

**WARREN COUNTY COMMISSIONERS MEETING  
MONDAY NOVEMBER 18, 2024**

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

Also, In Attendance:

Public: Kara Dewlen, LEDO Director; Greg Robison (remote), Tom Witsman, LeAnn Conrad, Cheryl Clark, Pam Krzystof, John Krzystof, Lyn Martin, Brenda Leak, Woolpert – Ian Lesko, John Buttermann, Larry Bennett.

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Charity Perigo, Chief Deputy Auditor; Ingrid Barce, County Attorney; Matt Herndon, Highway Superintendent; Jenny Hobaugh, Highway Office Manager; John Kuiper, Zoning Director; Anthony Pruitt, Sheriff; Jill Wilson, HR Director; Laci Frodge, Health Department Nurse.

1. The meeting was called to order by Craig Greenwood, President.
2. New Business:
  - a. Amended posted agenda remove Courthouse Parking, EMA/HR buildings and add MJ Electric Settlement, November 14<sup>th</sup> minutes. Clay Andrews made a motion to approve the amended agenda with a second from John Comer, all voted in favor.
  - b. John Comer made a motion to approve the November 4, 2024 and November 14, 2024 Commissioner Meeting minutes with a second from Clay Andrews, all voted in favor.
  - c. John Comer made a motion to approve the November 4 – November 18, 2024 Accounts Payable Claim Dockets with a second from Clay Andrews, all voted in favor.
  - d. John Comer made a motion to approve the November 8, 2024 payroll with a second from Clay Andrews, all voted in favor.
  - e. Highway – Herndon stated paving on 900W should be finished this week pending weather.
  - f. UBO James, Wilmington Bank –
    - i. Jason James, Rainsville – Kuiper stated James has not been contacted and property has not had much work completed with trash remaining on the property. A very small amount of yard work had been completed. Discussed holding fine in abeyance or applying a fine. John Comer made a motion to give 30-day notice with letter stating if property is not cleaned up, County will do at his expense seconded by Clay Andrews, all voted in favor.
    - ii. Willington Bank – Kuiper explained parcel is on the market for sale and a neighbor is in negotiation with the bank currently to purchase. Discussed options such as imposing a fine, extending, county remove at owner's expense. Barce explained having the home removed with bank paying or fining. John Comer made a motion to impose a \$5,000 property maintenance fine applied to the parcel tax bill and recheck at February 3, 2025 meeting seconded by Clay Andrews, all voted in favor. Weston-Hubner will work on the lien form.
  - g. Tax Certificate Sale Resolution – Greenwood stated will discuss with parcels in West Lebanon and Williamsport with the Town Boards. Tabled until next meeting.
  - h. Deputy Coroner and Deputy EMA Position – Discussed the changing positions to hourly. John Comer made a motion to change Deputy EMA and Deputy Coroner positions to hourly rate as approved on 2025 salary ordinance as of January 1, 2025 seconded by Clay Andrews, all voted.
  - i. Grant Writing Service Agreement Termination – Greenwood explained the termination and shared appreciation for the work Sharon Hutchison has put in. John Comer made a motion to approve the termination of the Grant Writing Service Agreement seconded by Clay Andrews, all voted in favor.
  - j. Farm Leases – Andrews explained the Pasture, Followell/County Farm, Johnsonville leases. Clay Andrews made a motion to approve the Pasture to Fink Family Farms at \$900; Johnsonville to Rob Elliot at no rent; Followell/County Farm to Jimmy Willett leases for 3 years seconded by John Comer, all voted in favor.
  - k. 911 Board Reappointment – Clay Andrews made a motion to change 911 Board Appointment to the current EMA Director seconded by John Comer, all voted in favor.
  - l. 2025 PHI Cares Membership Agreement – Clay Andrews made a motion to approve the 2025 PHI Cares County Contract at \$26,604.60 paid seconded by John Comer, all voted in favor.
  - m. Greater Lafayette Commerce Community Child Care Grant Match – Discussed the grant and Kara Dewlen explained no one has signed up in the county for this grant. This is a 3-year grant with a county match of \$23,950/year and this is the second year. If the grant does not fund a child care, the County will receive \$50,000 back. Craig Greenwood made a motion to approve Greater Lafayette Child Care match for 3 years total, next 2 years through 2025 seconded by Clay Andrews, all voted in favor.
  - n. Additional Appropriation – Discussed using Fund 4920 to purchase highway truck leases. Weston-Hubner explained this fund will not support the buyout of the leases, current leases and explained the additional appropriations. Clay Andrews made a motion to approve the final 2024 Budget Additional Appropriation Resolution #1118A seconded by John Comer, all voted in favor.
  - o. MJ Electric Settlement – Greenwood explained the road damage 2 years ago, finally has been settled at \$125,000. Craig Greenwood made a motion to approve \$125,000 settlement with Actalent Services and MJ Electric seconded by John Comer, all voted in favor.

Old Business:

Elected Official/Department Head comments:


- a. LEPC – Wilson explained purchase of hazmat equipment for EMA at \$6,581.00 plus shipping paid from LEPC funds. John Comer made a motion to approve the purchase seconded by Clay Andrews, all voted in favor.
- b. Robin Weston-Hubner, Auditor – Presented Axxcess PC quote for upgrading of the server drives at \$25,986.06. Weston-Hubner explained the issues and need, funds are available in 2024 and 2025 budgets. Clay Andrews made a motion to approve the server upgrade paid from Commissioner Budget seconded by John Comer, all voted in favor.
- c. Anthony Pruitt, Sheriff – EMA vehicle emergency light/decal has been completed.
- d. Health Dept – Lacy Frodge, Health Dept Nurses stated JOINK internet should be installed this week and Health Board meeting will be held Wednesday.
- e. Jill Wilson, HR – Explained Health insurance open enrollment will begin today. Brandy from Apex is here to assist. December 6<sup>th</sup> is the due date.
- f. Robin Weston-Hubner – Discussed TV purchase for Commissioner's Room and current sales. Craig Greenwood made a motion to approve up to \$1,500 for video displays for Commissioners Room seconded by John Comer, all voted in favor. Weston-Hubner will purchase the TV's.


Public Comment:

- a. Brenda Leak – Inquired of a rumored dairy farm being built at corn cob corner. Kuiper explained State approval then County BZA special exception meeting, next meeting in January. CO2 news, nothing but said it could be operational by 2030.
- b. Lyn Martin – Inquired of the JCWF ERA and when will expire. Commissioners will look into this and get back with Martin.

Next Commissioner meeting December 2, 2024 @ 8:30 a.m.

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

ATTEST:   
Robin Weston-Hubner, Auditor

  
David Craig Greenwood, President

  
John Comer, Vice President

  
Clay Andrews