# Commissioners Meeting
# December 16, 2025

**Present: Jim Seiler, Mac Webb, Heather Gries, Auditor Melissa Bunner, and Attorney Joshua Claybourn**

Meeting was called to order by President Seiler at 3:00 P.M.

**Minutes**
***Webb made a motion to approve the minutes for the Commissioner's Meeting dated December 8, 2025. Gries seconded the motion. Motion carried.***

**Claims**
***Gries made a motion to approve claims as presented. Webb seconded the motion. Motion carried.***

**Health Department / Mindy Spinks**
"Nursing Update" for November 2025:
There were one hundred four (104) vaccines provided.

"Retail Food Establishment Inspection Report" for November 2025
There were forty-six (46) Food Licenses issued.
There were twelve (12) inspections completed.

"Environmental Health" for November 2025
There was one (1) New Residential On Site Permits issued.

There were no complaints.

Spinks introduced Dr. Katrina Erickson, the new Spencer County Health Officer.

**Building Inspector / Greg Sermersheim**
"County Inspection Report for November 2025" - Total Inspections:

| | | |
|---|---|---|
| Three (3) Footers | One (1) Post Hole | Zero (0) Foundations |
| Six (6) Framing | Two (2) Underground Plumbing | Zero (0) Concrete |
| Eight (8) R.I. Electric | Seven (7) R.I. Plumbing | Five (5) R.I. HVAC |
| Zero (0) General | Three (3) Electric Meter | Five (5) Gas Meters |
| Three (3) Final C of O | One (1) Electric Pool | Zero (0) Cell Tower |
| Zero (0) Firewall | Zero (0) Basement Walls | One (1) Solar |
| Zero (0) Elec Generator | Zero (0) Tie Down (mobile or modular) | |
| Zero (0) Underpinning Mobile Home | | |
| Five (5) On-site Septic | | |

**Sheriff's Department / Sherri Heichelbech**
No Report.

**Planning Commission / Kay Erwin**
November 2025 Permits issued:

| | |
|---|---|
| Residential (1) $440,000 | Accessory Buildings (2) $156,500 |
| Addition / Remodel (1) $12,400 | Cell Tower (0) $0 |
| Duplex (0) $0 | |

Totals for 2025:

| | |
|---|---|
| Residential: $12,501,126 | Accessory Buildings: $3,103,290 |
| Addition / Remodel: $1,908,862 | Cell Tower (2) $270,000 |
| Duplex: $1,200,000 | |

**Highway Department**
No Report.

**Indiana 15 Regional / Nick Held**
Held is requesting a letter of support for the US EPA Brownfields Coalition Assessment Grant as a non-lead Coalition member. ***Webb motioned to approve. Gries seconded the motion. Motion carried.***

**Assessor's Office / Melissa Woolard**
Bid opening for Cyclical Reassessment and Annual Adjustment Contract. There was one bid from Tyler Technologies for 2026-2030. The bid is for $553,464. ***Gries motioned to approve the bid. Webb seconded the motion. Motion carried.***

**Legal Report**
Claybourn discussed the Mid States Corridor and the action of Dubois County to opt out. As of right now, Spencer County will take no action.

Claybourn presented Resolution 2025-05 "A RESOLUTION ESTABLISHING A POLICY GOVERNING USE OF THE COUNTY ATTORNEY" for review. This will be brought to the next meeting.

**Old Business**
No Report.

**New Business**
Auditor Bunner presented the 2026 Holiday and Pay Schedule. The Holidays were approved at the last meeting. ***Webb motioned to approve the pay schedule. Gries seconded the motion. Motion carried.***

Auditor Bunner presented the SIHO SPD and plan amendments which were made after the initial SPD. They had to restate the SPD due to the rebranding that occurred last year. The new SPD incorporates the Plan Amendments and has updates along with the Working Spouse language which has been revised in the updated 2026 SPD. ***Webb motioned to approve. Gries seconded the motion. Motion carried.***

Auditor Bunner presented the Business and Insurance Solutions Drone Insurance renewal effective 11/3/2025 to 11/3/2026. ***Gries motioned to approve. Webb seconded the motion. Motion carried.***

Auditor Bunner presented the IPEP Workers Compensation Policy renewal effective 12/31/2025 to 12/31/2026. ***Gries motioned to approve. Webb seconded the motion. Motion carried.***

Christy Powell with RJL spoke about the Frosty Falls groundbreaking December 2, 2025, in Santa Claus and the SCEDA Board had their first meeting today with the full board and it was productive.

***Webb motioned to adjourn the meeting. Gries seconded the motion. Motion carried. The meeting was adjourned at 3:21 P.M.***

President

Attest:
Auditor, Melissa L. Bunner