

**NOBLE COUNTY COMMISSIONER'S  
RESOLUTION #2025-27**

A Resolution of the Board of Commissioners of Noble County, Indiana  
Appointing the Americans with Disabilities Act (ADA) Coordinator and Adopting ADA Procedures

**WHEREAS**, the Federal government enacted the Americans with Disabilities Act of 1990 (ADA) to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities; and

**WHEREAS**, in compliance with Title II of the ADA, Noble County, Indiana shall name an ADA Coordinator, and

**WHEREAS**, in compliance with Title II of the ADA, Noble County, Indiana shall adopt a grievance procedure for resolving complaints alleging violation of Title II of the ADA; and

**WHEREAS**, in compliance with Title II of the ADA, Noble County, Indiana shall publish notice to the public regarding the ADA;

**WHEREAS**, in compliance with Title II of the ADA, Noble County, Indiana shall post the ADA coordinator's name, office address, and telephone number along with the ADA Notice and ADA grievance procedure on its website.

**NOW, THEREFORE, BE IT RESOLVED** by the County Commissioners of Noble County, Indiana:

- SECTION 1:** The County Engineer, who is currently Zachary Smith shall be designated as the ADA Coordinator for Noble County;
- SECTION 2:** The Notice under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the Notice under the Americans with Disabilities Act.
- SECTION 3:** The Noble County Grievance Procedure under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the government agencies of Noble County;
- SECTION 4:** In compliance with Federal and State laws as set forth above, Noble County resolves to post the required information regarding the ADA coordinator, Notice under the Americans with Disabilities Act, and Noble County Grievance Procedure under the Americans with Disabilities Act on its website and at such other locations as may be determined from time to time.

RESOLVED AND ADOPTED this 23<sup>RD</sup> day of JUNE 2025.

**Noble County Board of Commissioners**

By: [Signature]  
Gary D. Leatherman, President

By: [Signature]  
Anita F. Hess, Vice President

By: [Signature]  
Gary V. Timmerman, Member

ATTESTED:

[Signature]  
Shelley Mawhorter, Auditor

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA") Noble County will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities.

*Employment:* Noble County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

*Effective Communication:* Noble County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Noble County's programs, services, activities, including qualified sign language interpreters, documents in Braille and other ways of making information and communications accessible to people who have speech, hearing or vision impairments.

*Modifications to Policies and Procedures:* Noble County will make all responsible modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcomed in Noble County offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a program, service or activity of Noble County should contact the office of:

Zachary Smith, Noble County Highway Director  
ADA Coordinator  
1118 E. Main Street  
Albion, IN 46701  
P. 260-636-2124 ext. 6001  
zack.smith@nobleco.gov

as soon as possible, but no later than 48 hours before the scheduled event.

The ADA does not require Noble County to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that a program, service or activity of Noble County is not accessible to persons with disabilities should be directed to:

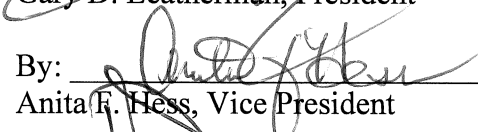
Zacchary Smith, Noble County Highway Director  
ADA Coordinator  
1118 E. Main Street  
Albion, IN 46701  
P. 260-636-2124 ext. 6001  
zack.smith@nobleco.gov

Noble County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Approved this 23<sup>rd</sup> day of June 2025,

**Noble County Board of Commissioners**

By:   
Gary D. Leatherman, President

By:   
Anita F. Hess, Vice President

By:   
Gary V. Timmerman, Member

ATTESTED:

  
Shelley Mawhorter, Auditor

Noble County  
Grievance Procedure under  
The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (“ADA”). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by *Noble County*. Noble County’s Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. Alternative means of filing complaints, such as personal interviews or tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Zachary Smith, Noble County Highway Director  
ADA Coordinator  
1118 E. Main Street  
Albion, IN 46701  
P. 260-636-2124 ext. 6001  
zack.smith@nobleco.gov

Noble County will notify INDOT within 10 calendar days of receiving a complaint.

Within 15 calendar days after receipt of the complaint, Zack Smith or his designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Zack Smith or his designee, will respond in writing and where appropriate in a format accessible to the complainant, such as large print, Braille or audio tape. The response will explain Noble County's position and offer options for substantive resolution of the complaint.

If the response by Zack Smith or his designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the Noble County Commissioners or their designee. Within 15 calendar days after receipt of the appeal, the Noble County Commissioners or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the Noble County Commissioners or their designee will respond in writing and where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Zack Smith or his designee, appeals to the Noble County Commissioners or their designee and responses from these two offices will be retained by Noble County for at least three years.