COUNCIL
OF DUBOIS COUNTY, INDIANA ESTABLISHING
A SCHEDULE OF DOCUMENT FEES TO BE COLLECTED
BY THE COUNTY CLERK FOR DUBOIS COUNTY, INDIANA**

(An Addition to Dubois County Code of Ordinance § 34.01)

WHEREAS, the Dubois County Council, pursuant to I.C. § 33-37-5-1, having reviewed the actual costs involved in the operation of the printing equipment located in the Clerk's office maintained by Dubois County, Indiana, excluding the costs of labor and overhead, does hereby establish the following schedule of fees per page for providing copies.

- Black & White Copies 11" x 17" or smaller, per page \$1.00

DULY ADOPTED by the Council of Dubois County at a regularly scheduled public meeting held on this, the 29th day of August 2022.

RE: ADDITIONAL APPROPRIATION – CAMPAIGN FINANCE

Clerk Kippenbrock requested an Additional Appropriation in the Campaign Finance Fund Other Services in the amount of \$800 for election voter education. A motion to approve the request was made by Doug Uebelhor, seconded by Mary E. Beckman. The motion carried 7-0.

RE: VINE STREET LOFTS RENT CONTROL

Vine Street Lofts Resident Donna Smith discussed conditions at the community and requested assistance. She would like members to contact MVAH Partners, LLC, now branded as Pivotal Housing Partners, and encourage them to work with local management to stop significant rent increases and to ensure the safety of the residents.

RE: ADDITIONAL APPROPRIATIONS – HIGHWAY

Highway Supervisor Steve Berg requested an Additional Appropriation in the Highway Fund Supplies in the amount of \$6,500 for tools and equipment. A motion to approve the request was made by Doug Uebelhor, seconded by Mary E. Beckman. The motion carried 7-0.

RE: ADDITIONAL APPROPRIATIONS – CUM BRIDGE

Highway Supervisor Steve Berg requested an Additional Appropriation in the Cum Bridge Fund Other Services in the amount of \$75,000; \$25,000 for Machine Hire and \$50,000 for Reimburse/Contract Services. A motion to approve the request was made by Charmian Klem, seconded by Sonya Haas. The motion carried 7-0.

Highway Supervisor Berg requested an Additional Appropriation in the Cum Bridge Fund Capital Outlay in the amount of \$750,000 for Bridge #14. A motion to approve the request was made by Craig Greulich, seconded by Alex Hohl. The motion carried 7-0.

RE: COMMUNITY CORRECTIONS INTERIM DIRECTOR

Community Corrections Director Wyatt Madden introduced himself to the Council. His first day was August 22, 2022. The Council discussed paying interim pay to Assistant Director Charles Fleming for the

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week of August 14 – 21, 2022 per the recommendation of the Community Corrections Advisory Board pending the appointment approval by the Board of Commissioners. The increase in the salary would be \$154.23. Auditor Morton requested approval to advertise for an additional appropriation in Project Income to pay the interim salary and to cover an overlap in the payout of the previous director's benefits. The total would be \$1,332. Consensus was to advertise the requested amount.

RE: 2023 COMMUNITY CORRECTONS BUDGET

President Kluesner opened discussion on the 2023 budget for the Community Corrections department. Proposed salary increases above 3% were reviewed.

The Director and Assistant Director proposed salary increases are pending due to changes to be approved by the Board of Commissioners as follows:

Director – work hours to be increased from 35 to 40 hours per week.

Assistant Director – wage classification to be changed from PAT IV to PAT V.

RE: 2023 PURDUE EXTENSION BUDGET

Director Chelsea Brewer appeared to discuss the professional development line item in the amount of \$4,000 in the 2023 Purdue Extension budget. Following discussion, consensus was to approve the amount requested with the condition that the County Agents would request permission prior to traveling to overnight conferences.

RE: NORTHEAST DUBOIS FIRE DISTRICT ADDITIONAL APPROPRIATION

Auditor Morton requested Additional Appropriations for the Northeast Dubois Fire District in the Special Fire General Fund for \$250,000 and Special Cum Fire Fund for \$250,000. Charmian Klem made a motion to approve the requests, was seconded by Sonya Haas and carried unanimously.

RE: ADDITIONAL APPROPRIATION – GENERAL FUND

Auditor Morton requested an Additional Appropriation in the General Fund Other Services in the Commissioner Other Operating in the amount of \$2,500 for legal drain dredging of Alder Creek. Mary E. Beckman made a motion to approve the request, was duly seconded by Craig Greulich and carried unanimously.

RE: ADDITIONAL APPROPRIATION – CUM CAP

Auditor Morton requested an Additional Appropriation in the Cum Cap Fund Capital Outlay in the amount of \$225 for the Probation Copier Fax Board. A motion was made by Charmian Klem to approve the request, was seconded by Craig Greulich and carried unanimously.

RE: ADDITIONAL APPROPRIATION – COUNTY SEX & VIOLENT OFFENDER FUND

Auditor Morton requested an Additional Appropriation in the County Sex & Violent Offender Fund Other Services in the amount of \$2,500 for operating expenses. A motion was made to approve the request by Doug Uebelhor, was seconded by Charmian Klem and carried unanimously.

RE: ADDITIONAL APPROPRIATION – ST. CHARLES ANNEX MAINTENANCE

Auditor Morton requested an Additional Appropriation in the St. Charles Annex Maintenance Fund Other Services in the amount of \$5,000 for repairs and maintenance. Craig Greulich made a motion to approve the request, was duly seconded by Sonya Haas and carried unanimously.

RE: TRANSFER OF APPROPRIATION- JRAC

Auditor Morton requested a transfer of appropriation in the JRAC Community Collaboration Grant from Personal Services in the amount of \$81,157 and from Supplies in the amount of \$1,500 to Other Services for Consulting Services. On motion made by Mary E. Beckman, seconded by Charmian Klem, the transfer was approved 7-0.

RE: TRANSFER OF APPROPRIATION – COMMUNITY CORRECTIONS GRANT

Auditor Morton requested a transfer of appropriation in the Community Corrections Grant from Personal Services from the following positions: CQI/QA Specialist - \$4,639.96; Treatment Facilitator - \$5,095.71; and Intake Manager - \$5,126.40 to the Part Time Officers - \$14,862.07. On motion made by Craig Greulich, seconded by Mary E. Beckman, the transfer was approved 7-0.

RE: 2023 BUDGET

Auditor Morton presented adjustments made to the 2023 budget.

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RE: AMBULANCE COTS

Auditor Morton requested permission to pre-order Ambulance Cots to be purchased in 2023. The current wait time is 4-5 months. The EMS Department was also made aware of a price increase which will occur in December 2022. Consensus was to proceed with the request.

RE: LETTER OF SUPPORT – PARK AND RECREATION READI GRANT

Auditor Morton presented a letter of support for the Park & Recreation Board's application to the READI Communities 2.0 program. Consensus was to sign the letter of support.

RE: COURTHOUSE – TREASURER/AUDITOR WINDOW

Universal Designs has requested bids for the Treasurer and Auditor Window renovation project. Bids will be opened at the Commissioners' meeting on September 19, 2022, at 10:00 a.m.

RE: JUSTICE PROJECT

President Kluesner provided an update on the construction project. He and Commissioner Blessinger have been working with EMA, 911, Community Corrections and the Sheriff Office on furniture soft costs. Community Corrections will be moving into the Jail Pod Outdoor Recreation Area in October 2022. Soon, a discussion will need to be held on what to do with surplus items no longer needed by the facilities.

RE: HIRING PRACTICES

A discussion was held on the need to include Human Resources in the hiring process of all departments. President Kluesner will discuss this matter with the President of the Commissioners and will be discussed at the next Department Head meeting.

RE: FUTURE MEETINGS

The Council set the next meetings for September 26, 2022, October 24, 2022, November 21, 2022, and December 12, 2022, at 4:30 p.m. The 2023 Budget Public Hearing will be held on October 12, 2022, at 6:00 p.m. The final meeting of the year will be held on December 28, 2022, at 1:00 p.m. All meetings will be held in the Commissioner/Council Room on the 2nd floor of the Courthouse Annex.

RE: ADJOURNMENT

With no further business to conduct, a motion to adjourn was made by Charmian Klem, seconded by Doug Uebelhor. The meeting was adjourned at 7:09 p.m.