

microphones currently available. Brian McGalliard declined the purchase of the headset/clip on microphones and will leave it up to the council to decide for their meetings. Rex Journey seconded the motion and the motion passed by unanimous vote.

With no further business, Rex Journey made a motion to adjourn at 11:27 a.m.; Brian McGalliard seconded the motion and the motion passed by unanimous vote.

**JAY COUNTY COMMISSIONERS**

Chad Aker  
Chad Aker

Brian McGalliard  
Brian McGalliard

Rex Journey  
Rex Journey

Attest: Emily Frank  
Jay County Auditor

**SEPTEMBER 25<sup>TH</sup>, 2023**

The Jay County Commissioners met in regular session on Monday, September 25<sup>th</sup>, 2023, in the auditorium in the courthouse. Attending was Brian McGalliard, Rex Journey, attorney Wes Schemenaur, auditor Emily Franks, and Chad Aker, president, presiding. Brian McGalliard made a motion to approve the minutes from September 11<sup>th</sup>, 2023. Rex Journey seconded the motion and the motion passed by unanimous vote.

**SHERIFF**

Ben Schwartz, chief deputy, came to present the Inmate Meal Report for August. He also came to discuss a trade in for their 40 caliber Glock's back to 9mm. The only quote provided was from Kiesler Police Supply for \$15,015.66. Chad Aker questioned if any other quotes were obtained for the trade in. Mr. Schwartz stated they had previously quoted with the company. Mr. Journey questioned the need for the switch. Mr. Schwartz stated ammunition was much harder to find for 40 caliber. Mr. McGalliard asked the age of the weapons being traded in. Mr. Schwartz stated they were 7-8 years old. Rex Journey made a motion to approve the trade in and purchase of the guns from Kiesler. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

**ORDINANCE 2023-11**

Steve Neargarder, owner KBL trucking, came to the commissioners in regards to the recently signed Ordinance 2023-11 amending the truck restrictions during when state highways are closed due to official detour. His company has seen an increase cost of \$3,500-\$4,500 a week due to the detour. The expenses are primarily in fuel and increased wages to the drivers for the additional travel time with an extra 14-15 miles one way. The extra miles add a half hour of time one direction on average. Their fee is figured one time a year and the extra expense cannot be passed along to their customer. Mr. McGalliard questioned where the company was primarily traveling to. Mr. Neargarder's main travel is from Portland to Fort Recovery. He noted if the bridge was not closed, he would not want to travel on any county roads.

Mr. Neargarder would like to see either Division Road or 300 N opened back up to truck traffic. He believes Division Road would be the best option as it is a well-traveled route by local farmers. Additionally, there are no houses on 300 E between 26 and Division. The next best option would be to open back up 300 N to truck traffic as it used to be old Highway 22. Mr. Journey questioned if he would be amicable to going 300 N and how many loads are taken daily. Mr. Neargarder believed this would be a better option as it would be about 10 miles less travel each way. They average 30-40 loads a week for an average of 5-6 loads a day.

Mr. Aker believed Division Road would not be a good option because the city has made Votaw St. a no truck route from the city limits to Meridian St. The problem he sees is in relation to over the road truckers getting jackknifed, getting stuck, turning over or taking down telephone poles. Another option discussed was the potential to open a route from 400 S to 300 E and up to 100 N. The commissioners decided to first speak to the Sheriff and Highway Superintendent before making any changes. Mr. Schemenaur informed the board it would be at least October 9<sup>th</sup> before an ordinance could be signed with 10 days for publication; it would be at least October 20<sup>th</sup> before an ordinance change would take effect. Mr. Journey felt the matter should still be looked at for the future, even if not in time for this detour.

**HIGHWAY**

Eric Butcher, Superintendent, came to the commissioners to give an update on a few items. Their next dump truck is scheduled to arrive late November or Early December. This has changed how much

money would be available for the MowerMax and Case Loader purchase. He requested the items be tabled for another meeting until he can get the new numbers figured. The pad has been formed for the new fuel tanks with their arrival still two months out. All the prep work that can be done should be concluded by the end of the week. Lastly, Mr. Butcher provided a copy of Title 9 Article 20 concerning overweight trucks. It reads state and local vehicles used for road constructions are exempt from size and weight requirements.

### ECI REGIONAL PLANNING

Nate Kimball, assistant director, came to give an update on his current operations. He has begun announcements with the cities and towns regarding the Owner-Occupied Rehab project through HELPI! Program. They have informed those interested they are still waiting to hear back from OCRA about the acceptance of our application. Mr. Journey questioned if it looked like the project would be moving forward. Mr. McGalliard stated OCRA had made some recommendations for changes but nothing major.

Mr. Kimball also informed the commissioners he is working on holding three workshops for those looking to start a business or current entrepreneurs. The three workshops include the art of the side gig, entrepreneur mental health and stating my mind in the moment. He is currently working with Jay School Corporation to meet with students who might consider going into business. There will be no registration fee for attendees. The dates being looked at are December 6<sup>th</sup>, 13<sup>th</sup> and 20<sup>th</sup>. The workshop on the 20<sup>th</sup> is during school winter break which could allow more students to attend. Mr. McGalliard expressed some concern with the workshops so close to the holidays as it is a busy time of year. Mr. Kimball can look at other dates, as they haven't been officially announced.

### COMMUNITY CROSSINGS

Chad Aker, updated the board in regards to the 2024 community crossings grant. He attended the last City of Portland council meeting to ask if they would be willing to help pay for the cost of adding a sidewalk to the seventh street bridge. Wes Schemenaur indicated the city was for the project as it is heavily trafficked and is a dangerous area for pedestrians, but had made no formal motion. The bill of \$16,800 for the additional cost of re-engineering to add the sidewalk was given to the city clerk treasurer for payment. Mr. Journey questioned if the only thing missing was a monetary commitment was confirmed. Brian McGalliard made a motion to approve the supplemental request for the increased amount of re-engineering of \$16,800. Rex Journey seconded the motion and the motion passed by unanimous vote.

### CAPITAL IMPROVEMENT PLAN

Brian McGalliard gave an update on the capital improvement plan. It is being reviewed by Wes Schemenaur and should be ready by the next commissioner's meeting for approval.

### ANIMAL CONTROL CONTRACT

An update on the pending animal control contract was discussed by commissioners. Mr. Schemenaur would like to see the payment section fleshed out a little more. He also recommends the payment be made quarterly because of the 3-month termination clause. The other areas still under review was in regards to the definition of an aggressive dog for after hour calls. Mr. Journey added he would like to define how quickly the call response would be for the humane society. Mr. Schemenaur agreed stating local law enforcement is provided a list of numbers to call after hours with the majority not responding.

Brian McGalliard questioned the society receiving a portion of the tickets issued. Mr. Schemenaur expressed his concern in the organization writing any tickets. He also added he did not want them on people's property without consent or law enforcement. The timeline of the new building is set to be open by the end of next month. Brian McGalliard asked Mr. Schemenaur to negotiate to get a revised contract. If not, they can attend the next commissioner's meeting for discussion.

### JEMS

Gary Barnett and John McFarland, shift supervisors, came to the commissioners to give them a monthly update on operations. They had a good collection month but have had a few unexpected expenses in August totaling \$6,300. Those expenses included replacing a vacuum canister for \$600, brakes \$800, garage door issues with new electric eyes and extra antennas for \$400, and a cot maintenance fee of \$4,500. They still have an open position for a paramedic they are unable to fill. Mr. McGalliard questioned if the department had a list of runs that were never paid. The discussion then turned to when a patient is charged for a service. Mr. Barnett stated the policy of the department is to only charge if the services provided are more than a lift assist. He added most of those people don't have the means to pay the bill in those instances.

In other business, Meacham Funeral Homes in Dunkirk, had written a \$250 donation check for their recent assistance on a few transports. Brian McGalliard made a motion to accept the donation from Meacham Funeral Homes. Rex Journey seconded the motion and the motion passed by unanimous

vote. Mr. Barnett has reviewed the work order for the ambulance remount for an estimated \$190,000. They could save around \$10,000 by cutting out unnecessary items including new flooring, stainless steel panels and countertops. The price for a remount three years ago was around \$124,000. Mr. Journey voiced concern over the price continuing to rise for a new remount. Mr. Barnett stated once the quote was approved, the amount would be locked in with the company. The commissioners agreed for the price difference it might be better to have all the parts updated.

#### **ALLSTAR**

Eric White and Jay Kimes, representatives, came to demonstrate an upgraded phone system for the county. As the county is already a legacy customer, the upgrade would include the new phones for free. The new system would be internet cloud based and would be priced by phone line. It could include phone recordings that could be accessed or not by each department. The new phone system would allow transfers between buildings or phone calls to ring desk and cell phones at the same time. Mr. White had numbers available to email out after the meeting but was mostly looking to show the phone demo to the commissioners.

Bill Baldwin, E911 director, spoke in favor of the system. It would allow dispatchers to answer on the headset and make a secondary call with the desk phone. InDigital handles the 911 system and Allstar has experience on integration with the system. Their department would like all phone calls to be recorded in the cloud and available to their department at all times. Mr. Journey asked how often calls were needed to be recorded. Mr. Baldwin confirmed all of their calls are recorded to be pulled later if needed and for period review. He added the current Nortel system did not meet the required CenturyLink specifications when it was first installed and is in great need of replacement.

Mr. McGalliard questioned if those calling in to the county would be aware it was being recorded. Mr. Kimes explained Indiana only requires one party to be aware of a recording. However, they could add a “call is being recorded for quality insurance” to the beginning prompts. There could be an addendum to the handbook to let employees know all calls are being recorded.

Lastly, Mr. White explained the county currently has five different phone carriers. In their estimate all 13 public facing numbers would stay with a direct line to the sheriff’s office. The county could eliminate \$2,357 in phone line costs for the new monthly cost of \$4,026.91. He explained the county is maxed out on upgrades with the current system installed in 2011.

#### **RETIREMENT CENTER**

Melissa Blankley, director, came to the commissioners to give an update on current operations. RCAP is coming to do their every three-year audit on Thursday. They are getting their last few rooms available as there is a need. There were two family members from Golden Meadows that have expressed interest in available rooms. Rex Journey questioned how many rooms were still available. Ms. Blankley stated there was room for three men and four women as two of the rooms hold double with 24 current residents. Mr. Aker indicated if the rooms are full with residents paying, it would be hard for the committee to find it should be shut down. Mr. Journey questioned if there was a bed bug issue at the center. Ms. Blankley indicated they are staying up on the problem. They cannot afford to have Terminix come out every time. The center has been using the same chemicals for a cheaper cost. She has been looking for a small heater to be able to treat individual rooms.

Ms. Blankley has been approached by an individual who would like to put together a haunted house throughout the basement. It would be open to the public with donations being offered. The individual that would run the event would like to donate services for advertising his business. Mr. Schemenaur asked the commissioners to make sure there would be insurance coverage in the event of an accident. Brian McGalliard made a motion to approve the event subject to insurance coverage. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **EMERGENCY MANAGEMENT**

A grant application from Emergency Management for an Emergency Management Performance Grant (EMPG) of \$7,000 to update office and Emergency Operations Center (EOC) equipment was presented for commissioner approval. Brian McGalliard made a motion to approve the grant application. Rex Journey seconded the motion and the motion passed by unanimous vote.

#### **REQUEST FOR SEALED BID**

Brian McGalliard informed the board he had been requested by a local dealer to require sealed bids for all county vehicle purchases. The sealed bid process would remove the potential for department heads to funnel out unwanted bids. Rex Journey made a motion to require sealed bids for county vehicle purchases. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

#### **KNOW/BE4**

Ms. Franks presented a quote from KnowBe4 Inc. for a three-year subscription for security awareness training diamond package for commissioner approval. The quote covers December 6, 2023 to

December 5, 2026 for \$6,573.60. She believes the coverage has helped employees be more aware of cybersecurity risks and policies. It also has helped towards the county cybersecurity policy. The commissioners questioned what was included in the training. The training is required by all employees using a county email address and is online based. If the employees do not participate in the training the email can be shut down until complete. Brian McGalliard made a motion to approve the quote from KnowBe4. Rex Journey 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 Crown City Logistics (CCL) Contract for the Jay County Jail was presented for commissioners' signature. Brian McGalliard made a motion to approve the CCL contract to start October 1, 2023. Rex Journey seconded the motion and the motion was approved by unanimous vote.

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

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

An amended holiday schedule for 2023 was presented for commissioner approval. The schedule was amended due to the recent change in Highway work hours. The department will now observe Veterans Day on November 9<sup>th</sup> and Thanksgiving on November 22<sup>nd</sup> and 23<sup>rd</sup>. Rex Journey made a motion to approve the amended holiday schedule for 2023. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A \$461.37 claim to Pitney Boves for the Treasurer's office was presented for commissioner's approval. The claim was turned in after the due date for September and will be charged a late fee. Brian McGalliard made a motion to approve the claim from Pitney Boves. Rex Journey seconded a motion and the motion passed by unanimous vote.

A claim to INDigital for \$20,329.49, for 50% of the 911 upgrade was presented for commissioner approval. The commissioners approved the purchase previously to be paid from Cum Cap Development. Rex Journey made a motion to approve the claim to INDigital. Brian McGalliard seconded the motion and the motion passed by unanimous vote.

A \$500 claim to the Indiana County Auditor's Association for the 2023 Fall Conference Registration Fee was presented for commissioners' approval. The registration came in after the claims due date and needs to be paid before October 24<sup>th</sup>. Brian McGalliard made a motion to approve the claim to ICAA. Rex Journey seconded the motion and the motion passed by unanimous vote.

The auditor is waiting on a representative from AFLAC insurance for further information on coverage. Once received, she will report back to the commissioners.

With no further business, Brian McGalliard made a motion to adjourn at 11:07 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

**SEPTEMBER 25<sup>TH</sup>, 2023**

The Jay County Commissioners met in executive session on Monday, September 25<sup>th</sup>, 2023, in the auditorium in the courthouse following the regular session. Attending was Brian McGalliard, Rex Journey,

