

BOARD OF COMMISSIONERS

December 1st, 2025

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, December 1st, 2025, having adjourned from a regular meeting on Monday, November 17th, 2025.
 - II. **ROLL CALL:** Members present were Jim Meece, President; Dan Collom, first Vice President; Bruce Hartman, Second Vice President; Nick Sauter, Commissioner's Attorney; Susan Kramer, Auditor; and Leanna Collisi, 2nd Deputy Auditor. Also, present were Jessica Lancaster, Kim Shorter, Matt Romalia, Jason Frazier, Karla Losin, Michael Conly, Larry Dull and Jim Williams.
 - III. **MINUTES:** Minutes for the regular meeting held on Monday, November 17th, 2025 were approved on a motion from Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
- I. **PAYROLL:**

Note: **The Parke County Board of Commissioners is not approving authenticity of the claims presented but are approving what claims are received.**

County payroll in the amount of \$187,619.72 was approved for release on Monday, December 1st, 2025 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Acknowledgement of receipt of Payroll Claims Accounts Payable Report for December 1st, 2025 in the amount of \$111,175.39 was approved on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Accounts Payable Claims in the amount of \$866,738.64 were approved on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
 - II. **NEW BUSINESS:**
 - There were two out of cycle check requests that needed approval. The first check request was to Andrew Marietta in the amount of \$9,800.00 for an F550 Service truck for the Parke County Highway Department. Dan Collom made the motion to approve the out of cycle check request to Andrew Marietta in the amount of \$9,800.00. Bruce Hartman seconded the motion and it carried unanimously. The second check request was to Amy Schaller with Crossroads Recovery Services in the amount of \$4,000.00 from Parke County LCC. Dan Collom made the motion to approve the out of cycle check request to Amy Schaller in the amount of \$4,000.00. Bruce Hartman seconded the motion and it carried unanimously.
 - Karla Losin with Branson Insurance presented the Workers' Compensation Renewal Policy for next year beginning on January 5, 2026 through January 4, 2027 to the Parke County Board of Commissioners. She explained that the 2026 Workers' Compensation Renewal Policy used the audited 2024 payroll figures plus 10% and 2025 payroll figures for Vermillion County EMS plus five percent. The total estimated payroll is \$7,577,957.00 and Terrorism coverage is included. The experience modification factor has changed from 1.25 to 1.56. Claims experience from 2022, 2023 and 2024 were considered as well. November 2025 claims were a little over \$101,000.00 which will be considered next year. Another large claim came in last week. These claim numbers will increase the 2027 Workers' Compensation renewal policy. The 2026 Workers' Compensation policy for next year will cost \$218,758.00. It is important to continue the Safety Meetings every other month and have the Highway Department attend the OSHA 10-hour course. Dan Collom made the motion to approve the 2026 Workers' Compensation Renewal Policy for \$218,758.00. Bruce Hartman seconded the motion and it carried unanimously.
 - Michael Conly with Architura spoke to the Parke County Board of Commissioners regarding his proposal for the investigative phase for replacing the Parke County Courthouse Windows. He replaced Lawrence County Courthouse windows about ten years ago and they are still in good

condition. Michael Conly stated that there are one hundred and thirty windows in the Parke County Courthouse. Some might be able to be repaired and others replaced. Currently, we are in the investigation phase which will lead into the concept design plan phase. He will watch the budget very carefully. Michael Conly estimates around \$24,000.00 for the first phase of investigation. Our Courthouse windows have approximately one hundred and fifty years old of deterioration. Michael Conly's plan would be to only fix the outside frame of the windows. The second phase would cost around \$75,000.00 through construction and on site every two weeks. Architura would honor any warranty issues which would need to be included in the contract. The warranty would cover at least one year.

- Nick Sauter began opening all the Parke County Highway Material Bids for 2026. Nick Sauter is checking for completeness of the bids turned in. Matt Romalia will then take the Material Bids back to the Highway Department for review.
- Larry Dull and Jim Williams, both representatives of Toshiba, wanted to offer their companies copier services to Parke County. Jim Williams explained that Toshiba is a copier manufacturer and the State of Indiana has been under contract since 2019. Parke County would be able to get all the benefits that the State of Indiana has. Toshiba's service representatives live locally for prompt service on copiers. Parke County currently has a relationship with Toshiba because the Parke County Ambulance utilizes a Toshiba copier. Parke County has a 5-year copier lease with Ricoh which began in September 2024. Toshiba is offering to do a fleet assessment free of charge to Parke County. They asked the Parke County Board of Commissioners permission to look at our copy machines and do a fleet analysis. Susan Kramer, Parke County Auditor, will email Larry Dull a copy of our current lease with Ricoh, a monthly bill and the equipment Parke County has. He will then get the preliminary numbers ready for the Parke County Board of Commissioners to review.
- Nick Sauter presented the 2026 Fee Schedule for the Parke County Health Board to the Parke County Board of Commissioners. This will be Ordinance 2025-14. There are minor fee increases. The Ordinance 2025-14 – 2026 Fee Schedule for the Parke County Health Board was approved same day and same meeting on a motion made by Jim Meece. Dan Collom seconded the motion and it carried unanimously. Jim Meece made the motion to approve Ordinance 2025-14 – 2026 fee Schedule for the Parke County Health Board. Dan Collom seconded the motion and it carried unanimously.
- Matt Romalia presented a new NCL Government Capital contract for two new Mack dump trucks for the Parke County Highway Department to the Parke County Board of Commissioners. Exhibit B is the terms of the agreement and schedules. Exhibit E is the Resolution 2025-14 which needs to be voted on. Jim Meece made the motion to approve Resolution 2025-14 for a lease agreement on two Mack dump trucks for the Parke County Highway Department. Dan Collom seconded the motion and it carried unanimously. Exhibit G is the Insurance Coverage section. Parke County will request that George Smith, Parke County's insurance agent, provide proof of insurance and name NCL as an additional insured. The debt will be assigned to a third party named Santander Bank, N.A. There are options to purchase vehicles and to get out of the lease. Jim Meece made the motion to give Matt Romalia permission to sign the NCL Government Capital lease agreement. Dan Collom seconded the motion and it carried unanimously.
- On behalf of Ray Leonberger, Parke County Veterans Service Officer, Susan Kramer, Parke County Auditor, asked the Parke County Board of Commissioners if Ray Leonberger could add another day to his work schedule to service local Veterans and make house calls to those Veterans in need. He is requesting to add Thursdays from 8:00 a.m. to Noon and 1:00 p.m. to 4:00 p.m. as a compensated day. Bruce Hartman made the motion to approve adding Thursday as an additional workday for Ray Leonberger, Parke County Veterans Service Officer, contingent on the Parke County Council's approval. Dan Collom seconded the motion and it carried unanimously.
- The animal shelter agreement with Vermillion County needed to be signed by the Parke County Board of Commissioners. This agreement does not require Vermillion County to take Parke County animals. It is at their discretion. There is a maximum of 250 dogs and cats that Vermillion County will take from Parke County. Then there is an additional \$75.00 per dog or cat, if we go

over our limit. There will be other fees if court ordered. The animal shelter agreement is for \$30,000.00 per year and is paid in quarterly installments of \$7,500.00 each. This new agreement will begin January 2026 and will auto renewal unless something different comes up. There should be a log that lists all the dogs and the cats taken in by Vermillion County and Parke County. Dan Collom made the motion to enter into a contract with the Vermillion County Animal Shelter for \$30,000.00 and for Jim Meece to sign the contract before the next Parke County Board of Commissioners Meeting. Bruce Hartman seconded the motion and it carried unanimously.

- Bruce Hartman stated that the Wabash River Corridor needs the Parke County Board of Commissioners to reappoint Penny Cox as the primary appointee and Phil Cox as the secondary appointee. Jim Meece made the motion to reappoint Penny Cox and Phil Cox to the Wabash River Corridor. Bruce Hartman seconded the motion and it carried unanimously.

III. OLD BUSINESS:

- None

IV. DEPARTMENTAL REPORTS:

Matt Romalia, Parke County Highway:

- Matt Romalia said that Bernie Cobb with Riverton Parke Schools would like the Parke County Highway Department to demonstrate to the students how to run a grader. He is the equipment operations class teacher. This demonstration will take place at the pit in Montezuma. Nick Sauter stated that Parke County needs to have a Hold Harmless agreement signed and we should check with our insurance to make sure they are okay with the Parke County Highway Department hosting this demonstration for the Riverton Parke students at the pit in Montezuma. The students are usually Seniors and Juniors, ages 17-18. Nick Sauter suggested that the Parents may need to sign permission for their students to participate.
- Matt Romalia has to complete nine more credits to earn a Road Builder Certification.
- Matt Romalia has sent twelve Highway employees to LTAP for snow plowing certifications.
- Matt Romalia informed the Parke County Board of Commissioners the plan for removing the snow that was approaching Parke County overnight. He plans to apply more salt to Coxville Road and to have the Parke County Highway Department employees out on the roads plowing by 6:00 a.m.

V. PUBLIC COMMENTS:

- None


ADJOURNMENT: Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Bruce Hartman. The meeting adjourned at 4:52 p.m.



Jim Meece, President



Dan R. Collom, 1st Vice President



Bruce A. Hartman, 2nd Vice President

ATTEST:



Susan Kramer, Auditor