

MINUTES
ELKHART COUNTY COUNCIL
December 14, 2013

The meeting of the Elkhart County Council was called to order by Sheriff Brad Rogers at 8:00 a.m., in Room 104 of the County Administrative Building, Goshen, Indiana. Members present were Council President John K. Leatherman, David L. Hess, David E. Foutz, Randall D. Yohn, David M. Ashe, Darryl J. Riegsecker and Thomas W. Stump.

Also present were Pauline Graff, County Auditor; Craig Buche, County Attorney; Tom Byers, County Administrator and Mike Yoder, Commissioner.

MINUTES: Approval of minutes for November 2, 2013.

On motion made by Yohn seconded by Foutz and unanimously carried, the minutes were approved as received.

COMMITTEE REPORTS:

COMMISSIONERS: Yoder gave short report. (*See details)
COUNCIL: Dave Foutz praises the work of the Horizon Education Board.
AUDITOR: No report
SHERIFF: No report

Commissioner Mike Yoder discussed hiring Barnes and Thornberg as a Lobbyist for Elkhart County.

On motion made by Hess seconded by Stump and unanimously carried, the Council approved this request.

Yoder also discussed several Stormwater Issues including, the For-acre Raw Sewage Issue, the Goshen Dam Pond Dredging, Orchard sub-division annexation and the Horizon Education Board.

EDC MATTERS: None

HUMAN RESOURCE MATTERS:

***For Presentation to the Elkhart County Council on November 2, 2013.**

A. Sheriff

1. General Fund (001-105-4104): Request title change of Staff Lieutenant (Adamson) to Patrol Lieutenant, JF7, no change in pay rate, effective 11-4-13.

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Foutz and unanimously carried, the Council approved this request.

B. Highway

1. Highway (112-202/204):
 - a. Request reclassification of Traffic Supervisor position (vacant), Acct 4104, PG6/JF3, to Working Foreman, Acct 4110, PG5/JF2, MP, no rate change.

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

- b. Request individual rate increases for 3 current employees in the “step” program: Highway Mechanic (Hinken), PG4/JF2, Market Premium, from \$18.62 to \$18.87, effective 11-4-13, with up to a 3% PIP increase in 2014. Working Foremans (Miller/Lyles), PG5/JF2, Market Premium, \$16.95 to \$17.20, effective 11/4/13; step 1 to \$17.88, effective 3/10/14; step 2 to \$18.59, effective 3/9/15, no PIP increase.

On motion made by Lucchese and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

2. Cumulative Bridge (335-212-4109): Request reclassification of Secretary III (vacant), PG4/JF1, to Administrative Assistant, PG4/JF1, and move position from Cumulative Bridge to Highway Administration (112-201-4108).

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

C. Treasurer

1. General Fund (001-103-4109): Request reclassification and individual rate increase from Clerk II (Fore), PG1/JF1, to Clerk III, PG2/JF1, with a 6% rate increase, from \$10.40/hr to \$11.02/hr. Effective 11-4-13.

On motion made by Lucchese and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Stump seconded by Riegsecker and unanimously carried, the Council approved this request.

On motion made by Yohn and seconded by Lucchese, the CCPC approved the change in career development program positions, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

D. Park and Recreation

1. Revision of Career Development Guidelines for Park Services – no impact to employees or pay rates.

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Hess and unanimously carried, the Council approved this request.

E. Court Services

1. Adult Probation User Fees (165-980-4108): Request exception to policy to allow employee (A. Yoder), Victim Assistance Advocate, PG5/JF4, to transfer to Probation Assistant, PG3/JF4, at top of hiring range, \$12.95/hr. Effective 10-20-13.

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

F. Prosecuting Attorney

1. General Fund (001-108-4105): Request individual rate increases for probable cause attorneys, from \$100 pp to \$150 pp, effective 12-15-13.
2. Incentive Prosecuting Attorney (148-980-4733): Request individual rate increases for Business Manager (Willard) from \$200 pp to \$300 pp and Administrative Manager (Benedix) from \$50 pp to \$100 pp, effective 12-15-13.

On motion made by Stump and seconded by Lucchese, the CCPC recommended approval, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

G. Health Department

1. MCH Program Income (126-614): Request to use program income funds to cover the lump sum PIP increases for employees in the WIC/MCH/Breastfeeding grant, for the first 9 months of 2014. Total dollars to be appropriated \$19,525.65 (wages and fringe benefits), effective 12-15-13. Employees that are already paid from program income, will receive a rate increase, not a lump sum.

On motion made by Yohn and seconded by Stump, the CCPC recommended approval, 4-0.

On motion made by Hess seconded by Yohn and unanimously carried, the Council approved this request.

*** For Presentation to the Elkhart County Council on December 14, 2013.**

A. Veteran's Services

1. General Fund (001-134-4109): Request reclassification and 6% individual rate increase of Secretary II (Troyer), PG3/JF1, to Administrative Assistant, PG4/JF1, from \$13.55/hr to \$14.37/hr, effective 12-15-13.

Financial Impact: \$1535
 2014 Additional Funding Required: \$0

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval 4-0.

On motion made by Stump seconded by Foutz and unanimously carried, the Council approved this request.

B. Sheriff

1. General Fund (001-105-4105): Request reclassification of Fiscal Manager (vacant), PG6/JF5, to Civilian Forensic Specialist, PG6/JF3, 4106, hiring range \$13.79/hr-\$17.24/hr, effective 12-15-13.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

2. General Fund (001-105-4104): Request 6% individual rate increase for Undersheriff (Holmes), JF7, from \$2412.68 per pay period to \$2557.44 per pay period, effective 12-15-13.
3. General Fund (001-105-4109): Request 6% individual rate increase for Bookkeeper II (Petry), PG3/JF1, from \$15.03/hr to \$15.94/hr, effective 12-15-13.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval of requests 2&3, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

Financial Impact: \$750 (if filled at max of hiring range)
2014 Additional Funding Required: \$0

C. Community Corrections

1. CTP Grant (209-981-4105): Request new position, Intensive Case Manager II, PG5/JF4, hiring range \$12.54/hr-\$15.68/hr, effective 12-15-13.

On motion made by Yohn seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Stump seconded by Ashe and unanimously carried, the Council approved this request.

2. IDOC Grant- Program Income (210-615-4107): Request two additional Corrections Officer III (K9 Custody Officer and Training Custody Officer), JF7, hiring rate \$14.57/hr, effective 12-15-13.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Stump seconded by Riegsecker and unanimously carried, the Council approved this request.

3. Revise staffing patterns in Community Corrections Career Development Programs to include the change from 4 to 6 Correction Officer III and from 14 to 15 Intensive Case Manager II.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Ashe seconded by Stump and unanimously carried, the Council approved this request.

4. IDOC Grant-Program Income (210-615-4125): Request six month extension on permission for exempt salaried employee (Duesler) to work part-time as a Field Officer, will not exceed the established part-time rate of \$13.00 per hour and will work no more than 40 hours per pay period in this position, effective 12-15-13.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Ashe seconded by Stump and unanimously carried, the Council approved this request.

5. IDOC Grant- Program Income (210-615-4118): Request over-time pay for two exempt salaried employees (Duesler/Whaley), not to exceed established part-time rate of \$13.00/hr for facility overtime, effective 12-15-13. Discuss hours allowed and need for additional appropriation.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval through January 1, 2014, 4-0.

On motion made by Ashe seconded by Riegsecker and unanimously carried, the Council approved this request.

Financial Impact: \$93,225
2014 Additional Funding Required: \$0

D. Health Department

1. Local Health Maintenance (121-980-4105): Request review and approval of grant that supports one full time Health Promotion Specialist position (Starkey), effective 1-1-14.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

2. MCH Program Income (126-614): Request review and approval of five full time positions paid through program income, effective 1-1-14.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Stump seconded by Ashe and unanimously carried, the Council approved this request.

3. HIV Grant (141-981-4108): Request review and approval of grant that supports one full time position, Outreach Specialist (Hedrington), effective 1-1-14.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Stump seconded by Ashe and unanimously carried, the Council approved this request.

Financial Impact: Grant Funded
2014 Additional Funding Required: \$0

E. Commissioners

1. Lead Hazard Grant (199-980-4105): Request review and approval of grant that supports one full time position, Project Manager (Brunson), effective 1-1-14.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Hess seconded by Ashe and unanimously carried, the Council approved this request.

Financial Impact: Grant Funded
2014 Additional Funding Required: \$0

F. Prosecuting Attorney

1. General Fund-IV-D Program (001-158-4105): Request lump-sum additional duty pay of \$5000 for IV-D Investigator (Floerchinger) to be paid from 150-980-4105, effective 12-15-13.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

2. General Fund (Home Dept: 001-108-4105): Request new non-classified title change of DPA-Level III (J. Williams) to Chief of Administration, account 4104, multiple funding sources, no change in pay rate, effective 12-1-13.
3. Prosecuting Attorney Incentive (148-980-4104): Request redistribution of additional duty pay, \$300 per pay period, currently paid to Business Manager (Willard), to \$100 per pay period for Business Manager and \$200 per pay period for Chief of Administration, effective 12-1-13.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval of requests 2&3, 4-0.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved this request.

Financial Impact: \$5000
2014 Additional Funding Required: \$0

II. Miscellaneous Items

- ~~1. Request approval of updated Market Premium List, addition of Highway Section Leader.~~

~~**On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.**~~

Note: Withdrawn by Carol Caviness at Council Meeting.

2. Approval of CCPC Meeting Schedule for 2014.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the Council approved this request.

***** Approval of Ordinance CC-2013-20 Ammending 2014 Salary Ordinance.**
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On motion made by Hess seconded by Riegsecker and unanimously carried, the Council approved this request

The preceding Emergency Salary Ordinances were duly adopted.

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TRANSFER REQUESTS REQUIRING COUNCIL ACTION

A. GENERAL FUND (#001)

1. Sheriff (105)

From	4334	Vehicle Repairs	11,267.00
	4314	Telephone	2,254.00
To	4241	Training Materials	11,267.00
	4539	Other Equipment	2,254.00

2. County Assessor (109)

From	4312	Postage	1,680.00
To	4545	Computer Hardware	1,680.00

3. Code Enforcement (131)

From	4104	Supervisors	7,000.00
To	4301	Legal Services	7,000.00

4. Community Corrections (179)

From	4203	Copy Supplies	1,500.00
	4214	Uniforms	9,000.00
	4309	Professional Services	3,976.00
	4219	Other Operating Supplies	3,524.00
To	4118	Excess Hours	1,000.00
	4106	Supervisor Salaries	3,500.00
	4153	Group Insurance	7,000.00
	4151	PERF	6,500.00

B. COUNTY HEALTH OPERATING (#102)

1. County Health Operating (340)

From	4217	Medical Supplies	4,176.00
	4203	Copy Supplies	555.00
To	4541	Office Furniture	640.00
	4542	Office Equipment	925.00
	4545	Data Hardware	555.00
	4546	Data Software	2,611.00

**C. GIS GRANT
(#211)**

1. Emergency Management (980)

From	4219	Office Supplies	2,934.00
	4324	Licenses	7,971.00
To	4539	Other Equipment	10,905.00

D. JUVENILE DETENTION ALTERNATIVES (#243)

1. Court Services (980)

From	4105	Professional Services	1,000.00
To	4313	Travel	1,000.00

On motion made by Hess seconded by Stump and unanimously carried, the Council approved these requests.

The preceding Emergency Transfer Ordinance was then duly adopted.

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OTHER BUSINESS

- (a) Approval for the 2013 Restatement of the Sheriff Department Merit Retirement Plan.

Craig Buche explained this request to the Council.

On motion made by Foutz seconded by Stump and unanimously carried, the Council approved these requests. Yohn abstained.

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- (b) Six (6) month review of outstanding Highway Department Loans with Major Moves and EDIT.

Craig Buche explained this item to the Council. This item to be addressed again at the June Meeting.

- (c) Reappointment of David Foutz, Mike Huber and Jim Skillen to the Redevelopment Commission.

On motion made by Stump seconded by Hess and unanimously carried, the Council approved these requests.

- (d) Reappointment of Nelson Nix to the Elkhart County Property Tax Assessment Board of Appeals.

On motion made by Foutz seconded by Ashe and unanimously carried, the Council approved this request.

- (e) Presentation by Mary Ann Lienhart-Cross of the Elkhart County Extension Department.

AUDIENCE ITEMS

Kris Rowe from the Concord Assessor's Office spoke reference to Personal Property matters.

Glen Null spoke on several different topics of interest, or disinterest.

Dr. Nafziger announced the retirement of Dr. Max Murtz from the Health Department Board and that Sandy Morgan is going to be appointed to the Health Department Board.

ADJOURN

There being no further business to come before the Council the meeting was adjourned at 9:40 a.m. on motion by Hess seconded by Stump and unanimously carried.

Anita Mock
Recording Secretary

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.

