

**WARREN COUNTY COMMISSIONERS MEETING  
MONDAY SEPTEMBER 2, 2025**

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

Also, In Attendance:

Public: Steve Eberly, Interim LEDO Director; Lyn Martin, LeAnn Conrad, Perry Conrad, Joshua Winrotte, Brenda Leak.

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

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

John Comer, Commissioner President lead the Pledge of Allegiance.

1. New Business:

- a. Clay Andrews made a motion to approve the agenda with a second from Craig Greenwood, all voted in favor.
- b. Clay Greenwood made a motion to approve the July 21, 2025 Commissioner Meeting minutes with a second from Clay Andrews, all voted in favor.
- c. Craig Greenwood made a motion to approve the August 18, 2025 – September 2, 2025 Accounts Payable Claim Dockets with a second from Clay Andrews, all voted in favor.
- d. Craig Greenwood made a motion to approve the August 29, 2025 payroll with a second from Clay Andrews all voted in favor.
- e. Purdue Extension – Josh Winrotte, Purdue Extension area Director explained the move to a service-based contract with several counties combined as a pod method. Warren County is being partnered with 3 local counties to have multiple team members. There will be a feedback session for Warren County in October. Emily Ade, Warren County Purdue Extension, this is a positive move as projects have already been setup. Craig Greenwood made a motion to approve \$53,500 for 2026 Warren County Purdue Contract seconded by Clay Andrews, all voted in favor.
- f. Highway – Herndon stated issues with bridge 39 abutment as sandstone beneath and on the east side is coming apart. State will have a give a critical finding which will close the bridge in 30 days if not repaired. Concrete will need to be poured to stabilized the bridge which will take about 2 days to repair. Briscoe bridge was hit by a vehicle and White Construction will make a new railing to repair.
- g. Low Taxing Software Contract – Weston-Hubner explained \$175,392 in 2026 and \$80,000 in 2027/2028. This software is for the entire taxing process which includes transfer of parcels, assessed values, deductions, tax calculations, tax bills, tax revenue receipting, tax fund distribution, etc. Clay Andrews made a motion to approve LOW Taxing Software Contract seconded by Craig Greenwood, all voted in favor.
- h. Resolution to Accept Gift of Vehicle from the Warren County Community Foundation – A 2023 Ford Interceptor was donated for the use of Paramedicine program. Discussed paying for the yearly expenses. John Comer made a motion to approve Resolution #2025-0902A seconded by Clay Andrews, all voted in favor.
- i. Resolution Amending Purchase Policy – Barce explained the Policy and need for updating as has not been since 1997. The policy will follow the State Statute for bid process. Emergency exception for bids will be added to the resolution too. Tabled until next meeting.
- j. Revise Website Redesign Agreement – Barce explained the ADA compliance accessibility issues, signatories prior to 2019 need updated and no scanned documents will be allowed. Tabled until next meeting.
- k. Additional Appropriation – Andrews explained Redevelopment Commission is requesting \$5,000 for TIF Professional Services, Ice Miller. Inquiring about a bond for 1000 W construction. Clay Andrews made a motion to approve the additional appropriation to Fund 4910 of \$5,000 seconded by Craig Greenwood, all voted in favor.
- l. PHI Cares Agreement 2026 – Craig Greenwood made a motion to approve the 2026 PHI Cares Agreement for Warren County seconded by Clay Andrews, all voted in favor.

2. Old Business

- a. 2025/2026 911 Dispatch Contract – Commissioners are in discussion with Fountain County, tabled until a later meeting.
- b. Commissioner Room Remodel – Discussed the \$38,000 bid for the remodel of the Commissioners Room and Auditor Office counter. Tabled until a later meeting. Discussed the jail issues with pipes leaking.
- c. JOINK Progress and Invoice – Weston-Hubner explained \$803,769 invoice and Agreement stated West Lebanon and Pine Village Passings in order to pay this. Eberly stated issues due to hot weather and locating problems. Tabled until next meeting. Andrews requested proof and information concerning location completeness and new bill in our name.
- d. Coroner Cooler/MOU Grady Funeral Home – Cooler has been moved and is located at the EMA building. Brian Lanham is looking to move the cooler to a more permanent location in the EMA building. MOU with Grady Funeral Home has been terminated.

3. Elected Official/Department Head comments:

- a. John Kuiper, Zoning Director – Kuiper stated on September 9<sup>th</sup> at 5:00 is the rescheduled special exception meeting for met towers.
- b. Matt Herndon, Highway – Herndon stated the Chip Box has not sold on GovDeals and AJ Hetrick has offered \$4,200 to buy. The Commissioners agreed. Hurricane Ditcher has asked to put in their trade show and we will not be using until after fall.
- c. Steve Eberly, Local Economic Development Interim Director – Eberly stated Purdue Center for Regional Development is conducting a study for access to public transportation.

- d. Anthony Pruitt, Sheriff – Sheriff Puritt explained leasing with Enterprise for 3 sheriff vehicles with 3 trade in vehicles that will apply to each lease. Clay Andrews made a motion to approve Enterprise Lease Agreement for 3 Tahoe's and selling of 3 Tahoe's seconded by Craig Greenwood, all voted in favor. Interviews are taking place today for Courthouse Security position.
- e. Auditor, Robin Weston-Hubner – Weston-Hubner presented a Cintas Agreement for the Courthouse entry rugs. Craig Greenwood made a motion to approve the 3-year Cintas Agreement at \$80.46 per month for 4 rugs seconded by Clay Andrews, all voted in favor. Auditor's Office is working on 2026 Budget, SBOA audit, wheel tax process to being taxing in Jan 2026, etc.

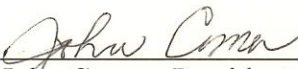
4. Public Comment:

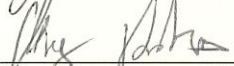
- a. Lyn Martin – Martin stated 200-300 trucks a week drive by Pence causing issues with Bridge 39 and 1000 W. There have been several issues with close calls in that area.
- b. Perry Conrad – Conrad stated issues with Division west of 900 with wash boarding.

Next Commissioner meeting September 15, 2025 @ 8:30 a.m.

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

ATTEST:   
Robin Weston-Hubner, Auditor

  
John Comer, President

  
Clay Andrews, Vice President

  
David Craig Greenwood