

**MARSHALL COUNTY
BOARD OF COMMISSIONERS
MINUTES
JULY 1, 2024**

The Board of Commissioners of Marshall County, Indiana, met for a regular meeting in the Commissioner's Meeting Room 203, 112 W. Jefferson Street, Plymouth, Indiana at 8:30 a.m., Monday, July 1, 2024. Present were Commissioners, Stan Klotz, President; Mike Burroughs, Vice President; Kevin Overmyer, Member; County Attorney, James Clevenger; and County Auditor, Angela C. Birchmeier.

The meeting was opened, streamed live at <https://www.youtube.com/@MarshallCountyIN>, the Pledge of Allegiance was given, and the business at hand was heard.

HIGHWAY DEPARTMENT

Highway Department Superintendent Jason Peters presented a request from Frontier to remove pole aerial fiber along 17B Road, between Douglas Road and State Road 331, in Tippecanoe Township. **Mike Burroughs moved, second by Kevin Overmyer, to approve the request from Frontier to remove pole aerial fiber along 17B Road, between Douglas Road and State Road 331, in Tippecanoe Township. Motion carried 3-0.**

Superintendent Peters provided an update on the following projects:

Community Crossings 2024-1: The contractor has completed the surfacing and is finishing the paint striping and shoulders.

Bridge 11, Union Road: The bridge deck has been poured, the end bents have been backfilled, and approaches are being worked on.

Bridge 1, Ule Road (Local Project): The letting date is November 18, 2024. No update.

Bridge 232, Randolph Street: The Final Tracing was submitted on June 7, 2024. Expect to hold a pre-construction meeting in mid-December. To avoid potential risk, a request is being sent to the area engineer to review and approve the road closure being pushed back until after Labor Day 2025. The increased cost is now estimated to be \$4,160,660.70 and is an 80/20 split.

Bridge 231, Center Street, Bremen: The Historic Bridge Alternatives Report (HBAR) has been submitted and reviewed by INDOT. The INDOT Cultural Resource Office is recommending a consulting party meeting to discuss the HBPA before approval. To support the original HBAR, AES has been engaged to core through the existing arch and produce a technical report of the building materials. The results show the arch is constructed of stone. With these results, the consulting party meeting is being scheduled. The final Alternatives Analysis Report approval is dependent on the consulting party meeting and the final approval of the HBAR. Utility and railroad coordination is ongoing, but significant progress is dependent on development of the preliminary plans. Preliminary plan development will ramp up after approval of the HBAR.

Bridge 88, 12th Road east of Olive Trail: Archeological field work has been completed. Waters of the US (WOTUS) field work has been scheduled to be completed in July.

Bridge 108, East 7th Road: The scoping meeting was held on June 27th. United Consulting is working on the Engineers Report and will draft an agreement to be reviewed and then submitted to INDOT for approval. Once approved, the LPA Consulting Contract will be submitted to INDOT for review and approval.

Bridge Maintenance: Attorney Clevenger explained the Highway Department advertised a Request for Proposals for bridge maintenance. One response was received from Chain of Lakes Services, which is a business owned by Superintendent Peters' sons. Superintendent Peters has filed a nepotism disclosure form, and the Commissioners are the contracting authority. **Kevin Overmyer moved, second by Mike Burroughs, to approve the Nepotism Disclosure filed by Superintendent Peters. Motion carried 3-0.**

Kevin Overmyer moved, second by Mike Burroughs, to accept the bid from Chain of Lakes Services to perform preventative maintenance on various bridges. Motion carried 3-0.

Road Work: Chip and seal have been completed on a number of roads. The plan for 12th Road, from State Road 17 to County Line, has been changed to be triple sealed.

Additional Funding: Superintendent Peters requested support to request additional funding from Council to extend road program work, additional chip and seal, and (cold mix) paving. The estimate for stone is \$275,000 and \$500,000 for bituminous. **Mike Burroughs moved, second by Kevin Overmyer, to support a request to Council for additional funding. Motion carried 3-0.**

Mowing and Spraying: The contractor has completed the second round of mowing. Next week spraying brush areas will begin.

Energy Efficiency Conservation Block Grant (EECBG): Davis Bacon Act training part 2 has been rescheduled for a later date. There will be discussion with MACOG this week about ordering the vehicles.

Mill Pond Dam: DLZ Indiana, LLC, P.E Vice President Laurie Johnson explained that Terracon has completed the core samples and have completed an inspection required by the Department of Natural Resources. An On-Call Agreement with DLZ Indiana has been submitted to the Highway Department for review.

PURDUE EXTENSION

Ag & Natural Resources Educator Brianna Slonaker and 4-H Youth Development Educator Jayne Deaton presented the Extension Express Newsletter highlighting activities, trainings, and meetings held in the last quarter. Educator Deaton explained that the new sound system is being installed and emergency systems tested at the fairgrounds.

EMERGENCY MANAGEMENT AGENCY

EMA Director Jack Garner presented the EMA Director's Quarterly Report (April 1 – June 30, 2024). He highlighted 11 incidents/responses and participation in five training/exercise activities. Director Garner assisted the Sheriff's Department in applying for the State Homeland Security Program (SHSP) grant. They are seeking \$130,000 worth of radio improvements. He has begun working on updating the Marshall County Comprehensive Emergency Management Plan with the first draft of the base plan being completed.

PRIORITY PROJECTS

Architect Brent Martin, SRKM Architecture, explained that Round 1 of the Owner Occupied Housing Projects have been completed. There may be enough grant dollars remaining to perform work on three or four more homes after Round 2 is completed. He asked if the Commissioners were willing to proceed with the additional homes and contribute additional funding if the bids exceed the grant award. **Kevin Overmyer moved, second by Mike Burroughs, to support an additional four projects in Round 3 of the Owner Occupied Housing Project. Motion carried 3-0.**

The Owner Occupied Housing Rehabilitation Project Round 2 bid was opened at the July 1st meeting from Brown & Brown General Contractors, Inc. of Wakarusa. The bid documents have been reviewed by SRKM Architecture, finding the documents to be in order, recommends acceptance of the following bids and award the projects to Brown & Brown General Contractors as follows:

| | |
|---|----------|
| Home #5: 11341 Castle Drive, Plymouth | \$24,850 |
| Home #7: 1009 Lake Avenue, Plymouth | \$23,175 |
| Home #8: 1208 Sycamore Street, Plymouth | \$21,320 |
| Home #9: 101 W. Randolph Street, LaPaz | \$22,900 |

In the total sum of \$92,245.

Mike Burroughs moved, second by Kevin Overmyer, to approve the Brown & Brown Construction bid for Round 2, homes 5, 7, 8 and 9 in the total sum of \$92,245. Motion carried 3-0.

ATTORNEY REPORT

Old Business

Jail Repairs: This item is under the Commissioner items on today's agenda.

Local Ordinance to adopt State's "contract statute": Ordinance 2024-17 was presented for consideration. **Kevin Overmyer moved, second by Mike Burroughs, to approve Ordinance 2024-17: An Ordinance Setting Forth Requirements for County Contracts and the Review and Approval of County Contracts on first reading. Motion carried 3-0.**

Marshall County Holding Corporation: The annual meeting of the Marshall County Holding Corporation is scheduled for Monday, July 15, 2024, at 11:30 a.m. in the Commissioner's Room.

Health Department / Bowen Center Building Appraisal: Jonathan Landing of JAJ Appraisals proposed an engagement to provide an appraisal of the building for \$1,600. He has done numerous commercial building appraisals in the area and was recommended by three area residential appraisers. Attorney Clevenger does not believe it is necessary for a second appraiser as he is aware of the Bowen Center appraisal and the purchase price proposed is well below that appraisal. **Mike Burroughs moved, second by Kevin Overmyer, to approve the JAJ Commercial Appraisals Contract for Real Estate Appraisal Services for the medical office building located at 990 Illinois Street, Plymouth in the total fee amount of \$1,600 and to allow the Board President to sign the contract. Motion carried 3-0.**

AUDITOR REPORT

June 17, 2024 Minutes: Kevin Overmyer moved, second by Mike Burroughs, to approve the June 17, 2024 minutes as presented. Motion carried 3-0.

Accounts Payable Claims: Mike Burroughs moved, second by Kevin Overmyer, to approve the accounts payable claims as presented. Motion carried 3-0.

Payroll Claims: Kevin Overmyer moved, second by Mike Burroughs, to approve the payroll claims as presented. Motion carried 3-0.

PUBLIC COMMENT

No public comments were heard.

COMMISSIONER ITEMS

Building & Grounds-Jail Inspection: Jail Supervisor John Greer explained that an estimate was received from Fabcon to repair the jail in the amount of \$55,106; however, it did not include caulking of the windows and doors. The additional caulking work is estimated to be \$46,257 for a total project cost of \$101,363. **Mike Burroughs moved, second by Kevin Overmyer, to approve the Fabcon Agreement in the amount of \$55,106. Motion carried 3-0.**

Supervisor Greer will present another estimate at the July 15th meeting for the additional caulking. He further stated that the three rooftop air conditioning units are onsite to be installed later this year.

Sheriff Department Telephones: Sheriff Matt Hassel, Communication Supervisor Zach McGuigan, and Hyper Wave President Dan Sammurtano explained the current backup system for the telephone system and requested permission to purchase four cell phones from FirstNet. **Kevin Overmyer moved, second by Mike Burroughs, to allow the Sheriff's Department to purchase four new cell phones for the dispatch center. Motion carried 3-0.**

ADJOURNMENT

With no further business to come before the board, **Mike Burroughs moved, second by Kevin Overmyer, to adjourn the meeting at 9:38 a.m. Motion carried 3-0.**

Stan Klotz, President

Mike Burroughs, Vice President

ATTEST:

Angela C. Birchmeier, Auditor

Kevin Overmyer, Member