

**WARREN COUNTY COMMISSIONERS MEETING
MONDAY SEPTEMBER 15, 2025**

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

Also, In Attendance:

Public: Steve Eberly, interim LEDO Director; Cindy Williams, Dodie Howard, Greg Robison, Derik Helmerick, Maggie Estes, Jane Craigin, Brenda Leak.

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Ingrid Barce, County Attorney; Charity Perigo, Chief Deputy Auditor; John Kuiper, Zoning Director; Jenny Hobough, Highway Office Manager; Matt Herndon, Highway Superintendent; Laci Frodge, Health Dept Nurse; Jim Morson, EMA Director, Jill Wilson, HR Director; Anthony Pruitt, Sheriff; Justin Brummett, EMS; Ethan Foxworthy, Council;

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

John Comer, Commissioner President lead the Pledge of Allegiance.

1. New Business:

- a. Add EMS/Ambulance. Clay Andrews made a motion to approve the agenda with a second from Craig Greenwood, all voted in favor.
- b. Clay Andrews made a motion to approve the August 19, 2025 and September 2, 2025 Commissioner Meeting minutes with a second from Craig Greenwood, all voted in favor.
- c. Clay Andrews made a motion to approve the September 2, 2025 – September 15, 2025 Accounts Payable Claim Dockets with a second from Craig Greenwood, all voted in favor.
- d. Clay Andrews made a motion to approve the September 12, 2025 payroll with a second from Craig Greenwood, all voted in favor.
- e. EMS/Ambulance – Brummett explained ambulance was on a call headed south on SR 63 when they started smelling hot and smoke in the cab. Ambulance immediately erupted in flames. They tried using a fire extinguisher with no luck so began pulling out equipment from the back. Insurance is reviewing but possibly a total loss. Regardless, we are down 1 ambulance due to this. Ambulance that burned is the 2017 Ford with a 2014 box. The Dodge is also down due to an oil leak which was repaired on Saturday. On Sunday the 3rd ambulance, 2017 Ford, had a fuel leak and will not have back until next week at the earliest. Currently using the 2020 Dodge and a loaner from Benton County. MOU from Benton County is being reviewed by Barce. Insurance is aware of the loaner and State has transferred the ambulance number of Benton County to Warren County. If insurance totals the ambulance, then new build process is not practical as estimated delivery would be February 2027. Brummett is looking at buying a stock unit as an option which most of the units are remounts with new chassis added. Getting quotes and will be in touch with Commissioners.
- f. Highway – Herndon stated working on bids for Bridge 39 repair. Andrews inquired about chip and seal projects. Herndon stated progress has been made but waiting to finish after harvest. Work on Old 41 to grind off humps then will seal.
- g. UBO – Comer opened the UBO hearing. Kuiper explained currently looking at a few other homes for property maintenance in Pence.
 - i. Straub – Barce explained UBO at 1371 W 300N, Straub appeared last in July reset for an update today. Derek Helmerick is representing Straub. Kuiper as far as outside of the parcel, a lot of clean up with lots of vegetation removed, but home still needs a lot of work. Helmerick stated working on cat situation and intention is to fix the house up, build a home on the adjoining parcel for his parents. It has been approximately a year since Straub has lived on the parcel as front door needs work, ramp remove, fixing deck, addition roof is failing but main portion of home is sturdy. Comer progress needs to be made or proof of such as starting to cleanup, remodel, etc. with progress on the physical building. Clay Andrews made a motion to affirm and extend 2 months until November 17th seconded by Craig Greenwood, all voted in favor. Barce explained Nov 17th hearing and a letter will be sent to confirm.
 - ii. James – Barce explained UBO at 239 E Water St, James appeared in July and had made progress. James is not in attendance. Kuiper stated James has not made much progress since July as weeds are very tall. After much discussion, Clay Andrews made a motion to affirm and extend the UBO 2 months until November 17th, fining \$1,000 held in abeyance, seconded by Craig Greenwood, all voted in favor.
 - iii. Jones – Barce explained UBO at 3707 S State Road 263 letter was sent to Mortgage Company who signed for the letter. James letter not returned for new address but notice has been in newspaper. Clay Andrews made a motion to get bids for removal of the house with bids on Oct 6th, seconded by Craig Greenwood, all voted in favor. Discussed bids to cover only the house or other buildings and vehicles. Vehicles moved until can be addressed, tag and towed if needed. Sheriff Pruitt will look at the vehicles.
- h. UBO, Smith – Barce explained 10018 W Second St. Smith is in attendance. Kuiper stated photos were taken Friday showing no changes since a couple of weeks ago and Smith was told that the house must come down. Barce stated the UBO is for the unsafe house. Comer explained several letters have been sent concerning the UBO and inspection. Kuiper requested to inspect as this started this in March. Smith stated the house has been cleaning up on the inside. Barce explained we just need to see progress and allow Kuiper and Health Department to inspect the house. Smith stated plans to gut the house. Ingrid explained the time line. Discussed the motorhome in the right of way and on her parcel. Clay Andrews affirmed the UBO and extended 2 weeks until October 6th for inspection and to move the RV seconded by John Comer, all voted in favor.
- i. Resolution Amending Purchase Policy – Barce explained purchase of goods follows the State Statue, purchase of services no bids/quotes if normal or emergency. This brings the County into compliance with current law. Clay Andrews made a motion to approve Resolution #2025-0915 seconded by Craig Greenwood, all voted in favor.
- j. EMA, Integrated Public Safety Commission System Key Agreement/Granting Authority to use P25 SAFE-T systems – Morson explained the 2 documents. Warren County Emergency Services granted and integrated public safety commissioner system key agreement (radio keys are only good for a year at a time). Clay Andrews made a motion to approve IPSCSK Agreement and Authority Use Agreement to be signed by EMA seconded by Craig Greenwood, all voted in favor.

2. Old Business

- a. Revise – Discussed Revise Agreement concerning the ADA requirements. Discussed Web Content Accessibility Guidelines pricing, 3rd tier at \$4,950 for 1 year as this will aid in the conversion for ADA. Discussed website \$3,000/year. Clay Andrews made a motion to approve Revise Agreement for 1 year at \$3,000 and 3rd tier WCAG for 1 year to be paid from County General Commissioner

Budget ADA \$4,950, County General \$3,000 seconded by Craig Greenwood, all voted in favor. Barce discussed the online code book to revise so they can covert but there are about 40 Ordinances that need to be gone through.

- b. 2025/2026 Fountain/Warren 911 Dispatch Contract – Comer explained contract is from 1/1/26 to 12/31/28. Discussed inflation factor of Growth Quotient each year. Contract is for \$400,000 year with \$360,000 service and \$40,000 equipment at 4 pays per year. Craig Greenwood made a motion to approve adding inflation factor growth quotient each year seconded by Clay Andrews, all voted in favor. Signed contract will be sent to Fountain County for approval this evening.
- c. Commissioner Room Remodel – Greenwood requested to split the bill out with Auditor Office Counter \$22,000 and Commissioner Room \$12,965. Clay Andrews made a motion to approve Trade Craft quote for Commissioner Room remodel at \$12,965 paid from cumulative capital development seconded by Craig Greenwood, all voted in favor.
- d. JOINK Progress and Invoice – Andrews explained the scope of the agreement and progress of work in Williamsport, completed the areas required for the next payment \$803,769. Clay Andrews made a motion to pay JOINK \$803,769 from Jordan Creek Wind Farm seconded by Craig Greenwood, all voted in favor.
- e. Benton County EMS MOU – Brummett presented the MOU. Barce stated items to add ambulance stored, agreed to arrange trucks if needed by both counties, mutual agreement. Barce will work on this.

3. Elected Official/Department Head comments:

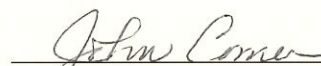
- a. John Kuiper, Zoning Director – Kuiper stated IPRS contacted him that he was no longer employed (glitch in system from Indiana Public Retirement System) and wanted to inform others just in case anyone else received a call.
- b. Jill Wilson, HR Director – Wilson stated Open Enrollment for employee health insurance will be the first 2 weeks in November.
- c. Sheriff Anthony Pruitt – Pruitt stated changes in visitation concerning emotional support animal into the jail. Inmate would need a letter from psychiatrist, certifying before allowed. SOP can be added stating paperwork requirements.
- d. Jim Morson, EMA Director – Explained events concerning accident at 263 and 63. INDOT meeting tomorrow at 9:00 a.m.
- e. Matt Herndon, Highway Superintendent – Herndon stated an issue a couple of weeks ago, truck stuck on cemetery hill. We need an ordinance to allow a fine for this. Sheriff Pruitt stated currently can only give disregarding traffic sign \$500 fine.
- f. Craig Greenwood, Commissioner – Brian Lanham is working on the Coroner cooler installation. Morson stated concern with access codes into the building through only 1 door. Discussed putting a third door in the storage area with a specific code to keep others out of the EMA/Coroner area.
- g. Clay Andrews, Commissioner – Andrews presented final invoice of \$900 from HWC for cost benefit analysis road study. Redevelopment Commission hired ICE Miller at \$5,000 of TIF Funds to investigate how to pay for 1000W improvements with a TIF. Explained 4 suggestions reimbursement by the developer, forgivable loan, bond pay with TIF money, county to pay for this upfront with 4918 then RDC reimburse with new TIF funding. Also suggested working with dairy, highway and dairy developer to do the improvements. RDC will meet Sept 22 and Council Sept 16. Craig Greenwood made a motion to pay up to a \$1 million from 4918 Jordan Creek Wind Farm funds to build 1000W Dairy Road and agreements with RDC with TIF seconded by Clay Andrews, all voted in favor. INDOT meeting Oct 8th LTAP at 1:30 pm to discuss options available through the State for the improvements.
- h. Discussion concerning 1000W – Herndon stated as the areas of 1000W that were rebuilt by the wind farm have held up, it would be much cheaper to do cement stabilization to rebuild. Andrews stated HWC did not recommend the 6” and cement stabilization. Herndon stated that the County could save \$500,000 by rebuilding as wind farm had parts of 1000W already done or 100N mesh has held up very good.
- i. Robin Weston-Hubner, Auditor – Weston-Hubner explained 2024 SBOA audit is complete. Work continues on 2026 budgets, wheel tax preparations for extra work in the Auditor Office, all county contracts uploading to Gateway, website work, etc.


4. Public Comment:


Next Commissioner meeting October 6, 2025 @ 6:00 p.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