

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD February 26, 2024**

Comes now the hour of 8:30 am. on the 26th day of February, 2024 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, Noble County Attorney
Matt Getts, KPC Media
Zack Smith, Highway Engineer

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

LIGTEL UPDATE

Mike Troup, Josh Wentworth, and a few others from Ligtel were present to update the commissioners about the broadband installation. Mike reported that 133.65 miles of main line has been completed. He also reported that Ligtel has 1506 new customers and that is through DeKalb, LaGrange and Noble County. Ligtel has invested 26 million to expand broadband and has submitted applications for grant to expand further. There are several speeds of internet that is available to customer to provide the best service and needs of its customers. Mike thanked the commissioners for the continued support and partnership and indicated that they should know by June if this latest round of funding will be available to expand further in Noble County.

GIS REQUEST

Steve Hook, GIS Coordinator, was present to request permission to do some training for software expansion. Storm Wind Studios is providing training for project management software that Steve feels will be helpful in his department. This is at a cost of \$1400.00. to be paid from CEDIT funds. Anita Hess moved to allow this expenditure. Gary Timmerman seconded and the motion carried 3-0.

CORRESPONDENCE

- Notice of a public hearing was hand delivered to the office by Robert McComb concerning a hearing for a reduction in front yard setback to be heard by the Kendallville Board of Zoning Appeals. Anita Hess moved to allow Jackie Knafel to sign for this document. Gary Timmerman seconded and the motion carried 3-0.

MINUTES

Minutes of the February 12, 2024 commissioners meeting were read and approved as written with a motion from Gary Timmerman. Anita Hess seconded the motion. Motion carried 3-0.

CLAIMS

Regular claims totaling \$1,496,499.98 were approved by the commissioners. The 13-page report was reviewed and approved with a motion from Gary Timmerman. Anita Hess seconded. Motion carried 3-0.

PAYROLL

A 4-page report for payroll dated 2/22/24 and totaling \$508,648.82 was reviewed by the commissioners. Gary Timmerman moved to approve the payroll with a second coming from Anita Hess. Motion carried 3-0

ALBION PLAN COMMISSIONER APPOINTMENT

Jacob Ihrle, Town Manager, is requesting an appointment to the Albion Plan Commission as the 2-mile jurisdiction appointment. This will be a 4-year term. Gary Timmerman moved to reappoint Jared Owen to sit on this board. Anita Hess seconded and the motion carries 3-0.

LANDSCAPING CONTRACT

Tim Lock, Maintenance director, is requesting that the commissioners sign a proposal for Harlow Enterprises, Inc. to do the maintenance on the new annex landscaping for 2024. The proposal was in the amount of \$10,865.00 and was approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

HIGHWAY

Richard Rogers, Highway Inspector, was present for the following:

- Utility permits were received from Frontier Communications and NIPSCO.
- Richard has a driveway variance request from Adam and Marissa Jasper on 500 S. This is for a second drive on a parcel and has no sight or drainage issues. Gary Timmerman moved to approve the variance. Anita Hess seconded and the motion carried 3-0.
- Christian and Michelle Harlan on Baseline Road between Old State Road 3 and New State Road 3 are also in need of a variance. Richard is reporting that the drive is short o sight 25 ft in both directions but indicated that this is the best location available. Gary Timmerman moved to approve with a second from Anita Hess - the motion carried 3-0.

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

- Zack presented the Annual Operational Report to the commissioner for the calendar year 2023. Zack reported that the highway department is in good financial status with a couple of funds down due to bridge projects and equipment purchases and upgrades. Gary Timmerman moved to approve the Operational report. Anita Hess seconded and the motion carried 3-0.
- Concerning the Miller Street vacation request, Zack relayed all of the required documentation that the resident will need to complete prior to coming before the commissioners for approve to the vacation.
- Bridge Deck Overlay - Zack reported that this project is out to bid and the bids are due March 22 2024
- Bridge 33 - Zack shared e-mail correspondence between himself and Randy Sexton concerning the legal drain easement for this project.
- HMA 2023-02 - Zack is working on getting this project up and running for completion.
- Bridge inspection - Zack has an LPA voucher for preliminary engineering for this project. The voucher is in the amount of \$2,187.09 and is approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Bridge 136 - Zack has an LPA voucher for preliminary engineering on this project as well. This in the amount of \$2,520.00 and is approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0. Also on this project, Zack provided meeting minutes on the project dated 2/23/24. Zack also provided pictures of the bridge structure being moved to the storage location at the compost site.
- Bridge 69 - Zack provided e-mail correspondence and a contract amendment #2 for the Bridge 69 project. There is additional hydraulics needed to coordinate with the IDNR for floodway permitting. This is not to exceed \$339,720.00. Motion to approve the contract came from Gary Timmerman. Anita Hess seconded. Motion carried 3-0.
- Old State Road 3 - Consultant selection was completed and notice was sent. There is also an LPA voucher for this project in the amount of \$3,260.00. Motion to approve the voucher came from Gary Timmerman with a second coming from Anita Hess. Motion carried 3-0.
- Co Rd 100 N and 50W - this is the safety project and has an LPA voucher in the amount of \$165.10 which was approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Zack had received a request to purchase some ground around the Albion Road area in section 15 of York township. After discussion with the county attorney and the commissioners of all the requirements to accomplish this such as title work surveys and appraisals, this may not be worth the money to purchase the ground. This is a swampy area so the value may not exceed the expenses. Zack will reach back out to the interested party to explain this situation.

COURTHOUSE RENOVATION

Zack Smith, Project Manager, and Conner Lundquist, Weigand's Engineer, were present to discuss the courthouse project.

- Meeting Minutes #3 were provided to the commissioners.
- Pictures of the concrete work that is being done was also provided to the commissioners for their review.
- Zack informed the commissioners that he is anticipating a move back into the courthouse in early spring of 2025.
- PR-001 and PR -002 were explained to the commissioners with PR-001 dealing with improved accessibility and PR -002 dealing with detail and elevations. Gary Timmerman moved to approve both 001 and 002. Anita Hess seconded. Motion carried 3-0.
- PCO 001 is in reference to the New West Entrance and will have zero impact to the budget. Gary Timmerman moved to approve PCO #001. Anita Hess seconded and the motion carried 3-0.
- PCO 002 and 005 are dealing with HVAC and Plumbing and the need to have units that will fit through the existing openings. Gary Timmerman moved to approve the PCO's. Anita Hess seconded. The motion carries 3-0.
- PCO #009 is dealing with infill for holes in the masonry. This also will have zero impact to the existing courthouse renovation budget. Gary Timmerman moved to approve with a second from Anita Hess the motion carried 3-0.
- There is a need for removal and disposal of dead pigeons and droppings from the bell tower at the courthouse. A quote from EMS Inc. in the amount of \$11, 825.00 was approved to be paid from the Cum Courthouse fund. This was a motion from Gary Timmerman. Anita Hess seconded. Motion carried 3-0
- Conner and Zack both talked about the best alternative to the roofing issue. Conner indicated that he feels that there is a good plan going forward to ensure no leakage of the roof area which will include copper apron flashing, tapered insulation, adhered membrane in the gutters and joint sealants. These are all listed in Option #2 for the roof repair. Gary Timmerman moved to approve Option #2. Anita Hess seconded the motion and the motion carried 3-0.
- Zack gave the commissioners an update on the fire alarm system and went over the "owner related cost" with the group.

GILBERT REZONING

Teresa Tackett, Plan Director, was present for a rezoning for James Gilbert and Ginger Giessler. Teresa explained the plans to "swap" ground with Kevin Walker to allow this easement. Gary Timmerman moved to approve the rezoning of .02 acres from LR to A1. Anita Hess seconded and the motion carried 3-0

UDO AMENDMENT

Teresa Tackett had requested that an UDO amendment be reviewed by the commissioners, however, due to the lack of proper advertisement of the "public hearing" the amendment was postponed until March 25, 2024 at 10:00AM.

REZONING EAGLE RIDGE SCHOOL

Teresa Tackett and Scott Ziegler were present for this rezoning. This is another Amish school coming to the area. Because teachers will - on occasion - live at the school during the school year, and there is a pending change to the UDO concerning this issue, Scott is asking that this the issues of residency be waived on this rezoning. The commissioners did not allow this at this time as the UDO is in place at this time and the existing rules will apply. The rezoning from A1 to IS for 4.5 acres was approved for Eagle Ridge School with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.

CONVENTION AND VISITOR'S BUREAU

Grace Caswell, CVB Executive Director, was present to update the commissioners on the annual report.

- There are 3 hotels, one bed and breakfast, rentals at Chain O Lakes State Park, 2 cabins at Bixler Lake and 60 + Airbnb's in Noble County which are paying the innkeeper's tax.
- Tourism support 1/5% of the working population in Noble County
- \$13.6 million dollars benefited a broad array of local businesses.
- CVB is looking at a new website and new tools that will tract visitors coming to Noble County.
- Chain O Lakes State Parks remains the number 1 attraction to Noble County with the Apple Festival in Kendallville being the number 1 event.

- Grace told the group that 2022 had the greatest visitors spend to date.
- Grace also told the group that she would need additional hotel space to bid on event packages. The Holiday Inn express has sold to Comfort Inn and Suites. This is near the sports complex and hopefully will have activity from there.
- Grace told the commissioners that the department has added a new full time staff member.
- Grace suggested to the commissioners that any additional funding in future years would be very much appreciated.

RECESS

BACK IN SESSION

HEALTH DEPARTMENT

Melayna Borg, Health 1st Coordinator, and Tina Lough, Deputy Health Officer, were present to discuss the Health 1st Indiana grant budget. Personal services will include salaries for the School Liaison officer as well as the Health 1st Coordinator. Supplies will cover TB Testing, Vector Control Supplies and supplies for schools and program development. Other service will include sub-grants to partnering agencies as well as attending educational seminars for the staff. The capital outlays will eventually pay for some office renovation at the health department. A total budget of \$572,668.20 was presented to the commissioners. Anita Hess moved to send this budget on to the Noble County Council for final approval. Gary Timmerman seconded the motion and the motion carried 3-0

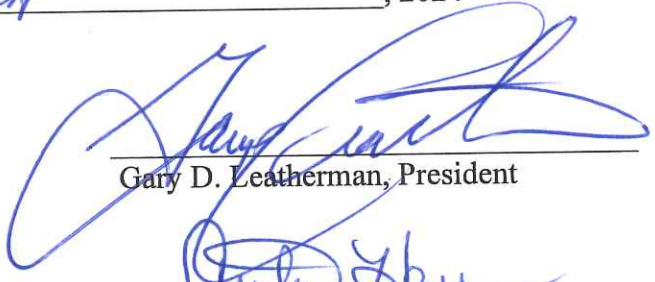
SIGNOS AGREEMENT

Jackie Knafel, County Coordinator, came before the commissioners concerning a product that could help reduce the cost of diabetic medication for the county. This was brought to Jackie through the insurance company and out TPA Cheryl Lee. Jackie explained that his device is worn by the participant and reports are sent every 5 minutes reporting spikes in blood sugar and suggestion of what can be done to counteract the spikes. Jackie is suggesting that we do a sample run of this program using 10 participants over a period of 9 months. She has reached to the We Care clinic to get a list of people the believe to be good candidates for the program. Anita Hess moved to sign the agreement with Signos for a 9-month period. Gary Timmerman seconded and the motion carried 3-0.

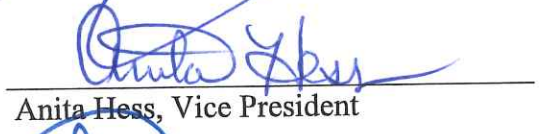
ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 2:30 pm recessed from day to day until March 11, 2024.

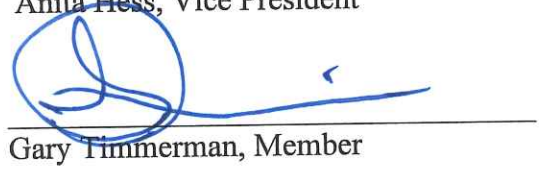
Dated this 11th day of March, 2024



 Gary D. Leatherman, President



 Anita Hess, Vice President



 Gary Timmerman, Member

ATTESTED: 

 Michelle Mawhorter, Auditor