

**MARSHALL COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
JULY 21, 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 21, 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.

AGENDA ITEMS

Jesse Bohannon moved, second by Adam Faulstich, to add "Regional Sewer District Appointment" to Commissioner Items. Motion carried 3-0.

PUBLIC INPUT ON AGENDA ITEMS

No public input on agenda items was heard.

HIGHWAY DEPARTMENT

Highway Department Superintendent Jason Peters presented a road surface cut from Farmers Drainage, LLC, on 1st Road, between Sycamore Road and Tamarack Road, in Polk Township, for the purpose of replacing a drainage outlet. **Adam Faulstich moved, second by Jesse Bohannon, to approve the road surface cut from Farmers Drainage, LLC, on 1st Road, between Sycamore Road and Tamarack Road, in Polk Township, for the purpose of replacing a drainage outlet. Motion carried 3-0.**

Superintendent Peters presented four requests from Northern Indiana Public Service Company as follows:

1. WO# 53229-912: A right-of-way cut on Michigan Road, between 2A Road and 2C Road, in North Township, for the purpose of replacing utility poles.
2. A right-of-way cut at 688 Beech Road, between B Road and Plymouth-Goshen Trail, in German Township, for the purpose of installing a 4" PMMP mainline.
3. A road surface cut near 6508 Filbert Road, between 6th Road and 7th Road, in German Township, for the purpose of installing a valve.
4. A right-of-way cut at 418 3B Road, between Beech Road and W. County Line Road, in German Township, for the purpose of installing new gas service.

Jesse Bohannon moved, second by Adam Faulstich, to approve the four requests from Northern Indiana Public Service Company as presented. Motion carried 3-0.

Superintendent Peters presented two requests from Surf Internet as follows:

1. A right-of-way cut on Abbott Street, between E. Shore Drive and Lakeshore Drive, in German Township, for the purpose of providing service to a customer.
2. A right-of-way cut and road bore on Glenn Overmyer Drive, between Glenn Overmyer Drive and Nutmeg Road, in Center Township, for the purpose of installing conduit and flowerpots.

Jesse Bohannon moved, second by Adam Faulstich, to approve the two requests from Surf Internet as presented. Motion carried 3-0.

Superintendent Peters provided an update on the following projects:

Bridge 1, Ule Road (Local Project): Awaiting NIPSCO relocating a gas line.

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

Bridge 231, Center Street, Bremen: The date of letting is 2027. Quarterly Reports have been completed and are working on the select/non-select status of the bridge with Indiana Department of Transportation and DLZ.

Bridge 88, 12th Road east of Olive Trail: The date of letting is January 14, 2029. Quarterly Reports have been completed.

Bridge 108, East 7th Road: The date of letting is February 12, 2030. Quarterly Reports have been completed, and the Early Coordination Letter was submitted on July 7, 2025.

Bridge Inspections 2022-2025 Phase II: No updates.

Bridge Inspections 2026-2029: DES No. 2300183. The Indiana Department of Transportation County Bridge Inspection and Inventory Program for Cycle Years 2026-2029, Contract 94321, was presented for approval and ratification in the federal amount not to exceed \$339,882.15 for the period July 10, 2025 through September 30, 2030. **Jesse Bohannon moved, second by Adam Faulstich, to approve Contract 94321 for County Bridge Inspections, as presented, and to ratify the Board President's signature, as presented. Motion carried 3-0.**

Mill Pond Dam Improvements: No updates.

Energy Efficiency Conservation Block Grant (EECBG): The work has been completed, and we are awaiting final invoice documentation to close the project and submit it for final reimbursement.

MOU Culver Academies/Culver Education Foundation (CEF): A Memorandum of Understanding (MOU) between Marshall County Board of Commissioners and Culver Academies/Culver Educational Foundation (CEF) was presented for consideration. The purpose of the MOU is to outline the mutual understanding and responsibilities of both parties regarding collaborative roadway improvements to Academy Drive, a county-owned roadway located in Union Township, Culver, from State Road 10 to the Culver Town limits. Academy Drive is .446+/- mile long. A private contractor, Michaels Asphalt, was contracted and will be managed by Culver Academies to perform the work, in accordance with standard engineering practices and INDOT accepted specifications and materials. Marshall County agrees to contribute up to \$50,000 and will pay directly to Culver Academies. Culver Academies/CEF will contribute greater or less than \$75,000 or the difference in the project cost agreed upon over the \$50,000 Marshall County contribution. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Memorandum of Understanding between Marshall County Board of Commissioners and Culver Academies/Culver Educational Foundation (CEF), pending Attorney review. Motion carried 3-0.**

2025 Road Program: A progress report was presented. The year-to-date cost for emulsion is \$762,096.28 and \$244,033.60 for stone, with a total cost of \$1,006,129.88.

Community Crossings 2025-01: Milestone Contractors has completed 3rd Road and 16C Road and 9th Road should be completed this week and will then start Nutmeg Meadows.

Additional Paving Projects: Three bids were received and opened at the May 5, 2025 meeting for five additional paving projects: King Road, Lincoln Highway to US 30 / 9A Road; Suter Road, 9th Road to 9A Road; 9th Road, dead end to Richter Road; Quail Ridge Drive, 12th Road to dead end; and Kenilworth Road, railroad tracks to Dewey Street. The three bids received were from E & B Paving, LLC in the total sum of \$569,014.10, Milestone Contractors in the total sum of \$537,904.50 (Scrivener's error, the correct total is \$535,232.70), and Rieth-Riley in the total sum of \$578,270.10. **Jesse Bohannon moved, second by Adam Faulstich, to accept the additional paving project bids as presented. Motion carried 3-0.**

Superintendent Peters requested permission to enter into an Agreement with Milestone Contractors for the Additional Paving Projects in the amount of \$535,232.70. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Agreement between Marshall County Board of Commissioners and Milestone Contractors, LP, as presented. Motion carried 3-0.**

Equipment: The cost of the Total Patcher will increase to \$104,500 from \$99,500 after July 31st. Discussion was held concerning the dealer extending the timeframe to allow time to seek support from the Council, determining the funding source, and lease-to-own options. **Jesse Bohannon moved, second by Adam Faulstich, to support entering into a rent-to-own agreement pending the Council approval of funding. Motion carried 3-0.**

ELECTION BOARD

Clerk Jenny Bennitt explained that some election workers are paid by payroll (rates approved by the Council) and some by claim (rates approved by the Commissioners). The Election Board is in favor of and are requesting to increase the per diem pay for election workers, as follows: Inspector (Republican) \$225; Democrat Judge \$190; Republican Judge \$175; and Clerk, Assistant Clerk, Absentee Ballot Counter \$175. **Jesse Bohannon moved, second by Adam Faulstich, to approve the wage increase for poll workers as presented. Motion carried 3-0.**

HUMAN RESOURCES

Human Resources Administrator Jennifer Daake stated a request was received for the use of 30 sick bank days. The applicant does meet all the required criteria. **Jesse Bohannon moved, second by Adam Faulstich, to approve the 30-day sick bank request. Motion carried 3-0.**

MARSHALL COUNTY FIRE

John Grolich explained that he had a couple of requests to present for the Fire Protection Grant. The first request is for an additional drone, the same drone as presented at the last meeting. The cost is \$17,721.99 from DSLR Pros. Discussion was held concerning the establishment of a Memorandum of Understanding with the various departments and operators. **Jesse Bohannon moved, second by Adam Faulstich, to support the request as presented for the purchase of a drone. Motion carried 3-0.**

The second request is for one handheld gas meter device for each department. The company/manufacture will provide training. Two quotes were received, the first from Hoosier Fire in the amount of \$18,997 and the second from Conway Shield in the amount of \$30,000. The Hoosier Fire rate will be increasing on August 1st. **Jesse Bohannon moved, second by Adam Faulstich, to authorize John Grolich to proceed with the purchase of eight handheld gas meter devices, as presented. Motion carried 3-0.**

Discussion was held concerning the department's desire to purchase equipment vs. apparatus. The Commissioners reiterated the intent was to provide funds to protect individuals not capital projects.

ATTORNEY REPORT

Jail Communications Tower: The closing on the sale of the easement for the jail communications tower and the assignment of the existing tower lease is scheduled to begin with the signing of documents this Thursday, July 24, 2025. Those documents will then be sent to the buyer for execution. The title company/closing agent will make payment later next week.

Removal of Thomas McFadden from Marshall County Sewer District: The County Attorney advised that he filed a declaratory judgment action against Mr. McFadden on behalf of the Commissioners. The complaint asks the court to decide the dispute between the Commissioners and Mr. McFadden regarding his removal. The case has been transferred to the Commercial Court located in Elkhart County Superior Court 2. The case has been scheduled for a status conference on September 10, 2025.

AUDITOR REPORT

July 7, 2025 Minutes: Adam Faulstich moved, second by Jesse Bohannon, to approve the July 7, 2025 minutes as presented. Motion carried 3-0.

Payroll Claims: Jesse Bohannon moved, second by Adam Faulstich, to approve the payroll claims 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.

Owner Occupied Housing Project: Auditor Birchmeier stated that we are nearing the close of the Owner Occupied Housing Project, a 100% federal grant in the amount of \$500,000. We had one home that did not qualify so the project totaled \$424,943.59. The fixed administrative costs were paid based on the full award. The revised amount now exceeds the maximum cost allowable for administration, program delivery, and environmental review, which is 20%. This amount leaves the County with a \$2,500 shortfall in the grant fund. President Klotz expressed his appreciation for all of Shannon McLeod's effort on this project. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Commissioners transferring funds from their Professional Services account line to the grant fund in the amount of \$2,500. Motion carried 3-0.**

PUBLIC COMMENT

No public comment was heard.

COMMISSIONER ITEMS

Ordinance 2025-17: An Ordinance Amending the County of Marshall, Indiana Personnel Policies Handbook: **Jesse Bohannon moved, second by Adam Faulstich, to suspend the rules and approve Ordinance 2025-17: An Ordinance Amending the County of Marshall, Indiana Personnel Policies Handbook on second and third reading. Motion carried 3-0.**

Older Adult Services – Vehicle Auction: Older Adult Services Executive Director Janis Holiday stated that they would like to sell one vehicle titled to the Commissioners at auction. There will be two additional vehicles to sell later. Three vehicles have had recalls, with no fix or timeline for the recall. **Jesse Bohannon moved, second by Adam Faulstich, to allow Older Adult Services to sell one vehicle at auction, contingent upon a contract being presented for approval. Motion carried 3-0.**

Apex Waste Service Agreement: The rates have increased slightly. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Apex Waste Service Agreement, as presented. Motion carried 3-0.**

Trustee Work Release Meals: **Jesse Bohannon moved, second by Adam Faulstich, to allow the County to pay for meals, in lieu of payment, to jail trustees for assisting the County in business functions. Motion carried 3-0.**

Marshall County Regional Sewer District Appointment: **Jesse Bohannon moved, second by Adam Faulstich, to appoint Bill Woodward to replace Tom McFadden on the Regional Sewer District Board, upon the vacation. Motion carried 3-0.**

ADJOURNMENT

With no further business to come before the board, **Adam Faulstich moved, second by Jesse Bohannon, to adjourn the meeting at 11:02 a.m. Motion carried 3-0.**

Stan Klotz, President

Jesse Bohannon, Vice President

ATTEST: _____
Angela C. Birchmeier, Auditor

Adam Faulstich, Member