

**March 7, 2022**

Be it ever remembered on the 7th day of March, 2022, the day set by the Commissioners for the holding of their regular meeting at the Newton County Government Center. Comes now Kyle D. Conrad, and Tim Drenth as the duly elected and active Board of Commissioners. Also present were Auditor Tamra M. James, Commissioners' Assistant Ashley Large and Attorney Pat Ryan.

called the meeting to order with Gene Bell reciting the pledge to the flag.

**Meeting Minutes**

*Kyle D. Conrad made a motion, second by Tim Drenth to approve the meeting minutes for December 6, 2021. Motion was passed.*

**Payroll**

*Kyle D. Conrad made a motion, second by Tim Drenth to approve the Payroll and Longevity for February 18, 2022 and March 4, 2022. Motion was passed.*

**Claims**

*Kyle D. Conrad made a motion, second by Tim Drenth to approve the claims for March 7, 2022. Motion was passed.*

**Coalition for a Drug Free Newton County**

Gene Bell came before the board regarding Coalition for a Drug Free Newton County to seek approval for the Comprehensive Community Plan 2022. *Kyle D. Conrad made a motion to approve plan, second by Tim Drenth. All in favor, motion passed.*

**Tamra James New Employee**

Tamra James came before the board to introduce her new payroll clerk, Nicole Bajda.

**Highway Department**

TJ Firkins came before the board to ask approval of permit to allow AT&T to bore. *Tim Drenth made a motion, second by Kyle D. Conrad to approve the permit. All in favor, motion passed.*

TJ Firkins came before the board to ask approval of permit to allow a road cut on a gravel road at County Line and 600 N. *Kyle D. Conrad made a motion to approve the road cut, second by Tim Drenth. All in favor, motion passed.*

Sharon Domonkos came before the board to ask for Local Traffic Only signs to be posted 900 N and 800 N and County Line Road and State Road 55 as Route 10 will be closed April 4 through April 9, 2022. *Kyle D. Conrad made a motion to approve the signs, second by Tim Drenth. All in favor, motion passed.*

**Ambulance**

Ray Chambers came before the board with discussion of purchasing a new ambulance. There is a 2 year wait to receive so board advised to start process now to be able to receive by 2024.

Ray Chambers came before the board to ask approval for Write Offs November \$17,984.22 December \$28,476.28 January \$25,477.55. *Kyle D. Conrad made a motion to approve the write offs, second by Tim Drenth. All in favor, motion passed.*

**Maintenance**

Jacob Shufflebarger informed the Commissioners that the jail elevator is done and everything is on schedule.

**VSO**

Greg Willis as the new VSO Officer. He will be taking the position as Part-time until he is fully discharged from the service. *Kyle D. Conrad made a motion to approve Greg Willis as the new VSO Officer, second by Tim Drenth. All in favor, motion passed.*

**Sheriff**

Thomas VanVleet came before the board to receive authorization to go before the council in the process of acquiring a drone for aerial assistance. *Kyle D. Conrad made a motion to approve, second by Tim Drenth. All in favor, motion passed.*

**Goodland and Grant Township Public Library**

Recommend Carlin Hurd to fill a position on their board. His term will run until December 31, 2025. *Kyle D. Conrad made a motion to approve second by Tim Drenth All in favor motion passed*

**Valley Oaks**

Discussion was brought up about finding someone to appoint to the Valley Oaks Board. Darrell Fredrickson termed out and his position is now open.

**Clerk**

The Commissioners establish polling locations for the 2022 Primary Election for the voters of Newton County, IN. The sites are: Morocco Community Center, Brook Community Center, Goodland Community Center Kentland Community Center, Lake Township Fire Department Community Christian Reformed Church, Mount Ayr Town Hall. ***Kyle D. Conrad made a motion to approve the sites, second by Tim Drenth. All in favor, motion passed.***

**Employee Health Clinic**

Discussion on Name, Signage, Employee matters with the new employee health clinic. Jacob Shufflebarger suggested the name Newton County Employee Health and Wellness Clinic to the board. Discussion will be brought up again at the next meeting.

**Highway Superintendent**

Discussion on proper procedure to hire new Superintendent. ***Kyle D. Conrad made a motion that as of March 12, 2022 that Sharon Domonkos becomes Interim Highway Superintendent, second by Tim Drenth. All in favor, motion passed.***

***Kyle D. Conrad made a motion to advertise the position externally until March 15, 2022, second by Tim Drenth. All in favor, motion passed.***

**Auditor**

Tamra James addressed the board about not receiving a contract about renting the new building since the prosecutors moved. We continue to write rent checks but do not know who to pay to. We are required to have a contract to cut checks. Advised she is withholding sending any more checks until we have a contract.

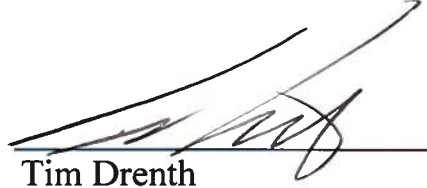
**Assessor**

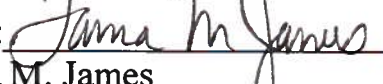
Morgan Stewart addressed the board about an ongoing appeal with a tax payer from 2020-2021 assessments. He motioned to disqualify PTABOA President and amended that motion. Their attorney does know everything that is happening. His next PTABOA hearing is March 21, 2022 at 1:30 pm in the commissioner's room.

***Adjournment- Kyle D. Conrad moves to adjourn meeting, second by Tim Drenth. All in favor.***

  
Glen "Butch" Cain, President

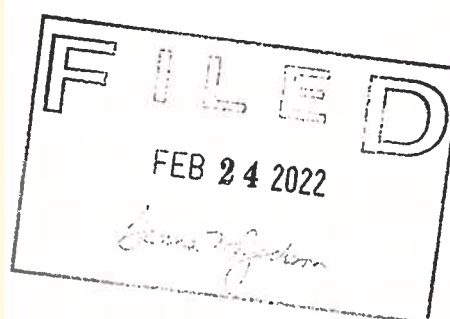
  
Kyle D. Conrad

  
Tim Drenth

Attest:   
Tamra M. James  
Newton County Auditor

**GOODLAND & GRANT TOWNSHIP PUBLIC LIBRARY**

Mitten Memorial Building  
111 South Newton St. P.O. Box 405  
Goodland, IN 47948  
(219) 297-4431



February 11, 2022

Newton County Commissioners  
201 N. Third Street  
Kentland, IN 47951

RE: Appointment of Library Trustee

Attn: Commissioners

The Goodland & Grant Township Public Library has a vacancy on its board. We would like to recommend Mrs. Carlin Hurd to fill this position. Mrs. Hurd has agreed to serve on the Board of Trustees of the Goodland & Grant Township Public Library and his term will run until December 31, 2025.

Enclosed please find three copies of the Certificate of Appointment. If the Board agrees with this nomination, please complete the enclosed forms and return two copies to the library. If you do not agree with this nomination, please contact us as soon as possible with a suggestion.

Thank you for your assistance with this appointment.

Sincerely,

Stephen R. McNelly  
Director

Enclosures





**CERTIFICATE OF APPOINTMENT – PUBLIC LIBRARY BOARD MEMBER**  
**Form for Class I Libraries**  
State Form 31873 (R5 / 5-17)

INSTRUCTIONS: (See IC 36-12-2-19; IC 5-4-1-1.2; IC 5-4-1-4)

1. Appointing Authority completes the "Appointment" section then delivers this Certificate of Appointment to the board appointee in person or by mail.
2. Within 10 days of receiving the Certificate of Appointment, the library board appointee must take the oath of office and ensure the "Oath of Office" section is completed. The oath may be administered by the circuit court clerk, a notary public, or anyone else authorized under IC 33-42-4-1 or IC 33-42-9-7 to administer oaths.
3. The library board appointee must file the completed Certificate of Appointment with the library and with the clerk of the circuit court of the county in which the library is located. The form must be filed with the clerk of the circuit court not later than 30 days after the board term begins.

APPOINTMENT	
I/We <u>Glen A. Guin</u>	Name(s) of Official(s)
<u>President</u>	Title(s)
<u>Newton County Commissioners</u>	of <u>Kentland</u> , Indiana
Name of Appointing Authority(ies)	Municipal Corporation(s)
hereby certify that I/we have duly appointed <u>Carlin Hurd</u> to the	
<u>Goodland &amp; Grant Township</u> Public Library Board,	
said term beginning on the <u>1st</u> day of <u>March</u> , 2022 and ending on the <u>31st</u> day of <u>December</u> , 2025.	
<input checked="" type="checkbox"/> This is a full 4-year term. - OR -	
<input type="checkbox"/> This is a partial term to complete the unexpired term of _____	
Name of Appointee Being Replaced	
WITNESS, MY HAND AND OFFICIAL SEAL, THIS _____ DAY OF _____, 20____.	
<u>[Signature]</u>	(Additional line for signatures if joint appointment occurs)
Signature of appointing official or attesting officer	

OATH OF OFFICE	
STATE OF INDIANA )	
_____ ) SS	
COUNTY )	
I, the undersigned, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Indiana and to the best of my ability will faithfully, impartially, and diligently discharge the duties and accept the responsibilities of a member of the Library Board of the <u>Goodland &amp; Grant Township</u> Public Library, and that I will observe and obey all the laws relating to said office now in force or which may hereafter be enacted during my term of service.	
<u>Carlin Hurd</u>	_____
Name of Appointee	Signature of Appointee
SUBSCRIBED AND SWORN TO ME THIS _____ DAY OF _____, 20____.	
_____	
Signature	
_____	
Printed Name	
_____	
Title	
If the person administering the oath is a notary public, add the county of residence and date of commission expiration.	
County of Residence _____ Date Commission Expires ____/____/____	

State of Indiana       )  
                                  ) SS:  
County of Newton       )

Comes now the Newton County Board of Commissioners in order to establish polling locations for the 2022 Primary Election for the voters of Newton County, Indiana to wit:

**Beaver Township and McClellan Township**

Morocco Community Center  
409 S. Polk Street  
Morocco, IN 47963

**Iroquois Township and Washington Township**

Brook Community Center  
327 Railroad St.  
Brook, IN 47922

**Grant Township**

Goodland Community Center  
110 N. Benton St.  
Goodland, IN 47948

**Jefferson Township**

Kentland Community Center  
501 N. Fourth St.  
Kentland, IN 47948

**Lake Township**

Lake Township Fire Department  
9728 N 300 W  
Lake Village, IN 46349

**Lincoln Township**

Community Christian Reformed Church  
10498 N 450 E  
DeMotte, IN 46310

**Colfax Township and Jackson Township**

Mount Ayr Town Hall  
101 E. Rensselaer St.  
Mount Ayr, IN 47964

Adopted this 7<sup>th</sup> day of March, 2022 by the Newton County Board of Commissioners.

Kyle D. Conrad  
Kyle D. Conrad

Absent  
Glen "Butch" Cain

Timothy Drenth  
Timothy Drenth

Attest: Tamra James  
Tamra James, Auditor

NAME OF APPLICANT Douglas J Devo  
 DATE 3-4-2005 Permit Number \_\_\_\_\_

**APPLICATION FOR A PERMIT TO CUT INTO COUNTY ROAD  
OR COUNTY ROAD RIGHT OF WAY**

AUTHORITY—Commissioner's Record 18 Page 201 June 15, 1959  
 Amended—Commissioner's Record 19 Page 399-400 October 1, 1985  
 Revised—Commissioner's Record 21 Page 202 April 4, 1995

TO: BOARD OF COMMISSIONERS OF NEWTON COUNTY  
 COURTHOUSE  
 KENTLAND, IN 47951

**LOCATION:**

Legal Descrip Sec. 36 Twp. 29 N. Rge 8 W.---Township Name Jackson

Exact Location (Road Numbers) the corner of Division Road and 1000s

THE TYPE OF ROAD SURFACE OR COUNTY ROAD RIGHT OF WAY WHERE CUT IS TO BE MADE  
 IS Gravel

PURPOSE OF OPENING Drain tile to cross road to ditch

**NATURE OF OPENING TO BE MADE:**

Opening will be 20 feet long in the Road Right of Way.  
 Opening will be 20 feet long in the road surface.  
 Opening will be 40 inches deep.

THERE WILL BE NO EXCAVATING FOR OPEN DITCHES ON COUNTY HIGHWAY RIGHT OF WAY OF MORE THAN THREE FEET BELOW THE GRADE LINE OF THE CENTER OF ROAD UNLESS THE BOARD OF COMMISSIONERS OF NEWTON COUNTY DEEM IT NECESSARY FOR DRAINAGE OF THE COUNTY ROAD.

THERE WILL BE NO EXCAVATING, ERECTING POLES OR STRUCTURES AT A DISTANCE OF LESS THAN THREE (3) FEET OF A SECTION CORNER, QUARTER SECTION CORNER, OR A PROPERTY CORNER.

RESPONSIBILITY: If this application to cut into road surface and roadbed or county road right of way is granted, I hereby agree that: **ANY OBJECT BEING TRENCHED THROUGH THE ROAD MUST BE BEDDED IN CLEAN SAND AND COVERED WITH AN APPROPRIATE AMOUNT OF #53 STONE. THIS IS TO BE COMPACTED AND COVERED WITH A LAYER OF GEO-GRID AND MORE #53 STONE BEFORE REPLACING THE ASPHALT TO A COMPACTED DEPTH OF THREE (3) INCHES.** If a stone road, after bedding with sand, bring to grade with an appropriate amount of #53 stone. The stone is to be compacted even with the top of the traveled road surface and maintained at that elevation for a period of four (4) weeks.

I further agree to erect and maintain all necessary barricades and warning lights required to safely direct traffic over or around the part of the road where the above described work is to be done so long as the work in any way interferes with traffic.

I further agree to move or remove any structures installed under this permit, at applicant's own expense, should future traffic conditions or road improvements necessitate and when requested to do so by THE BOARD OF COUNTY COMMISSIONERS OF NEWTON COUNTY.

I further agree to assume all responsibility for any injury or damage to persons or property resulting directly or indirectly from the work contemplated in this application.

I further agree to stop said work at any time upon request of THE BOARD OF COUNTY COMMISSIONERS OF NEWTON COUNTY.

Ordinance 02-22-05-A  
 Ordained and Amended the 22<sup>nd</sup> day of February, 2005.

I further agree that said work will not interfere with any existing structure along or across said county road, without permission from owner of said structure.

I further agree that all material used in connection with this work will meet the requirements of THE BOARD OF COUNTY COMMISSIONERS OF NEWTON COUNTY.

I further agree to notify the HIGHWAY SUPERINTENDENT OF NEWTON COUNTY preceding the beginning of the work.

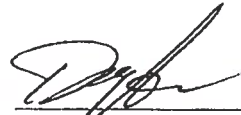
CHARGE: ATTACHED hereto payment of a minimum amount of One hundred Dollars (\$100.00) or a fee of Twenty Five Cents (\$0.25) per foot for encroachment upon the County Road or county Road Right of Way whichever is greater, covering the cost of this permit. Check or Bank Draft to be made payable to the Treasurer of Newton County.

Applicant shall notify all public utilities before beginning work.

This application will expire after sixty (60) days if work is not commenced.

**FAILURE TO COMPLY WITH THE TERMS OF THIS PERMIT OR FAILING TO APPLY FOR A ROAD CUT PERMIT SHALL SUBJECT YOU TO BE A PARTY OF A FINE UP TO THE SUM OF \$1500.00.**


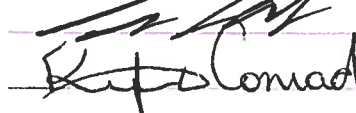

SKETCH *See attached*

  
Signature of Applicant

Address: 11132 W 700 S

Raussehan RD 42978

*Cell  
219-863-8119*

	COUNTY COMMISSIONER	DATE
	COUNTY COMMISSIONER	DATE
	COUNTY COMMISSIONER	DATE <u>3/7/22</u>
	HIGHWAY SUPERINTENDENT	DATE
	COUNTY SURVEYOR	DATE

Ordinance 02-22-05-A  
Ordained and Amended the 22<sup>nd</sup> day of February, 2005.



**Steel City Drones LLC**

282 Foxcroft Road  
Pittsburgh, PA 15220  
+1 4129801941  
dave@steelcitydrones.com



**Estimate**

**ADDRESS**

Mike Rowe  
Newton County Sheriff's Office

ESTIMATE 1895  
DATE 01/26/2022

DESCRIPTION	QTY	RATE	AMOUNT
Steel City M300 package includes: Matrice 300 RTK kit includes 1 year basic shield crash protection. This kit includes the following: (1) aircraft body, (1) DJI Smart Controller and Lanyard, (2) TB60 batteries, 1 TB60 Battery charging station, (1) WB37 battery, (4) spare props, (2) landing gear legs, (1) vision calibration plate, (1) USB charger, (2) USB cables, screws-tools-spare parts.	1	13,199.00	13,199.00
Zenmuse H20T 4in1 camera with 1 year basic shield crash protection.	1	11,209.00	11,209.00
4 additional TB 60 Intelligent flight batteries for a total of 6	4	700.00	2,800.00
Cytop GL60 plus spotlight	1	2,250.00	2,250.00
2nd Smart Controller for M300	1	1,250.00	1,250.00
2 extra WB37 Smart controller batteries for a total of 4	2	59.00	118.00
Dual Gimbal Mount	1	250.00	250.00
HPRC Matrice case	1	845.00	845.00
Free onsite setup and training. Our expert and experienced staff will fly into your location and setup all your equipment and give you basic equipment familiarization training. Aircraft, batteries, Battery charging station, and smart controller will all be setup, updated to the latest firmware, and tested. The aircraft will be activated, and link to the DJI shield to your aircraft. We will teach you how to setup all the equipment, how to use RTK if applicable, get the aircraft up in the air, and go through the Flight app and camera controls. Onsite time is 4 hours.	1	0.00	0.00
Free Access to Steel City Part 107 Online course for 3 officers.	1	0.00	0.00
Unlimited Access Matrice 300 online training library for continual training development. This is the most comprehensive M300 training resource you will find anywhere. It includes over 9 hours of training videos. We catalog every subject along with a timeline of where you can find it in the video so it makes for a great reference library of content for you to use for years to come. \$750 value.	1	0.00	0.00
Free 24/7 phone tech support for the life of the aircraft.	1	0.00	0.00
Free shipping	1	0.00	0.00

Steel City Drones M300 Package Price

SUBTOTAL 31,921.00

TAX 0.00

TOTAL

# STEEL CITY DRONES

ESTIMATE 1891  
DATE 01/26/2022



**Pix4D Inc**  
 1615 Platte St, 3rd Floor  
 Denver, CO 80202  
 pix4d.com - us.sales@pix4d.com - +1.720.204.8069  
 Federal Tax ID: 47-2957621

## QUOTATION

<b>Quotation number:</b>	202112-Q-D-US-005178
<b>Date:</b>	04 February 2022
<b>Issuer:</b>	Pix4D Inc
<b>Pix4D contact:</b>	Kelly Hollins
<b>Country:</b>	United States
<b>Client:</b>	Company usage <b>Newton County Sheriff's Office</b> 304 E. Seymour St Kentland, IN 47951 mrowe@newtoncounty.in.gov <b>Michael Rowe</b>

Offerings	Quantity	Unit Price	Amount
Pix4Dmapper (1 device) - Perpetual license	1	USD 4990.00	USD 4990.00
Discount	1	USD -499.00	USD -499.00
Training, Pix4Dmapper Essentials online course	1	USD 199.00	USD 199.00
Sub total			USD 4690.00
Sales tax - 0.0%			USD 0.00
<b>Grand total</b>			<b>USD 4690.00</b>

The products included in this document will be available upon reception of your payment.

Document valid for 30 days

Unless otherwise agreed by us, this quotation and any order made by you are subject to the Customers' General Terms and Conditions of Pix4D (**General Terms**), which may be found on our website (<https://www.pix4d.com/>) under the section "Terms and Privacy", at the bottom of the webpage. Should you have any questions or queries regarding the General Terms, please contact us at [legal@pix4d.com](mailto:legal@pix4d.com).

By paying the price indicated above or by starting use of the Offering(s), you accept the General Terms in their entirety, to the exclusion of any other terms and conditions (including yours) which have not been expressly accepted in writing by Pix4D's authorized representatives.

For Software Offerings, the access to the Offerings will be granted to you in principle upon receipt of your payment.

For Hardware Offerings, the estimated time of delivery will be communicated to you upon receipt of your payment.

### Bank details

Bank name: Bank of the West  
 Routing: 121100782  
 Account: 058039454  
 BIC/SWIFT: BWSTUS66  
 Bank address: 301 Mission St, San Francisco CA 94105  
 Reference: **Please indicate the quotation number**

### Credit Card Instructions

1. Go to [www.paypal.com/paypalme/pix4dinc](https://www.paypal.com/paypalme/pix4dinc)
2. Click send.
3. Enter the exact total as listed on this quotation.
4. In the "Add a note" section, **enter your Quotation Number** exactly as listed on the top of this page.
5. PayPal will notify Pix4D on your behalf of your payment. Once delivered, Pix4D will send the license(s).

This document was generated on 4th February 2022 - 22:05 CET

## Unmanned Aerial System

### 606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

#### 606.1.1 DEFINITIONS

Definitions related to this policy include:

**Unmanned aerial system (UAS)** - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means (I.C. § 35-31.5-2-342.3; I.C. § 35-33-5-0.5(7); I.C. § 35-33-5-0.5(8)).

### 606.2 POLICY

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

### 606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure) (I.C. § 35-33-5-9). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

### 606.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.



## Newton County Sheriff's Office

### Policy Manual

#### Unmanned Aerial System

---

Deployment of a UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, particularly regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.

#### **606.5 USE OF UAS**

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

Absent a warrant or consent of the property owner, a UAS shall not be used to gather evidence, surveil, or record private property or a person on private property who has a reasonable expectation of privacy (I.C. § 35-33-5-9).

**Newton County Sheriff's Office**  
Policy Manual

**Unmanned Aerial System**

---

**606.6 PROHIBITED USE**

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

**606.7 RETENTION OF UAS DATA**

Data collected by the UAS shall be retained as provided in the established records retention schedule.

## **The Indiana Commission to Combat Drug Abuse**



*Behavioral Health Division*

### **Comprehensive Community Plan**

County: Newton

LCC Name: Coalition for a Drug Free Newton County

LCC Contact: Gene Bell

Address: 1123 W 250 N

City: Morocco, IN 47963

Phone: 219-863-8455

Email: gbell@icloudmailusa.com

County Commissioners: Kyle Conrad, Timothy Drenth, Glen "Butch" Cain

Address: 4117 S. 240 W. Suite 100

City: Morocco, IN

Zip Code: 47963

**Vision Statement**

What is your Local Coordinating Council’s vision statement?

To enhance the quality of life for Newton County residents.

**Mission Statement**

What is your Local Coordinating Council’s mission statement?

It is the mission of the Coalition for a Drug Free Newton County to educate and promote local activities that reduce the legal, and illegal use and abuse of alcohol, tobacco and other drugs in Newton County.



Membership List					
#	Name	Organization	Race	Gender	Category
1	Deb Arseneau	Educator, Purdue University	C	F	Educator
2	Jeff Drinski	Prosecutor	C	M	Court
3	Danielle Sands	Patron	C	F	Community Member
4	Larry Bartley	Patron	C	M	Community Member
5	Donna Blaney	Morocco Beautification	C	F	Civic Organization
6	Diane Gonczy	Step Ahead	C	F	Patron
7	Beth Turnpaugh	Extension Homemaker	C	F	Community Member
8	Misty Herrera	Crisis Center	C	F	Treatment
9	Gene Bell	Patron	C	M	Community Member
10	Tom Van Vleet	Sheriff	C	M	Law Enforcement
11	Bob Gonczy	Teacher	C	M	Education
12	Rev. Wayne Williams, Pastor	United Methodist Church Morocco	C	M	Religion
13	Maxine Dyer	Extension Homemaker	C	F	Patron
14	Mary Jarvis	Township Trustee	C	F	Government
15	Shannon Cothran	Sheriff Department	C	M	Law Enforcement
16	Scott McCord	Coroner	C	M	Health
17	Dr. Ibekie	Physician	Blk	M	Treatment
18	Sue Murphy	Extension Homemaker	C	F	Community Member
19	Deb Miller	Secretary NN School Corp.	C	F	Community Member
20	Kelsey McPeters	Crisis Center	C	F	Treatment
21	Holly Porter	Executive Director NCCS	C	F	Government
22	Cathy Rowe	Superintendent North Newton School Corporaion	C	F	Education
23					
24					
25					

26					
27					
28					
29					
30					

<b>LCC Meeting Schedule:</b>
January, February, March, April, May, June, August, September, October, November

**II. Community Needs Assessment**

*The first step in developing an effective substance use and misuse reduction plan is to assess your community. A community assessment tells you about your community's readiness to implement prevention, treatment, and justice-related programs to address substance use and misuse. An assessment also provides an overview of the risk and protective factors present in the community, helping your coalition plan more effectively.*

**Community Profile**

County Name
Newton
County Population
14,011
Schools in the community
South Newton School Corporation, North Newton School Corporation
Medical care providers in the community (hospitals, health care centers, medical centers/clinics, etc.)
Ibekie Foundation – IFC Clinic, Iroquois Memorial, Brook Health Centre
Mental health care providers in the community (hospitals with psychiatric/behavioral health units, mental health clinics, private/public providers, etc.)
Valley Oaks serves our area
Service agencies/organization
Newton County Community Services, Division of Family Resources, Department of Child Services

Local media outlets that reach the community WIVR County 101.7; WIBN, WGFA 94.1; WLQI 97.7; Enterprise Newspaper
What are the substances that are most problematic in your community? Alcohol, nicotine, opioids, prescription drugs, marijuana, cocaine, methamphetamine
List all substance use/misuse services/activities/programs presently taking place in the community DARE, AA, Celebrate Recovery, Phoenix Solutions

### Community Risk and Protective Factors

*Use the list of risk and protective factors to identify those present in your community. Identify the resources/assets and limitations/gaps that exist in your community related to each. The lists are not all-inclusive and others may apply.*

**Risk Factors Examples:** trauma and toxic stressors; poverty violence; neighborhood characteristics; low neighborhood attachment; community disorganization; community norms and laws favorable toward drug use, firearms, and crime; availability of alcohol and other drugs; weak family relationships; family substance use; peer substance use; mental health problems; families moving frequently from home to home; limited prevention and recovery resources.

**Protective Factors Examples:** strong family relationships; neighborhood economic viability; low childhood stress; access to health care; access to mental health care; community-based interventions; restricted access to alcohol and other drugs including restrictive laws and excise taxes; safe, supportive, and connected neighborhoods; meaningful youth engagement opportunities; local policies and practices that support healthy norms and child-youth programs; positive connection to adults.<sup>1</sup>

Risk Factors	Resources/Assets	Limitations/Gaps
1.Availability of Alcohol and Other Drugs	1.Probation Dept. Data 2.Sheriff Dept. Data 3.Crisis Center, Schools and Coroner Data	1.Ease of access to ATOD 2.Limited Community-based prevention programs 3.Limited family activities
2.Weak family relationships	1.McKinney-Veno law homeless report (schools)	1.Limited family activities

<sup>1</sup>Risk and protective factors extracted from IUPUI Center for Health Policy Community Conditions Favorable for Substance Use, April 2018.

	2.Strengthening families Program through Purdue extension 3.Cris Center data	2.Economic disadvantage 3.Poor child supervision and discipline
3.Limited Prevention and Recovery Resources	1.IFC Clinic, 2.Coroner Report 3.Celebrate Recovery, AA	1.Lack of treatment options. 2.Lack of insurance coverage. 3.Lack of transportation. 4.Lack of community support
<b>Protective Factors</b>	<b>Resources/Assets</b>	<b>Limitations/Gaps</b>
1.Meaningful youth engagement opportunities 2.County Library Programs	1.Youth programs (FFA, 4-H, Scouts, Sports, Church) 2.Youth after- school clubs 3.In-school resources (SADD, FBLA, FCCLA, Student Council 4.After school care at the elementary schools 5. Goodland Early Learning Center Licensed Child Care 6.Men of Iron- Jr. High School	1.Lack of preventative efforts 2.Limited access to transportation 3.Lack of community support
2.Positive connection to adults	1.County Library programs 2.Youth Programs (FFA,4-H, Scouts, Sports, Church) 3.Step Ahead community programs 4.Purdue Extension community programs 5.DARE 6.NN After School Tutoring Program	1.Limited access to programs 2.Bedroom community 3.Limited number of mentors/volunteers
3.Local policies and practices that support healthy norms and child-youth programs	1.Extra curricular after school programs elementary, junior high and high school 2.Step Ahead community programs 3.Purdue Extension community programs 4. County library programs	1.Limited funding priorities 2.Limited resources to promote youth programs 3.Limited volunteers/mentors



--	--	--

### III. Making A Community Action Plan

*Now that you have completed a community assessment and have identified the risk and protective factors that exist, you can develop a plan of action. The Comprehensive Community Plan (CCP) is a systematic and community-driven gathering, analysis, and reporting of community-level indicators for the purpose of identifying and addressing local substance use problems.*

Step 1: Create problem statements, and ensure problems statements are in line with statutory requirements

Step 2: Ensure your problem statements are evidence-informed, then prioritize

Step 3: Brainstorm what can be done about each

Step 4: Prioritize your list, and develop SMART goal statements for each

Step 5: List the steps to achieve each goal

#### Step 1: Create + Categorize Problem Statements

*Create problem statements as they relate to each of the identified risk factors.*

Risk Factors	Problem Statement(s)
1.Availability of alcohol and other drugs, vaping	<p>1.Opioid/prescription drug use by adults and youth is a problem in Newton County.</p> <p>2.Alcohol and drug related offenses in Newton County continue to be an issue among the adults and underage youth.</p> <p>3.Tobacco and marijuana use by youth is a problem in Newton County.</p>
2.Weak family relationships	<p>1.Newton County is disadvantaged compared to other counties in the state in terms of economics and mental health resources.</p> <p>2.Limited economic resources among families prevents youth from getting things they need to succeed.</p> <p>3.The presence of drugs in the daily lives of families is an element that undermines family bonds and the protection of Newton County's children.</p>

### Step 3: Brainstorm

*Consider the resources/assets and limitations/gaps that were identified for each risk factor, and list what actions can be taken for each identified problem statement.*

Problem Statements	What can be done (action)?
1. Alcohol and Drug related offenses in Newton County continue to be an issue among the adults and underage youth.	1. Provide a consistent public education effort regarding dangers of ATOD, including information to community, patrons, parents and students regarding the financial, legal responsibilities and consequences associated with substance use and abuse. 2. Support the Newton County judicial system and other county substance abuse programs.  3. Support and encourage parents and student participation programs at the Elementary, Jr/Sr High Schools focusing on healthy lifestyles absent ATOD.
2. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Support initiatives that provide resources for residents and families with inadequate resources.  2. Support programs in Newton County that are offered to youth at no cost.
3. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Partner with local organizations to bring family-based programs to the community with an emphasis on living a healthy lifestyle absent ATOD.  2. Provide moral support to the IFC Clinic, AA and Celebrate Recovery programs.  3. Provide support/funding for peer recovery support person(s) training, and identify where other resources need to be focused.  4. Support local law enforcement program needs.  5. Establish a partnership with Phoenix Recovery Solutions to provide prevention and recovery resources to Newton County.

	<p>meth 5, cocaine 1, alcohol 9, prescription drugs 1, marijuana 9.</p> <p>Schools – Suspensions 28; 1 bought vape device, 1 selling vape device, 1 possessing tobacco vape pod, 8 vaping tobacco, 17 possession and vaping. Expelled 5; 3 vaping THC, 1 selling THC, 1 drug paraphernalia.</p> <p>Coroner reports 12 deaths; Fentanyl 2, Fentanyl and cocaine 1, Fentanyl and ETOH 1, ETOH, Chlorpheniramine, THC, and Dextromethorphan 1, Ethanol-593-1, Methamphetamine 1, Methadone, Alprazolam and Trazodone 1, Ethanol, Hydrocodone, and Methamphetamine 1; Methadone, Hydrocodone, and Alprazolam 1.</p>	<p>Schools</p> <p>Coroner</p>
2. Newton County is at an economic disadvantage compared to other counties in the state, therefore there are less funding services and resources available for substance treatment use/abuse within the county.	<p>2020 data: Poverty rate is at 10.5% compared to Indiana's 11.6%.</p> <p>The unemployment rate in Newton County is 1.4% compared to Indiana 2.7%</p>	<p>US Census</p> <p>Stats Indiana</p>
3. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	<p>IFC Clinic – 32 addictions patients</p> <p>AA Participants</p> <p>Celebrate Recovery participants</p> <p>DARE Program – 159 5<sup>th</sup> grade students</p> <p>Junior High Health and Wellness Fair – 162 participants</p>	<p>Ibekie Foundation</p> <p>Newton County Step Ahead</p> <p>Newton County Sheriff Dept.</p> <p>Newton County Community Services</p>

	<p>meth 5, cocaine 1, alcohol 9, prescription drugs 1, marijuana 9.</p> <p>Schools – Suspensions 28; 1 bought vape device, 1 selling vape device, 1 possessing tobacco vape pod, 8 vaping tobacco, 17 possession and vaping. Expelled 5; 3 vaping THC, 1 selling THC, 1 drug paraphernalia.</p> <p>Coroner reports 12 deaths; Fentanyl 2, Fentanyl and cocaine 1, Fentanyl and ETOH 1, ETOH, Chlorpheniramine, THC, and Dextromethorphan 1, Ethanol-593-1, Methamphetamine 1, Methadone, Alprazolam and Trazodone 1, Ethanol, Hydrocodone, and Methamphetamine 1; Methadone, Hydrocodone, and Alprazolam 1.</p>	<p>Schools</p> <p>Coroner</p>
2. Newton County is at an economic disadvantage compared to other counties in the state, therefore there are less funding services and resources available for substance treatment use/abuse within the county.	<p>2020 data: Poverty rate is at 10.5% compared to Indiana's 11.6%.</p> <p>The unemployment rate in Newton County is 1.4% compared to Indiana 2.7%</p>	<p>US Census</p> <p>Stats Indiana</p>
3. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	<p>IFC Clinic – 32 addictions patients</p> <p>AA Participants</p> <p>Celebrate Recovery participants</p> <p>DARE Program – 159 5<sup>th</sup> grade students</p> <p>Junior High Health and Wellness Fair – 162 participants</p>	<p>Ibekie Foundation</p> <p>Newton County Step Ahead</p> <p>Newton County Sheriff Dept.</p> <p>Newton County Community Services</p>



### Step 3: Brainstorm

*Consider the resources/assets and limitations/gaps that were identified for each risk factor, and list what actions can be taken for each identified problem statement.*

Problem Statements	What can be done (action)?
1. Alcohol and Drug related offenses in Newton County continue to be an issue among the adults and underage youth.	1. Provide a consistent public education effort regarding dangers of ATOD, including information to community, patrons, parents and students regarding the financial, legal responsibilities and consequences associated with substance use and abuse. 2. Support the Newton County judicial system and other county substance abuse programs.  3. Support and encourage parents and student participation programs at the Elementary, Jr/Sr High Schools focusing on healthy lifestyles absent ATOD.
2. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Support initiatives that provide resources for residents and families with inadequate resources.  2. Support programs in Newton County that are offered to youth at no cost.
3. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Partner with local organizations to bring family-based programs to the community with an emphasis on living a healthy lifestyle absent ATOD.  2. Provide moral support to the IFC Clinic, AA and Celebrate Recovery programs.  3. Provide support/funding for peer recovery support person(s) training, and identify where other resources need to be focused.  4. Support local law enforcement program needs.  5. Establish a partnership with Phoenix Recovery Solutions to provide prevention and recovery resources to Newton County.

**Step 3: Brainstorm**

*Consider the resources/assets and limitations/gaps that were identified for each risk factor, and list what actions can be taken for each identified problem statement.*

Problem Statements	What can be done (action)?
1. Alcohol and Drug related offenses in Newton County continue to be an issue among the adults and underage youth.	1. Provide a consistent public education effort regarding dangers of ATOD, including information to community, patrons, parents and students regarding the financial, legal responsibilities and consequences associated with substance use and abuse. 2. Support the Newton County judicial system and other county substance abuse programs.  3. Support and encourage parents and student participation programs at the Elementary, Jr/Sr High Schools focusing on healthy lifestyles absent ATOD.
2. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Support initiatives that provide resources for residents and families with inadequate resources.  2. Support programs in Newton County that are offered to youth at no cost.
3. Newton County does not have adequate prevention and recovery resources to fit the needs of residents and families.	1. Partner with local organizations to bring family-based programs to the community with an emphasis on living a healthy lifestyle absent ATOD.  2. Provide moral support to the IFC Clinic, AA and Celebrate Recovery programs.  3. Provide support/funding for peer recovery support person(s) training, and identify where other resources need to be focused.  4. Support local law enforcement program needs.  5. Establish a partnership with Phoenix Recovery Solutions to provide prevention and recovery resources to Newton County.

**Step 4: Develop SMART Goal Statements**

*For each problem statement, prioritize your list of what can be done. Choose your top two actions for each. Then, develop goal statements that demonstrate what change you hope to achieve and by when you hope to achieve it.*

Problem Statement #1
<p><b>Goal 1</b> The LCC will reduce the number of youth suspensions/expulsions by 1% by providing a consistent public education effort regarding dangers of ATOD by the end of the 2022-23 school year. This will be known by school suspension/expulsions data. If a 1% reduction is not achieved by this time the LCC will re-evaluate their approach.</p>
<p><b>Goal 2</b> The LCC will reduce the number of youth on probation by 1% by providing a consistent public education effort regarding the dangers of ATOD by the end of the 2022-23 school year. This will be known by youth probation data. If a 1% reduction is not achieved by this time, the LCC will re-evaluate their approach.</p>
Problem Statement #2
<p><b>Goal 1</b> The LCC will provide resources for 500 students/families in need through the end of the 2022-23 school year. This will be known by impact reports of programs that we fund for this purpose. If 500 families are not reached, the LCC will investigate other avenues for reaching families and pursue those avenues in the future.</p>
<p><b>Goal 2</b> The LCC will provide funding for 2 ATOD prevention programs in Newton County that will be at no cost to participants.</p>
Problem Statement #3
<p><b>Goal 1</b> The LCC will partner with local organizations to reach 500 youth with ATOD prevention and educational materials and supplies by the end of the reporting year. This will be known through reports from organizations who serve youth with LCC resources.</p>
<p><b>Goal 2</b> The LCC will provide funding for peer support recovery training to interested persons and professionals in the community. Newton County will have established a recovery community by Spring of 2023.</p>

**Step 5: Plans to Achieve Goals**

*For each goal, list the steps required to achieve each*

Problem Statement #1	Steps
----------------------	-------



<p><b>Goal 1</b> The LCC will reduce the numbr of youth suspensions/expulsions by 1% by providing a consistent public education effort regarding dangers of ATOD by the end of the 2022-23 school year. This will be known by school suspension/expulsion data. If a 1% reduction is not achieved by this time, the LCC will re-evaluate their approach.</p>	<p>1.Fund 1 convocation in each school corporation in the 2022-23 school year.</p> <p>2.Publish 6 PSA statements through local radio stations with ATOD information.</p> <p>3.Rent 1 billboard with signage on hotlines. "Call....," also yard signs with hotline messages placed throughout the county</p> <p>4.Set up a booth at 2-4 school sporting events with ATOD information for dissemination.</p> <p>5.Publish ATOD information on our website and Facebook page 1-2 times per week. Republish information from other organizations that promote ATOD-free lifestyle.</p>
<p><b>Goal 2</b> The LCC will reduce the number of youth on probation by 1% by providing a consistent public education effort regarding dangers of ATOD by the end of the 2022-23 school year. This will be known by youth probation data. If a 1% reduction is not achieved by this time, the LCC will re-evalute their approach.</p>	<p>1.Promote/participate in activities that encourage positive youth development including but not limited to, school activities, youth organizations, peer groups and family involvement.</p> <p>2.Fund programs to support youth ATOD programs hosted by law enforcement in the schools. Ex. DARE</p> <p>3.Research evidence-based, youth-focused programs that can be implemented in our communities and work on steps to implement 1or more in the near futue, partnering with our judicial system.</p>
<b>Problem Statement #2</b>	<b>Steps</b>
<p><b>Goal 1</b> The LCC will provide resources for 500 students/families in need through the end of the 2022-23 school year. This will be known by impact reports of programs that we fund for this purpose. If 500 families are not reached, the LCC will investigate other avenues for reaching families and purse those avenues in the future.</p>	<p>1.Collaborate with Newton County community programs that offer services to families in need and attend 2 events (or programs) to distribute ATOD information an resources to families.</p> <p>2.Provide funding to the Crisis Center to serve Newton County residents.</p>

	3. Provide funding for Purdue extension's Strengthening Families program.
<b>Goal 2</b> The LCC will provide funding for 2 ATOD prevention programs in Newton County that will be at no cost to participants.	1. Partner with school corporations to host a guest speaker or programs with an ATOD message.
<b>Problem Statement #3</b>	<b>Steps</b>
<b>Goal 1</b> The LCC will partner with local organizations to reach 500 youth with ATOD prevention and educational materials and supplies by the end of the reporting year. This will be known through reports from organizations who serve youth with LCC resources.	1. Fund programs that support family-oriented events at schools and throughout the community that are hosted by Purdue Extension and Step Ahead ie; Junior Master Gardener, Eat Your Way To Better Health, Block Parties, Kindergarten Family Fun Night.  2. Support Sheriff's picnic in the park for youth and families.  3. Support County library programs  4. Support Newton County Extension Homemakers programs
<b>Goal 2</b> The LCC will provide funding for peer support recovery training to interested persons and professionals in the community. Newton County will have established a recovery community by Spring 2023.	1. Provide initial funding to train a peer recovery support team in Newton County.  2. Research and implement steps to establish a recovery community in Newton County.



**IV. Fund Document**

The fund document allows the LCC to provide finances available to the coalition at the beginning of the year. The fund document gauges an LCC's fiscal wellness to empower their implementation of growth within their community. The fund document also ensures LCCs meet the statutory requirement of funding programs within the three categories of (1) Prevention/Education, (2) Treatment/Intervention, and (3) Criminal Justice Services and Activities (IC 5-2-11-5).


Funding Profile		
<b>1</b>	Amount deposited into the County DFC Fund from fees collected last year:	\$9,100.46
<b>2</b>	Amount of unused funds from last year that will roll over into this year:	\$2,777.93
<b>3</b>	Total funds available for programs and administrative costs for this year (Line 1 + Line 2):	\$11,878.39
<b>4</b>	Amount of funds granted last year:	\$12,471.38
Additional Funding Sources (if no money is received, please enter \$0.00)		
<b>A</b>	Substance Abuse and Mental Health Services Administration (SAMHSA):	\$0.00
<b>B</b>	Centers for Disease Control and Prevention (CDC):	\$0.00
<b>C</b>	Bureau of Justice Administration (BJA):	\$0.00
<b>D</b>	Office of National Drug Control Policy (ONDCP):	\$0.00
<b>E</b>	Indiana State Department of Health (ISDH):	\$0.00
<b>F</b>	Indiana Department of Education (DOE):	\$0.00
<b>G</b>	Indiana Division of Mental Health and Addiction (DMHA):	\$0.00
<b>H</b>	Indiana Family and Social Services Administration (FSSA):	\$0.00
<b>I</b>	Local entities:	\$0.00
<b>J</b>	Other:	\$0.00
Categorical Funding Allocations		
Prevention/Education:	Intervention/Treatment:	Justice Services:
\$3,300.00	\$3,000.00	\$3,400.00
Funding allotted to Administrative costs:		
Itemized list of what is being funded		Amount (\$100.00)
Coordinator compensation		\$0
Office supplies		\$2,178.39
Funding Allocations by Goal per Problem Statement:		
<b>Problem Statement #1</b>	<b>Problem Statement #2</b>	<b>Problem Statement #3</b>
Goal 1: \$2,000.00	Goal 1: \$1,500.00	Goal 1: \$2,000.00
Goal 2: \$1,300.00	Goal 2: \$1,500.00	Goal 2: \$1,400.00

Newton County Ambulance Service  
Monthly Write Off Approval  
2021

Write off Month \_\_\_\_\_ DECEMBER, 2021 \_\_\_\_\_

Amount Written Off \_\_\_\_\_ \$28,476.28 \_\_\_\_\_

Approved by Board of Commissioners:



Approved by Newton Co. Ambulance:

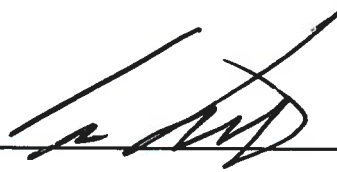
Paula Knapp, Chief Deputy 1-7-22

Newton County Ambulance Service  
Monthly Write Off Approval  
2022

Write off Month \_\_\_\_\_ JANUARY 2022 \_\_\_\_\_

Amount Written Off \_\_\_\_\_ \$25,477.55 \_\_\_\_\_

Approved by Board of Commissioners:



Approved by Newton Co. Ambulance:


 2-8-22  
Chief Deputy

Newton County Ambulance Service  
Monthly Write Off Approval  
2021

Write off Month \_\_\_\_\_ NOVEMBER, 2021 \_\_\_\_\_

Amount Written Off \_\_\_\_\_ \$17,984.22 \_\_\_\_\_

Approved by Board of Commissioners:



Approved by Newton Co. Ambulance:

Paula Knapp, Chief Deputy 12-2-21

**March 21, 2022**

Be it ever remembered on the 21<sup>st</sup> day of March, 2022, the day set by the Commissioners for the holding of their regular meeting at the Newton County Government Center. Comes now Glen "Butch" Cain, Kyle D. Conrad, and Tim Drenth as the duly elected and active Board of Commissioners. Also present were Auditor Tamra M. James, Commissioner's Assistant Ashley Large and Attorney Pat Ryan.

President Butch Cain called the meeting to order with Bri Styck reciting the pledge to the flag.

**Payroll**

*Tim Drenth made a motion, second by Kyle D. Conrad to approve the Payroll and Longevity for March 18, 2022. Motion was passed.*

**Claims**

*Kyle D. Conrad made a motion, second by Tim Drenth to approve the claims for March 21, 2022. Motion was passed.*

**Credit Cards**

*Kyle D. Conrad made a motion to approve departmental credit cards as presented, second by Tim Drenth. Motion passed unanimously.*

**Grand Kankakee Trail Riders**

Mike Veld presented proposal for use of county roads for 2022 events. *Kyle D. Conrad made a motion to approve, second by Tim Drenth.*

**Employee Health and Wellness**

Alma Shireman brought up discussion if employees could use the clinic during work hours. *Kyle D. Conrad made a motion to approve clinic visits while on the clock, second by Tim Drenth. All in favor, motion carries.*

Alma Shireman brought up discussion of days of the week and hours of operation for the clinic.

*Kyle D. Conrad made a motion to not pay employees to take family members to the clinic, second by Tim Drenth. Motion passed unanimously.*

*Tim Drenth made a motion to name the clinic Newton County Health and Wellness Center, second by Kyle D. Conrad. Motion passed unanimously.*

Jacob Shufflebarger asked the board if they wanted a second exam room in the clinic. It was decided to wait and see how busy the clinic is before deciding to expand.

Kyle D. Conrad suggested the opening day of the clinic be May 10, 2022.

Alma Shireman will be sending marketing material to Tamra James and Ashley Large to get final approval before sending out.

Alma Shireman advised that the financial team would be keeping the Commissioners updated as to how the clinic is saving money through office visits and medications.

Jacob Shufflebarger asked about medications kept on site. Alma advised it would be a list of generic drugs based off other clinic sites. He then asked if the country would need special insurance for medications being kept on-site, will be finding out about limited liability.

**Recycling**

Diane Gonzcy informed that a police report was initialized about a gentleman discarding a roll of carpet in the recycling bins. The gentleman was caught.

Diane Gonzcy is also working with another educator to get something out to all the schools for Earth Day.

**Purdue Extension Office**

Deb Arseneau has hired another employee, Mercedes Brunton, who will be starting June 1, 2022.

**Highway Department**

Sharon Domonkos has updated the winter and summer labor hours.

Sharon then informed the board of the mistakes made by INDOT in regards to work being done on RT 10 and also about the detour.

**SWCD**

Bri Styck gave update on annual meeting. They had 119 people in attendance.

2 supervisors were re-sworn in so their board has not changed.

Lower Kankakee Watershed plan was approved by the EPA.

Brandi McQueen is the new intern and is coming in regularly. Bri is happy with her help and this is helping build a curriculum for future interns.