

**WARREN COUNTY COMMISSIONERS MEETING  
MONDAY NOVEMBER 17, 2025**

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

Also, In Attendance:

Public: Derik Helmerick, Jason James,

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Charity Perigo, Chief Deputy Auditor; Ingrid Barce, County Attorney; Anthony Pruitt, Sheriff; Sean Sharma, Health Dept Health Officer; Matt Herndon, Highway Superintendent; John Kuiper, Zoning Director; Jill Wilson, HR Director; Jim Morson, EMA Director.

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

John Comer, Commissioner President lead the Pledge of Allegiance.

1. New Business:

- a. Craig Greenwood made a motion to approve the agenda with a second from Clay Andrews, all voted in favor.
- b. Clay Andrews made a motion to approve October 29, 2025 Commissioner/Council Meeting Minutes seconded by Craig Greenwood, all voted in favor. Clay Andrews made a motion to approve the November 3, 2025 Commissioner Meeting minutes with a second from Craig Greenwood, all voted in favor.
- c. Craig Greenwood made a motion to approve the November 3, 2025 – November 17, 2025 Accounts Payable Claim Dockets with a second from Clay Andrews, all voted in favor.
- d. Craig Greenwood made a motion to approve the November 7, 2025 payroll with a second from Clay Andrews, all voted in favor.
- e. Highway – Herndon stated getting snow plows ready and all stone has been hauled for the year.
- f. UBO – Comer opened UBO Hearing.
  - i. James – Barce stated UBO for James at 239 E Water St. James is in attendance and presented pictures. Kuiper explained photos Kuiper presented and James has presented of cleanup with progress being made. Discussed 6-month extension through winter months. Craig Greenwood made a motion to affirm and extend the James UBO 6 months until May 4, 2025 seconded by Clay Andrews, all voted in favor.
  - ii. Straub – Barce stated UBO for Straub at 1371 W 300 N. Straub is in attendance. Kuiper explained some cleanup has been done, suggested sealing home for the winter. Discussed taking time in the coming week to work on installing a new door, boarding up windows which are being replaced next year. Straub stated an extension until spring would be great due to winter. Kuiper suggested definitely sealing the home for winter. Craig Greenwood made a motion to affirm and extend Straub UBO 30 days, December 15<sup>th</sup>, to ensure sealed up for winter seconded by Clay Andrews, all voted in favor.
  - iii. Jarvis – Barce stated UBO for Jarvis at 1544 Main Street for removal of home bids. Discussed and Kuiper will work on getting bids.
  - iv. Jones – Barce stated Jones UBO State Rd 263 home set to be removed. Kuiper explained the progress. Comer closed the UBO hearing.
- g. Purdue Extension Refund – Discussed letter from Purdue offering \$6,000 back to the County for not having position filled in 2025. Purdue is working to resolve this issue. Craig Greenwood made a motion to accept the proposed \$6,000 refund seconded by Clay Andrews, all voted in favor.

2. Old Business

- a. Commissioner Room Remodel – Greenwood stated Trade Craft will be removing the wall and moving to new location in the Commissioners Room on Wed and Thurs this week. The counter top will at least 6 weeks. Weston-Hubner and Cori Herndon will be finalizing the counters this week. Greenwood presented a quote from Raimer for \$3,800 to remove and place new carpet. Craig Greenwood made a motion to approve quote and pay from Cumulative Capital Development or Custodial Budget \$3,800 clay all in favor. Greenwood stated clerk's office will be done soon. Russ working with Brad Thompson for the lighting and electrical in Commissioner room.

3. Elected Official/Department Head comments:

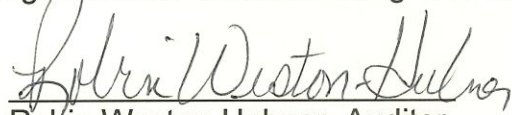
- a. Robin Weston-Hubner, Auditor – Working on settlement this week but delayed due to software issues.
- b. Jill Wilson, HR Director– Health Insurance begins open enrollment this week, Christmas dinner will be catered by high falls.
- c. Dr. Sharma, Health Officer – Health Department board meeting will be Wed. at 7 p.m. at the hospital.

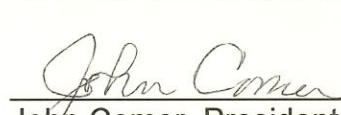
4. Public Comment: No public comment.

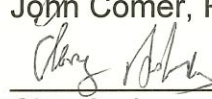
Next Commissioner meeting December 1, 2025 @ 8:30 a.m.

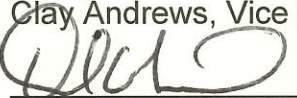
There being no further business Craig Greenwood made a motion to adjourn with a second from Clay Andrews, all voted in favor.

ATTEST:

  
Robin Weston-Hubner, Auditor

  
John Comer, President

  
Clay Andrews, Vice President

  
David Craig Greenwood