

# Sunshine Meeting of the Vigo County Council June 3, 2025

# VIGO COUNTY COUNCIL SUNSHINE MEETING

# Tuesday, June 3, 2025

# Council Chamber – Vigo County Government Center 5:00 P.M.

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## VIGO COUNTY COUNCIL SUNSHINE MEETING Agenda

# Tuesday, June 3, 2025 at 5:00 P.M. Council Chamber – Vigo County Government Center

- 1. Pledge of Allegiance
- 2. Calling of the Roll
- 3. Communications from Elected Officials, Other Officials, or Agencies of the County
  - a. Monthly Report from Council Attorney
- 4. Reports from Committees
- 5. Resolutions and Ordinances Other than Appropriations
  - a. Amended Salary Ordinance 2025-14: Human Resources Salary Ordinance Corrections
- 6. Ordinances Relating to Appropriations
  - a. Additional Appropriation 2025-31: Juvenile Justice Center Medical Services Provider Contract Costs
  - b. Amended Salary Ordinance 2025-15: Vigo County Courts Mandate Order Adjusted Pay
  - c. Additional Appropriation 2025-35: Vigo County Courts Mandate Order Adjusted Pay
  - d. Additional Appropriation 2025-36: Vigo County Courts Mandate Order Settlement Settlement Allocation
  - e. Amended Salary Ordinance 2025-16: Circuit & Superior Courts New Magistrate Court
  - f. Additional Appropriation 2025-37: Circuit & Superior Courts New Magistrate Court
  - g. Amended Salary Ordinance 2025-17: Clerk's Office Pay Increase Request
  - h. Additional Appropriation 2025-38: Clerk's Office Pay Increase Request
- 7. Public Comment
- 8. Adjournment

#### NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given to the taxpayers of Vigo County, Indiana that the Vigo County Council will meet at the Vigo County Government Center, 127 Oak Street, Terre Haute at 5:00 p.m. on Tuesday, June 3, 2025 to consider the following appropriations in excess of the budget of the current year. The Vigo County Council will also meet on Tuesday, June 10, 2025 at the same location for a voting meeting.

#### **COUNTY GENERAL/1000**

Circuit Court/0232		
1000.10010.00000.0232	Payroll Salaries	\$ 472,601.44
1000.15210.00000.0232	FICA	\$ 34,624.02
1000.15220.00000.0232	PERF`	\$ 64,269.41
1000.15230.00000.0232	Group Insurance	\$ 75,098.00
1000.21000.00000.0232	Office Supplies	\$ 500.00
1000.36100.00000.0232	Printing	\$ 1,500.00
1000.39200.00000.0232	Service Agreements	\$ 800.00
1000.44520.00000.0232	System Hardware	\$ 37,600.00
1000.44480.00000.0232 Office Furniture – Other		\$ 3,500.00
Total Circuit Court/0232:		\$ 690,492.87
County Clerk/0001		
1000.10010.00000.0001	Payroll Salaries	\$ 171,340.23
1000.15210.00000.0001 FICA		\$ 12,850.52
1000.15220.00000.0001 PERF		\$ 24,330.31
Total County Clerk/0001:		\$ 208,521.06
TOTAL COUNTY GENERAL/1	1000:	\$ 899,013.93

The meeting will be made available for observance at the following web address:

https://www.youtube.com/channel/UCzmzvzRWqm-L5pW8F389\_Tg

Unless otherwise directed for public health reasons, the meeting will be open to the public. Members of the public may submit comments prior to the meeting to:

county.council@vigocounty.in.gov

LARRY T. HUTCHINGS, II VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday, May 23, 2025.

#### UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF INDIANA TERRE HAUTE DIVISION

JAUSTON HUERTA, ET AL Plaintiffs,

vs.

CAUSE NO. 2:16-CV-397-JMS- MJD

DEREK FELL, ET AL Defendants.

#### DEFENDANT'S MONTHLY COVID-19 STATUS REPORT

The Defendants, Derek Fell, individually and in his official capacity as Sheriff of Vigo County, the Vigo County Commissioners, Mark Clinkenbeard, Mike Morris and Chris Switzer in their official capacity, David Thompson, Vicki Weger, Nancy Allsup, Brad Anderson, Steve Ellis, Brenda Wilson and Randy Gentry, in their official capacity, by counsel, file their May 30, 2025, Covid-19 status report:

# THE TOTAL NUMBER OF INMATES AND STAFF WHO HAVE TESTED POSITIVE FOR COVID-19

The Vigo County Security Center ("Jail") had 466 inmates and staff test positive for Covid-19 from September 2020 to May 29, 2025. No inmates or staff tested positive for the virus in May. Positive Covid-19 tests through May 29, 2025, include 371 inmates and 95 staff.

# THE TOTAL NUMBER OF NEW POSITIVE TESTS SINCE THE LAST MONTHLY REPORT

No inmates or staff tested positive for Covid-19 in May.

# WHETHER ANY INMATES OR STAFF EXPERIENCED SERIOUS ILLNESS OR DIED OF COVID AND WHEN

No inmates or staff experienced serious illness, required hospitalization, or died of Covid-19 in May. Inmates continue to quarantine for 5 days when booked into the Jail and transfer to the general population on the 6<sup>th</sup> day if symptom free. Inmates with symptoms are

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tested and if positive are quarantined for an additional 5 days and moved to the general population on the 6<sup>th</sup> day if symptom free with no fever and have not taken Tylenol or Mucinex for 24 hours.

The Jail continues to regularly communicate with and follow recommendations from the Vigo County Health Department ("Health Department") to determine the quarantine periods for inmates and staff. Quarantine periods and treatment are based on guidelines from the Indiana Department of Health.

# WHETHER COVID-19 VACCINES HAVE BEEN MADE AVAILABLE TO ANY STAFF OR INMATES, AND IF SO, WHEN AND HOW MANY

Covid-19 vaccines continue to remain available through the Health Department but are no longer free of charge. Vaccines are administered to inmates and staff upon request. No staff or inmate requested a Covid-19 vaccine in May. A total of 290 inmates have been vaccinated through May 29, 2025.

WILKINSON, GOELLER, MODESITT, WILKINSON & DRUMMY, LLP 333 Ohio Street Terre Haute, Indiana 47807 DPFriedrich@wilkinsonlaw.com (812) 917-2815 phone (812) 235-5107 fax

By:/s/ David P. Friedrich
David P. Friedrich
Attorney No. 15164-84

## CERTIFICATE OF SERVICE

The undersigned, attorney for Defendants, certifies that a copy of the foregoing document was served electronically to the following on May 30, 2025:

Mr. Craig M. McKee Mr. Michael J. Wright Mr. Kenneth Falk

/s/ David P. Friedrich
David P. Friedrich

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The Defendants, Derek Fell, individually and in his official capacity as Sheriff of Vigo County, the Vigo County Commissioners, Mark Clinkenbeard, Mike Morris and Chris Switzer in their official capacity, the Vigo County Council, David Thompson, Vicki Weger, Nancy Allsup, Brad Anderson, Steve Ellis, Brenda Wilson and Randy Gentry, in their official capacity, by counsel, file their May 2025 periodic status report concerning efforts to prevent jail overcrowding, staffing, recreation, wellness checks and inmate altercations:

#### CONSTRUCTION OF RESIDENTAL TREATMENT/DIVERSION CENTER

The \$5 million grant from the State of Indiana intended to pay a portion of the construction costs of a residential treatment/diversion center has been withdrawn by the Indiana State Budget Agency ("Budget Agency"). Local legislators are working with the Budget Agency to have the grant funds placed back in the 2025 budget.

The Vigo County Commissioners have delayed presentation to the Vigo County Council for the construction of a 250-bed residential treatment center/diversion center until August while legislators work to recover the \$5 million grant. The August presentation by the Commissioners will include construction and operating costs for the facility.

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#### STAFFING

The Sheriff's Department employed 72 full-time and 12 part-time correctional officers on May 29, 2025. Five (5) full-time correctional officers have been hired and begin work in June. The Sheriff's Department continues to advertise for full and part-time correctional officers.

Interviews are scheduled and background checks completed as applications are received.

#### RECREATION

Recreation is available to inmates every day at the Vigo Security Center.

#### WELLNESS CHECKS

Inmates in the general population are monitored by correctional officers hourly while inmates on suicide watch are checked every 15 minutes. Inmates booked into the Jail are quarantined for 5 days and transferred to the general population on the 6<sup>th</sup> day if symptom free. Inmates with Covid-19 symptoms are tested and if positive are quarantined for 5 additional days until symptom-free, test negative, have no fever and have not taken Tylenol or Mucinex for 24 hours.

Staff testing positive are instructed to stay home and remain off work until symptom free.

The Jail continues to communicate with and follow recommendations from the Vigo County

Health Department ("Health Department") concerning inmate quarantine periods and Covid-19

related medical care. The Medical Department monitors also monitors staff and inmates for symptoms.

The current Covid-19 quarantine policy remains relaxed based on guidelines from the Indiana Department of Health. Vaccines and boosters remain available to inmates and staff upon request but are no longer free of charge.

#### INMATE BREAKDOWN

The Jail inmate population on May 29, 2025, was 359. Vigo County had 27 inmates housed in other counties on May 29, 2025. The total inmate population on May 29<sup>th</sup> was 386.

The following is the classification of inmates housed in the Jail and other facilities on May 29, 2025:

Classification	Number
Pre-trial detainees	357
Sentenced to the Department of Corrections	13
Sentenced to VC. Community Corrections	6
Sentence modifications	3
Sentenced to Vigo County Security Ctr.	5
Parole holds	1
Out of state holds	<u>1</u>
TOTAL	386

The number of inmates awaiting transfer to the Indiana Department of Corrections at the end of May decreased from 14 to 13 while the number of inmates housed out of county decreased from 40 to 27.

#### INMATE ALTERCATIONS

There was 1 inmate altercation in May A summary of the inmate altercation was emailed to class counsel on May 30, 2025. WILKINSON, GOELLER, MODESITT, WILKINSON & DRUMMY, LLP 333 Ohio Street Terre Haute, Indiana 47807 (812) 917-2815 phone (812) 235-5107 fax

By:/s/ David P. Friedrich

David P. Friedrich Attorney No. 15164-84

#### CERTIFICATE OF SERVICE

The undersigned attorney for the Defendants certifies that a copy of the foregoing document was served electronically to the following on May 30, 2025:

Mr. Craig M. McKee Mr. Michael J. Wright Mr. Kenneth Falk

/s/ David P. Friedrich

David P. Friedrich

#### Vigo County Human Resources Department



650 S. 1st STREET TERRE HAUTE, INDIANA 47807 812-462-3249 Fax: 812-231-5617

May 19, 2025

Larry Hutchings Vigo County Auditor 131 Oak St. Terre Haute, IN 47807

Dear Mr. Hutchings,

I would like to present to the Vigo County Council mistakes to two departments that are in the 2025 Salary Ordinance which need correction:

**GIS Director's** salary currently listed in the Salary Ordinance as \$68,403.80. Last year the salary was \$69,206.73. With the 3% increase in 2025, the salary for the GIS Director should be \$71,282.93 which is the amount that was budgeted. No additional funds are needed.

CASA /Juvenile Court: The 2025 Salary Ordinance has listed:

- 4 Staff Advocate Supervisors at level 10, salary of \$49,926.62;
- 1 Staff Advocate Supervisor at level 10 hourly amount at 27.43 (salary \$49,922.60) and
- 1 Staff Advocate at level 8 hourly amount \$24.19 and
- 1 Staff Advocate at level 8 hourly amount \$23.48

What was budgeted was:

- 4 Staff Advocates at level 10 with a salary of \$49,926.62;
- 1 Staff Advocate Supervisor at level 10 with hourly rate of \$26.63 (salary of \$48.466.60);
- 4 Staff Advocate positions at level 8 at hourly amount of \$24.19.

So the changes that are needed are:

Change the 1 Staff Advocate Supervisor to a Staff Advocate hourly amount \$24.19.

Change 1 staff Advocate from hourly amount of \$23.48 to include the 3% increase to \$24.19 Add 2 additional Staff Advocate to the salary ordinance.

This makes the Ordinance correct with 4 Staff Advocate Supervisors all making \$49,926.62 and 5 Staff Advocates, all making \$24.19 hourly.

No additional funding is needed.

Thank you,

Kara Wright

Human Resources Director



Andrea Moeller Interim Director

President David Thompson & The Honorable Vigo County Council

April 1, 2025

RE: Request for Appropriation of Funds

Dear Honorable County Council Members,

I am writing to formally request to be placed on the agenda for the next County Council meeting to discuss the transfer of \$200,000.00 from the Juvenile Justice Center Non-Reverting Fund (4959.02101.000.0000) to the following line items:

- Contractual Services (#33300) \$165,000.00
- Repairs to Buildings (#35450) \$35,000.00

As you may know, the medical services provider for both the Jail and the Juvenile Justice Center is now Comprehensive Correctional Care (3C), following the contract signed in December 2024. In previous years, the Juvenile Justice Center was not separately recognized in the contract, and the Jail covered its medical expenses. However, due to increased costs associated with the new contract, the Jail is no longer able to subsidize the Juvenile Center's medical fees.

At the time of last year's budget discussions, the transition to a new medical provider was unforeseen. This requested transfer will cover essential costs, including:

- A full-time nurse (40 hours per week)
- The Juvenile Justice Center's portion of the Cadmus medical software system
- The base cost of the medical contract

Additionally, \$35,000.00 is needed to cover the remaining costs of the sally port expansion project. During the initial architectural design, the security system was inadvertently omitted from the estimated renovation costs. These funds will provide and install:

- A new IP security camera system with associated cabling
- · Interior and exterior intercoms
- · A door card reader and necessary cabling for exterior access

202 Crawford Street ~ Terre Haute, Indiana 47807 ~ Phone: 812.231-5684 ~ Cell: 812.870-0660 andrea.moeller@vigocounty.lN.gov



#### Andrea Moeller Interim Director

I respectfully request to be placed on the agenda for the upcoming County Council meeting to present this request. Please let me know if any additional information is required.

Thank you for your time and consideration.

Andrea Moeller, Interim Director Vigo County Juvenile Justice Center 202 Crawford Street Terre Haute, In 47807

#### SETTLEMENT AGREEMENT AND RELEASE

This Settlement Agreement and Release ("Agreement") is made and entered into by and between the Judges of the Vigo County Circuit and Superior Courts (the "Courts") and the Vigo County Council (the "Council") (collectively, the "parties").

#### RECITALS

WHEREAS, the Indiana General Assembly has created a complex system in Indiana in which county governments finance the operation of the state trial courts sitting within their counties;

WHEREAS, this complex system of funding does not alter the separation of powers between the executive, legislative, and judicial branches of the state's constitutional structure;

WHEREAS, state trial courts are units of the state's judicial branch and, as such, are not units of county government;

WHEREAS, the Indiana Supreme Court has adopted a process, known as a mandate action, for resolving disputes over the funding of state trial courts;

WHEREAS, the Courts initiated this process by issuing an Order for Mandate of Funds ("Mandate Order") on October 21, 2024, which is currently pending under Trial Court Cause No. 84D02-2410-CB-7301 and Supreme Court Case No. 24S-SJ-375 (the "Mandate Action");

WHEREAS, on November 26, 2024, the Indiana Supreme Court entered an Order Referring Matter to Mediation, finding "that in the interest of judicial economy it is appropriate to order the parties to mediate their dispute" and directing "the mediation process to begin immediately and to proceed with all due deliberate focus" before a court-appointed mediator, the Honorable Steven David:

WHEREAS, the parties participated in a full-day mediation with the court-appointed mediator on February 6, 2025, and ultimately reached an agreement in principle on February 26, 2025;

WHEREAS, the parties wish to resolve the Mandate Action and all issues raised or capable of being raised therein without the admission of liability or wrongdoing; and

WHEREAS, the parties wish to resolve the Mandate Action by executing this Agreement.

NOW, THEREFORE, it is agreed as follows:

 The parties acknowledge and agree that this Agreement and the payments set forth herein constitute a full, complete, final, and binding compromise of all matters involving the Mandate Action.

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- 2. The parties acknowledge and agree that neither this Agreement nor the payments set forth herein constitutes an admission by the Council or its committees, affiliates, predecessors, successors, assigns, related entities, and all of its past or present employees, members, officers, elected officials, directors, partners, agents, representatives, attorneys, and accountants (the "Council Released Parties"), that the Council or Council Released Parties engaged in any actions warranting relief to the Courts or the Courts' employees as alleged in the Mandate Action.
- 3. The Council will pay a total of \$180,664.00 for the thirty-three (33) court personnel listed in the Courts' Mandate Order (the "Mandate Order Employees"). This total amount will be apportioned to the Mandate Order Employees by the Courts at the Courts' discretion. The individual allocations to each Mandate Order Employee will be paid to the Mandate Order Employee in one lump sum on the next regular payroll date following the Council's approval and ratification of this Agreement and adoption of a Salary Ordinance for the Mandate Order Employees as set forth in Paragraph 14 of this Agreement. The lump sum payments will be subject to all applicable tax withholdings and be reported as 2025 W-2 income to the Mandate Order Employees.
- 4. The Council will increase the 2025 base salaries for the Mandate Order Employees by a total of \$199,000.00 effective January 1, 2025. This total amount will be apportioned to the Mandate Order Employees by the Courts at the Courts' discretion. The pro rata payroll adjustment based on the new base salary for each Mandate Order Employee for the remainder of 2025 will be applied to the Mandate Order Employee starting on the next regular payroll date following the Council's approval and ratification of this Agreement and adoption of a Salary Ordinance for the Mandate Order Employees as set forth in Paragraph 14 of this Agreement. The difference in base salary earned from January 1, 2025, to the date of the payroll adjustment will be paid to the Mandate Order Employee in one lump sum on the next regular payroll date following the Council's approval and ratification of this Agreement and adoption of a Salary Ordinance for the Mandate Order Employees as set forth in Paragraph 14 of this Agreement. The increase in 2025 base salaries set forth in this paragraph will have no effect on the 2025 longevity pay for the Mandate Order Employees, which has previously been determined pursuant to the operative longevity pay schedule approved by the Council.
- 5. Going forward, and subject to the reservation of rights set forth in Paragraphs 9, 10, and 11 of this Agreement, all court employees whom the Courts appoint and determine are reasonably necessary for the operation of the Courts or court-related functions, including but not limited to the Mandate Order Employees: (a) will receive the same annual Cost of Living Adjustments awarded to employees of Vigo County ("County Employees"); and (b) be eligible for the same benefits available to County Employees, subject to the terms and conditions of the benefit plans.
- 6. The parties acknowledge and agree that court employees are not County Employees. No court employees will be subject to the Baker Tilly grading system or any other grading system developed by an outside consultant and implemented by Vigo County or the Council. No outside consultant hired by Vigo County or the Council for the purpose of evaluating the compensation of County Employees will be responsible for evaluating the

compensation of any court employees. The Courts will determine the salaries of court employees, including base salaries and any longevity pay.

- 7. During each year's budget cycle, to begin in 2025 for the fiscal year 2026, the Courts will submit to the Council a proposed aggregate bundled amount of salaries (including base salaries and any longevity pay) for all court employees, which the Courts deem reasonably necessary for the operation of the Courts or court-related functions. This aggregate bundled amount will not include any operating expenses of the Courts. This aggregate bundled amount will be apportioned to the court employees by the Courts at the Courts' discretion. The allocation between base salary and any longevity pay for each court employee's salary will likewise be at the Court's discretion. The Council will appropriate the funds for the court employee salaries, based upon the aggregate bundled amount proposed by the Courts, through the adoption and approval of an ordinance that is separate from the ordinances appropriating funds for the compensation of County Employees.
- Nothing in this Agreement is intended to alter, limit, or expand the separation of powers between the executive, legislative, and judicial branches of the state's constitutional structure.
- 9. Nothing in this Agreement is intended to alter, limit, or expand the Courts' authority to appoint court personnel and fix their salaries under Indiana Code sections 33-33-84-9, 33-33-84-13, 33-33-84-14, or any other applicable statute or law. The Courts do not waive, and expressly reserve the right, to exercise their authority under these provisions.
- 10. Nothing in this Agreement is intended to alter, limit, or expand the County Council's authority under Indiana Code sections 36-2-5-4, 36-2-5-9, 36-2-5-11 to oversee the budgeting process each year based on the revenue estimates received from the State of Indiana. The County Council do not waive, and expressly reserve the right, to exercise their authority under these provisions.
- 11. In light of the separation of powers, unique nature of the Mandate Action, and the Courts' statutory authority to appoint court personnel and fix their salaries, the parties acknowledge and agree that the scope of this Agreement is limited to court employees and is not intended to alter, limit, or expand the Council's authority to fix the salaries of County Employees. The Council does not waive, and expressly reserves the right, to exercise its authority to fix the salaries of County Employees.
- 12. Nothing in this Agreement is intended to alter, lower, or heighten the standards under Indiana Trial Rule 60.5 and related case law that funds requested by the Courts be reasonably necessary for the operation of the Courts or court-related functions as determined by the Courts. The Courts do not waive, and expressly reserve the right, to request in the future additional funds they determine are reasonably necessary for the operation of the Courts or court-related functions, including but not limited to funds to pay for additional court personnel.
- Vigo County will pay the reasonable legal fees and expenses incurred by the Courts in the Mandate Action prior to the dismissal of the Mandate Action.

- Vigo County will pay the fees and expenses of the court-appointed mediator, the Honorable Steven David.
- 15. This Agreement will become effective ("Effective Date") on the last date of completion of the following:
  - a. execution of the Agreement by the Judges and a majority of the Council members:
  - approval and ratification of the Agreement by a majority of the Council members at a Council meeting satisfying all public notice and meeting requirements; and
  - adoption of a Salary Ordinance for the Mandate Order Employees by a majority
    of the Council members at a Council meeting satisfying all public notice and
    meeting requirements.
- 16. Prior to the execution of this Agreement by the Judges and a majority of the Council members, the Judges will submit to the President of the Council the following information:
  - a spreadsheet showing the gross amounts of the individual lump sum payments to be allocated to each Mandate Order Employee under Paragraph 3 of this Agreement; and
  - a spreadsheet showing the updated 2025 base salaries for each Mandate Order Employee under Paragraph 4 of this Agreement.
- 17. The Courts will file papers in the Trial Court Cause No. and the Supreme Court Case No. causing the Mandate Action to be dismissed with prejudice within seven (7) days of completion of the following:
  - Effective Date of the Agreement;
  - b. payment of the Courts' reasonable legal fees and expenses;
  - c. payment of the mediator's fees and expenses;
  - d. payment of the lump sum payments to the Mandate Order Employees pursuant to Paragraphs 3 and 15(a) of this Agreement; and
  - e. payment of the lump sum difference in base salaries for the Mandate Order Employees earned from January 1, 2025, to the date of the payroll adjustment pursuant to Paragraphs 4 and 15(b) of this Agreement.
- 18. This Agreement constitutes the entire agreement between the Courts and the Council and Released Parties, and supersedes any previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof.

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- 19. Each party to this Agreement has participated in, cooperated in, and/or contributed to the drafting and preparation of this Agreement. In any construction of this Agreement, the Agreement shall not be construed for, or against, any party.
- This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Indiana, without reference to its choice of law rules.
- If any of the provisions of this Agreement shall be held to be void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect.
- This Agreement may not be amended, changed, waived, discharged, or terminated without the written consent of all parties.
- 23. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement. The parties intend that emailed or faxed signatures constitute original signatures.
- 24. The undersigned individuals have executed this Agreement and by doing so represent that they have been or are specifically authorized to do so.

IN WITNESS WHEREOF, the undersigned acknowledge that they have read and fully understand the contents of this Agreement and hereby knowingly and voluntarily execute this Agreement to be effective as specified above:

VIGO EIRQUIT/SUPERIOR COURTS	VIGO COUNTY COUNCIL
Honorable Charles Johnson, Judge Vigo Superior Court, Division One  Actor Meldy Honorable Lakshmi Reddy, Judge	David Thompson, President  Brad Anderson, Council Member
Honorable Sarah K. Mullican, Judge Vigo Circuit Court/ Superior Court, Division Three	Manda Wilson, Council Member  Brenda Wilson, Council Member
Honorable Christopher A. Newton, Judge Vigo Superior Court, Division Four	Steve Ellis, Council Member
Monorable Matthew Sheehan, Judge Vigo Superior Court, Division Five	Naney Allsup, Council Member
Honorable Daniel W. Kelly, Judge Vigo Superior Court, Division Six	Randy Gentry, Council Member
	Vicki Weger, Council Member

#### Charles D. Johnson Judge Vigo Superior Court Division 1



Courthouse 33 South Third Street Terre Haute, IN 47807 Telephone: (812) 462-3295

Fax: (812) 232-1746

May 14, 2025

Vigo County Council Councilman David Thompson, President 127 Oak Street Terre Haute, IN 47807

Dear Council Members,

Please add the Vigo Circuit & Superior Courts to the next council meeting agenda for June 10, 2025. We are requesting additional appropriations to the Court's budget in 2025 for the new Magistrate Court that becomes effective on July 1, 2025:

Magistrate (County Portion		\$	5,000.00
Court Reporter B (Two Po		7	01,743.42
PERF/FICA (14.2%/7.65%	6)	\$	23,323.44
Insurance			60,800.00
Preparers of Transcripts		\$	20,000.00
1000.21000.000.0232	Office Supplies	\$	500.00
1000.36100.000.0232	Printing	\$	1,500.00
1000.39200.000.0232	Service Agreements	\$	800.00
1000.44520.000.0232	Systems Hardware	\$	37,600.00
1000.44480.000.0232	Office Furniture	\$	3,500.00

Thank you for your consideration. Please feel free to contact me if you have any further questions or concerns.

Charles D Johnson, Chief Judge

Sincerel

Vigo County Clerk's Office 33 South 3<sup>rd</sup> Street Terre Haute, IN 47807

Vigo County Council 147 Oak Street Terre Haute. IN 47807

RE: Proposed Salary Raise for Vigo County Clerk's Office

Dear Members of the Vigo County Council,

First, let us express our appreciation for your continued dedication to serving the citizens of Vigo County and for the challenging decisions you make to ensure responsible stewardship of county resources. We understand the pressures you face and are grateful for your support of all departments.

We are writing on behalf of the Vigo County Clerk's Office to respectfully request an adjustment to the current pay structure for our employees. As the Clerk and Chief Deputy Clerk, we see firsthand the commitment, skill, and responsibility our staff carries daily—especially in the administration of elections, a duty that rests solely with our office.

#### Background and Context

For many years, the previous administration advocated for wage increases for our office due to ongoing staffing challenges. We consistently lost experienced employees to other county departments—particularly the courts and the Prosecutor's Office—due to pay disparities. Despite our efforts to train and retain staff who were passionate about their work, financial realities forced many to leave for higher-paying roles elsewhere.

Recognizing the need for a fair and unbiased evaluation, the County Council at that time commissioned Baker Tilly to conduct a comprehensive compensation study. The results confirmed what we had long known—the Clerk's Office was underpaid relative to our responsibilities and workload. Based on that study, our office received long-overdue raises in 2023.

Since receiving those raises, we have not lost a single employee to another county department—a clear indication that equitable compensation directly impacts our ability to retain skilled staff.

However, we now find ourselves at risk of returning to the same cycle. After the court staff and Prosecutor's Office were largely excluded from raises due to their positions being

classified as overpaid by the study, the matter escalated. Following a judicial mandate and subsequent legal proceedings, the County Council agreed to substantial raises and back pay for court staff. While we support fair pay for all county employees—and congratulate the court staff on their well-deserved increase—this development has once again widened the pay gap between departments.

#### Our Current Request

To maintain the progress we've made and to prevent losing our experienced staff to higherpaying roles, we respectfully request an increase to the midpoint levels identified in the Baker Tilly study. This would adjust compensation as follows and includes the two raises given to the county since the study was completed;

- Deputy Clerks: \$25.25/hour

- Assistant Supervisors: \$28.64/hour

- Supervisors: \$30.50/hour

- Chief Deputy Clerk: \$64,794.74/year

This adjustment represents a total annual increase of \$171,340.23 for all affected employees.

#### Why This Matters

- Retention & Training: Retaining experienced staff saves time and resources. Our training is
  intensive due to the varied responsibilities in each court—there is no universal training, as
  duties differ from one court to another. A clerk cannot simply transfer from one division to
  another without additional instruction.
- Increased Workload: Rising case counts were a significant factor cited in the justification for court staff raises. However, that same increase in case volume directly impacts our office as well. The Clerk's Office is responsible for managing and processing all court filings and records, so every increase in case load increases the responsibilities and stress on our staff. This workload is in addition to our year-round responsibility for running elections—an area that no other department is tasked with.
- Election Administration: Unlike any other department in the county, the Vigo County Clerk's Office is solely responsible for administering elections. This includes planning, executing, securing, and certifying all elections held in the county. Our supervisory staff hold certificates from VSTOP's (Voting System Technical Oversight Program) CEATS (Certificate in Election Administration, Technology, and Security) program through Ball State University, reflecting a high level of expertise in election administration. The integrity of our elections depends on these trained professionals.
- Election Day Demands: It's also important to note that while the rest of the county government receives Election Day off, the Clerk's Office works 17-hour days (or more) to ensure elections run smoothly. This is a unique and critical responsibility that should be recognized in compensation.
- Competitive Pay: Our deputy clerks currently make \$22.71/hour, while clerks in the City of Terre Haute make \$24.66/hour. City clerks do not handle elections, yet are compensated at

a higher rate. This highlights a growing disparity and makes it harder for us to retain staff, even within our own community.

 Leadership Responsibilities: Our supervisors manage teams, oversee training, ensure court operations run smoothly, and coordinate all aspects of election execution. These responsibilities exceed those of many equivalent roles in other departments, justifying a higher pay rate.

In addition to the duties outlined above, it's important to recognize the additional responsibilities handled by the main office of the Clerk's Office. This office serves as the front line for public interaction, receiving the majority of phone calls and walk-in inquiries from citizens seeking general information. They also process the initial filings for all civil cases, which requires accuracy, attention to detail, and comprehensive knowledge of court procedures.

Our office is also tasked with extensive bookkeeping responsibilities. Clerk staff are responsible for assessing, tracking, and collecting all court costs, fees, bonds, and child support payments. These financial duties are a critical part of the judicial system and require a high level of precision and accountability. The complexity and importance of this work further emphasize the need for equitable compensation.

#### Closing Thoughts

We recognize and respect the fiscal constraints under which the Council operates. We also recognize the importance of equity across departments and support fair compensation for all county employees. However, to continue building a strong, experienced team—and to protect the quality and security of elections in Vigo County—we must be able to offer wages that reflect the critical work we do.

Thank you for your time, your service, and your thoughtful consideration of this proposal.

Sincerely,

LeAnna Moore Clerk of the 43rd Judicial Circuit Court

Elizabeth Stiverson Chief Deputy Clerk



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, 2025, 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 otherwise expressively be stipulated for by law provide, 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 County General Fund the following:

REQUESTED APPROVED

#### **COUNTY GENERAL/1000:**

#### **GIS Department/0170**

a. Change Position of GIS Director
(\$69,206.73/yr)

To: GIS Director
(\$71,282.93/yr)

#### **Juvenile Court/0234**

a. Change Position of Staff Advocate Supervisor To: Staff Advocate (26.63/hr) (24.19/hr)

Change Position of Staff Advocate (23.48/hr) To: Staff Advocate (24.19/hr)

c. Add: Staff Advocate Position (2) (24.19/hr)

SECTION 3. Effective June 11, 2025.

[Signature Page to Follow]

Approved on this 10th Day of June, 2025. Nancy Absent Aye Allsup\_ Nay Abstain Vicki Aye Absent Weger\_\_ Nay Abstain Absent Steve Aye Ellis\_ Abstain Nay Absent Randy Aye Gentry\_ Nay Abstain Absent Aye Brenda Wilson\_ Abstain Nay Absent Aye Brad Anderson\_ Nay Abstain David Absent Aye Thompson \_ Nay Abstain Attest: Larry T. Hutchings, II Vigo County Auditor

# **ADDITIONAL APPROPRIATION 2025-31**

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

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of the Juvenile Justice Non-Reverting Fund the additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

		REQUE	ESTED	APPRO	VED
4959 4959 <b>Total Juv Jus</b>	0n-Reverting/4959 .33300.00000.0000 Contract .35450.00000.0000 Building stice Non-Reverting: this 10 <sup>th</sup> Day of June, 2025	\$ 200,0	00.00	\$ 35,000.00 (App	proved 5/13/25)
Aye Nay	Absent Abstain	Randy Gentry			
Aye Nay	Absent Abstain	Nancy Allsup			
Aye Nay	Absent Abstain	Brenda Wilson			
Aye Nay	Absent Abstain	Steve Ellis			
Aye Nay	Absent Abstain	Vicki Weger			
Aye Nay	Absent Abstain	Brad Anderson			
Aye Nay	Absent Abstain	David Thompson			
Attest:					
Larry T. Hutch	nings, II	-			

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, 2025, 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 otherwise expressively be stipulated for by law provide, 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.

REQUESTED

**APPROVED** 

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

		(				
COUNTY GENERAL/1000 Circuit Court/0232						
a.	Change Position of Div. 1 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)				
b.	Change Position of Div. 1 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)				
c.	Change Position of Div. 1 Court Reporter B From: (\$46,883/yr)	To: (\$56,871.70/yr)				
d.	Change Position of Div. 2 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)				
e.	Change Position of Div. 2 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)				
f.	Change Position of Div. 2 Court Reporter B From: (\$38,802/yr)	To: (\$50,871.70/yr)				
g.	Change Position of Div. 3 Court Reporter B From: (\$38,802/yr)	To: (\$50,871.70/yr)				
h.	Change Position of Div. 3 Court Reporter A From: (\$47,356/yr)	To: (\$56,181.35/yr)				
i.	Change Position of Div. 3 Court Reporter A From: (\$48,976/yr)	To: (\$56,181.35/yr)				
j.	Change Position of Div. 4 Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)				
k.	Change Position of Div. 4 Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)				
1.	Change Position of Div. 4 Court Reporter B From: (\$38,802/yr)	To: (\$50,871.70/yr)				
m.	Change Position of Div. 4 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)				

n.	Change Position of Div. 4 Court Reporter B From: (\$38,802/yr)	To: (\$50,871.70/yr)
o.	Change Position of Div. 5 Court Reporter B From: (\$38,802/yr)	To: (\$50,871.70/yr)
p.	Change Position of Div. 5 Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)
q.	Change Position of Div. 5 Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)
r.	Change Position of Div. 5 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)
s.	Change Position of Div. 5 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)
t.	Change Position of Div. 6 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)
u.	Change Position of Div. 6 Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)
v.	Change Position of Div. 6 Court Reporter A From: (\$46,883/yr)	To: (\$56,181.35/yr)
w.	Change Position of Div. A Court Reporter A From: (\$46,883/yr)	To: (\$50,871.70/yr)
х.	Change Position of Div. A Licensed Social Worker/Thera From: (\$68,848/yr)	pist <b>To:</b> (\$82,400/yr)
y.	Change Position of Div. A. Systems Administrator From: (\$58,038.76/yr)	To: (\$59,379.50/yr)
z.	Change Position of Court Admin/Probate Registrar From: (\$53,162.20/yr)	To: (\$56,181.35/yr)
aa.	Change Position of Jury Admin From: (\$47,356/yr)	To: (\$50,871.70/yr)
bb.	Change Position of IVD Court Reporter B From: (\$46,883/yr)	To: (\$50,871.70/yr)
cc.	Change Position of Juv Receptionist From: (\$38,802/yr)	To: (\$44,752.75/yr)
dd.	Change Position of Juv Office Manager From: (\$47,102/yr)	To: (\$56,181.35/yr)

To: (\$50,871.70/yr)

ee. Change Position of Juv Court Reporter B

From: (\$46,883/yr)

	ff.	Change Position of Juv Court Rep From: (\$46,883/yr) Amend to <b>Eliminate:</b>	orter B  To: (\$50,871.70/yr)  Bailiff (Vacant Position) (\$38,802/yr)
		3. Effective June 11 <sup>th</sup> 2025.  2. this 10 <sup>th</sup> Day of June, 2025.	
Aye Nay		Absent Abstain	Nancy Allsup
Aye Nay		Absent Abstain	Vicki Weger
Aye Nay		Absent Abstain	Steve Ellis
Aye Nay		Absent Abstain	Randy Gentry
Aye Nay		Absent Abstain	Brenda Wilson
Aye Nay		Absent Abstain	Brad Anderson
Aye Nay		Absent Abstain	David Thompson —————
Attest:			
		utchings, II ty Auditor	

# **ADDITIONAL APPROPRIATION 2025-35**

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

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

REQUESTED

**APPROVED** 

COUNTY GENERAL/1000 Circuit Court/0232 1000.10010.00000.0232 1000.15210.00000.0232 1000.15220.00000.0232 Total County General:	Payroll Salaries FICA PERF	\$ 197,607.04 \$ 15,116.94 \$ 28,060.20 \$ 240,784.18		
Approved on this 10 <sup>th</sup> Day of Ja	une, 2025.			
Aye Absent Nay Abstain	Randy Gentry			
Aye Absent Abstain	Nancy Allsup			
Aye Absent Abstain	Brenda Wilson			
Aye Absent Abstain	Steve Ellis			
Aye Absent Abstain	Vicki Weger			
Aye Absent Nay Abstain	Brad Anderson			
Aye Absent Nay Abstain	David Thompson	1		
Attest:				
Larry T. Hutchings, II				

Auditor

# **ADDITIONAL APPROPRIATION 2025-36**

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

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

Settlement All	ocations:				
2 Employees	@\$2,832				
1 Employee 16 Employees	@\$3,000 @\$5,000				
	@\$5,000				
12 Employees	@\$7,000				
1 Employee	@\$8,000		DEOLIEGED	ADDDOLLED	
			REQUESTED	APPROVED	
COUNTY GE					
Circuit Court/					
1000.1	10010.00000.0232	Payroll Salaries	\$ 148,251.00		
1000.1	15210.00000.0232	FICA	\$ 11,341.20		
1000.1	15220.00000.0232	PERF	\$ 21,051.65		
<b>Total County</b>	General:		\$ 180,643.85		
	this 10 <sup>th</sup> Day of Ji	ine 2025	,,		
Пррготси он в	mis 10 Day of 30				
Aye	Absent	Dom	dv.		
		Ran	=		
Nay	Abstain	Gen	try	<del></del>	
Aye	Absent	Nar	cv		
	Absent		up		
Nay	Abstain	7 1110	мР		
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Aye	Absent	Ste	ve		
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Nay	Abstain	2	<u> </u>		
Aye	Absent	Vic	ki		
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Aye	Absent	Bra	4		
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Aye	Absent	Dav	id		
			mpson		
Nay	Abstain	1110			
		I			
Attest:					
Larry T. Hutch	ings, II				
Auditor					

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, 2025, 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 otherwise expressively be stipulated for by law provide, 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 County General Fund the following:

**REQUESTED** 

**APPROVED** 

**COUNTY GENERAL/1000:** Circuit Court/0232 a. Amend to Add: Court Reporter B (2) (\$50,871.70/yr) SECTION 3. Effective April 9, 2025. Approved on this 8<sup>th</sup> Day of April, 2025. Aye Absent Randy Gentry Nay Abstain Nancy Aye Absent Allsup\_ Nay Abstain Absent Aye Brenda Wilson Abstain Nay Absent Steve Aye Ellis Nay Abstain Absent Aye Vicki Weger Nay Abstain Absent Aye Brad Anderson Nay Abstain Absent David Aye Thompson \_ Nay Abstain Attest: Larry T. Hutchings, II

Auditor

# **ADDITIONAL APPROPRIATION 2025-37**

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

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

		REQUESTED	APPROVED
COUNTY GENERAL/1000			
Circuit Court/0232  1000.10010.00000.0232  1000.15210.00000.0232  1000.15220.00000.0232  1000.15230.00000.0232  1000.21000.00000.0232  1000.36100.00000.0232  1000.39200.00000.0232  1000.44520.00000.0232  1000.44480.00000.0232  Total County General:  Approved on this 10 <sup>th</sup> Day of June	Payroll Salaries FICA PERF Group Insurance Office Supplies Printing Service Agreements Systems Hardware Office Furniture  one, 2025.	\$ 126,743.40 \$ 8,165.88 \$ 15,157.56 \$ 75,098.00 \$ 500.00 \$ 1,500.00 \$ 800.00 \$ 37,600.00 \$ 3,500.00 \$ 269,064.84	
Aye Absent Abstain	Randy Gentry		
Aye Absent Abstain	Nancy Allsup		
Aye Absent Abstain	Brenda Wilson		
Aye Absent Absent Abstain	Steve Ellis		
Aye Absent Abstain	Vicki Weger		
Aye Absent Abstain	Brad Anderson		
Aye Absent Absent Abstain	David Thompson	1	
Attest:  Larry T. Hutchings, II			

Auditor

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, 2025, 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 otherwise expressively be stipulated for by law provide, 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 County General Fund the following:

**REQUESTED** 

**APPROVED** 

#### **COUNTY GENERAL/1000:**

#### Circuit Court/0001

a. Change Position of Deputy Clerk (26):

From: (\$22.71/hr) **To:** (\$25.25/hr)

b. Change Position of Assistant Supervisor (2)

From: (\$25.76/hr) **To:** (\$28.64/hr)

c. Change Position of Supervisors (5)

From: (\$27.43/hr) **To:** (\$30.50/hr)

d. Change Position of Chief Deputy Clerk

From: (\$56,628.02/yr) **To:** (\$64,794.74/yr)

SECTION 3. Effective June 11, 2025.

[Signature Page to Follow]

Approved on this 10<sup>th</sup> Day of June, 2025. Absent Aye Randy Gentry\_ Nay Abstain Nancy Aye Absent Allsup\_ Nay Abstain Absent Aye Brenda Wilson Abstain Nay Absent Steve Aye Ellis\_ Nay Abstain Absent Vicki Aye Weger\_ Abstain Nay Absent Aye Brad Anderson\_ Nay Abstain David Absent Aye Thompson \_ Nay Abstain Attest: Larry T. Hutchings, II Auditor

36

# **ADDITIONAL APPROPRIATION 2025-38**

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

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

REQUESTED

**APPROVED** 

COUNTY GENERAL/1000 County Clerk/0001			
1000.10010.00000.0001 H 1000.15210.00000.0001 H	Payroll Salaries FICA PERF e, 2025.	\$ 171,340.23 \$ 12,850.52 \$ 24,330.31 \$ 208,521.06	
Aye Absent Abstain	Randy Gentry		
Aye Absent Abstain Abstain	Nancy Allsup		-
Aye Absent Absent Abstain	Brenda Wilson		
Aye Absent Absent Abstain	Steve Ellis		
Aye Absent Abstain Abstain	Vicki Weger		
Aye Absent Nay Abstain	Brad Anderson		-
Aye Absent Abstain Abstain	David Thompsor	1	
Attest:			
Larry T. Hutchings, II Auditor			