

**MINUTES OF A REGULAR SESSION OF THE  
BOARD OF COMMISSIONERS HELD, January 26, 2015**

Comes now the hour of 8:40 A.M. on the 26<sup>th</sup> day of January, 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 Kim Miller, Noble County Assessor  
Nathan Miller, Plan Commission Director  
Zack Smith, Highway Engineer  
Mark Goodrich, Highway Superintendent  
Cheryl Munson Health Nurse

**REASSESSMENT**

Kim Miller, Noble County Assessor, was present to discuss the bids for trending. Kim is recommending Equ-Val from Goshen, Indiana with a contract amount of \$27,500.00. Chad Kline moved to accept the bid from Equ-Val at Kim's recommendation. Dave Dolezal seconded the motion. Motion carried 3-0. County Attorney, Dennis Graft, will review the contract prior to the commissioner's signatures.

**CORRESPONDENCE**

- Building Department – yearly report – duly entered
- Plan Commission – yearly report – duly entered
- West Lake Regional Sewer district – concerning sewer costs and assessed values. – duly entered as well as the response from the West Lake Sewer District.
- Weaver boos – technical files received in disc form – duly entered
- FEMA flood ordinance – duly entered
- DNR – Stanley School – Chain O' Lakes State Park – has been entered into the Historical register.
- IDEM - Structural Composites – duly entered
- IDEM – Essex Group – duly entered
- Kone – service price increase of 3.25%

**PLAN COMMISSION**

Nathan Miller, Plan Commission Director, is present to request approval for the following dedications of road right of way:

- Poverty Point – After review, Dave Dolezal moved to approve the dedication of road right of way. Chad Kline seconded the motion. Motion carried 3-0.
- Fordex aka A & B acres road right of way is approved with a motion from Dave Dolezal and a second from Chad Kline. Motion carried 3-0.
- Belle Oakes acres on 500 S is also requesting right of way dedication and the request was approved with a motion Dave Dolezal and a second from Chad Kline. Motion carried 3-0.

The above 3 requests were approved at the recent meeting of the Noble County Plan Commission Board as stated by Mr. Miller.

- Logan Acres around Rome City is requesting dedication of road right of way and this sub division was approved by the Rome City Plan Commission. Dave Dolezal moved to approve the dedication. Chad Kline seconded the motion. Motion carried 3-0. Letter from Warren D Poage family with concerns of the Logan Acres project was duly noted

and it was mentioned that these concerns should have been directed to the Rome City Plan Commission Board.

## HIGHWAY

Mark Goodrich, Highway Superintendent, reported that no construction had been going on with winter issues happening. The crews had been kept busy plowing snow, sanding and salting roadways.

Zack Smith, Highway Engineer, had the following engineering issues:

- Bridge 70 – complete however Zack is still awaiting invoicing from the railroad to completely finalize the project.
- Bridge 147 – Survey scheduling should be complete by the 30<sup>th</sup> of this month.
- Bridge Inspections – information should be available in February
- LPA Call for Project – will now probably be in April. Zack has been in contact with both IDOT and the railroad concerning projects Zack will be submitting.
- CSX RR Negotiation – ongoing conversations
- Wetland Mitigation – Zack has met with Heartland Restoration Services concerning the 1000 E project. 50 large trees will be planted this spring with IDOT inspection coming sometime this summer. Zack is in hopes that the summer visit will be approved and this project will then be finalized. Proposal from Heartland was for the 6 foot trees to be installed to supplement the existing trees by adding height at the cost of \$1,290.00. Dave Dolezal made a motion to accept this quote and proceed. Chad Kline seconded the motion. Motion carried 3-0.
- Sign study - With other projects coming to a close, Zack will begin the sign study and should have draft work done shortly
- Departmental Safety Meetings – the highway department is meeting periodically to discuss safety issues. Zack reported that a lot of issues were covered and the department as a whole has really bought into the project and been involved in a lot of feedback.
- ADA Federal Audit – this being the annual meeting of the ADA reporting to the commissioners, Zack gave the following updates:
  1. ADA plan had been revised in July of 2014 and meets most all requirements of the federal government.
  2. Zack will be the ADA Coordinator.
  3. Zack also presented the commissioners with a transition plan which is mainly dealing with buildings. Our inventory remains unchanged.
  4. The ADA Committee will be formed with Zack suggesting a commissioner, the building inspector and a maintenance person from the courthouse being ideal participants.
  5. Zack is expecting the federal audit to occur in April of this year and by having the plan in place and a transition plan we are well ahead of the game.
  6. Zack will file the minutes of today's annual update and will also meet with the Noble County Council on February 2, 2015.
- Human Resources – Zack reported on bi-weekly meetings with the foremen and also updated the commissioners on the recent interviews for the sign foreman. The pool has been narrowed to 2 and Zack and Mark will be making a final decision by the end of the week. Both candidates are in house which will require another replacement.
- Todd Fortman - a recent truck driver hire is doing an excellent job and is completely on his own. He had a lot of previous experience and Zack is requesting that the 10% reduction for a probationary period be waived. After some discussion, Dave Dolezal moved to allow Mr. Fortman to go to full truck driver pay beginning the next pay cycle. Chad Kline seconded the motion. Motion carried 3-0.
- Zack reported that the code reader and computers are ready for the shop work. This diagnostic equipment will be used for all Cummins engines.
- The highway had received a school crossing road sign. The commissioners okayed the installation with the understanding of cost of sign will be at the schools expense.
- The issue of gas prices came up with the county locking in a price of \$2.31 per gallon. It is not cheaper at the pump and some of the departments are taking advantage of those lower prices. Zack wanted to make sure that those departments were aware of the county having to honor the contract entered into. The commissioners suggested notifying all department with this information.

- The county has had some issues with residents plowing their driveways and leaving snow in the roadway. Zack will again this year send letters to repeat offenders of the hazards this presents.
- Zack was updated on the process for driveway permits. Only new driveways or ones that purpose changes are being requested will be sent to the highway department according to Commissioner Kline.
- Zack informed the commissioners that there is a lot more “safety money” at the state level than had been originally thought. Zack will be resubmitting the Baseline Road/600 E project to see if we would be eligible for this funding.

#### HEALTH DEPARTMENT

Cheryl Munson, Health nurse, is requesting permission to purchase an alarm system for the freezer in which she stores vaccines. We have a generator backup in case of power failures, but this will not kick in if there is a mechanical issue. Cheryl indicated that there is over \$100,000.00 worth of vaccines stored in this freezer. Cheryl has the funding for this purpose. Chad Kline moved to approve the purchase from Havel in the amount of \$3,954.00. Dave Dolezal seconded the motion. Motion carried 3-0.

#### RECESS

#### HIGHWAY

Zack Smith is present to discuss the Equipment Management & Maintenance Plan he has put together. The plan included the following information:

- Needs assessment
- Fleet evaluation
- Replacement Analysis
- Long Term Transition Plan

The CEDIT money was discussed as a source of which purchases could be made. Zack indicated that once the highway got on track that – with the increase in wheel and sur tax – that the highway department should be able to maintain the long term plan. Zack was asked to get some prices on the equipment he feels would need to be purchased this year and report back. Zack will also discuss this issue with the council.

#### RECESS FOR DRAINAGE MEETING

#### FRONTIER CONTRACT

Mitch Fiandt had sent up a Frontier Contract for signature. This is for 911 services. Chad Kline made a motion to sign the contract in the amount of \$15,213.39. Dave Dolezal seconded the motion. Motion carried 3-0.

#### CLAIMS

Claims dated 01/26/15 containing 15 pages of and totaling \$554,124.69 were reviewed. Chad Kline made a motion made a motion to approve the claims with the exception of \$.66 in tax being removed from claim 05386 for Todd Weber. Claims approved totaled \$554,124.03. Dave Dolezal seconded the motion. Motion carried 3-0.

Discussion concerning the cost of mailbox replacement was held. The claims indicated costs all over the board for replacements and the commissioners felt that we should only be paying up to a certain cost for the replacement of the mailboxes. The commissioners will discuss this issue with the highway department prior to a decision being made.

#### PAYROLL

Payroll dated 01/22/15 containing 6 pages and totaling \$332,130.99 was approved with a motion from Chad Kline and seconded by Dave Dolezal. Motion carried 3-0.

#### MINUTES

Minutes of the January 12, 2015 meeting were approved as corrected with a motion from Dave Dolezal and a second from Chad Kline. Motion carried 3-0.

#### JUNK ORDINANCE AMENDMENT

The Junk Ordinance 2010-6 was reviewed as amended. Motion to advertise as amended was made by Chad Kline and was seconded by Dave Dolezal. Motion carried 3-0.

**RESIDENTIAL APPRAISALS**

Gary Leatherman had contacted two appraisal firm for quotes to do some residential appraisals for the County. Hosler Appraisals quote was for \$1,000.00 and All Appraisals quote was for \$1,050.00. After some discussion, it was decided that two appraisal would be in the best interest of the owners of the properties as well as the county's interest. Chad Kline moved to have both companies do appraisals for the homes located on West Jefferson St. Dave Dolezal seconded the motion. Motion carried 3-0. Gary will contacted all of the homeowners to assure that they are still interested in selling prior to contact being made to these appraisal companies.

**LIBRARY APPOINTMENT**

The commissioners have been contacted for their appointment to the Noble County Library Board. At the recommendation of the Librarian Dave Ober was appointed to a second term with a motion from Dave Dolezal and a second from Chad Kline. Motion carried 3-0.

**HANDBOOK AMENDMENT**

Discussion began concerning payment of meal reimbursement when traveling for conferences. Currently the handbook reads that any meals purchased during travel time outside the county will be reimbursed. Chad Kline made a motion to amend the handbook to read that the dinner meal would only be reimbursed when accompanied by an overnight stay. Also receipts for hotel and meals must be submitted to the auditor's office within 30 days of the occurrence. Any claim submitted after 30 days will be denied. Dave Dolezal seconded the motion. Motion carried. Jackie will prepare the amendment and distribute to all employees.

**ADJOURNMENT**

This session of the Board of Commissioners of Noble County was at approximately 1:24 P.M. recessed from day to day until the 9th day of February, 2015.

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Gary D. Leatherman, President

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David J. Dolezal, Vice President

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Chad Kline, Member

ATTESTED: \_\_\_\_\_  
Tonya L. Marks, Auditor