

With no further business, Brian McGalliard made a motion to adjourn at 11:24 a.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

FEBRUARY 26, 2024

The Jay County Commissioners met in regular session on Monday, February 26, 2024, 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 remove "by avoiding collections," and approve the minutes from February 12, 2024. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

PUBLIC HEARING

Randy Fisher and Greg Bailey, landowners, came to the commissioners for a public hearing on the vacation of Second street from 200 S to Ruth Street. The hearing was opened for public comment. There was no comment on the matter and the hearing was closed. Rex Journey made a motion to approve Ordinance 2024-04 to vacate the portion of Second street. Brian McGalliard seconded the motion and the motion was passed by unanimous vote.

ARTS PLACE FUNDING REQUEST

Carolyn Carducci, director, came to request funding towards a grant match in relation to the Our Town Grant from the National Endowment for the Arts. The grant will be to support their NUTURE Regional Arts Master Plan which includes design and construction of a portable "art studio" to be used by any organization in the county. It will create a cultural asset map to identify the arts in the county and create a regional arts master plan. The plan will identify wants and needs and determine opportunities for collaborations. Their request is \$15,000 from the county and will find the \$10,000 from other sources.

Mr. Journey questioned how soon the organization would need the funding. Mrs. Carducci informed the board they would need the funds by late spring. She also clarified the Jay County funding would only be used in Jay County with the first two phases supporting the third phase of the project. Mr. McGalliard stated the commissioners had already put their support towards the project which could be used within in the county comprehensive plan to help get more grants in the future. Mrs. Carducci confirmed the plan would be available for any organization to use to obtain federal or state grant monies. Rex Journey made a motion to approve the \$15,000 request to Arts Place out of the EDIT fund, pending council approval. Brian McGalliard seconded the motion and the motion passed by unanimous vote. The matter will be addressed at the next council meeting.

UNITED CONSULTING

Jeff Lairtson, business development, came to introduce his company to the commissioners as a full-service civil engineering firm and specifically their bridge inspection service. Their firm has the most counties under contract at 22 with the most certified inspectors in the state. United Consulting has a 100% success rate with their work on community crossings grants. They currently work with ECI Regional Planning District Bill Walters and Brad Bookout in Delaware and Blackford counties. All have offered to be references for his company.

Mr. Lairtson understands the county will initiate the RFP process this year for compliance year of 2025. Mr. Lairtson estimates out of 161 bridges in Jay, there is a high number, around 57, of box beam bridges. If cracks occur in these types of bridges, the water seeps in and deteriorates them quicker. They could also look at pulling overlays off bridges to increase their weight limit. United Consulting would create a pdf interactive map instead of the traditional large binder. Their map is segregated by township and can include key measurements for a state comparison. They can also tailor their inspections to collect any data the county would like to see.

Mr. Journey asked if they included recommendations on how the bridge should be fixed. Mr. Lairtson clarified the company is full service and would provide detailed cost estimates for the projects even including grass seed. Mr. Journey questioned how often they would be inspecting the

bridges. Mr. Laitrson stated it would be a minimum of once every two years, but would inspect them as required by the state, which could be every 6-12 months. He added the bridge inventory contract is for a four-year term with the county receiving a minimum of two inspections for each bridge. Mr. Aker added the next few years of community crossings projects will be spent on bridge contracts.

RECORDER

Melanie Upp, recorder, came to the commissioners to request permission to purchase a new scanner above the \$1,000 threshold from CSI Systems. The cost of the scanner will be \$1,367 and will be used to scan in old documents. Brian McGalliard asked if quotes had been received for the scanner. Mrs. Upp clarified the scanner would be purchased through her software vendor. Rex Journey made a motion to approve the recorder to purchase a scanner from CSI for up to \$1,400. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

ECI REGIONAL PLANNING

Nate Kimball, ECI Regional Planning assistant director, came to the commissioners to give an update on the Owner-Occupied Rehab program. The county was approved for the owner-occupied rehab program at the end of last week. Mr. Kimball came to discuss when to release the application to the public. He has not heard back from Mike Kleinpeter regarding the contractors ready for bid. Mr. Journey asked if he was aware if there were contractors available to bid. Mr. Kimball clarified they were waiting on Mr. Kleinpeter to hear from OCRA if the required bonds needed to be individual or cumulative. Mr. Aker asked the application be made available as soon as we can get the information from Mr. Kleinpeter. Mr. Kimball asked for a week notice to prepare and allow those who have already contacted him to pick up an application. Mr. Aker suggested a seminar to help in completing the application if it was complex to fill out. Mr. Kimball believed while the application was self-explanatory, they would be required to provide proof of ownership, income, and proof of mortgage and insurance, if applicable.

Mr. Kimball updated the commissioners on the broadband project with Mainstream. Autumn Marshall, ECI Regional planning broadband expert, has worked with the Purdue Extension Office in Jay County on the challenge process. They would like to challenge all the state numbers based on the FCC maps. These challenges would be for the BEAD program and not the NextLevel Connections due to the short timeframe. Three challenges per household must be in between March 4th and April 3rd to establish a baseline. Mr. Kimball added he has been working with Cindy Bracy on the project, specifically in the southeast quadrant of the county, including Salamonia. They will not focus on Portland and Dunkirk as they are considered the most served. He will be contacting town councils to get the word out. Mr. Journey asked if he believed the numbers reported by the FCC are out of line. Mr. Kimball confirmed he believed those areas might be covered on a perfect day, but otherwise no, as the speeds are reported by the company. Mr. Aker encouraged everyone to challenge as necessary. Mr. Kimball echoed his sentiments, adding there is no downside to challenging areas, even if you believe them to be served.

Mr. Kimball introduced Beau Brown, who is the representative for business retention and expansion with ECI Regional Planning. He will be assisting ECI in trying to contact businesses throughout the county to explain who they are and their affiliation with the commissioners and the county. They are hoping to reach out to as many businesses as possible, on the counties behalf and see if there are any issues they have that the county can help with or provide a solution. As an example, if they were to contact downtown businesses and find that there is no parking availability, ECI will come back to commissioners and talk about ways they can help. Mr. Brown's services are paid by an EDA grant, unsure if it is state or federally funded. Commissioners are excited to hear feedback and see the results of this service. Mr. McGalliard added he loved the opportunity as a longtime business owner. Mr. Kimball added Beau has already spoken to 10 businesses so far. Mr. McGalliard informed them a local manufacturer had reached out to him regarding efforts to help local manufacturing organizations. Mr. Kimball stated there are plans to help manufacturing organizations and find ways for them to assist each other.

JAY COUNTY COUNTRY LIVING

Kristie Delaney, director, came to the commissioners to discuss the ordinance to create an advisory board of directors for Jay County Country Living. Mr. Schemenaur explained the ordinance creates an advisory board for more oversight over the operations of the facility. The majority of the language follows Indiana code requirements for larger counties. The board will consist of seven people who have an interest in seeing it succeed and will manage the day-to-day operations. They will make recommendations to the council and commissioners who will still have final approval. The board members are Cindy Bracy, Virginia Burkey, Jon Eads, Becky Thornburg, Harold Towell, Chris Nixon, Paul VanCise. Brian McGalliard made a motion to approve Ordinance 2024-05 to establish the advisory board. Rex Journey seconded the motion and the motion passed by unanimous vote.

Ms. Delaney has an appointment to meet with Nate Kimball for grant opportunities. They currently have 25 residents in the home. Two residents will be leaving the facility, as they have jobs at Wal-

Mart and will be moving to a trailer park. There are three residents that are in the RCAP approval process.

HIGHWAY DEPARTMENT

Stephanie Klarer, administrative assistant, came to the commissioners for approval to add software to their current Softworks system. They would like to add three modules including Garage and Fleet Inventory, Sign Software, and Culvert Management system. The current estimate is \$13,615.00 and includes a 25% discount because we already have an agreement with them. This price is probably going to be doubling by the middle of the year based on information from their representative. Mr. Aker spoke for the software noting the county has not kept up to date with this process and will keep the county out of difficult situations with OSHA.

Mr. Howell referenced a recent incident over the weekend regarding six stolen stop signs on 300 E from 300 N to 500 S. They are currently keeping a sign inventory record in a book and how many times they are replacing them. Mr. Aker questioned if the department had the monies to cover the purchase. Ms. Klarer confirmed they would not be requesting any additional funds for the purchase. She added it would be nice to keep everything all in one system. Rex Journey made a motion to approve the additional software for \$13,615. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

Lastly, Mr. Howell had received a phone call from the Redkey Town Board about possibly selling the county their 2012 Durapatcher. They are interested in the purchase, but will obtain more information before moving forward. He introduced his new road foreman, Spencer Patterson.

JEMS

Gary Barnett, shift supervisor, came to the commissioners to give his monthly update on the department including financials. They have had a busy first month in 2024. Kyle Gerlach, shift supervisor, gave an update on the new power load system. They are waiting on the update kits to be able to use their existing cots. They are hoping the system will be up and fully operational in the next 7-10 days.

PENNVILLE PARK BOARD

Tanner McClain, Pennville Park Board member, returned with questions regarding the board's original \$35,000 request from the county. Commissioners asked county auditor, Emily Franks for an update regarding this request. At the last county council meeting, approval was given to advertise for an additional for \$30,000 with \$10,000 to be paid separately from EDIT, Windfarm, & ARP. After discussion about where to pay the additional \$5000 the park requested, the commissioners decided to fund the additional amount. It was decided to pay a total of \$15,000 from EDIT, \$10,000 from windfarm and \$10,000 from ARP funds. The EDIT allocation would be paid to separate entities, \$30,000 to Pennville Park Board and \$5,000 Pennville Industrial Development Corporation, in order for the park to receive the needed grant match. PIDC would then pay the amount of \$5,000 to the Pennville Park Board. County attorney, Wes Schemenaur saw no issue with this plan. The commissioners are in favor of the project and gave approval for the additional request. Rex Journey made a motion Brian McGalliard seconded the motion and the motion passed by unanimous vote.

ECI REGIONAL PLANNING DISTRICT BOARD

There is an open seat on the board with Brian McGalliard suggesting Dan Watson. Rex Journey made a motion to appoint Dan Watson and reappoint Brian McGalliard to the ECI Regional Planning District board. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

SHERIFF

Larry Ray Newton, sheriff, came to the commissioners to discuss the transfer of a surplus vehicle to the Retirement Center. Mr. McGalliard questioned the sheriff of the value of the vehicle being transferred. Mr. Newton stated the vehicle was estimated between \$2,500-\$5,000, but was unsure what it might get at an auction. He hopes they will purchase a new transport van next year and could transfer their current transport van to them at that time. Mr. Journey asked Ms. Delaney how many vehicles the center needed and how often they were utilized. Ms. Delaney stated she usually brought in 3 or 4 residents whenever she comes to town, especially if the van is already out with another resident.

Mr. Journey questioned if Lifestream Service came out to the facility. Ms. Delaney confirmed they sometimes come out, but they have to call and request it. They are looking to see if they can get on a regular schedule with them. Lifestream's hours are prohibiting as they only run from 9 a.m. to 2 p.m. Brian McGalliard made a motion to approve the transfer from the sheriff to the retirement center. Rex Journey seconded the motion and the motion passed by unanimous vote.

PERSONNEL POLICY ORDINANCE 2024-03

An updated personnel policy was presented to commissioners for approval. The county council has approved the policy as presented at their last meeting. Auditor, Emily Franks, explained the changes, regarding employee sick and personal time, that the commissioners were not already aware of. There was no discussion regarding the matter with Brian McGalliard making a motion to approve Ordinance 2024-03 retroactive to January 1, 2024. Rex Journey seconded the motion and the motion passed by unanimous vote.

RIVA HOSPITALITY

An update regarding a previous funding request from RIVA Hospitality has not been received. Commissioners requested they provide income projects, business and personal financials and tax information be given to the commissioners for review. Rex Journey has spoken with Travis Richards, JCDC Director, regarding the information request. RIVA is still collecting the financial documents and will return soon. The matter was tabled again.

PERRY PROTECH

A contract from Perry Protech was presented by Auditor Emily Franks, regarding the maintenance plan for tabletop printers. The contract would provide the county with one maintenance plan, rather than each department having to maintain and supply their own. Perry is already doing services for some departments in the county and would like to expand. This contract does not include printers that are already in a maintenance contract.

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.

Title paperwork to transfer the two sheriff vehicles and for the two new highway trucks were presented for commissioners' approval. Rex Journey made a motion to approve and sign as presented. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

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

With no further business, Brian McGalliard made a motion to adjourn at 10:33 a.m; Rex Journey seconded the motion and the motion passed by unanimous vote.

JAY COUNTY COMMISSIONERS

Chad Akers
Brian McGalliard
Rex Journey
Attest: Emily Franks
Jay County Auditor