

**VIGO COUNTY COUNCIL**  
**February 23, 2010**  
**5:00 P.M.**

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**VIGO COUNTY COUNCIL**  
**Agenda**  
**Tuesday, February 23, 2010 at 5:00 P.M.**  
**Council Chambers, Vigo County Annex**

1. Pledge of Allegiance
2. Calling of the roll
3. Corrections to the journal of the preceding meeting, if needed
  - a. November 24, 2009
  - b. December 29, 2009
  - c. January 5, 2010
  - d. January 19, 2010
4. Public comment
5. Communications from elected officials of the County
6. Communications from other officials or agencies
7. Reports from standing committees
8. Reports from select committees
9. Ordinances relating to appropriations
  - a. Annual Budget Committee
    - i. Additional Appropriation Ordinance 2010-03
    - ii. Additional Appropriation Ordinance 2010-04
    - iii. Additional Appropriation Ordinance 2010-05
    - iv. Additional Appropriation Ordinance 2010-06
    - v. Resolution of Re-Allocation of Existing Appropriations 2010-01
    - vi. Resolution of Re-Allocation of Existing Appropriations 2010-02
  - b. Budget Adjustment Committee
    - i. Additional Appropriation Ordinance 2010-07
  - c. Personnel Committee
    - i. Salary Ordinance 2010-02
    - ii. Salary Ordinance 2010-03
    - iii. Salary Ordinance 2010-04
    - iv. Salary Ordinance 2010-05
    - v. Salary Ordinance 2010-06
    - vi. Resolution 2010-01
    - vii. Resolution 2010-02
  - d. Special Projects Committee
    - i. Resolution 2010-03
    - ii. Resolution 2010-04
10. Honorary resolutions
11. Resolutions relating to fiscal policies of the Council
12. First reading by summary reference of proposed ordinances and resolutions
13. Appointments
14. Adjournment

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the Taxpayers of Vigo County, Indiana, that the Vigo County Council will meet at the Vigo County Annex, 127 Oak Street, Terre Haute, Indiana at 5:00 pm on February 23, 2010 to consider the following appropriations in excess of the budget of the current year.

**COMMISSIONERS**

FICA	\$1,492
PERF	\$1,998

**JUVENILE COURTS**

Payroll	\$19,492
<b>TOTAL COUNTY GENERAL FUND</b>	<b>\$22,982</b>

**INFRACTION DEFERRAL**

Payroll	\$794
FICA	\$61
PERF	\$82
<b>TOTAL INFRACTION DEFERRAL FUND</b>	<b>\$937</b>

**ALCOHOL & DRUG**

Payroll	\$3,192
FICA	\$245
PERF	\$328
<b>TOTAL ALCOHOL &amp; DRUG FUND</b>	<b>\$3,765</b>

**TITLE IV-D COURTS**

Rent	\$27,000
Utilities	\$7,250
<b>TOTAL TITLE IV-D COURT FUND</b>	<b>\$34,250</b>

**HEALTH DONATION**

Equipment	\$10,000
<b>TOTAL HEALTH DONATION FUND</b>	<b>\$10,000</b>

Taxpayers appearing at this meeting shall have the right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance. The DLGF will make a written determination as to the sufficiency of funds to support appropriations made within fifteen (15) days of receipt of the certified copy of the action taken.

TIMOTHY M. SEPRODI  
VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday February 12, 2010  
TRIBUNE-STAR

**ADDITIONAL APPROPRIATION ORDINANCE 2010-03**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>JUVENILE COURTS</u></b>		
40010 Payroll	\$19,492	
<b><u>COMMISSIONERS</u></b>		
41521 FICA	\$1,492.00	
41522 PERF	\$1,998	
<b>TOTAL COUNTY GENERAL FUND</b>	<b>\$22,982</b>	

*Approved on this 23rd day of February 2010.*

AYE

NAY

\_\_\_\_\_  
Brad Anderson

\_\_\_\_\_  
Mark Bird

\_\_\_\_\_  
Bill Bryan

\_\_\_\_\_  
Tim P. Curley

\_\_\_\_\_  
Ed Ping

\_\_\_\_\_  
Darrick Scott

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**ADDITIONAL APPROPRIATION ORDINANCE 2010-04**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Infraction Deferral Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>INFRACTION DEFERRAL</u></b>		
40010 Payroll	\$794	
41521 FICA	\$61	
41522 PERF	\$82	
<b>TOTAL INFRACTION DEFERRAL FUND</b>	<b>\$937</b>	

*Approved on this 23rd day of February 2010.*

AYE

NAY

	Brad Anderson	
	Mark Bird	
	Bill Bryan	
	Tim P. Curley	
	Ed Ping	
	Darrick Scott	

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**ADDITIONAL APPROPRIATION ORDINANCE 2010-05**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Alcohol and Drug Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>ALCOHOL &amp; DRUG</u></b>		
40010 Payroll	\$3,192	
41521 FICA	\$245	
41522 PERF	\$328	
<b>TOTAL ALCOHOL &amp; DRUG FUND</b>	<b>\$3,765</b>	

*Approved on this 23rd day of February 2010.*

AYE

NAY

	Brad Anderson	
	Mark Bird	
	Bill Bryan	
	Tim P. Curley	
	Ed Ping	
	Darrick Scott	

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**ADDITIONAL APPROPRIATION ORDINANCE 2010-06**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Title IV-D Court Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>TITLE IV-D</u></b>		
43370 Utilities	\$7,250.00	
43620 Rent	\$27,000	
<b>TOTAL TITLE IV-D COURT FUND</b>	<b>\$34,250</b>	

*Approved on this 23rd day of February 2010.*

AYE

NAY

	Brad Anderson	
_____		_____
	Mark Bird	
_____		_____
	Bill Bryan	
_____		_____
	Tim P. Curley	
_____		_____
	Ed Ping	
_____		_____
	Darrick Scott	
_____		_____

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor



**ADDITIONAL APPROPRIATION ORDINANCE 2010-07**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Health Donation Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>BIOTERRORISM PHP</u></b>		
44510 Equipment	\$10,000	
<b>TOTAL HEALTH DONATION FUND</b>	<b>\$10,000</b>	

*Approved on this 23rd day of February 2010.*

AYE

NAY

	Brad Anderson	
	Mark Bird	
	Bill Bryan	
	Tim P. Curley	
	Ed Ping	
	Darrick Scott	

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION  
2010-01**

It has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes which appropriated are hereby re-allocated in the following amounts:

			<u>REQUESTED</u>	<u>APPROVED</u>
<b><u>COUNTY GENERAL</u></b>				
From:	001-120-40010	Payroll	\$1,800	
From:	001-170-40010	Payroll	\$12,276	
From:	001-171-40010	Payroll	\$300	
From:	001-182-40010	Payroll	\$5,901	
From:	001-320-40010	Payroll	\$1,600	
To:	001-180-40010	Payroll		\$17,382
To:	001-220-40010	Payroll		\$4,495

*Approved on this 23rd day of February 2010.*

AYE		NAY
_____	Brad Anderson	_____
_____	Mark Bird	_____
_____	Bill Bryan	_____
_____	Tim P. Curley	_____
_____	Ed Ping	_____
_____	Darrick Scott	_____

*Attest:*

\_\_\_\_\_  
Kathy Miller, President

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION  
2010-02**

It has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes which appropriated are hereby re-allocated in the following amounts:

		<u>REQUESTED</u>	<u>APPROVED</u>
<b><u>JAIL</u></b>			
From:	001-170-40010 Payroll	\$100,000	
To:	001-170-43331 Contractual Svcs-Medical	\$100,000	

*Approved on this 23rd day of February 2010.*

AYE		NAY
_____	Brad Anderson	_____
_____	Mark Bird	_____
_____	Bill Bryan	_____
_____	Tim P. Curley	_____
_____	Ed Ping	_____
_____	Darrick Scott	_____

*Attest:*

\_\_\_\_\_  
Kathy Miller, President

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**SALARY ORDINANCE 2010-02**

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2010, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County General Fund the following:

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>SHERIFF</u></b>		
Detective	\$1,500	
(Increase to 10 Detective/DTF/Forensic Slots)		

SECTION 3. To be retro-active to the first pay of 2010.

*Approved on this 23rd day of February 2010.*

AYE

NAY

_____	Brad Anderson	_____
_____	Mark Bird	_____
_____	Bill Bryan	_____
_____	Tim P. Curley	_____
_____	Ed Ping	_____
_____	Darrick Scott	_____

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

Personnel

**SALARY ORDINANCE 2010-03**

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2010, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County Highway Fund the following:

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>Highway I</u></b>		
Asst Superintendent - 1	Grade 10	
Office Manager - 1	Grade 8	
Supervisor -1	15.58/hr	
<b><u>Highway II</u></b>		
Working Leader - 5	15.02/hr	
Maintenance Worker B - 13	14.61/hr	
Laborer - 2	14.39/hr	
Operator B - 10	14.73/hr	
Sign Technician - 1	14.79/hr	
Stores Clerk - 1	14.26/hr	
<b><u>Highway III</u></b>		
Mechanic - 3	14.59/hr	
Custodial - 1	\$23,527	

SECTION 3. To be effective March 9, 2010.

*Approved on this 23rd day of February 2010.*

AYE

NAY

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Brad Anderson

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Mark Bird

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Bill Bryan

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Tim P. Curley

\_\_\_\_\_

Ed Ping

\_\_\_\_\_

Darrick Scott

\_\_\_\_\_ Personnel

**SALARY ORDINANCE 2010-03**

*Attest:*

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Timothy M. Seprodi  
Vigo County Auditor

**SALARY ORDINANCE 2010-04**

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2010, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County Local Road & Street Fund the following:

<u>Local Road &amp; Street</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
Supervisor -2	15.58/hr	

SECTION 3. To be effective March 9, 2010.

*Approved on this 23rd day of February 2010.*

AYE

NAY

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Brad Anderson  
Mark Bird  
Bill Bryan  
Tim P. Curley  
Ed Ping  
Darrick Scott

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Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**SALARY ORDINANCE 2010-05**

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2010, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County Cumulative Bridge Fund the following:

<u>Cumulative Bridge</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
Supervisor -2	15.58/hr	

SECTION 3. To be effective March 9, 2010.

*Approved on this 23rd day of February 2010.*

<u>AYE</u>		<u>NAY</u>
_____	Brad Anderson	_____
_____	Mark Bird	_____
_____	Bill Bryan	_____
_____	Tim P. Curley	_____
_____	Ed Ping	_____
_____	Darrick Scott	_____

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor



**SALARY ORDINANCE 2010-06**

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2010, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County General Fund the following:

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<b><u>Building Maintenance</u></b>		
Part Time Maintenance	25.00/hr	
Not to Exceed Annual Amt of \$31,459		

*Approved on this 23rd day of February 2010.*

<u>AYE</u>		<u>NAY</u>
_____	Brad Anderson	_____
_____	Mark Bird	_____
_____	Bill Bryan	_____
_____	Tim P. Curley	_____
_____	Ed Ping	_____
_____	Darrick Scott	_____

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Sprodi  
Vigo County Auditor

**RESOLUTION 2010-01**

SECTION 1. In accordance with the 2010 Salary Ordinance as adopted on November 24, 2009, a position as been reviewed by the Personnel Committee of the Vigo County Council. The Committee has found the position to be necessary and has recommended to grant the authority to fill the position to the appropriate elected official or department head. The position is as follows:

**Auditor**

Deputy Auditor

Grade 7

*Approved on this 23rd day of February 2010.*

AYE

NAY

<hr/>	Brad Anderson	<hr/>
<hr/>	Mark Bird	<hr/>
<hr/>	Bill Bryan	<hr/>
<hr/>	Tim P. Curley	<hr/>
<hr/>	Ed Ping	<hr/>
<hr/>	Darrick Scott	<hr/>

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Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**RESOLUTION 2010-02**

SECTION 1. In accordance with the 2010 Salary Ordinance as adopted on November 24, 2009, a position as been reviewed by the Personnel Committee of the Vigo County Council. The Committee has found the position to be necessary and has recommended to grant the authority to fill the position to the appropriate elected official or department head. The position is as follows:

**Health**

Vital Records Clerical Assistant

Grade 7

*Approved on this 23rd day of February 2010.*

AYE

NAY

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Brad Anderson

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\_\_\_\_\_

Mark Bird

Bill Bryan

Tim P. Curley

Ed Ping

Darrick Scott

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Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**RESOLUTION 2010-03**

SECTION 1. WHEREAS, The Vigo County Board of Commissioners has shown interest in the disposal of the Vigo County Air Pollution Control building, located at 130 South Third Street, Terre Haute, Indiana; and

WHEREAS, IC 36-1-11-3(c)(1) requires the fiscal body of a unit to approve every sale of county owned, real property having an appraised value of fifty thousand dollars (\$50,000) or more; and

WHEREAS, the appraisal value of the Vigo County Air Pollution Control building exceeds fifty thousand dollars (\$50,000);

NOW, THEREFORE, BE IT RESOLVED, the Vigo County Council hereby approves and authorizes the Vigo County Board of Commissioners to execute the sale of the Vigo County Air Pollution Control building.

*Approved on this 23rd day of February 2010.*

AYE

NAY

	Brad Anderson	
	Mark Bird	
	Bill Bryan	
	Tim P. Curley	
	Ed Ping	
	Darrick Scott	

\_\_\_\_\_  
Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor

**RESOLUTION 2010-04**

SECTION 1. WHEREAS, the Vigo County Board of Commissioners has requested the proceeds from the sale of the Vigo County Air Pollution Control building be distributed 80% to Vigo County Air Pollution Control Title V Fund and 20% of the proceeds to Vigo County Air Pollution Control Non-Reverting Fund; and

WHEREAS, the Vigo County Council by Resolution 2010-03, has authorized the sale of the Vigo County Air Pollution Control building; and

WHEREAS, the Vigo County Council is the fiscal body under IC 36-1-10, and includes duties pertaining to fiscal matters;

NOW, THEREFORE, BE IT RESOLVED, the proceeds from the sale of the Vigo County Air Pollution Control building are to be distributed at a rate of 80% to Vigo County Air Pollution Control Title V Fund and 20% of the proceeds are to be distributed to the Vigo County Air Pollution Control Non-Reverting Fund.

*Approved on this 23rd day of February 2010.*

AYE

NAY

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Brad Anderson  
Mark Bird  
Bill Bryan  
Tim P. Curley  
Ed Ping  
Darrick Scott

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Kathy Miller, President

*Attest:*

\_\_\_\_\_  
Timothy M. Seprodi  
Vigo County Auditor



# VIGO COUNTY SHERIFF'S OFFICE

201 CHERRY STREET, TERRE HAUTE, IN 47807  
(812) 462-3226 • FAX (812) 235-7558

JON R. MARVEL  
SHERIFF

JAKE COMPTON  
CHIEF DEPUTY

#  
10-002

December 30, 2009

TO: Vigo County Council  
Vigo County Commissioners  
Vigo County Auditor

FROM: Vigo County Sheriff

RE: Request additional pay for Detective position currently receiving Patrol Deputy pay.

Requesting from council an additional pay slot for a Detective position. The Sheriff Department currently has seven (7) Detective positions. One (1) position is currently receiving patrol deputy pay and has been doing so for several years. There is \$1500.00 difference between these two positions, as set in the Vigo County 2009 Sheriff Deputy Salary Ordinance. I am also requesting this to be retroactive to the first pay in 2010.

Thank you,  
  
Jon R. Marvel, Sheriff  
Vigo County

  
Nancy G. Roberts  
Office Manager



# The Board of Commissioners of Vigo County

*Commissioners*

Mike Ciolli, 1st District  
Judith A. Anderson, 2nd District  
Paul Mason, 3rd District

650 S. 1st STREET  
TERRE HAUTE, INDIANA 47807  
(812) 462-3367  
Fax: (812) 234-2409

January 5, 2010

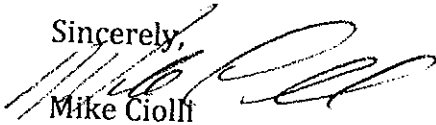
# 10-043

Dear Mr. Seprodi,

We would like to appoint 2 (two) 20 hours per week maintenance positions at \$25.00 per hour without benefits using Bob Grider's (a recent retiree) salary. These positions would cover all county government buildings on an as needed, on-call basis and have basic plumbing and electrical knowledge.

Thank you for your consideration.

Sincerely,



Mike Ciolli

Cc County Council

**Ciolti, Mike**

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To: Seprodi, Tim  
Cc: County Council

County Council,

Information was requested by Councilman Ping in reference to savings by using part time maintenance positions.

JOB	MY HOURS	MY COST	CONTRACTOR ESTIMATE	LABOR SAVINGS	MATERIAL SAVINGS
1. Community Corrections & Courthouse	6.5	\$162.50	\$600.00	\$430.00	\$15.00
2. Community Corrections	16.5	\$412.50	\$1,023.00	\$610.25	\$45.00
3. V.C. Jail	2.75	\$68.75	\$170.50	\$101.25	\$10.00
4. V.C. Jail	32.5	\$812.50	\$2,340.00	\$1,527.50	\$1,269.00
5. V.C. Jail	2.0	\$50.00	\$124.00	\$74.44	
TOTAL		\$1,506.25	\$4,257.50	\$2,751.25	\$1,339.00





Vigo County Auditor  
VIGO COUNTY ANNEX  
131 OAK STREET  
TERRE HAUTE, INDIANA 47807  
(812) 462-3361 FAX: (812) 231-0091

Timothy M. Seprodi, CPA, Auditor  
tim.seprodi@vigocounty.in.gov

Kylissa Miller, Chief Deputy Auditor  
kylissa.miller@vigocounty.in.gov

Date: January 5, 2010  
To: Vigo County Council  
From: Tim Seprodi, Vigo County Auditor  
Re: Vacant Position

# 10-004

As you may be aware, the Claims Deputy in the Auditor's Office has been out of the office on FMLA and we have recently found out that she will not be able to return to work. In addition, the Bookkeepers position was eliminated through attrition. While the current staff in the Financial Division of the department has been able to maintain acceptable levels of operation with the shifting of workloads and minimal leave time, I have concerns about the financial hub of a multi-million dollar organization operating without any back up personnel. I would like the opportunity to discuss my options with the Council.

One option that I would like to propose to the Council would be to restructure the department and create a position which would be a hybrid of the two positions. I would like to hire an individual with a degree in Accounting or a similar field and/or equivalent experience within a large organization. By doing so, the individual would be able to provide assistance to the Staff Accountant with quietuses, data entry, and creation of reports. The same individual would be able to provide relief to the other Claims Deputy. By providing assistance to those two individuals, it will allow us to have a back up person for the payroll person.

I would appreciate this request to be assigned to a committee to be reviewed at your earliest convenience.



Vigo County Health Department  
Enrico I. Garcia, M.D. – Health Commissioner

Administration  
County Annex Building  
147 Oak Street Terre Haute, Indiana 47807-2986  
(812) 462-3428 • Fax (812) 234-1010

TO: VIGO COUNTY COUNCIL AND AUDITOR  
FROM: VIGO COUNTY HEALTH DEPARTMENT  
RE: VACATED VITAL RECORDS CLERICAL ASSISTANT POSITION

#10-005

- REQUEST TO HIRE VACATED VITAL RECORDS CLERICAL ASSISTANT POSITION
- AN EMPLOYEE RETIRED SEPTEMBER 30, 2009
- BUDGETED IN THE 2010 VIGO COUNTY HEALTH DEPARTMENT AS A 7-15; \$29,597
- NEW HIRE 7-1; \$24,105
- THE BMV is starting a program in January 2010 called "Secure ID" which allows Indiana to comply with recommendations from the 9/11 Commission Report. Their goal is to improve the BMV's ability to protect a person's identity from theft and fraud. Every person renewing, replacing or applying for a new driver's license or ID card will be required to present documentation proving his\her identity, Social Security number, lawful status and residency. One of the acceptable documents to establish identity and lawful status is an original birth certificate or a certified copy. Anticipated additional workload with the Secure ID Program.
- VITAL RECORDS staff is working past 4:00 on, even before the employee retired, because of the increased demand for birth and death records.

Thanks for the consideration,

A handwritten signature in black ink, appearing to read "Joni Kay Foulkes".

Joni Kay Foulkes  
Administrator

FILED  
OCT 29 2009

A handwritten signature in black ink, appearing to read "Timothy M. Sigurdson".  
VIGO COUNTY AUDITOR



Vigo County Health Department  
Enrico I. Garcia, M.D. – Health Commissioner

Administration  
County Annex Building  
147 Oak Street Terre Haute, Indiana 47807-2986  
(812) 462-3428 • Fax (812) 234-1010

TO: Vigo County Council and Auditor  
FROM: Vigo County Health Department  
RE: Bioterrorism Preparedness and Response Grant

#10-006

Dear Vigo County Council,

The Vigo County Health Department is asking for an appropriation of \$10,000, to be provided by the Indiana State Department of Health from the Federal Government, to be used for Public Health Preparedness and Emergency Response. The \$10,000 is 100 % reimbursable, on a voucher down basis, from the Indiana State Department of Health to the Vigo County Health Department. This is a cost reimbursement grant with all claims submitted electronically through the ISDH Claim Management System with the Indiana Health Data Center Portal.

As a Grantee, the Vigo County Health Department must meet the objectives and complete the required deliverables by August 9, 2010. Please refer to ATTACHMENT A for deliverables.

Below is the proposed budget:

Equipment: \$10,000

Thank you for the consideration.

Yours in Health,

A handwritten signature in black ink, appearing to read "Joni Kay Foulkes".

Joni Kay Foulkes  
Administrator

FILED  
DEC 18 2009

A handwritten signature in black ink, appearing to read "Timothy M. Spivey".  
VIGO COUNTY AUDITOR

attachment: Attachment A, Indiana State Department of Health

**ATTACHMENT A**  
**BASE Public Health Preparedness 2009-2010 Grant**  
**for NON - CRI Grantees**

The activities identified herein are specific to the BASE Budget Period 10 (BP10) grant requirements for grantees that do not fall within one of the 23 pre-identified Cities Readiness Initiative (CRI) Local Health Departments (LHDs). Activities to be conducted during BP10 are intended to build upon each jurisdiction's previous planning activities, and are intended to strengthen emergency response and preparedness capabilities as they relate to mass prophylaxis and Crisis Emergency Risk Communications (CERC).

**Required Public Health Emergency Preparedness Activities**

There are six overarching requirements that non-CRI LHDs participating in the BP10 grant will be expected to meet. These requirements include: 1) conducting a Local Technical Assessment Review (LTAR) gap analysis; 2) achieve a score of 70% or higher on the LTAR; 3) participate in a CERC seminar; 4) participate in a mass prophylaxis table top exercise 5) conduct a Point of Dispensing (POD) setup drill; and 6) participate in a District POD throughput exercise. All exercise related requirements should be conducted in accordance with the guidelines set forth in the Homeland Security Exercise and Evaluation Program (HSEEP).

- 1) **LTAR Gap Analysis** – All jurisdictions participating in the grant must complete an LTAR gap analysis, and turn it in to ISDH by May 2, 2010. The gap analysis is intended to be used as a tool for the LHDs to identify their planning needs and to help them focus on strengthening these areas. This is also intended to help the grantee prepare for their evaluations in BP10. This analysis will consist of completing a gap analysis tool developed by ISDH. The ISDH team in your district may provide guidance in completing this gap analysis if requested.
- 2) **Achieve Minimum Score of 70% on LTAR** – In support of planning and preparedness efforts in BP10, each non-CRI grantee should make their best possible effort to obtain a minimum of 70% on the LTAR document. *It should be noted that while the BP10 grant attachment does not specifically list activities such as: quarterly redundant communication drills, quarterly staff call down drills, and POD and hospital re-order drills as standalone requirements, they are still required by the LTAR and should be conducted in support of attaining the minimum score requirement. ALL BP10 LTARs WILL BE COMPLETED BETWEEN MAY 10 AND JULY 16, 2010.*
- 3) **Participate in CERC Seminar** – ISDH will be conducting a seminar in each district throughout the State aimed at providing training to local jurisdictions on CERC. Every jurisdiction participating in the grant must attend the seminar in their district. These seminars will be conducted in coordination with the ISDH team and Crisis Communications Coordinator in your district.
- 4) **Participate in Mass Prophylaxis Table Top Exercise** – Each grantee must participate in a table top exercise within their local jurisdiction to test their jurisdiction's mass prophylaxis plan. The target capabilities for this exercise will be communications, emergency public information and warning, and mass prophylaxis, with the focus being on dispensing and CERC. The table top exercise will be developed and facilitated by ISDH. The participating jurisdiction will not be required to develop the exercise, but will be required to participate and submit an After Action Report (AAR) within the ISDH portal.

- 5) **Conduct a POD Setup Drill** – All participating non-CRI jurisdictions must complete at least one timed POD setup drill. The purpose of this drill is to assess the grantee's ability to quickly set up a facility for use as a POD. The jurisdiction should first select a POD to use for the drill and should start with the facility in the condition they would expect to receive it from the owner and proceed to set it up as a POD. The jurisdiction should test the amount of time it takes to set up the POD completely including material, layout, and all supplies necessary to perform a given Strategic National Stockpile (SNS) function. As suggested in BP9, jurisdictions may choose to have volunteers run through their POD while it is setup and time the throughput in order to earn additional points on their LTAR. A minimum of 65 people must go through the POD (may be 33 people twice, 22 people three times, etc.). The throughput portion of this drill is voluntary and only meant to help with LTAR scores and is not a required part of this drill. The grantee is not required to submit a RAND worksheet associated with this drill. The jurisdiction will document what elements of their POD they have and what elements they need as part of an after action report submission in the ISDH Portal.
- 6) **District POD Throughput Exercise** – Each grantee must participate in a POD throughput exercise within their district intended to measure maximum possible throughput. ISDH District Teams will assist with the coordination of these exercises. Each grantee must participate in the development, execution, and evaluation of the exercise. The exercise planning team should consist of representatives from each of the participating jurisdictions. Exercises must be posted on the National Exercise Schedule System (NEXS) and standard HSEEP documentation, including an Exercise Plan, Controller and Evaluator Handbook, and an AAR/Improvement Plan (IP) must be developed. It is required that the jurisdiction hosting the BP10 exercise be different than the one that hosted during the previous year. The host grantee will be the jurisdiction required to submit the AAR/IP with the input of the other participants and the District Team.

Often times the preparations for dealing with an emergency must be balanced with the efforts being made to respond to an actual emergency. It is for this reason that relevant activities carried out during an emergency response, that mirror those required for preparedness, may be used in their place. If during the BP10 grant period, a jurisdiction is required to conduct activities in response to a real world emergency, it is possible they may use those activities to meet certain grant requirements. For example, if a jurisdiction is receiving emergency medical supplies from the State, and must conduct a call down of staff in preparation, a county may document this and use it as proof of a quarterly call down drill for LTAR purposes; or if a jurisdiction is conducting a vaccination clinic and decides to use one of their PODs for the clinic, the county can time the set up, complete an AAR, and use that in place of their POD setup drill.

As jurisdictions plan response activities throughout the year, they should think about grant requirements and how they may be met through real world responsibilities. In order to use an activity to meet any requirement, the proper documentation and after action report must be completed. In order to count for one of the grant requirements, the activities must be related to the preparedness requirements set forth in the grant. A jurisdiction will check with the ISDH Mass Prophylaxis Director to make sure the activity qualifies. **The final determination as to whether a real world activity fulfills a requirement in this grant lies with ISDH.**

## **Recommended Public Health Emergency Preparedness Activities**

The activities in this section are a continuation of emergency preparedness activities from previous grant cycles. The 2006-2007 LHD Grant from ISDH outlines these and other emergency preparedness activities and is posted in the Health Data Center Portal (Portal) in the document library under LHD Deliverables 2008 Supporting Documents at <https://healthnet.isdh.in.gov/datacenter/main.aspx>. The activities in this **section are recommendations only and not required submissions**. However, engaging in these activities will contribute to a solid foundation for public health emergency preparedness and assist in the completion of the grant requirements.

### **Planning and Coordination**

The LHD emergency response plans and activities should be coordinated and developed with local hospitals and other health care providers, including long term care facilities. The LHD should also coordinate emergency preparedness activities with the local Emergency Management Agency (EMA) and LHD plans should be integrated into the local Comprehensive Emergency Management Plan (CEMP).

### **Emergency System for Advanced Registration of Volunteer Health Professionals (ESAR-VHP)**

The LHD should participate in the development and implementation of the ISDH Emergency Systems for Advanced Registration of Volunteer Health Professionals (ESAR-VHP) initiative as recommended by the ISDH. Such participation includes, but is not limited to, utilizing lists provided by the ISDH to contact and recruit volunteers as well as encouraging their registration into ESAR-VHP.

### **National Incident Management System (NIMS)**

The LHD should be compliant with the National Incident Management System (NIMS). NIMS compliance requires that the LHD identify those members of its staff and the agency's rostered volunteers who will have a response, management or command role during an emergency, and ensure that each person identified has successfully completed the appropriate NIMS courses (e.g. ICS100, 200, 300 & 400 and IS700 & 800) for their respective roles in the local incident command structure (ICS). Information on NIMS requirements and training is available through the NIMS Integration Center at: [http://www.nimsonline.com/integration\\_center\\_directive.htm](http://www.nimsonline.com/integration_center_directive.htm)

## BUDGET

Funds from this Grant are General Public Health Preparedness and Emergency Response for Bioterrorism funds. In accordance with federal requirements, these funds must be used to accomplish the work plan activities outlined herein or support an activity derived directly from the CDC Public Health Preparedness & Response federal cooperative agreement BASE guidance.

Federal grant funds in the amount of \$930,000 have been awarded by the Centers for Disease Control & Prevention to provide \$10,000 to each LHD throughout Indiana to continue public health preparedness planning, training, and exercise capabilities.

**Grantee must submit a budget detailing the proposed use of grant funds no later than December 1, 2009.** ISDH will provide the budget proposal template. If it is determined that the proposed budget is not acceptable, ISDH personnel will contact the grantee to alter or further develop the proposal as necessary. This approved budget may be altered, if necessary, on a monthly basis with written approval by ISDH. Although not required on the initial budget submission, grantee will be required to provide itemization and justification for Supply purchases (excluding general office supplies), Equipment purchases, and Contract services prior to procurement. The intent of this requirement is to mitigate and limit risks incurred by the grantee for procuring goods and services that are unallowable under the federal grant. A standard template for itemization and justification will be provided, or itemization may be submitted via email as long as they include budget category, quantity, item description, unit cost, extended cost, and justification for use. *All budget revisions shall be submitted to ISDH program directors on or before July 23, 2010, for review and approval. Any revision requests received after that date, but prior to grant year end, may be evaluated on a case by case basis.*

The grantee may have access to their allotted funds for reimbursement once the grant agreement is fully executed, the State Purchase Order is issued, and the proposed budget is approved by ISDH staff. Grantee may have access to grant funds prior to the full completion of the required activities above. If funds are received by grantee through this grant agreement without all grant requirements being met by the expiration of this grant agreement, or the due dates otherwise noted herein, the ISDH may withhold reimbursement, sanction the grantee pursuant to the "Payment of Grant Funds by the State" clause in this grant agreement, or withhold a portion of a future year's grant. This requirement is also defined within the Pandemic and All Hazards Preparedness Act (PAHPA) and the federal grant guidance.

This is a cost reimbursement agreement. All claims for reimbursement shall be submitted electronically through the ISDH ACIS claims management system within the Indiana Health Data Center Portal. Reimbursement requests shall be submitted monthly in arrears. All funds unexpended by the grantee at yearend will revert and are unavailable for carry-over.

The grantee must maintain copies of all source documentation for reimbursements claimed. A copy of this documentation does not have to be submitted to the State in conjunction with the claim, but may be requested at any time pursuant to the Access to Records clause in this grant agreement.

**\*\* All grant funds must be encumbered on or before August 9, 2010. \*\***

## Supplementary Information

**Supplant** means using Federal funds to replace other Federal, State or local funds. Funds appropriated under this section shall be used to supplement and not supplant other Federal, State, and local public funds provided for activities under this section.

**Time & Activity Cost Allocations:** Please note that OMB Circular A-87, Appendix B Part 225, section 8 provides specific requirements for compensation reimbursement of personnel services. Please specifically note the requirements established under 8H4 for documentation of salary and fringe cost distributions when a position is funded by more than one source.

**Allowable & Unallowable Costs:** Proposed use of funds may include personnel, consulting, in-state and/or out-of-state travel, supply, equipment, contractual, and other operating costs. However, under the Centers for Disease Control and Prevention Public Health Preparedness cooperative agreement, the following cost types are not allowable for reimbursement. Please note that this list is not meant to be all-inclusive, but to identify quick responses to those most frequently requested. A quick reference table specifying some allowable and unallowable types of cost can also be referenced in "Exhibit 4" of the PHS Policy Grants Statement (pages: II-31 through II-44).

- Funds may not be used to supplant other federal, state or local expenditures
- Funds may not be used to purchase vehicles, four-wheelers, golf carts, or any other type of transportation device
- Funds may not be used for construction. Funds may be used on a limited basis for alteration & renovation with **PRIOR** approval from the State and/or Federal Government
- Funds may not be used for advertising costs except as required for staff recruitment or as required for competitive procurement of goods and services.
- **Out-of State Travel:** Funds may not be used to pay for general out-of-state conference travel.
- **In-State Travel:** All travel costs will be reimbursed in accordance with the Indiana Department of Administration's travel policies unless the grantee's travel rules are more stringent or reimbursement rates are lower.
- Funds may not be used to purchase haz-mat, fire, or EMS supplies, services, or equipment.
- Funds may not be encumbered for use in the next fiscal year.
- Federal grant funds should not be deposited in an interest bearing account or used as an investment platform.
- Funds may not be used for entertainment purposes
- Funds may not be used to purchase food or supplies for the provision of food and refreshments, except as part of a per diem or subsistence allowance provided in conjunction with allowable travel
- Funds may not be used to purchase incentives
- Funds may not be held or set aside as contingency funds
- Funds may not be used to purchase anti-viral drugs, vaccine, vaccine administration ancillary supplies, or other medications and medical supplies for use on the general population.

**Match:** Although not required under this grant agreement, it is requested that the grantee report to the State any non-federal grant funds used to support Preparedness, CRI, Early Warning Infectious Disease Surveillance, or Pandemic Influenza planning, training, exercising, response, or recovery activities. Specifically applicable expenses are those not previously paid for out of any other federal grant or reported as match against another federal grant. These expenditures must be supported with expenditure detail that may be reported and provided to the federal government through the State. All expenses reported must be expenses concurrent to the grant period. Please contact the ISDH if you believe that you have expenses or donated services which may apply.





CURRENT POSITIONS – DECEMBER 15, 2009

# 10-007

Northwest

Northeast

John Mundell - Supervisor  
 Randy Sullivan, Sr. – Working Leader  
 Dave McMillen - Operator  
 Mike Terrill - Operator  
 Bill Keyes – Maint Worker  
 Kenny Robinson – Maint Worker  
 Mike Yocum – Maint Worker  
 Kevin Smith – Maint Worker  
 Arthur Sellers – Laborer

Rusty Maurer – Worker Leader  
 Jesse Gibbs – Maint Worker  
 Herschel Shaffer -- Operator  
 Kevin York -- Operator  
 Roger Hancock – Maint Worker  
 Randy Sullivan, Jr. – Maint Worker  
 Perry Richardson – Working Leader

South

Garage

Sign

Bob James -- Supervisor  
 Jason Trotter -- Laborer  
 Gary Boatman -- Maint Worker  
 Jerry Allen – Operator  
 Richard King -- Operator  
 Terry Lamb – Operator  
 Don Lawson -- Operator  
 Brian Mason – Working Leader  
 Steve Daniel – Working Leader  
 Greg Green – Maint Worker  
 David Whitaker – Maint Worker  
 Mark Hopper -- Maint Worker  
 Steve Key -- Laborer  
 Randy Jackson -- Laborer  
 Don Dalton -- Mechnic  
 Tracy Myers -- Supervisor

Couch -- Supervisor      Wineinger – Sign Tech  
 Jones – Working Leader      Miller – Maint Worker  
 Bedford -- Mechanic  
 Creasey -- Mechanic

Admin

Lindsay -- Superintendent  
 Bennett – Asst Superintendent  
 Brighton – Office Manager  
 Wilguess – Clerical Asst.  
 Clark – Stores Clerk  
 Latta – Custodial

Working Leaders.      6  
 Maintenance Worker      12  
 Laborers.      4  
 Operatives.      8

Gerald Lindsay ~ Superintendent

Daniel Bennett ~ Asst. Superintendent

Jerry Netherlain ~ County Engineer



# Vigo County

## Highway Department

100 West Main Avenue, Terre Haute, Indiana 47805  
 Phone: (317) 234-1133 Fax: (317) 234-1134

### PROPOSED POSITIONS – DECEMBER 15, 2009

#### Northwest

John Mundell – Supervisor  
 Randy Sullivan, Sr. – Working Leader  
 Dave McMillen - Operator  
 Mike Terrill - Operator  
 Brian Mason – **Operator**  
 Bill Keyes – Maint Worker  
 Mike Yocum – Maint Worker  
 Kevin Smith – Maint Worker  
 Arthur Sellers – Laborer

#### Northeast

Rusty Maurer – **Supervisor**  
 Jesse Gibbs – **Working Leader**  
 Herschel Shaffer – Operator  
 Kevin York – Operator  
 Roger Hancock – Maint Worker  
 Randy Sullivan, Jr. – Maint Worker  
 Perry Richardson – **Maint Worker**  
 Kenny Robinson -- Maint Worker

#### South

Bob James – Supervisor  
 Mark Hopper -- **Working Leader**  
 Steve Key – **Working Leader**  
 Jerry Allen -- Operator  
 Richard King – Operator  
 Terry Lamb -- Operator  
 Donald Lawson – Operator  
 Tracy Myers – **Operator**  
 Steve Daniel – **Maint Worker**  
 Greg Green – Maint Worker  
 David Whitaker – Maint Worker  
 Gary Boatman – Maint Worker  
 Jason Trotter – **Maint Worker**  
 Don Dalton -- Mechanic  
 Randy Jackson -- Laborer

#### Garage

B. Couch--Sup  
 Jones – Wrkg Ldr  
 Bedford – Mechanic  
 Creasey – Mechanic

#### Sign

Bill Wineinger—Sign Tech  
 Russell Miller – Maint

#### Administration

Lindsay – Superintendent  
 Bennett – Asst Superintendent  
 Brighton – Office Manager  
 Wilguss – Clerical Asst.  
 Clark -- Stores Clerk  
 Latta – Custodial

*County Gen*  
 I  
 I  
*County Gen*  
 II  
 III

*Working Leader 5*  
*Maintenance worker 13*  
*Laborer 2*  
*Operators 10*

*Supervisors 4*  
 III *Mechanics 3*  
 II *Sign Tech 1*

*2 LRS*  
*1 Cum bridge*  
*1 Part I*

Gerald Lindsay ~ Superintendent

Daniel Bennett ~ Asst. Superintendent

Jerry Netherlain ~ County Engineer



# The Board of Commissioners of Vigo County

*Commissioners*

Mike Ciolli, 1st District  
Judith A. Anderson, 2nd District  
Paul Mason, 3rd District

650 S. 1st STREET  
TERRE HAUTE, INDIANA 47807  
(812) 462-3367  
Fax: (812) 234-2409

November 9, 2009

Vigo County Auditor  
131 Oak St  
Terre Haute, Indiana 47807

#10-009

Dear Mr. Seprod:

The Vigo County Board of Commissioners would like to meet with the  
Personnel Committee of the Vigo County Council reference the  
Air Pollution Department.

We thank you for your cooperation in matters of mutual interest.

Sincerely,

Vigo County Commissioners

Handwritten signature of Paul Mason, President of the Vigo County Commissioners.

Paul Mason, President

FILED  
NOV 09 2009

*Tennady M. Seprod*  
VIGO COUNTY AUDITOR



WRIGHT  
SHAGLEY  
LOWERY, P.C.

Since 1946

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500 Ohio Street  
P.O. Box 9849  
Terre Haute, Indiana  
47808-9849  
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Fax: 812.232.8817  
www.wsifirm.com

December 31, 2009

Ryan Oilar  
Counsel Administrator  
Vigo County Annex  
121 Oak Street  
Terre Haute, IN 47807

#10-010

RE: Vigo County Air Pollution Control

Dear Ryan:

This letter is in reference to Vigo County Air Pollution. The Vigo County Commissioners are hoping to continue the employment of three (3) individuals currently employed in Air Pollution. The ultimate decision as to who would be retained has not been made. The funding for these positions would originate from the following sources:

1. The funds remaining in the non-reverting air pollution fund, currently held by the Vigo County Auditor's Office.
2. The proceeds from the sale of the building located at 103 South Third Street, Terre Haute, IN.

The Commissioners desire to use the proceeds of the sale of the building, along with the funds remaining in air pollution's accounts, to fund three (3) positions in Air Pollution until those monies are exhausted. Hopefully, before those monies are exhausted the State might reevaluate their position and begin outsourcing the monitoring to local agencies.

Therefore, I would appreciate if this matter was put on the County Council Agenda for their next meeting and referred to the appropriate committee. If you have any questions or concerns, please do not hesitate to contact me.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Michael J. Wright

Robert L. Wright  
rwright@wsifirm.com

Richard J. Shagley  
rshagley@wsifirm.com

Bradley A. Bough  
bbough@wsifirm.com

Richard J. Shagley II  
richards@wsifirm.com

Thomas S. Clary II  
tclary@wsifirm.com

Michael J. Wright  
mwright@wsifirm.com

Norman L. Lowery  
of Counsel

\*Registered Civil Mediator  
\*\*Also Licensed in Illinois

MJW/cln

cc. Vigo County Auditor  
Robert Effner  
Vigo County Commissioners



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www.wsfirm.com

November 19, 2009

Timothy M. Seprodi  
Vigo County Auditor  
Vigo County Annex Building  
131 Oak St.  
Terre Haute, IN 47807

#10-011

Robert L. Wright  
rwright@wsfirm.com

RE: Town of Riley, Indiana

Richard J. Shagley  
rshagley@wsfirm.com

Dear Mr. Seprodi:

Bradley A. Bough  
bbough@wsfirm.com

Please be advised that we represent the Town of Riley, Indiana.

Richard J. Shagley II  
richards@wsfirm.com

Please accept this as the Town's formal request to be placed on the Agenda for the next available Vigo County Council Meeting. The purpose of this request is to discuss the loan that was made by Vigo County to the Town of Riley. As a result of recent events, it has become necessary to request Vigo County to treat this amount as a gift. Therefore, we would ask to be placed on the Agenda so that we may come and discuss this matter with the Council.

Thomas S. Clary II  
tclary@wsfirm.com

Michael J. Wright  
mwright@wsfirm.com

Norman L. Lowery  
of Counsel

Thank you for your anticipated cooperation and assistance in this matter. If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely yours,

Wright, Shagley & Lowery, P.C.

Richard J. Shagley II

RJSII:rr

cc: Town of Riley  
Vigo County Council  
Vigo County Commissioners  
Michael J. Wright

\*Registered Civil Mediator  
\*\*Also Licensed in Illinois