

Board of Commissioners meeting 12/23/2025
Tuesday, December 23, 2025 11:00 AM, 4th Floor Council
Chambers

All 3 present, legal counsel present. All items passed unanimously. Reading of the retirement resolution took 11:05 to 11:27 . 4 people on line. Recessed at 11:54. No meeting next week.

A. FIRST ORDER OF BUSINESS: Opening and Reading of Bids/Letters of Interest on: none

B. REPORTS AND REQUESTS FROM:

COMMISSIONERS:

a) Approval of the Accounts Payable Docket

b) Approval of Service Addendums to SRI Tax Sale Services Agreement for Commissioners

Certificate Sale: SRI prepares a list of properties eligible for sale, publicizes the auction dates, and performs the auction. SRI gets 15% of all amounts collected. The agenda listed about 80 properties with minimum bids listed. These properties did not sell at the sale earlier this year.

c) Approval of Resolution R-22-C-2025 – Commissioner Certificate Sale

d) Approval of Resolution R-23-C-2025 – Retirement of Marcy Mangus, Township assessor after 30 years.

e) Approval of Resolution R-24-C-2025 – Retirement of Lori Carney: Assessors Office for Commercial /Industrial Manager after 32 years.

f) Approval of Resolution R-25-C-2025 – Retirement of Andrew Hayes: Engineering project manager after 31 years.

g) Approval of Resolution R-26-C-2025 – Retirement of Sheila Latkowski: 21 years as Clerk/Cashier for STC Treasurer's Office.

h) Approval of Resolution R-27-C-2025 – Retirement of Dawn Mathews after 28 years, Mortgage/Bankruptcy manager for the SJC Treasurer's Office.

(Appropriately, Baxmeyer felt the retirements are bittersweet. Those who retire after 25 years of service also receive a Key to the County.)

i) Approval of Appointments to Property Tax Assessment Board of Appeals: Mike Castellon on line. Appointed 3 people to the property tax Board of appeals.

j) Approval of Appointments to the Redevelopment Commission: 3 people appointed; again names were said quickly.

k) Approval of Addendum to Beacon Health Ventures Worksite Clinic Agreement: adds a few more regular hours that the clinic will be available to county workers, and lowers slightly the rate SJC will pay Beacon, and adds another Nurse Practitioner to the clinic staff.

PHYSICAL ASSETS: Pelletier and Brie Roberts presented.

a) Approval of Bid Award Recommendation for Fuel, Oil, Lubricants & Miscellaneous Materials for 2026 to all complete bids for the lowest bidder for that item.

b) Approval of Annual Fire Alarm, Extinguisher, Sprinkler System Inspection Services RFQ Award to the lowest proposer for each service bid. This agreement assumes the county will remain in the present location, with an opt-out if the county leaves the premises.

c) Approval of Architectural & Structural Consultation Assessment of

Courthouse 2 Portico Columns Agreement with Kiel Architecture for Phase 1 at a costs of \$7900 to see if portico columns need to be replaced. Courthouse 2 is an historic structure. The courthouse maintenance team noticed this problem. There is no timetable for moving to Phase 2 of this project to restore.

d) Approval of Agreement Change Order No. 1 with DLZ for Professional Services for Courthouse 1 Connector Tunnel Investigation for \$88,500 for services already done. This is part of an ongoing project , total \$187,000 now with this change order. The winterization is nearly complete. This tunnel is not safe; there was a 2 foot chunk of concrete that fell in it, per Baxmeyer.

e) Approval of Ratification of Specialized Staffing Solutions Staffing Agreement for Temporary Need in Maintenance Department: The maintenance Specialist for daily administrative, accounts payable, procurement, and vendor relations functions will be leaving no later than 1/7/26, which means only 10 working days to train a temporary staff member. The team member currently in this position must take maternity leave much sooner than expected. Hazen signed the agreement already.

f) Approval of Consent Agenda: Approval of a New Carlisle Highway Garage Heater Unit for \$6,598. Per Kevin Conery of Ideal Consolidated Inc on 12/5/25, this price is only guaranteed for 10 days due to "volatile market conditions".

CIRCUIT COURT:

a) Approval of Consultant Employment Agreement & Addendum with Gail Papczynski to Administer Department Training for her replacement. The court requests Papczynski return to work to train her replacement over 2 weeks at a cost of \$2625 from Circuit Court's Contractual Services Budget.

IT:

a) Approval of Master Lease Agreement No. 617209-91147 & Addendum with Dell Financial Services: upgrade of primary and backup Storage arrays for \$654,700, to be paid in 3 lease installments. This was funded by the County Council.

C. OLD BUSINESS:

D. NEW BUSINESS:

E: PUBLIC COMMENTS: (THREE MINUTE LIMIT) Only a single comment today.

County Assessor : congrats to all employees of the county. It's important the BOC recognize exceptional service of these employees; it's important for morale. Merry Christmas to all.

I note some signs of sloppy management today. Asking a retired worker to return for 2 weeks to train her replacement seems it could have been better.

Guaranteeing a Heater unit price for only 10 days due to "volatile market conditions". Baxmeyer also noted "supply chain issues" for the lack of frame for the retirement award today for Sheila Latkowski.

Remember when county maintenance was done in-house? Special Staffing Solutions needs an urgent Manager, as theirs is leaving 1/7/26. Is no one cross-training employees?

Also, I note the Citizen of the month, Business of the month, and Student of the month have been dropped recently. These monthly awards were started by Derek Dieter. While Dieter likely used this as a campaign item, it also allowed businesses and people to be recognized by the county (which is a good thing).