

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA, MONDAY, AUGUST 21, 2023**

**IN ATTENDANCE:** Commissioner Terry Stoffel; Commissioner Tom Wall; Commissioner Rob Miller; Stefanie Barrioz, HR Director; Phil Hibbert, Facilities Manager; Alicia Symons, Environmental Health Specialist; Jill Landrum, Auditor; Chief Deputy Chad Hammel; Joakim Abrahamsson, IT Director; Brian Trueblood, Public Health Administrator; Sheriff Chris Newton; Bob Garrett, County Attorney; Jesse Perez; Patti Smith; Tim Eckert, Veteran Services Officer; Ilene Haluska, Herald Press; Terry Miller, County Council; Wayne Peterson, Bowen Center; Robert Ryan, Bowen Center; Tanner Babb, Bowen Center; Shelley Snyder, Bowen Center; Jay Baumgartner, Bowen Center; Shelley Septer, County Clerk; Bob Jeffers, EMA Director; Pam Burris; Eric Garber, HAT; Michelle Bunker, IMG; Trent Daly, IMG; Bridgett Burkhart, Office Manager

*The following people attended virtually through Zoom: Terry Miller, County Council; Beth Johnson, USI Consultants*

Commissioner Miller called the meeting to order at 8:32a.m.

**IN THE MATTER OF MINUTES)**

**7/24/2023**

Terry Stoffel made a motion to approve the Minutes of the July 24, 2023 Commissioner Meeting. Tom Wall seconded and the motion passed 3-0 with Terry Stoffel voting yea, Tom Wall voting yea, and Rob Miller voting yea.

**IN THE MATTER OF CLAIMS)**

**8/9/2023 & 8/23/2023**

Tom Wall made a motion to approve the Claim Dockets for August 9, 2023 and August 23, 2023. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF PAYROLL)**

**7/28/2023 & 8/11/2023**

Tom Wall made a motion to approve the Payroll Dockets for July 28, 2023 and August 11, 2023. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Electrical and Internet Upgrades**

Joakim Abrahamsson, IT Director spoke with the Commissioners about the electrical and internet upgrades that will be completed as part of the Health Department remodel. These updates will benefit all of the departments located at the annex, not just the Health Department.

**IN THE MATTER OF DISCUSSION)**

**Sheriff's Department Update**

Sheriff Chris Newton sought permission to purchase two police vehicles (Chargers) to be paid for using Sheriff Department funds. The Commissioners agreed by consensus to the purchase.

Sheriff Newton gave an update on the renovation at the jail. The renovation in the administrative area is nearly finished – only two more items on the list.

Sheriff Newton also discussed the addition of iPads for the inmates. A ratio of 1 device to 4 inmates allows them to access free items such as state and federal law, constitutional law, and educational/self-help material. They are also able to purchase items like books, music, and movies.

Discussion also included that Tractor Supply is donating food for the Sheriff's K-9 program. The donations are much appreciated by the Commissioners.

**IN THE MATTER OF DISCUSSION)**

**Health Department Ordinances**

Alicia Symons, Environmental Health Specialist, provided two Ordinances in draft form for the Commissioners to review:

- Ordinance 2023-09: An Ordinance regulating the accumulation and disposal of solid waste, hazardous waste, garbage, junk, and junk automobiles.
- Ordinance 2023-10: An Ordinance regulating the installation, construction regulation of on-site septic systems.

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The Commissioners asked for more time to review the proposed Ordinances and tabled the discussion at this time.

**IN THE MATTER OF DISCUSSION)**

**Health Department renovation update**

Brian Trueblood, Public Health Administrator, provided an update on the details of the upcoming renovation at the Health Department.

**IN THE MATTER OF PUBLIC HEARING)**

**4535, 4539, 4565, and 4587 East Station Road Roanoke, Indiana**

The Public Hearing was opened at 9:02 a.m.

The following people were present for the meeting: Commissioner Terry Stoffel; Commissioner Tom Wall; Commissioner Rob Miller; Kim Hostetler, DCD Director; Bob Garrett, County Attorney; Jesse Perez, property owner; Michael Licari, Attorney; Stefanie Barrioz, HR Director; Jill Landrum, Auditor; Phil Hibbert, Facilities Manager; Bridgett Burkhart, Office Manager

Kim Hostetler, DCD Director stated that there were a few piles of concrete left and normally those are required to be removed. She stated that she advised the property owner, Jesse Perez, to ask the Commissioners what they wanted him to do with the concrete piles. Commissioner Wall stated that they would consider them landscaping stones.

No other public comment was made.

The Public Hearing was closed at 9:04 a.m.

Terry Stoffel made a motion to Release the Orders of Enforcement on all four properties. Tom Wall seconded and the motion passed 3-0 with Terry Stoffel voting yea, Tom Wall voting yea, and Rob Miller voting yea.

**IN THE MATTER OF PUBLIC HEARING)**

**4548 East Station Road Roanoke, Indiana**

The Public Hearing was opened at 9:15 a.m.

The following people were present for the meeting: Commissioner Terry Stoffel; Commissioner Tom Wall; Commissioner Rob Miller; Kim Hostetler, DCD Director; Bob Garrett, County Attorney; Jesse Perez, property owner; Michael Licari, Attorney; Stefanie Barrioz, HR Director; Jill Landrum, Auditor; Phil Hibbert, Facilities Manager; Bridgett Burkhart, Office Manager

Kim Hostetler, DCD Director stated that previously (60 days ago), the Commissioners ordered demolition of this property if certain items weren't repaired. Mr. Williams has since passed away and the attorney for his estate, Michael Licari, was present to speak to the Commissioners. Mr. Licari stated he and his clients are in agreement that the structures are very bad and in need of demolition. He stated he would like some more time to sort through things and to possibly accept offers on the property.

No other public comment was made.

The Public Hearing was closed at 9:18 a.m.

Tom Wall made a motion to extend the Demolition Order for another 60 days, but requested Mr. Licari give them an update after 30 days at their September 18 meeting. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF PUBLIC HEARING)**

**4611 East Station Road Roanoke, Indiana**

The Public Hearing was opened at 9:30 a.m.

The following people were present for the meeting: Commissioner Terry Stoffel; Commissioner Tom Wall; Commissioner Rob Miller; Kim Hostetler, DCD Director; Bob Garrett, County Attorney; Jesse Perez, property owner; Michael Licari,

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Attorney; Stefanie Barrioz, HR Director; Jill Landrum, Auditor; Phil Hibbert, Facilities Manager; Bridgett Burkhart, Office Manager

Kim Hostetler, DCD Director stated that the Railroad contacted her a while back and there seemed to be an issue with Andrew Ambriole having some agreement for owning/leasing the buildings. Hostetler stated she wasn't sure where they were with the sale of the property to Greg Parker and she was hoping he would be present to speak about it. She stated it might be best to keep the Order and not release it to ensure the Railroad goes through with the sale to Parker.

No other public comment was made.

The Public Hearing was closed at 9:32 a.m.

Terry Stoffel made a motion to extend the Order for 30 days (to the September 18 meeting date) so that Mr. Parker could update them. Tom Wall seconded and the motion passed 3-0 with Terry Stoffel voting yea, Tom Wall voting yea, and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**DART Training Simulator**

Discussion was had regarding a request to purchase a DART Range Simulator that would be used for law enforcement throughout Huntington County including the Huntington County Sheriff's Office, Huntington Police Department, law enforcement officials from the towns of Andrews, Markle, Roanoke, and Warren, as well as the HCCSC Learning Center. Tom Wall made a motion to approve the purchase of the DART Training Simulator using ARPA funds. Rob Miller seconded and the motion passed 2-0 with Tom Wall voting yea and Rob Miller voting yea. Commissioner Terry Stoffel abstained.

**IN THE MATTER OF CONTRACT**

**Trail Engineering Assessment**

Tom Wall made a motion to approve the contract with VS Engineering for the Andrews to Lagro Trail Engineering Assessment in the amount of \$25,500.00 from CEDIT Project 4. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF INVOICE)**

**Cumulative Courthouse Funds**

Tom Wall made a motion to pay the following invoices from Cumulative Courthouse Funds:

- A. Hattersley & Sons      \$1,924.00
- A. Hattersley & Sons      \$700.00
- A. Hattersley & Sons      \$9,258.00

Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**Veteran Services Officer Update**

Tim Eckert, Veteran Services Officer, gave an update on his out-reach statistics for the past month. He read the names of the Huntington County veterans who have passed since his last update.

Discussion also included ideas for the next Veteran of the Quarter, the Veterans Day Parade, and the Habitat for Humanity build for a disabled veteran. Tim also stated that the Community Based Outpatient Clinic (CBOC) is doing well. He shared that they are still having issues with their phone system. The director has reached out to AT&T directly to expedite a solution.

Tim also shared that they are working to get the Veteran Transportation Network (VTN) re-established.

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**IN THE MATTER OF DISCUSSION)**

**Bowen Center Annual Update**

Representatives from the Bowen Center including Shelly Snyder, Director; Wayne Peterson, Director of Addiction Recovery Services; Robert Ryan, President/CEO; Tanner Babb, Bowen Center Board Member; and Jay Baumgartner, CFO gave an update to the Commissioners which included their Impact Report for 2022. They also discussed the budget request for CY 2024 in accordance with Indiana Code 12-29-2-2 in which counties are required to provide funding to the designated community mental health center serving their county. The Department of Local Government Finance (DLGF) determined the amount required to be funded for CY 2024 (based on Assessed Value Growth Quotient (AVGQ) to be \$261,390 - \$275,000.

Commissioner Wall stated that there is a definite mental health issue and he would like to have more frequent updates and more transparency through quarterly reporting by the Huntington County Bowen Center Board Member.

**IN THE MATTER OF DISCUSSION)**

**2024 Precinct Boundary Changes**

Shelley Septer, Clerk of the Circuit/Superior Courts, spoke with the Commissioners regarding the updating of precinct boundaries due to annexations. Shelley provided all of the supporting documents and maps to the Commissioners. The Commissioners agreed by consensus to the Clerk's request to move precinct lines that would affect voters in the City of Huntington and Roanoke.

**IN THE MATTER OF DISCUSSION)**

**Order of Promulgation**

Bob Jeffers, EMA Director, presented the Hazardous Materials Emergency Response Plan which was approved by the Huntington County Local Emergency Planning Committee (LEPC). Tom Wall made a motion to approve the plan as presented. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF DISCUSSION)**

**EMA Updates**

Director Jeffers spoke about the incoming extreme heat forecasted for this week. He stated that there are cooling stations designated throughout the County. The cooling stations are The Salvation Army, The Huntington YMCA, and Walmart. This information has been shared on the County's website, as well as, social media platforms.

Also discussed was the monthly testing of all of the emergency sirens in Huntington County. They are tested monthly and Bob monitors them very closely to ensure they are in proper working order.

Commissioner Wall thanked Director Jeffers and all of the EMA staff and volunteers for their help and involvement in the Huntington County 4-H fair this year.

**IN THE MATTER OF DISCUSSION)**

**Halloween Chalk Walk**

Pam Burris spoke with the Commissioners about having a Halloween-themed Chalk Walk on the sidewalks around the courthouse again this year. By consensus, the Commissioners agreed to having the Halloween Chalk Walk on October 21, 2023. Pam stated that there will not be a rain date this time.

**IN THE MATTER OF DISCUSSION)**

**Health and Wellness Plan Update**

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

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**IN THE MATTER OF DISCUSSION)**

**Dispatch Travel Authorization**

Terry Stoffel made a motion to approve the Travel Authorization for Tony Ehler, Assistant Director of Dispatch, to attend the Spillman Users Group Training in Bloomington, Indiana on 8/22/2023 – 8/23/2023. Tom Wall seconded and the motion passed 3-0 with Terry Stoffel voting yea, Tom Wall voting yea, and Rob Miller voting yea.

**IN THE MATTER OF PERMIT)**

**Duke Energy Applications for Permit**

Terry Stoffel made a motion to approve the following Applications for Permit as submitted by Duke Energy:

- WO49194158 CR 400 East between CR 100 North and E. Markle Rd.
- WO49194160 CR 350 East between CR 100 North and E. Markle Rd. (West side of road)
- WO49194163 CR 300 East between CR 300 North and CR 200 North (West side of road)
- WO49194165 CR 200 North between CR 300 East and CR 200 East (North side of road)
- WO49194166 CR 350 East between CR 200 North and CR 100 North (East side of road)
- WO49194168 CR 400 East between CR 100 North and E. Markle Rd. (West side of road)
- WO49194169 CR. 300 East between CR 200 North and CR 100 North (1169 N 350 E)
- WO49194170 CR 350 E between CR 300 North and CR 200 North (West side of road)
- WO49194171 CR 100 East between CR 350 East and CR 400 East (3933 E 100 N)
- WO49194172 CR 200 North between CR 300 East and CR 350 East (3451 E 200 N)
- WO49194173 CR 200 East between CR 200 North and CR 100 North (1591 200 E)
- WO49194175 CR 350 East between CR 200 North and CR 100 North (1453 N 350 E)
- WO49194178 CR 350 East between CR 200 North and CR 100 North (East side of road)
- WO49194180 CR 100 North between CR 300 East and CR 200 East (South side of road)
- WO49194186 CR 300 East between CR 400 North and CR 300 North (2956 N 300 E)
- WO49194188 CR 100 North between CR 200 East and CR 300 East (North side of road)
- WO49194192 CR 200 East between CR 400 North and CR 300 North (North side of road)
- WO49194193 CR 300 North between CR 300 East and CR 350 East (3288 E 300 N)
- WO49194167 CR 100 North between CR 400 East and CR 500 East

**IN THE MATTER OF CONTRACT)**

**VS Engineering, Inc.**

Tom Wall made a motion to approve the LPA Consulting Contract with VS Engineering for the intersection improvement project of Division Road and 300 West. DES #1902757. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF CONTRACT)**

**USI Consultants, Inc.**

Tom Wall made a motion to approve the LPA Consulting Contract with USI Consultants, Inc. for the replacement of Bridge #143. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF AGREEMENT)**

**Butler, Fairman, and Seufert, Inc.**

Tom Wall made a motion to approve the Agreement with Butler, Fairman, and Seufert, Inc. for Bridge #48 Funding Application Services. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

**IN THE MATTER OF AGREEMENT)**

**2023-1 CCMG Bid Assistance**

Tom Wall made a motion to approve Supplemental Agreement No. 1 with First Group Engineering, Inc. to provide design services for the 2023-1 Community Crossings Grant. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea.

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**IN THE MATTER OF DISCUSSION)**

**Notice to Proceed**

Tom Wall made a motion to approve the Notice to Proceed for E & B Paving in the 2023-1 Community Crossing Project for the limited milling and HMA structural overlay paving of 100 North and 300 North. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea

**IN THE MATTER OF DISCUSSION)**

**Road Use Agreement**

Troy Hostetler, Highway Superintendent presented a Road Use Agreement for use in the county. This agreement has been reviewed and approved by Bob Garrett, County Attorney. The Commissioners agreed by consensus to utilize the Road Use Agreement as presented when necessary.

**IN THE MATTER OF DISCUSSION)**

**Touch a Truck Event**

Commissioner Wall extended his thanks to Chad Kreider for taking a County truck to the Andrew's Touch a Truck event.

**IN THE MATTER OF DISCUSSION)**

**Potential Traffic Study**

Commissioner Miller spoke with Troy about potentially needing to do a traffic study at the intersection of 300 East and 1100 North.

**IN THE MATTER OF DISCUSSION)**

**Petition for Road Conversion**

Troy Hostetler, Highway Superintendent, advised the Commissioners that the Petition for Road Conversion is now available online.

**IN THE MATTER OF RESOLUTION)**

**2023-11**

Tom Wall made a motion to adopt Resolution 2023-11 for Purchasing. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea

**IN THE MATTER OF REPORT)**

**Huntington Area Transportation Quarterly Report**

Eric Garber, Transportation Manager, presented the Section 5311 – Rural Transit Report for Quarter 2. Tom Wall made a motion to approve the report. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea

**IN THE MATTER OF DISCUSSION)**

**Employee Timekeeping System**

Jill Landrum, Auditor spoke with the Commissioners regarding the approval of department heads electronic time cards. Tom Wall made a motion authorizing HR Director Stefanie Barrioz to approve the department head time cards and PTO requests. His motion also included adding Bridgett Burkhart as the approver of Stefanie Barrioz's electronic time card. Terry Stoffel seconded and the motion passed 3-0 with Tom Wall voting yea, Terry Stoffel voting yea, and Rob Miller voting yea

**IN THE MATTER OF REPORT)**



**Treasurer's Report**

Bridgett Burkhart, Office Manager, presented the Treasurer's Monthly Report for the month ending July 31, 2023 as prepared by Brenda Hamilton, Treasurer.

The Commissioners recessed at 12:07 p.m.

[Signature page to follow]

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Rob Miller  
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Tom Wall  
\_\_\_\_\_  
Terry Stoffel

BOARD OF COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA

ATTEST:

  
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Jill M. Landrum