

**Commissioner's Meeting
September 26, 2025**

Date & Time: 2025-9-26 2:30 P.M.

Location: Room 106

Attendees: Jeremy Pasel Gabriel Nobbe and Brian Wenning

Opening

- Welcome and Opening Remarks
 - The meeting commenced at 2:30 with a welcome to attendees.
 - Title VI forms are available for attendees to fill out and submit to the auditor's office.
- **Pledge of Allegiance and Prayer**
 - The meeting began with the Pledge of Allegiance led by Doug Westerfeld followed by prayer from Brian Wenning.

Bid Opening

- Bid Opening Process and Invocation
 - The meeting began with the opening of sealed bids related to highway department chip-and-seal work.
 - Five separate bids were opened and read into the record, covering both materials (oils/emulsions) and contractor application services.
- **Contractor Application Bids (Chip-and-Seal)**
 - **SC Construction**
 - INDOT 3P chip-and-seal application: \$0.90 per square yard.
 - INDOT 6P chip-and-seal application: \$1.94 per square yard.
 - Optional AEF fog: \$0.90 per square yard.
 - Total bid: \$216,040.
 - **Pavement Solutions**
 - INDOT 3P chip-and-seal application: \$1 per square yard.
 - INDOT 6P chip-and-seal application: \$2.80 per square yard.
 - Optional AEF fog: \$0.80 per square yard.
 - No total provided in the submitted documents reviewed during the meeting.
 - **Evergreen Roadworks**
 - INDOT 3P chip-and-seal application: \$0.80 per square yard.
 - INDOT 6P chip-and-seal application: \$2.25 per square yard.
 - Optional AEF fog: \$0.15 per square yard.
 - Total bid: \$253,050.
 - Discussion concluded that SC Construction appears to be the lowest for application rates compared to Pavement Solutions and Evergreen Roadworks, with recognition that Pavement Solutions' total was missing and may require validation.
- Chip-and-Seal 2025 Vendor Selection
 - Comparative numbers cited: Pavement Solutions at 1.00 versus SC at 0.90, and Pavement Solutions at 2.80 versus SC at 1.94. SC is the lowest bidder overall.
 - Gabe Nobbe made the motion to approve **SC Construction** for the 2025 chip-and-seal work, motion seconded by Brian Wenning; motion carried unanimously.

- **Materials (Asphalt Emulsions) Bids**
 - **Terry Asphalt Materials**
 - Initial total bid referenced as \$256,100 for requested quantities, though later it was noted individual line pricing is needed for comparison.
 - AE90S: \$2.209 per gallon (noted verbally also as “\$2.20, \$2.21, basically”).
 - Optional AEF: \$1.76 per gallon.
 - No quote provided for AEPL Prime was identified during the meeting.
 - Tanker hourly rate beyond two hours: \$100 per hour, billed in quarter-hour increments.
 - **Asphalt Materials**
 - AE90S 100,000 gallons: \$2.19 per gallon.
 - AEPL 20,000 gallons: \$2.23 per gallon.
 - Optional AEF: \$2.11 per gallon.
 - Tanker hourly rate beyond two hours: \$150 per hour, billed in quarter-hour increments.
 - For calendar year 2026:
 - AE90S: \$278 per gallon (as read).
 - AEPL Prime: \$2.69 per gallon.
 - Optional AEF: \$2.36 per gallon.
 - Tanker rate remains \$150 per hour.
 - No total was found in the bid packet during the meeting review.
- **Bid Specifications and Compliance Clarifications**
 - Discussion referenced material certifications and INDOT compliance documentation for AE90S, AEF, and AEPL under Section 5 of bid documents.
 - AE90S identified as the standard chip-and-seal emulsion and the majority of usage.
 - AEPL and related prime products discussed as similar products per bid specs.
- **Operational Considerations**
 - **Tanker Hourly Charges**
 - The team discussed tanker logistics and the impact of hourly charges beyond a two-hour free window.
 - Historical practice involved tankers parked in locations to reload distributors; uncertainty remained whether past operations incurred hourly charges beyond the free window.
 - Rate differences noted: \$100 per hour vs \$150 per hour after two hours, billed in quarter-hour increments.
- **Bid Compliance and Award Decisions**
 - AEPL prime was not bid in the Terry asphalt material submission; this was considered a mandatory part of the spec and therefore the bid is non-compliant and must be rejected.
 - Asphalt Materials remains the only compliant oil bid; it was stated to be cheaper on “the hundred thousand dollars” line item but more expensive on the tanker.
 - Gabe Nobbe made a motion to approve **Asphalt Materials** for the work, Jeremy Pasel seconded, motion carried unanimously.

Fairgrounds Project

- **Flooring and Epoxy Plan**
 - Office area: consensus to use LVT (luxury vinyl tile) in offices; this flooring is suitable for office chairs per discussion and addresses prior concerns.

- Epoxy locations: large men's and women's restrooms, family restroom, kitchen, hallway 108 under the mezzanine (including base of stairs and 5x5 stair landing).
- Exhibit area: currently planned as sealed concrete, not epoxy. Desire expressed for textured surface to reduce slip risk; a cost estimate is requested to epoxy the exhibit area, noting the large size and potential visual line if kept sealed.
- Mechanical room: preference to keep sealed concrete to save cost; epoxy here is not considered necessary given limited public access.
- Transitions: noted that transitions will occur where epoxy meets LVT; doorway thresholds discussed without reported issues.
- Color Palettes and Samples
 - Preference for neutral colors (grays, browns, tans) and avoiding bright colors.
 - Plan to develop color palettes (wall paint, epoxy, flooring) and obtain true samples for final selection.
 - Extension office staff will provide input on colors; marked preferences noted on sample sheets, with online lookup to clarify ambiguous hues.
- Reception Counter Modification
 - Request to make the front office counter L-shaped:
 - Depths: 18 inches along the window-facing section; 30 inches on the right side as it turns (usable as a desk).
 - Height: 36 inches.
 - Extent: the L should reach the boxed-in post at the beam.
 - Window operation: desire for a sliding/accordion/barn-door style glass that opens the full 5-foot section to permit two staff serving simultaneously, instead of a single slide window.
 - Space will be open; stud configuration will change to accommodate the L-shaped counter; this may be a change order and requires a decision.
- Door Hardware, Locks, and Keying
 - Office doors should be lockable to restrict access during events. Discussion favored consistent keying:
 - Exterior doors and door 100B keyed the same for event access.
 - Offices, stairway, and similar interior spaces keyed the same (distinct from exterior), with a master key to open all.
 - Door 100B locking
 - Intention to lock office area during events so restrooms and possibly kitchen remain accessible, while restricting office access.
 - Fire code/egress considerations raised: door swing and whether 100B must remain unlocked for egress need confirmation. It currently swings out due to fire code concerns.
 - Stairway door use
 - Add a hold-open capability (e.g., floor stop with hook) for periods of frequent use while normally kept closed.
- Restroom Accessories and Fixtures
 - Clarified that accessories refer to items like toilet paper holders and towel dispensers, not faucets/flush valves.

- Desire to standardize with county-supplied consumables; consistency across county buildings noted.
- IT and AV Planning
 - Preliminary data jack locations sent; coordination needed on who runs data cabling versus AV contractor.
 - Blades AV visited; proposal to use two projection screens on the north wall discussed after orientation clarification.
 - Blades AV will provide numbers; they can handle data jacks, but typical data wiring may be done by the usual vendor depending on coordination.
- Access Control Readiness at Doors
 - Future key card access with touchpads or fobs at doors discussed, emphasizing installing a couple of data jacks at every door now to ensure connectivity to readers later. This does not include door hardware but prepares for future access control or door cameras.
 - Technical discussion on internal strikes versus mag locks. Doors currently installed may not have internal strikes ordered; modification is easier now while walls are open, otherwise later changes would require wall removal. Mag locks are an alternative but occupy headroom and use a single top point.
 - Goal: enable scheduling doors to unlock for events without relying on physical keys. The cost is unknown and will be researched.
- Room Audio and PA System
 - The existing external speaker system is currently driven from the headquarters building; lines will be buried, requiring a redesign. Some poles will be retained for lighting and speakers, but overhead lines will be eliminated.
 - Desire to keep the existing microphone in the headquarters usable and add a microphone in the extension office for fair and events. Existing amp is in the headquarters; re-homing speakers may be needed. Vendor history and drawings are unknown; redesign is expected. Newer PA tech options may be considered, pending expert input.
- Backup Power and Generator Connectivity
 - Proposal to install a conduit from inside to outside and an interlock/manual transfer solution to connect a mobile generator without back feeding. This could enable use of the building as a warming station or voting center during outages.
 - Consensus to proceed while the mechanical room is open and not delay contractors. Additional stub-out conduits were discussed (e.g., two-inch or two four-inch), capped below ground, to provide future pathways through the floor.
- Fiber and Utility Conduits; Vault Planning
 - Future fiber ingress discussed; landing location depends on Great Plains' plans, which are not yet known. Installing stub-outs and potentially a vault (e.g., 30 by 48 in a tier 15 polymer resin) was considered near the north side flower bed, keeping close to the building and away from heavy traffic.
 - Space constraints outside the chemical/mechanical room are busy; dimensions estimated at about four feet in the flower bed. Team will verify capacity and depth needs and can drill side holes as required.
- Drainage and Downspouts Integration
 - Fair committee will improve drainage on the north side of the livestock barn, especially near hog wash racks and the

northwest corner where water pools and flows toward the goat barn.

- Coordination planned: run downspout lines from the new building to existing drainage tile on the north side of the livestock barn. Brad Schuette will coordinate excavation with David Vandenberg.
- Tables, Chairs, Racks, and Mezzanine Logistics
 - Event space will require both round and rectangular tables. Preliminary quantities: 50 rectangular tables, 72-inch tables calculated at 10 seats per table, and 500 chairs.
 - Need racks/carts for tables and chairs and a plan to move them to the mezzanine (telehandler/forklift). Fork pockets can be added to standard equipment without state inspection. A 10- to 12-foot section is considered for lift access.

Title VI Compliance and ADA Updates

- Updated Decatur County **Title VI** non-discrimination implementation was presented. Forms and bid language adjustments are included to ensure compliance, initiated by Highway Department CCMG with INDOT. Brian Wenning made motion to approve new forms, Gabe Nobbe seconded, motion carried unanimously.
- **ADA coordination:** documents are updated every three years; a VCAP letter will be sent to initiate a 90-day transition period. Ongoing annual review for local documents is expected, with support from USI.

CCMG 2026 Funding Commitment

- County council approved transferring \$250,000 from local road and street funds to the local road and bridge matching grant fund. INDOT’s portion is \$1,000,000, for a total of \$1,250,000 for CCMG 2026.
- Motion to approve the financial commitment letter made by Gabe Nobbe, seconded by Brian Wenning, motion carried unanimously.

Meeting Adjournment

- Motion to recess was made by Brian Wenning, seconded by Gabe Nobbe. Motion passed. Meeting recessed.

The Next Commissioner meeting will be held on Monday, October 6th, beginning at 6:00 P.M. in room 106.

Attest: _____ Date: _____