The Steuben County Commissioners met at 8:30 a.m. on Tuesday, July 28, 2020, in the Commissioners’ Room of the Steuben County Community Center. Present this day were Commissioners James Crowl and Lynne Liechty. Also present were Kim Meyers, Auditor, Kelli Johnson, Chief Deputy Auditor, Erin Schiffli, Commissioners’ Assistant and Ruth Beer, Steuben County Councilwoman.

Jennifer Sharkey, Highway Engineer, stated the Pleasant Lake/Gooseneck Lake Paving Bids were as follows:

- E&B Paving: $210,825.00
- API: $215,570.00
- Brooks: $260,733.00

Ms. Sharkey recommended accepting the low bid from E&B Paving in the amount of $210,825.00. Lynne Liechty made a motion to accept the low bid from E&B Paving. James Crowl seconded that motion and the motion carried with two (2) ayes.

Derek Iddings, Highway Superintendent, reported they started to stage their equipment for chip and sealing starting Monday morning, weather permitting. Mr. Iddings said the brusher has been up and running for two (2) weeks now and everything is going really well. Jennifer Sharkey said they are planning on doing 35-40 miles of double chip and seal this year.

Gary Fair, Community Center Building Manager, submitted a quote from Steuben County Welding and Fabricating, Inc., in the amount of $4,450.00 to remove the statues per a crane truck and special rigging from the monument, rebuild mounting bushings on the bases of each statue, rebuild or replace brass bold embeds in the stone mounting bases on the monument, chemically grout new bolts in place and reinstall the statues. Lynne Liechty made a motion to approve the quote in the amount of $4,450.00. James Crowl seconded that motion and the motion carried with two (2) ayes.

Mr. Fair also submitted a quote from Homesite Carpet and Wallcovering, Inc in the amount of $2,680.48 to replace the carpet in the old WorkOne Office which will be the new Auditor’s Vault/Search area. Lynne Liechty made a motion to approve the quote in the amount of $2,680.00 from Homesite due to the fact they have carpeted all of the other offices in the Community Center. James Crowl seconded that motion and the motion carried with two (2) ayes.

Patrick Kirkpatrick, EMS Director, informed the Commissioners that the items that he submitted for the online auction are items that are no longer used and are obsolete. The Commissioners approved listing the items on the online auction.

Mr. Kirkpatrick reported that the Medicare Report is not being required for 2020 due to COVID-19. He stated that each report takes approximately two (2) weeks and he asked the Commissioners if they still want monthly reports from him. The Commissioners requested that he continue with the monthly reports so everything was documented.

Patrick Kirkpatrick submitted information on the LUCAS Devices that are reimbursable through the CARES Act. Mr. Kirkpatrick said he would like to purchase four (4) devices and they are approximately $13,000.00 apiece. Kim Meyers, Auditor, stated funds that could be used to purchased two (2) of the LUCAS Devices have already been received and Cum. Cap. could be used to purchase the other two (2) devices. James Crowl made a motion to allow Mr. Kirkpatrick to purchase four (4) LUCAS Devices. Lynne Liechty seconded that motion and the motion carried with two (2) ayes. Kim Meyers stated she would figure out the funding.

Crystal Dadura, HR Director, submitted information regarding the Governor’s Executive Order pertaining to face coverings. Ms. Dadura asked the Commissioners if they want to send out a memo to the Departments clarifying a few things. Commissioners were in favor of Ms. Dadura working with Kim Meyers, Auditor and Erin Schiffli, Commissioners’ Assistant, to draft and send out a memo to the Elected Officials and Department Heads.
Kim Meyers stated that Crystal Dadura had requested the Commissioners place $5,370.00 in their 2021 budget request for thirty (30) subscriptions for Fred Pryor training. The Commissioners requested to add it to their 2021 Budget Request.

Lynne Liechty said another item that came to her attention was if they were going to have security at the County Park Beach, they need to have a line item so they aren’t continually taking out of part-time help. Crystal Dadura said they talked about this last year but it was fine because the part-time funds could cover it. Lynne Liechty said they need to make sure on certain days they have police oversight between 8:00 p.m. and midnight because that’s when all the trouble starts. Crystal Dadura said the Sheriff’s Department was very specific that a request needed to be made ahead of time and that was not followed the last time. She said we need to make sure everyone is on the same page, but she doesn’t believe it has to be a separate line item, it just has to be specified. Ms. Dadura said an email was sent last year that outlined everything and everyone was involved, so she’s not sure what else needs to happen.

Kim Meyers said they need to figure out some sort of policy going forward. Crystal Dadura said there is a policy on multiple positions and exempt/non-exempt but this instance is a little different because of the deputies that are participating. She said the Commissioners can allow above and beyond payment for an exempt employee, but it just isn’t necessary and it is costly. Kim Meyers said there has to be some sort of restrictions to that as far as who should be filling that slot. Crystal Dadura said she highly recommends not paying any exempt employee above and beyond their salary and allow them overtime because there is a reason they are exempt.

James Crowl asked about the events at the Event Center. Crystal Dadura said that is a special event and is a contract, which is different. Kim Meyers said that is not paid through payroll. James Crowl said they are getting paid by the individual renting the Event Center and they are using a County Vehicle and getting paid extra. Crystal Dadura said the Sheriff’s Department has multiple events that they do and they allow the utilization of the vehicle as a perk of being a deputy. Lynne Liechty said even if they use the vehicles for personal use, they are visible and that offers some level of protection.

The Commissioners requested Kim Meyers and Crystal Dadura to get with the Sheriff and the Parks Department to talk about this issue. Ms. Dadura said she will let them know as a standard, do not use or allow any exempt employees. She said the Parks Department will be informed on how to request a deputy.

James Crowl said he received a letter from the Surveyor’s Department about the dredging at Parkside on Crooked Lake. He said by the 15th of all September all docks have to be out of the channel and if they aren’t, they will be charged.