

MINUTES
ELKHART COUNTY COUNCIL
June 8, 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 John K. Letherman, 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; Gordon Lord, County Attorney; Craig Buche, County Attorney; Tom Byers, County Administrator and Mike Yoder, Commissioner.

MINUTES: Approval of minutes for May 11, 2013.

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

COMMITTEE REPORTS:

COMMISSIONERS: No report.

COUNCIL: Letherman gave short report on budget.
Hess gave short report on Northwood graduation.

AUDITOR: Graff gave short report on budget.

SHERIFF: Sheriff gave short report on new Jail Chaplain.

PRESENTATION: Mary Ann Lienhart-Cross of the Elkhart County Purdue Extension gave a brief presentation about the success of the Extension Office. She also served a delicious strawberry shortcake.

HUMAN RESOURCE MATTERS:

- A. Circuit Court – Juvenile Division
 - 1. Request exception to policy to allow for more than a thirty (30) day overlap for training purposes for a Legal Assistant, effective 5-13-2013.

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

- B. Planning and Development
 - 1. Code Enforcement – Request exception to policy for a voluntary demotion from Building Commissioner, PG8/JF6 to Building Inspector, PG5/JF3, from \$1512.80 bi-weekly to \$20.38 hourly, effective 6-16-2013.

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

C. Health Department

1. Healthy Beginnings – WIC Grant request approval of restructuring positions in the WIC grant, as follows:
 - a. Reduce Breastfeeding Promotion Coordinator (Eby), PG5/JF5, \$18.35 from 36 hours per week to 30 hours per week, effective 4-15-2013.
 - b. Reduce vacant full-time receptionist position Clerk II, PG1/JF1, to regular part-time, effective 4-14-2013.
 - c. Reduce current full-time Clerk II (Johnson), PG1/JF1, to regular part time at 21 hours per week. Move from WIC to MCH program income 126-614-4109, effective 5-5-2013.

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

2. Healthy Beginnings – GHS Breastfeeding Grant request approval of a grant that supports three part-time professional positions, effective 10-01-2013, with part-time rate of \$25.00/per hour.

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

3. Community Health Nursing request to combine two (2) existing positions, (STI Nurse and Clinic Assistant) into one (1) position. Reactive classification of Nurse Practitioner, PG8/JF5, and designate as market premium position with a hiring range of \$2000.00-2720.00, maximum of \$3500.00, effective 6-16-2-13. Request approval of classification, and revision of market premium schedule. Savings will be realized by the elimination of one full benefit package and the ability to bill Medicaid and other insurance.

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

D. Highway

1. Cumulative Bridge request new position, Project Engineer, no change in market premium range \$2190.00-\$2628.00, maximum \$3500.00, effective 6-16-2013.

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

2. Request one project be added to the list of projects eligible for overtime pay for designated Highway positions while doing inspections, design or construction management (Simonton Street Bridge), effective 6-16-2013.

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

3. Maintenance and Repair request increase in approved part-time rate of pay from \$10.00 per hour to \$12.00 per hour for clerical staff, effective 6-16-2-13.

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

- E. Auditor
 1. Request to reinstate the 36 hour work week for Secretary III position, effective 5-05-2013.

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

- F. Recorder
 1. Request 6% individual rate increase for Clerk II, PG1/JF1, from \$11.26 to \$11.94, due to increased responsibilities, including acting as in-house expert for software and associated hardware requirements, effective 06-16-2013
*****Tabled*****

- G. Community Corrections – IDOC Grant
 1. Project Income - request permission for two exempt, salaried employees to work part-time as field officers, will not exceed the established part-time rate of \$13.00 per hour. Exempt employees will work no more than 20 hours per week in this position.

Approved for six (6) month review.

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

The preceding Emergency Salary Ordinances were duly adopted.

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ADDITIONAL APPROPRIATIONS REQUESTS

Notice is hereby given to the taxpayers of Elkhart County, Elkhart County, Indiana, that the proper legal officers will consider the following additional appropriations in excess of the budget for the current year at their regular meeting place at Room 104, 117 N. 2nd Street, Goshen, Indiana, at 8:00 o'clock a.m. on Saturday, June 8, 2013

GENERAL FUND

Clerk

Other Services and Charges 3,416.00

Planning and Development

Other Services and Charges 1,493.00

<u>Veterans Service Office</u>	
Capital Outlays	500.00
<u>Emergency Management</u>	
Supplies	244.00
TOTAL GENERAL FUND	<hr/> 5,653.00
 COUNTY HIGHWAY	
<u>County Highway</u>	
Capital Outlays	400,000.00
 FIREARMS TRAINING	
<u>Sheriff</u>	
Other Services and Charges	10,000.00
 CONTINUING EDUCATION	
<u>Sheriff</u>	
Other Services and Charges	3,485.00
 CLERK PERPETUATION	
<u>Clerk</u>	
Capital Outlays	1,750.00
 COUNTY MISDEMEANANT	
<u>Sheriff</u>	
Supplies	14,490.00
Capital Outlays	10,159.00
TOTAL COUNTY MISDEMEANANT	<hr/> 24,649.00
 GHS BREASTFEEDING GRANT	
<u>Health Department</u>	
Personal Services	10,000.00
 CTP GRANT	
<u>Community Corrections</u>	
Capital Outlays	52,796.00
 <u>IDOC GRANT</u>	
<u>Community Corrections-Program Income</u>	
Personal Services	1,342,362.00
<u>Community Corrections</u>	
Other Services and Charges	415,140.00
TOTAL IDOC GRANT	<hr/> 1,757,502.00

PREA	
<u>Sheriff</u>	
Supplies	10,821.00
Other Services and Charges	7,744.00
Capital Outlays	30,000.00
TOTAL PREA GRANT	48,565.00
EDIT	
<u>County Highway</u>	
Other Services and Charges	277,081.00
CUMULATIVE BRIDGE	
<u>County Highway</u>	
Capital Outlays	560,000.00
MAJOR BRIDGE	
<u>County Highway</u>	
Other Services and Charges	750,001.00
MAJOR MOVES	
<u>Commissioners</u>	
Capital Outlays	700,000.00

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (DLGF). The DLGF will make a written determination as to the sufficiency of funds to support the appropriations made within Fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated: May 29, 2013

Pauline E. Graff, Elkhart County Auditor

ADDITIONAL APPROPRIATION EXPLANATIONS:

A. GENERAL FUND (#001)

1. Clerk (101) request \$3,416 to pay for destruction of obsolete check stock as a result of the conversion to Odyssey.

Dave Hess and Randy Yohn explained this request to the Council.

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

2. Planning & Development (132) request \$1,493 to replace funds used to pay for airfares to a conference in Atlanta, GA that was reimbursed from the Brownfield Grant.

Chris Godlewski explained this request to the Council.

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

3. Veterans Service Office (134) request \$500 to replace old fax machine that no longer works from donation checks received from local Service Organizations.

Tom Byers explained this request to the Council.

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

4. Emergency Management (137) request \$244 as reimbursement for fuel used for the Elkhart County Mobile Command Vehicle to participate in the Indiana Department of Homeland Security Communications Rodeo.

Pauline Graff explained this request to the Council.

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

The preceding Emergency Appropriation Ordinances were then duly adopted.

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B. COUNTY HIGHWAY (#112)

1. County Highway (980) request \$400,000 to replace one (1) 1999 model tandem dump truck at \$200,000, one (1) 1999 singles axle dump truck for \$170,000 and one (1) 2001 model engineering SUV for \$30,000.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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C. FIREARMS TRAINING (#152)

1. Sheriff (980) request \$10,000 for monies needed for education and training of Officers off-site.

Sheriff Brad Rogers explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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D. CONTINUING EDUCATION (#161)

1. Sheriff (105) request \$3,485 to place monies in the appropriate account to pay for continuing education of Officers.

Sheriff Brad Rogers explained this request.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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E. CLERK PERPETUATION (#173)

1. Clerk Perpetuation (980) request \$1,750 for the purchase of office chairs in the Superior Court 6 Clerk's Office.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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F. COUNTY MISDEMEANANT (#174)

1. Sheriff (980) request \$24,649 for monies needed to purchase computers, VCR/DVD player, printers/scanners and inmate property bags.

Sheriff Brad Rogers explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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G. GHS BREASTFEEDING GRANT (#206)

1. Health Department (980) request \$10,000 to continue the work of Motherhood & More Breastfeeding Support program. These funds will support three (3) part-time professionals and Certified Lactation Consultants.

Jenny Schrock explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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H. CTP GRANT (#209)

1. Community Corrections (981) originally request \$52,796 however request was then withdrawn by Director Tara Booher.

I. IDOC GRANT (#210)

1. Community Corrections (615) originally request \$1,342,362 however request was then withdrawn by Director Tara Booher.
2. Community Corrections (981) originally request \$415,140 however request was withdrawn by Director Tara Booher.

J. PREA (#247)

1. Sheriff (980) request \$48,565 for monies needed to pay expenses incurred by Officers attending PREA training. Also monies needed to purchase software upgrade needed to facilitate implementation of PREA.

Sheriff Brad Rogers explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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K. EDIT (#331)

1. County Highway (980) request \$277,081 for July 2013 Major Moves interest payment for County Road 17.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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L. CUMULATIVE BRIDGE (#335)

1. County Highway (980) request 560,000 for funds needed for construction of the Simonton Street Bridge and outside assistance in testing/inspection services.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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M. MAJOR BRIDGE (#338)

1. County Highway (980) request \$750,001 for Major Moves Payment Due for Six Span Bridge.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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N. MAJOR MOVES (#342)

1. Commissioners (980) request \$700,000 which represents excess funds above the 1.9% growth factor set forth in Ordinance CC-06-12 which established the Major Moves Construction fund. All funds will be used for road maintenance.

Jeff Taylor and Tom Byers explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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TRANSFER REQUESTS REQUIRING COUNCIL ACTION

A. GENERAL FUND (#001)

1. Recorder (104)

From	4313	Telephone	6.00
To	4219	Operating Supplies	6.00

2. Community Corrections (179)

From	4219	Operating Supplies	1,000.00
To	4118	Excess Hours	1,000.00

B. COUNTY HEALTH OPERATING (#102)

1. County Health Operating (340)

From	4305	Data Processing Services	358.00
To	4545	Data Processing Hardware	358.00

C. MEDICAL RESERVE CORE (#122)

1. Health (980)

From	4545	Data Processing Hardware	92.00
To	4331	Maintenance/Service Contract	92.00

D. PUBLIC HEALTH PREPAREDNESS GRANT (#128)

1. Health (981)

From	4259	Capital Supply Items	1,763.00
To	4310	Sustenance	426.00
	4549	Other Office Equipment	1,337.00

E. INDIANA TOBACCO PREVENTION (#185)

1. Health (980)

From	4209	Office Supplies	184.00
To	4155	Wellness and Medical	184.00

F. CTP (COMMUNITY CORRECTIONS) (#209)

1. Community Corrections (614)

From	4309	Professional Services	15,000.00
To	4539	Other Office Equipment	15,000.00

G. IDOC GRANT (#210)

1. Community Corrections (980)

From	4343	Equipment Leasing	5,000.00
To	4214	Uniforms	5,000.00

H. JAIL PROGRAM ENHANCEMENTS (#244)

1. Sheriff (980)

From	4219	Operating Supplies	193.00
	4259	Capital Supply Items	1,439.00
To	4545	Data Processing Hardware	269.00
	4539	Other Office Equipment	1,363.00

On motion made by Stump seconded by Yohn 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 of Elkhart Library Board Reappointment for Brian Byrn – term expires 6/30/2013.

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

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- (b) Approval of Bristol Library Board Reappointment for Betty Lou Kline – term expires 6/30/2013.

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

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- (c) Approval of 2014 Budget Hearings Schedule.

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

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- (d) Commissioners presentation of the Tax Incentive Policy.

Mike Yoder explained this Policy to the Council.

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

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- (e) Approval of CF1's for the following Businesses:
 - Fortress Technology
 - Forest River, Middlebury
 - Forest River, Millersburg
 - Dynamic Metals
 - Truck Accessories Group
 - SMCO, INC
 - Vista Building, LLC
 - Automotive Climate Control
 - Bodycote Thermal Processing, INC

Tom Byers explained this request to the Council.

The Council found said listed businesses to be substantially compliant at this time.

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

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- (f) County Highway proposal for parcels of land to be sold from road/bridge projects.

Gordon Lord explained this request to the Council.

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

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- (g) Approval of Resolution CC-2013-06, new PERF designation in Payroll Department.

Pauline Graff explained this request to the Council.

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

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- (h) Review of County Council Resolution No.CC-2011-08 and CC-2011-07 in reference to the Major Moves and Six Span/Johnson Street interest rates. It was found to be adequate and will be reviewed again in six months.

Craig Buche explained this review to the Council.

No motion necessary.

AUDIENCE ITEMS

Glenn Null spoke on several different topics such as; how to be a more informed citizen, Robert Rules of Order for the meetings and when to lower and raise the American Flag.

ADJOURN

There being no further business to come before the Council the meeting was adjourned at 9:50 a.m. on motion by Foutz seconded by Riegsecker 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.

