

Lastly, Mr. Richards expressed his disappointment in not being included in the discussion with Nate Kimball regarding the determination of duties after a request for clarification. Mr. Aker informed him the meeting was before the request had been made. Mr. Schemenaur explained the administrative function meeting was with their contract employee regarding job duties. Mr. Aker added the meeting was to find out from Mr. Kimball what he was willing and able to do before making any determinations. Mr. Richards would like to see both entities in the room for the discussion, not just one. Mr. Aker believed it was not necessary as the commissioners were already aware of the functions JCDC could provide. Mr. Schemenaur stressed the short timeline as the reason for speaking to Nate specifically about what he could handle. The meeting today would be to clarify what JCDC would be willing handle.

Mr. Schemenaur asked for a final direction to move forward on the contract. Mr. Richards asked the commissioners to consider his feelings in being excluded from the prior meeting. Mr. McGalliard confirmed he did understand as the commissioners were excluded from being a part of the executive committee. He stated if he was going to continue to be argumentative, they did not have to guarantee funding. Mr. McGalliard made a motion to adjourn the meeting. Ms. Franks asked if the Lifestream contract could be approved before adjournment.

LIFESTREAM

The annual grant contract for Lifestream with Indiana was presented for commissioner approval. Brian McGalliard made a motion to approve the Lifestream Contract for 2024. Rex Journey seconded the motion and the motion passed by unanimous vote.

With no further business, Brian McGalliard made a motion to adjourn at 3:24 p.m.; Rex Journey seconded the motion and the motion passed by unanimous vote.

JAY COUNTY COMMISSIONERS

Chad Aker
Brian McGalliard

Rex Journey

Attest: Emily Franks
Jay County Auditor

DECEMBER 11, 2023

The Jay County Commissioners met in regular session on Monday, December 11, 2023, in the auditorium in the courthouse. Attending was Rex Journey, Brian McGalliard, attorney Wes Schemenaur, auditor Emily Franks, and Chad Aker, president, presiding. Rex Journey made a motion to approve the minutes from November 27th and the special session December 4, 2023. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

CLERK- FLEX TIME

Jon Eads, clerk, came to the commissioners to discuss the need to extend the flex time deadline for his first deputy. She will be unable to use 18 hours by December 31, 2023 due to an election conference. Rex Journey made a motion to allow the first deputy to carry over the 18 hours to the first quarter of 2024. Brian McGalliard seconded the motion and the motion passed by unanimous vote. The commissioners agreed to close the courthouse for the courthouse Christmas dinner December 18th, 2023 from 12:00 to 12:45 p.m.

PLANNING COMMISSION

John Hemmeltgarn, Building & Planning Director, came to the commissioners to discuss an opening on the Plan commission due to the passing of Lee Newman, president. The appointment must live in the two-mile unincorporated area of Portland and be a Democrat. Mr. Hemmeltgarn recommended Jerry Alexander as the replacement. Rex Journey made a motion to approve Jerry Alexander as an appointment on the planning commission. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

SHERIFF

Larry Ray Newton, sheriff, and Barry Ritter, Ritter Strategic Services, came to the commissioners to discuss the contract for services related to upgrading the communications system. The contract only includes phase one of work for planning and assessment. Mr. Ritter explained the bid process is not included in phase one as they will not know what is needed until the assessment completion. In some cases, the recommendation is not to purchase new equipment. Rex Journey made a motion to approve the initial phase one agreement with Ritter Strategic Services not to exceed \$76,400. After a brief discussion on funding, Mr. Journey rescinded his original motion. Rex Journey made a new motion to approve the phase one study with Ritter Strategic Services not to exceed \$76,400 pending council approval of funds, with a recommendation to the council to use Economic Development Windfarm or ARP monies. Brian McGalliard seconded the motion and the motion passed by unanimous vote. Mr. Ritter stated once approved they would start the project in January 2024.

ECI REGIONAL PLANNING DISTRICT

Bill Walters, executive director, came to the commissioners to discuss a broadband expansion opportunity for the county with Mainstream Fiber Networks. The area they are looking at includes 3,900 locations that are underserved. If the county were to cover the entire county, it would require 395 miles of fiber to complete the loop. The estimated cost of the project would be \$19.4 million shared between Mainstream \$6 million, NextLevel/Bead Programs \$9.5 million and a Jay County match of \$3.9 million. The timeline between Nextlevel connections and the Beed program would start soon with applications for Nextlevel 4 due 1st quarter of 2024 with the BEAD applications due by Quarter 3, 2024.

Mr. McGalliard was confirmed this would allow access to highspeed internet for all residents. Mr. Journey questioned how quickly the county would need to make a decision. Mr. Walters stated the county could wait on the decision, but stressed the sooner the county participates, the more grant monies will be available. Mr. Journey asked for clarification on who would be the entity filing for the BEAD grant. Mr. Walters stated they would apply, with letters of support and commitment submitted from the county. Mr. Aker asked for a meeting to sit down with council members and Mainstream to discuss the opportunity. Mr. Walters will arrange a meeting to hear their proposal.

Mr. Walters gave an update on their operations over the last year. They were awarded \$400,000 for a resilience grant region wide from 7/31/21 to 1/23/25. It includes assistance in the region with the BR and E. They were awarded \$120,000 region wide for a Comprehensive economic development strategy for 3/1/23 to 9/30/23. This is completed every five years, but have a six-month extension due to the READI 2.0 program, to allow them to match. There will be public engagement meetings with Purdue on the contractual side of the agreement.

Another grant recently awarded was with the Department of Transportation- Safer Streets for All for \$550,000 to eliminate fatalities in the region. This is a planning grant which requires public input, planning, and adoption by the community. The grant comes with \$10 million in construction funding towards a solution. Mr. Journey asked for examples of various solutions. Mr. Walters believed it could include the addition of trails, sidewalks, additional lanes, elimination of lanes, stops signs, stop lights, or roundabouts. Mr. McGalliard asked how the process would work with state highways using the area by the high school as an example. Mr. Walters assured the commissioners, INDOT would be involved, although he was unsure of the logistics as the grant was recently awarded. Mr. Aker asked for clarification on if they would only be looking at areas of fatalities or also high accident areas. Mr. Walters believed it would be fatalities, but high areas of accidents, would normally go hand in hand. Mr. McGalliard asked if the \$10 million would be for the entire region. Mr. Walters confirmed the amount would be for the entire region, but there might be a possibility to receive more, if another recipient did not use their full amount.

They were awarded the \$100,000 USDA Best 5 Grant for 6/1/23 to 6/12/24. The grant is region wide and helps with Small Business administration including workshops, business plans, economic forecasts, and modeling. They have partnered with Ted Baker from Ball State University's Innovation Connector. This will include small business workshops in Jay County held in January 2024. The OCRA Owner Occupied Rehab application has been approved and they are waiting on the bonding of the contractors. There have been 72 people waiting for the application to be released. Mr. Kimball asked if it would be better to have an online application which allows them to be reviewed electronically or paper applications. It was decided that would be a question for Mike Kleinpeter to

answer. Gary Thompson from the Broadband Fellowship Program has now been replaced by Autumn Marshall.

Lastly, Mr. Walters spoke about offering assistance for the asset management plan to smaller communities as required for community crossings matching grants. They can do it for a lot less than the \$5,000-\$15,000 quoted by another company. They would monitor the plans on a year-to-year basis, including closing out of the grant. He has researched and found three communities qualified in 2024, City of Dunkirk, City of Portland and Town of Redkey as their asset management plans are up to date. The towns of Bryant, Pennville and Salamonica are not eligible for 2024, but can work to have their asset management plan updated by 12/1/24 for 2025. Mr. Aker questioned who would be responsible for maintaining the plan. Mr. Walters stated it depends by community, some do their own or have someone like him.

Mr. Walters quoted \$4,000 to bring all three communities up to the standard with \$2,000 a year after to maintain the plan. They quoted \$3,000 each to start for Redkey and Dunkirk with \$2,000 each to maintain. Portland would need to be reviewed with the mayor first for a proper quote as they have 43 miles and require phasing. He recommends the cities and towns set a budget for the year with the CCMG having a 25% match requirement. Mr. Aker asked Mr. Kimball to discuss the opportunity with the communities when he attends the local meetings. They clarified there are two grant opportunities in January and July. While you can be accepted for both, you can only have one grant open at a time. Mr. McGalliard asked the redevelopment commission look at helping to fund the match portion. Mr. Schemenaur confirmed the county had helped out in the past by giving economic development windfarm monies.

SPOTTED MONKEY MARKETING

Ashli Smith, director, came to the commissioners to offer an opportunity to work with the county for marketing. They would help to share the county’s message and update on events through social media, videos and quotes. Their company would have interviews one on one, and in group settings to find out the needs of the county. They would work alongside the press to link articles and expand the audience. She sees a lot of great things going on in this community and would like to work with the county to share it. Mr. Aker clarified this would not just be for the council, commissioners, or government but would include community activities such as the Jay County Fair or Pennville Festival. Ms. Smith confirmed it would be the county’s decision on the scope of the marketing. She added they could share all the events going on in Jay County to help bring in people or businesses from other counties to invest in our community.

Mr. Aker asked for references on who else had used their firm. Ms. Smith stated they work with a variety of communities and businesses including; ECI Regional Planning, Delaware County Regional Wastewater district and political organizations. Mr. Journey questioned if their fee would be monthly or tiered. Their proposal includes a variety of Facebook posts, a few articles and videos for \$440 a month. Mr. McGalliard asked if they had an ability to boost their posts. Ms. Smith confirmed small boosts were included in the monthly fee. If there was a larger event to be boosted outside of the county, such as the fair, they could discuss increasing the budget. Mr. Aker acknowledged marketing the county is vital now through social media. The JCDC director does not have the time to do this, but the commissioners believe this could be very beneficial and agreed it was a very needed service. Brian McGalliard made a motion to approve the contract for \$440 a month for a one-year term with the opportunity to boost events if needed. Rex Journey seconded the motion and the motion passed by unanimous vote.

HIGHWAY

Eric Butcher, superintendent, came to the commissioners to give an update on monthly operations. He presented an overweight commodity permit from Marathon Petroleum Company. The approval would allow them to continue to operate until they get their permit as there will be a short gap in coverage. Rex Journey made a motion to allow the permit gap for Marathon. Brian McGalliard seconded the motion and the motion passed by unanimous vote. They have been grading and putting stone down as weather allows. They have wrapped up berming on 39 miles of gravel road for the year. They are anticipating the arrival of the new chassis at Stoops next week and will then be transferred to WA Jones to be outfitted. They have postponed the Truck 111 distributor change until the new truck is ready in case of inclement weather.

They are waiting on the closure of the underground fuel storage tanks as they are still waiting to hear back from IDEM. The final invoice from Gasoline Equipment will be remitted once they receive a closure response from IDEM. They received \$26,780 from the Purple Wave Auction Site for the items recently sold. They are trying to find a vin number for a title on truck 104 to be able to sell it. Mr. Aker asked to make a comment regarding the use of Purple Wave instead of local auctioneers. While the county has used local auctioneers in the past, they did not receive much money due to a limited buyer pool. The county can get more money out of these sales to give back to the taxpayers

of the county. Mr. Butcher confirmed the sales were nationwide and the company was very easy to work with.

Mr. Butcher asked for his administrative assistant to be allowed to carry over 24 hours of personal time as she will earn it in December. Brian McGalliard made a motion to allow the administrative assistant to rollover 24 hours personal time to be used by the first quarter of 2024. Mr. Butcher then requested the commissioners allow him to carryover 40 hours flex time he will be unable to use by December 31, 2023. Brian McGalliard made a motion to carryover 40 hours of flex time to the first quarter of 2024. Rex Journey seconded the motion and the motion passed by unanimous vote.

Lastly, Mr. Butcher discussed his intent to focus on the bridges instead of paving when applying for CCMG grants for the next several years as there are ten additional bridges that will need to be replaced. When their bridge inspection was completed this year, they had to lower the weight limit on several bridges due to deterioration. Their match money will need to be used towards bridge projects. He informed the commissioners on December 7th, the mini dump truck #317 ran into pickup truck #215 and caused some fairly severe damage to 215's fuse box, hood and potentially brakes. Truck #317's damage seemed mostly cosmetic and could potentially be repaired in house. The commissioners suggested checking with Knights in Dunkirk or Arms in Portland for the repair.

A group of claims was asked to be approved separate of the regular batch by the auditor due to various potential issues. The first claim was from Portland Motor Parts for \$10,202.83. The second was to Lehman's Auto Repair for \$9,872.50. The third claim was to Best One of Monroe for \$11,642.50. The fourth claim was to Bluel Energy Equipment for \$260,926 for a portion of the fuel storage tanks. Rex Journey made a motion to approve the four claims as presented. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

EMA

Samanatha Rhodelhamel, director, came to give her quarterly update to the commissioners. She has been awarded a Hazmat Materials Emergency Preparedness (HMEP) grant for \$12,850 for first responder training. The training will include 8 hours for propane training in April and a 2-hour hazmat awareness refresher training in January. She was also awarded \$9,800 from a State Homeland Security Program (SHSP) grant for Mass Casualty Incident (MCI) training including pediatrics. Lastly, the 2023 EMPG salary grant reimbursement will be \$29,213.05 and the 2023 LEPC plan has been submitted.

Ms. Rhodelhamel has attended the Jay County Fire Chief's meeting, multiple State Solar Eclipse meetings, Indiana/Ohio EMA meeting, District 6 coalition and LEPC meetings. She has received an Indiana Department Homeland security logistics visit and has collaborated with counties regarding the solar eclipse to establish a loose unified command. She also attended a District 6 chemical surge training. She has completed the 3rd course out of 5 to get her professional emergency management license and attended EMAL conference. She stated the solar eclipse is going to be an economic opportunity with the local Holiday Inn already sold out. The county is listed on several websites and has advertised Moonstock at the Jay County Fairgrounds. She reported the tourism director has had a hard time getting local businesses to buy into the event.

Rescue 19 is struggling to have active participation, with one member resigning and two new applications handed out. Chad Aker questioned how many active members were participating in Rescue 19. Ms. Rhodelhamel believed there were 10 active members and is looking at setting up various trainings including an EVOC course. Mr. Aker questioned how the Tier II reporting was progressing. Ms. Rhodelhamel stated AmeriGas had not responded to their inquiries, and the information will be forwarded to the state.

ENTERPRISE FLEET MANAGEMENT

Chris Funderburk, agent, came to the commissioners to discuss different options they could offer the county in regards to fleet vehicles, as it could be customizable to the county's need. They have been working with the City of Portland for the last 9 months. Their company would take care of the licensing and titling for any new vehicles. Enterprise buys and sells over a million vehicles a year and could utilize the same selling portal for the county. They will take out the desk work of buying a vehicle and are looking at total operation of the fleet, excluding unique vehicles like ambulances, or dump trucks. Mr. Funderburk believes there are 15 vehicles out of 52 that are ready for replacement.

Mr. Funderburk discussed the formula used to determine when a vehicle is in need of replacement including mileage, and age. Any new vehicle that comes in, outside of sheriff, includes a maintenance agreement. The agreement takes the five-year estimated maintenance on the vehicle budgeted on a monthly fee. Any time the driver takes the vehicle to a vendor, they would receive the cost as part of their monthly bill. This would report issues to Enterprise and allow the county to have access to Enterprises' labor discount. Mr. Aker asked for clarification as the highway has vehicles

serviced by county mechanics. Mr. Funderburk stated the process would remain the same, except the data would need to be reported to Enterprise to put into their system.

Mr. Aker questioned how the process would work with the new 15 vehicles they would be looking to replace. Enterprise could sell the vehicle on behalf of the county, but would first follow the process for the new vehicles to come in. The title would be held by Enterprise and not the county, but could be provided for tax purposes. Enterprise will have a one stop shop website to view all the information and also includes a mobile application for service. The funding options would be for the county to self-fund, finance or equity lease. As an example, a \$38,508 price would be paid down to \$17,714 principal and not \$0, for a \$808 estimated monthly fee. They estimate the county would have an estimated \$9,783 in equity at trade in. Their recommendation would be to cycle through the entire fleet from 2024-2028. The commissioners asked for time to review the material before taking next steps.

OPIOID SETTLEMENT

Kimbra Reynolds, executive director Jay County Drug Prevention coalition, came to the commissioners to discuss the use of opioid settlement monies. The opioid settlement committee has found a suitable home in Redkey for a recovery facility. There is a contingency on the offer based on the results of a feasibility study and grant funding. The request at this time is for \$35,060 to include the cost of a feasibility study with RQAW for \$29,600 and the rest for an earnest deposit. Once it passes the study, they will move forward with a good neighbor policy. It will require them to speak to neighbors individually and with the Redkey Town Council. Mr. McGalliard, as a member of the committee, spoke to the size requirements of the home. The committee had previously looked at 5 or 6 other homes that were not as suitable.

Mr. Journey questioned if they knew what would be required to bring the home up to code. Mrs. Reynolds stated they would have all of that information following the feasibility study. They will also be looking at potential grant funding moving forward. The facility would house 15-16 residents with the 16th being a graduate of the program. Mr. Journey questioned how long a resident could live in the house. Mrs. Reynolds stated the house would be a combination of different programs and would be majority based on the resident. Jay County Drug Prevention Coalition would be responsible for running the facility using Recovery Works dollars and following state regulations. The facility could possibly become an option for local judges to use in sentencing. The residents would be expected to maintain a job, and would contribute back to the facility. The feasibility study and grant program will determine if they move forward from there. The commissions agreed the facility would be a benefit for the county and a good use of opioid settlement monies. Rex Journey made a motion to approve the \$35,060 in opioid settlement monies. Brian McGalliard seconded the motion and the motion was passed by unanimous vote. Mrs. Reynolds will attend the next council meeting for them to approve the appropriation for funding.

HEALTH DEPARTMENT

Heath Butz, administrator, provided quotes for a new industrial shredder from Progressive Del Toro, Four U Office Supply and an online company. The quote from Progressive was more than 10% over Four-U Office. Rex Journey made a motion to approve the purchase from Four- U office at \$1,548.11. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Mr. Butz then discussed board appointments for 2024 to include an appointment of Josh Gibson and the reappointment of Dr. James Wasson to the health board. Mr. Gibson has a master's degree in public health and fits the criteria based on the state. Brian McGalliard made a motion to approve Dr. James Wasson and Josh Gibson to the health board. Rex Journey seconded the motion and the motion passed by unanimous vote. Mr. Journey spoke about a recent visit to the health department by state officials. They shared concerns regarding septic systems, and continued funding for the new health initiative. Jay County is high in obesity, smoking, and infant mortality, with most of them in the 80's out of 92 counties.

A credit card application for Jennifer Nibarger was presented for commissioner approval. Rex Journey made a motion to approve the credit card application for Jennifer Nibarger. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

RESOLUTION 2023-09

Resolution 2023-09 establishing the schedule for the HSA employer contribution was presented for commissioners' approval. Rex Journey made a motion to approve resolution 2023-09. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Whereas, the Jay County Commissioners elected a high deductible health plan for 2024 of at least \$3,200 for a single or \$6,400 for a single plus one plan. If an employee on one of the HDHP elects to have a health savings account, the employee will be entitled to county contribution. The commissioners have set the employer contribution for 2024 as stated below. If an employee no

longer qualifies for the HSA insurance plan by the deposit date, the money will not be eligible for the deposit.

Single PLAN

<u>Eligible for Insurance by</u>	<u>Deposited by</u>	<u>County Contribution</u>	<u>Annual Max</u>
January 1, 2024	January 31, 2024	\$75	
April 1, 2024	April 30, 2024	\$75	
July 1, 2024	July 30, 2024	\$75	
September 1, 2024	September 30, 2024	\$75	\$300

Employee + Spouse, Employee + Children, or family PLAN

<u>Eligible for Insurance by</u>	<u>Deposited by</u>	<u>County Contribution</u>	<u>Annual Max</u>
January 1, 2024	January 31, 2024	\$150	
April 1, 2024	April 30, 2024	\$150	
July 1, 2024	July 30, 2024	\$150	
September 1, 2024	September 30, 2024	\$150	\$600

PURDUE EXTENSION

An extension of contractual services agreement between the county and Purdue University was presented for commissioner approval. The extension would cover January 1 to December 31 of 2024. Brian McGalliard made a motion to approve the 2024 contract extension with Purdue for \$123,780. Rex Journey seconded the motion and the motion passed by unanimous vote.

NEC BLUE CONNECT

An amended contract with AllStar for the countywide telephone upgrade to the NEC Blue Connect system was presented for commissioner approval. The change included the removal of the automatic renewal after the initial three-year contract term to a month-to-month rate. Rex Journey made a motion to approve the contract as presented. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

AUDITORIUM AUDIO

The commissioners reviewed quotes for a new updated audio system in the auditorium. A quote from Sights and Sounds in Muncie came in at \$21,415 with Innovative Concepts from Decatur for \$20,655.14. The commissioners agreed the lower quote seemed to meet all the requirements including microphones, speakers, and 75” screens. It would all be controlled by one unit. Mr. Aker made a recommendation to go with Innovative Concepts. He would like to see the job done correctly and not just thrown together. Mr. McGalliard would like to see the opportunity for presentations in the room. The commissioners would like to see the audio paid from Infrastructure out of the 2023 budget. Rex Journey made a motion to approve the quote from Innovative Concepts for \$20,655.14. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

MISCELLANEOUS BUSINESS

The payroll docket was presented for commissioner approval. Rex Journey made a motion to approve the payroll docket. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A donation to Jay County Country Living from Salamonia United Church of the Christ for \$305 was presented for commissioner approval. Brian McGalliard made a motion to approve the \$305 donation to be placed in the Retirement center donation fund. Rex Journey seconded the motion and the motion passed by unanimous vote.

The Jay County Country Living monthly report for November was presented for commissioner’s review. Brian McGalliard made a motion to approve the monthly reports. Rex Journey seconded the motion and the motion passed by unanimous vote.

Clerk’s Monthly Report was presented for commissioner’s approval. Brian McGalliard made a motion to approve the clerk’s report. Rex Journey seconded the motion and the motion passed by unanimous vote.

A claim for \$1,016.40 to The Indiana Bond Bank fuel program for November was presented for commissioner approval. Rex Journey made a motion to approve the claim. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A Claim to the Glen and Janice Funk Family for \$1,750 and a claim to Randy Wehrly for \$5,250 as payments for right of way in relation to the seventh street bridge project was presented for commissioner approval. Rex Journey made a motion to approve both claims. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

With no further business, Rex Journey made a motion to adjourn at 11:50 a.m; Brian McGalliard seconded the motion and the motion passed by unanimous vote.

JAY COUNTY COMMISSIONERS

Chad Aker


Brian McGalliard


Rex Journey


Attest: Emily Strank
Jay County Auditor