

**WARREN COUNTY COMMISSIONERS MEETING**  
**MONDAY JULY 7, 2025**

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

Also, In Attendance:

Public: Steve Eberly, interim LEDO Director; Perry Conrad, Cindy Williams, Brenda Leak, Scott Smith, Randy Howard.

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Ingrid Barce, County Attorney; Charity Perigo, Chief Deputy Auditor; Jim Morson, EMA Director; .

The meeting was called to order by John Comer, Commissioner President.

1. New Business:

- a. Added Ordinance Establishing the Accessibility Coalition. Clay Andrews made a motion to approve the amended agenda with a second from Craig Greenwood, all voted in favor.
- b. Craig Greenwood made a motion to approve the June 16, 2025 Commissioner Meeting minutes with a second from Clay Andrews, all voted in favor.
- c. Craig Greenwood made a motion to approve the June 16, 2025 – July 7, 2025 Accounts Payable Claim Dockets with a second from Clay Andrews, all voted in favor.
- d. Craig Greenwood made a motion to approve the June 20, 2025, July 3, 2025 payroll with a second from Clay Andrews, all voted in favor.
- e. Highway – Herndon stated paving on 900W should be finished today but reworking a few areas as Herndon requested. Issues with JOINK contractor boring through pavement that now must to be repaired. Payment due on the emulsion tank \$33,900. Craig Greenwood made a motion to approve \$33,900 paid from Fund 1176 and additional appropriation seconded by Clay Andrews, all voted in favor. County Share of Community Crossing Grant will be paid from Fund 1112 Economic Development with a 2025 budget of \$300,000.
- f. UBO, Smith/Howard – Barce and Comer opened the UBO hearing. Barce explained fine for noncompliance is due and requested an update from Smith. Howard and Smith explained trash has been picked up, working to move RV (battery has been ordered), all large items removed and car is being picked up soon. Smith stated work continues almost every day. Barce informed Smith/Howard within 2 weeks must arrange a time for Kuiper to inspect the house. Howard stated the roof is new but back part has OSB that needs replaced then shingled. Howard stated no one has lived there in many years admitted she needs to keep the yard mowed. Smith stated he is getting a dumpster to finish the cleanup and has mowed the yard. Greenwood stated photos do not show much work done and Barce showed Smith the photos. Smith stated the back needs shingles but there are no holes in the roof as well as no water or electricity currently as no one is living there. Discussed extension as this has been an issue for the last 10 years and the County needs to see something progress made. Clay Andrews made a motion to affirm the UBO and extend 30 days with all vehicles removed, weeds/yard cleaned up, appointment must be made for Kuiper to inspect to be sure the home is repairable and varmint issues must be resolved by August 4<sup>th</sup> and \$1,000 fine will be removed if progress is made and in compliance seconded by John Comer, all voted in favor.
- g. Covered Bridge Certification – Clay Andrews made a motion to approve Covered Bridge Certifying no covered bridges seconded by Craig Greenwood, all voted in favor.
- h. 2026 Holiday Schedule – Discussed dates of County Holidays. John Comer made a motion to approve the 2026 Warren County Holiday Schedule seconded by Clay Andrews, all voted in favor.
- i. Resolution Re-Adopting and Reaffirming the Warren County Title VI Plan and Non-Discrimination Agreement – Clay Andrews made a motion to approve Resolution #2025-0707A Re-Adopting and Reaffirming the Warren County Title VI Plan and Non-Discrimination Agreement Title VI and Assurances seconded by Craig Greenwood, all voted in favor.
- j. Resolution Re-Adopting the Notice Provisions of the Americans with Disabilities Act in Warren County – Clay Andrews made a motion to approve Resolution #2025-0707B Re-Adopting the Notice Provisions of the Americans with Disabilities Act in Warren County seconded by Craig Greenwood, all voted in favor.
- k. Language Lines Service Agreement and Statement of Work – Wilson explained the contract for use of translators if needed. Barce explained the reason for this. Craig Greenwood made a motion to approve the Language Line Service Agreement and Statement of Work for services seconded by Clay Andrews, all voted in favor. Craig Greenwood made a motion adding 2025 budget line for language service and additional appropriation of \$250 seconded by John Comer, all voted in favor.
- l. Ordinance for Accessibility Coalition – Discussed President of Commissioners and Council on the board. Clay Andrews made a motion to approve Ordinance #2025-0707C Establishing the Accessibility Coalition in Warren County seconded by Craig Greenwood, all voted in favor.

2. Old Business:

- a. Annex Building Construction/Remodel – Greenwood stated annex building remodel is finished and offices are open. Project was quoted by Lanham's Handyman Service and came in under quote. The windows need to be sealed and caulked but will get a quote for this later. Wabash door is still working on the Extension building handicap door install, a final bill will be received after completed. Greenwood presented a quote from Wetli Sealcoating for the Health Dept and Annex ADA parking lines, sealcoating and cement stops for \$900. Herndon and Greenwood will put the ADA signs up. Clay Andrews made a motion to pay Wetli Sealcoating \$900 from Fund 1138 Cumulative Capital Development seconded by John Comer, all voted in favor.
- b. Courthouse Repairs – Greenwood explained air conditioner issue at the courthouse has been repaired and courthouse was only closed 3 days. The bills are BT Reynolds \$18,730 and Johnson Sewer \$17,550 totaling \$36,280. Craig Greenwood made a motion to pay T Reynolds and Johnson Sewer totaling \$36,280 paid from Fund 1138 Cumulative Capital Development seconded by Clay Andrews, all voted in favor. Greenwood presented a quote from Houston Electric, \$224,000 for a generator that will power the entire Jail. The current generator only powers part of the jail. This will be presented to the Council for 2026 budget. Discussed trade in value as current generator is only a few years old. The old generator will not power the Courthouse due to elevator electricity requirements. Weston-Hubner presented Thompson Electric invoice for Jail server room in the amount of \$3422.17. Craig Greenwood made a motion to pay Thompson Electric \$3,422.17 from Fund 1138 Cumulative Capital Development seconded by Clay Andrews, all voted in favor.

3. Elected Official/Department Head comments:

- a. Jill Wilson, HR Director – Wilson explained vendors Aflac, Liberty National, Nationwide, First Financial will be coming in to present to the employees.

- b. Steve Eberly, Interim LEDO Director – Eberly explained he is filling in temporarily for the LEDO Director position. Explained projects that have been completed by LEDO over the years. Working on READI grant.
- c. Jim Morson, EMA Director – Morson stated BRIC grant completed, \$24,304 with 25% county share of \$8,128 county share. This grant is for multi hazard mitigation plan that a firm will need to be hired to write. This is due every 5 years. New information concerning EMPG salary grant, County will receive the full grant of \$18,000. Continue to clean up the EMA building. Coroner will be moving the body cooler to the EMA Building. This currently is at Grady Funeral Home. Weston-Hubner stated the UBO with Grady will need to be terminated when this is received.
- d. Robin Weston-Hubner – Weston-Hubner stated Assessor has rolled assessed values for 25 pay 26, continue to work on net assessed values. Due to deduction changes from the State, this process has been very slow as current tax program is not adapting very well. The 2026 budget meeting preparation, revenue estimates are due from the State July 15th, continue to work on TIF Neutralization. IRS mileage remains at \$0.70/mile.

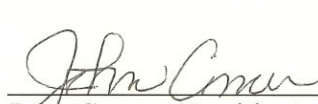
4. Public Comment:


- a. Cindy Williams – Williams stated pictures were taken July 4<sup>th</sup> of the Smith UBO property. The yard has tall weeds and trash as well as the backyard with very little to no work being done to the property or home. Car on the property with 2023 license plates that needs removed.
- b. Brenda Leak – Leak stated county road 1000 was graded and she thanked Mo Moore, Highway Department for doing this but the next day is the road was bad again. Leak requested to have the road graded every day. The road study is not helping the issue. Andrews stated he drove 1000 this morning. Herndon stated 1000 is being graded today with stone being put down as well. Leak stated the groves in the soft road making it impossible to drive a car as she has had damage to her car due to the issues with the road.
- c. Perry Conrad – Conrad inquired about Kara Dewlen, previous LEDO Director, leaving the position as she did a great job. Discussed concrete piled on corner of State Road 263 and 28.

Next Commissioner meeting July 14, 2025 @ 8:30 a.m.

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

ATTEST:   
Robin Weston-Hubner, Auditor

  
John Comer, President

  
Clay Andrews, Vice President

  
David Craig Greenwood