

Request for Qualification would need to be advertised for the service. The commissioners would then decide the best candidate based on the information submitted.

Mr. Kimball questioned if the commissioners wanted to discuss an application release date. Mr. McGalliard asked the discussion wait for all commissioners to be present. Mr. Kimball stated he believed there should be at least a week between the announcement and the release date. He will revisit the cities and towns to update them on the release date as well as through traditional and social media. Mr. Journey asked if there was a plan in place to time stamp the applications. Mr. Kimball confirmed Mr. Kleimpeter had added a section for office use only for the date, time and who received the application. He added it would be on a first come, first serve basis, and then by project/area.

#### 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 claims docket for March was presented for commissioner approval. Rex Journey made a remark regarding the fee for the Salamonia cemetery as it seemed unusually high and wished the bill had more explanation to it. Rex Journey made a motion to approve the claims docket for March. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

The clerk's monthly report was presented for commissioner approval. Rex Journey made a motion to approve the clerk's monthly report. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

The commissioners were presented four emergency claims to be paid before the next claims docket. Rex Journey made a motion to approve a claim to L & D Mail Masters Inc for \$1,891.04, Always Accurate Repairs LLC for \$2,500, CLIA Laboratory Program for \$248, and Thomson Reuters for \$228. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

With no further business, Rex Journey made a motion to adjourn at 10:00 a.m.; Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### JAY COUNTY COMMISSIONERS

Chad Aker

Brian McGalliard

Rex Journey

Attest:

Jay County Auditor

#### APRIL 8, 2024

The Jay County Commissioners met in regular session on Monday, April 8 2024, in the auditorium in the courthouse. Attending was Rex Journey, Brian McGalliard, county attorney Wes Schemenaur, auditor Emily Franks, and Chad Aker, president, presiding. Rex Journey asked the minutes be changed under Perry Pro Tech from approve to "approval". Brian McGalliard made a motion to approve the minutes from March 25, 2024 with the suggested change. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### COURTHOUSE

Bruce Sutton, superintendent, came to the commissioners with a quote for concrete repair work around the courthouse. The quote from TJ's Concrete & Excavation LLC included grinding and resurfacing six steps in the lower basement, and replacement of sidewalk pads on the north and south sides. The bottom steps in the lower basement have started to deteriorate and pose a potential safety hazard. The total quote for the combined work came in at \$5,600. The commissioners questioned if there were any other quotes available for the work. Mr. Sutton was only able to obtain a quote from one company due to certificate of liability issues. Rex Journey made a motion to approve the quote from TJ's Concrete and Excavation LLC. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### SHERIFF

Larry "Ray" Newton, sheriff, came to the commissioners to discuss the purchase of laptops and a recent staffing study. Mr. Newton returned to the commissioners with three laptop quotes for the purchase of two laptops for the patrol cars. The first quote was from Progressive Del Toro at \$4,398,

Amazon at \$3,309.80 and Dell Technologies at \$2,319.32. The sheriff asked the commissioners for permission to purchase from the lowest quote of Dell Technologies. Brian McGalliard made a motion to approve the purchase of two laptops from Dell Technologies for \$2,319.32. Rex Journey seconded the motion and the motion passed by unanimous vote.

Mr. Newton also discussed a recent staffing study completed by Bill Wilson, Indiana Sheriff's Association, Jail Services Coordinator. The study indicated the need for nine additional jail employees, mostly due to potential liability issues. He added the study from his term in 2014 also indicated a need for more positions. Mr. McGalliard questioned if the jail population was up or down over the last ten years. Mr. Newton believed they had the most inmates currently with a max of 150 at the end of his last term.

Mr. Aker informed him the request would need to be taken to the personnel committee for their recommendation to the council. The council will have the ultimate decision on the adding of the positions. He added even if the positions were budgeted, but not filled, it would cover the liability for the county. Mr. Journey asked what duties the sheriff felt were not currently being performed with the present staff. Mr. Newton believed there might not be enough people on the floor or in the booking area.

The board was informed that one of the security officers at the courthouse recently turned in their two-week notice. He will be starting employment with Dunkirk Police Department due to better benefits and advancement. Mr. Newton would like to see three full-time security officers at the courthouse to help cover. As of now, he will take merit deputies off the road to cover the position until it is filled. The Requirements for the job include a 40-hour pre-basic course, but due to the circumstances cannot be allowed to go through the state program.

Mr. McGalliard asked Mr. Kimball to have Spotted Monkey help advertise for employees on the Jay County Government Facebook page.

#### ECI REGIONAL PLANNING

Nate Kimball, Assistant Director, came to the commissioners to give an update on projects he is involved in currently besides the OOR. The largest project he has been working on is a Norfolk Southern Grant for Redkey, Bryant, Pennville, and Salamonia. A community within 30 miles of a railroad station can apply for up to \$50,000 until the money runs out. The grant can be used for various projects, but he has been working primarily on park projects, such as Pennville. Mr. Journey asked if the grant only covered specific items or was more general. Mr. Kimball stated the grant was divided into four main target areas including workforce development, thriving communities (such as parks or planting trees), and safety-first grants (only up to \$15,000 for training) Each municipality may only apply for one grant per year and there is no matching component required.

Mr. Kimball added Mrs. ~~Aker~~<sup>McLain</sup> reached out about researching other grant opportunities for the Pennville Park Project, specifically playground equipment. A resident contacted him about a potential brownfield property they want to use for their business. He has been working with Shafer Academy for county employees and manufacturing workforce training. They set a fee for a certain number of people. They recently took a tour of Pennville Custom Cabinets with Mark Goldman to see what help they could provide. Mr. Aker added Mr. Goldman expressed interest in getting manufacturers together.

Lastly, a brief update on the Owner-Occupied Rehab program was given to the commissioners. The agreement has been signed and submitted to the state. He will reconvene at the next meeting and will go from there on establishing a timeline. In the meantime, they will be looking for a home inspector for the project.

#### JAY COUNTY COUNTRY LIVING

Cindy Bracy, ICCL Board of Directors President, came to the commissioners to give an update from their last meeting along with other members and Kristie Delaney, director. The advisory board met April 1<sup>st</sup>, 2024 and discussed RCAP payments including how they are received and posted. RCAP is part of the division of Aging under Indiana Family and Social Services Administration (FSSA). The program pays for eligible residents up to \$40.75 per day. Mrs. Bracy has contacted them to try to get their payments consistently deposited. She also requested their full budget be separated out from the commissioners' budget for tracking purposes. Mr. Aker requested any new positions or job classifications be submitted to WIS as soon as possible as they were due April 1, 2024.

Mrs. Bracy also stated the board recommended the director report to the board monthly. The board would then report to the commissioners monthly in her place. She added their goal was to empower the director and not make it more difficult for her. Mr. Aker agreed, adding these were the reasons to create the board. He also clarified it would not prohibit the director from reaching out to the

commissioners personally. Mrs. Bracy added the board is working on processes for admissions and exits of residents as there have been several variations over the years. Mr. Schemenaur agreed if they ever wanted to remove a resident or reject an admission it would not seem arbitrary or subjective.

Harold Towell, council and JCCL Board member, spoke to the commissioners about a concern for lack of chain of command if issues were brought to the commissioners ahead of the board. He asked all issues to be brought to the advisory board first instead of the commissioners. Mr. Aker clarified that while issues are taken to the board, the commissioners should be informed of them too. He identified a recent issue where a private pay individual who could work, quit their job and stopped paying rent. After being informed about the situation, he went out and spoke to the resident. He was unaware if the board was also informed of the situation. Recently, he also had an altercation with a resident while completing room inspections.

An update on the additional RCAP monies granted by the state was given by Mrs. Bracy. The department must have a paper signed and approved by the state to spend the money. However, the state has not yet created the form. She reported the county cannot spend or engage a contractor with the deadline to spend by the end of June 2024. The commissioners agreed to reach out to a state representative about the matter. Mrs. Bracy explained the surplus monies were offered using a formula by county using resident totals.

Lastly, items needing to be replaced at the facility were discussed, including computers, washers and dryers. Jon Eads, clerk, offered his old computers in storage to be used at the facility. He believed while they were both about five years old, his might have better RAM/memory. Rex Journey made a motion to approve the surplus computers from the clerk be transferred to the retirement center. Brian McCalliard seconded the motion and the motion passed by unanimous vote.

Mrs. Bracy had a quote for a new washer and dryer from JAMAR and needed to pick up quotes from Strohl's, Liggett's and a commercial machine company in Ohio. They have been intermittently down since the beginning of the year. Mr. Journey asked if they had previously tried to repair the machines. Ms. Delaney reported they had spent \$1,800 on repairs to the washers and dryers through Laundry One out of Ohio, as no local company would service the machines. It was also confirmed the current washer was for household and not commercial use. Rex Journey made a motion to allow the board to approve the purchase of a washer and a dryer at the county home from the lowest bid. Brian McCalliard seconded the motion and the motion passed by unanimous vote.

#### HIGHWAY

Robert Howell, superintendent, and Stephanie Klarer, Administrative Assistant, came to the commissioners to give their monthly report. Ms. Klarer reported they are working on obtaining first aid kits to cover every vehicle in the department. She reached out to the EMA director to help them create 30 first aid kits as it would be cheaper than purchasing through their current vendor. The estimated cost will be around \$27 per kit. They can also offer the department various training courses, but it would not come with a certificate.

Mr. Howell reported they have been spreading gravel on all applicable roads and grading work continues to help maintain the roads. Their new dump truck is fully complete and in its assigned area in Pike Township. He also reported the MowerMax was delivered in the morning with training scheduled for April 10<sup>th</sup>. The two heavy equipment operators and the road foreman will be the ones operating the machine. Their additional software modules have been installed and that additional training will be on April 15<sup>th</sup>. The last truck driver position has been recently filled by Travis Jellison.

Mr. Howell discussed potential repairs to the old salt barn. It is now being used by Emergency Management to store sand, sandbags and equipment. The building is sound but needs repairs with the hole in the roof. They have \$6,600.99 in the budget for repairs, but it is not sure that would be sufficient. The repairs would be to fix the roof and some rotting beams. Mr. Journey asked the type of roof currently on the building. Mr. Howell reported it is currently a shingled roof. Mr. Aker recommended the department reach out to contractors and obtain three quotes and various material options.

The bids for asphalt emulsions were opened at 10 a.m. with bids from KTech and Asphalt Materials. KTech came in at \$1.97 for 8090, \$2.17 for 8090 S and dust \$1.95 a gallon. Asphalt Materials came in at \$1.896 for 8090, \$2.436 for 8090S and dust at \$1.946 a gallon. Mr. Journey made a motion to table the bids pending further review. Brian McCalliard seconded the motion and the motion passed by unanimous vote.

The bids for a new dump truck were opened. The only bid submitted was from Stoops for a Western Star Dump Truck for \$131,940 with five requests for bid sent out. There were two bids for the

outfitting of the truck, one from LINDCO at \$103,955 and three options from WA Jones at \$97,775, \$97,404 and \$96,198. Rex Journey made a motion to take the truck bids under advisement for a decision at the next commissioners' meetings. Brian McGalliard seconded the motion, and the motion was approved by unanimous vote.

#### **BROADBAND**

Autumn Marshall, ECI RPD Regional Coordinator for Broadband support training and education, came to the commissioners to give an update on broadband. She reported the Indiana Broadband Office are impressed with the efforts made by Jay County. The deadline to challenge is April 17th, 2024. She asked if the commissioners would be interested in becoming certified as a broadband ready community (BBRC). It would require a ten-page application to be completed on the Indiana Broadband Office website. There are eight statutory requirements for the certification including the appointment of a single point of contact for all matters related to broadband development, the establishment of procedures to allow for the electronic submission of all forms, applications and documentation required for a broadband development project, requirement that all permit applications are approved or denied within 10 business days after they are filed, an assurance that all inspections related to a broadband project will be completed in a timely and expeditious manner. The procedures must also prohibit the unit from requiring a designation of a final contractor to complete a broadband project, imposing a fee to review an application or to issue a permit on a broadband project, imposing a seasonal moratorium on the issuance of permits for a project and discriminating among communication service providers. Mr. Journey questioned if the county would be able to comply with all the requirements. Ms. Marshall believed that was a matter to be discussed and determined by the county. Mr. McGalliard requested the information be submitted in an email to the commissioners and county attorney for review. Ms. Marshall asked a decision to be made before the end of the month when the NextLevel and BEAD grants are decided. Mr. Aker asked for time to review the expectations for the county before making any decisions. The commissioners will discuss the topic at their next meeting April 22, 2024.

#### **BEAD PROGRAM UPDATE**

Travis Richards, JCDC director, Autumn Marshall, and Cindy Bracy came to the commissioners to give an update on the BEAD (Broadband Equity Access and Deployment) challenge process. They have put together a survey with 488 surveys submitted. They have followed up with 371 of the submissions, 269 by email and 102 by phone or text. The help provided has included help with speed tests, bills or proof that the internet service provider cannot provide service. He again reported the challenge period closes on April 17, 2024. Mr. McGalliard questioned how important the Broadband Ready County Certification (BBRC) would be in the process. Mr. Richards believed it would weigh in on some of the state grants but was unsure about federal grants. They have had 29 individuals supply all the evidence required for a challenge. The majority are waiting on service providers to see if it is available in their area and more speed tests. Mr. McGalliard asked how many challengers would be necessary to be successful. Mr. Richards stated while he did not know the definition of successful, it would depend on the location, but any challenge is good, and a better place than we were. Lastly, Mr. McGalliard questioned if the responses were from different areas in the county. Mr. Richards stated there were concentrations in a couple of key areas.

#### **LEI GRANTS**

Travis Richards, JCDC director, updated the commissioners briefly about the LEI grant. Governor Holcomb announced on January 9, 2024, that Lilly Endowment Inc. had gifted \$250 million to the Indiana Economic Development Corporation (IEDC). The grant will be used to complement the state's READI investment, providing even more funding opportunities. They will be using the funds for blight remediation and redevelopment (\$185 million) and arts and culture (\$65 million). It will be a separate process from READI 2.0 as each region will select four projects to submit for each of the two focus areas.

Mr. McGalliard questioned if Mr. Richards believed any projects in the county would qualify. Mr. Richards believed there were projects that would fall under their two focus areas. He was unsure if a project was selected for READI funding, how it would work with Lilly and if funding could be used from both places. Likewise, if a project does not get selected for READI 2.0, he was unsure of the timeline and if they would run concurrently. IEDC will be administering both grants with more details to be released by the IEDC soon. They will evaluate projects and coordination with Indiana Arts and Culture, align with READI 2.0 goals and construction must be started within two years. Mr. Aker asked if they would only be looking at projects already submitted to READI 2.0. Mr. Richards was not sure how the region would address pulling in new projects. He added the state's focus has been on READI 2.0 and not LEI grants. Mr. Aker asked that he keep the commissioners updated on the project.

**READI 1.0 UPDATE**

Travis Richards, JCDC director, presented an update on the READI (Regional Economic Acceleration and Development Initiative) 1.0. READI 1.0 had a \$500 million max with up to \$50 million awarded per region. This included a 4:1 matching which meant for each READI dollar, they must have three private dollars to one local public dollar. The IEDC urged regions to select strategies that will make positive developments in quality of place and quality of life, quality of opportunity, innovation, entrepreneurship, and talent attraction and development. It could be physical projects, such as infrastructure, workforce housing developments, the revitalization of blighted or vacant properties and cultural amenities, as well as sustainable, multi-year programs, such as talent attraction initiatives, public-private partnerships to advance industry innovation, and small business support services.

Jay County was part of an 8-county region including Blackford, Delaware, Fayette, Grant, Henry, Jay, Randolph, and Wayne. He provided a list of all projects submitted by the county for READI 1.0. The region was awarded \$15 million with \$300,000 being received in Jay County. There has been \$5.1 million disbursed to the region with \$9,000 disbursed to the county for the schoolhouse.

Overall the county was granted \$9,000 to the Salamonia Schoolhouse and \$291,000 to the Portland Foundation towards the early learning center. They are working on the early learning center but have no timeline. Mr. Aker noted that of the \$15M for our region, Jay County was awarded 2% of the available funds, while the other 7 counties in the region were awarded 98% of the funds, or \$14.7M.

**READI 2.0 UPDATE**

Travis Richards, JCDC director, and Tabby Sprunger, Jay County Chamber Director, updated the commissioners on READI 2.0. READI 2.0 has a \$500 million max with up to \$75 million awarded per region with the 4:1 match remaining in place. As recommended by the IEDC, our region did not change and remains the same eight counties. The key performance indicators include population growth, per capita income growth, growth in employment opportunities, educational attainment, housing units developed, childcare capacity, innovation activities and private investment.

Mr. Richards discussed the region had adjusted and improved their process based on feedback from READI 1.0. A tremendous amount of work went into convening regional stakeholders and gathering different viewpoints to bring together all the issues to the region. Mrs. Sprunger noted the list of all 44 projects submitted for Jay County with 28 exclusive to Jay County and 32 coming from the county. There were 24 project owners who obtained help from them in the process. A timeline up to the application and regional development plan submission in February 2024 was reviewed. They anticipate IEDC will announce their funding decisions at their April 11<sup>th</sup>, 2024, board meeting. IEDC and regional project discussions will happen sometime in May. The project decision will be a combined effort between state, region and local entities with KPI's a major factor in the decisions along with the regional goals.

Mr. Aker questioned who makes the decision on which projects get funded. Mr. Richards responded it would need to have people on board at the local, regional and state level. Mr. Aker asked for clarification on who at those levels would be making the decisions, as an example elected officials, LEDOs, or state officials. Mr. Richards was unsure whether IEDC would be making those decisions or if they would pull in a separate advisory board. The regional steering team will be involved in the process. Locally, it will be a combination of those involved in the proposed projects. Mr. Aker asked who was involved as part of the regional steering committee. Mr. Richards confirmed it included himself and Tabby Sprunger.

Mr. Aker asked if there were any projects they would push for the county. Mr. Richards responded that their goal was to push for all projects with the understanding not all projects will be able to be funded. They will look at other options for any project not funded through READI. Mr. McGalliard asked for more clarification on the 4:1 match. Mr. Richards explained for every READI dollar there needs to be three private dollars and 1 local public dollar. IEDC has said it does not have to be project by project but can be portfolio wide. It is typically hard to keep that balanced so it is best to keep to that ratio for each project. Mr. Journey asked if that would be part of the decision process as most projects did not seem to have the funding already established. Mr. Richards believed it would be part of the discussion but was unclear on how heavily it would weigh on the decision. He did not believe anything would be excluded out of hand if the 4:1 was not already established. The state KPIs, the regional strategic goals and funding will all be considered for a project. Mr. Journey also asked if projects with the most regional impact would be considered a higher priority. Mr. Richards confirmed regional impact is a main factor they will be looking for in their decisions.

Mr. Aker expressed concern in the county obtaining more money than in READI 1.0. He reviewed the numbers from READI 1.0 pointing out that of the \$15 million the eight-county region received, Jay County received \$300,000. He would like to see the amount spread more evenly between the counties instead of less than 5% received. Mr. Richards believed the county was in a better position

with better projects that align with the READI parameters. He added the mix of projects was also a lot stronger than in READI 1.0 as some projects did not fit the timeline, the match, or the strategic IEDC.

Mr. McGalliard asked if theoretically one big project could carry the entire region for the matching part of it. Mr. Richards confirmed it could be possible but hoped the money would be spread around. Mr. Journey asked if in the regional discussion the opportunity would exist for every county. Mr. Richards hopes they will look at what will have the biggest impact in the region and what would have the biggest impact in the county. They will know for sure when IEDC comes in and tells them how they will complete project selection. Mrs. Sprunger added while some projects did not seem to match READI, they were asked to be taken through the process to understand the community's needs. Those projects could open the door to other potential funding opportunities.

#### **JCDC CONTRACT**

Lastly, Mr. Richards presented the signed contract given last December for the commissioners' consideration. The JCDC board met last week and authorized him to sign and enter a contract amount of \$140,000. Mr. Aker asked for an opportunity to sit down and discuss duties including marketing with them before agreeing to the contract. He asked the county attorney if the meeting could be an executive session. Mr. Schemenaur will investigate the matter and determine if it qualifies under the executive session code or if it would be a special session. Mr. Journey questioned how quickly a meeting could be scheduled for the discussion. Mr. Schemenaur stated the meeting could be held with 48 hours' notice to the media regardless of meeting type. Mr. Richards questioned what information was needed besides the marketing already addressed in the contract. Mr. Aker confirmed that while in the contract, they wanted to see how it would be addressed. Along with a few other items to sit down and have a conversation. Mr. Richards asked for clarification on items that still needed to be discussed before a decision was made on the contract. Brian McGalliard made a motion to table the discussion pending the county attorney's determination. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **PERRY PRO TECH**

The requested addendum regarding a thirty day out clause has been made by Perry Pro Tech and was reviewed by the county attorney. Brian McGalliard made a motion to approve the print management contract with Perry Pro Tech. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **PAPER QUOTES**

Ms. Franks presented three quotes for 80 boxes of letter-size copy paper to supply various county offices. The first quote from Progressive Del Toro came in at \$3,480. The second quote from Quill came in at \$3,199.20. The third quote came from Four-U Office at \$2,506.60. Rex Journey made a motion to approve the paper purchase from Four-U office. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### **SOLAR ECLIPSE**

Brian McGalliard asked the topic of the solar eclipse be addressed. Mr. Aker believed each office could decide whether to close their office. Ms. Franks stated 15 minutes could be taken without setting up more arrangements. Brian McGalliard approved employees 15 minutes to view the eclipse. Rex Journey seconded the motion, and the motion was approved by unanimous vote.

#### **MISCELLANEOUS BUSINESS**

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

The Jay County County Living Report for March was presented for commissioners' approval. Brian McGalliard made a motion to approve the report. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A yearly quote from Matrix Integration for the county server including support, cloud storage and a Barracuda gateway defense for \$18,174.85 was presented for commissioner approval. Rex Journey made a motion to approve the quote from Matrix. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

The commissioners were presented emergency claims to be paid pending approval from the council at their meeting on April 10, 2024.

The first claim was to Rundell, Erstenberger & Associates related to work on the 68A project for \$31,987.29. Brian McGalliard made a motion to approve the claim to REA. Rex Jourmay seconded the motion and the motion passed by unanimous vote.

The second claim to PIDC related to the Pennville Park project for \$5,000 was presented for commissioner approval. Rex Jourmay made a motion to approve the claim to PIDC. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

The third claim to Arts Place related to their grant for \$15,000 was presented for commissioner approval. Brian McGalliard made a motion to approve the claim to Arts Place Inc. Rex Jourmay seconded the motion and the motion passed by unanimous vote.

The titles for the sheriff vehicles slated for auction were presented for commissioner approval and signature. They are currently waiting to hear back from Loy's Auction on an official date. Brian McGalliard made a motion to approve. Rex Jourmay seconded the motion and the motion passed by unanimous vote.

Mr. Aker reminded those present their next meeting on April 22, 2024 will be held at 5:00 p.m. instead of 9:00 a.m. to allow for early voting in the auditorium. He also added as a reminder the CEDS (Comprehensive Economic Development Strategy) meeting will be at 5:00 p.m. on April 9<sup>th</sup> at the Jay County Library.

With no further business, Brian McGalliard made a motion to adjourn at 10:59 a.m.; Rex Jourmay seconded the motion and the motion passed by unanimous vote.

**JAY COUNTY COMMISSIONERS**



Chad Aker  




Brian McGalliard  




Rex Jourmay  


Attest:   
Jay County Auditor