

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA, MONDAY, MARCH 6, 2023**

**IN ATTENDANCE:** Commissioner Rob Miller; Commissioner Terry Stoffel; Mark Wickersham, HCUED Executive Director; Jeff Souder, Historic Warren / HCUED Board member; Phil Hibbert, Facilities Manager; Kristine Thurston, DLZ; Jill Landrum, Auditor; Alicia Symons, Health Department; Dick and Judy Smart; April Tackett, Indiana Excise Police; Shelley Septer, Clerk; Ilene Haluska, Herald Press; Joe Wharton, Tippmann Group; Terry Miller, County Council; Sheriff Chris Newton; Chief Deputy Chad Hammel; Michelle Bunker, IMG; Troy Hostetler, Highway Superintendent; Brenda Hamilton, Treasurer; Vicki Pearson, Recorder; James Worthington; Shawn Strange, First Group Engineering; Bob Jeffers, EMA Director; Stefanie Barrioz, HR Director; Bridgett Burkhart, Office Manager

*The following people attended virtually through Zoom: Eric Garber, Transportation Manager, Huntington Area Transportation (HAT)*

Commissioner Tom Wall was absent.

Commissioner Rob Miller called the meeting to order at 8:31 a.m.

**IN THE MATTER OF MINUTES)**

**2/20/2023**

Terry Stoffel made a motion to approve the Minutes from the February 20, 2023 meeting. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF CLAIMS)**

**3/8/2023**

Terry Stoffel made a motion to approve the Claim docket for March 8, 2023. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF PAYROLL)**

**2/24/2023**

Terry Stoffel made a motion to approve the Payroll docket for February 24, 2023. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**CEDIT Advisory Committee Request**

Mark Wickersham, HCUED Executive Director and Jeff Souder, HCUED Board member (also representing Historic Warren) brought a request to the Commissioners in the amount of \$24,943.00 for a project to address various structural and mechanical issues at the building located at 201 N. Wayne Street in Warren, Indiana. This request received a favorable recommendation from the CEDIT Advisory Committee. Rob Miller made a motion to approve the request not to exceed \$24,943.00 to be paid from CEDIT – Project 3. Terry Stoffel seconded and the motion passed 2-0 with Rob Miller voting yea and Terry Stoffel voting yea.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Jail Expansion/Renovation**

Kristine Thurston, DLZ Construction Observer Manager, gave an update on the jail project. She stated that they are beginning the final touch-up work in the new building and all work should be completed by March 25, 2023. They will also address the concrete issue in the new building as soon as the inmates can be moved out of those locations. Kristine also presented Pay App #34 in the amount of \$181,561.47. Terry Stoffel made a motion to approve Pay App #34. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Introduction of new Health Department Staff**

Alicia Symons introduced herself to the Commissioners. Alicia is the new Environmental Health Specialist for the Huntington County Health Department.

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**IN THE MATTER OF APPOINTMENT)**

Dawn Lakes Regional Sewer District

Terry Stoffel made a motion to appoint Jill M. Cutshall to the Dawn Lakes Regional Sewer District. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF APPOINTMENT)**

Dawn Lakes Regional Sewer District

Terry Stoffel made a motion to appoint Robert Schlicht to the Dawn Lakes Regional Sewer District. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF APPOINTMENT)**

Dawn Lakes Regional Sewer District

Terry Stoffel made a motion to appoint Michael Stobb to the Dawn Lakes Regional Sewer District. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Memorandum as to Gasoline Usage**

Terry Stoffel made a motion to approve the Memorandum as to Gasoline Usage as prepared by Bob Garrett, County Attorney. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Villa Facility Assessment**

Discussion was had regarding the property known as the 'Villa' located on the Victory Noll campus. Terry Stoffel made a motion to proceed with the Letter Agreement Proposal as submitted by DLZ outlining the Scope of Work and Project Schedule. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF INVOICES)**

**Cumulative Courthouse Funds**

Terry Stoffel made a motion to pay the following invoices from Cumulative Courthouse Funds:

- Rangeline Electric           \$5,622.13
- A. Hattersley & Sons       \$6,292.93
- A. Hattersley & Sons       \$5,935.50
- A. Hattersley & Sons       \$6,108.00

Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF AGREEMENT)**

**Commissioners Sale**

Terry Stoffel made a motion to approve the Commissioners Certificate Sale Services Addendum to the SRI Tax Sale Services Agreement. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**County Resident Concern**

Dick Smart spoke with the Commissioners regarding County Road 220 East. He stated that he believes the gravel road is a hinderance to potential builders in that area. If the road was chip and sealed, he felt that the lots for sale would be sold much quicker. He also shared a concern about a blind corner on 220 East and was wondering if the brush could be cut back to improve safety in that location. The Commissioners advised that they would have the Highway Department check into cutting the brush back to improve safety on that corner, as well as, see if that road is on the schedule to be chip and sealed in the near future.

**IN THE MATTER OF DISCUSSION)**

**Travel Authorization**

Shelley Septer, Clerk of the Courts, asked for permission to attend the ERICSA Conference in Savannah, Georgia. Terry Stoffel made a motion to approve the request. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

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**IN THE MATTER OF DISCUSSION)**

**Stations of the Cross**

Joe Wharton, Vice President of the Tippmann Group, spoke with the Commissioners about potentially moving the Stations of the Cross from the Victory Noll campus to the St. Felix campus. Mr. Wharton stated that there is no specific timeline as of right now. The Commissioners support the efforts of the Tippmann Group to move the Stations of the Cross to their facility. Mr. Wharton will coordinate the move with the Commissioners and Phil Hibbert, Facilities Manager, when the time comes to do so.

**IN THE MATTER OF DISCUSSION)**

**Beverage Permits in Huntington County**

April Tackett, Indiana State Excise Police Designated Local Board Officer, spoke with the Commissioners at their request to explain the alcohol beverage permits and how they worked. Ms. Tackett explained the different types of permits that local businesses can obtain, the number of each type of permit allotted in various locations (cities, towns, county locations), and the cost of the permits.

**IN THE MATTER OF DISCUSSION)**

**ST-109 Form**

Eric Garber, Transportation Manager for Huntington Area Transportation, requested a General Sales Tax Exemption Certificate (ST-109) for Huntington County. Bridgett Burkhardt, Office Manager, will email a copy to Mr. Garber.

**IN THE MATTER OF DISCUSSION)**

**O'Donnell Center Update**

Phil Hibbert, Facilities Manager, updated the Commissioners on projects at the O'Donnell Center. He stated that CME was wrapping up the architectural improvements. He stated that there is an issue with the heating/cooling in the Dispatch area. He is working with several people to determine the best course of action for that area.

Phil also spoke with the Commissioners regarding some HVAC updates that need to be done. They gave him the approval to proceed with updates being paid through the bond funds.

**IN THE MATTER OF DISCUSSION)**

**Quarterly Health Insurance Update**

Michelle Bunker, IMG Director / Employer Group Benefits, provided a quarterly update on the county's health insurance plan. She also provided a compliance checklist.

**IN THE MATTER OF AGREEMENT)**

**The Master's Touch, LLC**

Brenda Hamilton, Treasurer, presented an updated agreement for The Master's Touch for Tax Statement Mailing. Terry Stoffel made a motion to approve the agreement. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Annual Highway Bids and Quotes**

Troy Hostetler, Highway Superintendent, informed the Commissioners that all of the Bids and Quotes that were taken under advisement had been reviewed and approved. Terry Stoffel made a motion to approve the 2023 Annual Highway Bids and Quotes. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Unofficial Detour**

Troy Hostetler, Highway Superintendent, presented a Letter of Understanding/Unofficial Detour for a bridge replacement on State Road 5 Bridge over Clear Creek and a small structure replacement on State Road 5 1.52 miles North of State Road 16.

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**IN THE MATTER OF DISCUSSION)**

**Travel Authorization**

Vicki Pearson presented a Travel Authorization Request for herself and one other staff member to attend a software vendor symposium in Davenport, Iowa from May 22, 2023-May 24, 2023. Terry Stoffel made a motion to approve the travel authorization. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF BIDS)**

**Community Crossings Bid Opening**

The following people were present for the Community Crossings Matching Grant bid opening for 100 North between Rangeline and State Road 105 and Rangeline between US Hwy 24 to 500 North: Commissioner Rob Miller; Commissioner Terry Stoffel; Troy Hostetler, Highway Superintendent; Jill Landrum, Auditor; Terry Miller, County Council; Phil Hibbert, Facilities Manager; Bob Jeffers, EMA Director; Shawn Strange, First Group Engineering; Stefanie Barrioz, HR Director; Bridgett Burkhardt, Office Manager

Bids were opened at 11:00 a.m.

One bid was received from E & B Paving.

100 North between Rangeline and SR 105	\$1,109,943.32
Rangeline between US Hwy 24 to 500 North	\$475,714.28
Totaling:	\$1,585,657.60

Terry Stoffel made a motion to take this bid under advisement. Rob Miller seconded and the motion passed 2-0 with Terry Stoffel voting yea and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**County resident concern**

James Worthington spoke with the Commissioners regarding a property that he formerly owned in Bippus, Indiana. Mr. Worthington stated that the property had Orders of Enforcement on it. Ultimately, the Orders of Enforcement were not followed and the house and garage were demolished. Mr. Worthington was charged the fee for demolition. The property was sold at a Commissioner Sale. Mr. Worthington stated that he wanted his property back. The Commissioners explained that the processes were followed and they were unable to help him at this time.

The Commissioners recessed at 11:46 a.m.



Rob Miller




Tom Wall

ATTEST:



Jill M. Landrum



Terry Stoffel

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