

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD Tuesday June 9,  
2025**

Comes now the hour of 8:30 am. on the 9<sup>th</sup> day of June, 2025 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  
Zack Smith, Highway Engineer  
Dennis Graft, Noble County Attorney  
Matt Getts, KPC Media

Gary Leatherman, Commissioner President, called the meeting to order at approximately 8:30am.

**CORRESPONDENCE**

- IDEM - Star of the West Milling Co - final decision air permit
- Surveyor – letters concerning the Melvin #75 Br #2
- Plan Commission - Notice of Public hearing for Lake Rezoning
- Treasurers Report – Month of April and May - duly entered
- Monthly Report - Month of May Clerk of the courts

**MINUTES**

Anita Hess moved to approve the minutes of the previous meeting as corrected. Gary Timmerman seconded and the motion carried 3-0.

**CLAIMS**

Claims dated June 9, 2025 were reviewed. The 13-page report that totaled \$374,685.10 was approved with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0.

**PAYROLL**

The 3-page report totaling \$558,124.63 and dated June 12, 2025 was reviewed by the commissioners. Anita Hess moved to approve. Gary Timmerman seconded and the motion carried 3-0

**OLD BUSINESS**

The CEDIT plan was reviewed by the commissioners as discussed earlier. There were increases to the EMS supplement as determined by a contract with Parkview signed earlier. Project 9 was decreased by \$14,000.00 each year of the plan. This is a supplement to the wages paid to the Kendallville Airport Manager. With the leases expired at the two buildings that the county was leasing while the build of the new annex building and the renovation of the courthouse expired, Project 11 was reduced to just \$20,000 in the first year of the plan. All other projects remained the same. After much discussion and the hopes to reduce this even more, the Commissioners approve the plan as presented with a motion from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.

**NEW BUSINESS**

Jackie Knafel, County Coordinator, is presenting the 2026 holiday schedule for the commissioner's approval. The calendar is the same as 2025 with the exception of adding the two election days being May 5 for the primary and November 3 for the general election. The schedule was approved for distribution with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

**HIGHWAY**

Richard Rogers, Highway Inspector, was present and entered two utility permits – one from Pearch Service on behalf of Frontier Communications and the other for Frontier North. Duly entered.

Zack Smith, Highway Engineer, has the following engineering business to bring before the commissioners.

- Zack talked a little about the SB 1 reducing property taxes for 2027 and beyond. Zack was at a recent meeting that talked about this and the shifting of revenue to income tax for general revenue and wheel taxes for highways. This would fall on the counties to implement additional rates in these areas to supplement the reduction due to property taxes.
- Zack shared e-mail correspondence with the commissioners between himself and David Sutton from Liberty Mutual Insurance.
- Zack advised that the 2024 -CN -01 was nearing completion.
- The Community Crossing 2025 projects had held their pre-construction meetings so work should begin sometime soon.
- Bridge Inspection – there is an LPA voucher in the amount of \$30,708.11 for preliminary engineering for this project. Gary Timmerman moved to approve the voucher. Anita Hess seconded and the motion carried 3-0.
- Zack informed the commissioners that close out paperwork has started on the recent completed LPA projects.
- Bridge 134 – Zack is asking that – per a request from Shelby Milhouse - that the county allow for an extension of her time at her home be extended. Zack indicated that she is having trouble finding a home in her price range. He also told the commissioners that since there is other right of way still unsecured that this extension would not hold up the project and he was okay with a three-month extension from the original July 13, 2025 deadline making the new date October 13, 2025. Anita Hess moved to approve the extension. Gary Timmerman seconded and the motion carried 3-0.

Also on Bridge 134, Zack had reached out to Noble Trails who had shown interest in reconstruction of this historical bridge at a location in the trails, but they are no longer interested in the bridge. Zack has a contract amendment for historical mitigation services with Butler Fairman and Seufert for commissioner's approval. Gary Timmerman moved to approve the amended contract with the stipulation of "not to exceed" \$6,700.00. Anita Hess seconded and the motion carried 3-0.

- Bridge 69 - Zack told the commissioners that the right of way on this project is nearing completion.
- Old State Road 3 - letting is set for July 2025
- Bridge 59 - Zack has a contract from Norfolk Southern Railway Company for review and signing as related to this bridge project. Gary Timmerman moved to sign the contract. Anita Hess seconded and the motion carried 3-0.

There is also an LPA voucher for preliminary engineering for this project in the amount of \$4,222.00. Motion to approve came from Gary Timmerman. Anita Hess seconded and motion carried 3-0.

- Riley Road and Appleman Road – the LPA voucher for this project is in the amount of \$1,257.00 and is approved with a motion from Gary Timmerman and a second from Anita Hess. Motion carried 3-0. There is a redesign of the project due to an historical barn in the area.
- 100 N and 50 W – an LPA voucher in the amount of \$6,576.50 was presented for approval. Gary Timmerman moved to approve. Anita Hess seconded and the motion carried 3-0.
- Bridge 56 - the LPA voucher for this project is in the amount \$1,175.00 is approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Traffic Investigation report along with a draft ordinance to convert the east bound and westbound traffic on 200 N from yield to a stop. Motion to approve the draft ordinance for advertisement came from Anita Hess and was seconded by Gary Timmerman. Motion carried 3-0.
- Horse Drawn Vehicle ordinance - Zack is also discussing the change in buggy plates with the commissioners. He brought samples of the horse shoes now being put on the horses to give them better traction, but in turn is destroying the roads. Zack is proposing that we increase the buggy plate fee from \$100.00 to \$250.00. Zack had a copy of the LaGrange ordinance which currently are charging \$200.00 per buggy, but in correspondence with the Engineer in LaGrange who will be asking for an increase due to increased damage to the roads. Dennis will revise the draft to include a request from the State Board of Accounts concerning the \$8.00 fee retained by the township. The draft along with the

changes Dennis proposed was approved for advertisement with a motion from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.

#### COURTHOUSE RENOVATION

As this project comes to a close, Zack reported that the wall hangings are complete, the signage should be done by 6/17/25 and the parking signs have been ordered for "employee parking only".

#### VISITORS BUREAU

Grace Caswell, CVB director, was present to share the progress of the Convention and Visitors Bureau. Grace shared brochures, newsletters, impact reports and the 2024 highlights and accomplishments with the commissioners. Grace told the commissioners that through data they are tracking interest in Noble County not only for the state of Indiana, but 48 other states and 13 countries. Grace told the group that the staff now included 2 employees – the second – an East Noble grad, deals with the data driven material. 2025 goals include:

- Destination Marketing with data driven insights
- Destination Noble 2.0 – Unified County Branding
- Bridging Barriers
- Strengthening Local & Regional Collaboration
- Elevate Visitor Experience & Hospitality
- Boost attendance at Key Events

Grace thanked the commissioners for their support and annual contribution to the CVB.

#### COUNCIL ON AGING

Sharon Montoya, CVB Director, has received the 2025 updated Certification and Assurances from the state and is requesting signatures on this form. Anita Hess moved to approve the 2025 revised document. Gary Timmerman seconded and the motion carried 3-0.

#### HEALTH FIRST INDIANA CONTRACT

Amy Johnson was hired to replace Melayna Gingerich who will be leaving the coordinator's position on July 10, 2025. The contract for employment is before the commissioners for signatures. Motion to sign the contract with Amy is made by Anita Hess and seconded by Gary Timmerman. Motion carried 3-0. Contract placed in the council folder for signatures July 7 2025.

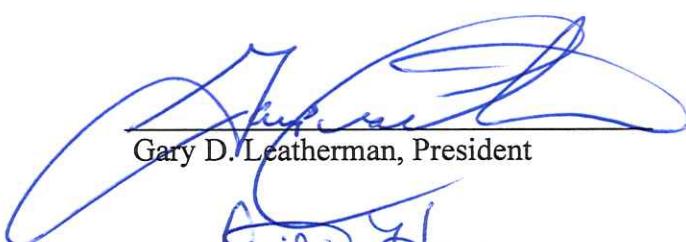
#### FINDINGS AND ORDER

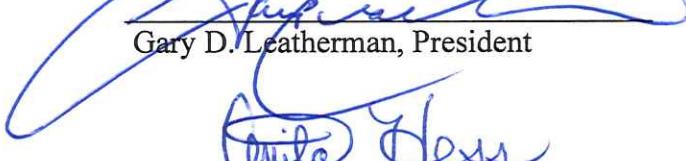
The findings and orders approved at the previous meeting were signed. This is for the dismissal of the case for property Max.

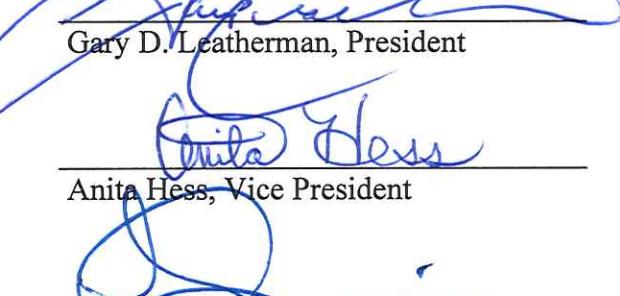
#### ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 10:35 am recessed from day to day until June 23, 2025.

Dated this 23<sup>RD</sup> day of June, 2025

  
Gary D. Leatherman, President

  
Anita Hess, Vice President

  
Gary Timmerman, Member

ATTESTED:

  
Michelle Mawhorter, Auditor