

**MARSHALL COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
MAY 19, 2025**

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 9:30 a.m., Monday, May 19, 2025. Present were Commissioners, Stan Klotz, President, Jesse Bohannon, Vice President, and Adam Faulstich, Member; County Attorney Sean Surrisi; as well as County Auditor, Angela C. Birchmeier. The meeting was opened, streamed live at <http://www.youtube.com/@MarshallCountyIN>, the Pledge of Allegiance was given, and the business at hand was heard.

PUBLIC INPUT ON AGENDA ITEMS

No public input concerning agenda items was heard.

SUPERIOR COURT 3

Superior Court 3 Judge Matt Sarber presented two Services Agreements between Marshall County Courts and American Platform Services, d/b/a TheRecordXchange for cloud content management. The second agreement is for record request management. Discussion was held concerning the Circuit Court opting out as a participant, which does not affect the cost. The agreements as presented read as being between "Marshall County, Indiana Circuit and Superior Courts" and a request was made by Circuit Court Judge Janette Surrisi to amend both agreements to strike the reference to Circuit Court. **Jesse Bohannon moved, second by Adam Faulstich, to approve both agreements between Marshall County and American Platform Services, d/b/a TheRecordXchange as amended and to allow Judge Sarber to sign on behalf of the Board of Commissioners. Motion carried 3-0.**

HIGHWAY DEPARTMENT

Highway Department Superintendent Jason Peters provided an update on the following projects: Bridge 1, Ule Road (Local Project): No updates.

Bridge 232, Randolph Street: A progress report was provided for the work being completed by LaPorte Construction.

Bridge 231, Center Street, Bremen: The letting date is 2027. No updates.

Bridge 88, 12th Road east of Olive Trail: The letting date is January 14, 2029. The Geotechnical Investigation was completed.

Bridge 108, East 7th Road: The letting date is February 12, 2030. No updates.

Bridge Inspections 2022-2025 Phase II: No updates.

Bridge Inspections 2026-2029: The project has been assigned DES No. 2300183. In the process of preparing fees and contract documents.

Mill Pond Dam Improvements: In process of contacting company to schedule the slip lining for the pipe.

Call for Projects (Notice of Funding Availability NOFA) – Highway Safety Improvement Program: HSIP Countywide Striping Initiative: The pavement striping kick-off meeting has been scheduled for May 8th.

HSIP Digital Speed Limit Trailer: Indiana Department of Transportation (INDOT) did not select this project to receive Federal Highway Administration funding.

HSIP Safety Guardrail Installation: INDOT did not select this project to receive Federal Highway Administration funding.

Call for Projects (NOFA) – Linden Road: INDOT did not select this project to receive Federal Highway Administration funding.

Call for Projects (NOFA) – Michigan Road Bridge #2540: INDOT did not select this project to receive Federal Highway Administration funding.

Energy Efficiency Conservation Block Grant (EECBG): The Ford F-150 has been delivered; waiting for the charging stations to be installed.

Horse-Drawn Vehicle License Fees: No updates.

2025 Road Program: A progress report was presented.

May 16, 2025 Storm Report: There were approximately 25 calls for trees down or in powerlines. There are a few roads still closed due to utility lines being down.

Summer Hours: Superintendent Peters announced that the Highway Department began the summer schedule of working Monday through Thursday from 6 am to 4:30 pm. Once the sealing season begins, the hours may be adjusted to 5:00 am to 3:30 pm. **Adam Faulstich moved, second by Jesse Bohannon, to approve the work schedule adjustment to four days, ten hours per day. Motion carried 3-0.**

Adam Faulstich moved, second by Jesse Bohannon, to amend the above motion and include the clerical staff working 35 hours Monday through Thursday. Motion carried 3-0.

Council President Tim Harman stated that Local Technical Assistance Program (LTAP) rated the roads in 2023 as 56% good to fair and now 85% are good to fair. He encouraged the Board members to continue to think outside of the box to find solutions.

MUSEUM

Museum Director Sandy Garrison and Marshall County Historical Society Board President Mike Miley presented the quarterly report. There was a 16% increase in visitors from this time last year. Highlighting exhibits, writing award, Brown Bag Luncheon, Marshall County America 250 kickoff, and the Covered Wagon 4th Grade History Program in conjunction with Tri Kappa.

CULVER YOUTH CLUB

Culver Youth Club Executive Director Brian Carver provided a program update. There are currently 127 children registered with 80 in attendance daily. He highlighted some of the programs available, such as robotics, environmental activities, garden boxes, athletics, reading program and math support. There are 90 children signed up for the Summer Program with a wide variety of field trips and activities available. Director Carver expressed appreciation for the financial support provided and stated that they will be holding a fundraising auction at Culver Academies on June 6th.

RECORDER'S OFFICE

Recorder Janet Howard explained that due to increased costs, she would like to implement a 15% rate increase to subscribers of the Laredo plan. The current price has been in effect since 2014, with an increased cost to the Recorder for providing the service. **Adam Faulstich moved, second by Jesse Bohannon, to approve the rate increase to subscribers of the Laredo plan as presented. Motion carried 3-0.**

BUILDINGS & GROUNDS

Buildings & Grounds Maintenance Supervisor Billy Schoff presented a list of completed projects in the first quarter of 2025, which include:

- Courthouse: Two boilers were repaired. The Judges offices were painted in Superior Court 1 and Superior Court 2. Replaced part of the cooling circulation pump.
- County Building: Carpets were cleaned in the Auditor and Probation Offices. Replaced a freeze stat (temperature monitoring device) on the cooling system.
- Morgue: Replaced a section of the main overhead door.
- Museum; Replaced furnace and air conditioning condenser in the Train Room.
- Memorial Forest: Removed a tree.

Discussion was held concerning the temperature control system in the County Building needing to be replaced and an additional \$200,000 being requested in the 2026 budget.

Oliver Ford: For clarification purposes from the prior meeting, **Jesse Bohannon moved, second by Adam Faulstich, to authorize a prepayment to Oliver Ford in the amount of \$47,635 for a 2025 Ford F250 for the Maintenance Department. Motion carried 3-0.**

MARSHALL COUNTY FIREFIGHTERS' ASSOCIATION

John Grolich explained that he would like to offer mental health training for emergency responders and their spouses. There will be two presentations, and the cost will be \$15,000. **Adam Faulstich moved, second by Jesse Bohannon, to approve mental health training, to be paid from the Fire Protection Grant Program. Motion carried 3-0.**

ATTORNEY REPORT

Tower Contract: John Grolich and Attorney Surrisi attended a meeting with MD7 representative Marvin Robinson and the company's legal counsel on May 6th to discuss the terms of the draft legal documents regarding the communications tower at the jail property. The county's questions and concerns with some provisions of the legal documents were discussed. In response, the company's counsel made certain revisions. The revised drafts will be prepared for the Commissioners' consideration at the next meeting. The documents will also need the approval of the Marshall County Holding Corporation.

AUDITOR REPORT

May 5, 2025 Minutes: Adam Faulstich moved, second by Jesse Bohannon, to approve the May 5, 2025 minutes as presented. Motion carried 3-0.

Accounts Payable Claims: Jesse Bohannon moved, second by Adam Faulstich, to approve the accounts payable claims as presented. Motion carried 3-0.

Payroll Claims: Adam Faulstich moved, second by Jesse Bohannon, to approve the payroll claims as presented. Motion carried 3-0.

PUBLIC COMMENT

Craig Heims, 14702 Candie Lane, Plymouth requested the road work be continued on Candie Lane.

President of the Condo Association Scott Schuster, 14661 Candie Lane, Plymouth, stated that there is standing water and a large hole in the road that needs repair.

Bill Woodward, 12094 Peach Road, Plymouth, spoke on behalf of several concerned citizens regarding the Regional Sewer District Board, costs associated with abandoning a septic tank, connecting to the system, permits, and exemptions.

Beverly Jeffers, 17050 Mill Pond Trail, Plymouth, expressed concerns about the exemption process.

Chester Borys, 12337 Peach Road, Plymouth, addressed the affordability of connecting to the sewer.

Jeff Sample, 12667 Nataka Trail, Plymouth, expressed concern about the requirement and affordability of connecting to the sewer.

COMMISSIONER ITEMS

Bremen Public Library Appointment: President Klotz explained that Kim Meyer requested not to be reappointed to the board. **Jesse Bohannon moved, second by Adam Faulstich, to appoint Kelsey Glinge to the Bremen Public Library Board for a four-year term beginning July 9, 2025 and ending July 9, 2029. Motion carried 3-0.**

Public Defender Board Appointment: **Jesse Bohannon moved, second by Adam Faulstich, to appoint Tim Starr to the Public Defender Board for a term of three years, ending July 1, 2028. Motion carried 3-0.**

Health Department Administrator: A Public Health RN Administrator Services Contract was submitted for approval by the Commissioners. The Health Department Administrator has resigned, and the contract is for an interim period. The contract has been approved by the Health Board. **Jesse Bohannon moved, second by Adam Faulstich, to allow the Health Department to enter a Public Health RN Administrator Services Contract and to allow Dr. Byron Holm sign on behalf of the Board of Commissioners. Motion carried 3-0.**

Health Department MOU with Council on Aging: A Memorandum of Understanding between Marshall County Council on Aging and Marshall County Health Department for tokens was presented at the prior meeting. **Jesse Bohannon moved, second by Adam Faulstich, to deny the request pending further review by the Health Department. Motion carried 3-0.**

Hyper Wave Consulting: HWC Network Engineer BJ Smith stated that Surf Internet has waived the \$300 installation fee for services at 990 Illinois Street, Plymouth and anticipates the monthly service cost to be \$165. He presented Estimate No. 13828 for networking equipment in the sum of \$9,898.73. **Jesse Bohannon moved, second by Adam Faulstich, to approve Hyper Wave Consulting Estimate No. 13828 in the amount of \$9,898.73, as presented. Motion carried 3-0.**

National Asphalt Solutions, LLC: **Jesse Bohannon moved, second by Adam Faulstich, to approve Estimate # 2279 for seal coating the parking lot at 990 Illinois Street in the amount of \$3,989. Motion carried 3-0.**

HVAC System – 990 Illinois Street: Attorney Surrisi explained that a request for proposals was sent out for the HVAC system at 990 Illinois Street. There were four bids received as follows:

Bowman's Tin Shop Inc.	\$108,990.29
Dynamic Mechanical Services	\$198,483.00
Ideal Consolidated, Inc.	\$107,665.00
Herrman & Goetz, Inc.	\$127,142.00

President Klotz explained the upgrade will change from a boiler system to forced air with redundancy. The Health Department requested approval of the Bowman's Tin Shop estimate. **Adam Faulstich moved, second by Jesse Bohannon, to accept the Health Department's recommendation and accept the bid from Bowman's Tin Shop in the amount of \$108,990.29 and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

Town & Country Printers: Buildings & Grounds Supervisor Billy Schoff presented Quote No. 1980 from Town & Country Printers for the window lettering and signs at 990 Illinois Street. **Jesse Bohannon moved, second by Adam Faulstich, to approve Town & Country Printers, Inc. Quote No. 1980 in an amount not to exceed \$1,900. Motion carried 3-0.**

Older Adult Services: Executive Director Janis Holiday presented Section 5339 Invoice 1243 in the amount of \$107,834 in federal funds and \$19,030 applied local match for the purchase of a bus. **Jesse Bohannon moved, second by Adam Faulstich, to approve Section 5339 Invoice 1243 as presented and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

Medical Benefits Self Insurance Fund: President Klotz suggested an additional deposit be made into the Medical Benefits Self Insurance Fund 4702 because there was not initial funding established and there is a lag in payments. **Jesse Bohannon moved, second by Adam Faulstich, to approve an additional contribution of \$250,000 from the Commissioner Group Health Insurance account line into Fund 4702. Motion carried 3-0.**

Regional Sewer District Board: Discussion was held concerning the Board's ability to remove an appointment from the Regional Sewer District Board and having the board appointed member attend a commissioner's meeting to provide information. **Jesse Bohannon moved to request Tom McFadden to attend the next Commissioner's meeting. Motion withdrawn to allow Attorney Surrisi time to provide an update on the Board's authority.**

ADJOURNMENT

With no further business to come before the board **Jesse Bohannon moved, second by Adam Faulstich, to adjourn the meeting at 11:50 a.m. Motion carried 3-0.**

Stan Klotz, President

Jesse Bohannon, Vice President

ATTEST: _____
Angela C. Birchmeier, Auditor

Adam Faulstich, Member