

**MARSHALL COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 7, 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 8:30 a.m., Monday, July 7, 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 streamed live at <http://www.youtube.com/@MarshallCountyIN>. The Invocation was given by Brandon Ritchie, the Pledge of Allegiance was said, the meeting was called to order, and the business at hand was heard.

PUBLIC INPUT ON AGENDA ITEMS

Sheila Gardner, 10660 Nutmeg Road, Plymouth, stated her desire for the Marshall County Economic Development Corporation to bring successful individuals into Marshall County.

HIGHWAY DEPARTMENT

Highway Department Superintendent Jason Peters presented three requests from BSM Group as follows:

1. A right-of-way cut request on Michigan Road, between Hoham Drive and 7B Road, in Center Township, for the purpose of placing underground duct and coax cable.
2. A right-of-way cut request on 6th Road, between Redwood Road and Union Road, in Polk Township, for the purpose of placing underground duct and fiber optic cable.
3. A road surface cut, road bore, and right-of-way cut request on Union Road, between Church Street and US Highway 30, in West Township, for the purpose of placing underground duct and fiber optic cable.

Jesse Bohannon moved, second by Adam Faulstich, to approve the three requests from BSM Groups as presented. Motion carried 3-0.

Superintendent Peters presented three right-of-way cut requests from Northern Indiana Public Service Company as follows:

1. On the north side of 14B Road, between State Road 331 and Cedar Road, in Bourbon Township, for the purpose of performing remediation.
2. On the south side of 14B Road, between State Road 331 and Cedar Road, in Bourbon Township, for the purpose of performing remediation.
3. At the intersection of 3rd Road and West Shore Drive, between West Shore Drive and Mary Drive, in German Township, for the purpose of performing remediation.

Jesse Bohannon moved, second by Adam Faulstich, to approve the right-of-way cut request from Northern Indiana Public Service Company as presented. Motion carried 3-0.

Superintendent Peters provided an update on the following projects:

Bridge 1, Ule Road (Local Project): Awarded \$706,269.81; Inspection \$44,249. Work will begin in October and a completion target date of December 12th.

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. No updates.

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 LPA – Consulting Contract for County Bridge Inspections between Marshall County and USI Consultants, Inc., DES No. 2300183, in an amount not to exceed \$424,852.69, for the period October 1, 2026 through September 30, 2030, was presented for approval. **Adam Faulstich moved, second by Jesse Bohannon, to approve the Consulting Contract for County Bridge Inspections in the amount of \$424,852.69, as presented. Motion carried 3-0.**

Mill Pond Dam Improvements: The company has been contacted to schedule the slip lining for the pipe.

Energy Efficiency Conservation Block Grant (EECBG): The work has been completed and a meeting will be held tomorrow with the consulting agency to finalize the internal transfer of funds to pay the remaining invoices.

2025 Road Program: A progress report was presented. Road work began on May 29th. The following roads will be chip and sealed: Jarrah Road, 12B Road to 14th Road; 3rd Road, King Road to Lilac Road; Lilac Road, 3rd Road to 4A Road; Lilac Road, US 6 to 1B Road; 1B Road, Linden Road to Lilac Road; Linden Road, US 6 to 1B Road; King Road, 1st Road to County Line Road; Oak Road, US 6 to 1st Road; Pine Road, US 6 to 1st Road; Sycamore Road, 1st Road to County Line Road; 1C Road, US 6 to County Line Road; Plymouth-LaPorte Trail, Thorn Road to 3B Road; and 7th Road, and Plymouth-LaPorte Trail to County Line Road. As of June 16th, it is estimated that 42 center lane miles have been sealed and approximately 14 total center lane miles triple sealed. The cost of emulsion was \$416,659.74 and the cost of stone was \$125,248.80, for a total of \$541,908.54.

June 17th to July 7th: 5B Road, County Line to Beech Road; County Line, 3B Road to 2B Road; Juniper Road, 12B Road to State Road 10; Pioneer Road, 1400 Pioneer Drive to State Road 17; Lincoln Highway, 9th Road to city limits; Lincoln Highway, 9th Road to Queen Road for a total of 22 miles. The cost of emulsion was \$218,688.84 and the cost of stone was \$72,622.60, for a total cost of \$291,311.44.

The year-to-date cost for emulsion is \$635,348.58 and \$197,871.40 for stone, with a total cost of \$833,219.98.

Community Crossings 2025-01: Milestone Contractors has completed 3rd Road, the pavement is complete on 16C Road, they are working to complete the shoulder work; and milling should begin on 9th Road, and upon completion will start Nutmeg Meadows.

Milling Donation to 4-H: Superintendent Peters requested ratification of the donation of millings to the 4-H Fairgrounds for the grandstand area. **Adam Faulstich moved, second by Jesse Bohannon, to approve the Highway Department donation of millings to the 4-H Fairgrounds. Motion carried 3-0.**

Discussion was held concerning the pothole patcher and vacating a section of 2C Road, south of Bremen.

MARSHALL COUNTY PARK BOARD

Marshall County Park Board Secretary Deb VanDeMark provided an update on the Park Board's 5-Year Plan. The board was established on March 16, 2020. Trails at Mill Pond: several mountain bike trails have been built, they would like to have a fishing deck installed, and the consideration of a kayak launch at the peninsula. They would also like consideration of two or three kayak launches along the Yellow River, possibly on Hickory and 11th Road. The cabin has been restored at Memorial Forest, with the addition of a pavilion, picnic tables, security lights, and walking trails. The Park Board is requesting assistance from the Highway Department for signage.

ASSESSOR

Assessor Peter Paul requested the appointment of Gloria Niedbalski to the Property Tax Assessment Board of Appeals (PTABOA) to fill the unexpired term of Terry Knee, ending December 31, 2027. **Jesse Bohannon moved, second by Adam Faulstich, to accept the Assessor's recommendation and appoint Gloria Niedbalski to the PTABOA, with the term ending December 31, 2027. Motion carried 3-0.**

MARSHALL COUNTY ECONOMIC DEVELOPMENT CORPORATION

Marshall County Economic Development Corporation (MCEDC) President/CEO Greg Hildebrand provided a PowerPoint presentation including the following: He outlined 2025 year-to-date, with second quarter updates, the move of their office to Heartland Gallery, Marshall County gross domestic product and per capita personal income, the accomplishments of the MCEDC over the prior 17 years, the assessed value, tax rate, population, tax levy, and actual disbursements made from 2012 to present. He also requested ongoing financial support. Vice President Bohannon requested a correlation vs. causation report to gauge the return on investment. Discussion was held concerning an article on tax abatements.

MARSHALL COUNTY FIRE

Bremen Fire Chief Matthew Neher presented a request for \$50,000 from the Marshall County Public Safety Grant Program for the Town of Bremen's 2025 Annual Support Payment. The funds will be used to reimburse the Town of Bremen for the purchase of eight portable radios and accessories. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Bremen Fire Department's request for \$50,000, as presented. Motion carried 3-0.**

John Grolich presented an estimate in the amount of \$17,721.99 from DSLR Pros for the purchase of a drone and additional funds to cover the liability cost. The drone is to be shared by Marshall County units. Insurance Consultant Mike Miley suggested registering the unit to Marshall County and establishing a Memorandum of Understanding with the various departments and operators.

Jesse Bohannon moved, second by Adam Faulstich, to support the request as presented in an amount not to exceed \$18,800 for the purchase of a drone and liability insurance.

Motion carried 3-0.

EMERGENCY MANAGEMENT AGENCY

EMA Director Jack Garner presented the Quarterly Report (April 1 through June 30, 2025). He highlighted the Incidents/Responses, including tornadoes, storms, and flash flooding, Grant and Training Updates, Community Outreach and other various topics. He also stated that he will be working on improving the Debris Management Plan and Annexes.

DUSTIN'S PLACE

Dustin's Place Executive Director Viki Brown announced that the renovation has been fully funded, and they will be entering their new space on September 5th, debt free. She thanked the Board of Commissioners for their support.

ATTORNEY REPORT

Innkeeper Tax: At the prior meeting the Commissioners asked if the innkeeper tax revenue could be utilized for economic development purposes. In general, it cannot. Indiana Code 6-9-18-4(c) provides that such funds "may be expended only to promote and encourage conventions, visitors, and tourism within the county." Some counties, for example, Tippecanoe County have special legislation regarding the use of innkeeper tax in their county that allows a portion of the funds to be used for economic development. However, most counties, like Marshall County, do not have such a provision. Additionally, Indiana Code 6-9-18-4(b) requires the innkeepers tax revenue to be transferred to the Tourism Commission.

Sandoz, Inc. Opioid Settlement: The Commissioners previously engaged the law firm Cohen Malad to represent the County in various opioid litigation matters. At this time, a proposed settlement has been reached in the Sandoz, Inc. case. Various approvals are required in the court before the settlement is finalized. If everything is approved, the county is projected to receive \$33,996.63. The Indiana Attorney General's office was not involved in this case. However, the terms of the settlement require the settlement funds to be used for opioid remediation purposes, like the restrictive funds under the State approved settlements. **Jesse Bohannon moved, second by Adam Faulstich to approve the Sandoz Settlement Agreement and allow the President to sign on behalf of the Board. Motion carried 3-0.**

AUDITOR REPORT

June 16, 2025 Minutes: **Adam Faulstich moved, second by Jesse Bohannon, to approve the June 16, 2025 minutes as presented. Motion carried 3-0.**

Accounts Payable Claims: **Adam Faulstich moved, second by Jesse Bohannon, 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.**

AIC Amazon Business: Auditor Birchmeier provided an update on the AIC Amazon Business account and recommended the Commissioners proceed with establishing an account.

Jesse Bohannon moved, second by Adam Faulstich, to authorize the establishment of an AIC Amazon Business account. Motion carried 3-0.

PUBLIC COMMENT

Bill Woodward, 12094 Peach Road, Plymouth, requested an update on the Regional Sewer District. President Klotz stated he did not want to comment. Vice President Bohannon stated he wanted to move forward with the removal of appointee Tom McFadden from the Regional Sewer District and would be speaking with individuals in Indianapolis later today.

COMMISSIONER ITEMS

Purchase Agreement: A Purchase Agreement between Marshall County and Midwest Area School Employees' Insurance Trust (MASE) for the sale of a county owned electrical generator situated on the property located at 510 W. Adams Street, Plymouth, in the amount of \$3,500. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Purchase Agreement with MASE, as presented. Motion carried 3-0.**

Ordinance 2025-17: An Ordinance Amending the County of Marshall, Indiana Personnel Policies Handbook: The amendment would add the following language for Flex Time: The County may utilize "time off" or flexible hours for exempt positions to avoid having employees in those positions work in excess of their normal workweek schedule. Flex time scheduling shall be approved in advance by the Elected Official/Department Head. Flex-time shall be accrued on an hour-for-hour basis up to a maximum of twenty-four (24) hours and must be utilized within ninety (90) days from the date on which it was accrued. Flex-time has no monetary value and will not be paid out upon separation of employment. **Jesse Bohannon moved, second by Adam Faulstich, to approve Ordinance 2025-17: An Ordinance Amending the County of Marshall, Indiana Personnel Policies Handbook on first reading. Motion carried 3-0.**

Time Management Systems: Upon passage of Ordinance 2025-17, the timekeeping system will need to be updated to reflect the policy established. An estimate was received in the amount of \$390 and if approved, would be in place on the adoption of the ordinance on July 21st. **Adam Faulstich moved, second by Jesse Bohannon, to approve the Statement of Work from Time Management Systems in the amount of \$390 and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

Congressional Township School Funds Commissioner Statement: **Adam Faulstich moved, second by Jesse Bohannon to approve the Congressional Township School Funds Commissioner Statement and direct the Auditor to draw a warrant, payable to the Treasurer of State. Motion carried 3-0.**

Abonmarche: A Professional Services Agreement between Abonmarche and Marshall County Surveyor's Office for section corner work was presented for ratification. **Jesse Bohannon moved, second by Adam Faulstich, to ratify the Professional Services Agreement with Abonmarche and to authorize the Surveyor to sign on behalf of the Board of Commissioners. Motion carried 3-0.**

Discussion was held concerning a sign dedication ceremony to be held on the weekend of August 17th in honor of Jackie Walorski.

ADJOURNMENT

With no further business to come before the board, **Jesse Bohannon moved, second by Adam Faulstich, to adjourn the meeting at 10:13 a.m. Motion carried 3-0.**

Stan Klotz, President

Jesse Bohannon, Vice President

ATTEST: _____
Angela C. Birchmeier, Auditor

Adam Faulstich, Member