

**MARSHALL COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES
APRIL 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, April 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 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.

HIGHWAY DEPARTMENT

Highway Department Superintendent Jason Peters presented a road surface cut request from Homestead Dairy on 14C Road, between Maple Road and Muckshaw Road, in Green Township, for the purpose of replacing a drainage tile. **Adam Faulstich moved, second by Jesse Bohannon, to approve the road surface cut request from Homestead Dairy on 14C Road, between Maple Road and Muckshaw Road, in Green Township, for the purpose of replacing a drainage tile. Motion carried 3-0.**

Superintendent Peters presented a road bore and right-of-way cut request from Surf Internet on Huffs Hill Road and State Road 331, in German Township, for the purpose of providing fiber internet service to residents. **Jesse Bohannon moved, second by Adam Faulstich, to approve the road bore and right-of-way cut request from Surf Internet on Huff's Hill Road and State Road 331, in German Township, for the purpose of providing fiber internet service to residents. Motion carried 3-0.**

Superintendent Peters presented a road bore request from Troyer Group on Underwood Road, 1st Road, W. County Line Road, and Spruce Road, between Wood Creek Drive and N. Ule Trail, in Polk Township, for the purpose of placing fiber to provide internet service. **Jesse Bohannon moved, second by Adam Faulstich, to approve the road bore request from Troyer Group on Underwood Road, 1st Road, W. County Line Road, and Spruce Road, between Wood Creek Drive and N. Ule Trail, in Polk Township, for the purpose of placing fiber to provide internet service. Motion carried 3-0.**

Superintendent Peters presented 38 requests from BSM Groups on behalf of QC Communications for Comcast Cable as follows:

- 1) Job #25-00478-01: A right-of-way cut request on 7B Road and Oak Road, between Pine Road and Oak Road, in Center Township.
- 2) Job #25-0078-02: A road surface cut, road bore, and right-of-way cut request on Lilac Road, 7B Road, and Savanna Lane, between Lilac Road and 7B Road, in Center Township.

- 3) Job #25-0078-03: A right-of-way cut request on Lilac Road, between 7B Road and Plymouth-Goshen Trail, in Center Township.
- 4) Job #25-00478-04: A road surface cut, road bore, and right-of-way cut request on 7th Road, Olive Road, and Oak Road, between Pine Road and Oak Road, in Center Township.
- 5) Job #25-00478-05: A road surface cut, road bore, and right-of-way cut request on 6th Road and Oak Road, between Olive Road and 7th Road, in North Township.
- 6) Job #25-00478-06: A road surface cut, road bore, and right-of-way cut request on 6th Road, between Olive Road and Oak Road, in North Township.
- 7) Job #25-00478-07: A right-of-way cut request on Olive Road, between 6th Road and 7th Road, in North Township.
- 8) Job #25-00478-08: A right-of-way cut request on Pine Road, between 5th Road and W. 5C Road, in Polk Township.
- 9) Job #25-00478-09: A road surface cut, road bore, and right-of-way cut request on 4B Road and Olive Road, between Pine Road and 5th Road, in North Township.
- 10) Job #25-00478-10: A road surface cut, road bore, and right-of-way cut request on 4th Road and Nutmeg Road, between 3rd Road and Michigan Road, in North Township.
- 11) Job #25-00478-11: A road surface cut, road bore, and right-of-way cut request on 4th Road, Olive Road, and Nutmeg Road, between 4th Road and Nutmeg Road, in North Township.
- 12) Job #25-000478-12: A road surface cut, road bore, and right-of-way cut request on 4th Road, between Pine Road and W. 3B Road, in North Township.
- 13) Job #25-00478-22: A right-of-way cut request on 6A Road, between Michigan Road and Oak Road, in North Township.
- 14) Job #25-00478-23: A road surface cut, road bore, and right-of-way cut request on 6C Road, between 6C Road "T" and the dead end, in North Township.
- 15) Job #25-00459-03: A road surface cut, road bore, and right-of-way cut request on N. Tamarack Road and W. 2C Road, between W. 2A Road and W. 3B Road, in Polk Township.
- 16) Job #25-00459-02: A right-of-way cut request on Plymouth-LaPorte Trail, between N. Thorn Road and W. 3B Road, in Polk Township.
- 17) Job #25-00459-01: A road surface cut, road bore, and right-of-way cut request on Plymouth-LaPorte Trail, between County Line Road and W. 3B Road, in Polk Township.
- 18) Job #25-00458-02: A road surface cut, road bore, and right-of-way cut request on Plymouth-LaPorte Trail, 6th Road, and 6B Road, between 6th Road and 7th Road, in Polk Township.
- 19) Job #25-00458-04: A road surface cut, road bore, and right-of-way cut request on Plymouth-LaPorte Trail and Rose Road, between Rose Road and Queen Road, in Polk Township.
- 20) Job #25-00458-03: A right-of-way cut request on Plymouth-LaPorte Trail, between 6B Road and 7th Road, in Polk Township.
- 21) Job #25-00458-05: A road surface cut, road bore, and right-of-way cut request on 7th Road and Queen Road, between 6B Road and 7th Road, in Polk Township.
- 22) Job #25-00458-06: A right-of-way cut request on Pearl Road, between 6th Road and 7th Road, in Polk Township.

- 23) Job #25-0058-07: A road surface cut, road bore, and right-of-way cut request on Quince Road and 6th Road, between 4B Road and 6th Road, in Polk Township.
- 24) Job #25-00458-08: A road surface cut, road bore, and right-of-way cut request on Rose Road, between Vine Street and 6th Road, in Polk Township.
- 25) Job #25-00452-06: A right-of-way cut request on Rose Road, between W. Lincoln Highway and Sycamore Road, in West Township.
- 26) Job #25-00452-05: A right-of-way cut request on W. Lincoln Highway, between Taft Street and US Highway 30, in West Township.
- 27) Job #25-00452-04: A right-of-way cut request on Tulip Road, between W. Lincoln Highway and US Highway 30, in West Township.
- 28) Job #25-00452-03: A road surface cut, road bore, and right-of-way cut request on Tamarack Road, 7B Road, and Tulip Road, between 7th Road and Highway 30, in Polk Township.
- 29) Job #25-00452-02: A road surface cut, road bore, and right-of-way cut request on 6B Road and Tamarack Road, between Union Road and Plymouth-LaPorte Trail, in Polk Township.
- 30) Job #25-00452-01: A right-of-way cut request on 6th Road, between Union Road and Plymouth-LaPorte Trail, in Polk Township.
- 31) Job #2025-00458-01: A road surface cut, road bore, and right-of-way cut request on Plymouth-LaPorte Trail and Sage Road, between 5th Road and 6th Road, in Polk Township.
- 32) Job #2025-00459-05: A road surface cut, road bore, and right-of-way cut request on W. 4th Road and Rose Road, between N. Sycamore Road and N. Rose Road, in Polk Township.
- 33) Job #2025-00459-04: A right-of-way cut request on W. 4th Road, between N. Sycamore Road and N. Tamarack Road, in Polk Township.
- 34) Job #2025-00452-11: A road surface cut, road bore, and right-of-way cut request on Plymouth-LaPorte Trail, Redwood Road, and Queen Road, between 7th Road and Queen Road, in West Township.
- 35) Job #2025-00452-10: A right-of-way cut request on Queen Road, between Plymouth-LaPorte Trail and 7th Road, in West Township.
- 36) Job #2025-00452-09: A right-of-way cut request on W. Lincoln Highway, between Quince Road and Pioneer Road, in West Township.
- 37) Job #2025-00452-08: A road surface cut, road bore, and right-of-way cut request on Redwood Road and Old US Highway 30, between Highway 30 and 9th Road, in West Township.
- 38) Job #2025-00452-07: A right-of-way cut request on Old US Highway 30, between Rose Road and Redwood Road, in West Township.

Jesse Bohannon moved, second by Adam Faulstich, to approve the 38 road surface cut, road bore, and right-of-way cut requests from BSM Groups on behalf of QC Communications for Comcast Cable as presented. Motion carried 3-0.

Superintendent Peters provided an update on the following projects:

Bridge 11, Union Road: No updates.

Bridge 1, Ule Road (Local Project): All bid documents have been reviewed by USI Consultants and the Highway Superintendent and noted that they were submitted correctly. A request was made to award the contract to LaPorte Construction in the amount of \$706,269.81. The bid proposal was presented for approval. **Jesse Bohannon moved, second by Adam Faulstich, to accept the bid proposal from LaPorte Construction Co., Inc. for Marshall County Bridge 1, Replacement Ule Trail over Yellow Bank Creek, in the amount of \$706,269.81. Motion carried 3-0.**

Bridge 232, Randolph Street: The schedule modification dates have been approved by the Indiana Department of Transportation (INDOT). The Preliminary Intermediate Completion date is set for August 22, 2025, which would be about five days before the Blueberry Festival. The Intermediate Completion Date has been moved back 242 days to October 31, 2025. The Contract Completion Date for Notice to Terminate has been moved back 60 days to May 31, 2026. The Closure is extended by 57 days to a total of 297 instead of 240.

Last week, Laporte Construction was able to continue driving sheeting for the cofferdam for pier 2. The river flooding is significant and work is paused until the water levels go down. LaPorte Construction worked on building up the crane pad and moving the crane into location.

Bridge 231, Center Street, Bremen: The Section 106 documentation process is moving forward. A consulting parties meeting was held on December 12, 2024. There is an inquiry to change the historical bridge designation from “non-select” to “select”. Neither Indiana Department of Transportation (INDOT) nor Federal Highway Administration (FHWA) representatives felt the designation would change. Plan development and coordination with utilities and railroad are continuing. The geotechnical field work has been authorized to proceed and continue with the investigation report. INDOT notified DLZ that due to funding issues, the project has been pushed out to FY2028 and has a new letting date of August, 2027.

Bridge 88, 12th Road east of Olive Trail: The letting date is January 14, 2029. On March 27th, a field check meeting was completed with United Consulting, INDOT, REMC, Brightspeed, NIPSCO, and the Highway Department.

Bridge 108, East 7th Road: The letting date is February 12, 2030. On March 27th, a field check meeting was completed with United Consulting, INDOT, REMC, Brightspeed, NIPSCO, and the Highway Department.

Bridge Inspections 2022-2025 Phase II: USI has submitted the Phase II Report for review.

Bridge Inspections 2026-2029: The request for proposal has been received by USI Consultants, DLZ, United Consulting, Collins Engineers and letters of interest were received from Lochmueller Group and RQAW Corporation. The rating process for selection will begin.

Mill Pond Dam Improvements: The Department of Natural Resources permit was received by DLZ and the county for the work requested. We are reviewing dates for construction.

Call for Projects (Notice of Funding Availability NOFA) – Highway Safety Improvement Program:
HSIP Countywide Striping Initiative: No updates.
HSIP Digital Speed Limit Trailer: No updates.

HISP Safety Guardrail Installation: No updates.

Call for Projects (NOFA) – Linden Road: No updates.

Call for Projects (NOFA) – Michigan Road Bridge #2540: No updates.

Energy Efficiency Conservation Block Grant (EECBG): Bosak Motors provided an update on the delivery of the Ford Lightning, which has been shipped and should be delivered soon.

Horse-Drawn Vehicle License Fees: During the Highway Subcommittee meeting there was discussion about increasing the plate fee from \$50 to \$100. **Jesse Bohannon moved, second by Adam Faulstich, to initiate the process to consider increasing the plate fees from \$50 to \$100. Motion carried 3-0.**

Community Crossings 2025-01: Marshall County was awarded \$1.5 million. The Request for Proposals (RFP) will be posted this week for bids on the following projects:

- 9th Road, Pioneer Road to County Line
- 16C Road, Redwood Road to Pear Road
- 2C Road, King Road to West Shore Drive
- Nutmeg Meadows Subdivision

Jesse Bohannon moved, second by Adam Faulstich, to ratify the signing of the Local Roads and Bridge Matching Grant Agreement, Contract #92145, between Marshall County and the Indiana Department of Transportation for Community Crossings 2025-01 Projects, with the state funds allocated to the project not exceeding \$1.5 million. Motion carried 3-0.

Additional Paving Projects: Superintendent Peters requested consideration of adding additional paving projects with the Community Crossings RFP. He stated that submitting the projects would not be a commitment but offer possibilities. **Jesse Bohannon moved, second by Adam Faulstich, to approve seeking bids for additional paving projects. Motion carried 3-0.**

Additional Funding: During the Highway Subcommittee meeting there was discussion to seek additional funding support from Council to extend the road work. **Jesse Bohannon moved, second by Adam Faulstich, to allow the Highway Superintendent to request an additional \$2 million in funding for additional projects. Motion carried 3-0.**

2024 Annual Report: The 2024 Annual Report has been provided to the Commissioners for review and acceptance at the next meeting.

HEALTH DEPARTMENT

Immunization & COVID19 Supplemental Grant: Health Department Administrator Sandy Dunfee presented a request to apply for the Immunization and COVID19 Supplemental Grant. The funding is to be used to promote all vaccines recommended by the Advisory Committee on Immunization Practices (ACIP), regardless of insurance status. The Indiana Department of Health will provide Marshall County Health Department with \$9,916.23 in support for immunization services for the period of July 1, 2025 to June 30, 2026. Funding may increase slightly if local health departments opt out of funding. **Jesse Bohannon moved, second by Adam Faulstich, to allow the Health Department to apply for the Immunization and Covid19 Supplemental Grant.**
Motion carried 3-0.

Master Affiliation Agreement Indiana University: Administrator Dunfee presented the Master Affiliation Agreement between the Trustees of Indiana University and the Marshall County Health Department. She explained the purpose of this agreement is to provide clinical experience to students enrolled in certain programs. Monetary compensation is not expected nor received by either party. **Adam Faulstich moved, second by Jesse Bohannon, to approve the Master Affiliation Agreement between The Trustees of Indiana University and the Marshall County Health Department, as presented and to allow the President to sign on behalf of the Board.**
Motion carried 3-0.

The Ladybug Foundation: Administrator Dunfee presented an updated Memorandum of Understanding/Agreement between Marshall County Health Department and The Ladybug Foundation. She explained the purpose is to provide prenatal yoga and educational classes for expectant mothers. The project has been expanded from April through October, 2025 with a class each Friday. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Memorandum of Understanding/Agreement between Marshall County Health Department and The Ladybug Foundation, as presented and to allow the President to sign on behalf of the Board.**
Motion carried 3-0.

New County Building: Administrator Dunfee thanked the Board for the purchase of the new county building located at 990 Illinois Street, Plymouth. She indicated the 90-day notice to terminate the existing lease has been provided.

Discussion was held concerning the promotion of addiction recovery services.

MARSHALL COUNTY AMERICA 250 COMMITTEE

Prosecuting Attorney Nelson Chipman and Historical Society Board President Mike Miley explained that on April 18th a celebration will be held commemorating Paul Revere's Ride at the Courthouse. This will be the beginning of a year-long celebration leading up to the 250th anniversary of the signing of the Declaration of Independence. They requested permission to use the Courthouse grounds and parking lots. **Adam Faulstich moved, second by Jesse Bohannon, to allow the Marshall County America 250 Committee to use County facilities for the event.**
Motion carried 3-0.

EMA

EMA Director Jack Garner presented the Quarterly Report (January 1 – March 31, 2025). He provided a listing of the incidents/responses, grant and training updates, community outreach, and various other topics. Director Garner stated the State may be seeking federal funding following the severe weather which caused extensive damage. Discussion was held concerning the outdoor siren warning network.

CLERK

Clerk Jenny Bennitt presented the Professional Services Agreement between the Marshall County Circuit Court Clerk and Capital Recovery Systems, Inc. The purpose of the agreement is the collection of public money due and payable to the Clerk. The contractor shall be compensated for services through payment of a fee from funds collected by the contractor on each specific claim. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Professional Services Agreement between the Marshall County Circuit Court Clerk and Capital Recovery Services, Inc. as presented, and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

MARSHALL COUNTY ECONOMIC DEVELOPMENT CORPORATION

Marshall County Economic Development Corporation President/CEO Greg Hildebrand presented the 2024 Annual Report and the 1st quarter review of 2025. He stated that the economy is growing, and several expansion plans being considered are beginning to come to fruition. Marshall County industry imported 1568 ocean container shipments, not including shipments from Mexico and Canada and the major consensus of the manufacturers regarding tariffs is uncertainty, which is a problem. He provided an update on several projects around the county, including the Dr. Bardwell Aquatic Center.

Discussion was held concerning the Indiana General Assembly property tax reform.

BUILDINGS & GROUNDS

Vestis Uniforms and Workplace Supplies: Buildings & Grounds Supervisor Billy Schoff presented the Service Agreement between Marshall County Buildings & Grounds and Vestis for uniform apparel and other non-garment workplace supplies. Supervisor Schoff explained the rate was negotiated down from \$120.10 per week to \$88.15 per week. The contract is for a term of three years. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Service Agreement between Marshall County Building & Grounds and Vestis as presented, and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

Pane in the Glass: Supervisor Schoff presented an Independent Contractor Agreement between Marshall County and Pane in the Glass, LLC, for exterior window cleaning of the Marshall County Courthouse and Marshall County Building in the amount of \$5,500. **Jesse Bohannon moved, second by Adam Faulstich, to approve the Independent Contractor Agreement between Marshall County and Pane in the Glass, LLC, as presented and to allow the President to sign on behalf of the Board. Motion carried 3-0.**

ATTORNEY REPORT

BZA Appeal: Tamarack Solar Energy, LLC's counsel and BZA Counsel, Bob Ehrenman and Derek Jones agreed to a change of venue of the case to Judge Jennifer DeGroote in the Allen Superior Court. Judge DeGroote's office indicated her willingness to accept the case. Marshall

Superior Court No. 3 approved the change of venue. The parties have also agreed to a 30 day extension of time for the BZA to prepare the hearing record. That extension will allow the Plan Commission time to review the transcripts of the various BZA hearings and to add in the names of various speakers who the court reporter that prepared the transcripts was unable to identify.

AUDITOR REPORT

March 17, 2025 Minutes: Adam Faulstich moved, second by Stan Klotz, to approve the March 17, 2025 minutes as presented. Motion carried 2-0-1, with Jesse Bohannon abstaining.

Accounts Payable Claims: Adam Faulstich moved, second by Jesse Bohannon, to approve the accounts payable claims 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.

Dossett Consulting: Auditor Birchmeier presented the Agreement to Provide Professional Consulting Services between Dossett Consulting, LLC, and Marshall County. She explained the agreement is in a sum not to exceed \$16,500 for three cost allocation plans at a cost of \$5,500 each for year-end financial data for 2024 for use in 2026; year-end financial data for 2025 for use in 2027; year-end financial data for 2026 for use in 2028 and associated services required. Jesse Bohannon moved, second by Adam Faulstich, to approve the Agreement to Provide Professional Consulting Services between Dossett Consulting, LLC, and Marshall County, as presented. Motion carried 3-0.

PUBLIC COMMENT

No public comment was heard.

COMMISSIONER ITEMS

Ordinance 2025-11: An Ordinance of the Marshall County Commissioners Establishing the Marshall County Public Safety Grant Program. A revision was made regarding the 20% appropriation, requiring participation in at least one county-wide training event hosted by Marshall County Emergency Management Agency as discussed at the prior meeting. Jesse Bohannon moved, second by Adam Faulstich, to suspend the rules and approve Ordinance 2025-11: An Ordinance of the Marshall County Commissioners Establishing the Marshall County Public Safety Grant Program on second and third reading. Motion carried 3-0.

Owner Occupied Housing Rehabilitation Project Environmental Review Violation Request: Jesse Bohannon moved, second by Adam Faulstich, to approve the Environmental Review Violation Request and to allow the President to sign on behalf of the Board. Motion carried 3-0.

Security Cameras: Jesse Bohannon moved, second by Adam Faulstich, to empower President Klotz supervisory position over the security cameras. Motion carried 3-0.

Owner Occupied Housing Rehabilitation Project Extension Modification: **Jesse Bohannon moved, second by Adam Faulstich, to ratify the President's signature on Agreement No. HD-022-001 Amendment #1 to extend the Term of Agreement/Period Performance until May 30, 2025. Motion carried 3-0.**

Sale of County Vehicles: President Klotz suggested selling two vehicles: a 2016 Dodge (Buildings & Grounds) and a 2011 Dodge (EMA) at the upcoming auction held by the Sheriff. **Jesse Bohannon moved, second by Adam Faulstich, to approve the sale of two Commissioner vehicles at the Sheriff's auction. Motion carried 3-0.**

Resolution 2025-4: A Joint Resolution of the Marshall County Board of Commissioners and the Marshall County Council Honoring and celebrating the life and legacy of Congresswoman Jacqueline R. Walorski: Vice President Bohannon read the Resolution into the record, whereby in honor of Jackie Walorski, the portions of Old US 31 (Michigan Road) under the jurisdiction of Marshall County are hereafter dedicated to her memory and shall be honorarily marked "Jackie Walorski Road" from the St. Joseph County Line to the Fulton County Line. **Adam Faulstich moved, second by Jesse Bohannon, to approve Resolution 2025-4: A Joint Resolution of the Marshall County Board of Commissioners and the Marshall County Council Honoring and celebrating the life and legacy of Congresswoman Jacqueline R. Walorski. Motion carried 3-0.**

Resolution 2025-5: A Resolution of the Board of Marshall County Commissioners in Support of Work Zone Awareness Month: The Commissioners join with Benjamin J W Fisher Memorial Foundation, Inc. to support the initiative of expanding Work Zone Awareness to the full month of April to encourage motorists to drive with extra caution in work zones. **Jesse Bohannon moved, second by Adam Faulstich, to approve Resolution 2025-5: A Resolution of the Board of Marshall County Commissioners in Support of Work Zone Awareness Month. Motion carried 3-0.**

Ethics: Vice President Bohannon explained that the State provides training standards for Conflict of Interest and Open Door Law. He suggested the creation or update of an ordinance on ethics standard of recusal by reviewing the best practices used around the State and providing training to board appointees.

Disaster Emergency Declaration: Due to the severe weather on April 2, 2025 the Marshall County Board of Commissioners declared that a state of emergency exists in the county and the declaration shall be in effect until 2300 hours on Wednesday, April 9, 2025. **Adam Faulstich moved, second by Jesse Bohannon to ratify the Disaster Emergency Declaration implemented on April 2, 2025. Motion carried 3-0.**

Division of Powers: Vice President Bohannon expressed an interest in separating the division of powers between the Commissioners and Council under I.C. 36-2-3.5-1(2); whereby making the Commissioners the executive body and the Council the fiscal and legislative body.

The Board of Commissioners thanked the numerous volunteers and expressed appreciation for the donations received following the severe weather.

ADJOURNMENT

With no further business to come before the board **Adam Faulstich moved, second by Stan Klotz, to adjourn the meeting at 10:24 a.m. Motion carried 3-0.**

Stan Klotz, President

Jesse Bohannon, Vice President

ATTEST: _____
Angela C. Birchmeier, Auditor

Adam Faulstich, Member