

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD April 10, 2023**

Comes now the hour of 8:30 am. on the 10th day of April, 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, County Attorney  
Matt Getts, KPC Media  
Zack Smith, Highway Engineer  
Richard Rogers, Highway Superintendent

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

**CORRESPONDENCE**

- IDEM - notice of a permit renewal for Lebanon Seaboard was received

**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 10-page report totaling \$218,313.02 was reviewed by the commissioners. Motion to approve the claims as submitted was made by Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

**MISC CLAIMS**

Misc. claims were also reviewed. This was a 5-page report totaling \$10,508,768.97 which includes information about a \$10,000,000.00 investment. Motion to approve the misc. claims came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

**PAYROLL**

Payroll dated 04/06/2023 was approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0. This was a 3-page report totaling \$475,567.73.  
Dated 04/05/2023 3-pages 475567.73 Gary Anita 3-0

**OLD BUSINESS**

Stacey Beam and Danyel Wagner were on hand for a decision on a request made back in February by one of their employees for vacation time reinstatement in the amount of 5 days each year for 2 years. The employee indicated that she was not made aware of the change in the vacation policy. Jackie Knafel, County Coordinator, has provided information and proof that all employees were sent a new copy of the revised handbook on December 10, 2019. She had also sent on December 11, 2019 a revised "vacation schedule" to all employees. With that information on file, Gary Timmerman moved to deny the reinstatement of vacation days for Jessica Walker. Anita Hess seconded and the motion carried 3-0.

**COMMUNITY CORRECTION GRANT**

Danyel Wagner, Asst Chief Probation Officer, is requesting permission to apply for the Community Correction Grant for another year. Danyel told the group that they state was looking into revisions in the amount given as wages etc. continue to increase yet the grant has stayed about the same. Gary Timmerman moved to approve the submission of the grant. Anita Hess seconded and the motion carried 3-0.

**HIGHWAY**

Richard Rogers, Highway Superintendent, had the following construction update:

- Utility Permits for Frontier Communications and NIPSCO were received – duly entered.
- Driveway variance – Richard has a request for a driveway variance for Meyer on 415 N Kendallville. Richard is reporting that this is short on sight distance but is in the best location for the area. Motion to approve the variance for Richard & Carie Meyer came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Patching, drainage work and cutting brush all continue at the department.
- They will begin brush spraying sometime after Memorial Day.
- Richard is also requesting a waiver of the 10% reduction in pay for new employees. Richard has hired a driver that has a lot of experience and would like to waive the 10%. Motion to approve the waiving of the 10% came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

Zack Smith, Highway Engineer, has the following engineering update for the commissioners:

- Zack has submitted the Annual Operations Report
- CCMG 2023-1 has been submitted to the state. Zack is hoping to hear soon if this has been granted.
- Bridge Inspection – Zack reported that the Notice to Proceed was issued last Monday.
- 400 N – with right of way work complete, REMC will begin work on the utility placement.
- Bridge 136 – this is set for an October letting to hopefully get better pricing.
- Bridge 134 – Right of way work will begin
- Bridge 73 – Zack reported that the deck should be poured this week with completion expected within the next 3-4 weeks.
- Little Long/ Round Lake – the water ring has been reset – so work will proceed.
- The ADA Plan as well as the Title VI plan has been posted on the web.

#### ANNEX REPORT

Zack has the following items for the Annex to share:

- The shell space will have no detailed plans as this is just a temporary space. The work has been okayed by Judge Hagen who will continue to be involved as the work progresses.
- Acoustic paneling should be completed yet this week.

#### COURTHOUSE RENOVATION

Zack is updating the commissioners on the Courthouse project:

- Zack is wanting to schedule a design update review meeting with American StructurePoint and the commissioners. Jackie will schedule the meeting for Monday April 17<sup>th</sup> at 10:00 am.
- The project financing is mainly a council responsibility and the council acted on the first phases last Monday at their meeting.
- Zack talked with the commissioners about the builders risk insurance. Jarrod Ramer, from Black and Ramer Insurance, joined him for this issue. Jarrod has a quote for the builder risk insurance in the amount of \$11,735.00. Jarrod reported that typical on new construction, this is the contractor's responsibility – however- on a renovation – especially on an historical building this becomes the owners responsibility. Gary Timmerman move to accept the new policy for the builders risk in the amount of \$11,735.00 annually with an immediate start date. Anita Hess seconded and the motion carried 3-0.
- The removal of the steps has already been completed. This was done for exploratory reasons.

#### REGION 3-A OKRA GRANT

Region 3-A is needing a signature to close out the OKRA grant for ARC. Motion to sign the closeout statement was made by Anita Hess. Gary Timmerman seconded and the motion carried 3-0.

#### APPOINTMENTS BZA AND PLAN COMMISSION

Teresa Tackett, Plan Director, is requesting appointments for the BZA Board and the Plan Commission Board. Teresa indicated that had a large interest in these boards and interviewed several people. Her recommendation for the BZA was Mike Klopfenstein. He has been in construction for several years and she feels that he will bring a different perspective to the board. Gary Timmerman moved to approve Mike to serve on the BZA board. Anita Hess seconded and the motion carried 3-0.

Teresa is proposing that the board appoint 2 alternates for the plan commission board. These will be available in the event that a board member has a "conflict of interest" or is unable to attend a meeting. She would like to request also that they attend some meetings as an observer so as to not come in on a decision "cold" and not be aware of the issue. Again several people were interviewed and her recommendation was John Metzger and Mary Worman. Anita Hess also shared her thoughts on these 3 individuals and thought this was a good choice. Jackie suggested that the pay be lower when attending for observation purposes and with that Gary Timmerman moved to appoint John Metzger and Mary Worman as alternate for the plan commissioner board and pay would be at \$50.00 a meeting to be paid at a minimum of 4 meetings with the maximum amount being set at 6 meetings. Anita Hess seconded and the motion carried 3-0.

#### CONVENTION AND VISITORS BUREAU

Grace Caswell, CVB Director, came before the commissioners to report on the happenings at the CVB. Grace indicated that studies show that tourism contributes to the economic growth in the County. When visitors stay in Noble County – they spend money at the local shops. Currently Noble County has 52 locations for visitors to stay – Bed and Breakfasts, VRBO's, hotels and the cabins at Chain O lakes. Grace provided brochures and information about the department. Grace is also requesting that the commissioners appoint a board member to a 3 year term and has a recommendation of Kate Emmet for the board. Gary Timmerman moved to appoint Kate Emmet to serve on the CVB Board for 2023,2024,2025. Anita Hess seconded and the motion carried 3-0.

#### SHERIFF

Max Weber, Noble County Sheriff, is coming before the commissioners to get permission to proceed with paving of the parking areas at the jail. Max is telling the commissioners that he has a quote from Pulvers for all of the lots in the amount of \$49,000.00. He also is saying that he will be able to pay this from his housing of federal inmate fund. Gary Timmerman moved to allow the paving to be done by Pulvers. Anita Hess seconded and the motion carried 3-0.

Max is also talking with the commissioners about a commissioner siting on the CPT board for Mental Health. The commissioners will discuss this further and appoint a member to sit on the board at a later time.

The last thing Max is wanting to discuss is parking for the transport officers once the courts are temporarily stationed here. Gary indicated that the parking spaces on the south side of the new annex would be a good location for that. Jackie will send a notification once the time comes when the courts move in.

#### ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 10:30 am recessed from day to day until April 24, 2023

Dated this 24<sup>th</sup> day of April, 2023

  
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Gary D. Leatherman, President

  
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Anita Hess, Vice President

  
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Gary Timmerman, Member

ATTESTED:   
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Michelle Mawhorter, Auditor