

**PIKE COUNTY COUNCIL  
REGULAR MEETING MINUTES  
MARCH 11, 2025**

**Jon Craig, President**  
**Max Elliott**  
**Jeff Harting**  
**Travis Troutman**

**Greg Willis, Vice President**  
**Randy Harris**  
**Eric Smith**

**1. CALL MEETING TO ORDER**

Pike County Council President Jon Craig called the meeting to order. All members of the County Council were present. Auditor Judith Gumbel was also present. Sheriff Jason McKinney, Asst EMS Director Doug Mounts, CEDA Coordinator Lindsey Denno, Executive Director IN 15 Region Nathan Held, Highway Office Manager Melanie Britton, Highway Superintendent Josh Byrd, Health Department Office Manager Natalie Byrd, Chief Deputy Dallas Killian, Clerk's Deputy Lana Griffith, Pike County Recorder Misty Coleman, Park and Recreation Superintendent Brandon Schultheis, and Chief Deputy Auditor Audra Warner signed in.

President Craig stated that he did not have any requests to be added to the agenda, but he sis want to discuss Rainy Day Fund under Council Business.

**2. APPROVAL OF MEETING MINUTES FEBRUARY 11, 2025**

President Craig asked if there were any additions or corrections to the minutes. Hearing none, he asked for a motion to approve minutes.

Councilman Max Elliott seconded by Councilman Jeff Harting motioned to approve the minutes. Motion carried 7 – 0.

**3. OLD BUSINESS**

**a. PAWS**

President Craig reported that he, Councilman Randy Harris, and Commissioner Jeff Nelson met with the PAWS officials. He stated that they were seeking additional funding from the County. Their proposal is a total of \$45,000/year from the County. This would include a guarantee of placement for any animal that the Sheriff needs to place, regular financial reporting to the Council, and sharing their animal treatment policies. It was discussed that in 2023, the PAWS budget was \$7,500, and we gave them an additional \$20,000. Then in 2024 we budgeted \$12,000. Councilman President Craig pointed out that any funding provided to PAWS kept the County from having to fund an Animal Control Officer. Councilman Harting stated that Washington Township supports PAWS and asked if any other townships supported it. He stated that his understanding was that it is a County facility.

President Craig stated that this could drop off the agenda until the Committee has an action plan to bring before the Council.

#### **4. NEW BUSINESS**

##### **a. Recorder – Deed / Indexing Project**

Pike County Recorder Misty Coleman explained that last fall she requested that the Council approve her to start a deed scanning project with Fidlar through to take the deeds from 1920 to the start of the County. At the time she thought that the former Recorder Harting had completed deed indexing books to the beginning. Unfortunately, they were only indexed back to 1920. If the deeds aren't indexed, it doesn't do any good to scan them in because searchers can't find them. Fidlar has worked with US Imaging – the company actually doing the new project to complete the indexing project, it will take an additional \$11,883.68 out of the Recorder's Perpetuation Fund. She said that if they don't do it while the company is on site, it will cost double because they will have to schedule a time to come back. She did state that she might have to ask for an additional appropriation at year end to pay for professional services.

The Recorder does not have to bring this before the Council, but it is her desire to be transparent to the public. Councilman Harting seconded by Councilman Travis Troutman motioned to approve the project. Motion carried 7 – 0.

##### **b. Indiana 15 – Nathan Held**

Executive Director of IN Region 15 Nathan Held addressed the Council stating that he was visiting all of the counties of IN Region 15. He presented an update of the projects of program year 2024 and a 10-year summary of the Region's accomplishments and in Pike County. He reminded the Commissioners that it takes from 6 months to a year to prepare a grant and from 1 to 4 years to complete some grants.

He shared that in Petersburg was awarded a Cops Hiring Grant in 2024 at \$125,000 and the Petersburg Water project closed out in 2024. They continued to work on READI projects. Pike County received 1.8 million in grant assistance in 2023, 1.2 million in 2022, and 5.2 million in 2021. There is a Region EDA Planning Grant that is ongoing as well as an INDOT Planning Grant. He discussed ongoing Pike projects. Winslow has requested a Comprehensive Planning Grant in 2025. Winslow is in the early stages of applying for a Wastewater improvement grant and an Owner-Occupied Home Rehab project. IN Region 15 is also talking with Spurgeon in regard to some water improvement plans and Otwell for park improvements.

The County's dues are used toward the match for the Economic Development Planning Grant and the INDOT Regional and Rural Planning Grant. Cities and towns do not pay dues. Current dues are \$0.65 per person - \$7,962.50 in 2024. President Craig stated that the County gets so much in return for the dues that are paid.

Mr. Held thanked President Craig for servicing as the board chair and Commissioner Jeff Nelson for participating on the board.

##### **c. Resolution 2025 - 07 Establishing Fund 9105 – Economic Development Payment Fund**

President Craig stated that the Council had expressed a desire to place Economic Development Payments in a separate fund in order to track the fund and to designate how the monies could be

used. This resolution states that monies received as Economic Development Payments will be received into Fund 9105 and used for the following:

1. Infrastructure, incentives, public/private partnerships, and/or other project-related expenses for economic and community development that enhance the assessed value or quality of life of Pike County.
2. Designated uses as specified in a contractual Economic Development Agreement.
3. Any other lawful and legal purposes of the Fund designated by the Fiscal Body.

Councilman Greg Willis seconded by Councilman Elliott motioned to approve Resolution 2025-7 Establishing Fund 9105 - Economic Development Payment Fund. Motion passed 7 – 0.

**d. County Council Operational Procedures**

- i. Calendar
- ii. Additional Appropriations
- iii. Transfers

President Craig presented the Council with a draft for County Council Operational Procedures. The Council would initially adopt a calendar. It contains dates, times, and parameters for placing items on the Council's agenda and requests for additional appropriations and transfers. If the agenda is established it will take a vote of the Council to amend the agenda. Draft forms have been developed and are in initial phase of use in order to make things uniform. He asked Council to review it and requested that it be distributed to Department Heads for comments. He stated that the goal is two-fold. Number one is to establish very clear expectations and number two is to assist the Auditor's Office in being able to meet her timelines. He also asked that the Auditor place it on the April meeting agenda under old business.

Councilman Willis stated that he thought that pre-approved transfer guideline should be looked at again. Policy has been that the Auditor can approve up to a \$500 transfer in the same budget classification. His thought was that three separate \$500 transfers from different line items into the same line item constituted a \$1,500 transfer not a \$500 transfer. Other Council members agreed with him. President Craig stated that clarification could be added under item iii. In the Operational Procedures.

President Craig stated that it should be sent out now to Department Heads because he would like to have their comments and opinions. Auditor Gumbel was directed to send the procedures and forms out to them. This will be under old business at the April Council meeting.

**5. ADDITIONAL APPROPRIATIONS AND RESOLUTIONS**

**a. CEDA Requests Additional Appropriation From Fund 1148.**

Amount	Funds & Accounts		Balance Prior to Action
\$7,271	From	Fund 1148 – CEDA Pike County Commission to End Drug Abuse	\$19,271.06
\$1,818	To	1148-30302-0000, Law Enforcement	\$3,000.00

\$1,818	To	1148-30601, Prevention/Education	\$3,000.00
\$1,818	To	1148-30490-0000, Treatment	\$3,000.00
\$1,817	To	1148-10340-0000, Coordinator	\$3,000.00
<b>CEDA submitted original budget request based on estimated income. Available revenue from 2024 is now known.</b>			

CEDA Coordinator Lindsey Denno explained that when CEDA proposes a budget to the Council in August, there is nothing that they can do except base it on the funds they have available at that time. In August that was \$12,000. However, the actual amount available at the end of 2024 was \$19,271.06. Therefore, per the direction of the CEDA board she requested an additional appropriation to the budget of \$7,271.00.

Councilman Elliott seconded by Councilman Troutman motioned to approve the CEDA request for an additional appropriation. Motion passed 7 – 0.

**b. Pike County Clerk Requests Additional Appropriation From Fund 1119, Clerk's Perpetuation Fund.**

Amount	Funds & Accounts	Balance Prior to Action
\$20,444.00	From Fund 1119 – Clerk's Perpetuation Fund	\$125,297.86
	To 1119-40631, Capital Expense	\$0.00
Clerk discussed this project during budget time, but additional has not been requested. This appropriation will allow the Clerk's Office to purchase new desktops & remote workstations. The current desktops in the Clerk's office are unable to update to "windows 11". This will also allow the office to obtain the proper licensing.		

**c. Pike County Clerk Requests Additional Appropriation From Fund 1119, Clerk's Perpetuation Fund.**

Amount	Funds & Accounts	Balance Prior to Action
\$68,796	From Fund 1119 – Clerk's Perpetuation Fund	\$125,297.86
	To 1119-40695, Computer Data Scanned Docs	\$0.00
This was discussed in 2024, but the appropriation has not been completed. This will allow the Clerk's Office to utilize the services of Information & Record Associates. This project is scanning in all estate, guardianship, court of common pleas, and circuit cases (including microfilmed cases) that have been stored in the basement. Digitizing these documents has multiple benefits for the County as stated in the letter of request.		

Clerk's Deputy Lana Griffith was present for any questions on both b. and c. above. She reiterated the reasons as stated in the request.

Councilman Elliott seconded by Councilman Harting motioned to approve the Clerk's request of \$20,444 for desktops and remote workstations and \$68,796 for the scanning of the Clerk's old documents. Motion passed 7 – 0.

**d. Pike County Park and Recreation Requests Additional Appropriation From Fund 1219, Park & Recreation.**

Amount	Funds & Accounts		Balance Prior to Action
\$220,000	From	Fund 1219, Park & Recreation	\$1,311,068.46
	To	1148-30600-0000, Rentals (FMHA Loan)	\$416.80
This is the total purchase price for the McGillem property that the Conservancy District purchased that joins the Park Property. It was decided by the Park Board, Conservancy Board and County Council that it would be most cost effective to make a one-time payment to buy the property with the Park and Recreation Funds and save the interest payment over multiple years.			

Park and Recreation Superintendent Brandon Schultheis, explained that this was the plan that had previously been discussed with the Council. The Conservancy purchased this property, and is currently paying the principal and the interest. The proposal is to pay the principal from the rent account.

Councilman Randy Harris seconded by Councilman Elliott motioned to approve the additional appropriation of \$220,000.

**e. Pike County Sheriff Requests Additional Appropriation From Fund 4103, CEDA Donations.**

Amount	Funds & Accounts		Balance Prior to Action
\$838	From	Fund 4103, CEDA Donations	\$838.46
	To	4103-30351-0000, Dare Expenditure	\$0.00
The appropriation is needed for the Sheriff's DARE Program			

Sheriff McKinney shared this is for funds that the Sheriff's Department received From CEDA for the purpose of conducting the DARE program in the school.

Councilman Elliott seconded by Councilman Eric Smith motion to approve the \$838 additional for the DARE program. Motion passed 7 – 0.

**f. Approval of Additional Appropriation Resolution 2025-08.**

Councilman Willis seconded by Councilman Elliott motioned to approve the Resolution designated all of the approved, advertised additional appropriations. Motion passed 7 – 0.

**6. TRANSFERS - None**

**7. TRANSFERS – MIRRORED TRANSFERS**

**a. Highway Requests Transfer Between Fund 1176 and 1173, MVH**

Amount	Funds & Accounts		Balance Prior to Action
\$20,000	From	1173-20502-053, Rock	\$186,007.16
	To	1176 -20502-053, Rock	\$ - 12,188.01

**Mirrored Line Item Transfer, Short on Rock money in 1173.**

Councilman Troutman seconded by Councilman Elliott motioned to approved the mirrored transfer. Motion passed 7 – 0.

**8. TRANSFERS – PRE-APPROVED**

**a. Pike County State E-911 Requests a Transfer in Fund 1222, E-911.**

Amount	Funds & Accounts		Balance Prior to Action
\$500	From	1222-30660-0000, Equipment Repair	\$2,910.00
	To	1222-30670-0000, Maintenance Contracts	\$296.53
<b>Pay for the WTH Think GIS Annual Consulting &amp; Support contract</b>			

Councilman Smith seconded by Councilman Troutman motioned to retroactively approve the pre-approved transfer of \$500 from Equipment Repair to Maintenance Contract. Motion passed 7 – 0.

**9. BUSINESS/INFORMATION BY COUNCIL**

**a. Health Department Update**

Natalie Byrd, Health Department Office Manager discussed the current status of the Health Department Funding and the need for a new employee to help complete the required KPI's. She was not sure of the job description nor the employee type – full time, part-time, or contractual.

She explained that 25% of the Health First funding needs to be spent working with the schools. She said that there is an individual at the school who is already doing a part of this. The Health Department would use all of the information that she is gathering and then all work together to achieve the KPI.

She shared that she had spoken with Council liaison Harris. The core services are off to a good start. They have to have completed three core services by the end of 2025, but they have to be kept up and next year they will have to meet 3 to 5 more core services.

They are currently working on chronic diseases by walking in the park and doing blood pressure checks etc., Reduce the Suicide Rate, with the Extension Office training, "Foods as Medicines," Tri-Cap with a Baby Shower program, and with their new Dental Program. The dental program has reached 174 children to date.

Earlier in the year part-time Sanitation employee Kay Riley was moved to a full-time position. With her CMA certification she was able to help the health nurse with vaccinations etc. So, they have a half-time position left. That position needs to work with the school.

The department has already been notified that due to the federal program cuts, the Health First budget that was allotted for 2025 will be cut in half. In 2023 it was \$46,894, in 2024 it was \$155,704, this year it is \$300,924, but it is estimated to be \$155,704 in 2026. Every penny will count.

It is very important that they meet the goals of their approved program and that they spend the funds that they were awarded.

Councilman Harris stated that the need is there and the money is there.

Council encouraged Ms. Byrd to meet with her board and come up with two plans for the half time position that they have left – regular part-time County employee or contractual. Ms. Byrd stated that the state required advertisement of positions for a minimum of 30 days. She stated that sometimes contracted positions have to be paid a little more than the County rates.

Councilman Willis stated that it would take careful work to define the position correctly for a contract employee.

Councilman Harris seconded by Councilman Elliott motioned to endorse the efforts of the Health Department and to direct them to come back to the Council with a full plan sanctioned by the Board of Health. Motion passed 7 – 0.

**b. First Use of Economic Development Payment Funds – new Fund 9105**

The first economic development payment was \$250,000, and it was provided by INVENERGY for the County to purchase road equipment. Superintendent Byrd stated that he had been in discussion with the Commissioners and Councilman Elliott, the council liaison. He stated that he has a dump truck spoken for from Sternberg's at \$169,102.41. In order to obtain a new brush cutter, it was decided that it would be better to trade in the old tractor. He was offered \$17,500 in trade for a \$202,170.32 brush cutter, and he was given an additional \$3,000 off of the price of the brush cutter. This would mean that he had to come up with \$100,708.57 after he used the balance left from the \$250,000 economic development payment, and he would then have to request an additional appropriation from MVH for \$100,000. He stated that the Commissioners have approved the plan.

President Craig stated that with the use of the economic development payment, the County will have been able to purchase 2 new pieces of expensive equipment (\$371,272.73 total cost) for only \$100,708.57 from the County budget. The vendor is willing to hold the truck and brush cutter until the County is able to go through all of the processes necessary to obtain additional appropriations for the purchases out of Fund 9105 and Fund 1176 MVH

Councilman Elliott seconded by Councilman Smith motioned that the Council state support of this plan to purchase the equipment. Motion carried 7 – 0.

**c. Bridge Plan**

Superintendent Byrd stated that the plan is almost complete. He has to get federal permits for a bridge in the Ayrshire bottom and for a bridge at Pride's Creek that crosses White River. He stated that four of the bridges are going to be expensive. He thinks the remainder can actually be box culverts.

**d. CCMG**

Highway Office Manager Melanie Britton shared that the County received all of the CCMG grants for which applications were made. This is just a few dollars shy of 1.5 million in grants.

**d. Sheriff McKinney**

He stated that one of the transfers, to which Councilman Willis addressed as not being his

understanding of what a pre-approved transfer should be, was his. He said that he had originally requested an additional appropriation and the Auditor had advised him to go in that direction. He stated that he had to transfer an inmate from Texas.

Councilman Willis clarified that he did not necessarily think that a transfer was wrong, he just thought that it should not have been a pre-approved transfer.

Sheriff McKinney stated that with all of the trials coming up there were going to be a lot of transports to the Courthouse.

**e. Courthouse Tuckpointing**

County Administrator Kristi Dischinger stated that the tuckpointing project for the courthouse will start at the end of March. The estimated time is 240 days.

**f. Auditor – E-1 Letters and Medical Insurance Dependent Coverage**

Auditor Gumbel stated that is was an Indiana statute the non-profits who received funding support from the County file an E-1 report. She stated that a letter to this effect had been sent out to all the organizations receiving this support.

She also shared that the County's Group Medical Insurance had been actively sending out letters and emails to the employees in regard to their dependent coverage. This has to be done on the insurance website. Team Care will not share the information with the County Auditor, and therefore, it may become an issue at the end of 2025 when the County has to file the ACA, proof of insurance information for the employees to the IRS. We may have a difficult time matching the one that we send and the one that Team Care sends.

**g. Rainy Day Transfer**

President Craig stated that Auditor Gumbel had provided each of the Council members a hard copy of the Annual Financial Report. The report showed that the General Fund ended the year with a net gain of \$329,676 at a total General Fund balance of \$7.8 million at 2024 yearend. He stated that it has been the goal of the Council to have a balance of at least \$1,000,000 in the Rainy Day Fund. In 2024 Council transferred \$200,000 from General Fund to Rainy Day. That put the balance at \$735,275.37. President Craig requested the Council consider transferring \$265,000 from General Fund to Rainy Day. That would reach and slightly surpass the million dollar goal. It was mentioned that the interest that was earned last year did go into General Fund.

President Craig stated that the Auditor should place this on the April Council Agenda under Old Business.

**g. Treasurer's and Clerk's Monthly Reports**

President Craig called attention to the reports of the County Treasurer and the County Clerk as found in the Council packets.

**10. BUSINESS BY PUBLIC - None**

11. NEXT REGULAR MEETING – APRIL 8, 2025

12. ADJOURNMENT

With no further business to come before the Council, President Craig called for a motion to adjourn. Motion was made by Councilman Elliott and seconded by Councilman Harting to adjourn. Motion passed 7 – 0.

ALL COUNCIL MEMBERS REQUESTED TO REMAIN UNTIL ALL PAPERWORK IS SIGNED.

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ATTEST:

Judith Gumbel 4-8-25  
Judith Gumbel, Auditor Date