

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD March 10, 2025**

Comes now the hour of 8:30 am. on the 10<sup>th</sup> day of March, 2025 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 Knafl, County Coordinator  
Matt Getts, KPC Media  
Zack Smith, Highway Engineer

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

**CORRESPONDENCE**

- IDEM - Semi-Annual Landfill Inspection Report
- IDEM – Aluminum Recovery – Air permit
- County Treasurers – Monthly report for February
- Clerk of the Courts – Monthly report for February

**MINUTES**

Minutes of the previous meeting were read and approved as written with a motion from Anita Hess and a second from Gary Timmerman. Motion carried 3-0.

**REGULAR CLAIMS**

Claims dated March 10, 2025 were reviewed by the commissioners. This was a 15-page report totaling \$410,485.49. Motion to approve came from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.

**MISC CLAIMS**

Misc. claims for the month of February were also review by the commissioners. This was a 4-page report totaling \$805,796.60 that was approved with a motion from Anita Hess and a second from Gary Timmerman. Motion carried 3-0.

**PAYROLL**

The 3-page payroll report dated March 6, 2025 and totaling \$573,360.68 was approved with a motion from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.

**OLD BUSINESS**

- An ordinance was provided by the plan commission for the amendment for liability insurance putting responsibility on the landowner of no less than \$2,000,000.00 with proof of liability insurance submitted no less than every three years to the legislative body. This was approved at a previous meeting but no ordinance was provided at the time. The ordinance was signed per the plan commission director's request.
- Warranty Deed - the warranty deed was signed transferring the recently purchased ground off Albion Road from Noble County to Nick Busche. The payment of \$45,010.00 was received from Busche on 3/3/2025. Motion to sign the deed came from Anita Hess and was seconded by Gary Timmerman. Motion carried 3-0.
- Radiant Tube – Gary Leatherman had discussed this with the commissioners at the last meeting. Cromwell and Kendallville EMS buildings have radiant heat and have been having issues with the pipes bursting. The Cromwell facility was completely out of heat and had theirs fixed at a cost of over \$9,000.00. For the Kendallville building, Gary had contacted Rawles services for a quote on repairs. He brought that quote to the commissioners this morning. This was for the installation of 100K btu radiant tube heater straight pipe single stage, with chain kit at a cost of \$8,200.00. Anita Hess moved to approve the quote and have Rawles Services perform the work. Gary Timmerman seconded and the motion carried 3-0.

## NEW BUSINESS

- One of the sheriff's vehicles was sold to WN schools and Max Weber, Noble County Sheriff, is requesting that the title be signed to enable the transfer of the vehicle. This is a 2017 Dodge Charger with the last four VIN 1201. Anita Hess moved to sign the title. Gary Timmerman seconded. The motion carried 3-0.
- The Consolidated Appropriations Act 2021 requires an annual report of drug and healthcare costs to the Department of Labor. This report requires a lot of coordination between TPAs PBMs, and plan vendors. Unified Group Services will do this report on behalf of Noble County at a cost of \$2,000.00. After speaking with the Auditor, County Coordinator, Jackie Knafel is asking that the commissioners sign this agreement allowing our insurance provider to do this reporting. Gary Timmerman moved to sign the agreement. Anita Hess seconded and the motion carried 3-0.
- A Quit claim deed was recently received for the Hilliard vacation of right of way. This was granted by the commissioners in October and through a series of issues the deed is just coming to us. Motion to sign the deed came from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.
- Jackie had received a call from Clerk of the Courts, Tammy Bremer, concerning the upcoming special election for Central Noble School Corporation. The election board had met Thursday morning and approved the following dates for early voting. Tammy is asking for commissioner approval for use of the New Annex building for those dates.

Early voting 4/28, 4/29, 4/30, 5/1, 5/2, and 5/5 from 9:00am – 12:00 noon and on Thursday, 5/1 from 4:00pm-7:00pm. This time period will require security and Tammy has spoken with security about this need. Election day voting will be from 6:00 am – 6:00 pm on Tuesday 5/6. Anita Hess moved to approve the voting times and locations. Gary Timmerman seconded and the motion carried 3-0.

## HIGHWAY

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

- Utility Permits – Ligtel Communications – duly entered
- Driveway Variance – Richard is requesting a driveway variance for a drive on 900 N. This is for a Sam Miller. The drive is located too close to the neighbor's drive but has no sight or drainage issues and is in the best location. Gary Timmerman moved to grant the variance. Anita Hess seconded and the motion carried 3-0.
- Driveway Variance – Thad and Shawna Wysong on 600 S are also asking for a variance for a 2<sup>nd</sup> drive. Richard reported no issues with sight or drainage for this location. Gary Timmerman moved to approve with a second coming from Anita Hess. Motion carried 3-0.

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

- Zack is requesting approval to buy a tanker for the department for chip/seal projects. Currently the department is relying on the company to drop off a tanker when needed. Zack explained that sometimes the tankers are in good working conditions but at times they are not. This will allow the department to be self-reliant and not have to wait for equipment. The quote for the tanker from Kraft Tank Corporation came in at \$79,570.00. Gary Timmerman moved to approve this purchase. Anita Hess seconded and the motion carried 3-0.
- Community Crossing – the county was awarded the full \$1.5 million for the bridge and overlay projects. Zack has prepared the advertising for the bids to get these projects underway. The bridge is located on 150 E and the overlay projects will be concentrated in the NE side of the county. Anita Hess moved to advertise for bids for the HMA 2025 -01 overlay projects. Gary Timmerman seconded and the motion carried 3-0. Bridge 33 will also be advertised for the receiving of bids with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- The cement project from last year awarded to Pulvers CN-2024 -01 should be starting soon – weather permitting.
- Zack reported that the bridge inspection was moving along as scheduled.
- LPA new projects have been submitted, accepted and presentations have been made to INDOT. Zack is hoping to hear within the next couple of weeks as to whether or not either of the projects have been awarded.

- Bridge 134 – Zack brought the lease agreement that was finalized with Millhouse for the extension of the time Ms. Millhouse has to remain in the house from 30 days to 120 days. The lease will expire July 13, 2025. Jackie told the commissioners that she had contacted our general liability insurance agent concerning this extension and they will do a rider to get through this time period. The commissioners wish to do this and Jackie will contact Jarrod this afternoon letting him know to proceed. Anita Hess moved to sign the lease agreement which will then go to Mrs. Millhouse for signature. Gary Timmerman seconded and the motion carries 3-0.
- Bridge 134 – Zack has an LPA Consulting Contract for this project as well. The contract is between Noble County and Butler, Fairman and Seufert with a “not to exceed” of \$420,000.00. Motion to sign the contract came from Anita Hess. Gary Timmerman seconded and the motion carried 3-0.
- Bridge 134 – Lastly on this project was an LPA voucher for preliminary engineering. This was in the amount of \$19,383.00 and was approved with a motion from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Bridge 69 – there is an LPA voucher in the amount of \$3,705.36 for this project. Gary Timmerman moved to approve. Anita Hess seconded and the motion carried 3-0.
- Bridge 59 - the LPA voucher for this project is for preliminary engineering in the amount of \$3,825.00 and is approved with a motion from Gary Timmerman. Anita Hess seconded the motion and it carries 3-0.

#### COURTHOUSE

Zack Smith, Project Manager, has the following to report on the courthouse:

- PSI have been on site over the last week installing the furniture. Zack provided a few pictures of the furniture
- Zack provided a copy of the “ribbon cutting” invitation and a list of people this will be mailed to.
- Zack is working with the judges to determine signage needs at the courthouse.
- Zack told the commissioners that the information that was gathered from department heads, he feels that the Weber Rd facility is able to handle those needs but parking remains an issue for the annex and courthouse. The Hazel St. facility has both but comes with a “hefty” cost. Zack told the commissioners that many options for parking were discussed at the council meeting such as the lot north of the post office, the town lot located across from the Hazel St. office, houses in the area that may be for sell and also use of the church lot about a block or two from the courthouse. Zack indicated that we are in need of 28-40 parking spaces just to accommodate employee parking. Although an immediate decision is not needed, we do need to decide about the Hazel St. property as the owner is planning to move on with the finding another tenant or selling.
- Leased buildings – another discussion came up about how the buildings would be cleaned etc. after we move out. We would like to be good stewards and leave them in good condition for the owners.
- Zack has a quote for the veneer that is “peeling” in the plan commission office. This was received from Commercial Wallcoverings to repair the existing specialty wallcovering in the amount of \$2,030.00. Anita Hess moved to approve the cost and Gary Timmerman seconded the motion. Motion carried 3-0.

#### DISPATCH

Shellie Coney and Kelly Landers from 911 Dispatch came before the commissioners with somewhat of a unique situation. Shellie informed the group that coming up she will have 2 of her full-time dispatchers off on maternity leave at the same time and yet another dispatcher is scheduled for a medical procedure. Shellie is asking that 3 of her part-time dispatchers be allowed to work more than the allotted 28 hours per week. County Attorney Dennis Graft is advising he believes that this can be done through a seasonal contract in which the part time dispatcher sign off of requiring benefits. Anita Hess moved to allow the special exception for this situation and have the attorney prepare the documents needed to ensure compliance. Gary Timmerman seconded and the motion carried 3-0.

#### REZONINGS

The plan commission had two rezonings scheduled for today’s commissioners meeting. Sarah Campbell was present in the absence of plan director Teresa Tackett.

- Schroeder - Joseph and Kimberly Schroeder were present for their request to rezone 2.331 acres from A1 to I1. This will allow them to separate their cabinetry business from their homesite. Sarah reported that there was no opposition at the plan commission meeting and the rezoning had a favorable recommendation from all board members present. At today's public hearing there was no one present opposing the rezoning. Motion to approve came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Wysong – the second rezoning was for Thad and Shawna Wysong rezoning 22.06 acres from A1 to RE. Scott Ziegler, Hand to Plow Surveyor, was present on behalf of the owners. This will allow 3 lots containing 6-7 acres each to be developed. Sarah reported that there was one question brought up about this rezoning and that was because it is considered a major subdivision, they thought there would be an entire housing development put in. When it was explained that this will only be for 3 lots, then they were okay with the project. This also is coming with a favorable recommendation from the plan commission board. Gary Timmerman moved to approve the rezoning from A1 to RE. Anita Hess seconded and the motion carried 3-0.

#### COUNCIL ON AGING

Cherish Mishleau, COA Director, was present with the following documents that needed signatures:

- Third Party Lease and Service Agreement- this was to upgrade the lease agreement for the 2 new vehicles recently purchased. Anita Hess moved to sign the updated lease. Gary Timmerman seconded and the motion carried 3-0.
- De-obligation of transit funds - Cherish explained that \$32,262.00 would be going back to the state as unused funds. This requires the commissioners to sign the de-obligation of funds for the transit grant. Motion to sign came from Anita Hess. Gary Timmerman seconded. Motion carries 3-0.
- Purchase Agreement – this was a change from the original agreement in the fact that 2024 models were available at a small decease in cost. The grand total purchase of the 2 vehicles stands at \$325,368.00 with the local share cost at \$50,891.10. Cherish explained that this is a cost savings of around \$2,800.00. Motion to sign this agreement came from Gary Timmerman. Anita Hess seconded and the motion carried 3-0.
- Cherish told the commissioners that roofing contractors were to be on site this week to repair the roof due to hail damage from last May.
- Anita Hess thanked Cherish who will be leaving COA at the end of May. Anita praised Cherish on a job well done. Anita is on that board and told the group that they had 4 very good candidates for the director's position and that a decision would be made soon.

#### LAWN CARE BIDS

The county had advertised for bids for lawn care services. Three were received and opened at this meeting:

1. Leffers Land Solutions
2. Green Edge Lawn Care
3. Aaron & Samantha McGinnis

Jackie will compile all bids and submit a spreadsheet to the commissioners at their 3/24/25 meeting for consideration.

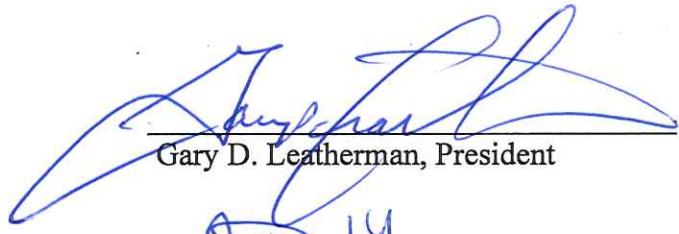
#### IT DEPARTMENT

Dave Baum and Nathan Jones were present for discussion about vendor contracts. They have created a Vendor Remote Access Agreement that they would like added to the vendor contracts for security reasons. They also indicated that they would like to be involved in some of the contract discussion. Anita Hess moved to approve the Vendor Remote Access Agreement. Gary Timmerman seconded and the motion carried 3-0.

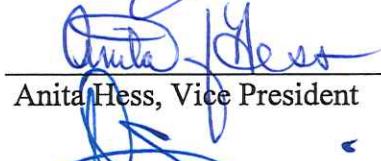
#### ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 11:08 recessed from day to day until March 10, 2025

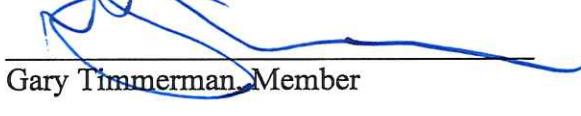
Dated this 24<sup>th</sup> day of March, 2025



Gary D. Leatherman, President



Anita Hess, Vice President



Gary Timmerman, Member

ATTESTED:



Michelle Mawhorter, Auditor