

Owen County Commissioners  
Minutes-November 1, 2021

Meeting was called to order by President Gary Burton.

Pledge of Allegiance was said, and opening prayer was given.

Roll was called; all members present. Attorney Jim Bryan and Auditor Sheila Reeves was present also.

Public signed in; sheet attached for permanent record.

A motion to approve the minutes was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

A financial overview was provided by Mr. Bryan of the current fund balances saying that we are in the caution level with the LIT Edit Fund before Claims were presented for approval. Mr. Burton asked that any Out-of-Cycle Claims other than regular utilities be provided to him prior to payment to allow for adjustments and/or payment arrangements due to the current situation the county is in, specifically related to the Epic Claim. Ms. Reeves asked if this included insurance claims that are part of the normal payroll process as well due to it also being in the red. A motion to approve the claims docket for \$116350.68 and out of cycle utilities-31630.82, covid-5910.00, Epic-179724.50 as presented was made by Dale Dubois; seconded by Bob Curry. Carried 3-0.

#### Old Business

Assessor-Kenny Anderson requested more time in reviewing a contract that has been presented from Tyler Technologies and the possibility of using them to do the rest of the new construction permits pending. He related that he received 20 resumes and still needs the other position that had been cut by council. He was instructed to go to council and ask again and acknowledged that he won't be able to hire someone that is already trained which will require more time.

#### New Business

Mr. Burton moved CASA Director Beth Eaton up on the agenda. Ms. Eaton had presented a list of possible options to be considered for an In-Kind-Match for the 2022 Grant. Mr. Burton will work with IT on some of the requests and get back with her. The request list will be attached for permanent record. As her grant application is due November 5<sup>th</sup> Mr. Burton will sign along with Councilman Wood.

Treasurer Diane Stutsman requested that no Mobile Home Permits and Property Tax Clearance Permits be processed after 3:30pm daily due to being a time consuming and lengthy process. Resolution 2021-27 was presented and read by Mr. Bryan and a motion to approve was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Next Ms. Stutsman requested permission for her office to have a cut-off period of 3pm daily for the next two weeks during tax collection time due to staffing shortage and the time needed to close and balance out daily. Mr. Curry asked for 3:30; she related it was not enough time. A motion to approve the request for 11/03/21 to 11/16/21 was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Ms. Stutsman related that December 14<sup>th</sup> was the date she had chosen with LOW due to having her chief deputy off two separate times that had been approved earlier in the year and the time needed for processing. She explained that she processes her part of the settlement, then it goes to the State and then the Auditors Office to issue the checks. Mr. Bryan asked if payments would be received in December; she replied yes. Lastly, Ms. Stutsman had presented a request for an Ordinance for dishonored checks and electronic payments tendered to the county along with a copy of an Old National Bank nonsufficient bill-Heidrick. Ordinance 2021-32 was presented and read by Mr. Bryan to allow for the charge of \$23 and additionally for research and processing. It also will include the treasurer to assess a late fee if not paid by the tax due date. A motion to approve the Ordinance was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Attorney Bryan presented a copy of an American Rescue Plan Act for review, relating no rush to spend the money. The Plan and estimated amounts will be reviewed with Barnes and Thornburg. Pending changes have been introduced that will allow the possibility and flexibility on how to spend the funds, which may include roads and bridges. The Plan will be reviewed further at the next meeting.

SIDC-Matt Sward presented Contracts for signatures for the Owen County Comprehensive Plan. One was for the Consultants Contract that is to be paid with the OCRA Grant Funds in the amount of \$60000. The second one is for the Administrative Contract in the amount not to exceed \$6700. A motion to approve the contracts was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Highway Superintendent Greg Melton began by relating that the County Backhoe had been vandalized this morning. He feels that they are going to have to start bringing them or parked at an individual's home to prevent further incidents. Bethesdia Road has been completed with cold mix and the product looks good, but also feels it is and August/warm weather product versus October/cold weather. Culross Road is complete as well and Walden was started this morning and expected to be done by the end of the day. White Bridge is open, and foundation being addressed on Dunn Road.

Mr. Melton had related that he had conversation with Mr. Burton with an offer to use a Demo Road Widener for two weeks at no cost. A motion to approve the use of the test demo was made by Gary Burton; seconded by Dale Dubois. Motion carried 3-0. Mr. Melton will contact the Insurance Company to verify coverage.

Mr. Melton related that he does not have any overtime money and that they may see delays in work.

Mr. Bryan provided a brief financial overview for his cash balances, noting that they cannot end up in the red at the end of the year. Pending Claims/Bills for the Community Crossing Grant, Liability Insurance, equipment is included in his balances. Ms. Reeves noted that she is still working with DLGF as they have denied all his additional appropriation requests at this time. Mr. Melton related that his salt/sand barns are full.

Bridges-RFP's Bridge Inspections had gone out and advertised as required and only received one.

In review of Bridge #44, #16, and #189 and the current financial situation it was decided to Advertise for Bids for Bridge#16 only with a clause that if no funds/no build. Bids are to go out immediately to have completed packages in by the second meeting in January. Rachel will get the process started immediately. A motion to approve was made by Gary Burton; seconded by Bob Curry. Motion carried 3-0.

Mr. Bryan presented Annual Bid Packets and they are to be sent out to Vendors and will be opened at the December 6<sup>th</sup> Meeting. Bid Packets will be made available at both the Highway and Auditor's Office. A motion to approve was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Next Mr. Melton related he had been to Council two times to request funds for a Fuel Monitoring System which is a good way to tract usage, machine hours and theft and wants to add an Equipment List of \$12000.

Mr. Melton then related that they had huge Mold problem at the Garage and the girls in the office have been sick. They are going to dig a perimeter drain around the building to help keep the water from pooling. The Drywall will be cut away from the inner walls and replaced as well.

Beech Church Road & Denmark Road. Mr. Bryan presented and read Ordinance 2021-33 Establishing Stop Signs at those roads making it a four-way intersection. A motion to approve the Ordinance was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0

The next Ordinance presented and read by Mr. Bryan was amending 2020-0056 Standard Permit Fees. The new Ordinance state that all fees collected shall be allocated to the Highway Department and deposited into Fund#1176-00614. A motion to approve the Ordinance was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

The next Ordinance presented and read was Maximum Speed Limit 2021-35 Bethesdia Road for 30mph. A motion to approve was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

The next Ordinance presented and read was Maximum Speed Limit 2021-36 West Fall Creek Road for 30mph. A motion to approve was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

A second reading for a Maximum Speed Limit at 40mph on Steubenville Road 2021-29 was presented and approved with a motion made by Dale Dubois; seconded by Bob Curry. Motion carried 2-1/Burton against.

A second reading for a Maximum Speed Limit at 40mph on Culcross Road 2021-30 was presented and failed with no motion being made.

A second reading for a Maximum Speed Limit at 40mph on Walden Road 2021-31 was presented and a motion was made by Bob Curry to approve. Motion died for a lack of a second.

New Maximum Speed Limit Ordinances were presented and read by Attorney Bryan. Ordinance 2021-37 on Culcross Road for 30mph was approved with a motion from Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Ordinance 2021-38 on Walden Road was approved with a motion from Dale Dubois; seconded by Gary Burton. Motion Carried 3-0. Mr. Melton confirmed that this area had been established as a school zone.

Sheriff Hobbs had requested for an Independent Contractor Agreement between the Sheriffs Department and Mr. Dana Schulz. Mr. Bryan presented and read the agreement that included the Scope of Services and Attachment "A". Mr. Hobbs next step is to present the agreement to the Council at their next meeting. He also informed members that he had lost another jailer and that his staff would be working twelve hour shifts until he could hire someone.

Mr. Bryan reviewed the procedural process for the new Jail, and it was agreed that a meeting with Garmond and RQAW should be held at the second Commissioner's Meeting in February.

EMS Director Cris Lunsford first related that he did not receive the IPEP Grant that he had applied for. He then related that he had an ambulance out of service and obtained three quotes for the repairs needed. Mr. Bryan presented and read the three quotes/estimates. Danville Auto Service-\$8662.36, Elite Auto-\$6882.48, and Raymond's-\$8956.94. Following discussion, a motion to approve the repair quote with Danville Auto Service So noted was due to the lack of an incomplete quote with Elite as the lowest bidder. The motion was made by Bob Curry; seconded by Dale Dubois. Carried 3-0.

EMA Director Jack White presented copies of two Grants that had been received. The first one was for the Emergency Management Performance Grant-Salary Award Letter CFDA#97.042 in the amount of \$18391.00. The second Award Letter CFDA#97.042 was for \$40000 toward the purchase of vehicle. He will present the Grants to the Council at their next meeting for approval/appropriations.

#### Elected Officials-

Dispatch Director-Kathleen Lamb related that she had a new employee starting today and had called the second applicant on Friday and they had declined due to the low salary. She had also received a thirty-day notice from another employee and their last day would be on November 24<sup>th</sup>.

Regarding the J&K Project, the equipment was in, and she is also working on the FCC Licensing. The new set-up will be with dispatch so there will be no loss of channels. Mr. Burton noted that he supports her in asking for raises and using her own funds and acknowledges the staffing issues is due to the pay/salary issues.

Lastly, she still is needing an IOT bill to be discontinued. Mr. Burton will get with IT.

Public-Ernie Dufault was present and related that the Cunot Community Center was having management problems, and in fact all the board members have completely walked away. He gave an overview of all the services the center offers and is extremely concerned with where things are at right now. He will continue to look into things and provide updates as they become available.

Mr. Bryan didn't have any further items.

Ms. Reeves reminded members of the Council Work Session for the Wage Study Review on November 29<sup>th</sup>.

Commissioners-Mr. Burton related that the Health Department had temporarily vacated their office due to it possibly being unsafe due to falling bricks and possible structure issues. He was meeting with an Engineer at 4pm and would provide an update to them. No other comments were made.

A motion to adjourn was made by Dale Dubois; seconded by Bob Curry.