

## MINUTES OF A REGULAR SESSION OF THE BOARD OF COMMISSIONERS HELD February 14, 2022

Comes now the hour of 8:30 a.m. on the 14<sup>th</sup> day of February, 2022, in the Commissioners Room 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, Vice President  
Dave Dolezal, Member

Also present were:

Jacqueline Knafel, County Coordinator  
Dennis Graft, Noble County Attorney  
Matt Getts, KPC Media  
Zach Smith, Highway Engineer  
Richard Rogers, Highway Superintendent

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

### CORRESPONDENCE

- Allen Co Drainage Board - Notice of Public Hearing
- Allen Co Surveyor Report – Krumlauf Drain Increase
- DeKalb Co Drainage Board – Notice of Joint Public Hearing Noble /DeKalb Co Drainage – William Bickel Drain.
- IDEM – Forest River Air Quality Permit
- Letter from Wysong's - concerning CAFO unit
- Noble County Treasurer's report - January

### MINUTES

Minutes of the previous meeting were read and approved as corrected with a motion from Dave Dolezal and a second from Anita Hess. Motion carries 3-0.

### CLAIMS

- Regular claims containing 17 pages and totaling \$1,113,890.66 was approved with a motion from Dave Dolezal. Anita Hess seconded and motion carried 3-0. Note was made that these claims included payments for the new annex with Weigand having a \$650,189.39 claim for construction.
- Misc. claims were also reviewed. This 4-page report totaled \$888,814.37 and was approved with a motion from Dave Dolezal. Anita Hess seconded. Motion carried 3-0.
- Credit card claims were also presented for review. Dave Dolezal moved to approved the claims on this 5-page report totaling \$1,243,643.66. Anita Hess seconded and the motion carried 3-0.

### PAYROLL

- Payroll dated 1/27/22 was reviewed for approval. The 4-page report totaled \$446,846.41 and was approved with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.
- Payroll dated 2/10/22 was also approved with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0. This was a 4-page report totaling \$449,399.59.

### HIGHWAY

Richard Rogers, Highway Superintendent, was present to report on the construction side of the department. With all the snow – that is all the department has been doing recently is plowing and treating roadways.

Richard also reported that the department has hired two new (replacement) employees. William Targgart and Brad Darland will begin work on 2/28/22.

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

- Zack informed the commissioners that the Noble County Council has now approved the increase to the Wheel and Surtax. The Ordinance was signed at their February 7, 2022 meeting. With this being done the issue of buggy plates came up at the council meeting and given the damage done to roads by the horse drawn buggies – the council recommended an increase to the plate cost for buggies and trailer that they pull. Zack had done some comparison of surrounding counties and reported that most were at \$100.00 per plate and \$50.00 for trailer plates. Noble County is currently at \$50.00 per buggy plate and \$25.00 per trailer plate. Given that information and the recommendation of the Council, Dave Dolezal moved to advertise an ordinance to increase the buggy plates to \$100.00 and trailers pulled by non-motorized vehicles to \$50.00. Anita Hess seconded and motion carried 3-0.
- Call for Projects – Zack reported that he had presented on 2/1/22 the three projects he is wanted for LPA projects. Bridge 59, Riley Road and Baseline Road were the three projects he presented.
- For round one of the Community Crossing grants – Zack has sent in the Bridge 73 project and more HMA overlay projects. He is hoping to hear by April if those were granted.
- Bridge 136 – contacts have been made for right of way acquisition for this bridge.
- Zack talked to the commissioners to consider a clause requiring no mortgage release on right of way purchases under \$25,000.0 on Federal Aid Projects. Dave Dolezal moved to approve this practice. Anita Hess seconded and motion carried 3-0.
- Ball Road – Zack has a contract between INDOT and Noble County for the Ball Road project that he is requesting be signed. Motion to sign came from Dave Dolezal and was seconded by Anita Hess. Motion carried 3-0.
- Bridge 134 – Zack reported that this project will take more work as there is a massive amount of right of way to acquire.
- Bridge 69 – There is an LPA Voucher for this project in the amount of \$10,800.90. Dave Dolezal moved to approve the voucher. Anita Hess seconded and the motion carried 3-0.
- Little/Round Lake culvert project – Zack reported that the bid opening will be held at the next commissioners meeting.
- Buena Vista - Zack presented a petition for a turn-a- round in their addition. Robert Misner owns a portion of this turn-a- round and will not allow others in the area to use it. According to an area resident who was in attendance on Monday – Mr. Misner will not budge on this topic. This is hindering school bus turn-a-round as well as garbage trucks etc. from having access. Anita Hess indicated that she knows Mr. Misner and will speak with him about the possibility of deeding this over to the county.

#### NEW ANNEX

Zack Smith, Project Manager, had the following information to share for the Courthouse annex project:

- PCO 39 – this is concerning a change to the ceiling material. This will add \$7,419.82 to the cost and is approved with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.
- PCO 40 – this is concerning electrical work and is adding \$923.21 to the project. Motion to approve this change came from Dave Dolezal and was seconded by Anita Hess. Motion carried 3-0.
- Zack reviewed the FFE claim. Paid to date is \$559,736.80 leaving a balance of \$307,632.20 of which the Recorder will pay \$40,340.00, the Prosecutor will pay \$44,659.50 and the Public Defender will pay \$60,000.00.
- Zack had a quote from TechSolutions for 3 exit card readers and 3 door alarm sounders in the amount of \$1,299.40. Dave Dolezal moved to approve the quote. Anita Hess seconded and the motion carried 3-0.
- Appliance order – Zack provided a listing of appliances that need to be ordered. This will be coming from Vans Home Center. The sales agreement indicates a total cost of \$11,097.00. Zack needs to get these ordered to ensure delivery by the May opening. Dave Dolezal moved to approve the purchase. Anita Hess seconded and the motion carried 3-0.
- As discussion of the move and where things will be stored, the commissioners will phase out buildings when appropriate. The main focus will be to have the rental properties move first and maybe use the Weber Road property for storage of furniture etc. until moving and renovations are complete.

- As far as work at the annex – the focus on the inside has been for flooring. The outside is simply working through punch lists.

#### COURTHOUSE RENOVATION

As for the courthouse renovation, American StructPoint has been working with Zack and have a proposal to analyze the current property conditions. Dave Dolezal moves to approve the proposal – not to exceed - \$5,300.00. Anita Hess seconded and motion carried 3-0.

#### WORKFORCE DEVELOPMENT

Kim Tempel, Workforce Development, and Gary Gatman, EDC, were present to inform the commissioners of the work of the Workforce Development. Gary indicated that this group has been a great resource and is a huge help in developing Job Fairs, etc. They have been a great partner in allowing 13 companies in Noble County “skill up” their workers to meet the needs of those particular companies. Kim indicated that they now have a physical office in every county they serve. The Noble County office is located inside the Impact facility in Kendallville. They are also asking that the Regional Elected Officials Agreement for Region 3 be signed. This is a 5-year agreement based on the cooperation of the area to support WIOA. There is no financial obligation within the agreement. Motion to sign the agreement came from Dave Dolezal. Anita Hess seconded and motion carried 3-0.

#### PROSECUTOR

Jim Mowery, Noble County Prosecutor, is present requesting an ordinance be signed to create a non-reverting fund for forfeited personal property and currency. The ordinance provided for the establishment of the fund and indicates the uses for that fund. Dave Dolezal moved to approve the ordinance. Anita Hess seconded and motion carried 3-0.

#### HEALTH DEPARTMENT

Jason Pippenger, Septic Inspector, and Steve Hook, GIS are present to discuss a purchase for the Health Department to locate sewer systems. The current unit is broken and because of the age of the receiver unit – there are no available replacement parts. A new unit will cost \$2,661.00 and Jason is asking permission to replace this unit. Dave Dolezal moved to approve the purchase. Anita Hess seconded and the motion carried 3-0.

#### SHERIFF DEPARTMENT

Max Weber, Noble County Sheriff, and Jenny Cummins, Jail Commander, are present to discuss issues at the Noble County Jail. Jenny is telling the commissioners that they are at least 5 jailers down at this point. She has a previous jailer that would like to come back to the jail and because she has completed jail schooling, Jenny is asking that the 10% reduction in pay be waived. The employee is Susan Goodman. Dave Dolezal moved to approve the waiver with a second coming from Anita Hess. Motion carried 3-0.

Max is asking that one of the jailers, Chase Cleckner, be allowed to extend unused vacation time. He has 66 hours of unused time that expired the first of this month. Because of the shortage in employees, he has worked and worked overtime to cover for the shortages. Dave Dolezal moves to extend his time for using vacation for 4 months. Anita Hess seconded and the motion carried 3-0.

Max undated the commissioners on the status of deputies. After interviews, Max reported that he has hired one deputy – in house – a jailer – Austin Lash. However, Austin will continue work in the jail until such time new jailers are hired. Also, Noah Renbarger, will be starting in the jail and then go to a deputy position. Max indicated that the last hire will be that of Nick Dubea. This is a lateral hire which will come with 10 days' vacation and no 10% reduction in pay. Nick is already trained, with schooling, and has worked some part time work for Noble County. Nick will come with a car and a K-9 unit which will give Noble County 3 K-9 units.

Lastly, Max has a contract for Basic Element Design concerning the roofing at the jail. This company will provide the drawings and specs for the roofing project not to exceed \$6,300.00. Motion to approve the agreement came from Dave Dolezal and was seconded by Anita Hess. Motion carried 3-0.

#### DISPATCH

Shelley Coney, 911 Director, told the commissioners that she had just received an e-mail from ERS saying that they were needing to redo the quote for the moving of the equipment just purchased from

the jail to the new building. She was unaware of the amount of the change at this time and will report back to the commissioners when she knows more.

Shelley is here also to request an extension of vacation time for one of her employees. Lori Scandling had her last 3 hours scheduled for the day of the emergency closing and was unable to take the time. The commissioners extended her time as well - this for 90 days with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.

#### RECESS

BACK IN SESSION 1:00 PM

#### FLOOD PLAIN

Norm Lortie, Building Inspector and Flood Plain Manager, was present to discuss DNR questions concerning some properties in the flood plain.

Norm reviewed the letter received and indicated the following:

- Hurley – he has had contact with owner as well as the surveyor and feels this issue will be resolved very soon.
- Stevens – Norm said that this owner had renewed his permit and it is good until August – however Norm has tried to contact his by phone and by certified mail and has been unsuccessful.
- Meyers – this property will enter into the final process as there was fill added to the property which needs to be taken care of – the issue with this one is that the property has changed hands many times and is now being used as a rental property.
- Norm voice his frustration with the DNR in changing the rules all of the time and never getting back with anyone in a timely manner. The commissioners are backing Norm to draft a letter to the DNR to address some of these issues and ask for their immediate response as to a resolution to the problems. Dennis Graft, County Attorney will review the letter prior to sending.
- The commissioners and Norm will also look to amending our ordinance dealing with some of these issues.

#### HEALTH INSURANCE

Jackie had received our contracts for the stop loss carrier for health insurance. With Dennis's review of the documents, they were signed with a motion from Dave Dolezal and a second from Anita Hess. Motion carried 3-0.

#### TOWN OF ALBION APPT

Jackie had been contacted by the Town of Albion requesting an appointment to the Albion Plan Commission. They are recommending that Tammy Cornish be appointed to this position. Dave Dolezal moved to appoint Tammy Cornish to the Albion Plan Commission. Anita Hess seconded and the motion carried 3-0.

#### TIME

Jackie was discussing the paid emergency closing time with the commissioners. The commissioners indicated that only emergency personal would get paid for the time along with employees being granted 2 days of emergency closing pay. When asked about "work from home" status then since it was not approved – would not be paid on be allowed for comp time status.

#### LOCAL DISASTERA EMERGENCY

With the recent snow storm, the county went through various stages of weather related levels Watch then Warning back to Watch then Advisory and then canceled. All were signed.

#### ADJOURNMENT:

This session of the Board of Commissioners of Noble County was adjourned at approximately 3:00 p.m. recessed from day to day until February 28, 2022

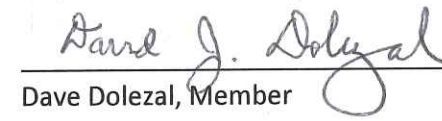
Dated this 28<sup>TH</sup> day of FEB, 2022

  
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Gary D. Leatherman, President

  
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Anita Hess, Vice President

  
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Dave Dolezal, Member

ATTESTED:   
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Tonya L. Jones, Auditor