

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD March 9, 2015**

Comes now the hour of 8:30A.M. on the 9th day of March, 2015, 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
David J. (Dave) Dolezal, Vice President
Chad Kline, Member

Also present were:

Jacqueline L. Knafel, County Coordinator
Tonya L. Marks, Noble County Auditor
Dennis Graft, County Attorney
and Bob Braley, KPC Media
Kim Miller, Noble County Assessor
Bill Etzler, Engineering Resources
Doug Harp, Noble County Sheriff
Nicole Noe, Deputy Auditor
Mark Goodrich, Highway Superintendent
Zack Smith, Highway Engineer
Dave Baum IT Director
Rick Sherck, Noble County EDC Director
John Sampson, Regional Partnership
Mick Newton, EMA Director
Stacey Beam, Probation
Steve Hook, GIS
Shelley Mawhorter, Clerk

ASSESSOR

Kim Miller, Noble County Assessor, is present to request an amendment to the January 5, 2015 commissioner minutes. Dave Dolezal made a motion to amend the minutes waiving the level 2 requirements of a PTABOA Board member. Chad Kline seconded the motion. Motion carried 3-0.

LANDFILL

Bill Etzler, Engineering Resources, is present to discuss the following landfill issues:

- Bill informed the commissioners that he has a quote from Wilcox Environmental for methane testing on new gas probes in the amount of \$800.00. The quote also indicated testing on all gas probes in the amount of \$2800.00 which is considerably less than we are paying Elements. Bill indicated that this quote includes analysis. The quote from Wilcox Environmental was more for groundwater sampling but Bill was going to contact them again as he thought there may have been a misunderstanding of what he was requiring for this testing. Dave Dolezal made a motion to have Wilcox Environmental do the gas probe testing. Chad Kline seconded the motion. Motion carried 3-0.
- Discussion was held about the soil testing at the site and Bill thought that this a current soil test would be valuable information as this process moves forward.
- Bill will be meeting with IDEM Wednesday morning to discuss the landfill and plans to submit a final report once methane monitoring is completed.

SHERIFF

Doug Harp, Noble County Sheriff, is present to request a waiver of the 10% salary reduction for the probationary period of a new confinement officer. This individual has had 5 years of experience as a confinement officer in Allen County. Doug was advised of the handbook discussion that would address this issue and would held later this morning. Doug will be present for that discussion.

CLAIMS

- Nicole Noe was present to review 11 pages of claims totaling \$154800.84. A claim for Picture this in print in the amount of \$373.04 was questioned concerning the necessity of the purchase. Dave Dolezal made a motion to approve the claims dated 3-9-2015 with the exception of the \$373.04 claim for Picture this in Print. Chad Kline seconded the motion. Motion carried 3-0.
- Two pages of Utility Claims totaling \$136843.23 were approved as presented with a motion from Dave Dolezal and a second from Chad Kline. Motion carried 3-0.

SPARTA TOWNSHIP COMMON WAGE APPOINTMENT

Gary Lawrence, Sparta Township Trustee, has requested an appointment be made to the Common Construction Wage Board in reference to the Sparta township fire station. Chad Kline made a motion to appoint Carroll Galloway of Cromwell to this board. Dave Dolezal seconded the motion. Motion carried 3-0.

HIGHWAY

- Mark Goodrich, Highway Superintendent, is present to request permission to purchase plow blades for the highway trucks. Mark is searching for blades that will have the same durability but possibly at a cheaper costs. Dave Dolezal made a motion to allow up to \$14,000.00 in blade purchases to be done. Chad Kline seconded the motion. Motion carried 3-0.
- Mark discussed the operator position with the commissioners, the only applicant in house was a new employee still in his probationary period. The handbook states that a new employee in this period would not be allowed to apply for another position during that time. The commissioners indicated that this should only be the case if there are other in house applicants that are capable of the position. In this case, the probationary employee should be eligible to go through the interview process with any outside applicants interviewing for the same position. Dave Dolezal made a motion to waive this procedure and allow the new employee to interview along with all other applicants. Chad Kline seconded the motion. Motion carried 3-0.
- Mark also filed Utility Permits for Centurylink, Noble REMC, and Northern Indiana Public Service.

Zack Smith, Highway Engineer, brought the following information before the commissioners:

- Bridge 147 – Zack had the LPA Voucher available for signature. Motion to sign came from Dave Dolezal and was seconded by Chad Kline. Motion carried 3-0.
- Bridge Inspection – this process should start shortly.
- LPA Call for Projects – the next session for the call for projects should be in May.
- Safety – Zack informed the commissioners that safety manual is being compiled.
- Equipment bids – Zack told the commissioners that it has come to his attention that because of the snow amounts that we have had in the last couple of years that dealers have purchased new equipment e.i loaders etc. for the purpose of rentals. This equipment is now for sell at a \$40,000.00 - \$50,000.00 reduction off of sticker prize and still has manufacturer's warranty in place. Zack is planning to do an optional bid for rental equipment within the guidelines of maximum hours and year of model.
- Garage Door Damage – Zack is still waiting for an estimate of the damages caused.
- Fuel – Zack is still in talks with the town of Albion concerning fuel usage by their town owned vehicles. The county plans to make the fuel available for our cost with a small additional fee to the town.
- Strategic Plan – Zack reviewed the highway strategic plan with the commissioners which included Asset Management, Roadway Rehabilitation, Bridge rehabilitation and replacement plan, Equipment Management, Culvert Inspection and Inventory Report, Long-term funding and finance and Human Resources policies & procedures.
- Zack also reviewed a five year extension of his contract with the County. He will also present this to the council to insure financing and have the county attorney review the contract prior to approval by the Noble County Commissioners.

MT PLEASANT LUTHERAN CHURCH

Mt. Pleasant Lutheran Church is requesting permission to close a portion of county road 600 E south of State Road 8 for a 5 K run on April 4, 2015. The highway department is also present

for this discussion. Chad Kline made a motion to allow the road closure for a 3 ½ hour period on April 4, 2015. Dave Dolezal will second the motion. Motion carried 3-0. The highway department will take road closure signs to the area on Friday April 3, 2015 for the church's use and then will pick up the signs on Monday April 6, 2015. The church will be responsible for setting up the signs prior to the 8:30 am start and remove them after the 12:00 noon completion.

IT DEPARTMENT

Dave Baum is present to discuss the printer agreement. Dave is indicating that by purchasing in house printers, Noble County could save around \$5,000.00 in the first year and possibly up to \$10,000.00 in the second year. We would dissolve our agreement with Advanced Imaging and buy printers to replace some of the existing printers. Not all will be replaced if they have a very small volume of use. Dave indicated that printers cost should be around \$100.00 per printer for a desktop printer. Dave and Chad Kline had discussed the possibility of establishing an IT advisory committee to determine departmental needs. These committee members should have some technology understanding. Chad Kline made a motion to approve the agreement between Noble County and Advanced Imaging Managed Print Services with the establishment of an advisory committee. Dave Dolezal seconded the motion. Motion carried 3-0.

NOBLE COUNTY EDC

Rick Sherck, Noble County EDC, and John Sampson of the Regional Partnership were present to update the commissioners on the progress of Economic Development both locally and in the region. John updated the commissioners on their "return on investment" as well as retention and attraction, regional marketing and promotion of the area to attract new business. John reported that during the summer of 2014 there were no new projects for the area and then in October through December of last year there were 7 projects being looked at. John also discussed the Regional City project and the amount of dollars that were being discussed to make a real impact. Rick Sherck discussed Noble County projects focusing on the manufacturing and education projects and plan. There has been CNC classes and the numbers of participants has increased with every class. They are wanting to do a welding class in addition to the CNC classes and want to continue to offer this to incumbent employees. Rick would like to see CEDIT dollars help fund these classes in conjunction with the employer funding. Rick would also like to reach out to Dekko foundation – etc to have a 50/50 cost sharing between private and public funds. Rick has had very good feedback from employers who have sent their employees through this training and are requesting more classes of the same.

EMA

Mick Newton is present to have the Emergency Management Performance Grant for reimbursement of salaries signed by the commissioners. Dave Dolezal made a motion to sign the agreement. Chad Kline seconded the motion. Motion carried 3-0.

Mick also is requesting that the Noble County Commissioners make March 15 thru March 21, 2015 Flood Safety Awareness Week. Dave Dolezal made a motion to do the proclamation with a second coming from Chad Kline. Motion carried 3-0.

BOARD OF HEALTH APPT

Dave Dolezal made a motion to appoint Jennifer Lortie DVM to the Board of Health. Chad Kline seconded the motion. Motion carried 3-0.

COMMUNITY CORRECTIONS BOARD

Stacey Beam, Chief Probation Officer, is present to request an appointment to the Community Corrections board as Tom Shepherd is stepping down. Stacey is suggesting that Jarrod Ramer would be a good fit for the board and has agreed to fill this position. Chad Kline made a motion to appoint Jarrod Ramer to fill the vacancy. Dave Dolezal seconded the motion. Motion carried 3-0.

GIS

Steve Hook, GIS Director, is request a signature on contracts to extend the internship agreement between his department and Madeleine Baker, an intern from Ball State University. Dave Dolezal made a motion to sign the contract with a second coming from Chad Kline. Motion carried 3-0.

Steve is also requesting a Technician Service Contract be signed to extent Madeleine's contract beyond the internship. Chad Kline made a motion to approve and Dave Dolezal seconded the motion. Motion carried 3-0.

PAYROLL

Payroll for 03/05/14 was approved with a motion from Dave Dolezal and a second by Chad Kline. This had been reviewed by the commissioner prior to the 3/5/15 pay. There were 5 pages totaling \$341436.51.

ELECTION

Shelley Mawhorter, Noble County Clerk, is present to further discuss township advisory board issues. She is requesting that the commissioners take the necessary action to place a full board in two township and then the member can resign and at that time the issue will be turned over to the party chair to hold the necessary caucus. Chad Kline made a motion to have Mike Earnhart remain on the Green township advisory board and Joseph Koorsen and Jeffrey Coburn to the Swan Township advisory board. Dave Dolezal seconded the motion. Motion carried 3-0.

HANDBOOK - PROBATIONARY PERIOD - 6 MONTHS

Chad Kline brought to the commissioners the possibility of reducing the time of the 10% reduction in pay to a shorter period. All felt that the 6 months probationary period for all other issues need to be left the same. Dave Dolezal indicated that it is not the intent of the commissioners to micro-manage any department however there needs to be a policy in place. Chad Kline made a motion to amendment page 23 reduce the 10% reduction in pay from 6 months to 90 days from the date of hire. The probationary period for all performance issues will be 180 days with the exception of law enforcement deputies which the probationary period will be 1 year. This will include contract employees also. This motion includes the fact that there will be no waivers of 10% reduction in pay granted effective immediately. Dave Dolezal seconded the motion. Motion carried 3-0.

RECESS 11:24am

The commissioners came back into session following the Drainage board session at 12:08pm.

CORRESPONDENCE

- Noble County Court Security report – February 2015 – duly entered
- Auditor Treasurer balancing January and February, 2015 was approved and signed with a motion from Chad Kline and a second from Dave Dolezal. Motion carried 3-0.
- Clerks Monthly report for CSI and Gavel was reviewed – duly entered
- Notice of public comment – IDEM Creative Wood Designs – duly entered
- DNR – Flood Hazard Areas – approval for Albion Town, Avilla Town, Rome City Town and Noble County – duly entered
- IDEM - Leachate Holding Tank – duly entered
- FEMA – Flood notification – copies also sent to Mick Newton and Norm Lortie – duly entered
- Jackie reported on a conversation that was had with KONE concerning the elevator and because this is being re-evaluated – we did not need to do anything at this point.
- Gary Leatherman reported that the service elevator in the prosecutor's office is not working and he spoke with Phil and a new wiring diagram is needed and will cost up to \$400.00. More information is needed and will be addressed at a future meeting.
- EMC Insurance is requesting signature on the statement of values for insurance purposes. Chad Kline made a motion to sign the document. Dave Dolezal seconded the motion. Motion carried 3-0.
- Jackie discussed the replacement of the part time custodian with the commissioners. Two applications were received. Chad Kline suggested that a back ground check be done and then we will move forward from that point. Contingent on the back ground check Jackie will make the decision based on the information at hand.

ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 12:34 P.M. recessed from day to day until the 23rd day of March, 2015.

Gary D. Leatherman, President

David J. Dolezal, Vice President

Chad Kline, Member

ATTESTED: _____
Tonya L. Marks, Auditor