

**MINUTES**  
**ELKHART COUNTY COUNCIL MEETING**  
**117 N. 2<sup>nd</sup> St. Room 104, Goshen, IN 46526**  
**March 20, 2025**

The meeting of the Elkhart County Council was called to order by Council President, Thomas W. Stump at 4:00 p.m., in Room 104 of the County Administrative Building, Goshen, Indiana. Members present were Council President Thomas W. Stump, Council Vice President David L. Hess, Adam M Bujalski, Steven E. Clark, Douglas S. Graham, and Darryl J. Riegsecker. Councilman Randall D. Yohn was absent. Also, present were Patricia A. Pickens County Auditor, Tiara Jackson First Deputy Auditor, and Steven Olsen, County Attorney's Office.

\*\* This meeting commenced pursuant to public notice under the Indiana open door law. This meeting was made available for the public and press to attend in-person and virtually in remote real-time observation via Web-Ex.

**MINUTES:** Approval of CC Meeting Minutes: February 20, 2025.

On motion to approve the February 20, 2025, minutes by Clark and seconded by Riegsecker, the Council unanimously carried and approved the minutes as presented with a vote of 6 to 0.  
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**COMMITTEE REPORTS:**

COMMISSIONERS: Commissioner Rogers presented Councilman Dave Hess with a Certificate of Service for his 40 years of service to Elkhart County Government.

COUNCIL: None

SHERIFF: None

**ADDITIONAL APPROPRIATION EXPLANATIONS:**

A. GENERAL FUND (#1000)

1. Sheriff (105) requested \$1,240.00 to correct a bookkeeping error.

Jeff Siegel presented this request to the Council.

On motion to approve made by Clark and seconded by Bujalski, the Council unanimously carried and approved this request with a vote of 6 to 0.

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B. GENERAL FUND (#1000)

1. Planning & Development (131) requested \$60,00.00 for department scanning.

Mae Kratzer presented this request to Council.

On motion to approve made by Clark and seconded by Graham, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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C. GENERAL FUND (#1000)

1. Information Technology (141) requested \$140,500.00 two IT projects.

Jeff Taylor presented this request to Council.

On motion to approve made by Graham and seconded by Bujalski, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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D. GENERAL FUND (#1000)

1. Information Technology (141) requested \$16,000.00 subscription services, for replication of software backups.

Jeff Taylor presented this request to Council.

On motion to approve made by Graham and seconded by Bujalski, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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E. MAJOR MOVES (#1172)

1. Highway (980) requested \$1,030,437.75 of targeted over growth balance to transfer for highway funding (allowed per Major Moves Ordinance).

Kyle Wagner presented this request to Council.

On motion to approve made by Riegsecker and seconded by Hess, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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F. EDIT (#1112)

1. Highway (980) requested \$1,030,437.75 for paving construction and associated costs.

Kyle Wagner presented this request to Council.

On motion to approve made by Hess and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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G. LIT SPECIAL PURPOSE (#1114)

1. Buildings & Grounds (140) requested \$600,000.00 for replacement of deteriorated kitchen floor in the jail kitchen.

Jeff Taylor resented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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#### H. CLERK PERPETUATION (#1119)

1. Clerk (980) requested \$9,000.00 for replacement desktop printers (printers will move to new court building) and on-going record destruction/shredding.

No one was there to present this request to Council. Auditor Pickens read what the appropriation request was for.

On motion to deny request made by Clark and seconded by Graham, the Council unanimously approved denial of the request with a 6 to 0 vote.

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#### I. COMMUNITY CORRECTIONS PROGRAM INCOME (#1122)

1. Community Corrections (980) requested \$207.95 to appropriate money from 2 year old void checks to send to Indiana Unclaimed per DOC directive.

Helen Calvin presented this request to Council.

On motion to approve made by Clark and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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#### J. COMMUNITY CORRECTIONS PROGRAM INCOME (#1122)a

- a. Community Corrections (980) requested \$50,000.00 to cover replacement of body cams for field officers and in house supervisors.

Helen Calvin presented this request to Council. Item presented & approved out of order. Department head presented this request after agenda request K.

On motion to approve made by Bujalski and seconded by Graham, the Council unanimously carried and approved this request with a 6 to 0 vote.

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#### K. COMMUNITY CORRECTIONS PROGRAM INCOME (#1122)b

- a. Community Corrections (980) requested \$50,000.00 to upgrade all staff digital radios and speaker mics.

Helen Calvin presented this request to Council. Item presented & approved out

of order. Department head presented this request before agenda request J.  
On motion to approve made by Clark and seconded by Bujalski, the Council  
unanimously carried and approved this request with a 6 to 0 vote.

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L. PRISONER REIMBURSEMENT (1130)

- a. Community Corrections (981) requested \$300.00 to appropriated money for 2-year voided checks cover to send to Indiana Unclaimed per DOC directive.

Helen Calvin presented this request to Council.

On motion to approve made by Graham and seconded by Clark, the Council  
unanimously carried and approved this request with a 6 to 0 vote.

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M. LOCAL ROAD & STREET (#1169)

- a. Highway (222) requested \$200,000.00 to appropriate funds to supplement the remainder of the 2024-2025 snow plowing contractor invoices.

Kyle Wagner presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the  
Council unanimously carried and approved this request with a 6 to 0 vote.

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N. LOCAL ROAD & STREET (#1169)

- a. Highway (980) requested \$750,000.00 for funds for paving, chip and seal, construction and associated costs.

Kyle Wagner presented this request to Council.

On motion to approve made by Bujalski and seconded by Clark, the Council  
unanimously carried and approved this request with a 6 to 0 vote.

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O. MOTOR VEHICLE HIGHWAY (#1176)

- a. Highway (980) requested \$1,000,000.00 to appropriate funds for paving, chip and seal, construction and associated costs.

Kyle Wagner presented this request to Council.

On motion to approve made by Bujalski and seconded by Riegsecker, the  
Council unanimously carried and approved this request with a 6 to 0 vote.

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P. MIDDLEBURY SE TIF (#4509)

- a. Planning & Development (980) requested \$63,000.00 for final payment for

Westlake Sewer Project entered into with the town of Middlebury in 2021.

Mae Kratzer presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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Q. MIDDLEBURY EAST TIF (#4510)

- a. Planning & Development (980) requested \$69,000.00 for design costs for Warren St. watermain relocate that needs to happen before Highway replaces Bridge #265.

Mae Kratzer presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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R. SETTLEMENT ECONOMIC IMPROVEMENT (#6013)

- a. Treasurer (980) requested \$5,400.00 for transfer to correct prior bookkeeping issue from the 2024 Fall Settlement.

Cindy Chadwell presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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S. STOP GRANT (#8108)

- a. Prosecuting Attorney (980) requested \$30,331.88 to fund 20.81% DPA salary, FICA and PERF and STOP DPA training, printed forms and supplies.

Vicki Becker presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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T. VACCINE FOR CHILDREN (#8121)

- a. Health Department (980) requested \$21.00 to help pay for supplies associated with vaccines.

Melanie Sizemore presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.

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U. MATERNAL CHILD HEALTH (#8127)

- a. Health Department (980) requested \$212.60 to help pay for supplies associated with Maternal Child Health.

Melanie Sizemore presented this request to Council.

On motion to approve made by Graham and seconded by Clark, the Council unanimously carried and approved this request with a 6 to 0 vote.

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V. DENTAL PROGRAM INCOME (#8178)

- a. Health Department (980) requested \$40,000.00 to replace a 20 year old dental Xray machine, replace an autoclave and send 4 staff to pediatric dental training in Colorado.

Melanie Sizemore presented this request to Council.

On motion to approve made by Hess and seconded by Clark, the Council unanimously carried and approved this request with a 6 to 0 vote.

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W. CAER COVID (#8184)

- a. Health Department (980) requested \$210.75 to help pay for supplies.

Melanie Sizemore presented this request to Council.

On motion to approve made by Graham and seconded by Clark, the Council unanimously carried and approved this request with a 6 to 0 vote.

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X. TOGETHER WE WILL (#8189)

- a. Health Department (980) requested \$5.00 to help pay for supplies.

Melanie Sizemore presented this request to Council.

On motion to approve made by Graham and seconded by Clark, the Council unanimously carried and approved this request with a 6 to 0 vote.

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Y. CARES EPIDEMIOLOGY & LAB (#8904)

- a. Health Department (980) requested \$109,295.51 purchase computers and an RXF Lead Paint Analyzer machine and resource two of our older machines.

Melanie Sizemore presented this request to Council.

On motion to approve made by Clark. President Stump asked for a roll call vote. The Council members votes are as follows: Bujalski-Aye, Clark-Aye, Graham-Aye, Hess-Aye, Riegsecker-Aye, Yohn-Absent, and Stump-Nay. With a vote of 5 to 1 the Council approved the request. (pg. 124, 125)

Z. STAR GRANT (#9119)

- a. Sheriff (108) requested \$70,272.00 to pay back funds from previous year and to appropriate funds for 2025 calendar year.

Jeff Siegel presented this request to Council.

On motion to approve made by Graham and seconded by Riegsecker, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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AA. JDAI PERFORMANCE BASED GRANT (#9172)

- a. Judiciary (981) requested \$38,000.00 to appropriate additional funding from grant to be used by 6/30/2025.

Ross Maxwell presented this request to Council.

On motion to approve made by Riegsecker and seconded by Graham, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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**Total Appropriations Approved: \$5,354,872.19**

**REDUCTION EXPLANATIONS: NONE**

BB. EDIT FUND (#1112)

1. Highway (980) requested a reduction in the amount of \$1,700,000.00 due to the CR 38 project nearing closeout and these are the remaining funds  
(pg. 128)

CC. EDIT FUND (#1112)

1. Highway (980) requested a reduction of -\$105,200.00 because project has been accepted and finished.  
(pg. 129)

DD. FIBER FUND (#4928)

1. Highway (204) requested a reduction of -\$1,080,677.62 because account was budgeted as carried forward and should not have been carried forward into 2025.  
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**Total Reductions:                   -\$2,885,877.62**

Auditor Pickens presented the reductions to Council.

On motions to approve made by Clark and seconded by Graham, the Council unanimously approved the request with a vote of 6 to 0.  
(pg. 128, 129, 130)

**TRANSFER REQUESTS REQUIRING COUNCIL ACTION:**

A. General Fund (#1000)	
Planning & Development (132)	
From: 43850 Refunds	.03
To: 45100 Transfer between funds	.03
B. Park & Recreation (#1219)	
Parks Department (320)	
From: 42195 Operating Supplies	.25
To: 45100 Transfer between funds	.25

**Total Transfers:                   \$     .28**

On motion to approve made by Bujalski and seconded by Clark, the Council unanimously carried and approved this request with a 6 to 0 vote.  
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**TRANSFER REQUESTS NOT REQUIRING COUNCIL ACTION:**  
(Available in the Auditor's office)

**OTHER BUSINESS:**

Steven Olsen:

- (a) Request Consideration and Approval of Ordinance CC-2025-08 to Establish the Lilly Gift VIII CFEC Health Grant Fund (9172).

Steven Olsen explained the details of this Ordinance to the Council.

On motion to approve made by Graham and seconded by Bujalski, the Council unanimously carried and approved Ordinance CC-2025-05 with a vote of 6 to 0.                   (pg. 131)

- (b) Request Consideration and Approval of Ordinance CC-2025-09 Establishing the 93.354 HPAI Avian Influenza Grant Fund (8204).

Steven Olsen explained the details of this Ordinance to the Council.

On motion made to approve by Graham and seconded by Clark, the Council unanimously carried and approved Ordinance CC-2025-06 with a 6 to 0 vote. (pg. 132)

Commissioners:

- (a) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the Town of Bristol, Indiana for Animal Control Services.
- (b) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the City of Elkhart, Indiana for Animal Control Services.
- (c) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the City of Goshen, Indiana for Animal Control Services.
- (d) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the Town of Middlebury, Indiana for Animal Control Services.
- (e) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the City of Nappanee, Indiana for Animal Control Services.
- (f) Request Consideration and Approval of an Interlocal Agreement between Elkhart County, Indiana and the Town of Wakarusa, Indiana for Animal Control Services.

Steve Olsen presented these requests to Council.

On motion made by Graham and seconded by Bujalski to approve Interlocal Agreement requests (a) through (f), the Council unanimously carried and approved the Interlocal Agreement requests (a) through (f).

**AUDIENCE ITEMS:**

Glenn Null, Goshen, spoke.  
Cindi Hijacek, Goshen, spoke.

Pam Keyser, Middlebury, spoke.

**ADJOURN**

There being no further business to come before the Council, on motion to adjourn made by Graham seconded by Riegsecker, the Council unanimously carried and approved the adjournment of the meeting at 5:28 pm.

Patricia A. Pickens  
Elkhart County Auditor

A complete recording of this meeting is available in the Auditor's Office. The recording of this meeting will be available for one year and then erased.