

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD June 12, 2023**

Comes now the hour of 8:30 am. on the 12th day of June, 2023 in the Commissioners Room in the Noble County Annex building, Albion, Indiana, being the time, date and place set for a regular session of the Board of Commissioners of Noble County, Indiana.

Present were:

Gary Leatherman, President
Anita Hess, Vice President
Gary Timmerman, Member

Also present were:

Jacqueline L Knafel, County Coordinator
Dennis Graft, County Attorney
Zack Smith, Highway Engineer
Richard Rogers, Highway Superintendent

Commissioners President, Gary Leatherman, brought the meeting to order at approximately 8:30 AM.

CORRESPONDENCE

- Monthly report for May from the Clerk of the Circuit Court – duly entered
- Town of Albion – Annual Drinking Water Quality Report
- Noble County Drainage – Notice of public meeting of the Gretzinger #17

MINUTES

Minutes of the previous meeting were read and approved as written with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0.

CLAIMS

Claims dated June 12, 2023 were reviewed by the commissioners. This was a 13-page report totaling \$103,233.83. Motion to approve the claims came from Gary Timmerman with a second coming from Anita Hess. Motion carried 3-0.

HIGHWAY

Richard Rogers, Highway Superintendent, was present to update the commissioners on the construction at the department:

- Utility permits for NIPSCO and Frontier - duly entered
- Driveway permit – This is for a Gregor residence on Long Lake Road. This is 75 feet short in sight distance. Motion to approve the variance came from Gary Timmerman and was seconded by Anita Hess. Motion carried 3-0
- The second driveway permit was for Rebecca Sickafoose. This is an existing drive but now want to put a structure in the area. This is 200 feet short of sight distance. Gary Timmerman moved to approve the variance. Anita Hess seconded and the motion carried 3-0.
- Richard reported that the brush crew is still working in areas
- Dust control started today and mowing of the right of way continues.
- There was damage done to a retaining wall on 900 W at the Sparta Lake cemetery. The trustee was contacted but has no money for repair. The damage was done in the county's right of way so Richard is asking if the county is willing to pay the repairs. He has an estimate from Pulver's in the amount of \$5,400.00. Motion to take care of this repair by the county was made by Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

Zack Smith, Highway Engineer, has the following engineering report for the commissioners:

- Zack has the department's 2023 Road Evaluation Report ready for the commissioner's review. The road report showed a slight increase in road ratings to 6.81%. After review the commissioners approved the report for posting on the department's website.
- HMA 2023 -01 should be starting very soon with Pulver's getting the bid for the project.

- HMA 2023 -02 Zack has a lump sum contract for Pulver's for this project of which they came in at the lowest bid. Anita Hess moved to approve Pulver's for this project. Gary Timmerman seconded and the motion carried 3-0. The lump sum contract was present to the commissioners will allow extra work to be done if needed by the county in conjunction with the HMA 2023-02 project. Motion to sign the contract came from Anita Hess, Gary Timmerman seconded and the motion carried 3-0.
- Bridge Inspection – United Consulting submitted a Phase I Post- Inspection Summary to Zack. No major findings were reported and United will have a full review in the coming weeks.
- 400 N – Zack is reporting that the majority of the right of way work is complete for this project which will allow an early 2024 start on construction.
- Bridge 44 – title sheet - motion to sign the title sheet for Bridge 4 was made by Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Bridge 136 – title sheet – Gary Timmerman also moved to sign this sheet. Anita Hess seconded and the motion carried 3-0. Bridge 136 and Bridge 44 are both set for an October letting.
- Baseline Road and 600 E – Zack reported that a close out letter for this project has been submitted.
- Bridge 134 – there is an LPA voucher that has been received for approval. Gary Timmerman moved to approve the LPA voucher for preliminary engineering in the amount of \$2057.50. Anita Hess seconded and the motion carried 3-0.
- Bridge 69 – There are two LPA vouchers for this project – one for right of way services in the amount of \$2,547.70 and one for preliminary engineering in the amount of \$3,204.10. Gary Timmerman moved to approve both the vouchers. Anita Hess seconded and the motion carried 3-0.
- Bridge 59 – the LPA voucher for preliminary engineering on this bridge was for \$7,060.00 and was approved with a motion from Gary Timmerman. Anita Hess seconded and motion carried 3-0.
- Zack had a draft ordinance for the speed of traffic in Noble Township on Woodstrail Drive between SR 109 and the Noble County Line. Gary Timmerman moved to advertise the ordinance. Anita Hess seconded and the motion carried 3-0.
- Letters of Interest were opened for the 100 N at 50 W LPA project. The following were received and will be accepted for review with a motion from Gary Timmerman and Anita Hess seconding. Motion carried 3-0:
 1. Lawson Fisher
 2. Beam Longest Neff
 3. DLZ
 4. American Structure Point
 5. Troyer Group
 6. F & V Engineering
 7. A- Z

The Commissioners will meet at a later date for the consultant selection.

- 500 S at High Point Dr.- Zack had received a petition from residents in this area to remove a stop sign on Westbound 500 S. This is currently a 3 way stop but stopping on westbound 500 S creates a problem in the winter months because of the incline. Larry Moser – a resident in the area was present and gave his reasonings for wanting the sign removed. Zack and the commissioners are concerned about removing just one of the 3-way signs and the liability that this might create. There is a crest in the hill to the east so people pulling out of High Point can't see oncoming traffic so re remove that sigh would be a mistake. After some discussion, the commissioners decided to table the decision. Zack will contact LTAP for some ideas of how best to resolve the issue and the commissioners will visit the area to get a better understanding of the area.
- Local Detour Meeting – the meeting was held with Zack in attendance. More information was submitted for the states review.

ANNEX

Zack Smith, Project Manager, had the following report

- Shell space work is being done at this time.
- The shades have been put up for the glare control with a few issues yet to be addressed.
- The memorial plaque has been ordered so should be coming soon.

COURTHOUSE RENOVATION

The moving of furniture that Gary Leatherman oversaw went well according to Zack. The clerk will be moving to their temporary space around the first of July with the courts on schedule to move the end of July.

PROBATION

Stacey Beam came before the commissioners to report on the probation department happenings:

- 750 offenders on probation currently
- They have done around 60 pre-trial investigation which can take up to 7 hours to complete
- The department has 50 juveniles on supervision and 148 processing. Juvenile are the probation department's responsibility from start to finish. With the recent hiring of a juvenile probation officer, the department is now fully staffed.
- Pre-Trial - Stacey reported that in 2021 there were 841 assessments with it up in 2022 to 1002 assessments. Stacey reported to date there have been 362 this year.
- Stacey indicated that new legislation may requirement them to do an assessment on every person making sure they show up for court etc...
- Stacey explained the on-call situation with 2 juvenile officers on call and having to find a place for them if needed. She said the last time she spent 2 hours just trying to find a bed and ended up in Vigo County. They also have someone on for Work Release and now for the Remote Breath program – which monitors an alcohol sensor at home.
- The department has 10 probation officers that can do field checks
- When asked about offenders paying fees – Stacey indicated that some don't. She also said that they have a lot of resources that are given to them about jobs that they share with offenders that are out of work.

BUILDING DEPARTMENT

Norm Lortie, Building Inspector, came before the commissioners concerning updating the fee ordinance for his department. This is mostly having to do with solar – when and if those come to Noble County. The larger fields are going to require an outside consultant for inspections – at the cost being added to the fees of the applicant. Gary Timmerman moved to advertise the fee ordinance prior to adoption. Anita Hess seconded the motion. Motion carried 3-0.

COURTHOUSE SECURITY

Tim Lock, Courthouse Maintenance, was present to talk to the commissioners about the purchase of walk off mats for the Annex. He is thinking that it would be cheaper to buy our own and maintain them than it is to rent. He indicated that they have all the supplies to take care of the mats in house. He will continue to have the rentals at the south complex so that he does need to transport equipment and risk damage to the equipment. The initial cost will be \$1,561.28. Motion to purchase these mats came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

RECESS

BACK IN SESSION

1:45 pm – The Commissioners met with Weigand Construction team to go over cost and plans for the courthouse renovation. Topics discussed were the cost summary, alternates, site logistics and the schedule for completion of the project.

After this discussion bids were opened for procurement. Bids were received from Indiana Solutions, All Phase Electric and Trane. Anita Hess moved to take these bids under advisement to check for completion of the bidding. Gary Timmerman seconded and the motion carried 3-0.

AGREEMENT

Zack brought before the commissioners an amendment to the professional services agreement. This is between owner and architect and is in the amount of \$605,220. Motion to sign the contract with American StructurePoint was made by Anita Hess. Gary Timmerman seconded and motion carried 3-0.

Zack is also suggesting that we have another outside consultant give us an estimate of cost associated with the renovation. Blundall Associates has provided a proposal for this service in the amount of \$8,450.00. This will provide another “set of eyes” on the project. Motion to proceed with this service came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

SCHOOL LIAISON NURSE

The health department is wanting a school liaison nurse. They had someone interested and have drawn up a contract. This provides for 32-37.5 hours a week at \$30.00 an hour. There will be no 10% reduction in pay due to the experience that this individual has. There will also be 20 days of vacation granted after 6 months of work. Anita Hess moved to approve the contract. Gary Timmerman seconded and the motion carried 3-0.

COUNCIL ON AGING

A purchase agreement had been sent over with Anita Hess from the Council on Aging requesting a signature. After County Attorney Dennis Graft reviewed it was signed with a motion from Anita Hess and a second from Gary Timmerman. Motion carried 3-0. Signed contract was e-mailed to Cherish Mishleau, COA Director.

PAYROLL

Payroll dated 06/15/2023 was reviewed by the commissioners. The 3-page report totaled \$490,486.15 and was approved with a motion from Gary Timmerman. Anita Hess seconded. Motion carried 3-0.

TAX SALE -SRI CONTRACT

The SRI Agreement for Tax Sale Services in 2023 was signed with a motion from Anita Hess. Gary Timmerman seconded. Motion carried 3-0

HEALTH INSURANCE

The insurance company had sent in an eligibility and enrollment appendix for signature. Anita Hess moved to sign the appendix. Gary Timmerman seconded. Motion carried 3-0.

2024 HOLIDAY SCHEDULE

Jackie Knafel, County Coordinator, had drafted a 2024 Holiday Schedule for the commissioner's review. After looking the document over, it was approve with a motion from Anita Hess. Gary Timmerman seconded. Motion carried 3-0.

WOOD LAND LAKES

Dave Dolezal had been the appointment for this board. Jackie had been contacted to see if the commissioners would appoint someone to replace him. There was no appointment made at this time but Gary Timmerman will be attending the meeting on Wednesday June 14, 2023.

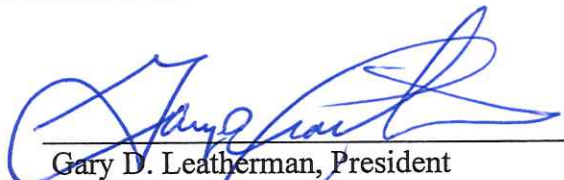
LEASE AGREEMENT

Gary Leatherman had contacted Chris Blaising about again leasing the gravel lot north of the post office. He is in agreement and so another least agreement was drawn up starting August 2023 with an end date of Mary 2024. This will be the same cost of \$200.00 a month. Motion to sign the agreement came from Anita Hess with a second from Gary Leatherman. Motion carried 3-0.

ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 3:30 pm recessed from day to day until June 26, 2023

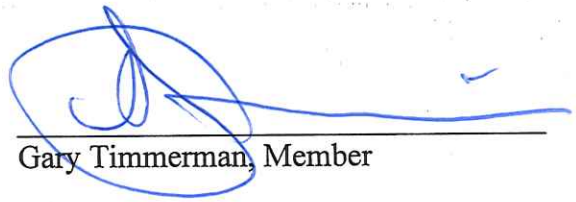
Dated this 26th day of June, 2023



Gary D. Leatherman, President



Anita Hess, Vice President



Gary Timmerman, Member

ATTESTED: 
Michelle Mawhorter, Auditor