

A claim to Matrix Integration LLC for \$17,625.60 was presented for commissioner approval. Rex Journey made a motion to approve the Matrix Integration LLC claim. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A claim to Milestone for the project on 100 N for \$55,867.54 was presented for commissioner approval. Brian McGalliard made a motion to approve the claim to Milestone. Rex Journey seconded the motion and the motion passed by unanimous vote.

A claim to RQAW for \$1,885 was presented for commissioners' approval. Rex Journey made a motion to approve the claim from RQAW. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Virginia Burkey appointed by the commissioners to the Community and Family Services Board gave an update. She has been unable to get in contact with anyone via phone, email or in person. She asked for any suggestions from the commissioners of a way to get in touch with the correct people at the organization. The commissioners will look into the matter to see if they can assist.

With no further business, Brian McGalliard made a motion to adjourn at 11:25 a.m; Rex Journey seconded the motion and the motion passed by unanimous vote.

#### JAY COUNTY COMMISSIONERS

Chad Aker

Brian McGalliard

Rex Journey

Attest:

Jay County Auditor

#### MAY 8, 2023

The Jay County Commissioners met in regular session on Monday, May 8, 2023, in the commissioners' room in the courthouse. Attending was Brian McGalliard, Rex Journey, attorney Wes Schemenaur, auditor Emily Franks, and Chad Aker, president, presiding. Rex Journey made a motion to approve the minutes from April 24, 2023. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### COURTHOUSE SECURITY

Bruce Sutton, courthouse superintendent, came to the commissioners to discuss rekeying the outside doors. The quote for rekeying includes 60 keys at \$755. The courthouse safety and security meeting identified the risk of keys being out to unknown individuals. Also identified at the courthouse security meeting was a need to add strobes and pull stations to the existing fire alarm system. The quote from Priority 1 for the upgrade to the fire alarm system in the courthouse is \$10,884. Rex Journey asked what the timeline for the new system. Mr. Sutton indicated they should be able to work on it soon. Rex Journey made a motion to approve the rekeying out of cum cap development. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Monte Shrack, courthouse security, came to the commissioners to discuss an update to the key fob system and emergency evacuation system. He has to meet the state minimum requirement for security and the fire Marshall's requirements regarding evacuation for an emergency. The quote from Stylus would be to change the system to have the magnets automatically disengage. Security currently has a switch that allows them to unlock all **of** the outside door. The new system that has been approved by the fire Marshall will have a separate laser system to allow for emergencies. Rex Journey made a motion to approve the purchase of the Stylus system for \$7,432 Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Mr. Shrack also spoke about requiring all courthouse employees to have an ID badge. In case of an emergency, there would be something to identify an employee to an outside entity. We can make the ID badges work for \$538.50 and would include fob chips to put on ID badges made by Emergency Management. Rex Journey questioned if this upgrade would satisfy all requirements. Mr. Shrack confirmed these upgrades would solve all the current issues. Rex Journey made a motion to approve the two quotes from Stylus for \$538.50 and \$7,432. Brian McGalliard seconded the motion and the motion was approved by unanimous vote.

#### 4<sup>th</sup> of JULY COMMITTEE

George Patterson, 4<sup>th</sup> of July Committee president, came to the commissioners to request their 2023 funding for \$5,000. He has submitted the funding application for review with the money being used

towards the 4<sup>th</sup> of July Parade and Fireworks. Mr. Aker stated he believed the event was good for economic development. Mr. Journey asked if all the donors listed in the application were recognized during the 4<sup>th</sup> of July events. Mr. Patterson confirmed the committee tries to recognize all donors through radio, newspaper, flyers and certificates. Brian McGalliard made a motion to approve the application and claim for \$5,000 to the Jay County 4<sup>th</sup> of July Committee. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **JOHN JAY CENTER FOR LEARNING**

Rusty Inman, president, came to the commissioners to request their funding for \$50,000. He has submitted the funding application for prior review. The money will be used towards operating the skills track program. Mr. McGalliard credited Mr. Inman for the good financials considering their state when he took over. Mr. Journey questioned what the in-kind donations and expenditures they had received in years past. Mr. Inman provided that Ivy Tech was providing the computer lab for \$60,000 a year. They are no longer doing the in-kind donation as the computers have depreciated off their inventory. He also explained they had received a grant from the state for just under a million dollars in 2017 when the program was created with Blackford and Jay County. The majority of the programs come from Jay County with only a few from Blackford County. Randolph County was offered to join in the beginning but was uninterested in the program.

Mr. McGalliard questioned how many Jay County High School students were participating in the Skillstrack program this year. Mr. Inman confirmed 9 students are participating this year and is paid for by a scholarship through the Portland Foundation. There were 6 students that went through the program last year with all currently working in manufacturing jobs in the county. Tyson, FCC, Priority Plastics, Fort Recovery Industry and others all work with John Jay to create their own talent pool. They do the training with John Jay to start with and then do specialized training with the company. There are around 50 people active at all times.

Randy Roll, FCC, spoke in favor of the program and had fought for years to get the program. Their employees are now coming in a year and a half advanced into their company after going through the program. He sees this as a strong reason and benefit of the program to the community. Brian McGalliard questioned if they could increase the fees to cover the cost of the program. Mr. Inman worries a large increase of the fees would deter those from participating in the program going forward. Mr. McGalliard also questioned if certain programs were being chosen over others. Mr. Inman stated they could be used on multiple groups but understood the application to limit it to just one program for funding but added 50% of the jobs in the county are manufacturing based. Rex Journey asked if those employees are required to sign a commitment to the factory after receiving the training. Mr. Inman confirmed the employees sign 3-5-year commitment letters with the company.

Mr. Aker inquired if they believed there would ever be a time the center would be self-sufficient. Mr. Inman was hesitant to commit to that with the additional of programs they need more monies. Brian McGalliard questioned if Mr. Inman had been to the City of Portland to request monies. Mr. Inman stated they give them \$10,000 annually. Brian McGalliard made a motion to approve the \$50,000 to the John Jay Center for Learning. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **JAY COUNTY SOIL & WATER DISTRICT**

Carl Walker, board member, came to introduce Taylor Suman as the director/coordinator to the board. Tim Kroeker was also introduced as the grant coordinator. They just finished a clean water Indiana Grant for \$130,000 with education on programs available with a 50/50 match grant on soil cover. They have received a \$5,000 grant to approve the purchase of video equipment and a \$2,200 property initiative grant. This year they received more funding \$105,000 Soil & Water Board \$10,000. Mr. Walker presented a map showing the Salamonie watershed.

Mr. Walker discussed funding coming through EPA to the state of Indiana at \$570,000 per year for 33 years. This will be primarily for funding water samples. He discussed a dead zone in the Gulf of Mexico which is the size of Connecticut. They shut down traffic on the Mississippi due to low tide but 6 months later it was flooded. The time to collect water samples is after a major rain but it is also the most dangerous time. He would like to see the county take a lead on this without waiting on it to come down from the EPA.

#### **HIGHWAY**

Eric Butcher, superintendent, came to the commissioners to give his monthly update to the board. They are out patching the roads preparing for chip and sealing. They are moving to their summer schedule of hours this week. He presented information regarding an articulating mower? Mr. Aker and Mr. Butcher have met with Bill Walters and StructurePoint about a new heated building for the department. They will come and present different possible funding avenues to pay for the new building or changes that can be made to lower the cost. As an example, it is an estimated \$250,000 for the sprinklers system-fire rated building. Mr. Journey asked about a gap in between the road and

the tracks on the southside of 67. Mr. Butcher will look into the matter to see if there is anything that can be done.

### **RECORDING MEETINGS**

Craig Frazee, owner Dynamic Business Solutions, came back to the commissioners to discuss the recording of meetings. The quote would be for the recording systems and the uploading to the county website. The commissioners would like to move their meetings to the auditorium, once completed. Mr. Frazee will start in the auditorium which would include two recording units with a stand. The quote including hardware, hardware setup and training came in at \$6,075. It will also include an annual \$720 for streaming and storage and an additional \$120 quarterly for support. The meeting can fully record and be uploaded, livestreamed or both. The commissioners would like to see both options available. The recording of meetings could be offered to all other public meetings held in the auditorium.

Mr. Journey asked if the sound quality in the auditorium would be an issue with the system. Mr. Frazee stated the control box on the two units should pick up the audio as long as those present are talking in a good clear voice. There would also be an option to add additional audio optionality in the future. Rex Journey made a motion to approve the hardware, setup and training for \$6,075, the annual \$720 fee and the \$120 quarterly fee with Dynamic Business Solutions. Brian McGalliard seconded the motion and the motion passed by unanimous vote. The system should be installed and running within the month.

### **BUILDING & PLANNING**

John Hemmelgarn, director, presented the commissioners with their first quarter report. The numbers are slow as to be expected for the first part of the year with 100 permits issued. There have been six new home permits in the county with 16 commercial use permits. The lack of employees available in the area has slowed down the expansion or creation of CAFOS.

### **EMERGENCY MANAGEMENT**

Samantha Rhodehamel, director, came to the commissioners to discuss the courthouse AED from 2006. Due to the age of the machine, she is unable to find a replacement battery. She will try to work on a grant to help pay for the AED at an estimated cost of \$10,000. Depending on the grant they might just provide the county with one instead of requiring purchase. Rex Journey made a motion to approve the grant application. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

### **CLERK-ELECTION**

Jon Eads, clerk, came to the commissioners to request approval of the increase for meal allowances from \$10 to \$20 for 2023. The request was approved by the Jay County Election Board. It is possible they might have to increase the amount budgeted for next year to cover the increase. They will have 48 machines going out next year with them weighing in at 62 pounds apiece. The election schedule pay was presented to the commissioners for approval. Brian McGalliard made a motion to approve the pay schedule as presented. Rex Journey seconded the motion and the motion passed by unanimous vote.

### **SHERIFF**

Larry R. Newton, sheriff, came to the commissioners to discuss water softener quotes he has gathered with the three companies with representatives from each. The quotes were from Laux Plumbing and Heating at \$32,652.38, Patriot Water Solutions at \$50,000 and Don Myers Plumbing and Heating at \$35,700.18. Judd Myers, Don Myers Plumbing, explained his quote included changing out the 2-inch line that runs 65 gallons per minute to a 3-inch line that runs 130 gallons per minute. This might allow them to remove the booster pumps in the mechanical room that is short on room. Chris Koenig, Patriot Water Solutions and Phil Laux, Laux Plumbing both confirmed that their quotes did not include the change in line.

The commissioners questioned how long the water softeners would last if sized correctly. Mr. Myers believed they would not last the 25-30 years but should last 15-20 years. Chad Aker expressed that he felt a mistake was made a few years ago by not appropriately sizing the units and that is their biggest concern. Rex Journey made a motion to approve the Don Myers Plumbing from ARP funds. Brian McGalliard seconded the motion and the motion passed by unanimous vote. If the council does not approve the additional, the money will need to come out of another fund.

Next, the sheriff brought a contract with Community Fiber Solutions to switch from Comcast at an estimated \$10,000 savings for the year. The only issue they have currently is with the video arraignment system. This will stay with Comcast for the foreseeable future until it can be addressed. Brian McGalliard made a motion to approve the CFS contract for 36 months for \$6,535.08. Rex Journey seconded the motion and the motion passed by unanimous vote.

Mr. Newton and Bill Baldwin, 911 director, came to the commissioners to discuss a new Spillman contract. Mr. Baldwin discussed when Portland came on board with the county in 2015, they wanted a lot of features that the county did not have including mapping. He would also like to start using the mapping system instead of using the county Elevate Maps now owned by Beacon Schneider. Rex Journey questioned what the additional cost of the mapping would be. Mr. Baldwin estimated an annual maintenance fee of \$6,000. Mr. Newton informed the board Spillman will reduce the cost of the 5-year plan of \$345,000 by around 20% if the commissioners sign by June 30<sup>th</sup>. Spillman representatives can attend the next meeting for any questions.

Mr. Journey questioned what other entities would be required to pay over the next 5 years. In 2023 the county would pay around \$35,000 with the City of Portland paying around \$4,000. Mr. Newton indicted the county portion was higher because we are the host site. Mr. Journey asked if the interlocal agreement spelled out the city was to pay half of the bill. Mr. Schemenaur, county attorney, believed the contract did not spell out exactly what the City of Portland was required to pay. While it might have been the understanding they would pay half of the yearly service fees, it is not clear.

Discussion about how to breakdown the payment needed between the different municipalities was had. Items the commissioners agreed upon included; If they have extras that are only used by a city or town, they should pay for all of it and the general hosting fees should be divided by all those who use the program. Mr. Schemenaur had requested Spillman provide them a cost breakdown of all services and fees to be able to correctly determine the charges. He would like to see a breakdown before moving forward with an interlocal agreement with the different municipalities. They would like a representative to attend the next commissioners' meeting on May 22, 2023.

Lastly, Mr. Newton discussed the boilers not having passed inspection with the state. He has gotten ahold of Core Facilities regarding the failed inspection. They have assured him they are working on the matter to get them to pass. Havel Brothers have reviewed the boilers and have found no issue with the boilers. However, they did not see the inspection paper for the boilers but for the water heaters. He has tried reaching out to the state to see what is needed to pass inspection. The small relief valve and installed check valve, and temperature rating was cited as an issue. He has contacted those who did the inspection for the Hartford Steam & Boiler Insurance company with no response either.

#### **LANDELL PERMIT**

Jerry Klopfenstein, district manager, came to the commissioners to discuss the increase to the annual landfill permit fee. He is okay with the increase of the permit fee to around \$50,000 moving forward. Mr. Klopfenstein also wanted to correct an error in advertisement for an IDEM permit modification. The facility in Morristown Indiana to bring in East Coast trash, also owned by Waste Management incorrectly listed Jay County in the notice. IDEM will issue a corrective notice in the paper this week. Rex Journey made a motion to approve the permit for 2023. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### **CHAIRS FOR THE AUDITORIUM**

Quotes for new chairs for the new auditorium desks were presented to the commissioners for approval. The quotes were from Progressive Del Torro, Quill, GovPro, and 4-U Office Products. County council member Harold Towell was present and gave his input on which chairs to choose. Brian McGalliard made a motion to approve the purchase of the 14 chairs from Progressive Del Torro for \$7,322. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **EDIT FUNDS**

Mr. Aker spoke regarding the use of EDIT funds for the 2024 budget. The commissioners have had some feedback from council members and organizations. They would prefer for organization funding be decided during the budget cycle to allow organizations to determine their budget for the next year and be able to plan too. The commissioners are requesting all those seeking EDIT funds complete and submit their application to the auditor's office by June 23, 2023 to be considered for the 2024 budget.

#### **PROCLAMATION**

Brian McGalliard requested the commissioners recognize mental health. He presented a proclamation regarding Mental Health Awareness Month from May 1<sup>st</sup>-31<sup>st</sup> 2023. Rex Journey made a motion to sign the proclamation. Chad Aker seconded the motion and the motion passed by unanimous vote.

#### **JAY COUNTY COUNTRY LIVING**

The Jay County Country Living County Home Report for April was presented for commissioner approval. Brian McGalliard made a motion to approve the county home report for April. Rex Journey seconded the motion and the motion was approved by unanimous vote.



The fire alarm panel at the Jay County Country Living is in need of replacement. VFP Fire Systems \$16,599 and Koorsen Fire \$16,898. The alarm system is required for the facility with the upgrades. Mr. McGalliard indicated the system will be needed whether the council decides to fund it or not. Brian McGalliard made a motion to approve the purchase from VFP Fire Systems for \$16,599 out of Cum Cap Development.

**UPPER WABASH RIVER BASIN COMMISSION**

A claim to the Upper Wabash River Basin Commission for \$1,000 was presented to the commissioners. The commission believes the money could be classified as dues. Rex Journey believes the other counties increased from \$1,000 to \$2,000 but is not in favor of the increase because it does not help the county. He recommends decreasing the amount to \$500 for the year. Rex Journey made a motion to approve the claim to the Upper Wabash River Basin Commission for \$500. 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.

The state annual school congressional interest form was presented for commissioner approval. Brian McGalliard made a motion to approve the congressional interest form. Rex Journey seconded the motion and the motion was approved by unanimous vote.

A claim to the Bank of New York Mellon on behalf of the Indiana Bond Bank Fuel Program administrative fees for April 2023 in the amount of \$1,086.80 for commissioner approval. Rex Journey made a motion to approve the claim. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

With no further business, Brian McGalliard made a motion to adjourn at 12:01 p.m; Rex Journey seconded the motion and the motion passed by unanimous vote.

**JAY COUNTY COMMISSIONERS**

  
Chad Aker

  
Brian McGalliard

  
Rex Journey

Attest:   
Jay County Auditor