

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD June 24, 2024**

Comes now the hour of 8:30 am. on the 24th day of June, 2024 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, Noble County Attorney
Matt Getts, KPC Media
Zack Smith, Highway Engineer

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

NEW BUSINESS

City of Ligonier Attorney Jack Birch, Mayor Earl Franklin and Brian Shearer, were present to discuss the annexation of Copper Ridge into the City of Ligonier. This is a 19.5-acre parcel that sits across from Carlex. They are coming before the commissioners to have them sign a resolution that would transfer assignment of the Noble County Redevelopment Commission to the Ligonier City Redevelopment Commission. When asked what the plans were for the area, it was indicated that the current home and mobile home park would remain with the possibility of apartments being added as well some smaller homes. It was explained that many of the workers in the Ligonier area drive from Fort Wayne and other areas and some have voiced their hopes to move to Ligonier, but housing is an issue. Anita Hess moved to sign and adopt the resolution transferring the 19.5 acres from Noble County Redevelopment Commission to the Ligonier Redevelopment Commission. Gary Timmerman seconded the motion. Motion carried 3-0.

Attorney Jack Birch, approached the commissioners again, requesting that a small parcel was under consideration of purchase and wanted to also add that 2.2 +/- acres to this resolution. Anita Hess moved to amend the motion to include the 2.2 +/- acres – now owned by Betty Glaser – soon to be purchased - into this resolution. Gary Timmerman seconded. Motion carried 3-0.

CORRESPONDENCE

- Notice of a plan commission meeting concerning a variance requested by Aaron Sell was received – duly entered
- Thrive by 5 update was received from Jenna Anderson. Of the \$50,000.00 that was given to the group for child care, there remains a balance of \$39,724.00 to date.

MINUTES

Minutes of the previous meeting were read. There was some question as to the accuracy of the section regarding set backs under Old Business. The approval of the minutes will be tabled until such time that the group can listen to the recording of that meeting time.

CLAIMS

Claims dated 6/24/24 were reviewed by the commissioners. This was a 12-page report that totaled \$2,566,882.56. Motion to approve the claims came from Gary Timmerman. Anita Hess seconded. Motion carries 3-0.

PAYROLL

With a pay date of 6/27/24, the payroll for the county came in a 3-page report that totaled \$512,501.48. Gary Timmerman moved to approve payroll. Anita Hess seconded and the motion carried 3-0.

OLD BUSINESS

Jackie informed the commissioners that the letter of non -renewal had been sent to Time Clock Plus on June 11, 2024.

CERTIFICATION OF COVERED BRIDGES

Shelley Mawhorter, Noble County Auditor, is requesting that the commissioners sign the certification of covered bridges of which Noble County has none. Motion to sign came from Anita Hess and was seconded by Gary Timmerman. Motion carried 3-0.

UDO AMENDMENT

Teresa Tackett, Plan Director, had provided the Certification & Adoption for the commissioners to sign for the UDO Ordinance based on the recommendation by the commissioners at their March 25, 2024 meeting. Motion to sign came from Anita Hess. Gary Timmerman seconded. Motion carried 3-0.

NEW BUSINESS

Jackie Knafel, County Coordinator, had been approached by some of the employees asking about July 5, 2024 as a paid holiday. Anita Hess moved to approve July 5 as a holiday for 2024. Gary Timmerman seconded. Motion carried 3-0.

HIGHWAY

Zack Smith, Highway Engineer, had the following update for the Commissioners:

- Bridge 49 – there are repairs needed on this bridge. Zack has a quote for the repair as recommended from RL McCoy in the amount of \$28,850. Another option of repair was for concrete pour which was not a desirable remedy for the issue and came in at \$39,120.00. Anita Hess moved to approve the repair by RL McCoy in the amount of \$28,850.00. Gary Timmerman seconded. Motion carried 3-0.
- HMA 2024 -01 – Zack is awaiting the contract from Phend and Brown.
- HMA 2024 – CN01- Zack has the contract from Pulver's and it is signed with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0. This contract is in the amount of \$517,460.00. Zack told the commissioners that these would probably be completed in the fall of this year.
- Bridge Deck Overlay - there were 6 bridges repaired and the work was completed last week.
- Bridge inspection- there is an LPA voucher for preliminary engineering in the amount of \$3,116.46 which approved with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0.
- 400N – Zack reported that the department was working on finishing grading on the roadway and looking into cement stabilization at this point.
- Bridge 136 – Zack indicated there could be a delay on this project due to the lack of flaggers by the railroad. Zack told the commissioners that all material is on site but the contract has other work and will move to other jobs until the flaggers can be provided by CSX. There is an LPA voucher in the amount of \$36,962.83 for construction engineering on this project and it is approved with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0.
- Bridge 44 - this project has an LPA voucher in the amount of \$179.94 that is needing approval. Gary Timmerman moved to approve. Anita Hess seconded and the motion carried 3-0.
- Ball Road - Zack has the LPA Consulting Contract for the Ball Road project. This is between Lawson Fisher and the commissioners which was approved by INDOT. Anita Hess moved to sign the contract. Gary Timmerman seconded and the motion carried 3-0.
- Bridge 69 – an LPA voucher for preliminary engineering was received for Bridge 69 in the amount of \$1,893.10. Gary Timmerman moved to approve the voucher. Anita Hess seconded and the motion carried 3-0.
- Old DR 3 – the LPA Voucher for this project was in the amount of \$3,260.00 and was approved with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0.
- Albion Road Excess parcels - this is out to bid for opening at the July 22, 2024 commissioners meeting. Zack indicated that there was another small parcel that some were showing interest in – that was not in this bid package.

COURTHOUSE RENOVATION

- Weigand remains steady on the job for this project. Sidewalk and ramp work is almost complete on the West Side of the Courthouse. Sub-contractors remain on site working in their areas.
- Meeting #10 minutes were provided to the commissioners.
- PCO #25 – Light Fixture Changes – This is for light fixture changes and is approved with a motion from Anita Hess and a second from Gary Timmerman. Motion carried 3-0.
- PCO #43 – Radiant heating – this change is in the amount of \$727.94 and is approved with a motion from Anita Hess. Gary Timmerman seconded. Motion carried 3-0.
- PCO #46 - This is dealing with the ceiling tiles that are need in addition to the reused tiles in the courtrooms. This is in the amount of \$13,347.12 and is approved with a motion from Anita Hess and a second from Gary Timmerman. Motion carried 3-0
- PCO 24 R - Courtroom lighting - This change is in the amount of \$5,456.50. Anita Hess moved to approve the change order. Gary Timmerman seconded. Motion carried 3-0.
- PCO 56 – this is for additional plaster work that is needed. The amount of the change is in the amount of \$43,136.17 and is approved with a motion from Anita Hess. Gary Timmerman seconded. Motion carried 3-0.
- PCO #59 - this is for the area of the law library on the 4th floor and is for lightning and temp control. Anita Hess moved to approve the \$205.59 changes. Gary Timmerman seconded. Motion carried 3-0.
- Zack needed signatures from the commissioners to proceed with the audio visual and wiring for the courts. Anita Hess moved to sign the proposals so that the company could proceed. Gary Timmerman seconded. Motion carried 3-0. This total for all three courts was \$245,960.64 and will come from the Cum Courthouse Fund
- Zack has a quote from Ignition Arts. LLC concerning the design of the entrance to the courthouse. The bins from the vault in the Auditor's office will be used as well as the ladder from that vault. The quote was in the amount of \$155, 290.00 of which Zack is asking that \$20,000.00 be released to begin the process. Anita Hess moved to approve this request. Gary Timmerman seconded the motion. Motion carried 3-0.

LAOTTO SEWER DISTRICT

Sandra Tamez and Patrick Rarick, Region 3-A were present to discuss the potential OKRA grant for the LaOtto Sewer District. Sandra explained that the district will be applying for a grant, but because they are not a government agency, Noble County would be the lead on the project and would serve as a pass-through for the funding. Sandra explained that there would be a need for 2 public hearings on the project which would all be set up by Region 3-A. Anita Hess made a motion to agree to be the lead or pass-through agency for the grant. Gary Timmerman seconded and the motion carried 3-0.

COUNCIL ON AGING

Cherish Mishleau, COA Director, was present to get a signature for a new van that the Council on Aging has purchased. Cherish explained that the Council on Aging typically keeps their transit vans a bit longer than the 4-year 100,000-mile recommended trade, but with the purchase of this van should be in good shape for a bit. Anita Hess moved to approve the signing of the purchase order for the van. Gary Timmerman seconded. Motion carried 3-0.

STATEWIDE 911

Shellie Coney, 911 Director, was present to get permission to make a couple of purchases over \$500.00. The first was for cordless adaptors in the amount of \$2,513.55. The second purchase was in the amount of \$3,603.98 for chargers for the recorders that were not covered under warranty. Motion to approve the purchases came from Gary Timmerman and was seconded by Anita Hess. Motion carried 3-0.

Shellie is also asking for a reinstatement of years of service for Ashley Gray who has come back to Noble County Dispatch. Ashley left a few years back to go to Kendallville Dispatch and then went to the DCS. She has always remained a part time employee and worked when needed here at the county. Anita Hess moved to grant Ashley Gray credit for her 8 years of full-time employment with the county for vacation, personal and longevity purposes. Gary Timmerman seconded. Motion carried 3-0.

MAINTENANCE

Glenn Ryan, Maintenance Supervisor, came before the commissioners to discuss window cleaning here at the annex. Glenn had secured quotes from three companies, Harman Window Cleaning out of Pierceton in the amount of \$1,116.00 for each wash, Premier Cleaning Services from Auburn in the amount of \$1,415.00 per wash and Odyssey Window Cleaning from Ligonier in the amount of \$2,120.40. Glenn explained that this would need to be done at least twice a year and up to four times a year. Glenn and Craig will do the inside windows. Glenn also told the group that while he would have enough money in his budget, he would have to have some money transfers to accommodate this expense. Anita Hess moved to approve Harmon Window Cleaning with the quote of \$1,116.00 per wash. Gary Timmerman seconded. Motion carried 3-0.

RECESS

BACK IN SESSION 1:00PM

Tour of the Courthouse Renovation

HANDBOOK

The Commissioners, along with Attorney Dennis Graft, Noble County Sheriff Max Weber, Noble County Auditor Shelley Mawhorter and Highway Engineer Zack Smith were all present for this discussion. Comp time was discussed and with a motion from Anita Hess, comp time will no longer be allowed beginning August 1, 2024. Any time worked over will be paid overtime after 40 hours. (80 hours for the 12-hour deputies, jailers and dispatch). Gary Timmerman seconded. Motion carried 3-0.

Also discussed was that this must be physically worked time. Vacation, personal, sick time, holiday etc. is not considered physically worked. It was decided that an incident that is unforeseen, (snow storm, tornado etc. that would be considered emergency situations), may be handled differently with approval by the commissioners.

Travel Time – The commissioners are going to enforce the pre-approval for all “out of state” travel. This would include a request to the commissioners with itinerary, travel costs, etc. prior to any reservations being made.

Travel Time - The county will not pay any travel time to and from a conference unless the conference or training is mandatory.

Holiday Pay - holiday pay will no longer exist- instead, depending on the number of Holidays the rest of the county employees get – the 12-hour sheriff deputies, jailers and dispatch will get one day a month off with any holiday numbers over 12 to be taken at the discrepancy of the department head.

LETTERS OF INTEREST

Zack Smith, Highway Engineer, worked with the commissioners on the LOI's that were received for Bridge 56 and Bridge 61. The engineers were rated on experience, past performance etc....

Bridge 56 had LOI's from: Butler Fairman & Seufert

DLZ

Lochmueller Group

USI Consultants

United Consulting

Bridge 61 had LOI's from: Butler Fairman & Seufert

DLZ

SJCA

USI Consultants

United Consulting

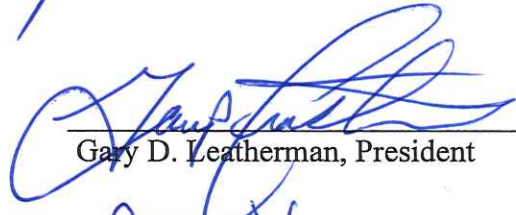
MINUTES

Minutes of the previous meeting were corrected after listening to the recording of the June 10 meeting. Motion to approve as corrected came from Anita Hess. Gary Timmerman seconded. The 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 July 8, 2024

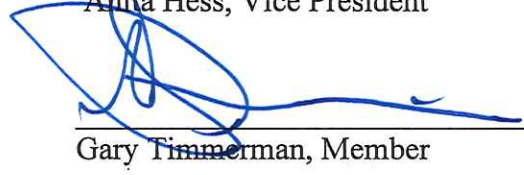
Dated this 27th day of July, 2024



Gary D. Leatherman, President



Anita Hess, Vice President



Gary Timmerman, Member

ATTESTED: 

Michelle Mawhorter, Auditor