

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD JUNE 4, 2012**

Comes now the hour of 9:49 A.M. on the 4th day of June, 2012, 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:

Joy Y. LeCount, President
David J. (Dave) Dolezal, Vice President (@11:40)
Jack W. Herendeen, Member

Also present were:

Marion S. Cavanaugh, Deputy Auditor
Dennis Graft, County Attorney
Chad Kline, Commissioner Candidate
and Scott Perry, News Media

**EMA - 2011 EMERGENCY MANAGEMENT PERFORMANCE
GRANT SALARY SUB-GRANT AGREEMENT**

Terresa Griffiths presented the above referenced agreement for the Commissioners approval, (H.I.). Joy said we have done the work and they have approved it and now they are going to reimburse us. She said the sub-grant is in an amount not to exceed \$19,709.88

Jack moved to approve the agreement. Joy seconded the motion and it carried, 2-0.

SHERIFF'S BUSINESS – DOUG HARP

CRACK SEALING & LINE STRIPING OF PARKING LOT

Doug said he had procured a third quote for the upkeep on the parking lot and it was higher than the others. He said Ranger Materials from Warsaw had the low quote of \$2,870.00. Joy asked if this is for crack sealing and painting the lines. Doug said it was.

Jack moved to approve going with Ranger. Joy seconded the motion and it carried, 2-0.

**W.W.WILLIAMS - CONTRACT FOR
GENERATOR INSPECTIONS**

Doug said the Commissioners approved the above referenced contract on April 16, 2012 but it was never signed, (H.I.). The Commissioners signed the contract.

PAYROLL & OVERTIME

Doug said he was also here to discuss overtime at the Sheriff's Department as had been requested of him. He said he had talked to Mary (Deputy Auditor in charge of payroll) and asked to see what the Commissioners received. Doug said what the Commissioners see under overtime is not reflective of what the overtime actually is. He said what is seen as overtime can

include overtime, Operation Pullover or any other grants that the guys are working under. Doug said they actually spent \$10,000.00 less in overtime last year than in the previous year. He said they are on track again this year to be under budget on overtime.

Dennis asked how it is handled if there is a grant. Doug said it is reflected in the guy's checks and is not a separate check.

Doug said they are not being frivolous with overtime. He said they are still using Reserves for coverage and whenever they can they bring someone from another shift to help prevent overtime. Doug passed out a Guide for Overtime/Comp Time dated February 18, 2011 and some information on overtime, which he reviewed with the Commissioners. He noted that what is paid for holidays also shows up under overtime and there was also pay for a part-time person in the kitchen that showed up under overtime. Doug said what the Commissioners see on what they get is everything that is paid out for a pay cycle which includes holidays, grant work, part-time, etc.

Doug said when Ed Anderson retired they incorporated two positions and that saved over \$30,000.00. Doug said he and the employees are very cognizant of the idea that they have to watch the overtime.

Joy said when the overtime hits \$11,000.00 in a pay period when it is generally \$3,000.00 - \$5,000.00 the Commissioners get concerned. Doug said the \$11,000.00 included pay for Operation Pull-Over which is going very strong right now and is paid from a grant and is not actually paid from their overtime account. He said they don't get the grant money on a separate check.

Doug said the overtime comes in when a detective or employee gets called in after they have worked their normal shift or if they have to come in on their day off to sign papers at the Prosecutor's Office, etc.

There was discussion that when an employee works on a holiday, they get paid for working and they get their holiday pay. Doug said the holiday pay comes from the holiday line item and not from overtime.

Doug said he would try to break down the overtime each pay to show the Commissioners who received overtime and what it is for.

HIGHWAY BUSINESS – MARK GOODRICH **UTILITY PERMIT**

Mark presented utility permit #UP-029-12 from Ligonier Telephone for work on CR 900 N/CR 250 W/CR 260 W between CR 300 W and CR 250 W in Elkhart Township. He said it is for fiber optic, but it is not like the other fiber optic. Mark said they called him and asked him where he wanted the boxes put and they are trying hard to work with us and keep out of our way.

Jack said we are getting way too many lines in the ground. Mark said the problem is that there are so many abandoned lines and there is no way to know which ones they are.

IDEM - UNDERGROUND STORAGE TANK OPERATING TRAINING

Mark said that there has to be some training in order for us to keep the fuel tanks at the Highway Department. He gave the Commissioners a copy of the letter from IDEM regarding the training. Joy asked if they have to do it on-line. Mark said they do.

Joy asked who would be taking the training. Mark said he was going to be the first to take it. He said he thought the other person should be whomever is in charge of the garage, because he would be on the grounds all of the time.

TRUCK HOIST

There was a brief discussion about the truck hoist and whether it can be fixed or if it should be replaced.

1000 N WEST OF ROME CITY

Mark said they are done berming and had started some other construction. He said on 1000 N west of Rome City they tore the road up in a couple of places and made it gravel. Mark said after they are done chip sealing they will put a wedge over it with pug. He said it will be gravel for a couple of months.

600 E BETWEEN 500 S & 600 S

Mark said they are going to put a lift on 600 E between 500 S and 600 S and that will be gravel.

HIGH POINT DRIVE, BIG LAKE

Mark said they will leave High Point Drive at Big Lake gravel for a little while. He said they had a water problem there last year and the smaller cars couldn't get in so they fixed it.

OPENINGS AT HIGHWAY DEPARTMENT

Joy said there is one truck driver that has retired, another truck driver that there is an issue with, the operator that moved up to Mark's position, and the shop foreman. She asked if there were any other open positions. Mark said that is all that has happened since October when he became Superintendent. He said he really needs a shop foreman.

Joy said that Mark had previously talked about some different options for re-alignment of personnel at the Highway Department, and she thought budget time would be a good time to address that issue. She said they would need some job descriptions for that.

PICK-UP OF SLAG MATERIAL IF IT IS USED

There was discussion at to whether the county should pick up the slag material if we are going to use it or if we should hire someone to deliver it. Mark said we are not using near the fuel we have in the past and there is a possibility we might have to buy out our fuel contract. He asked that the Commissioners consider hauling the material with our trucks.

Jack said his concern is if it is cheaper to haul the materials ourselves or if it would be cheaper to hire it done and save the wear and tear on the trucks.

LANDFILL WORK

Jack said Alan Freels wants a couple of trucks to move some dirt from the borrow pit to the landfill. Jack said he told Alan he didn't have a problem with that as long as it fits into the Highway Departments schedule. Mark is going to contact Alan.

STATE BID LIST FOR TRUCKS & TRUCK SPECS

Joy asked Mark if he had looked at the state bid list for trucks. Mark said he had not.

Joy asked Mark if he had worked on truck specifications. Mark said he went through what was previously requested, and if we get that detailed he would have quite a bit of research to do.

E-911 FUNDING

Mitch Fiandt, E-911 Director came before the Commissioners to talk about E-911 funding. He said he called the State Treasurer's Office this morning and they told him to go ahead and figure their budgets like he normally would, and they would have the figures out to him sometime between now and December 31st. He said with the tentative figures they gave us earlier, we are going to be ok.

Mitch said that his overtime had been up for various reasons, and then he got it back down. He said now he has an employee that is going to have surgery and we are right in the middle of vacation season, so that will make it go up again.

Mitch said they are still working on the 911 upgrade. He said his biggest concern along with the other nine counties is that their E-911 system is 10 years old and getting to be obsolete.

Mitch said with the uncertainty in the budgets he would have to seek out a short term lease purchase. He said the money he had set aside is going over into the operating fund as of June 30th because Jackie has to put everything into one fund then. Mitch said he has \$40,000.00 in grant money that could be used for a down payment, but it is only good until July 31st. He said he would probably seek out a bond bank or someone that would give us a short term lease with low interest. Joy asked if the company they are going to purchase the equipment from would do a lease purchase. Mitch said he would check with them.

Mitch said we need to sit down and write a new contract for Kendallville for the services we provide to them. He said the state said it has to be spelled out specifically what we furnish them for 911 purposes.

Mitch said we are required to move our mapping to Kendallville. He said our old circuits wouldn't do that so he is replacing two regular phone circuits with one DSL line and the price would be about the same.

CHAIR LIFTS AT PROSECUTOR'S OFFICE

Phil Jacob, Head of Maintenance said the people they had discussed using to replace the chair lifts at the Prosecutor's Office can't install the 400 pound lifts because they don't have a commercial license.

Phil said the Bruno chairlift that is over there now is out of Washington State. He said he called Stair Lift Indiana.com on the computer who had a Fort Wayne address. Phil said he called them and he got a call Friday night from Florida. He said they have companies throughout the state and they were going to find someone who is the closest to here contact him, but he hadn't heard from them yet. Phil said he would continue to try to find someone with a commercial license if he doesn't hear from them.

CLAIMS TO BE PAID JUNE 4, 2012 APPROVED

After reviewing the claims to be paid today's date Jack moved to approve them. Joy seconded the motion and it carried, 2-0.

LETTER TO GROUND RULES INC. RE: UDO

Joy said she had asked Dennis to draft a letter to Ground Rules regarding closing out our contract with them and how that needs to take place and the time frame (re: draft UDO). After reviewing the letter to Brad Johnson at Ground Rules Inc., Jack moved to approve it, (H.I.). Joy seconded the motion and the motion carried, 2-0.

UDO - LETTER TO PLAN COMMISSION DIRECTOR

The Commissioners received a copy of the letter that was sent to Steve Kirkpatrick, Noble County Plan Director regarding the Commissioners desire to have Draft "G" of the UDO (Unified Development Ordinance) amended, (H.I.).

Please note: The final draft of the UDO amendments recommended by the Commissioners are reflected in the minutes of May 29, 2012.

MINUTES APPROVED

After reviewing some of the minutes the following actions were taken. *May 21, 2012 executive session* - Jack moved to approve them. Joy seconded the motion and it carried, 2-0; *May 30, 2012 executive session* – Jack moved to approve them. Joy seconded the motion and it carried, 2-0; *May 31, 2012 joint Council/Commissioners meeting* - Jack moved to approve them. Joy seconded the motion and it carried, 2-0.

NOBLE COUNTY CONVENTION & VISITOR'S BUREAU (CVB) - REQUEST FOR ADDITIONAL CREDIT FUNDS

Present for this portion of the meeting were: Lori Gagen, Sara Hobson, Sam Boggs, John Bry; Tom Leedy; and Dean Stoops.

Tom Leedy said they were here today to give the Commissioners a progress report since they last met on May 23rd of last year. He said they were also here to request an increase from the current level of \$12,000.00 to \$50,000.00 from the CREDIT fund. Tom presented some information which he went over with the Commissioners, (H.I.).

Tom said they had held four training sessions, and he asked John to give some examples. John said they had provided two fund raising trainings to the down town programs. He said they did a design presentation here in Albion regarding the down town revitalization efforts through STAR and they did a meeting about the impact of quality life and the role it has in economic development in Ligonier.

John said they provided technical support to the Future Ligonier Alliance because they are the main organization that is tackling the down town revitalization efforts in Ligonier. He talked about other entities they are providing technical support and assistance to.

Tom talked about the Critical Assets. He said there are three tourism themes defined by content and they are: The Tombstone Trail; The Green Triangle; and Farm to Fork.

John said they had participated in the redesign of Petit Park in Ligonier and he talked about the other projects they had assisted with.

John said the Lincoln Highway/US 33 was officially designated a State Scenic Buy Way last August. He said they are trying to pull together some more initiatives to highlight things along 33.

Tom said there were six different grants that they played some part in. He said two of the grants were awarded, two are pending, and two were not awarded.

Under the "Opportunity" portion of the handout, it indicated that the Olive B. Cole Foundation will match up to \$30,000.00 from local sources. Tom said in order to build this model they have to increase the operating budget of the organization to at least \$200,000.00 and probably 100 of that should be sustainable revenue. He said they are here to see if they could increase the amount of funding that has been awarded to them for this year and next to \$50,000.00, which would be an additional \$38,000.00 from the CEDIT Fund. Joy asked if the match funds have a time limit. John said they have their own deadline. Joy asked if it has to be new money. Tom said it has to be money that they hadn't already secured.

John talked about other counties that want to connect to the Tombstone Trail.

Lori said as a representative of an attraction in Noble County and as a founding board member of the CVB, she thought there were phenomenal opportunities on the asset development side. She said there had been no loss of focus on the traditional role. Lori said Black Pine was #8 in the state for attractions within the state. She said they are seeing droves of people come in from out of state at Black Pine and she gave some examples.

John said the businesses in the county are really stepping up their game. He said he thought this is the strongest the board has ever been in the CVB history. John said they are even getting a reputation outside of the county.

John talked about the Artisan Trail and some of the Farm to Fork opportunities.

Tom said it takes collaboration locally, and across the region, and it can be a very complicated thing. He said it takes investment to do it and we are on a good roll as a county. Tom said they are focused on how to keep it going.

Sam said John gave an excellent presentation to the Parkview Hospital Foundation and they asked for \$50,000.00 from them. He said if they came on board it would be called the Parkview Green Triangle and it would help support a lot of healthy and environmental activities within Noble County. There was no action taken on the request.

SRI INC. - CONTRACT FOR TAX SALE

The Commissioners received a contract from SRI for them to conduct the Noble County tax sale. This was tabled until next week.

KARR TUCKPOINTING LLC - THANK YOU

The Commissioners received a letter from Jack Geiger, Director of Operations at Karr Tuckpointing LLC for the signed contract for work on the courthouse exterior, (H.I.). Jack also indicated that he would be scheduling the project, and if there are any questions he could be contacted.

**IDEM - DEVON G. & LOU ANN TROYER
CONFINED FEEDING OPERATION PERMIT**

The Commissioners received notice from Devon G. and Lou Ann Troyer that they had applied for the above referenced permit, (H.I.). They also received notice from IDEM that the permit had been approved, (H.I.).

**CERTIFICATE OF INSURANCE - MICHAEL
J. & MELISSA J. MERONEY**

The Commissioners received a Certificate of Insurance from Erie Insurance for Michael J. & Mellissa J. Meroney showing that they have liability insurance, (H.I.).

WEIGHTS & MEASURES REPORT - 4/16/12 - 5/16/12

The Commissioners received the above referenced report, (H.I.).

ROADS IN COBBLESTONE ADDITION

Former Commissioner and current Councilman, Mark Pankop briefly talked to the Commissioners about what he read in the paper about the roads in Cobblestone Addition.

ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 12:13 P.M. recessed from day to day until the 11th day of June 2012.

Joy Y. LeCount, President

David J. Dolezal, Vice President

Jack W. Herendeen, Member

ATTESTED: _____
Jacqueline L. Knafel, Auditor