

WARREN COUNTY COMMISSIONERS MEETING

TUESDAY SEPTEMBER 6, 2022

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

Also, In Attendance:

Public: Ben Dispennett, LEDO Director; Owen Snedeker; Laci Frodge, Health Department; Milestone

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Jenny Hobaugh, Highway Office Manager; Matt Herndon, Highway Superintendent; Ingrid Barce, County Attorney; Randy Haddock, Surveyor; John Kuiper, Zoning Director; Jim Blinn, VSO; John Comer, Council; Randy Wurtzbaugh, Williamsport Town Council; Sharon Hutchison, Grant Writer/Council (remote).

1. The meeting was called to order by Clay Andrews.
2. Clay Andrews, Commissioner President led the Pledge of Allegiance.
3. New Business:
 - a. Additions to Agenda: Highway Bid opening 875 E; Grant Process Ordinance, Resolution to Destroy Personal Property; Health Department Renovation. Clay Andrews made a motion to approve the agenda with a second from Craig Greenwood, all voted in favor.
 - b. Craig Greenwood made a motion to approve the August 15, 2022 Commissioner Meeting minutes with a second from Clay Andrews, all voted in favor.
 - c. Greenwood requested information concern invoice for mulch at Cicott. Weston-Hubner explained this was purchased by Park Board for ADA reasons. Craig Greenwood made a motion to approve the August 1, 2022 – August 15, 2022 Accounts Payable Claim Dockets with a second from Clay Andrews, all voted in favor.
 - d. Craig Greenwood made a motion to approve the August 19, 2022 & September 2, 2022 payroll with a second from Clay Andrews, all voted in favor.
 - e. Highway – Herndon stated chip and seal has been completed and brooming will be finished this week. Continue patching roads repairing due to silage truck usage. Discuss millings from road work on SR 26 as County has been receiving the millings.
 - f. Bid Opening Co Rd 875 E – Hobaugh opened sealed bids. Discussed the bids and demobilization is not included Reith Riley. Bids are for 2 miles. Craig Greenwood made a motion to approve the Reith Riley bid for \$376,900 to paid from 1173 Road improvements with a second from Adam Hanthorne, all in favor.
 - i. Milestone – \$447,140.00
 - ii. Reith Riley - \$376,900.00
 - a. Veteran Service Officer, Jim Blinn – Blinn read his letter of resignation as of 10/1/22 as Warren County Veteran Service Officer. Greenwood thanked Blinn for his years of service and his service to the County Veterans. Craig Greenwood made a motion to accept the Resignation of Blinn seconded by Clay Andrews, all voted in favor.
 - b. Surplus Personal Property Resolution & Resolution to Destroy County Personal Property – The old EMA copier is not repairable and needs to be recycled. Clay Andrews made a motion to approve Resolution #2022-0906A Disposal of County Personal Property seconded by Adam Hanthorne, all voted in favor. Andrews read the Resolution Declaring Surplus Personal Property which included Highway Equip, Misc. Furniture. Adam Hanthorne made a motion to approve Resolution #2022-0906B seconded by Clay Andrews, all voted in favor. Discussed surplus 3 vehicles list on GovDeals. Greenwood stated Sherer Auction could sell the furniture. Barce will advertise this.
 - c. Court WAVE System Extended Warranty/Service – Andrews explained the warranty/service invoice. After much discussion the Commissioners decided it would be more cost effective to not renew.
 - d. Warren County Health Department Computer/Laptop and Internet- Internet – Andrews explained Axxess PC quotes from ATT at 50 Mbps with install and 2-year contract at \$580.91/month and 150 Mbps at \$808.00/month. Discussed the quotes. Craig Greenwood made a motion to approve the agreement for 50 Mbps Warren County Health Department seconded by Adam Hanthorne, all voted in favor. Discussed quote from Axxess PC for Health Department laptops at \$1,327.22; desktops at \$1,638.80 totaling \$13,814.46. Weston-Hubner stated Dr. Sharma has agreed with the number of computers and laptops. Hutchison questioned if Excess Funds could be used to buy the computers and software in the future. Greenwood stated the current Health Department data will not be divided and each County will receive a copy of the full data. Frodge stated WCHD will be paying for the software from carryover funds and she will inquire about the hardware to be purchased as well.
 - e. Warren County Health Department Employee Policy and Renovation – Wilson explained the hourly rate for 2022, transition years of service from Fountain County, etc. Wilson explained anything paid other than \$15/hour must be approved by the Commissioners and funding by Council. Commissioners discussed rates. Craig Greenwood made a motion to amended the part time pay for Health Department Clerk \$15; Nurse \$25; Environmentalist \$20; Health Educator \$20 with a second from Adam Hanthorne, all voted in favor. Wilson explained Dr. Sharma will be donating his time to the County. Adam Hanthorne made a motion approve transition years of service from FTWHD to Warren County Health Department seconded by Craig Greenwood, all voted in favor. Adam Hanthorne made a motion to waive 30-day waiting period for Health Insurance effective January 1, 2023 seconded by Clay Andrews, all voted in favor. Wilson stated the Ordinance for Emergency Leave will be rewritten as well. Barce will look into this. Andrews explained the renovations. Andrews presented quotes from NAG \$7,400 for Plumbing; Eberhardt \$31,870 for HVAC System. Clay Andrews made a motion to accept NAG Excavating quote of \$7,400 paid from Followell Trust seconded by Adam Hanthorne, all voted in favor. HVAC quote was discussed. Clay Andrews made a motion to approve up to \$50,000 from Followell Fund to pay General Contractor, Cody Akers for renovations at WCHD seconded by

Adam Hanthorne, all voted in favor. Construction plans from Akers were discussed. Frodge stated the new refrigerator and freezer are being purchased through a grant.

- f. Ordinance Establishing Warren County Health Department Fees – Ordinance was discussed. Clay Andrews made a motion to approve the Ordinance #2022-0906C Establishing WCHD Fees seconded by Adam Hanthorne, all voted in favor.
- g. Litzenberger Office – Andrews explained a quote from Gates Excavating to demolish the building for \$22,670. Greenwood stated he has discussed Litzenberger wishes with John Rader who stated she wanted the building to be used for sheriff/public safety and that will be the goal in the future. Greenwood stated he has sent certified letters to the new owners of the lot between the post office and Litzenberger building with no response. Ingrid stated she will look into this. Custodian stores yard items in the building and Commissioners will look at getting a yard barn. Adam Hanthorne made the motion to approve the quote of \$22,670 from Gates Excavating paid from Fund 4917 seconded by Clay Andrews, all in favor.
- h. Resolution to Sell County Owned Real Property to Abutting Landowner – Discussed a landlocked 5-acre lot in Steuben Township. The bid opening will be at October 3, 2022 Commissioner meeting with starting bid at \$5000, bids are due limited to abutting landowners and sealed bids are due to auditor office by September 30th. Craig Greenwood made a motion to approve Resolution #2022-0906D Sale of Real County Owned Property to Abutting Landowners seconded by Adam Hanthorne, all voted in favor. Discussed a county owned parcel purchased by the County in 1997 from Oval Dobson. Greenwood inquired from previous Auditor Jackie Brier who stated the purchase was for wetlands for rebuilding of bridge #56. Tabled until next meeting.
- i. Extension Part Time to Full Time Position Approval – Commissioners explained that the Council approved the funding and the position is approved by the Commissioners. Comer explained the council discussion to fund the full-time position. Hutchison stated that the department head was at the meeting to discuss this and should not be tabled until another meeting. Comment that Purdue needs 2 full time positions. Discussed the personnel shuffle Purdue is an issue. Hutchison suggested the Commissioner discuss with Purdue when the 2023 contract renewal takes place. Craig Greenwood made a motion to approve the full time Extension position seconded by Adam Hanthorne, all voted in favor. Comer stated continuing to add position is very expensive the County and the County is not growing in size.
- j. Ordinance Establishing Grant Process – Barce explained a recent State Law passed requiring Auditor to submit more information to State through Gateway on Annual Report. This will help streamline the information required. Tabled until next meeting.

Old Business:

- a. EMS/Sheriff Radio Replacement – Discussed the quote for 26 radios from RaComm. Clay Andrews made a motion to approve the purchase of radios from RaComm for Ems and Sheriff at \$94,833.30 paid from public safety fund seconded by Adam Hanthorne, all voted in favor. Discussed old radios.
- b. Pence Water System Upgrade – No update at this time.
- c. County (Ceres) Lot Survey – Remove from Agenda.
- d. Fire & Smoke Alarms County Buildings – Discussed the quotes Greenwood presented at last meeting. Discussed notification procedures. Table until next meeting.

Elected Official/Department Head comments:

- a. Rusty Hart, Sheriff – The two 2022 Tahoe's are being outfitted currently. The 2012 Capris and 2018 Charger can be sold or traded. Add line in public safety for sale of sheriff vehicles.
- b. Craig Greenwood, Commissioner – Stated a Highway Employee requested permission to hunt at the county farm on south side by landfill. Discussed possible insurance liability issue and county policy. Commissioner will not allow hunting on County property.
- c. Randy Wurtzbaugh, Williamsport Town Council – Discussed the needed funding for the Warren County/Williamsport Pool. Commissioners agreed to donate \$1,000,000 from Windfarm Economic Development fund.
- d. Matt Herndon, Highway Supervisor – Stated a possibility of getting a 2023 dump truck. Weston-Hubner will look at the fund as this was removed from Economic Development Fund for 2023.
- e. Sharon Hutchison, Grant Writer – Stated she would like to see the Grant Compliance Ordinance approved.

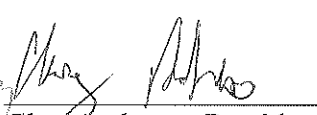
Public Comment: No Public Comment

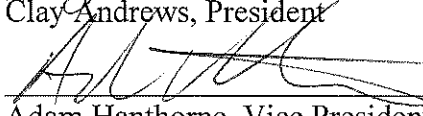
Next Commissioner meeting September 19, 2022 @ 8:30 a.m.


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

ATTEST:


Robin Weston-Hubner, Auditor


Clay Andrews, President


Adam Hanthorne, Vice President


David Craig Greenwood