

**PERRY COUNTY BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**November 3, 2025**

The Perry County Board of Commissioners met at 9:00 a.m., as was duly advertised. Commissioners: President Randy Cole (RC), Vice President Pam Jamniczky (PJ), and Rebecca Thorn (RT) were in attendance. Auditor Kristinia Hammack and Attorney Andrew Foster were also present. There was no *Sheriff* or *News Representative* in attendance.

The meeting opened with all present reciting the Pledge of Allegiance.

**AGENDA**

PJ made a motion to approve the agenda as amended, seconded by RT. Motion carried 3-0.

**PUBLIC COMMENTS**

a) Gary Greubel, Waupaca Foundry, Inc.

1. Access Road Striped

Greubel appeared to thank the Commissioners for getting the access road striped. Greubel has received comments from both employees and trucking companies.

2. Industrial Sign

Greubel asked for an update on the industrial sign. RC responded that it is being looked at, but presents a challenge due to the age of the sign. Alternatives are being looked at, and RC hopes to have something resolved shortly. Greubel has information on the bulbs for replacement, and will forward that information to RC.

**MINUTES**

a) 09.04.2025

RT made a motion to approve, seconded by PJ. Motion carried 3-0.

b) 10.21.2025

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

**JENNIFER MAYO, PURDUE EXTENSION DIRECTOR**

a) Purdue Extension Contractual

Mayo stated that she is the interim County Director for Purdue Extension. She presented the Contractual Services, which are signed every year by the Commissioners.

Mayo stated that she appreciated the budget for 2026 passing, as well as the County's support.

Mayo stated that Hannah Lasher received a state-wide award for the largest 4-H increase out of all 92 counties in the State.

RC stated he spoke with the County Council, and they approved the amount that Mayo has in the County contract. Mayo responded that every year, the Contractual Services has to be signed.

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

**STEVE HOWELL, HIGHWAY SUPERINTENDENT**

a) Additional Appropriation Request: Cumulative Bridge; Bridge Inspection  
#1135.31209.00000.0531                      \$24,372.00

Howell stated that the State will reimburse 80% of this amount. RC asked if Howell files for this, and Howell responded yes.

RT asked if they do the box culverts, and Howell responded if they are over 20 feet long they will. Anything under 20 feet is not considered a bridge.

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

b) INDOT Detour for SR 62

Howell stated this detour will begin March 1, 2026 to June 1, 2026. Howell presented the paperwork for the Commissioners' signatures. PJ asked if Howell has where the unofficial detour would be on the County's roads, and he responded

yes. PJ wanted to make sure the County gets video and pictures prior to the detour.

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

c) Highway 145 Closure

Howell stated that they are not going to close this until the other one is done. RC asked the length of the Highway 145 closure, and Howell responded two to three months. RC asked that if a sign could be put up prior to the road closing, which would give prior notice to those who use the road.

d) Update on Cottonwood Rd/Apricot Rd and pricing for work to be done

Howell stated that turkeys will be brought in on next Tuesday, and the Highway department will start on this Wednesday morning of this week. Howell has spoken to Josh Schaefer, asking if the County needs to do anything before then. Howell stated that the County is digging out all the ledges. Durcholtz Excavating is doing the excavator work. PJ asked if there is an estimate on the cost, and Howell responded between \$6,000-\$7,500, and the rock will cost approximately the same. Rock will be hauled by Mulzer Crushed Stone. Total cost is approximately \$15,000. This should be complete the middle of the next week. Howell stated that the County will then be working on Tide Road, which has a slide on it. This will cost approximately \$20,000 in stone for this.

RT asked Howell if he ever heard from FEMA, and Howell responded no, they are not going to help. RC asked if Tide was paved, and Howell responded yes, two years ago. It is approximately a 200-foot section.

e) Update on Work Schedule

PJ stated that on October 9, 2025, at the Handbook Committee meeting, it was discussed moving the Highway department to a five-day work schedule. The Highway department's work schedule has been discussed in since January, 2025, and added she could not speak to 2024. The vote was made by the Handbook Committee to move forward.

PJ stated that the option was given to Howell to provide a five-day work schedule, based on 4 tens, rotating schedules. This way the Highway could still maintain working their 4-day schedule, however, put it on a rotation so that the Highway department is still open Monday through Friday.

PJ stated that the Commissioners need to make a motion to allow Howell the rest of the year to create that work schedule for them.

Howell stated that the problem with this right now is that he has ten employees. He does not know how to rotate that. It takes more than they currently have, needing a whole crew. RC asked what is a full staff? Howell responded 19 workers. RC responded that Howell is 9 short. Howell stated that he has one who is retiring, one that was terminated last week, which made it six short of the regular workers.

PJ stated that as it was discussed, this does not have to happen right now, as Howell is being given October 9<sup>th</sup> to January 1, 2026, to come up with this schedule. PJ added it was discussed that the three months would give Howell a good amount of time to plan, with the first plan may not work. Howell might have to come up with a second plan on that rotating schedule. PJ stated that they would like to see a five-day work schedule.

Howell stated he has been at the Highway department a long time. They used to work five 8-hour shifts, and would switch back and forth in the winter time. Howell stated that you get more work done by working four 10-hour shifts. Howell added that his crew are pretty dedicated employees. PJ stated that the Highway department is not being asked to go to five 8-hour shifts. Keep the four 10-hour shifts on a rotating schedule.

Daryl Taylor made a statement regarding the work schedule at the Highway department, and that most of the employees have a second job, whether it be farming or whatever. RC stated that he believes the purpose of the rotating schedule is to have someone available on Fridays. Howell stated that if something arises on Friday, such as a tree down or snow/ice, he calls out his employees. Taylor stated that if the Highway department makes him work five days, there would be no way he could work on his grain. PJ reiterated that working five days is not a true fact.

PJ stated that as far as the Handbook committee, there is no other department that works four days per week. PJ added that it is unfair to the other departments that may want to work a four-day work schedule.

PJ stated that what is happening is that it is perfect outside on a Friday, and the County mowers are sitting on the side of the road. As a resident and as a tax payer, they do not fully understand, and call the Commissioners. They try to explain the situation, but their frustration is that it is a nice day, why is the Highway department not working? Howell responded that they have already worked forty hours. PJ added that she is asked why does the Highway department not work five days per week.

RT asked Howell if he has thought about a couple of part-time people to work on Fridays? Howell responded that they could possibly do that.

RC and Howell discussed the County policy if someone wanted to be a truck driver, and did not have their CDL.

Auditor Hammack stated that the suggested changes from the Personnel Policy Handbook Committee have been updated, and have been sent to Waggoner, Irwin & Scheele. Hammack has not received it back yet.

f) Notice to Bidder for 2026 Supplies

RC stated this is the annual bid. RC would like to see one thing changed, being the bid specification for fuel products, and all the testing almost 100% pushes it to somebody that is a refinery, as this testing has to be done on a regular basis. It is quite expensive. The way that the bid specification is written, you have to perform a test on a product that you provide. The sample that would cause a problem would be the one coming out of the Highway's tank. Howell stated that years ago, the Highway used to get it from a different company, and when it got down cold in the wintertime, the trucks were jelling up. Even though treatment was added, when it gets so cold, it still did it. As a result, the Highway department went to different specs, and have not had any problems. Howell stated he has been using them for several years, and have not had any problems with trucks jelling up.

RC handed Howell a bid spec from Boone County, which called out federal specifications on the fuel. RC stated he does not want to eliminate anybody potentially from bidding.

PJ stated that the specifications need to be updated, and RC responded that, or use the form that Boone County uses, as it has specifications in it regarding the fuel quality.

RC stated that he pulled the Co-op bill, and Howell did not have a bid for the gasoline that was going to the highway department. He wants this included in the bid. Currently there is diesel, both off-road and on-road, and then the Highway has been purchasing under a no bid unleaded gasoline. RC wants all this to be included in the bid.

PJ made a motion to modify the specs to eliminate the testing requirements, but also stay with the current required vehicle specification, seconded by RT. Motion carried 3-0.

c) Review Bid Specs on hauling/delivery of rock for 2026

Howell asked if he is required to get estimates or bids for grading work that he occasionally has done from an outside source. RC asked Attorney Andrew Foster if the County needs to have an hourly rate bid for this, as three different contractors are used. RC asked if an hourly rate should be entertained from each one of them at the beginning of the year? RC is looking for a fixed hourly cost or a weekly cost. Foster responded that it is a service, the County is not buying anything. For a service, the County can look at it whatever way it wants to in terms of procurement. The County does not have to bid and give notice. RC would like to get some specs on what the County would like to maybe hire, and see if the County could get some rates.

d) Copper Road

Howell stated he needed the Commissioners to sign off on Copper Road in order to get some of it reimbursed. RC stated the State was taking a bridge out and dumped all the traffic on a gravel road, primarily in Perry County. RT asked if the County will receive 80% of the cost of the rock, and Howell stated he thought that was correct.

No action was needed.

**MENDY LASSALINE, ASSESSOR**

a) Cyclical Reassessment Bid

Lassaline asked the Commissioners to approve the bid that was put out, opened, and received.

PJ stated that it might be a question for Tyler Technologies, but asked Lassaline in their questionnaire of 2022, they were servicing 24 counties, and for the next period they are only going to be servicing 4. PJ stated this was alarming to her as of why that change happened. Those contracts are until the end of this year, and only 4 have renewed. Lassaline responded that Tyler Technologies are just now starting the renewal process.

PJ stated that she saw in the contract that Tyler Technologies has office space and asked if the County gives them office space? Lassaline responded the back room of her office. Lassaline added it is not dedicated for Tyler Technologies, as her office also utilizes it. However, whenever they are at the Courthouse, that is their space. PJ asked that Tyler Technologies has its own workers comp, and Lassaline confirmed this; they are not a County employee, they are contracted.

PJ stated that Eagle View is really good. PJ added she is still trying to put the pieces together and find out if there are possibly any cost savings, or if there is more money up front, but then cost savings. At this time, PJ stated she is not ready to sign the contract.

Lassaline stated that she sees Eagle View as strictly a tool. Would it drop Tyler Technologies contract by \$90,000? It is not. Lassaline stated she does not see the cost savings due to not having the staff to utilize Eagle View in-house; she has two employees plus herself. Lassaline obtained information from the Auditor's office, and to hire a new person, if they took single insurance versus family insurance, it would be approximately \$66,000.

RC stated he wondered if there are opportunities to contract somebody to come in, look at the Eagle View, and do the work. They would not be hired as County employees; they would come in as contractors. RC feels that the overflight with four sides, the backyard, and everything is going to provide more data versus a person sitting in a car with an iPad inside of it taking pictures. RC added that the square footage of the structure would confirm that everything is correct.

**KRISTINIA HAMMACK, AUDITOR**

a) 10.24.2025 Payroll: \$185,825.75

RT made a motion to approve, seconded by PJ. Motion carried 3-0.

b) 10.24.2025 Payroll W/H: \$39,649.35

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

c) Health Claims: \$77,027.91

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

d) Dental Claims: \$188.62

RT made a motion to approve, seconded by PJ. Motion carried 3-0.

e) Vision Claims: \$191.79

RT made a motion to approve, seconded by PJ. Motion carried 3-0.

f) Life Insurance Claims: \$1,578.12

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

g) 11.03.2025 Solid Waste Claim Docket: \$12,570.69

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

h) 11.03.2025 Account Payable Claim Docket: \$886,051.45

RT made a motion to approve, seconded by PJ. Motion carried 3-0.

i) Request for an Ordinance Establishing a Capital Assets Policy

RC stated that an Auditor requirement is to get an accurate listing of all assets that are owned by the County. RC believes the Auditor struggles with getting the information back so that it can be put in Data Pitstop.

Hammack is asking to have an Ordinance passed, making it a requirement of each department head to accurately provide the information. Hammack stated that the department heads put this information in Data Pitstop.

RC stated that an issue is like the Highway Department, they have 16 dump trucks and there are 10 employees. Whether all the trucks are active or not, the County is insuring them. RC added it is critical to ensure that the County has accurate information. Howell stated that he removed 4 trucks, and has 2 operating trucks.

RC stated that there are other issues within the County.

Hammack stated that in the State of Board of Accounts audit, if they found that the information was inaccurate in the Capital Assets, the first year would be a warning to get it fixed. If the County would have two years where the Capital Assets are off, the State Board of Accounts creates a Corrective Action Plan.

Hammack stated a Capital Assets Policy was discussed by the State Board of Accounts at the State called Auditor’s Conference in October. If the County does not have a Capital Assets Policy, then it is the Auditor’s responsibility to be going and verifying all departments. Hammack stated she does not have the time nor the staff to do that. Hammack added that a policy puts a plan in to play. Attorney Foster stated that he reviewed some of the Statutory Citations that Hammack mentioned, and he feels that the County does need to have some policy in place. The Statutes say that the County has to adopt State Board of Accounts Asset Control standards. Foster stated that one thing that the State Board of Accounts requires in a Capital Asset Policy. How that policy is worded would come from the Commissioners as far as how it is enacted and how it is to be done. RC asked if there are some examples that the Commissioners could look at, and Hammack responded yes, she already provided them.

PJ made a motion to have a draft put together for the Commissioner’s review, seconded by RT. Motion carried 3-0.

RT asked what needs to be done with vehicles that are not longer used or run, and RC stated that they need to be determined that they are surplus, and then there is a process for disposing of them.

- g) Additional Appropriation Request: CEDIT; Building Maintenance—Courthouse #7312.36107.00000.0068 \$360.39

RC stated this was purchases for the Courthouse for maintenance.

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

- h) Deed Transfers

RC stated that some deeds are being transferred to the County, and the fees to transfer and record are \$105.00. RC suggested that this amount be pulled from the old CEDIT fund, and get the deeds recorded.

PJ made a motion to approve, seconded by RT. Motion carried 3-0.

**COMMISSIONERS**

- a) Ordinance Creating Operating Non-Reverting Fund for Building Permit Fees

RC stated that the County used to pull money out of the General fund for building permits when the County had a building inspector. It came out of the General fund, and then all the permit fees went back into the General fund.

Currently, on a rotation basis, permits are written by one of the Plan Commission, and then they pay themselves a nominal sum for each permit they write.

RC stated that the County wants to establish a fund so that the money stays there, versus it being swept back into the General fund at the end of the year. These funds could then be used to change Ordinances and things of that nature. This would allow Planning and Zoning to self-fund based on their permit revenue.

PJ made a motion to allow to pass on first reading, and adopt the Ordinance, seconded by RT. Motion carried 3-0.

The next meeting will be Tuesday, November 18, 2025 at 6:00 p.m.

The meeting was adjourned at 10:12 a.m. CST.

RT made a motion to adjourn, seconded by PJ. Motion carried 3-0.

Randy Cole  
President

Pam Jamniczky  
Vice-President

Rebecca Thorn

*Minutes reviewed by:*  
*Kristinia L. Hammack, Auditor*  
*Minutes prepared by:*  
*Leisa M. Ecker, Deputy Auditor*