

## **COMMISSIONER MEETING**

**Monday, February 5, 2018**

**MEETING CALLED TO ORDER** at 9:00 a.m. with Pledge to the Flag. Present: Bryan Lewis, Rick Ranstead, Steve Metzger, Attorney Greg Heller and Auditor Christina Sriver.

**HEALTH DEPARTMENT** – Dr. Brubaker stated that a Policy and Procedures letter was sent to the installers. He has requested that the Health Administrator give an annual report going forward including funds generated. The 2017 report is currently being finalized. Dr. Brubaker discussed issues with the department including overcrowding, HIPA violations and inefficient work flow. The Administrator and staff have put together a proposed floor plan to best resolve issues although this will not solve all issues. Commissioners will have IT Department and Maintenance help get a figure on the cost of the proposed remodel.

**FEDCO** – Terry Lee has provided a mission statement, comprehensive plan of strategies and goals that he will propose to Council and Commissioners at tomorrow's executive meeting.

**AREA PLAN COMMISSION** – Casi Cowles presented the annual report for the Area Plan Commission.

**HIGHWAY** – John Geier updated on the department activities including plowing and cutting trees. He is starting to inventory signs on the WTH GIS program. The well and septic are causing issues at the department that he is working on addressing. He is trying to find salt for the remainder of the winter as his current contract has been fulfilled. John will get quotes on additional salt storage. John discussed hiring a company for sparing the right-of-way around bridges and culverts. Commissioners suggest conferring with the Surveyor's department for a reputable company and average prices. The four-year bridge inspection will be completed this year. New safety coats were received from REMC. John would like to get rid of old equipment and would like to offer at either a live auction or through sealed bids. Commissioners suggest taking to the FFA auction. John discussed upcoming training.

**ADA** – John and Casi Cowles have been updating the ADA plan. A few

**EMA** – Larry Hoover is working on the multi-hazard mitigation plan. He will be meeting with a grant monitoring representative later in February. He also discussed a recent meeting educating on what to do in the event of a disaster.

**E911/COMMUNICATIONS** – Gail Karas reviewed the January department reports. She presented incident reports. She discussed having an agreement in place for the third-shift dispatcher covering Rochester City. The coverage provided by the county was intended to be short-term and is now going on a third year. Gail would like to have a format for public requests for release of audio from 911 calls. Commissioners suggest a fee to cover cost. An invoice was received from CODY and will be paid for 2018 while Spillman is being implemented and then can be cut off next year.

**SHERIFF** – Chris Sailors reviewed the January reports. The fees collected for handgun permits may change pending legislation. A portion of the fees collected were used last year to fund handgun classes

offered to the public that may not be offered if the funding is lost. Chris got quotes to cover the louvers at the jail to help keep the cold out and will move forward with having the issue fixed. He asks the 8% pay reduction for a part-time employee moving to full-time. Steve motioned to approve, Rick seconded; passed 3-0. He plans to move forward hiring 4-6 new employees for the jail. The jail hit an all-time high over the weekend at 130; 37 inmates are being held out-of-county. Some area Sheriffs are contracting with outside jail holdings at \$40-45/day. Commissioners would like to have public hearings later in the year for public Q & A concerning jail issues. It is estimated that 85-90% of the infrastructure has exceeded expected life span. Chris presented a plan for temporary housing that was implemented in Missouri. It is a 53-foot trailer that would be used to hold non-violent, low-level offenders; he will be getting a quote. It would require sewer, water, electrical and a generator with a jailer and cameras to supervise. He stated that he would like to have an old probation van sent to the auction along with the old equipment the highway department will be taking. Commissioners approve.

**IT/MAINTENANCE DEPARTMENTS** – Josh Sriver discussed quotes on a time keeping system based on 210 users and 60 advance schedulers; the initial cost for Kronos is \$15,663 and TimeClock Plus is \$16,089 for the first year. Annual fees are \$7,790 for TimeClock Plus and \$10,663 for Kronos. He would like the emergency personnel to test the advance scheduler and see if it is suitable for their needs; Commissioners approve. IT has been installing new PCs at court offices and highway department. The annex building wiring is still being worked on; the courthouse will be updated next. He will be taking a server to Indy and visiting WTH while there. The infrastructure implementation with Spillman and county-wide data storage is being moved to 50 servers, of which 33 are virtual. Should power go out at the Annex building the Sheriff’s department will always be live. The cameras with Sheriff’s Department will be moving forward within the next week or so. A ticketing system will be up and running hopefully by the end of next week. A compressor at the courthouse was replaced recently.

**CLAIMS** – Approved as presented.

1/18/18	Drainage Claims	\$13,539
1/18/18	Misc. Claims	\$22,200
1/19/18	Rochester Water Department	\$98.90
1/29/18	Sur/Wheel Tax Distribution & Congressional School Dist.	\$22,511.89
2/5/18	Misc. Claims & Property Tax Surplus	\$596,535.03
2/2/18	Payroll	\$189,599.00

**ADDITIONAL APPROPRIATIONS** – Approved as presented.

EDIT - \$737,418		
Recorder -\$101,920	Personal Services	\$95,950
	Supplies	\$1,820
	Other Services & Charges	\$4,150
Surveyor-\$154,660	Personal Services	\$147,535
	Supplies	\$3,500
	Other Services & Charges	\$3,625
County Assessor-\$240,373	Personal Services	\$193,173
	Supplies	\$3,500

County Extension Office-\$211,191	Other Services & Charges	\$7,700
	Personal Services	\$60,731
	Supplies	\$14,200
Drainage Board-\$25,232	Other Services & Charges	\$136,260
	Personal Services	\$3,682
	Supplies	\$1,400
Weights & Measures-\$40,042	Other Services & Charges	\$20,150
	Personal Services	\$34,852
	Supplies	\$440
	Other Services & Charges	\$4,350
	Capital Outlay	\$400
LIT PUBLIC SAFETY - \$1,285,721		
Sheriff-\$1,106,692	Personal Services	\$989,192
	Supplies	\$117,500
Jail-\$40,000	Supplies	\$40,000
Soil & Water-\$29,675	Personal Services	\$23,367
	Supplies	\$225
	Other Services & Charges	\$6,083
EMA-\$109,354	Personal Services	\$76,229
	Supplies	\$8,175
	Other Services & Charges	\$24,950
CUMULATIVE CAPITAL DEVELOPMENT - \$503,000		
Sheriff	Capital Outlay	\$52,500
Election Board	Capital Outlay	\$31,000
Network Administrator	Capital Outlay	\$300,000
Courthouse	Capital Outlay	\$95,000
Circuit Court	Capital Outlay	\$4,500
Communications	Capital Outlay	\$20,000
EMS		
EMS	Other Services & Charges	\$9,500

**MINUTES** – Rick motioned to approve January 16, Steve seconded; passed 3-0.

**OLD BUSINESS** – Steve stated there is a Soil and Water meeting tonight at the Geneva Center at 6:00 p.m.

**NEW BUSINESS** – House bill 1005 will be voted on to combine Richland and Wayne Townships. Gail stated that there were a lot of farmers in the Wayne Township that were upset about consolidation. Commissioners stated that they were not in approval and reported that to State Representative Jack Jordan. The proposed bill for an income tax to address the jail issues was not heard for consideration at the state level.

Kory Deeds from Elavatus Architecture introduced himself and spoke to some of the jail issues.

**RECESS** – Steve motioned to recess at 10:38 a.m., Rick seconded; passed 3-0.