

WARREN COUNTY COMMISSIONER AND COUNCIL BUDGET MEETING
MONDAY JULY 12, 2021

Commissioners present for the meeting: Clay Andrews, Adam Hanthorne, Craig Greenwood.

Council present for the meeting: John Comer, Derek Puterbaugh, Matt Commons, Ethan Foxworthy, Sharon Hutchison, Neil Ellis and Brian Jordan.

Public:

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Jill Wilson, HR Director; Lori Heidenreich, Treasurer; Charity Perigo, Deputy Auditor; Matt Herndon, Highway Supervisor; Jenny Hobaugh, Highway Office Manager; Rusty Hart, Sheriff; Michelle Hetrick, Clerk; Bryan Lanham, Coroner and EMS Director; Trina Marlatt, Ascension; Monie Cronk, Recorder; Randy Haddock, Surveyor; Jon Charlesworth, Extension Director; John Kuiper, Zoning Director/Animal Control; Russ Haddock, Custodian; Phil Astell, EMA Director.

1. The meeting was called to order by Clay Andrews, President of the Commissioners and John Comer, President of the Council.
2. New Business: 2022 Budgets
 - a. Highway Department, Jenny Hobaugh and Matt Herndon – Highway 1173/1176, County General Highway, Local Road and Street, Cumulative Bridge, salaries were discussed. Hobaugh explained budget changes that she had made due to restrictions on 1173 as well as the increase on estimated MVH funding. Increased communications by \$15,000 due to GPS/truck locator upgrade needed. Discussed the gas and oil budget, looking at a larger tank and/or contract purchase.
 - b. Sheriff, Rusty Hart – Sheriff, Jail, Public Safety, salaries were discussed. SRO Officer salary reimbursement to public safety was discussed. Commissary Fund Report Jan -June 2021 was presented and discussed. Increase in pension of \$16,056. Comer inquired of turnover in employees at the jail. Hart explained and issue last year had several leave due to the increased violence and is requesting a larger increase in jail officer salaries for 2022. Hart explained we will be holding for other counties now so there will be a large increase in revenue. Commons inquired about fuel cost as this has increased. Hart explained fuel cost have not been as impactful in the current budget. Medical costs are in good shape as well.
 - c. Clerk, Michelle Hetrick – Election, Clerk Budgets and Salaries were discussed. Clerk budget increase mainly in salaries, 3% in Clerk and same level as the auditor office plus 3% for her deputies. Election budget was discussed as an increase in absentee voters' line with request to pay \$15.00 per hour for her board members (2 on absentee board). GBS and Voter company will now be used from the election support/expenses line. Postage was discussed. Council inquired of the members on the election board and budget of \$1,600 per member. Hetrick explained the election board is Deputy Clerk Deb Hiatt, Donna Lyon and Clerk Michelle Hetrick. Hiatt will not be on the election board next year due to running for office and republican party will need to replace her. Hetrick requested a per diem increase to \$3,000. This is due to voter registration service that Hetrick must review and process daily and voter maintenance letter cards sent out must be processed. Discussed election board, clerk and deputy clerk are making additional \$1,600 per year. Removed Misc. Disbursement salary line \$500, per diem remain at \$2000. Continue with no tax rate, using the fund balance.
 - d. Coroner, Bryan Lanham – Coroner budget was discussed. No change to budget. Past case looking into currently. Hutchison inquired about the autopsy fee budget. Lanham explained there is not a need to increase.
 - e. EMS Director, Bryan Lanham and Ascension, Trina Marlatt – EMS budget was discussed and there will be no change from 2021. Lanham explained the report writing program and touch screen laptops the hospital has purchased. Currently have 3 trucks with vents and AutoPulse in 2, hospital is looking to purchase both for the 3rd ambulance. Looking at moving to 2 full time crews as possibility. Also, looking into possibility of AutoPulse being located in 2 areas off site from EMS location in county.
 - f. Treasurer, Lori Heidenreich – Treasurer's budget was discussed. Heidenreich explained the Treasurer salary increase is to be more competitive due to work load, slight increase in extra help, postage increase as last year all receipts were mailed due to COVID and planning for the same this year. Discussed investments.
 - g. Recorder, Monie Cronk – Recorder budget was discussed. Cronk explained there is no real change other than salaries and equipment maintenance due to the County wide maintenance agreement. Cronk explained ERecording will be starting in the near future.
 - h. Surveyor, Randy haddock – Surveyor and Drainage Board budgets were discussed. Haddock has very little changes, mainly salary increases. Cornerstone work was discussed. The cornerstones that were finished in the windfarm area very expensive but were paid for by NextEra. Drainage board budget has no change in salaries.
 - i. Auditor, Robin Weston-Hubner – Auditor budget was discussed. Weston-Hubner explained the main increase is in requested salaries.
 - j. Assessor – Weston-Hubner explained the Assessor and Reassessment budgets. There are only increase in salary and copier lease. Discussed the assessment contract services, Ad Valorem. Every 4 years all parcels must be visited. Council reviewed spending over the last several years and cut \$5000 from contractual services budget. The fund balance was discussed and tax rate will need to be applied this year.
 - k. Prosecuting Attorney – Weston-Hubner explained the Prosecuting Attorney, Title IV-D and Prosecutor IV-D budgets. The budgets were discussed as very little increased in the budgets.
 - l. Purdue Extension Office, Jon Charlesworth – Charlesworth explained the Data Manager is part time position and he is requesting and increase in salary or changed to full time. Charlesworth further explained the duties of the position. The Purdue contract was discussed and currently pays for Charlesworth salary as well as 2 part time positions.
 - m. Veteran Service Office, Council and Commissioner Budgets – Discussion concerning all budgets. Move ADA to HR Budget. Add Web Admin which was missed on request. Change mental health budget as per State reports.
 - n. Area Plan Director/Animal control, John Kuiper – Zoning budget was discussed. The increase to legal notices and legal services was discussed in detail. Discussed adding a zoning layer to ThinkMap. Animal Control budget was discussed.

- ~~o. Custodial, Russ Haddock – Haddock explained his budget. Discussed adding funding for part time employee due to the increase in buildings/workload. Council moved \$20,000 from building and grounds to extra help line. Discussed having part time clean the old extension, Litzenberger office as well as help in courthouse.~~
- p. Human Resource Director, Jill Wilson – Wilson explained the budget request. The salary was in the Commissioner Budget for 2021. Wilson explained the need to added funding for training. Council moved ADA from Commissioners budget (1,000) to HR 2,500. Hutchison inquired about ADA and Title XI compliance. Discussed privacy being an issue currently and the need for an office.
- q. EMA Director, Phil Astell – Astell presented the EMA and Public Safety budgets with main increase in radio budget line. Astell explained he is anticipating the need for new radios. Council and Commissioners requested a radio inventory. Andrews suggested trade in or selling old ones. After much discussion the radio lines were cut from the EMA and Public Safety radio lines with discussing after an inventory is received.
- r. Community Service, Radio Dispatch, Health Department, Cumulative Capital Development, Economic Development, Public Safety, Rainy Day – Community Service budget was discussed. Change amounts to Beyond The Violence \$3,500, 4-H Council \$4,000, Warren Co 4-H Building Fund \$5,000, Hope Springs \$4,500. Add Vermilion/Park Co Humane Society \$1,000 as they assist the animal control. Increase Cumulative Capital Development to \$250,000 in anticipation of building projects.
- s. Statewide 911 – Discussed the budget as we have not received the 911 budget to date. Weston-Hubner estimated from previous years and explained with the Radio Dispatch in County General, 911 funds should support the budget.
- t. Unsafe Building Code, County Health Insurance, Personnel – Discussed the County Health Insurance Budget lines. Moved \$30,000 from Highway to County General Personnel Health Insurance line.
- u. Salaries – Discussed the Extension request to increase the Data Manager salary or create a full-time position. Salaries for Jail employees will be 7% increase and all other employees 4%. No increase in Drainage Board Salaries. Increase experienced part time help hourly rate for courthouse to \$15/hr. Clerk, Michelle Hetrick again expressed her request for clerk deputy's salary increases.
- v. 2022 Budgets will be tabled until next meeting on July 19th at 4:00 p.m.

3. Old Business:

4. Elected Official/Department Head comments:

5. Public Comment:

Next Commissioner meeting July 19, 2021 @ 4:00 p.m. and Council July 19th @ 4:00 p.m.

There being no further business Adam Hanthorne made a motion to adjourn with a second from Craig Greenwood for the Commissioners, all voted in favor.

There being no further business Ethan Foxworthy made a motion to adjourn with a second from Neil Ellis for the Council, all voted in favor.

ATTEST: Robin Weston-Hubner
Robin Weston-Hubner, Auditor

Clay Andrews
Clay Andrews

Adam Hanthorne
Adam Hanthorne

David Craig Greenwood
David Craig Greenwood

ATTEST: _____
Robin Weston-Hubner

John Comer, President

Sharon Hutchison, Vice President

Ethan Foxworthy

W Brian Jordan

Neil Ellis

Matt Commons

Derek Puterbaugh