

## General Minutes

January 3, 2019

Board convened at 6:30 p.m.

Following the Pledge of Allegiance roll call showed the following members present: Board Members DeFrieze, Flowers, Frieden, Fullerlove, Gregg, Hare, Moreland, Rind, and Sarabasa. There was a quorum present.

In Public Comment, Jason Crawford spoke to the Board about his concerns with the current state of the roads in the County, specifically Joy Blacktop. He advised that the road conditions are horrible and unsafe. Chairman Sarabasa stated that there is a 2-year plan in place to repair Joy Blacktop. He stated that the first part, to be done in 2019, is grading and ditch repair. The second part, to be done in 2020, is to do blacktop. Chairman Sarabasa offered to forward Mr. Crawford the email between himself and Matt Lower addressing this plan. Mr. Crawford asked if there was funding for the project and Chairman Sarabasa verified that there is funding over the 2 years. Mr. Crawford then asked about the Edwards River bridge and whether it is going to be repaired or replaced this year. Chairman Sarabasa addressed the issue and stated that he had sat in on discussions with the engineer regarding costs to repair/replace the bridge. He stated that repair costs will be equal to replacement costs and, at this time, there is not a plan in place for the bridge.

Motion to approve the consent agenda by Board Member DeFrieze seconded by Board Member Fullerlove was approved by vote of the Board.

Jay Barton from Viola Telephone Company was present to answer questions regarding the placement of fiber optic internet. He stated that the fiber optic has been run to the basement of the Courthouse, but has not been installed anywhere else within the Courthouse. He clarified that the agreement provided by Viola Telephone did not have a time limit. Their only request was that the County sign on with them for at least 6 months. Discussion ensued as to rates, rate history, and concerns with rate increases. Board Member DeFrieze mentioned that the majority of the board members had not seen the agreement, so Chairman Sarabasa stated that he wanted the agreement forwarded to all board members so they could review it and have knowledge of what was being proposed. Discussion further progressed to the location of a server room and needs of the offices located in the Courthouse. Chairman Sarabasa requested that Bev Lower be in charge of putting together a meeting of the Dept. Heads, Jay Barton, and Alpha Omega to come up with a plan for installation to present to the Board at the February meeting. Sheriff Terrill mentioned that such a meeting was already planned for January 8<sup>th</sup> in his office with the County Clerk, Treasurer, Jay Barton, and Alpha Omega. It was then decided that the January 8<sup>th</sup> meeting would be moved to the Courthouse and Bev would contact the other Dept. Heads to be present. Board Member DeFrieze will be attending the meeting as the Board representative. Montie Schell will also be included in the meeting for the PBC.

Montie Schell then spoke to the Board regarding the current state of the Courthouse elevator. He stated that the elevator is 51 years old and well beyond its projected lifespan (20-30 years). He stated that it is getting more difficult to find parts when repairs are needed. Therefore, the PBC intends to contract out the replacement and/or modernization of the elevator including, but not limited to, installation of elevator, electrical upgrades, and general trades work. He would like to have a committee

comprised of a representative from the Sheriff's Dept, Courthouse, and County Board along with the County Administrator to work with the PBC to formulate a plan and get governmental agreements in place where needed. The projected timeline for replacement would include: 3 months for approval of plan, 3-6 months for fabrication after approval of the bid and the stock drawing, and 4-8 weeks for installation. He reiterated to the Board that if the elevator were to quit the next day, the Courthouse would be out of commission for at least 10 months. Discussion ensued on the options presented. Montie stated that there needs to be a plan in place for moving court if the elevator goes down. Chairman Sarabasa mentioned the possibility of a lift being installed to get people to court if the courtroom doesn't get moved to a different location. Board Member DeFrieze suggested a committee be formed. Montie stated that a plan for court relocation needs to be in place to present to the Chief Judge. He mentioned that he was looking at other ways of funding the project. Board Member DeFrieze reported that he has some contacts looking into the possibility of getting grant money for the project. The problem is that it's for the County, which creates some sticking points. It was then mentioned that maybe something could be done through the Historic Registry. Board Member Gregg asked what would happen if the elevator quit the next day. Montie stated that the Dept Heads at the Courthouse had given him ideas and mentioned the possibility of consolidating offices on the 1<sup>st</sup> floor if needed. Chairman Sarabasa advised him to get an emergency plan put together for the worst case scenario. He also requested that a plan with costs be put together for the scenario that court services need to be moved from the Courthouse. Montie will report back to the Board when he has plans put together.

Chairman Sarabasa reported that he had received complaints from the public regarding Courthouse offices not being open at 8 a.m. and closing by 3:30 p.m. He stated that due to the lack of an HR Dept, he wants to discuss the installation of a time clock and new access cards. He has researched purchasing and installing a time clock and cameras to be located at the front door, outside the courtroom, and at the time clock. It will be added to the Agenda for the February meeting for discussion.

Motion to approve claims to be paid as presented by Board Member Fullerlove seconded by Board Member Sarabasa was approved by roll call vote of the Board – 9 ayes, 0 nays. The claims presented for payment on January 15, 2019 are as follows: General Corporate Fund \$94,439.27, Public Health \$27,140.43, Veterans/Bogardus \$11.98, Community Mental Health \$12,450.00, County Highway \$37,899.41; Federal Aid Matching \$6,933.73, Township Motor Fuel \$75,616.36, Motor Fuel \$3,983.45, Animal Control \$523.24, Pet Population \$225.00, Law Library \$950.91, Liability Insurance \$17,118.81, Circuit Clerk Automation \$776.90, Probation Fees \$1,532.25, Circuit Clerk Document Storage \$314.37, Assessor-GIS \$4,756.00 for a total of \$286,672.11.

Motion to enter closed session by Board Member DeFrieze seconded by Board Member Fullerlove was approved by vote of the Board. Entered closed session at 7:27 p.m.

Motion to re-enter open session by Board Member Fullerlove seconded by Board Member Sarabasa was approved by vote of the Board. Re-entered open session at 8:04 p.m.

There was no other business.

Motion to adjourn to Tuesday, February 5<sup>th</sup> at 6:30 p.m. by Board Member Frieden seconded by Board Member Fullerlove was approved by vote of the Board at 8:05 p.m.