

MINUTES
ELKHART COUNTY COUNCIL
December 13, 2014

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. Letherman, Vice President David L. Hess, David E. Foutz, David M. Ashe, Darryl J. Riegsecker and Thomas W. Stump. Absent was Randall D. Yohn.

Also present were Pauline Graff, Auditor; Dawn Truex, Chief Deputy Auditor; Craig Buche, County Attorney; Gordon Lord, County Attorney; Mike Yoder, County Commissioner and Tom Byers, County Administrator.

MINUTES: Approval of Minutes for November 8, 2014

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

COMMITTEE REPORTS:

COMMISSIONERS: Yoder gave short report.
COUNCIL: John Letherman gave short report.
AUDITOR: No report.
SHERIFF: No report.

EDC MATTERS: None

HUMAN RESOURCE MATTERS:

A. Sheriff

1. General Fund (1000-105-41140): Request reclassification of Secretary II (Bline), PG3/JF1 to Secretary III, PG4/JF1, and individual rate increase to the maximum of the hiring range, \$14.25, final rate of pay after PIP, \$14.68. Effective 12-14-14.

On motion made by Stump and seconded by Yohn, the CCPC unanimously approved this request, 3-0.

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

2. Added Item 12/10/14 – General Fund (1000-105-41125): Request temporary promotion of Corrections Officer II's (Jones, White) to Corporal Corrections with 6 % increase, effective 12-14-14 to 6-14-15.

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

B. Court Services

1. General Fund (1000-168): Request to transfer two positions from Adult Probation User Fee Supplemental Fund (2100-980) back to General Fund (1000-168). Positions involved are Probation Officer (Kruk), 41120, \$22.99, and Secretary II (Schulz), PG3/JF1, 41140, \$12.45, effective 12-14-14. Rates of pay listed are after PIP.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

2. General Fund (1000-168): Request reclassification of one Youth Specialist II (Green), PG4/JF4, 41120, \$14.35, to one Probation Officer, 41120, \$15.14. Effective 12-14-14.

On motion made by Stump and seconded by Yohn, the CCPC unanimously approved this request, 3-0.

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

3. Review of positions within JDAI Grant (4920-980), grant period 7-1-15 to 6-30-16.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

C. Health Department-Maternal and Child Health Program Income

1. Maternal and Child Health Program Income (8127-614):

- Request reclassification of Dental Supervisor from PG5/JF6 to PG7/JF6.
- Request reclassification of Dental Hygienist from PG3/JF5 to PG5/JF5.
- Request reclassification of Dental Assistant PG2/JF3 to Dental Assistant I PG3/JF3, Dental Assistant II PG4/JF3 and Dental Assistant III, PG4/JF3.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

2. Request revision to market premium rates.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

3. Establish Career Development Guidelines for the dental program.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

4. Maternal and Child Health Grant Program Income (8127-614): Review of 6 positions within the grant, grant period 1-1-15 to 12-31-15.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved this request, 3-0.

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

5. Review of Health Promotion Specialist position within the Local Health Maintenance Grant (1168-980/981), grant period 1-1-15 to 12-31-15.

Added item: Review of Health Promotion Specialist position within the Local Health Department Trust Account (1159-350), new grant period 1-1-15 to 12-31-15.

On motion made by Yohn and seconded by Stump, the CCPC unanimously approved these requests, 3-0.

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

II. Miscellaneous Items

A. Review and approval of 2015 CCPC Schedule.

On motion made by Stump and seconded by Yohn, the CCPC unanimously approved this request, 3-0.

B. Discuss CCPC direction on wage issues:

1. Wait until Sheriff's proposal is more defined and see if it can be applied to other jobs within the County government structure.
2. Look at adjusting current schedules (min, mid and max)- all or some?
3. Allow Human Resources more flexibility, by policy, for granting individual rate increases up to the max of the hiring range to allow departments to offer higher rates to new employees.
4. Any others?

Discussion only. No motion required for B (1-4).

III. Adjournment

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC adjourned the meeting at 10:17 a.m.

The preceding Emergency Salary Ordinances were duly adopted.

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TRANSFER REQUESTS REQUIRING COUNCIL ACTION

A. GENERAL FUND (#1000)

1. Sheriff (105)

From	42110	Fuel	3,874.00
	42210	Repair Parts	3,495.00
	43090	Other Professional Services	19,076.00
To	44510	Other Equipment	7,369.00
	44540	Data Processing Software	19,076.00

2. Coroner (107)

From	43040	Laboratory Services	5,000.00
	43150	Photo, Microfilm, Blueprints	800.00
To	42180	Medical Supplies	5,000.00
	44510	Other Equipment	800.00

3. County Assessor (109)

From	43130	Mileage	450.00
To	42110	Gas & Oil	450.00

4. Emergency Management (137)

From	43110	Sustenance	300.00
To	42150	Uniforms	300.00

5. Buildings & Grounds (140)

From	43550	Office and Equipment Repair	30,000.00
To	42195	Operating Supplies	15,000.00
	42205	Repair Parts	15,000.00

6. Superior Court No. 1 (162)

From	43020	Medical Services	400.00
	43110	Sustenance	450.00
	43800	Dues National and State	435.00
	43805	Subscriptions	295.00
	43810	Transcripts	190.00
	43825	Change of Venue Costs	95.00
	43830	Education & Conference	475.00
To	41530	Petit Jurors	2,340.00
From	43020	Medical Services	985.00
To	41120	Professional	545.00
	41135	Paraprofessional	440.00
From	43130	Travel Expense	495.00
To	41165	Excess Hours	495.00

7. Superior Court No. 2 (163)

From	41515	Guardian Ad Litem	3,700.00
To	44520	Office Equipment	3,700.00

8. Court Services (168)			
From	42310	Food	2,000.00
To	43090	Other Professional Services	400.00
	43110	Sustenance & Travel Expense	800.00
	43130	Mileage	800.00
B. CUMULATIVE JAIL (#1142)			
1. Sheriff (105)			
From	44510	Other Equipment	1,000.00
To	43550	Office and Equipment Repair	1,000.00
From	43570	Laundry, Inmate	3,722.00
	42190	Kitchen and Laundry Supplies	300.00
To	44510	Other Equipment	4,022.00
C. HEALTH (#1159)			
1. County Health Operating (340)			
From	42090	Office Supplies	50.00
To	43800	Dues National and State	50.00
From	43040	Laboratory Services	400.00
To	44510	Other Equipment	400.00
D. COUNTY MISDEMEANANT (#1175)			
1. Sheriff (105)			
From	44510	Other Equipment	1,075.00
To	43090	Other Professional Services	1,075.00
E. PARK & RECREATION (#1219)			
1. Park Department (320)			
From	43040	Laboratory Services	350.00
	43050	Data Processing Software	200.00
	43130	Travel Expense	50.00
	43140	Telephone	2,010.00
	43210	Legal Notice	30.00
	43550	Repair Parts	400.00
	43830	Education & Conference	200.00
To	42225	Lumber	900.00
	42130	Tires	550.00
	42210	Brakes	600.00
	42195	Operating Supplies	1,190.00
F. SUPPLEMENTAL JUVENILE PROBATION SERVICES (#2150)			
1. Court Services (980)			
From	42180	Medical	2,000.00
To	41215	Paraprofessional	1,600.00
	41165	Excess Hours	200.00
	41300	Social Security	200.00

G. MATERNAL & CHILD HEALTH GRANT (#8127)

1. Program Income (614)

From	43110	Sustenance	150.00
To	42310	Food	150.00

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 of Appointment of Mike Settles and Jerry Weaver to the Elkhart County Property Tax Assessment Board of Appeals.

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

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

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

- (c) Six (6) month review of outstanding loans for Local Major Moves Fund, CC-2011-07 and CC-2011-08.

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

- (d) Approval of Reappointment of Thomas Holtzinger to the Elkhart County Regional Sewer District.

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

AUDIENCE ITEMS

Glen Null expressed his concerns on several issues of interest, or disinterest.

Denny Swartz expressed his concerns about the new tax increase.

ADJOURN

There being no further business to come before the Council the meeting was adjourned at 9:08 a.m. on motion by Riegsecker seconded by Foutz 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.

