

**VIGO COUNTY COUNCIL**  
**Sunshine Meeting Minutes**  
**Tuesday, August 1, 2023 at 5:00 P.M.**  
**Council Chambers – Vigo County Government Center**

**Pledge of Allegiance**

President Todd Thacker called the meeting to order at 5:00.

**Calling of the roll**

Aaron Loudermilk – present, Nancy Allsup – present; Vicki Weger – present; Todd Thacker – present; Marie Theisz – present; Travis Norris – present; and David Thompson – absent.

**Communications from elected officials, other officials or agencies of the County**

Commissioner Mark Clinkenbeard, Commissioner Mike Morris and Jeff Fox with the Sheriff's Office addressed the meeting about relocation of Emergency Dispatch. Due to a recent storm, 911 moved temporarily to the backup center at the Terre Haute Police Department ("THPD"). It was meant to be for a few days, not weeks. THPD needs the room starting next week for training and Emergency Dispatch will need to relocate. Their location in the basement of the old jail has long had issues and is no longer a safe work environment. Temporary improvements are hurriedly being made in order to be able to house 911 again until a permanent solution can be implemented. Other sites have been looked at but have not worked out. The second floor of the Community Corrections building has recently become available and it is the plan to relocate Central Dispatch to that location. The updates needed to make the workspace ready would take 4-5 months and cost \$800,000-\$900,000 for equipment and subcontractor work. Since they were too late to get on the agenda for August, they are asking for a letter of support from the Council to allow them to get the ball rolling and on the Contractor schedule. They will then request to be on the September agenda for an appropriation of funds. Their options are: build a new building on the existing new jail facility property at a cost of \$4-\$5 million with a 12-15 month timeline OR relocate to Community Corrections at a cost of \$800,000-\$900,000 with a 4-5 month timeline. There was a lengthy discussion. It was determined that in order for the Council to be able to do this, the rules would have to be suspended to execute the Letter of Support. Vicki Weger made a motion to suspend the rules for the meeting. David Thompson seconded the motion. Upon a voice vote of 7-0, the motion unanimously passed. Vicki Weger then made a motion to approve Resolution 2023-14 Letter of Support. David Thompson seconded the motion. Upon a roll call vote of 7-0, the motion unanimously passed. Vicki Weger then made a motion to reinstate the rules for the meeting. Travis Norris seconded the motion. Upon a voice vote of 7-0, the motion unanimously passed.

President Thacker then moved on to the Baker Tilly salary study. There was a lengthy discussion about moving salaries to the 25<sup>th</sup> percentile or the mid-point and who it did and did not include. It does not include elected officials because a change cannot be

made on elected officials pay in the calendar year. Any change to that would have to be addressed in the budget. It would not address the merit deputies because the merit deputies would like to maintain the pay structure they currently have. It does not include the Prosecutors because that had already been addressed in a prior meeting due to extreme shortages in the department. It does include the support staff of the public defenders and prosecutors. The public defenders will be addressed later in this meeting in order to keep them in parity with the prosecutors, which is mandated by law. There was discussion about the effective date of any amendment. An amendment to the salary ordinance cannot be prepared until certain issues are decided. Lengthy discussion continued among Council members.

**First reading by summary reference of proposed ordinances and resolutions**

- i. Resolution of Reallocation 2023-12: Juvenile Court – Out of Series Transfer
- ii. Resolution 2023-13: Resolution Modifying Local Income Tax Rates
- iii. Salary Ordinance 2023-39A: Assessor – Stipend
- iv. Salary Ordinance 2023-41A: Public Defender – Adjust Pay Rates
- v. Salary Ordinance 2023-53A: Highway – Adjust Pay Rates
- vi. Additional Appropriation 2023-40: Courts – Supplement to Work Release/Indigent
- vii. Additional Appropriation 2023-42: Building Maintenance – Paving
- viii. Additional Appropriation 2023-43: Commissioners – Maintenance Building – New
- ix. Additional Appropriation 2023-44: LIT/Correctional Rehab – Supplement to Drug Court
- x. Additional Appropriation 2023-45: ARPA Grant Fund – Recreational Trails Project/Riley
- xi. Additional Appropriation 2023-47: ARPA Grant Fund – West Central Business Hub
- xii. Additional Appropriation 2023-48: ARPA Grant Fund – Happiness Bag
- xiii. Additional Appropriation 2023-49: ARPA Grant Fund – St. Mary of the Woods College
- xiv. Additional Appropriation 2023-50: ARPA Grant Fund – Terre Haute/Vigo County Humane Shelter
- xv. Additional Appropriation 2023-51: ARPA Grant Fund – THRIVE West Central – Housing
- xvi. Additional Appropriation 2023-52: Adult Protective Services – Grant Refund.

**Reports from committees**

Vicki Weger, Annual Budget Committee Chairwoman, announced that department head budget meetings will begin in the morning.

**Resolutions and Ordinances other than appropriations.**

**i. Resolution of Reallocation 2023-12: Juvenile Court – Out of Series Transfer**

Deb Kesler, Chief Juvenile Probation Officer, said they are asking to move the balance of the 2023 budget in the personnel series (totaling \$6,834) to contractual services. She mistakenly placed that money into personnel during the budget process last year which limits them to hiring a county employee for the positions for which those funds are designated. The monies must be used to hire an attorney and coordinator who represent the children in the Juvenile Drug Court. Placing the money in contractual services opens their choices to a bigger selection of individuals.

**ii. Resolution 2023-13: Resolution Modifying Local Income Tax Rates**

Chief Deputy Auditor Cheryl Loudermilk said this will be the public hearing on the proposed Local Income Tax Resolution 2023-13 which she then read into record as follows:

“Notice is hereby given to the taxpayers of Vigo County, Indiana that the County Council will conduct a public hearing on Resolution 2023-13 on Tuesday, August 1, 2023 at 5:00 pm in the Council Chambers located in the Vigo County Government Center, 127 Oak Street, Terre Haute, Indiana. The County Council will consider the following proposed Resolution 2023-13 regarding the local income tax imposed within Vigo County on August 8, 2023 at 5:00 pm at the same location.

**RESOLUTION 2023-13  
RESOLUTION MODIFYING LOCAL INCOME TAX RATES  
VIGO COUNTY**

**BE IT RESOLVED** by the County Council of Vigo County that a need now exists to modify the local income tax rates imposed in the following way:

Allocation Rate Category	Existing LIT Rate	Proposed LIT Rate
Certified Shares (IC 6-3.6-6)	0.75%	0.75%
Public Safety (IC 6-3.6-6)	0.30%	0.30%
Economic Development (IC 6-3.6-6)	0.50%	0.50%
Property Tax Relief Rate <sup>1</sup> (IC 6-3.6-5)	0.00%	0.00%

Service Provider Name		Amount
Honey Creek Fire Department		\$113,069.20
Linton Fire Department		\$ 5,561.89
Nevins Fire Department		\$ 6,279.57
New Goshen Fire Department		\$ 16,398.15
Otter Creek Fire Department		\$ 26,160.94
Pierson Fire Department		\$ 7,919.95
Prairieton Fire Department		\$ 12,513.85
Riley Fire Department		\$ 24,260.25
Seelyville Fire Department		\$ 25,581.71
Shepardsville Fire Department		\$ 4,689.36
Sugar Creek Fire Department		\$ 52,472.80

Special Purpose Rate <sup>2</sup> (IC 6-3.6-7-25)	0.25%	0.25%
Correctional or Rehabilitation Facilities <sup>3</sup> (IC 6-3.6-6-2.7)	0.20%	0.20%

The public safety allocation identified above includes revenue associated with an expenditure rate that was previously authorized for the purposes of funding the county's public safety access point ("PSAP"). The revenue associated with this rate shall be directed to the PSAP prior to the distribution of the remainder of the public safety revenue.

Allocation Rate Category	Existing LIT Rate	Proposed LIT Rate
Public Safety (IC 6-3.6-6)	0.30%	0.30%

Local Income Tax Type	Existing PSAP Rate	Proposed PSAP Rate
Public Safety Access Point Rate	0.10%	0.10%

From the LIT amount generated by the Public Safety Rate (IC 6-3.6-6), the following qualifying service providers shall receive a specified amount of the tax revenue to be distributed under this section during the following calendar year.

Service Provider Name	Amount
Honey Creek Fire Department	\$113,069.20
Linton Fire Department	\$ 5,561.89
Nevins Fire Department	\$ 6,279.57
New Goshen Fire Department	\$ 16,398.15
Otter Creek Fire Department	\$ 26,160.94
Pierson Fire Department	\$ 7,919.95
Prairieton Fire Department	\$ 12,513.85
Riley Fire Department	\$ 24,260.25
Seelyville Fire Department	\$ 25,581.71
Shepardsville Fire Department	\$ 4,689.36
Sugar Creek Fire Department	\$ 52,472.80

**BE IT FURTHER RESOLVED** that a public hearing was held on the proposed local income tax rate modifications on August 1, 2023. Proper notice of the public hearing was provided pursuant to IC 5-3-1.

After the public hearing on Tuesday, August 1, 2023, the County Council may take action on the proposed resolution on Tuesday, August 8, 2023 at 5:00 pm or a subsequent meeting. There is no remonstrance opportunity on any action taken on the proposed resolution. The public hearing identified above is the taxpayer's opportunity to express concerns and ask questions on the proposed resolution.

Dated this 21<sup>st</sup> day of July, 2023.”

This modifies the rates for the fire districts. The amounts shown were considered at the June meeting which is the 65/35 calculation that has been used in the past.

**Ordinances relating to appropriations.**

**i. Salary Ordinance 2023-39A: Reassessment/Assessor - Stipend**  
Kevin Gardner, Vigo County Assessor, said that the duties of the secretary of PTABOA is something his staff has to maintain. This includes scheduling, recording documents, presenting things at the State hearing level, if necessary, setting up the hearing, notifying petitioners, and doing the informal hearings that take place, among other things. These are duties that have to be performed along with any and all regular job duties. He is in charge of delegating who performs these duties (which are currently being performed by his chief deputy). He is asking for a stipend for the position, not the person. In that way, in the future, whoever performs the duties will receive the stipend. This stipend would come out of Reassessment, which is a levied fund. There would be no extra levy or request for funding. He would like this to be retroactive to the beginning of 2023. He feels this is something that should have been done long ago.

**ii. Salary Ordinance 2023-41A: Public Defender – adjust pay rates**

Gretchen Etling, Public Defender, indicated that they had initially intended to wait until the Baker Tilly study had been decided and implemented to address the issue of pay, but since the Prosecutor salaries had been adjusted in June, they had to request this now to insure pay parity which is a state requirement.

**iii. Salary Ordinance 2023-53A: Highway – adjust pay rates**

Larry Robbins, Vigo County Engineer and Highway Director, said he was requesting salary amendments for the Highway Department employees. He had some corrections/changes and some things that need to be addressed for the Baker Tilly study results. There was a short slide presentation. Currently, all employees are required to have a CDL license. He would like to establish a non-CDL rate to have some other options and expand their applicant list. The State now requires, effective February 7, 2022, an entry level driver training certification before you get a CDL now. That consists of a written test and a driving test. It takes an average of \$4,000-\$6,000 to get certified and be able to take the test, which must be done by a certified source or agency. The County is currently offering the lowest starting salary rates among the private sector, the City of Terre Haute and INDOT. He currently has 5 open positions and has since January. They are unable to keep up with things they normally do on an annual basis such as mowing, patching in some areas, grading, storm cleanup, etc. He has had 8 positions with experience leave since January and the replacements just come and go, some not lasting even an hour, some a week, some a month. They get better offers somewhere else. The new hires they are getting are inexperienced and as soon as they get some experience here, they move on to a better paying job. He also has concerns with inexperienced employees about maintaining the repairs made to the infrastructure to keep it in good shape for as long as possible. The minimum standard with a CDL right now is Class B. He has no leverage or incentive to offer anyone to upgrade. He would like to offer a small stipend to those with additional upgrades such as obtaining Class A, tanker or hazmat endorsements. Mr. Robbins created a spreadsheet with proposed rates establishing a non-CDL rate and goes up from there. The stipends do not jump a level which will keep things structured. His proposal does fall in line with Baker Tilly's mid-point numbers with the structure issues adjusted. With regard to sustainability and affordability, he feels the Highway Department should be a separate pay structure than the general fund. It has a separate funding source. He does get some outside grants. The one caveat they have is that they have to make sure 50% of the MVH revenue is going toward construction, reconstruction and preservation of roads. If salaries go up, they will obviously have to do more stuff in-house to capture those salaries. MVH is a separate budget that comes from fuel tax. The State keeps saying the fuel tax is going to go down but it has not. As far as affordability and sustainability, there is at least one position he can move out. They are moving more toward on-line permitting and recordkeeping, etc. He is going to pull one of those positions into his engineering side. The plan is to increase some permit fees to help offset that move. There may also come a time that when a position opens, it does not get filled and they just pick up the slack. He is asking that these increases be retroactive to January 1, 2023 to current employees. There was a short discussion.

**iv. Additional Appropriation 2023-40: Courts Supplement to Work Release/Indigent**

Hon. Chris Newton, Chief Judge, and Bill Watson, Director of Court Services, are requesting \$70,000 to continue the Work Release/Indigent Program. The program has been very successful. However, their budget this year was cut nearly in half which has taken them through about April. This is one of the better programs they have and they need this money to keep it operating. Mr. Watson said they were servicing more people now in trying to keep the jail numbers manageable. There was a short discussion.

**v. Additional Appropriation 2023-42: Building Maintenance – Paving**

Commissioner Mark Clinkenbeard said this request was for \$10,800 for filling cracks/sealing and striping of the Community Corrections parking lot. It has never been sealed in the 18 years it has been there and if this is not done soon, it will be a bigger cost to pave it in the next couple of years. Preventive maintenance should be done on a regular basis to extend the life of everything and save the taxpayers money. He also said that the painting of the 13<sup>th</sup> Street building was complete and Community Corrections painting is in progress.

**vi. Additional Appropriation 2023-43: Commissioners – Maintenance Building – New**

Commissioner Mark Clinkenbeard introduced the individuals who would be benefiting from construction of this building, Dr. Janie Myers, Curtis Lyle, Gretchen Etling, and Derek Fell. This request is for a proposed maintenance/storage/morgue facility to be located next to the new Vigo County Jail. This started out as a small pole barn for building maintenance has grown into a large pole barn of around 7,000 square feet and will address the needs of at least 4 county departments. Maintenance would use approximately 1530 square feet for storage of tools, mowers, etc. They are currently working out of a 10 x 30 shed at the old jail. The Sheriff's Department would use approximately 2700 square feet for vehicle maintenance. 770 square feet would be used for morgue space. The rest would be used for document storage space for several departments, one of which is Public Defenders. This is the most cost effective way to handle several immediate problems. This is about a 6 month project at a projected cost of \$1,444,101 which includes shop lifts for the Sheriff's Department and coolers for the morgue. Mr. Clinkenbeard said they were open to the use of other funds (i.e. ARPA) to pay for this. Dr. Myers, Mr. Lyle, Ms. Etling and Det. Fell each spoke about the use of their intended space and answered questions from the Council.

**vii. Additional Appropriation 2023-44: LIT/Correctional rehab – Supplement to Drug Court**

Hon. Matt Sheehan said he was requesting some additional funding for the Drug Court program. The federal grant they received several years ago to expand the program and services expires at the end of September. They do not have an alternative source of funding available. Their budget was cut by half for this year. Due to budgetary concerns, they have struggled to maintain employees. He currently has one employee who acts as coordinator and case manager for all participants. He needs this requested

appropriation to continue the program through the end of the year. He gave a short synopsis of the program and what they do. He also brought a former participant who had successfully completed the program and now works with the current participants to speak to the Council.

**viii. Additional Appropriation 2023-45: ARPA Grant Fund –  
Recreational Trails Project/Riley**

Commissioner Mike Morris asked that this request be withdrawn until a later date.

**ix. Additional Appropriation 2023-47: ARPA Grant Fund -  
West Central Business Hub**

Kristin Craig, Executive Director of the Chamber of Commerce, gave a brief synopsis of this project. This will essentially be a one-stop shop for anyone/everyone to be able to access small businesses in one location. This concept is being used in other cities in Indiana very successfully. Several businesses have already located in the building. She said the ARPA funds being requested would be used for the second phase of the project which is overall accessibility to the building, as well as community branding and beautification. Right now only the first two floors of the building are being utilized. She gave a powerpoint presentation of what has already been completed and what is being proposed. There was a short discussion.

**x. Additional Appropriation 2023-48: ARPA Grant Fund –  
Happiness Bag**

Jodi Moan, Executive Director of Happiness Bag, said they provide services for individuals with intellectual and physical disabilities in the Wabash Valley. They started in a 2-story house and then moved to their current location (which is just shy of 6 acres) at 3833 Union Road. They never anticipated outgrowing that space. Initially they only had about 3 programs and served 45-50 “friends.” After the move, the number of everything they did grew. They currently provide over 10 different programs throughout the Wabash Valley and surrounding counties. She gave a brief description of the programs they offered and what that encompassed. They are also heavily involved with Special Olympics, which is a year-round program. They have outgrown their current facility and need to expand. They would like to add an additional 11,000 square feet to the north end of their existing 11,000 square feet and talked about what type of programs will be housed in that area, including some additional restrooms, additional revenue opportunities, and the elimination of their waiting list. They have been fundraising since before COVID for this project. To date, they have raised \$1.6 million. The ARPA funds being requested of \$750,000 would help them get closer to their goal. They will come up a little short but are confident they can fundraise and obtain additional grants to get them to their goal.

**xi. Additional Appropriation 2023-49: ARPA Grant Fund – St.  
Mary of the Woods College**

Brennan Randolph, Interim President of St. Mary of the Woods College, was present along with Janet Clark, Provost and Executive Vice President, and Karen Dyer, Executive Vice President, for this request. Mr. Randolph gave a brief synopsis of the



college, their enrollment and the programs offered. They are the only university in the State of Indiana offering a BS degree in equine studies. The equine industry throughout the State is a \$3 billion business. They have a horse farm operation on campus. They also have two athletic programs geared toward the equine area. They believe this can increase tourism and talked about the financial impact moving forward. The ARPA funds being requested are focused on two parts of the equine area on the north side of the campus, those being a parking lot area with lights, facility upgrades, and additional equipment necessary to bring groups to town. He gave a powerpoint presentation of what the project entails. There was a short discussion.

**xii. Additional Appropriation 2023-50: ARPA Grant Fund – TH/Vigo County Humane Shelter**

Ray Buechler, President of the Terre Haute Humane Society, said they intend to build a veterinary clinic adjacent to the existing shelter facility. It will be a low cost vet clinic that will offer spay/neuter services, vaccinations, and basic vet care to the public, and provide vet care and spay/neuter services to the Shelter. The clinic will also include dedicated kennel space for the City of Terre Haute Animal Control and Vigo County Sheriff's Office Animal Control officers. The facility will fill short term and long term needs and explained how that will work. He explained how the project had come about. Bids had been solicited in January and in February, Keymark Construction was selected as the design/builder with a bid of \$675,700 and was the lowest bid when design and architectural fees were factored in. He is requesting \$250,000 in ARPA funds which will match the funds already appropriated by the City. They already have firm corporate donations of \$30,000 and they expect that amount to increase. They are applying for grants in excess of \$25,000 and feel they have a very good chance of receiving them. They also plan to fundraise and get additional corporate donations to finish out the funding. He gave a powerpoint presentation about the project. There was a short discussion.

**xiii. Additional Appropriation 2023-51: ARPA Grant Fund – THRIVE West Central – Housing**

Commissioner Mark Clinkenbeard requested that this matter be withdrawn until next month.

**xiv. Additional Appropriation 2023-52: Adult Protective Services – Grant Refund**





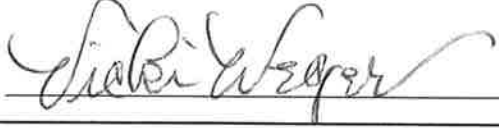
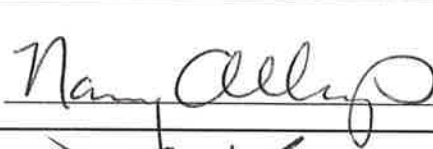

Chief Deputy Auditor Cheryl Loudermilk said during COVID time, when the secretary did a reimbursement for the Adult Protective Services through the grant, there was an error made on the reimbursement. That funding does come in through the general fund so Indiana Family & Social Services has requested it back. We would need to refund it back out of the general fund.

**Public Comments** None.

Upon a unanimous motion and second by all, President Thacker adjourned the meeting at 8:05 p.m.

**MINUTES OF THE VIGO COUNTY COUNCIL**  
**SUNSHINE MEETING**  
**AUGUST 1, 2023**

*Presented to the Vigo County Council, read in full and adopted as written this 12<sup>th</sup> day of September, 2023.*

Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	David Thompson	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Travis Norris	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Marie Theisz	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	R. Todd Thacker, President	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Vicki Weger	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Nancy Allsup	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>	Aaron Loudermilk	
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>		

*Attest:*



James W. Bramble  
Vigo Auditor