

**WARREN COUNTY COMMISSIONERS MEETING**  
**MONDAY MARCH 20, 2023**

Commissioners present for the meeting: Clay Andrews, Craig Greenwood, John Comer.

Also, In Attendance:

Public: Ben Dispennett, Cheryl Clark, Lyn Martin, Myron Morehouse, Kevin Howard, Ryan Thomlinson, Security Automation Systems

Department Head/Elected Official – Robin Weston-Hubner, Deputy Auditor; Ingrid Barce, County Attorney; Matt Herndon, Highway Superintendent; Jenny Hobaugh, Highway Department; Anthony Pruitt, Sheriff; John Kuiper, Zoning Director; Randy Haddock, Surveyor; Ethan Foxworthy, Council; Andrew Warrick, Health Department; Justin Brummett, Coroner; Sharon Hutchison, Grant Writer (conference call).

1. The meeting was called to order by Clay Andrews.
2. Clay Andrews, Commissioner President led the Pledge of Allegiance.
3. New Business:
  - a. Craig Greenwood made a motion to approve the agenda with a second from John Comer, all voted in favor.
  - b. John Comer made a motion to approve the March 6, 2023 Commissioner Meeting minutes with a second from Craig Greenwood, all voted in favor.
  - c. John Comer made a motion to approve the March 6, 2023 – March 20, 2023 Accounts Payable Claim Dockets with a second from Craig Greenwood, all voted in favor.
  - d. John Comer made a motion to approve the March 17, 2023 payroll with a second from Craig Greenwood, all voted in favor.
  - e. Highway – Herndon presented grader quotes 2 from West Side Tractor Sales for a 2023 John Deere 620G grader 5 year \$72,240.58/year and 6-year lease \$62,440.76/year both with \$1.00 buyout at end of lease; from Caterpillar Financial 2023 Cat 120-14 \$52,865.75/year with \$91,120.00 buyout at end of 6 year lease. Discussed delivery of December. The grader being replaced has 9,000 hours and is 10 years old and has had many repairs. Herndon discussed CAT 318 excavator with lease ending soon and buy out \$105,000. John Deere loader payment of \$113,537.84 buyout. Weston-Hubner explained legislation to use restricted for snow removal is being voted on soon. Hobaugh explained the need to use the MVH Restricted funds which should be 0.00 each year and currently has a balance of \$563,631. The leased equipment budget line has balance of \$167464. Herndon presented quote from Southeastern Equipment for 2021 John Deere GradAll D154 Hydraulic Excavator Ditching machine with 50 demo hours of \$66,094/5 year lease with buyout of \$1. The machine replacing is 24 years old. Herndon suggested selling the old graders. Loader and excavator can wait until later in the year but graders should probably order as December delivery. Clay Andrews made a motion to lease John Deere 620G grader from West Side Tractor for 6-year lease at \$62,440.76 with \$1.00 buyout and 2021 Grade All from Southeastern Equipment 5-year lease at \$66,094 with \$1.00 buyout paid from MVH Restricted budget seconded by Craig Greenwood, all voted in favor. Herndon stated Briscoe Bridge sandblasting/priming done and weather permitting painting.
  - f. Unsafe Building Order, Moorehouse – Clay Andrews called UBO hearing to order. Barce stated the current property maintenance complaint stated removal of trailers, junk and debris; vehicle has been removed. Kuiper stated inspection Sunday and horse trailer moved, car moved, brush pile burned but house has not had any work at this point. Morehouse explained applied for loan to tear down and rebuild the house with dump trailer coming to empty house, brush etc. and hire contractor to repair roof of barn, will begin when loan has been approved. contractor repaired the roof on the barn. Ingrid 30 days to give an update with Morehouse agreed. Clay Andrews made a motion to modify and extend the UBO for 30 days seconded by John Comer, all voted in favor. Clay Andrews closed the hearing.
  - g. Smith Scholarship Alternate – Commissioners discussed the alternate. Craig Greenwood nominated Joshua Edwards and Brooke Combs as alternates seconded by John Comer, all voted in favor.
  - h. Cyber Security Policies – Clay Andrews made a motion to accept Security Awareness effective date 6/30/23; Acceptable Use effective 4/1/23; Contingency Planning and Data Backup Policy effective 4/30/23; Password and 2FA Policy effective 4/30/23; Incident Response Policy effective 5/30/23; ACH and Wire transfer effective 4/1/23; IT Recover Objective Worksheet effective 2/6/23 seconded by John Comer, all voted in favor.
  - i. Sheriff Security Camera System – Sheriff Pruitt explained issues with the camera systems in the Jail and how crucial it is to update the system. Ryan Thomlinson, Security Automation Systems, introduced himself and explained work in many county jails. The cameras currently are analog with can results in lawsuits due to clarity video issues. The new cameras would be high definition, high resolution cameras with 35 in various locations and 180 days of recorded video which matches the Tort Claim requirements. In addition, door control system is currently all original equipment in need of updating as repairs are difficult due to age. Intercom stations, door control, upgrade of the control system, video system upgrade, control door upgrade with other options for audit trail system which records all things that happen in the jail for legal reasons, audio recording system as well recording intercom conversations saved for approximately 1 year. Greenwood inquired where the information is saved. Thomlinson explained information is saved on an onsite server but not backed up. Pruitt explained a purchase of \$187,000 or lease option. Discussed Cumulative Capital Fund is short of funds. Weston-Hubner explained settlement funds will help this. John Comer made a motion to advertise upgrade camera/security system at Jail seconded by Clay Andrews, all voted in favor. Weston-Hubner will advertise bid opening for April 17, 2023. Pruitt stated waiting for Watch Guard list probably after May 10<sup>th</sup>. New dryer has not been delivered but should be soon.
  - j. Custodian Pay – Commissioners discussed \$94/day for extra help custodian at Highway, Health Department and Extension. Craig Greenwood made a motion to add salary of \$94/day part time custodial at satellite buildings seconded by John Comer, all voted in favor.

Old Business:

- a. 2023 Grant Writer Contract – Andrews explained still working on the contract. Table until next meeting.
- b. PTO Warren County Employees – Barce explained the document received is a baseline start. Table until next meeting.

Department Head:

- a. Robin Weston-Hubner, Deputy Auditor – Stated tax statements are being printed, waiting for EMA to supply a list of radios to donate to Fire Department and new financial software training will be April 3-5.
- b. Phil Astell, EMA Director – Stated State has given EMA a list of 20 radios that have not been used in a year which need to be cleared before the donation to Fire Departments can be decided. A committee has been formed to work on adding 2 additional frequencies to the St Vincent tower, RaComm quoted \$45,000 which is also equipment. Tower on west side of county is being looked into as well.
- c. Andrew Warrick, Health Department – Presented information to purchase electric embosser for \$1,179.95. Currently working with Wabash College for intern that the College will pay salary but County responsible for opt in fee of \$400 if accepted. Clay Andrews made a motion to purchase the electric embosser and pay opt in fee if accepted by Wabash College seconded by John Comer, all voted in favor.

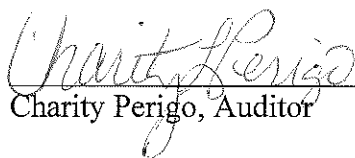
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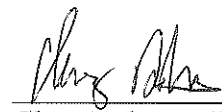
- a. Kevin Howard inquired of short on funds in Cumulative Capital Development Fund. Andrews explained Cumulative Capital Development funds have been used for many large projects over the past few years.
- b. Ingrid Barce, County Attorney – Barce explained the opioid settlement has a second lawsuit the County can opt in with deadline of April 18<sup>th</sup>. Craig Greenwood made a motion to opt in the second opioid class action settlement seconded by John Comer, all voted in favor.
- c. Andrews stated Fountain County Commissioners have voted to terminate the Fountain Warren County Dispatch agreement.

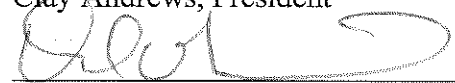
Next Commissioner meeting April 3, 2023 @ 6:30 p.m.

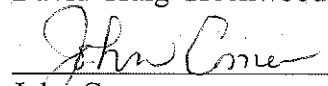
There being no further business John Comer made a motion to adjourn with a second from Craig Greenwood, all voted in favor.

ATTEST:

  
Charity Perigo, Auditor

  
Clay Andrews, President

  
David Craig Greenwood, Vice President

  
John Comer