

**COMMISSIONERS MEETING  
REGULAR SESSION  
SEPTEMBER 18, 2023  
9:00 AM**

ATTENDANCE:  
COMMISSIONERS: Thomas Helmer, President  
Rick Woodall  
COUNCIL: Stephanie Campbell, President  
Larry Parker  
Phil Gick  
COUNTY ATTORNEY: Jim Ensley  
AUDITOR'S OFFICE: Kristina Berish  
AUDIENCE: 21 Individuals

The Putnam County Board of Commissioners met on September 18, 2023, at 9:00 AM. The meeting was held at the Putnam County Courthouse. Tom Helmer opened the meeting and the pledge to the flag was given.

**ON-SITE SEWAGE SYSTEM ORDINANCE**

Helmer opened the public hearing, hearing no comments. Helmer made the motion to close the hearing. Woodall seconded. The motion passed.

Representatives from the Health Department came to explain the need to create a new ordinance. Once the Commissioners approve, they will send it to the State for review and approval. Helmer made the motion to approve. Woodall seconded. The motion passed.

**HEALTH DEPARTMENT**

Brian Williams said Joni Young had spoken to the Commissioners at a prior meeting about getting a telephone number for their department with the county to ensure it did not change. The request had been made since the hospital had changed their number several times.

DJ Hendrich said they had located a number the county no longer uses if the Commissioners approved. The Health Department will pay for any cost for the telephone equipment. Helmer made the motion to approve. Woodall seconded. The motion passed. The Health Department will pay for the equipment and the monthly telephone line fee will be added to the county's current bill and paid by the Commissioners' budget.

**OPIOID FUNDS**

Brian Williams said the committee had two recommendations for the Commissioners: 1) \$4,800 to Cummins Behavior Health and 2) \$10,000 to PC Recovery Coalition. Helmer made the motion to approve. Woodall seconded. The motion passed. Explained the two entities would need to submit a claim with their documentation of their request to the Auditor's office to receive the funds.

## **COMCAST**

Jeremy Burton came to the meeting to discuss broadband expansion. The deadline to submit applications is October 6<sup>th</sup>. He had spoken with Commissioner Helmer prior to the meeting about helping the county through the process of applying for funding.

Woodall said he had been working with Endeavor already for the submittal. Can we submit from multiple sources? Burton said yes, the more information submitted the better for the county. You want to make sure no address is missed. Burton walked them through the fundamental process. And stated this is not the final round, there will be another 800M if all residents were not awarded in this round.

## **COUNTY CREDIT CARD REQUEST**

Renee Marsteller with the Juvenile Probation department currently does not have one for her department and she needs it for conferences and for expenses with her grant. In the past she has submitted a claim for a check for hotel etc. but the Auditor's office is changing their process and trying to go paperless to save the county the expense of checks, postage, and envelopes. Requesting a \$3,000 limit.

Jamie France with Community Corrections is requesting a card as well. They currently have one with another credit card company, but they are not working with them for the changes happening in the county. He requested a \$4,000 limit. Woodall made the motion to approve both departments credit card request. Helmer seconded. The motion passed.

## **PLANNING & ZONING**

Lisa Zeiner stated she had asked Christopher B. Burke Engineering for a plan review services proposal. The fees would be paid by the applicant as they are submitted to her department. The contract is on a per case basis for commercial, industrial, and large subdivisions. County Attorney had reviewed. Woodall made the motion to approve. Helmer seconded. The motion passed.

## **HIGHWAY REPORT**

Jim Peck presented report:

- 1) Update on community crossings grant projects.
- 2) Depleted supply of asphalt millings. Possible test project for HMA.
- 3) Federal funding – applications due 12/1/23. Would like to submit Dunbar bridge construction & inspection: \$6,015,750 with 20% county match \$1,365,150. Would need to submit a commitment letter. Then get the County Council's approval. Manhattan road improvements: \$5,000,000 with 10% county match of \$500,000. Submitting last 5-years of crash data. Along with the commitment letter and seek Council approval. Countywide traffic sign inventory and replacement. \$1,200,000 with 10% county match \$120,000. Will need commitment letter and approval from the Council.
- 4) Working with THRIVE West Central for traffic counts agreement. Woodall made the motion to approve. Helmer seconded. The motion passed.
- 5) Local detour request from INDOT agreement received. Unofficial detour East County line road by Hendricks County (County Road 1340N). Peck will be watching and submit an invoice to them, if needed for repairs. Helmer made the motion to approve. Woodall seconded. The motion passed.

**MINUTES**

September 5, 2023 – Woodall made the motion to approve. Helmer seconded. The motion passed.

**MAIL**

The Commissioners acknowledged their mail.

**COURTHOUSE SECURITY**

Commissioner Helmer said they were working on policy. They had received an application for one of the courthouse security part time positions opening from Rodney Cline. Helmer made the motion to hire Cline. Woodall seconded. The motion passed.

**2024 HOLIDAY SCHEDULE**

Discussion tabled until the next meeting since Commissioner Berry was not in attendance.

**HOUCK COVERED BRIDGE**

Ensley said he was working on the agreement with Eric Freeman with Friends of the Park of Putnam County to have an event at the covered bridge on September 28, 2023. There is typically a \$250 fee but thought in past Commissioners had waived it.

**CYBERSECURITY PAPERWORK**

Ensley said he was wrapping up the paperwork, just had a few questions for DJ Hendrich and the Auditor.

**PROPERTY ISSUES**

Ensley stated he had been working on a couple of properties that had been in the tax sale. Doing further research and would be in contact with the Commissioners on the next steps that need to be taken.

**ATLAS**

A contract had been submitted to do an inspection of the courthouse limestone soffits, repair existing spots on the North and South side, also South elevation steps, repair concrete, side ramp. The cost of the repairs is \$21,773. Woodall made the motion to approve and pay it from the cumulative courthouse fund. Helmer seconded. The motion passed.

**ADJOURN**

Woodall made a motion to adjourn. Helmer seconded. The motion passed.

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**Thomas Helmer, President**

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**Rick Woodall**

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**Attest: Auditor's Office  
Kristina Berish**