

COUNTY COUNCIL
April 10th, 2025

- I. CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, April 10th, 2025 to consider additional requests in excess of the budget allowed for 2025, and to conduct such other business as may be properly brought before the Council.
- II. ROLL CALL:** Council members present were Roy Wrightsman, President; Thomas Rohr, Vice President; Jack B. Butler; James E. Howard; Rick Patton; Mary Alice Gregg; Matt Helderman; Susan Kramer, Auditor. Also present were Katie Potter, Leanna Collisi, Jason Frazier, Julie Lanzone, Kurt Lanzone, Tanner Edge, Jessica Lancaster, Stacie Amerman and Patrece Dayton.
- III. READING OF THE MINUTES:** Minutes for the Council Meeting held on March 13th, 2025 were presented. Jack B Butler made a motion to approve the March 13th, 2025 minutes as presented. Matt Helderman seconded the motion and it carried unanimously.

- IV. ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper March 28th, 2025.

Council President, Roy Wrightsman, reviewed the appropriations from written requests submitted by Auditor, Susan Kramer. Thus, the following ordinance was adopted: WHEREAS: it has been determined it is now necessary to appropriate more money than was appropriated in the annual budget for 2025, BE IT ORDAINED, by the County Council of Parke County, Indiana, for the expenses of said County government, the following additional sums of money are hereby appropriated and ordered set out of the funds herein specified, subject to the law governing the same: Thomas Rohr made a motion to approve the additional appropriation requests as advertised on March 28th, 2025. The motion was seconded by Mary Alice Gregg and carried unanimously.

		REQUESTED	APPROVED
Building Maintenance - Jail	8912-00-03-5062	394,500.00	317,000.00
Total 21.027 AMERICAN RESCUE PLAN	Total	394,500.00	317,000.00
PROBLEM SOLVING CRT PRG INCOME			
Service Contracts	2450-00-03-5080	1,920.00	1,920.00
Total PROBLEM SOLVING CRT PRG INCOME	Total	1,920.00	1,920.00
PARK & REC FUND			
Building Maintenance	1219-00-03-5050	5,302.00	5,302.00
TOTAL PARK & REC FUND	Total	5,302.00	5,302.00
MVH RESTRICTED			
Bituminous	1173-02-02-3111	800,000.00	800,000.00
TOTAL MVH RESTRICTED	Total	800,000.00	800,000.00
CUMULATIVE CAPITAL DEVELOPMENT FUND			
Building Maintenance	1138-00-03-5050	141,140.00	141,140.00
XSoft Financials	1138-00-03-5042	134,000.00	134,000.00
TOTAL CCD FUND	Total	275,140.00	275,140.00

MOTOR VEHICLE HIGHWAY			
Buildings and Grounds	1176-03-04-7050	108,500.00	108,500.00
TOTAL MOTOR VEHICLE HIGHWAY	Total	108,500.00	108,500.00
PUBLIC SAFETY COUNTY SHARE			
Buildings and Grounds -Jail	1170-00-04-7050	64,000.00	64,000.00
TOTAL PUBLIC SAFETY COUNTY SHARE	Total	64,000.00	64,000.00
COUNTY COVERED BRIDGE FUND			
Melcher Covered Bridge	1134-00-03-5154	230,000.00	230,000.00
TOTAL COUNTY COVERED BRIDGE FUND	Total	230,000.00	230,000.00
DRUG FREE COMMUNITY FUND			
Anti-Substance Abuse	1148-00-03-6054	50.00	50.00
TOTAL DRUG FREE COMMUNITY	Total	50.00	50.00
GENERAL FUND			
Absent Voter Board	1000-02-01-1502	60.00	60.00
Absent Traveling Voter Board	1000-02-01-1503	120.00	120.00
Election Board Canvassers	1000-02-01-1705	750.00	750.00
Office Supplies	1000-02-02-3010	800.00	800.00
Postage	1000-02-02-3020	750.00	750.00
Precinct Board Meals	1000-02-03-5001	1,180.00	1,180.00
Precinct Inspectors	1000-02-03-5010	600.00	600.00
Precinct Judges	1000-02-03-5011	960.00	960.00
Precinct Clerks	1000-02-03-5012	960.00	960.00
Courthouse Receiving Team	1000-02-03-5013	150.00	150.00
Inspector & Judge Additional Comp	1000-02-03-5014	240.00	240.00
Early Voter Workers	1000-02-03-5015	4,000.00	4,000.00
Travel	1000-02-03-5020	200.00	200.00
Election Board Training	1000-02-03-5021	600.00	600.00
Service Contracts	1000-02-03-5080	7,840.00	7,840.00
Publications	1000-02-03-5090	300.00	300.00
Total GENERAL FUND	Total	19,510.00	19,510.00

V. JURY PAY: The Auditor presented the Parke County Clerk's Certification of jury fees collected for March 2025, and requested \$302.30 be transferred into the Jury Pay Fund, pursuant to IC 33-19-8-8. Jack B. Butler made the motion to direct the Auditor to transfer the jury fees collected in the amount of \$302.30 from the County Users Fund to the Jury Fee Fund. The motion was seconded by James Howard and unanimously carried.

VI. REAPPROPRIATIONS: Received check in the amount of \$3,197.93 on March 20th, 2025 from Progressive Insurance for damage to the 2017 Gradall XL4100. Highway Department has requested that the funds be reappropriated to Motor Vehicle Highway repair parts line.

Repair Parts	1176-03-02-3042	\$3,197.93
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A motion was made by Thomas Rohr and seconded by Rick Patton to approve the reappropriations as presented and the motion carried unanimously.

VII. TRANSFER OF FUNDS:

Transfer Form

Date: 4/9/2025

Department: LIT EDIT FUND/ARP FUND

Requested By: ROY WRIGHTSMAN

Transfer Amount:	50,000	From Account Number:	8912-00-03-5084	Account Name:	ARP XSOFT SOFTWARE
To Account Number:	8912-00-03-5062	Account Name:	ARP BLDG MAINTENANCE JAIL		
Transfer Amount:	65,000	From Account Number:	1112-00-03-5081	Account Name:	LIT PROFESSIONAL SERVICES
To Account Number:	1112-00-03-5048	Account Name:	LIT COMPRHENSIVE PLAN		

VIII. GENERAL BUSINESS: AIC District meeting is scheduled for May 15, 2025.

IX. COMMITTEE REPORTS:

Redevelopment Commission (RDC): Did not meet.

Courthouse Security Committee: Did not meet.

Planning and Zoning Board: DG Marketplace was approved by a 6-1 vote. Variance was approved for Samuel King.

West Central Solid Waste District (SWD): Did not meet.

X. DEPARTMENT HEAD REPORTS:

• **Susan Kramer, Auditor:**

○ The Auditor's Cash Flow Statement was submitted for review by the Council Members.

- **Katie Potter, Assessor:**

- Rolled and balanced 25 pay 26 with the Auditor
- Starting 4th phase of reassessment
- Seeking bids for new contract for property assessments

- **Julie Lanzone, EMS Director:**

- New ambulance delivery in May 2025, this will replace the oldest vehicle in the fleet.
- Med-4 ambulance had transmission go out, this will be an estimated \$11,000.00 repair.
- Med-3 ambulance lost 7.3L engine, this will be an estimated \$16,000.00 repair. Checking with Ford Elite Care for a possible rebate to go towards the new engine since this is a known issue with 7.3L engine.
- Financial numbers given for both Parke and Vermillion EMS services.
- Employee update: one member out on workers comp, one member out on FMLA and one member planning to retire in May or June.

- **Jason Frazier, Sheriff:**

- Server install will start soon.
- Piping project is continuing at the jail.

- **Patrice Dayton, Thrive West Central:**

- Working on full time transportation program for Parke County, looking forward to getting the Thrive buses up and running in January 2026.
- Connection Cafes are held every third Wednesday of the month at the Burnett Manor in Parke County this involves cognitive strengthening activities for our senior community.
- Thrive serves as the area agency on aging for Parke County. We are seeking community input and are holding a community feedback session April 22nd, 2025 at 3:00pm this will also be held at Burnett Manor.
- Thrive will be hosting a Housing Summit September 11th-12th, 2025 at the Terre Haute Convention Center.

- **Kurt Lanzone, County Extension Director:**

- Fair Schedule will be coming soon.
- Introduced Tanner Edge as the new Youth Agent with Purdue Extension – Parke County.

XI. NEW BUSINESS:

- Joint Resolution: Parke County Commissioners 2025-03 and Parke County Council 2025-04

PARKE COUNTY BOARD OF COMMISSIONERS 2025-03
AND
PARKE COUNTY COUNCIL 2025-04
RELATING TO LIMITS ON EARNED COMPENSATORY TIME

WHEREAS, Indiana law empowers local governing bodies to adopt the necessary ordinances and resolutions to provide for the effective governance of the unit [I.C. 36-1-3 (Home Rule)]; and

WHEREAS, pursuant to I.C. 36-2-2-2 the Board of Commissioners (“Commissioners”) of Parke County, Indiana (“County”) is the executive body and may establish procedures to be followed by county departments, offices and employees; and

WHEREAS, pursuant to I.C. 36-2-3-2 the County Council (“Council”) is the fiscal body for the county and shall fix the compensation of employees of the county as set forth in I.C. 36-2-5-3; and

WHEREAS, as part of the compensation and benefits package, the Commissioners provide compensatory time earned (“Comp Time”) to full-time County employees; and

WHEREAS, under the existing law and policy, employees shall be compensated for accumulated Comp Time upon termination of employment of the County; and

WHEREAS, if an employee is allowed to accumulate a greater number of Comp Time hours than allowed by state and federal regulations (see section 5 below) the resulting payout of accumulated comp time may have a significant impact on the county’s budget upon their departure from County employment; and

WHEREAS, The Commissioners and Council have determined that it is in the best interests of the County and its taxpayers to establish a policy relating to the accumulation of Comp Time by employees and restrictions on its use.

NOW THEREFORE BE IT RESOLVED, by the Parke County Board of Commissioners and Parke County Council that a need now exists to establish a policy for the accumulation of earned compensatory time (“Comp Time”) by full-time employees of Parke County as set forth below:

1. A full-time salaried civilian employee of Parke County is eligible to accumulate Comp Time in lieu of overtime pay at the rate of 1.5 hours per 1.0 hours worked in excess of 40 hours worked in a week for civilian employees, and 171 hours in a 28-day period for

Sheriff's deputies. Any hours worked in excess of the normal scheduled work day, but less than 40 hours in a week for civilian employees and 171 hours in a 28-day period for Sheriff's deputies, will be accumulated at a rate of 1.0 hours per 1.0 hours worked. Elected Officials and Department Heads are not eligible for overtime or Comp Time. Salaried Corrections Officers (Jailers) at the Parke County Jail and dispatchers will receive overtime pay, but are not eligible for Comp Time.

2. Earned Comp Time must be in no less than 15-minute intervals.
3. An employee that accumulates Comp Time after the adoption date of this resolution is required to utilize the earned Comp Time within a reasonable period of time.
4. An employee with accumulated Comp Time prior to the adoption of this resolution must utilize the earned Comp Time within four (4) months of the adoption of this resolution.
5. The maximum amount of Comp Time that may be accrued by a public safety employee is four hundred-eighty (480) hours and the maximum amount of Comp Time that may be accumulated by all other employees is two hundred-forty (240) hours.
6. In the case of emergency, or if the above restrictions would interfere with the services provided to the citizens of Parke County, the elected official or department head may request an exemption from the county executive.
7. This Resolution shall become effective upon adoption and its terms incorporated into the Parke County Employee Handbook.

Thomas Rohr made a motion to approve the joint resolution 2025-04 regarding employee compensatory time. Mary Alice Gregg seconded the motion and it carried unanimously.

- Resolution 2025-05

PARKE COUNTY

RESOLUTION NO. 2025-05

A RESOLUTION DECLARING SPECIFIC GENERAL LEDGER ACCOUNT FUNDS DORMANT

WHEREAS, Parke County maintains specific fund accounts;

WHEREAS, Parke County has expended funds and met the obligations of received grant funds, including reporting to the authorizing agency;

WHEREAS, Parke County has several inactive fund accounts with small balances remaining in them;

WHEREAS, Indiana Code 36-1-8-5 allows the transfer of dormant funds to the general fund;

NOW THEREFORE BE IT RESOLVED:

1. That the following funds in the general ledger shall be declared dormant and the remaining balances transferred to the general fund:
 - a. 8201 – 10.351 RDC – RBDG Sewer Grant - \$400

- b. 9101 – 2011 Drug and Problem Solving - \$5,000
- c. 9106 – Drug Court Tune Up - \$187.04

Total to be transferred to General Fund = \$5,587.04

Jack B. Butler made a motion to approve resolution 2025-05 regarding dormant funds. Matt Helderman seconded the motion and it carried unanimously.

- Ordinance 2025-03 Surcharge on State Park Entry Fees – First reading, no vote.

ORDINANCE 2025-03

PARKE COUNTY COUNCIL, PARKE COUNTY, INDIANA

AN ORDINANCE TO ESTABLISH A SURCHARGE ON FEES PAID FOR ENTRY INTO A STATE PARK OR RECREATION AREA LOCATED IN PARKE COUNTY

WHEREAS, Parke County, Indiana (“Parke County”), may, pursuant to Indiana law (IC 36-1-8-12), enact ordinances for the effective governance of its departments; and

WHEREAS, The Indiana Legislature recently enacted House Enrolled Act 1245, which is codified as I.C. 14-9-3-6 (HEA 1245); and

WHEREAS, HEA 1245 provides a county in which a significant amount of land is owned by the state or federal government may enact a surcharge on the entrance fees paid in the county for entry into a state park or recreation area; and

WHEREAS, Parke County contains portions of state parks and recreation areas; and

WHEREAS, the influx of visitors to the aforementioned state-owned parks and recreation areas creates additional financial costs for Parke County, including additional burdens on public safety and law enforcement; and

WHEREAS, the Parke County Council, as the fiscal body for Parke County, desires to adopt an ordinance to impose a surcharge on the fees paid in Parke County for entry into a state park or recreation area located in Parke County; and

WHEREAS, the proceeds collected from the surcharge will be distributed to local responding fire departments and the Parke County Sheriff’s Office to assist in defraying the increased burden on their resources by responding to public safety incidents within the state parks or recreation areas within Parke County.

NOW, THEREFORE, BE IT ORDAINED BY THE PARKE COUNTY COUNCIL OF PARKE COUNTY, INDIANA, AS FOLLOWS:

Section 1. The Parke County Council hereby enacts a One Dollar (\$1.00) surcharge on the fees paid in Parke County for entry into a state park or recreation area located in Parke County. However the

surcharge shall not be collected on a person who holds an annual pass issued by the Department of Natural Resources (DNR).

Section 2. All prior ordinances and parts of ordinances in conflict herewith are hereby repealed.

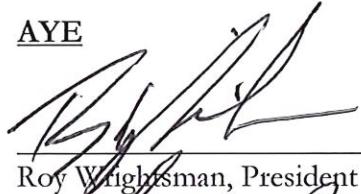
Section 3. This ordinance shall be in full force and effect from and after its passage by the Parke County Council as provided for in Indiana law.

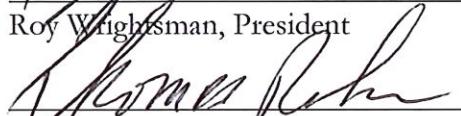
XII. OLD BUSINESS:

- Jason Frazier was present to address the Council's question regarding the grant fund request for a mobile app for the Sheriff's Department. The initial cost of the app would be covered under the grant from the LCC and JRAC but the Council wanted to know where future funding would come from if the app was to be utilized in future years. Jason Frazier stated that the sheriff department would seek funding through future grant opportunities. Thomas Rohr made a motion to approve the funding request in the amount of \$15,687.00 for the mobile app for the Sheriff's department. Jack B. Butler seconded the motion and it was carried unanimously.

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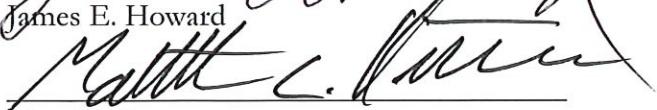
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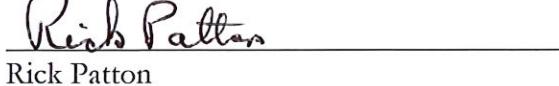

Roy Wrightsman, President

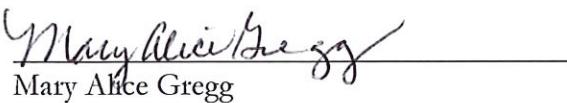

Thomas Rohr, Vice President


Jack B. Butler

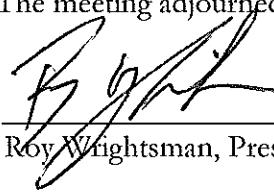

James E. Howard


Matt Helderman


Rick Patton


Mary Alice Gregg

ADJOURNMENT: Having no further business to come before the Council, the motion to adjourn was made by Jack B. Butler and seconded by Thomas Rohr. The meeting adjourned at 9:58 a.m.



Roy Wrightsman, President

ATTEST:



Susan Kramer
Susan Kramer, Auditor