

MINUTES
ELKHART COUNTY COUNCIL
June 11, 2016

The meeting of the Elkhart County Council was called to order by Captain John Perry 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, Randall D. Yohn, David M. Ashe and Thomas W. Stump. Absent were, David E. Foutz and Darryl J. Riegsecker.

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 May 14, 2016.

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

COMMITTEE REPORTS:

COMMISSIONERS: No report
COUNCIL: Hess explained CAGIT/Jail CAGIT.
AUDITOR: No report
SHERIFF: No report

EDC MATTERS:

HUMAN RESOURCE MATTERS:

- A. Public Defender
 - 1. General Fund (1000-175-41120): Request new Full-Time Public Defender position, \$2092.93, NC, effective 6-12-16.

*Impact to General Fund: \$27,209 plus benefits for remainder of 2016
Approx \$54,417 plus benefits for full year (based on
2016 salary figures)*

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC approved this request in General Fund, 3-0, asking the department to look at funding this position in the Public Defender Supplemental Fund at budget hearing time, for 2017.

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

B. Sheriff

1. State Grant Jail Treatment HEA 1006 (9125-980-41130): Request new Corrections Officer position, NC, \$16.80, 80 hrs, 14 day work period, effective 7-1-16.

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

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

C. Community Corrections

1. IDOC Grant (1130-980-41130) HEA 1006: Request three new Correction Officer II positions, JF7, \$13.37, effective 7-1-16. Positions will flow through this grant, but be funded as part of HEA 1006.

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

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

2. IDOC Grant (1130-980): Annual review and approval of all positions within this grant. Grant period 7-1-16 to 6-30-17.
3. IDOC Program Income (1130-614/615): Annual review and approval of all positions within this grant. Grant period 7-1-16 to 6-30-17.
4. CTP Grant (4913-980/981): Annual review and approval of all positions within this grant. Grant period 7-1-16 to 6-30-17.

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

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

5. Request to initiate a new schedule of four 10 hour day shifts per week, 80 hrs per pay period, with 80 hr accruals. Schedule would apply to all Corrections Officers and Corporals (except Corrections Officer M. Hardesty). Effective 6-12-16.

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

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

D. Court Services

1. State Grant Probation HEA 1006 (9126-980-41120): Request two new Probation Officers, \$16.83, NC, effective 7-1-16.

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

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

2. General Fund (1000-168-41120): Request Probation Officer/Sp position (Horton), NC, \$17.13, currently funded by the JDAI Grant, be transferred to General Fund or PS LOIT, effective 7-1-16.

Impact to General Fund or PS LOIT: \$17,815 plus benefits for remainder of 2016

Approx \$35,630 plus benefits for full year (based on 2016 salary figures)

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC asked that this position be funded within their current General Fund budget through the end of the year then discuss funding options at budget hearings, 3-0.

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

3. JDAI Grant (9113-981): Annual review and approval of position within grant. Grant period 7-1-16 to 6-30-17.
4. Community Corrections Juvenile Grant (4924-981): Annual 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 requests 3&4, 3-0.

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

Note: After the CCPC meeting, it was found that the Manager of Juvenile Services position will be split at a flat rate of \$1000 per pay period out of fund 9113 and the remainder of the bi-weekly rate (currently \$604.93) out of 4924. All benefits for this position will be paid from fund 4924. Effective 7-1-16 to 6-30-17.

E. Health Department

1. Health Operating (1159-340-41140): Request to temporarily under-fill a vacant full time Secretary II position, 36 hrs per week, as regular part time, 26 hrs per week. Information only.
2. Indiana Tobacco and Cessation (9104-980): Annual review and approval of position in grant. Grant period 7-1-16 to 6-30-17.

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

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

F. Assessor

1. County General (1000-109-41125): Request 6% individual rate increase for Assessor III (Waldrop), PG6/JF3, \$19.55, effective 6-12-16.

Impact to General Fund: \$1039 for remainder of 2016 (absorbed by current budget)

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

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

G. Human Resources

1. County General (1000-142-41140): Request reclassification of Secretary III (Hostetler), PG4/JF1, 41140, to Compensation Specialist, PG6/JF5, 41135, with 6% increase per policy, \$16.76, effective 6-12-16.

2. County General (1000-142-41135): Request title change only of Benefit/Compensation Specialist (Berney), PG6/JF5, to Benefit Specialist, PG6/JF5, effective 6-12-16.

Impact to General Fund: \$890 for remainder of 2016
(will be absorbed in current budget)

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC approved requests 1&2, 3-0.

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

II. Miscellaneous Items

- A. For discussion only: At the April Council meeting, 2 new positions were approved in the Park Department for Boot Lake staffing. The motion was 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.

The status of the transfer of the property, as well as funding sources for the 2 positions (\$99,000-\$110,000 includes benefits) remains unclear. In addition, the job analysis questionnaire for the second position (new classification combining park maintenance and interpretive work) has not been developed.

***Bernard Cunningham, Superintendent of Park and Recreation, discussed the Boot Lake situation.

The preceding Emergency Salary Ordinances were then duly adopted.

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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, June 11, 2016.

CAGIT CERTIFIED SHARES

Personnel

Capital Outlays 537,562.00

EDIT	
<u>EDIT</u>	
Capital Outlays	277,081.00
<u>County Highway</u>	
Capital Outlays	<u>200,000.00</u>
TOTAL FOR EDIT	477,081.00

CLERK'S RECORD PERPETUATION

<u>Clerk</u>	
Capital Outlays	35,400.00

IDOC GRANT

<u>Community Corrections</u>	
Personal Services	1,639,519.00
Supplies	46,500.00
Other Services and Charges	916,000.00
Capital Outlays	<u>255,000.00</u>
TOTAL FOR IDOC GRANT	2,857,019.00

IDOC GRANT

<u>Community Corrections</u>	
Personal Services	1,058,932.00
Supplies	27,500.00
Other Services and Charges	<u>104,500.00</u>
TOTAL FOR IDOC GRANT	1,190,932.00

LOCAL ROAD AND STREET

<u>County Highway</u>	
Capital Outlays	200,000.00

MAJOR BRIDGE FUND

<u>Major Bridge</u>	
Capital Outlays	750,001.00

COUNTY MISDEMEANANT

<u>Sheriff</u>	
Supplies	6,200.00

MOTOR VEHICLE HIGHWAY

<u>County Highway</u>	
Capital Outlays	125,000.00

PARK & RECREATION NON/REVERTING OPERATING

Park Department

Supplies 3,000.00

SUPPLEMENTAL PUBLIC DEFENDER SERVICES

Public Defender

Personal Services 5,605.00

LOIT SPECIAL DISTRIBUTION

County Highway

Capital Outlays 500,000.00

ROAD MAINTENANCE AND CONSTRUCTION

County Highway

Capital Outlays 300,000.00

CTP GRANT

Community Corrections

Supplies 8,500.00

Other Services and Charges 37,373.00

Capital Outlays 15,000.00

TOTAL FOR CTP GRANT 60,873.00

CTP GRANT

Community Corrections

Personal Services 137,314.00

Supplies 5,700.00

Other Services and Charges 21,500.00

Capital Outlays 57,030.00

TOTAL FOR CTP GRANT 221,544.00

INDIANA TOBACCO PREVENTION AND CESSATION GRANT

Health Department

Personal Services 100,180.00

Supplies 2,429.00

Other Services and Charges 12,658.00

TOTAL FOR INDIANA TOBACCO PREVENTION AND CESSATION 115,267.00

JAIL TREATMENT HEA GRANT

Sheriff Department

Personal Services 48,748.00

Other Services and Charges 94,632.00

Capital Outlays 1,750.00

TOTAL FOR JAIL TREATMENT HEA GRANT 145,130.00

PROBATION TREATMENT HEA GRANT

Court Services

Personal Services	123,000.00
Supplies	<u>2,000.00</u>
TOTAL FOR PROBATION TREATMENT HEA GRANT	125,000.00

REDUCTIONS

EDIT

County Highway

Capital Outlays	-14,050.04
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MAJOR MOVES CONSTRUCTION

County Highway

Capital Outlays	-0.01
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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: June 1, 2016.

Pauline E. Graff, Elkhart County Auditor

ADDITIONAL APPROPRIATION EXPLANATIONS:

A. CAGIT CERTIFIED SHARES (#1110)

1. Personnel (980) request \$537,562 for funds needed as the remainder of the appropriation for Insurance and Wellness not spent in 2015.

Carol Caviness explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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B. EDIT (#1112)

1. EDIT (980) request \$277,081 for funds needed to pay the June 2016 Major Moves payment.

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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2. County Highway (980) request \$200,000 for funds for grant to update signals. Elkhart County will be reimbursed 80% from Federal Funds.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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C. CLERK'S RECORD PERPETUATION (#1119)

1. Clerk (980) requests \$35,400 for funds needed for the purchase of a new copy machine for the Goshen Bookkeeper and the purchase of scanners for each of the Clerk's Offices.

Chris Anderson explained this request to the Council.

On motion made by Ashe 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. IDOC GRANT (#1130)

1. Community Corrections (614) request \$2,857,019 for funds to set up accounts for new fiscal year 2017 Project Income.

Rhonda Mansfield explained this request to the Council.

On motion made by Ashe 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. IDOC GRANT (#1130)

1. Community Corrections (980) request \$1,190,932 for funds to set up accounts for new fiscal year 2017 DOC Grant.

Rhonda Mansfield explained this request to the Council.

On motion made by Ashe 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. LOCAL ROAD AND STREET (#1169)

1. County Highway (980) requests \$200,000 for funds needed for pavement striping, stop bars, arrows, reflectors, etc.

Jeff Taylor explained this request to the Council.

On motion made by Ashe 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. MAJOR BRIDGE (#1171)

1. Major Bridge (980) request \$750,001 for funds to pay the June 2016 Major Moves payment.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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H. COUNTY MISDEMEANANT (#1175)

1. Sheriff (980) request \$6,200 for funds needed to purchase gear used in the training of Correction Officers in relation to physical tactics needed in interacting with inmates.

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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I. MOTOR VEHICLE HIGHWAY (#1176)

1. County Highway (980) request \$125,000 for funds needed to apply dust control to gravel roads and replace culverts that have failed.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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J. PARK & RECREATION NON/REVERTING OPERATING (#1179)

1. Park Department (980) request \$3,000 for funds to purchase grain supplies.

Bernard Cunningham 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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K. SUPPLEMENTAL PUBLIC DEFENDER SERVICES (#1200)

1. Public Defender (980) request \$5,605 for funds cover payroll, taxes and benefits for part-time employee for remainder of 2016.

Pauline Graff 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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L. LOIT SPECIAL DISTRIBUTION (#1229)

1. County Highway (981) request \$500,000 for funds for paving roads from the 75% of the special distribution.

Jeff Taylor explained this request to the Council.

On motion made by Ashe 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. ROAD MAINTENANCE AND CONSTRUCTION (#4901)

1. County Highway (980) request \$300,000 for funds needed for paving, striping, stop bars, arrows, reflectors, etc.

Jeff Taylor explained this request to the Council.

On motion made by Ashe 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. CTP GRANT (#4913)

1. Community Corrections (614) request \$60,873 for funds to appropriate additional surplus CTP funds for fiscal year 2016-2017.

Rhonda Mansfield explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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O. CTP GRANT (#4913)

1. Community Corrections (980) request \$221,544 for funds to set up accounts for fiscal year 2016-2017 CTP grant.

Rhonda Mansfield explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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P. INDIANA TOBACCO PREVENTION AND CESSATION GRANT (#9104)

1. Health Department (980) request \$115,267 for funds to set up account for the 2017 fiscal year grant.

John Hulewicz explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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Q. JAIL TREATMENT HEA GRANT (#9125)

1. Sheriff Department (980) request \$145,130 for funds to set up account for new fiscal year 2017 DOC grant.

John Perry explained this request to the Council.

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

The preceding Emergency Appropriation Ordinance was then duly adopted.

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R. PROBATION TREATMENT HEA GRANT (#9126)

1. Court Services (980) request \$125,000 for funds to set up account for new fiscal year 2017 DOC grant.

Bob Giard explained this request to the Council.

On motion made by Ashe 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:

S. EDIT (#1112)

1. County Highway (980) request \$14,050.04 reduction due to project being closed.

Jeff Taylor explained this request to the Council.

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

The preceding Emergency Reduction Ordinance was then duly adopted.

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T. MAJOR MOVES (#1172)

1. County Highway (980) request \$0.01 reduction due to project being closed.

Jeff Taylor explained this request to the Council.

On motion made by Ashe 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. HEALTH (#1159)

1. County Health Operating (340)

From	42195 Operating Supplies	770.00
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To	44515 Furniture and Equipment	770.00
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From	43140 Telephone	1,520.00
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To	44510 Other Equipment	1,520.00
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B. WOMAN INFANT & CHILD GRANT (#8101)

1. Health (WIC) (312)

From	41120 Professional	1,800.00
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To	43830 Education and Conference	800.00
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	43110 Sustenance	1,000.00
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On motion made by Hess seconded by Stump and unanimously carried, the Council approved this request.

The preceding Emergency Transfer Ordinance was then duly adopted.

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OTHER BUSINESS

***Bridge and Road Bid for Kercher Bridge and County Road 38 presented by Jeff Taylor.

Jeff Taylor will be applying for “Community Crossroads Grant” for \$1,000,000 dollars to help with funding for this project.

***Elkhart County Surplus Properties presented by Gordon Lord.

Elkhart County currently has three surplus properties. The goal is to auction the excess property from the Highway Department. The auction is to be held on July 12, 2016 at 6 p.m. by Hahn Auctioneers. Due to the properties being valued at more than \$50,000 the Elkhart County Council needs to give their approval.

On motion made by Stump seconded by Yohn and unanimously carried, the Council approved the sale of the (3) three surplus properties.

(a) Approval of Josh Swathwood for reappointment to the Alcoholic Beverage Board.

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

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(b) Approval of CF1's for the following businesses:

Smoker-Craft, Inc.
SMCO, Inc. DBA Ferret, Inc.
Vista Building, LLC
W. Dave Sanders (Automotive Climate Control)
Champagne Metals, LLC
Dynamic Metals, LLC
Forest River, Inc.
Lippert Components Manufacturing, Inc.

Tom Byers explained this request to the Council.

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

- (c) Approval of Bill Wuthrich for reappointment to the PSCC Commission.

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

- (d) Approval of 2017 Budget Hearing Schedule.

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

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- (e) Review of Major Moves Loan Resolutions and Interest Rate.

Craig Buche explained this request to the Council.

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

- (f) Approval of Interlocal Agreement for County RDC and Middlebury for the East Warren Street Sidewalk Project.

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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- (g) Approval of Interlocal Agreement for the County RDC and Elkhart County RSD for the State Road 13 Interchange Sewer Project.

Craig Buche explained this request to the Council.

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

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- (h) Approval of Interlocal Agreement for Elkhart County and Osolo Township for a joint cooperative arrangement for various compliance and enforcement efforts.

Craig Buche explained this request to the Council.

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

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***Approval of Ordinance No. CC-2016-10 Elkhart County Council Authorizing The Issuance Of Bands For The Purpose Of Providing Funds To Refund The County's Corrections Complex Refunding Bonds, Series 2007, And Pay The Costs Of Issuance Of The Bonds.

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

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AUDIENCE ITEMS

Presentation by Mary Ann Lienhart Cross from the Elkhart County Purdue Extension. She discussed the importance of healthy and local eating and that the produce of the month is strawberries.

ADJOURN

There being no further business to come before the Council the meeting was adjourned at 10:10 a.m. on motion by Hess seconded by Yohn 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.

