

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD September 11, 2023**

Comes now the hour of 8:30 am. on the 11th day of September, 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, Noble County Attorney
Matt Getts, KPC Media
Zack Smith, Highway Engineer

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

CORRESPONDENCE

- Clerk of the Court - monthly report for August 2023
- Treasurer Report - monthly report for August 2023
- Indiana County Commissioners annual meeting notification – November 28-30, 2023
- INDOT - notification of small structure project concerning culvert replacement on State Rd 109 in Noble County
- Indiana First Action - American voting information action.
- Go Gov - information on emergency information to citizens
- BFS – Field inspection report on Bridge 59 on County Road 1100 W over the Elkhart River.

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

The 12-page report for claims dated September 11, 2023 and totaling \$449,694.35 was approved with a motion from Gary Timmerman. Anita Hess seconded the motion and the motion carried 3-0.

PAYROLL

Payroll dated September 7, 2023 was reviewed for approval. The 3-page report totaling \$476,172.26 was approved by a motion from Gary Timmerman. The second came from Anita Hess and the motion carries 3-0.

OLD BUSINESS

- Contract - Automated Logic – A 1-year contract was received from Automated Logic for the software maintenance on the HVAC system. Motion to sign the contract came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- BTS - the contract for maintenance on the HVAC system was received from Building Temperature Solutions. This was for 1 year on the Weber Road facility and 2 years on the New Annex building. At the suggestion of the county attorney there were changes made to the contract making sure that the one year and 2-year contracts were clear for the buildings. Gary Timmerman moved to approve the contract with the recommended changes. Anita Hess seconded and the motion carried 3-0.
- Findings and Orders - the orders for Harrison and McKee were signed by the commissioners as approved at the last regular meeting of the Commissioners.
- Frick's vacation of alley and ROW- Ordinances for the vacation of a 16' alley and the ROW portion of West Street in Wawaka were signed as approved at the August 28th meeting of the Commissioners. Ordinances were provided by Brandon Almas of Barrett

McNagny Law offices. Original ordinance placed in the ordinance book, with a copy in commissioners file and scanned copies to Barret McNagny and Teresa Tackett, plan director.

NEW BUSINESS

A request was made by Early Childhood Education for a letter stating that there was NO LOCAL business license required by the county for child care. A letter was prepared and signed by the commissioners with a motion from Anita Hess. Gary Timmerman seconded and the motion carried 3-0. A copy of the letter was e-mailed to Deanna Backman deannabackman@mybrightpoint.org 9/12/23.

HIGHWAY

Richard Rogers, Highway Inspector, along with Zack Smith, Highway Engineer, were present for updates to the highway department:

- Richard filed two Utility Permits for Frontier North Inc – duly entered
- Line Striping – the department plans to do 80 miles of line striping this year. Accurate Striping is the company that does this work for the county. Zack is asking permission to also have them do the railroad markings this year while they are in the area. Zack has a quote in the amount of \$37,750.00. Gary Timmerman moved to allow this work to be done. Anita Hess seconded and the motion carried 3-0.
- Zack reported that mobile mapping is nearly completion with the final product to be available in the next 2-4 weeks.
- HMA 2023 -01 - Pulver's is working on Waits Road and Richard is reporting that the work there should be complete by the end of today. The company will then move to 900 N.
- Bridge Inspection – the report will be available to the commissioners at their October 10 meeting.
- 400 N – Zack has an LPA voucher for this project in the amount of \$144.49. Gary Timmerman moved to approve the voucher. Anita Hess seconded and the motion carried 3-0.
- Bridge 69 – there is also an LPA voucher for Bridge 69. This is for preliminary engineering in the amount of \$2,049.00. Gary Timmerman moved to approve with a second coming from Anita Hess. Motion carried 3-0. There is also a Right of Way LPA voucher for this project in the amount of \$13,241.50 which is approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- LPA Voucher for Bridge 59 is also reviewed for approval. The voucher in the amount of \$26,710.00 was approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- PUBLIC HEARING - the commissioners held a public hearing for the CR 175 E CR 150 E and Canal Road stop request. The ordinance was prepared and advertised. Steve Cole and Jo Ann Mull were residents in attendance. They are fine with the new stop on Canal Rd and were interested as to how notifications would be made to the residents. Zack indicated that anytime a change in traffic flow occurs this requires more signage than normal. He said there would be notice of stop ahead signs located at least 500 feet from the stop. There would be stop signs set on both sides of the road with a notice that reads thru traffic does not stop. Spinners would also be placed on the signs. With that information in mind, Gary Timmerman moved to sign the ordinance regulating the traffic controls on 150 E 175 E and Canal Rd in Orange Twp. Anita Hess seconded and the motion carried 3-0.
- Lastly, Zack has a petition signed by residents in the area of Highland Dr for County acceptance. Upon inspection, the highway department gave the following cost assessment for bringing the road up to the highway standard. The following cost would be at the expense of the residents or homeowner's association:
 1. Signage – new “no outlet” sign and new “stop” sign \$300.00
 2. Drainage – a new culvert at the road entrance and some drainage dipping at a cost of \$2,000.00
 3. Double chip and seal @\$2.50 per sys = \$10,000.00 OR Asphalt overlay @ \$7.50 per sys= \$30,000.00.

Zack will let the petitioners know of these findings and once these improvements have been completed, will start the acceptance for maintenance process.

COURTHOUSE RENOVATION

Zack Smith, Project Manager, had the following update for the commissioners:

- Final construction drawings have been completed and the bid process has begun
- Zack has a summary of the bids for the furniture, fixtures and equipment for the courthouse courts, probation and clerk's office. Innovate came in at \$490,382.00: PSI's bid was \$331,662.01 and a bid from RJE was at \$416,698.21. The designer for the new annex was with PSI and left to go to Innovate but even with this change, Zack indicated that he has a high level of confidence with PSI and that being the lowest bid would be his recommendation. Gary Timmerman moved to go with PSI with a bid of \$331,662.01. Anita Hess seconded and the motion carried 3-0.
- Zack reported that the group has been working on finishes such as carpeting, colors and stains for the building. This includes the judges input for the project.
- Zack shared the roof report with the commissioners as well. At this time, we will go with roof repair than replacement. Zack is putting together a outside maintenance plan for future consideration.

REZONING

Teresa Tacket, plan director, along with Brandon Almas, Barrett McNagny, were present to request a rezoning on the following parcels:

- Lots numbered 12,13,14 and 15 in Tibbot's addition to the town of Wawaka along with the recently vacated alley containing .0095 acres in Elkhart Township to be rezoned from VM to I2. Motion to allow the rezoning came from Gary Timmerman and was seconded by Anita Hess. Motion carried 3-0.
- Also, to be rezoned is .069 acres of land containing the recently vacated ROW along West St in the town of Wawaka. Frick's are requesting that this be rezoned from ROW to I2. Motion to approve this rezoning also came from Gary Timmerman with a second from Anita Hess. Motion carried 3-0.

TREASURER

Natasha Campbell, Noble County Treasurer, is coming before the commissioners for approval of a contract with Autoagent. This will replace Govtech for taxpayer's credit card payments. Motion to allow the treasurer to sign the contract with autoagent came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

HEALTH DEPARTMENT

Anne Lowe, Health Nurse, was present to request permission to make the following purchases:

- Fort Wayne Newspapers – 5700 flu packets for schools at a cost of \$2,950.00
- McKesson 0 for baby scale, mobile unit and trays for a total of \$1,837.15
- ? for a docking station and Vaccine Transport kit \$1,153.50
- Positive promotions – for personalization of bags for handouts in the amount of \$560.20
- And for the purchase of Hot/cold packs in the amount of \$928.82.

All purchase will be made from grant funds. Motion to approve all purchases out of grants came from Gary Timmerman. The motion was seconded by Anita Hess and the motion carried 3-0.

LEPC

Joe Inman, LEPC board member, was present to request permission to purchase hazmat equipment for the team. Joe reported that there is just one more piece of equipment that will need to be purchased so that the hazmat team will have what the need to identify chemical spills immediately. The team is classified at a type 3 at this point with the goal being a type 2 team. Gary Timmerman moved to approve the purchase from AFC International Inc in the amount of \$1,655.00. Anita Hess seconded and the motion carried 3-0.

SEWER SYSTEM SOUTH COMPLEX

Randy Sexton, Project Manager for the sewer system project, opened quotes for the work at the south complex to hook in to the Albion Sewer System. Bids were received from only two companies:

1. Pinpoint Directional Drilling
 - Lump sum \$78,755.50
 - Addendum 1 Item #1 \$11,500.00 minus

Addendum 1 Item #3	\$ 6,495.00	minus
Addendum 1 Item#4	\$ 9,995.00	plus
Total bid	\$70,755.50	

2. Pulver Asphalt Paving		
Lump Sum	\$128,136.00	
Addendum 1 Item #1	\$ 6,500.00	minus
Addendum 1 Item #3	\$ 8,500.00	minus
Addendum 1 Item #4	\$ 0.00	
Total bid	\$113,136.00	

Gary Timmerman moved to take both bids under advisement with Randy to review the bids for accuracy and bring back a recommendation to the board. Anita Hess seconded. Motion carried 3-0.

RECESS

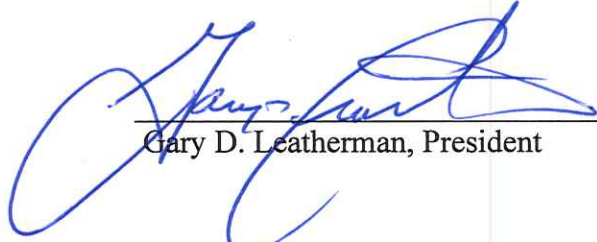
BACK IN SESSION 1:30

The board is reviewing the handbook and in particular exempt employees. No decision was made at this time.

ADJOURNMENT

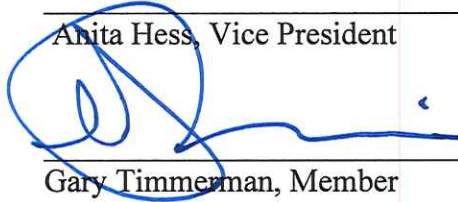
This session of the Board of Commissioners of Noble County was at approximately recessed from day to day until September 25, 2023

Dated this 25TH day of September, 2023



 Gary D. Leatherman, President

 Anita Hess, Vice President



 Gary Timmerman, Member

ATTESTED: 
 Michelle Mawhorter, Auditor