

**WARREN COUNTY COUNCIL AND COMMISSIONER MEETING  
MONDAY JULY 25, 2022**

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

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

Public: Ben Dispennett, Jane Craigin

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Phil Astell, EMA Director; Lori Heidenreich, Treasurer (remote); Matt Herndon, Highway Superintendent; Jenny Hobaugh, Highway Office Manager; Rusty Hart, Sheriff; Mitchell Hetrick, Clerk; Monie Cronk, Recorder; Bryan Lanham, Coroner/EMS Director; Randy Haddock, Surveyor; Emily Ade, Extension; Jon Charlesworth, Extension; Jim Blinn, VSO; John Kuiper, Animal Control/Zoning Director; Russ Haddock, Custodian; Jill Wilson, HR Director; Phil Astell, EMA Director;

1. The Council Meeting was called to order by Ethan Foxworthy, President of the Council.
2. The Commissioner Meeting was called to order by Clay Andrews, President of the Commissioners
3. Ethan Foxworthy, Council President led the Pledge of Allegiance.
4. New Business: 2023 Budget
  - a. Highway Department Matt Herndon, Jenny Hobaugh; Highway, Highway Restricted, Local Road & Street, County General Highway, Cumulative Bridge – Discussed cumulative bridge fund includes Community Crossing Grant County share of \$350,000; Local Road & Street Equipment line \$100,000 pay for new tractor and mower. Discussed the State estimate for Highway funds 1173 and 1176. Discussed requested increase of \$2.50 and \$2.02 hourly increase or 10%. Discussed fuel increase. Herndon stated diesel has a locked in rate and unleaded does not. Leased equipment line in 1176 was not changed as grader comes off but is requesting purchase of a drag tractor. Stone stayed same about ¾ through currently, signage increased due to need for new signs per State. Overtime last year was cut and increased to comp time to 80 hours. This year increased overtime and decreased comp time cap to 40 hours. Majority of the overtime is snow removal. Discussed Solid Waste salaries. Discussed balances of MVH Highway 1173/1176. MVH is currently \$256,000 over the 2022 State estimate which was suggested to use for stone.
  - b. Sheriff/Jail/Public Safety: Rusty Hart – Explained the increase in Sheriff/Jail budgets are mainly salaries. Explained the salaries are finally better but still need to stay competitive. Sheriff salary is half of the judge/prosecutor salary. Fuel increased in Sheriff budget. Deputies pay for their own fuel and log it when using for personal use. Overtime increased due to salary increases. Hart explained Sheriff/Jail always give funds back each year. Medical for Prisoners line increased due to Quality Correction contract increased slightly which is the provider of Doctor, RN, medications, etc. Public Safety Sheriff Pension slight increase but next year expect larger increase. Hutchison inquired if an additional School Resource Officer is needed. Hart explained with 4 buildings, that would be great. Hutchison stated grant for SRO at 1<sup>st</sup> year 100% salary, 50% 2<sup>nd</sup> – 3<sup>rd</sup> years and 4<sup>th</sup> year 100% county. Next year add deputy to have 2 deputies on duty at all times, currently times with only 1 on duty.
  - c. Clerk/Election: Michelle Hetrick – Discussed the only increase is salaries. Postage was discussed. Hetrick explained the mailing of ballots. Support for the primary election was over \$14,000 which included a \$2,000 discount. Hetrick request an additional appropriation for election fund support/expense line of \$20,000. Commissioners agreed to the additional appropriation. Next year will be an off year but encourage a tax rate to keep funds coming into the Election fund.
  - d. Coroner/EMS Ambulance/Public Safety: Brian Lanham, Jane Craigin – Lanham discussed the Coroner budget with small increases. Hutchison inquired about a bill for Tippecanoe County. Lanham explained the bill and Barce is working on this. Hutchison stated State funding for body bags is available. Lanham will review but stated currently have a surplus. EMS – Craigin presented and explained the financial statement for end June 2022 fiscal year. January 1<sup>st</sup> began adding the additional EMS team, but not fully staffed to date. The requested increase is due to increased fuel cost, more runs (116 month), payroll increased due to 2 crews fully staffed which is close to \$1,000,000 in salaries. The approximate loss last fiscal year is \$340,056. Discussed the items that Ascension pays for saving the County funds such as preventive maintenance of the equipment. Lanham explained the new truck has paint flaking on the box which is covered under warranty and will be repaired. Quote for new portable radios was discussed. Current radios are 18 years old. The cost of 16 radios is \$59,280 without WIFI/Bluetooth option. Commissioners will review at the August 1<sup>st</sup> meeting. Jordan requested last 2 years of financials.
  - e. Treasurer: Lori Heidenreich – Not many changes other than salaries and postage and registration fee.
  - f. Recorder: Monie Cronk – Puterbaugh inquired about Maintenance Agreement budget. Cronk stated the this is the agreement with the software company for recording. Cronk explained work continues on indexing as scanning has been completed to 1976 and employee's index. Future project is the replication of the records which can be paid for through Perpetuation Fund.
  - g. Surveyor/Drainage Board: Randy Haddock – Drainage Board no increase. Surveyor budget and perpetuation fund budget mainly salaries increased. New Deputy Surveyor starts August 8<sup>th</sup>. Discussed the corner stone budget and approximately 2/3 of the County have been completed.
  - h. Auditor: Robin Weston-Hubner – Weston-Hubner explained main increases were in the salary lines. Heidenreich explained the increases as Heidenreich is Auditor elect. Discussed the Commissioner and Council Admin salary.
  - i. Assessor/Reassessment: Kerst was unable to attend. Discussed the budget revisions. Holtkamp, Deputy Assessor explained the AS2 budgeted line.
  - j. Prosecuting Attorney/Title IV-D: Adams, Prosecuting Attorney elect was unable to attend and sent a letter explaining the budget. Increased rent and Title IV-D salary was discussed.
  - k. Purdue Extension Office: Emily Ade, Jon Charlesworth – Ade presented job descriptions and explained the jobs of all employees. Requesting the part time position of Admin to become a full-time position with benefits. Discussed custodian for extension and possibly combining into Custodian Budget. Discussed the need for trash pickup and adding to Custodian Budget. Discussed the request for part time to full time position.
  - l. Veteran Service Officer – Jim Blinn: Blinn explained his salary increase request with comparison to other counties and trying to be competitive with \$800 increase. Discussed service school, postage and flag increases. Inquired about add a county cell phone. Office Technology increase due to need to replace 2016 laptop. Gave the numbers of veterans

- residing in County. Serving numbers vary 5-10 a week and 0 other weeks. The position is required 20 hours per week by Veteran Administration. Blinn has posted hours 3 days a week at the new office.
- m. Council – Discussed the salaries.
  - n. Commissioner/Public Safety – Discussed ADA Compliance decrease to \$10,000. Warren County Park budget line was discussed. Weston-Hubner will investigate the board responsibilities and possibility of having a separate department for this budget. Discussed changing the 100-year street signs for uniformity.
  - o. Area Plan/Animal Control: John Kuiper – Discussed the fuel usage budget with increased prices. Only other request in Zoning budget is salaries and Attorney Fees. Animal Control Budget was discussed. Kuiper requested a window air conditioner for the dog building. Kuiper stated he has purchased a live trap for residents to use.
  - p. Custodial Care: Russ Haddock – Haddock explained he added 10% to all items due increase in costs. Discussed part time help budget. HR Building Jill has been cleaning.
  - q. Human Resources: Jill Wilson – Discussed the employee training budget increase for ADA training and other employee training needs. Wilson explained she has inquired of a company do facilitate the training which has been used by surrounding counties over the years.
  - r. EMA: Phil Astell – Discussed office supplies increase of \$70/month for new copier. Discussed mileage/hotel for training budget line increases.
  - s. Community Services – Discussed donations for Animal Control with Parke Vermillion County Humane Society and/or Paws and Claws. Kuiper explained the Humane Society always accepts dogs but not always Paw and Claws. Council decided to not change the donation.
  - t. Radio Dispatch – Discussed the interlocal agreement draft received from Fountain County last week. Budget not received from Fountain County but increased slightly to cover increased estimated cost of current dispatch.
  - u. Warren County Health Department – Weston-Hubner presented an estimated budget using the current requested FWHD. Discussed possibly new Health Department will need 3 full time and a part time or 4 full time. The board has not been completely set at this point but will be soon. Progress with the board can then take place for a more defined budget.
  - v. Cumulative Capital Development – Discussed projects for 2023. No change in budget.
  - w. Economic Development – Discussed the Highway Equipment line can be removed. Dispennett presented the funds needed for the READI grant County portion at \$190,000. Projects include the Wabash Williamsport Trails, etc. Weston-Hubner explained the budget is greater than the revenue in this fund.
  - x. Public Safety – Discussed items that are not included in the budget such as jail generator, EMA radios. The budget will be more than the revenue and discussed increasing or changing the LIT funds.
  - y. Rainy Day – No change to request.
  - z. Statewide 911/Public Safety – No change to request as no budget received from Fountain County.
  - aa. Unsafe Building Code – No change to requested.
  - bb. County Health Insurance – No change to requested. Discussed changing health insurance structure to lower cost to county.
  - cc. Personnel – No change.
  - dd. Salaries – Discussed several options for salaries increases. VSO no increase.
  - ee. EMS – Remain at \$350,000 County General and add \$50,000 to Public Safety Fund.
  - ff. Human Resource – ADA Training line \$3750, Training \$0.00
  - gg. Extension – Request for full time denied, keep at an hourly rate.
  - hh. Commissioner – Lower ADA Compliance line to \$10,000. Move PHI Air to Public Safety budget. Exam of Records 0.00 as this line is not required to be appropriated. Lower Technology Upgrades to \$30,000.
  - ii. Custodial – Increase Trash Removal line to \$2040 to include trash removal at Extension building.
  - jj. Probation – Increase Probation Office Salary as requested to \$73,600.
  - kk. Tax Rates – Reassessment and Election rates to ¼ of the requested budget.
  - ll. Discussed Local Income Tax Rates, Weston-Hubner will investigate changes with revenue for Council to review.

5. Elected Official/Department Head comments:

6. Public Comment: No public comment.

Next Council meeting July 27, 2022 @ 4:00 p.m.

There being no further business Brian Jordan made a motion to adjourn with a second from John Comer, all voted in favor.

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

ATTEST:

  
Robin Weston-Hubner

  
Ethan Foxworthy, President

  
W Brian Jordan, Vice President

  
John Comer

  
Sharon Hutchison

  
Neil Ellis

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Matt Commons

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Derek Puterbaugh