

**Commissioners Meeting
February 20, 2024**

Present: Jim Seiler, Tom Brown, Heather Gries, Auditor Melissa Bunner, Attorney Joshua Claybourn

Meeting was called to order by President Gries at 3:00 P.M.

Minutes

Seiler made a motion to approve the minutes for the Commissioners Meeting and Executive Session both dated January 16, 2024. Brown seconded the motion. Motion carried.

Claims

Brown made a motion to approve claims as presented. Seiler seconded the motion. Motion carried.

VSO / Ricky Biggs

For week of January 15, 2024, total Veterans assisted this week was 65 and phone calls totaled 73.

For week of January 22, 2024, total Veterans assisted this week was 52 and phone calls totaled 56.

For week of January 29, 2024, total Veterans assisted this week was 48 and phone calls totaled 54.

For week of February 5, 2024, total Veterans assisted this week was 50 and phone calls totaled 69.

Seiler made a motion to re-hire Butch Meredith to the VSO position. Brown seconded the motion. Motion carried.

Health Department / Mindy Spinks

"Nursing Update" for January 2024:

There were less than five (5) animal bites reported. There were less than five (5) communicable diseases reported. There were one hundred forty-six (146) vaccines administered.

Environmental Inspector Report for January 2024:

There was four (4) On-Site Systems Permit issued. There were four (4) new residential on-site system permits. There are ten (10) septic systems permitted but not installed. There were (5) spec's issued and a total of twelve (12) waiting on design.

There were zero (0) new commercial on-site system permits issued.

Yearly On-Site System Permit Totals:

Residential – Four (4) new

Commercial – Zero (0)

There were no complaints.

Retail Food Establishment Inspection Reports for January 2024:

Routine Inspections: Twelve (12)

Follow Up Inspections:

Complaints: One (1)

Business Closed:

One (1)
One (1)

Training: Two (2)

Spinks presented and discussed a "Contract for Health Services".

Spinks discussed an agreement for the transportation of vaccines. This will be sent to Claybourn for review.

Claybourn discussed the appointment for the Health Department. Santa Claus has not found anyone yet for the board position that meets all the requirements. He will follow up on this one.

Sheriff's Department / Sheri Heichelbech

Heichelbech was not available for the meeting but sent a letter requesting consideration in the transfer of the decommissioned ambulance to be used by the Sheriff's Office as a mobile command / traffic unit. The vehicle will be used at crash scenes to provide lights and equipment that cannot be transported in Deputy commissions. **Seiler motioned to approve this request. Brown seconded the motion. Motion carried.**

Highway Department
No Report

Planning Commission / Kay Erwin

January 2024 Permits issued:
Residential (2) \$750,000

Accessory Buildings (4) \$148,000

Totals for 2024:
Residential: \$750,000
Addition / Remodel: \$0
Duplex: \$0

Accessory Buildings: \$148,000
Cell Tower: \$0
Vacation: \$0

Building Inspector / Todd Hays

"County Inspection Report for January 4, 2024 through February 5, 2024" - Total

Inspections:		
Four (4) Footers	Four (4) Post Hole	One (1) Foundation
Eight (8) Framing	One (1) Underground Plumbing	Two (2) Concrete
Five (5) R.I. Electric	Four (4) R.I. Plumbing	Four (4) R.I. HVAC
Twenty-three (23) General	Four (4) Electric Meter	One (1) Gas
Seven (7) Final	One (1) Temporary Electric	One (1) Cell Tower
One (1) Tie Down (mobile or modular)		One (1) Firewall
Mileage driven for month: 1058		

Hays sent the certified letters to the unsafe buildings property owners and have received the receipts back confirming delivery. One property owner has agreed to demolish the house and the other has not responded yet. This will be followed up in the next meeting.

Gries acknowledged Gary Shoemaker who was in attendance. She thanked him for all the work he has done and is doing in Hatfield.

Clerk / Darrell Stephens

Stephens is requesting the Commissioner's Room for Early Voting beginning Tuesday, April 9, 2024 and continuing through Friday May 3, 2024.

Stephens discussed the HAVA Grant money from the Secretary of State. This is a reimbursable grant. **Seller motioned to approve this grant. Brown seconded the motion. Motion carried.**

Stephens presented a quote from Midwest Telecom to complete the re-wiring on 2nd floor. The quote is for \$72,658.00). **Seller motioned to approve for Stephens to take to Council. Brown seconded the motion. Motion carried.**

Stephens discussed having a voting delivery plan for the May elections. He is working on who can transport the machines and how they will get to the voting centers.

Stephens also provided an update regarding Brown County and the old voting machines. They are still interested but there are delays due to them attempting to move to voting centers. He will keep us updated.

IT Contracts

Burner presented the IT Contract for Eck-Mundy Associates, Inc. for 2024. The rate for 2024 is \$63,274.80. **Brown motioned to approve the new contract. Seller seconded the motion. Motion carried.**

Appointments

Brown motioned to appoint Donna Burroughs to the PTABOA Board. There was no second. Motion died.

Seller motioned to appoint Chris Blake to the PTABOA Board. Gries seconded the motion. Motion carried.

Legal Report

Claybourn presented Ordinance 2024-02 "Establishment of 2024 Work Holidays". **Brown motioned to approve Ordinance 2024-02. Seller seconded the motion. Motion carried.**

This ordinance is adopted at first reading by unanimous vote.

Claybourn discussed an issue with a county easement. John Wetherill is working with a local realtor to sell a property. The property owner built a structure and placed it on the property where it seems there was intention of building a road. This road did not happen

and they are asking the county to dissolve the easement and deed to the property owners. This will be brought to the next meeting with more information.

Old Business

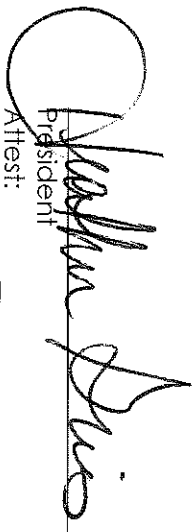
No report.

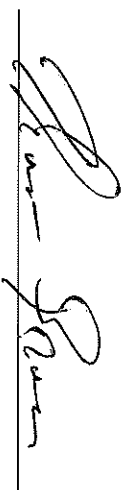
New Business

Gries discussed a Land Development Due Diligence Services Agreement – Sky High Development Property for house development in Dade. The Commissioners would like the Town of Dale to make the request.

Gries discussed a grant opportunity for Spencer County Emergency Ambulance Services for Jane Stout who was unable to attend the meeting. This grant is for medical supplies. **Brown motioned to approve this grant. Selier seconded the motion. Motion carried.**

Selier motioned to adjourn the meeting. Brown seconded the motion. Motion carried. The meeting was adjourned at 3:49 P.M.


President



Attest:





Auditor, Melissa L. Bunner