



**COMMISSIONER MEETING  
REGULAR SESSION  
December 1, 2025  
9:00 AM**

**ATTENDANCE:**

**COMMISSIONERS:**

Rick Woodall, President  
Tom Helmer, Vice President  
Andy Beck

**COUNCIL:**

Stephanie Campbell, President

**ATTORNEY:**

Jim Ensley

**AUDITOR'S OFFICE**

Kristina Berish

**AUDIENCE:**

21 Individuals

The Putnam County Board of Commissioners met on December 1, 2025, at 9:00 AM in regular session. The meeting was held at the Putnam County Courthouse. Woodall opened the meeting and the pledge to the flag was given.

**ANNEX PUBLIC HEARING**

Woodall opened the first public hearing for the proposed annex. The second public hearing will be held on December 15, 2025. Final cost of the project should be received by December 9<sup>th</sup>. Right now, they are working on estimates. The county will be voting on not to exceed maximum price.

Jason Semler with Baker Tilly serving as financial advisor for the project stated there is a resolution before them today for the preliminary project estimate of 17,435,000. He went over the project where we stand at this time and the finances to pay for the project. He met with the County Council at their November meeting; they voted in favor of a 10-year payment plan. Next year if a payment would be made it would be cash on hand, the first payment on property taxes would start in 2027.

Semler said local banks have reached out expressing interest in the project. He will be reaching out to them this week to see what the banks would offer the county to finance the project.

Beck questioned why it was taking so long to get a hard figure on the project. The project started before he became a commissioner. He felt if bid out the project would be lower. Dale Davis with Envoy replied that the project would be a fully bid out project. And to clarify, the design duration phase has been typical for a project this size which this phase must be done to get to the project maximum cost.

Woodall asked if there were any public comments. Hearing none, the hearing was closed.

Lisa Lee with Ice Miller said no vote needed to be done at today's meeting; it would be done at the December 15<sup>th</sup> meeting. They would also need to appoint three people to the Building Corporation. Lee explained what the individuals would be doing. Lee is the bond counsel for the project. Woodall said the board would discuss and have it ready by their December 15<sup>th</sup> to vote on.

### **RADIO RFP PROJECT FOR 911**

Terry Burnsworth with Pyramid passed out information for the amendment #2 to C103-2015 agreement for the radio system at 911 center. Burnsworth suggested making this amendment.

Tom Barnett, Jefferson Twp Trustee said chief from Floyd township fire had said they were applying for grant to buy radios. Now it looks like the county is buying. He was looking at buying radios from his budget as well. Beck said if the fire departments bought their own that would save the county some money.

Brian Williams with the health department asked if someone would be contacting departments to make sure their equipment would work with the new radios. Burnsworth said he would contact him.

Sheriff Baugh said his concern is that his old radios still work. He wanted to make sure they had capabilities for emergency situations.

Beck made the motion to approve. Helmer seconded and to request the funds from hazardous waste fund. The motion passed unanimously.

### **HIGHWAY REPORT**

Director Clint Maddox presented:

- 1) Two trucks went down over the weekend, one back up and working on the other. 3 new drivers broke in over the weekend with bad weather. No major incidents. We have more weather coming and hope that the roads have enough pre-treatment on them.
- 2) New trucks should be delivered this week.
- 3) Emergency claims bridge 133 E & H \$191,784, United bridge 154 \$18,500, and Iowa farm equipment for grind demo \$3,500. Asked Commissioners to pay through emergency claims. Helmer made the motion to approve. Woodall seconded. The motion passed unanimously.
- 4) They had a sale, five pieces of equipment. Balance made \$22,500.
- 5) Complaints are down, except when it snows.
- 6) Commissioners opened the bids: Keystone Cooperative Indpls fuel, Petroleum Trading Ft. Wayne fuel and oil, US Aggregates Indpls bituminous gravel stone, Heidelberg Cloverdale gravel stone and bituminous, E3 Bridge for bridge materials, Accurate Striping Yorktown IN striping of roads, Evergreen Road Works Terre Haute bituminous and line striping, PC Aggregates Greencastle stone, Metal Culverts Inc Jefferson City Missouri drainage/pipe, Whitesville Mill Service Crawfordsville gravel stone sand, Core & Main Indpls pipe, Local Equipment Jackson Center OH, fuel oil Heritage Petroleum Indpls, Asphalt Materials liquid asphalt Indpls, Park Co Aggregates Montezuma sand & gravel, Stello Spencer signs, E & H Bridge Bedford bridge materials, Milestone Terre Haute bituminous, E & B Paving Fishers

bituminous, Martin Marrietta Cloverdale rock and gravel, Lincoln Park Stone Terre Haute rock and gravel, S & G Excavating Terre Haute rock and gravel, CivilCon Jeffersonville bridges. The Commissioners took bids under advisement. Maddox will compile all the information and present it at a future meeting. Bids are open for public to review. Jammr added to bids for review.

- 7) Fuel station replacement – Commissioners did not feel the expense should have to be paid from highway funds. Several county departments utilize it for county vehicles. Beck felt it should be paid from the interest county receives. Berish stated the interest is not “found money”. The interest every year is factored in as miscellaneous revenue for the county general fund. The Commissioners would not be asking for interest money, they would be asking for an additional request from the county general fund. Quotes received were K & W 315K and Gasoline Equipment 445K. Beck made the motion to approve K & W pending Council approving funding. Helmer seconded. The motion passed unanimously.

### **APPOINTMENTS**

Helmer made the motion to keep all appointments the same for 2026 regarding the boards the Commissioners sit on. Beck seconded. The motion passed unanimously.

Thrive	Woodall	Planning Commission	Beck
Solid Waste	Beck/Helmer	E-911	Beck
EMS	Woodall	Emergency Management	Helmer
Health	Helmer	Workforce Development	Woodall
G'castle PC Dev.	Woodall	Child Protection	Helmer
JRAC	Helmer		

### **HEALTH DEPARTMENT BUILDING**

R & D Builders management proposal for management of renovation project was submitted for review. Total cost 35K. Woodall stated an additional for services had been advertised for the December Council meeting to be paid from the 1159 health department fund.

R & D has looked at the building inside and out. They would compile a list for the board and have a price listed beside each item. It would be broken down by what must be done to what is oppositional. The Commissioners would then review and let them know what renovations they approved of to be made. He did caution that looking at the wish list from the department some of it if approved would balloon the cost because it would make it to where more renovations must be done to accomplish what they are wanting. Beck made the motion to approve hiring R & D Builders at the cost of 35K pending the Council approving the additional request. Helmer seconded. The motion passed unanimously.

### **EMS AMBULANCE**

Woodall said during a call to an accident over weekend, ambulance was rear ended by an SUV. Still waiting for ambulance ordered a year ago that we have not received. Looking at legal ramifications.

### **MINUTES**

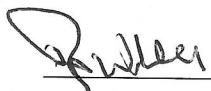
November 17, 2025 – Beck made the motion to approve. Helmer seconded. The motion passed unanimously.

### **MAIL**

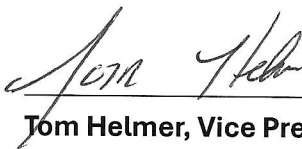
The Commissioners acknowledged their mail.

### **ADJOURN**

Beck made the motion to adjourn. Helmer seconded. The motion passed unanimously.



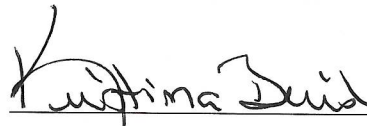
**Rick Woodall, President**



**Tom Helmer, Vice President**



**Andy Beck**



**Attest: Auditor's Office**

**Kristina Berish**



December 1, 2025

Putnam County Commissioners  
1 W Washington Street  
Greencastle, IN 46135  
765-653-5513

RE: AMENDMENT #2 TO C103-2015 AGREEMENT

This document is considered addendum #2 to the C103-2015 Agreement between Putnam County Commissioners and Pyramid Consulting + Pyramid Architecture/Engineering & Construction Administration, Inc. dated August 22, 2024. The following articles of the agreement are being amended:

Article 1.1, Add Task 3.2: Public Safety Communication (PSC) System Deployment

Add the following responsibilities to Task 3.1:

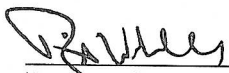
1. Design + Engineering of Request for Proposal (RFP) for Phase 2 subscribers units, including the following:
  - i. Complete specifications for open procurement of subscribers
  - ii. P25 CAP requirements
  - iii. LMR-to-LTE specifications
  - iv. Phase 1 to Phase 2 upgrades + multi-band requirements
  - v. AES encryption
  - vi. Inventory of existing units for Phase 2
  - vii. Trade-in values for existing units
2. Design + Engineering of county-wide template:
3. Development of memorandum of Understanding (MOU) for new system usage + subscriber distribution
4. Oversight of subscriber deployment includes the following:
  - i. Meet with various equipment providers/suppliers.
  - ii. Review subscriber submittals.
  - iii. Execute System Acceptance Certificate (SAC).

Article 7, Compensation

1. Add the following compensation for completion of Task 3.2 as defined in Article 1.1, Task 3: Public Safety Communication (PSC) System Deployment:
  - i. RFP for PSC Subscribers = \$50,000
2. All other compensation remains as-is.

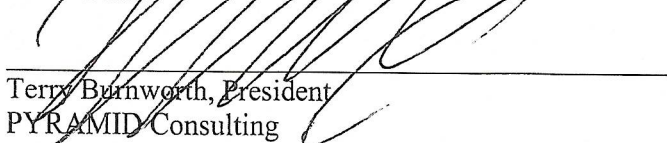
This amendment is agreed by the following parties:

OWNER:



Putnam County Commissioners

PYRAMID:

  
Terry Burnworth, President  
PYRAMID Consulting



3357 E. Co. Rd. 700 S. CLOVERDALE, IN 46120  
PHONE: 765-795-7575 or 765-712-0330

**MANAGEMENT PROPOSAL FOR RENOVATION FOR PUTNAM COUNTY HEALTH**  
**DEPARTMENT**  
**NOVEMBER 19, 2025**

**Renovation of Macy Building**

**Management Proposal**

- Provide scope of work with pricing options for renovation of building.
- Provide quotes/estimates for renovation of building, including all contractors and material suppliers.
- Assemble all estimates to provide overall project cost.
- Procure state CDR, design, and drawings required for CDR -costs of drawings and CDR not included.
- Manage and oversee all aspects of construction.
- Review and submit invoices from suppliers and contractors to county to be paid directly by county
- Provide any change orders for changes to scope during construction.
- Provide monthly updates on progress is construction and updates on any change orders.
- Ensure all contractors to have appropriate insurance as required.
- Call for applicable inspections required by county and ensure compliance.

TOTAL MANAGEMENT FEE \$35,000

**FEE DRAW SCHEDULE**

- 10% at signing of management contract	\$ 3,500
- 20% at commencement of construction	\$ 7,000
- 30% at completion of framing and mechanical rough-ins	\$10,500
- 20% at completion of drywall	\$ 7,000
- 20% at project completion and turnover to owner	\$ 7,000

Acceptance: [Signature]

Acceptance: [Signature]

Acceptance: [Signature]

Manager: [Signature]

December 1, 2025

Putnam County Council and Commissioners  
1 Courthouse Square Street Room 20  
Greencastle, IN 46135

Baker Tilly Municipal Advisors, LLC  
9229 Delegates Row, Suite 400  
Indianapolis, IN 46240  
United States of America

T: +1 (317) 465 1500  
F: +1 (317) 465 1550  
bakertilly.com

Re: Proposed Annex Building Project

Dear Members of the County Council and Board of Commissioners:

The attached schedules (listed below) present unaudited and limited information for the purpose of discussion of the proposed bonding by the appropriate officers, officials, and advisors of the County of Putnam. The use of these schedules should be restricted to this purpose, for internal use only, as the information is subject to future revision and final report.

Page:

- 2 Estimated Project Costs and Funding
- 3 Estimated Amortization of \$15,215,000 Principal Amount of Lease Rental Bonds of 2026-10-Year Financing
- 4 Estimated Annual Taxpayer Impact from the Proposed Bond Issuance

We would appreciate your questions or comments on this information and would provide additional information upon request.

Very truly yours,

BAKER TILLY MUNICIPAL ADVISORS, LLC



Jason G. Semler, Principal

PUTNAM COUNTY, INDIANA

*Proposed Annex Building Project*

**ESTIMATED PROJECT COSTS AND FUNDING**

Estimated Project Costs:

Net proceeds available for projects (1)	\$16,295,000
Capitalized interest through July 15, 2027	690,771
Allowance for placement fee/underwriter's discount (1.0%)	152,150
Allowance for bond issuance costs and contingencies	<u>297,079</u>
Total Estimated Project Costs	<u><u>\$17,435,000</u></u>

Estimated Project Funding:

Principal amount of Proposed Lease Rental Bonds of 2026	\$15,215,000
Cash on hand and cash paid previously	<u>2,220,000</u>
Total Estimated Project Funding	<u><u>\$17,435,000</u></u>

(1) Represents Bond proceeds and cash on hand, net of issuance costs, that will be available for capital expenditures related to the projects.

Note: Assumes the Proposed Bonds are paid from a new property tax levy.

(Subject to the attached letter dated December 1, 2025)  
(Preliminary - Subject to Change)  
(Internal Use Only)



PUTNAM COUNTY, INDIANA

10-Year Financing

Proposed Annex Building Project

**ESTIMATED AMORTIZATION OF \$15,215,000**  
**PRINCIPAL AMOUNT OF LEASE RENTAL BONDS OF 2026**  
**Assumes Bonds Dated: February 27, 2026**

Payment Date	Principal Outstanding	Estimated Principal	Estimated Interest Rate (1)	Estimated Interest	Estimated Total Debt Service	Estimated Capitalized Interest	Estimated Net Debt Service	Estimated Bond Year Total Debt Service	Estimated Bond Year Lease Rental Payment (2)
07/15/26	\$15,215,000			\$191,418	\$191,418	(\$191,418)	\$0		
01/15/27	15,215,000			249,676	249,676	(249,676)	0	\$0	\$0
07/15/27	15,215,000			249,676	249,676	(249,676)	0		
01/15/28	15,215,000	\$790,000	3.00%	249,676	1,039,676		1,039,676	1,039,676	1,045,000
07/15/28	14,425,000	800,000	3.00%	237,826	1,037,826		1,037,826		
01/15/29	13,625,000	810,000	3.00%	225,826	1,035,826		1,035,826	2,073,653	2,079,000
07/15/29	12,815,000	825,000	3.00%	213,676	1,038,676		1,038,676		
01/15/30	11,990,000	835,000	3.00%	201,301	1,036,301		1,036,301	2,074,978	2,080,000
07/15/30	11,155,000	850,000	3.15%	188,776	1,038,776		1,038,776		
01/15/31	10,305,000	860,000	3.15%	175,389	1,035,389		1,035,389	2,074,165	2,080,000
07/15/31	9,445,000	875,000	3.20%	161,844	1,036,844		1,036,844		
01/15/32	8,570,000	890,000	3.20%	147,844	1,037,844		1,037,844	2,074,688	2,080,000
07/15/32	7,680,000	905,000	3.35%	133,604	1,038,604		1,038,604		
01/15/33	6,775,000	920,000	3.35%	118,445	1,038,445		1,038,445	2,077,049	2,083,000
07/15/33	5,855,000	935,000	3.40%	103,035	1,038,035		1,038,035		
01/15/34	4,920,000	950,000	3.40%	87,140	1,037,140		1,037,140	2,075,175	2,081,000
07/15/34	3,970,000	965,000	3.50%	70,990	1,035,990		1,035,990		
01/15/35	3,005,000	985,000	3.50%	54,103	1,039,103		1,039,103	2,075,093	2,081,000
07/15/35	2,020,000	1,000,000	3.65%	36,865	1,036,865		1,036,865		
01/15/36	1,020,000	1,020,000	3.65%	18,615	1,038,615		1,038,615	2,075,480	2,081,000
Totals		<u>\$15,215,000</u>		<u>\$3,115,726</u>	<u>\$18,330,726</u>	<u>(\$690,771)</u>	<u>\$17,639,955</u>	<u>\$17,639,955</u>	<u>\$17,690,000</u>

- (1) We have prepared the interest rate assumptions using our evaluation of the underlying credit pledge to this financing and current market conditions. These factors are subject to change. Changes may result in the actual interest rates varying from the interest rates assumed for this analysis and that variance may be material.
- (2) Represents the annual debt service payments rounded up to the next \$1,000 plus \$5,000 for the trustee and administrative fee.

Note: Assumes the Proposed Bonds are paid from a new property tax levy.

(Subject to the attached letter dated December 1, 2025)  
(Preliminary - Subject to Change)  
(Internal Use Only)

Proposed Annex Building Project

ESTIMATED ANNUAL TAXPAYER IMPACT FROM THE PROPOSED BOND ISSUANCE

Estimated Tax Rate Increase	Estimated Annual Property Tax Liability Increase									
	\$100,000		\$205,800		\$300,000		1 Acre		\$100,000	
	Home Value	(2)	Home Value	(2)(3)	Home Value	(2)	Ag. Land	(4)	Business	(5)
(1) \$0.0869	\$26.05		\$53.60		\$78.13		\$1.23		\$86.90	

- (1) Assumes a license excise/financial institutions factor of 5%. Per \$100 of net assessed value. Based on the pay 2026 certified net assessed valuation of \$2,285,726, 107 for the County, per Gateway, with no growth assumed thereafter.
- (2) The residential taxpayer impact includes the new taxpayer deductions and credits in pay 2031 detailed in SEA 1-2025.
- (3) \$205,800 represents the Median Home value for Putnam County, per the 2019-2023 American Community Survey 5-Year estimates of the U.S. Census Bureau.
- (4) One acre of agricultural land represents the 2025 pay 2026 assessment of \$2,120 and accounts for the new taxpayer deductions in pay 2031 detailed in SEA 1-2025.
- (5) Assumes no deductions or exemptions.

Note: Does not assume any Circuit Breaker Tax Credits are applied.

(Subject to the attached letter dated December 1, 2025)  
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