

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD November 13, 2018**

Comes now the hour of 8:30 A.M. on the 13<sup>th</sup> day of November, 2018, in the Commissioners Court in the Noble County Courthouse, 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 Member  
Dave Dolezal, Vice President

Also present were:

Jacqueline L Knafel, County Coordinator  
Dennis Graft, Noble County Attorney  
Representative of KPC Media  
Zack Smith, Highway Engineer  
Richard Rogers, Highway Superintendent  
Stacey Beam, Probation  
Danyel Wagner, Probation  
Cherish Smith, Director Council on Aging  
Jennifer Bippus, Rep for Lexur  
Kim Carson, Assessor  
Ben Castle, Assessor elect  
Mitch Fiandt, 911  
John Urso, 911  
Kenneth Hughes, Plan Director  
Norm Lortie, Building Inspector  
Jim Abbs, Public Defender  
Jon Owen, Public Defender  
Steve Hook, GIS

Gary Leatherman, President Board of Commissioners, brought the meeting to order at approximately 8:30AM immediately following the executive session.

Stacey Beam, Chief Probation Officer and Danyel Wagner, Asst Chief Probation Officer, were both present to discuss some issues with pest control in the court services building that we are leasing. The owner has been contacted and is taking care of cleaning/ removing insulation etc. on the 2<sup>nd</sup> floor of the building. Stacey and Danyel have also contacted Orkin for a maintenance contract from them. This is what they are bringing to the commissioners for permission to enter into the contract. Contract prices will be paid from the Community Corrections fund. Dave Dolezal moved to approve them to proceed with the contracting. Anita Hess seconded the motion. Motion carried 3-0.

#### COUNCIL ON AGING

Cherish Smith, Council on Aging director, was present to get a signature for a grant for dispatch software and tablets for the department. Grant money will pay for all of the expenses for the software and equipment. Anita Hess moved to sign the voucher. Dave Dolezal seconded the motion. Motion carried 3-0.

#### CORRESPONDENCE

- IDEM – Carlex Glass – permit revision – duly entered
- County Treasurers Report – duly entered
- Courthouse Security Report – duly entered
- The commissioners had received a memo from Sheriff Harp concerning a large claim that would be coming before them for in car cameras that was purchased for all deputies.
- Notice of hearing from the Noble County Surveyor – duly entered
- Clerk's monthly report – duly entered
- Ligonier TIF meeting notice – duly entered

## MINUTES

Minutes of the October 22, 2018 meeting were read and approved as written with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.

## PAYROLL

Payroll for the time period of 10/12/18 through 10/25/18 and dated 11/08/18 was approved with a motion from Dave Dolezal. Anita Hess seconded the motion. Motion carried 3-0. The report reviewed contained six pages and totaled \$396,689.42.

## HIGHWAY

Richard Rogers, Highway Superintendent, had the following construction information to discuss with the commissioners:

- Richard is requesting a variance for a driveway on 900 E. Richard reported that it is 175 feet short on sight distance but is in the best location for the drive. Dave Dolezal moved to approve the variance. Anita Hess seconded the motion. Motion carried 3-0.
- There is also a request for a 2<sup>nd</sup> driveway variance at 115 N Hill Rd Avilla. This is for a pole barn entrance and is 200 feet short of sight distance. Dave Dolezal moved to approve this variance with a second coming from Anita Hess. Motion carried 3-0.
- Richard reported that work is continuing on County Road 150 E and 600 N
- The sidewalk project in LaOto should be complete by Thursday of this week.
- Richard indicated that the crews will go back to berming once the rain stops.
- The department also reported that they have salt stockpiled for winter and truck and plows are ready to go when needed.

Zack Smith, Highway Engineer, is also present and has the following engineering business information:

- There is a Construction Engineering voucher for Bridge 147 in Ligonier which was signed with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0
- Another voucher for Preliminary Engineering for Bridge 147 was signed with a motion from Anita Hess. Dave Dolezal seconded the motion. Motion carried 3-0.
- Zack also reminded the commissioners of a ribbon cutting ceremony for Bridge 147 that is going to be held on December 10, 2018 at 10:00AM. That is a commissioners meeting and so it is unlikely that the commissioners will be able to attend.
- LPA Call for Projects- Zack reported that the Bridge 134 has been submitted for the LPA project.
- Zack reported that Noble County did not get any of the Community Crossing money this year and expressed his disappointment in the fact that the added restrictions and requirements had been added and then the only communities to receive the money were the ones who hadn't gotten money prior to this year. When he questioned the reasoning – no one could give a reason – this will determine road work next and Zack prediction is that construction will be down about 30%.
- Bridge Inspection – Zack reported that the INDOT Contract had been submitted
- Bridge 77 – working on the utility portion at this time with construction to start some time in January.
- Bridge 55 – the right of way permits is pending on this bridge
- HMA Projects – as reported by Richard earlier – Pulver's are still working on 600 N and when complete will finish the HMA Contract for the season.
- Fuel Pump project - The old tanks have been pumped dry and the ground breaking was done on Monday the 12<sup>th</sup> of November.
- Speed Limit public hearing - An ordinance regulating the speed on Co Rd 650 N from State Rd 5 to Rochester Rd was read. With no public opposition to the ordinance being heard, the Ordinance was adopted with a motion from Anita Hess and a second from Dave Dolezal. Motion carried 3-0.
- Zack also reported that the Annual Bids had went to the papers for advertisement and would be opened by the commissioners at the December 10<sup>th</sup> commissioners meeting.

## ASSESSOR TRENDING BID

Kim Carson, Noble County Assessor, Jennifer Biprus, Representative from Lexur and Ben Castle, Assessor elect, were all present for this portion of the commissioners meeting. Kim had brought the 2019 trending bid before the commissioners at their last meeting and the commissioners wanted to speak with the incoming assessor also as this would be for the time period that would affect him. Ben indicated that rather than have a trending contract, a ratio study contract and a

reassessment contract that he would like to have a company that would do all aspects of the assessment of property and would like to bid it as such. The commissioners spoke with Ms. Bippus about possibly doing a short-term contract and she indicated that this would be something that she would need to discuss with the president of the company. She would make that phone call and report back to the commissioners as soon as she could.

(Afternoon: Jennifer returned to the commissioners and told them that after discussing this with her boss, that the company didn't think that a short-term contract would be cost effective to either party and indicated that if the commissioners posted for bids that Lexur would certainly be interested in bidding on the whole process. With that the commissioners asked Jackie Knafel to start the process on advertising for bids for reassessment.)

#### STATEWIDE 911

Mitch Flandt, 911 Director and John Urso, Asst Director, were present for the following:

- Jay Cheshier has been hired as a dispatcher recently and has went through the training and is working on his own. Mitch and John are asking for a waiver of the 10% reduction of pay for the remainder of the 90-day period. Jay was previously employed by the county as a jailer. Dave Dolezal moved to waive the reduction period. Anita Hess seconded the motion. Motion carried 3-0.
- Mitch also reported that he is looking at retiring the end of May of 2019 and would like to see John Urso step into his position as John has been doing a good job with his present job responsibilities.

#### PLAN COMMISSION

- Kenneth Hughes, Plan Director, has a presentation concerning the development of a new comprehensive plan. This has been reviewed by the plan commission boards and comes to the commissioners with a favorable recommendation to adopt the resolution. Motion to adopt the resolution came from Dave Dolezal and was seconded by Anita Hess. Motion carried 3-0.
- Kenneth is also asking for approval to have the comp plan printed which will allow copies to be handed out when requested. A quote for the Albion New Era for the printing came in at approximately \$2,300.00. Dave Dolezal moved to allow the purchase out of the CEDT comprehensive plan line item. Anita Hess seconded the motion. Motion carried 3-0.

#### BUILDING DEPARTMENT

Norm Lortie, Building Inspector, was present to discuss a couple of properties with the commissioners:

- Rocky property – for approximately a year the county has been working with an adjoining property owner who said he was interested in acquiring the Rocky property. The gentleman has never brought his money in to finalize the transaction despite calls and letters from the Building department as well as Stephanie Leonhardt, deputy auditor. Dennis Graft suggested that the building department send one last letter giving him 2 weeks to respond and then we will begin the process of offering it to another property owner.
- Norm advised the commissioners that the Borders (now Malle) property has been demolished and his is recommending closure in this case. Dave Dolezal moved to close the unsafe housing case for Borders/Malle. Anita Hess seconded the motion. Motion carried 3-0.

#### HIGHWAY

Zack Smith, Highway Engineer, had brought in an additional proposal from the fuel tank replacement project. The department was planning to use to current dispenser. This evidently is not going to work and a quote of \$13,400.00 is before the commissioners for approval. Zack has indicated that there are sufficient funds in the highway budget to pay this added expense. Anita Hess moved to proceed with the new dispensers. Dave Dolezal seconded the motion. Motion carried 3-0.

Zack is also asking permission to contract fuel... He had just received a contract price of \$2.14 for unleaded and 2.33 for diesel and is wanting to lock these prices in for at least December/January. Dave Dolezal moved to proceed with the contract. Anita Hess seconded the motion. Motion carried 3-0.

#### RECESS FOR DRAINAGE

RECONVENE

PUBLIC DEFENDER

Jim Abbs, Chief Public Defender, and Jon Owen, asst public defender, we present to discuss the possibility of Mr. Owen becoming a contract employee. Jon is currently Medicare eligible and, under terms of this contract, would not be receiving county insurance. The Commissioners along with the county attorney reviewed the contract and were asking for minor changes before the contract between Mr. Abbs, as the department head and Mr. Owen was signed.

CHRISTMAS IN THE VILLAGE

Steve Hook, who is a member of the Christmas in the Village committee, is asking the commissioners permission to use the courthouse restrooms for the Friday December 7, 2018 event. Steve told the commissioners that they could be expecting up to 3500 people in Albion that night and would be requesting use of the restrooms for the time period of 4-7:30 PM. The committee would be responsible to clean- up and replacement of paper products. Dave Dolezal moved to allow usage of the courthouse 1<sup>st</sup> floor restrooms. Anita Hess seconded the motion. Motion carried 3-0.

GIS NEW COPIER

Steve Hook, GIS Director, talked with the commissioners about the copier that he received from the Recorders office when their department received a new copier. He needs it moved to the fourth floor and needs help in doing so. The commissioners suggested that he call RICOH and get pricing for the move. Dave Dolezal moved to allow Steve to contact someone to move the machine up the fourth flight of stairs to his office with the cost NOT to exceed \$200.00. Anita Hess seconded the motion. Motion carried 3-0.

CLAIMS

The following claims were reviewed for commissioner's approval:

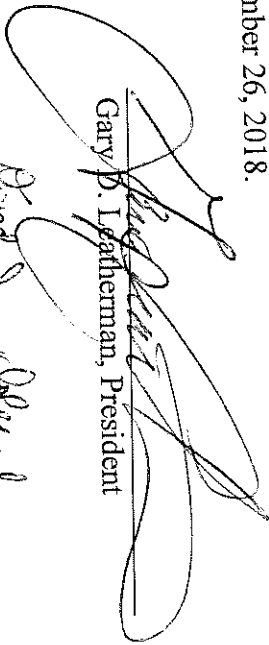
- Supplemental claims – this one-page report totaled \$51,408.28
  - Utility Claims - This report contained two pages and totaled \$126,694.51
  - Court Claims – Reporting for the court claims contained 6 pages totaling \$64,862.63
  - Regular Claims- This report contained 12 pages of claims and totaled \$405,261.61
- All claims were approved with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.

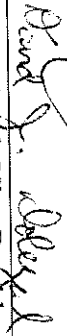
BTS PROPOSAL

Tim Lock, Maintenance Supervisor, had brought a proposal concerning the heating and cooling system to flush and refill with ethylene glycol. The amount was \$16,540.15. Anita Hess moved to approve the cost with a second coming from Dave Dolezal. Motion carried 3-0.


ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 3:10PM recessed from day to day until November 26, 2018.

  
Gary D. Upherman, President

  
David J. Dolezal, Vice President

  
Anita Hess, Member

ATTESTED:   
Tonya L. Jones, Auditor