

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD April 23, 2018**

Comes now the hour of 8:30am. on the 23<sup>rd</sup> day of April, 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  
Dave Abbott, Member  
Dave Dolezal, Vice President

Also present were:

Jacqueline L. Knafel, County Coordinator  
Dennis Graft, Noble County Attorney  
Matt Getts from KPC Media  
Zack Smith, Highway Engineer  
Richard Rogers, Highway Inspector

Gary Leatherman, President of the Board of Commissioners, brought the meeting to order at approximately 8:35AM

**CORRESPONDENCE**

- Weights & Measures – Monthly report – duly entered
- Clerk of the Circuit Court – Report for the month of March- duly entered
- Noble County Treasurer’s Monthly report – duly entered
- OCCRA – Council of Aging – request to extend funding to June 30, 2018 due to lack of an acceptable bid.
- Association of State Floodplain Managers – verification of successful completion of the Certified Floodplain Manage by Kenneth Hughes, Noble County’s Flood Plain Manager.
- IDEM – Forest River Inc Air Quality Initial Permit.
- Health Department’s Annual Report – Duly entered

**MINUTES**

Minutes of the previous meeting were read and approved as corrected. Dave Dolezal moved to approve the minutes. Dave Abbott seconded the motion. Motion carried 3-0.

**PAYROLL**

Payroll dated 04/26/18 for the time period of 03/30/18 through 04/12/18 was reviewed and approved with a motion from Dave Dolezal. Dave Abbott seconded the motion. Motion carried 3-0. The payroll report contained 5 pages and totaled \$380238.75.

**COUNCIL ON AGING**

Cherish Smith, Council on Aging Director, had contacted Jackie and sent a corrected invoice for the commissioners to sign. After review, Dave Dolezal made a motion to sign the corrected document. Dave Abbott seconded the motion. Motion carried 3-0.

**COURTHOUSE PRESERVATION COMMITTEE**

Judge Kramer, Circuit Court Judge and member of the Courthouse Preservation Committee came before the commissioners to request funds to help with the fountain area of the courthouse. Judge Kramer had a quote from Countyscapes in the amount of \$2,955.00. Dave Abbott made a motion to pay \$2,250.00 toward the planting, fertilizing and maintaining the fountain area. Dave Dolezal seconded the motion. Motion carried 3-0.

**PROBATION DEPARTMENT CONTRACT**

Danyel Wagner, Asst. Chief Probation Officer, was present to explain the Phase 2 of the AMS System that will track dosage. This is the Symplexity dosage tracking system. Motion to allow client (probation department) to sign document was made by Dave Dolezal and seconded by Dave Abbott. Motion carried 3-0.

Danyel also discussed changing a system currently in place at the department which requires cell phones as well as the ankle device. The new system that she is wanting to go to is only the ankle device and is cheaper in cost. Motion to allow the client (probation department) to sign this

agreement as well came from Dave Dolezal and was seconded by Dave Abbott. Motion carried 3-0.

#### HIGHWAY

Richard Rogers, Highway Superintendent, was present to discuss the following construction season:

- Utility permits were provided from NIPSCO, United Telephone and LIGTEL
- Richard informed the commissioners that the Grinder was delivered this morning
- Crack sealing also will begin today.
- Richard had received a letter from the state informing the department that in lieu of a fine for hitting a gas line which was the fault of the department that 3 employees will attend training.
- Richard had also been contacted by Sugar Grove Church requesting permission to add a few more parking spaces which will cross the county's right of way. Richard has visited the sight and has no issues with the request. Commissioners are satisfied with Richard's findings.

Zack Smith, Highway Engineer, has the following updates for the commissioners:

- Zack reported that the road inspections are complete and he is working on updating the road plan. Good news is that roads have improved county wide and there is 13.1 miles of road construction planned for 2018.
- Bridge Inspection – Zack reported that the annual bridge inspection was completed last week and that the official report would be delivered to the commissioners sometime in the future.
- There have been 9 Letters of Interest received for County Road 400 N and 3 Letters of Interest for the upcoming 4-year cycle of bridge inspection. These will be reviewed later today.
- A contract for Bridge 6 in Kendallville between Noble County and Lawson Fisher Associates was signed with a motion coming from Dave Dolezal. Dave Abbott seconded the motion. Motion carried 3-0.
- Bridge 139 - The issue with this bridge has been corrected with the fiber wrap application and should come off of the bridge inspection annual inspection listing.
- Bridge 41 – guardrail damage has been fixed and through Zack's work with the at fault party's insurance company has recovered the expenses of the repair work.
- Zack is requesting permission to purchase a broom for the highway department. Because of the money saved on the purchase of the excavator, there is enough money left in the budget to purchase a used broom. Randy Jordan – Shop Supervisor, had secured bids for the broom and is making a recommendation to purchase the 2015 broom with 1000 hours. This was also the lowest of the quotes. MacAllister Rentals is also offering a \$8,500.00 trade in value on our 2006 broom. Dave Abbott moved to approve the purchase of the 2015 broom with 1000 hours at a cost of \$46,000.00. Dave Dolezal seconded the motion. Motion carried 3-0.
- Zack presented a Speed Study report on County Road 1000 E from CR 700 N to CR 1000 N. Although the study did find some excessive speed in both the north and southbound lanes the 55-mph speed limit is appropriate for the area. Zack recommended that there be increased enforcement in the area for a time period.
- Zack also spoke with the commissioners about changing GPS Units. Sprint has a new system which would be a cost savings to the department. This system has a tracking on mechanical issues and will report back to the shop any mechanical issue with the vehicle. The contract is a 3-year contract at a cost of \$9,072.00 for the time period. Motion to sign the contract came from Dave Dolezal and was seconded by Dave Abbott. Motion carried 3-0.
- Zack reported that he has completed the update on the Title VI Implementation Plan. We have completed the required departmental training with department heads in 2017.
- Again, discussed was funding for fuel pumps. Zack had contacted the local fueling station and found it much cheaper to keep the fueling in house even with the upgrade expense. Along with the 15 to 20 cents per gallon savings, the ability to use off road fuel as well as the ability to use additive during winter months for diesel which prevents gelling and added maintenance costs when this happens was some of the reasons cited to keep the fueling in house. Zack is thinking the project will cost between \$140,000 and \$150,000 and is thinking that the highway would be able to pay for half of the project if the commissioners could come up with the other \$75,000.00. Jackie told the commissioners that she had

discussed this with Zack and that she has advertised an additional for \$75,000.00 coming from the Cum Courthouse Fund. This was done because of the time frame but explained that if the commissioners decided not to proceed it would not be presented to the council for approval. The commissioners decided to proceed with the \$75,000.00 request to the council with a motion from Dave Dolezal. Dave Abbott seconded the motion. Motion carried 3-0.

- Lastly, Zack informed the commissioners that he had been contacted by the town of Avilla who is wanting to add a sidewalk along the cemetery from the church to the Cranberry addition. This is county right of way and the only request is for the use of the right of way. The highway department had no issues with this request and the commissioners were in agreement.

#### REGION III-A

Matt Brinkman and others from Region III-A and the West Lake Sewer District were in attendance to request that the County be a "pass through agency" for a grant that the agency is applying for. This is to aid in addressing the flooding of the West Lakes area. This first phase would be a comprehensive plan and would be expected to cost between \$15,000 and \$50,000.00 This would be grant funded and would be NO expense to the county. Dave Dolezal moved to approve the county being used as a pass-through agency only. Dave Abbot seconded the motion. Motion carried 3-0.

#### UNSAFE HOUSING

Norm Lortie, Building Inspector, was present to discuss the Middleton Property at Steinbarger Lake. The building has been through the last 2 flooding events and has not been lived in for some time. The property went up for tax sale and so the redemption period is not over until October of this year. Norm is recommending that we wait for the redemption period to be completed before more action is taken. The board set the next hearing on this property for October 22, 2018 at 10:00 AM.

#### CLAIMS

Nicole Noe, Deputy Auditor, was present for review of 10 pages of claims totaling \$193403.83. Motion to approve the claims came from Dave Dolezal and was seconded by Dave Abbott. Motion carried 3-0.

#### COURT CLAIMS

The court claims were also reviewed by the commissioners. 7 pages were reviewed totaling \$64,101.61. Motion to approve these claims came from Dave Dolezal. Dave Abbott seconded the motion. Motion carried 3-0.

#### SHERIFF

Shane Coney, Jail Commander and Chad Willet, Chief Deputy Sheriff, were present to request a waiver from the 10% deduction in pay for new employees. Derek Liply has returned to the county and returning to his old job and is fully trained. Dave Dolezal moved to approve the waiver with a second coming from Dave Abbott. Motion carried 3-0.

Shane also report that we have 155 inmates of which 20 are from other counties. The commissioners also discussed the ARC Window Treatment request with Chad Willett. A quote was received for the probation offices and the entrances on the first floor. The commissioners are wanting to have quotes for all of the first-floor windows prior to making a decision.

#### RECESS for Drainage

BACK IN SESSION 1:00PM

#### LETTERS OF INTEREST RATINGS

400 N Project:

Steffen Wynn, Albion Town Manager, is present along with Zack Smith, Highway Engineer, for the opening and rating of the Letters of Interest for the 400 N Project. This project will require working with the town of Albion and therefore, Steffen was asked to sit in on the opening of the LOI's. LOI's were received from the following:

- A & Z Engineering
- American Structure Point

- DLZ
- Fleis & Vanderbrink
- Lawson Fisher Associates
- Lochmuller
- Shrewsberry
- USI
- VS Engineering

Zack as well as the commissioners review all documents and rated the firms in different categories. Zack will summarize the results of the ratings and report back to the commissioners.

**LOI'S for BRIDGE INSPECTION**

LOI's for the next 4-year cycle of the bridge inspection were also opened and rated:

- Ciorba
- USI
- United

The ratings will also be summarized for the bridge inspection and will be brought back to the commissioners for final approval.

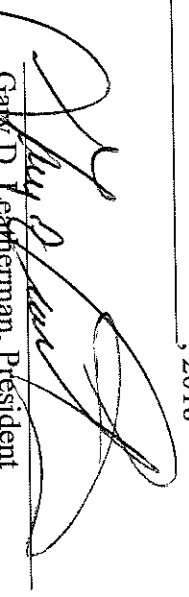
**WORKPLACE HARASSMENT TRAINING**


Jackie reported to the commissioners that the recent Active Shooter Training session went very well and that the next training (workplace harassment) would roll out this week. This is individual training – a course that can be viewed online). Once complete there is a test and the employee must have an 80% or higher to pass.

**ADJOURNMENT**

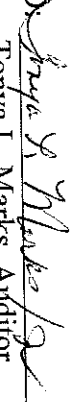
This session of the Board of Commissioners of Noble County was at approximately 4:15P.M. recessed from day to day until May 14, 2018.

Dated this 14<sup>TH</sup> day of May, 2018

  
 Gary D. Leathernman, President

  
 David J. Dolezal, Vice President

David Abbott, Member

ATTESTED   
 Tonya L. Marks, Auditor