

MINUTES
ELKHART COUNTY COUNCIL
April 9, 2016

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, 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, County Commissioner.

MINUTES: Approval of minutes for March 12, 2016.

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

COMMITTEE REPORTS:

COMMISSIONERS:	No report
COUNCIL:	No report
AUDITOR:	No report
SHERIFF:	No report

EDC MATTERS:

HUMAN RESOURCE MATTERS:

- A. Prosecuting Attorney
 - 1. STOP Grant (8108-980-41120): Review and approval of position within grant. Grant period 7-1-16 to 6-30-17.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC approved this request, 4-0.

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

B. Health Department

1. Health Operating (1159-340-41135): Request reclassification of one existing position, Outreach Specialist (vacant), PG3/JF3, to another existing position, Clinic Assistant, PG3/JF3, effective 4-17-16.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC approved this request, 4-0.

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

2. Local Grant-Healthy Babies (9122-980-41120): Request to permanently reduce a Certified Social Worker II position (Stahly) to regular part time, 21 hrs/wk. Effective 4-17-16.
3. Local Grant- Healthy Babies (9122-980-41120): Request new regular part time position, Social Services Worker I or II, certified or non-certified, JF5.
Effective 4-17-16.

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

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

C. Planning and Development

1. Planning and Code (1000-131/132-41135): Request reclassification of four Planning Assistant positions, PG3/JF1 to PG4/JF1, with up to a 6% increase for the most senior planning assistant and all others up to a 3% increase. Effective 4-17-16.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC approved this request, 4-0.

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

2. Information Only- Planning and Development (1000-132-41110): Reviewed Plan Director JAQ, confirmed current pay grade is appropriate and updated job description to more accurately reflect the duties within this position.

No motion required.

D. Highway

1. Review and approval of new Highway worker wage scale for maintenance positions (market premium rates).
2. Reclassify one existing Multipurpose CDL position (vacant), PG3/JF2, MP, to one Chief Foreman, PG6/JF6, MP, position.
3. Establish a wage rate for a mechanic. At this time there is no intention to hire a mechanic. Our current vendor has provided acceptable service for the past two years, however, in the event a vendor can no longer provide mechanic service we would need an immediate alternative and having a position to fall back on would be that alternative.
4. Request an individual one time lump sum payment of \$1,000 each for Kent Myers and Brian Kennedy for co-sharing the responsibilities of Operations Supervisor since October 2015.
5. 3% individual rate increase for Jean Martin.
6. Transition existing employees to the new pay scale in three month increments within a 12 month period, based upon performance. Pay rates for existing employees above Step II rate are eligible for a 3% increase.

All effective 4-17-16.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC approved requests 1-6, 4-0.

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

E. Recorder

1. County General (1000-104-41140) and Recorder's Perpetuation (1189-104-41140): Request reclassification of four existing positions to Data Entry Specialists (new classification), PG4/JF3, effective 4-17-16:

General Fund: Clerk II (vacant), PG1/JF1
Perpetuation: Clerk II (vacant), PG1/JF1
Perpetuation: Clerk III (McQuarie), PG2/JF1
Perpetuation: Information Management Assistant (vacant), PG3/JF1

2. County General (1000-104-41105): Request 6% individual rate increase for First Deputy Recorder (McKee), PG6/JF6, \$1579.53, effective 4-17-16.

Note: Reclassification of four positions, not three positions as previously indicated on the agenda.

On motion made by Stump seconded by Yohn and unanimously carried, the CCPC approved requests 1&2, 4-0.

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

F. Sheriff

1. County General/PS LOIT (1000-105 and 1170-980): Request to make permanent the pilot program that was approved in December, 2015 and implemented during the first quarter of 2016. Supporting documentation confirms the success and reception of the 12 hour shifts as allowed for under the Fair Labor Standards Act for law enforcement employees. Included in this request is the realignment of some positions that are necessary for its continued success. No new positions are being added.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC approved this request, 4-0.

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

2. County General (1000-105-41140): Request reclassification of Secretary II (Blough), PG3/JF1, to Secretary III, PG4/JF1, with 6% promotional increase to \$14.56/hr. Effective 4-17-16.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC approved this request, 4-0.

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

G. Park and Recreation

1. Park and Recreation (1219-320-41150): Request two new positions, Park Services I, PG2/JF2, \$11.99 and Park Services III, PG5/JF2, \$15.68, in anticipation of acquiring the Boot Lake Nature Preserve.

On motion made by Yohn seconded by Lucchese and unanimously carried, the CCPC approved two positions contingent upon the transfer of Boot Lake Nature Preserve to the County and completion of a JAQ for proper classification, 4-0.

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

II. Miscellaneous Items

None

III. Adjournment

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC adjourned the meeting at 10:32 a.m.

The preceding Emergency Salary Ordinances were then duly adopted.

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- (a) Approval of CC-2016-06 Ordinance Of The Elkhart County Council Amending The 2016 Salary Ordinance.

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

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- (b) Approval of CC-2016-07 Ordinance Adopting Amendment To Elkhart County Government Personnel Policy And Standard Procedures Manual.

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

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- (c) Approval of CC-2016-08 Ordinance Extending Policy Regarding Active Duty Military Leave.

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

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ADDITIONAL APPROPRIATIONS REQUESTS

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

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, April 9, 2016.

CLERK'S RECORD PERPETUATION

Clerk

Personal Services 1,850.00

CUMULATIVE DRAIN

Surveyor

Capital Outlays 40,000.00

MIDDELBURY SOUTHEAST TIF

Planning and Development

Other Services and Charges 5,554.00

MIDDLEBURY EAST TIF

Planning and Development

Other Services and Charges 208,374.00

NORTHEAST CORRIDOR TIF DISTRICT

Planning and Development

Capital Outlays 1,000,276.00

JAG GRANT APEX RADIOS

Emergency Management

Capital Outlays 179,418.00

REDUCTIONS

COUNTY ROAD 6 & COUNTY ROAD 17

TIF

Planning and Development

Capital Outlays

-500,000.00

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: March 30, 2016.

Pauline E. Graff, Elkhart County Auditor

ADDITIONAL APPROPRIATION EXPLANATIONS:

A. CLERK'S RECORD PERPETUATION (#1119)

1. Clerk (980) request \$1,850 for funds needed to pay employer withholding for (2) two part time positions.

Chris Anderson explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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B. CUMULATIVE DRAIN (#1141)

1. Surveyor (980) request \$40,000 for funds needed for maintenance on County Regulated Drains.

No one from Surveyor's present to explain 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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C. MIDDLEBURY SOUTHEAST TIF (#4509)

1. Planning and Development (980) requests \$5,554 for funds needed for a water treatment plant backwash tank project in conjunction with the Town of Middlebury.

Chris Godlewski 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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D. MIDDLEBURY EAST TIF (#4510)

1. Planning and Development (980) request \$208,374 for funds needed for a water main replacement project and water treatment plant backwash tank project in conjunction with the Town of Middlebury.

Chris Godlewski 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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E. NORTHEAST CORRIDOR TIF DISTRICT (#4511)

1. Planning and Development (980) request \$1,000,276 for funds needed to close out an overdrawn project account and County Road 6 and County Road 17 intersection improvements.

Chris Godlewski explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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F. JAG GRANT APEX RADIOS (#8149)

1. Emergency Management (980) requests \$179,418 for funds needed to purchase 800 MHZ dual band apex radios to improve communications between the Sheriff's Department and City of Elkhart. This is a 100% reimbursable grant.

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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REDUCTIONS:

G. NORTHEAST CORRIDOR TIF DISTRICT (#4511)

1. Planning and Development (980) request a reduction of \$500,000 for a project closure. RDC will consider new proposal with new funding proposal.

Chris Godlewski 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 Reduction Ordinance was then duly adopted.

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TRANSFER REQUESTS REQUIRING COUNCIL ACTION

A. GENERAL FUND (#1000)

1. Clerk (101)

From	42380	Capital Supply	421.00
To	44515	Office Furniture	421.00

B. PRISONER REIMBURSEMENT FOR INCARCERATION (#1130)

1. Community Corrections (981)

From	43630	Equipment Leasing	13,875.00
To	41330	Wellness	13,875.00
From	43140	Telephone	1,953.00
To	41130	Custody Officers	1,953.00

C. HEALTH (#1159)

1. County Health Operating (340)

From	43130	Travel/Mileage	478.00
To	44545	Other Office Equipment	478.00
From	43050	Computer Services	173.00
To	44540	Data Software	173.00
From	42195	Operating Supplies	87.00
To	44540	Data Software	87.00

D. INDIANA TOBACCO PREVENTION AND CESSATION (#9104)

1. Health Department (980)

From	41120	Professional	1,100.00
To	43090	Other Professional Services	1,100.00

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

The preceding Emergency Transfer Ordinance was then duly adopted.

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OTHER BUSINESS

- (a) Approval Interlocal Agreement with the Town of Middlebury for a water main and water utility improvement project. Funds will be allocated from the Middlebury East TIF District and the Middlebury Southeast TIF District.

Craig Buche explained this request to the Council.

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

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(b) Approval of the 2017 Budget Schedule.

No action was taken. To be presented again at the May Council Meeting.

AUDIENCE ITEMS

ADJOURN

There being no further business to come before the Council the meeting was adjourned at 9:15 a.m. on motion by Hess 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.

