

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JUNE 13, 2011

BE IT REMEMBERED: That on Monday, June 13, 2011, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; Members John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

PUBLIC INPUT

There was no public comment.

WES BURDEN – HEALTH DEPARTMENT
PROPOSED OFFICE IMPROVEMENTS

Mr. Burden presented proposed changes to the Health Department office. The project will involve reconfiguring the present full wall with two pass-through windows, enabling both clerks to be at the front, and will include carpeting and relocation of the office safe. The cost will be approximately \$10,000 plus carpet, and will be paid from the Emergency Response Fund.

PROPOSED ORDINANCES

Mr. Burden will be updating the fee ordinance to include a vaccine administration fee and to bring the county's sewage ordinance in line with the newly-revised State codes.

As of July 1, children with insurance coverage will no longer be eligible to receive vaccinations at the Health Department and will be referred to their own health-care provider. Those not covered under an insurance plan would still be eligible to receive the state-provided vaccine. The department is considering charging a vaccine administration fee of \$8.00, which could be paid at the time the vaccination is received or be reimbursed by Medicaid. Mr. Burden emphasized that the vaccine cannot be refused to those unable to pay. Surrounding counties already charge a fee, resulting in many out-of-county residents coming here for their vaccines.

The new sewer ordinance would include more details for operating permits for treatment units, and provide for contractor certification and registration. Mr. Burden is seeking input from contractors and others who will be affected by the ordinance.

SHERIFF TOM CHAMBERLIN
LAKE PATROL AND 911 ISSUES

Sheriff Chamberlin advised the Council of the agreement between the County and the Lake Maxinkuckee Association to provide 800 hours of on-water law enforcement and patrol of the lake between June 1 and September 15. The entire cost of the patrol will be paid for with a \$15,000 grant from the DNR, supplemented by funds from the lake association. The patrol will utilize 11 merit officers from the sheriff's department, and three officers from the Town of Culver. The Sheriff anticipates the DNR grant will be available for future years. He will request an additional appropriation for the \$45,000 into budget lines for wages and social security for consideration at the July meeting.

The Sheriff also reported on the central dispatch project, stating that they have been handling fire and EMS for three months and hope to transfer the Plymouth Police Department by the end of the year. Centralization will save personnel costs for the surrounding communities, but will result in increased dispatch duties for the county 911, and he is considering an assessment to each community based on

the number of 911 calls in their jurisdiction. However, in his discussions with area town/city councils, many object to paying an additional assessment, stating that the Sheriff's Department services are already included in property taxes

The E911 revenues in recent years have been declining steadily, due to a decrease in the number of land lines, and resulting in budget shortfalls. In 2010, budget expenditures were \$524,403, compared to \$505,926 in revenues. Statistics show that 70% of households currently have land lines, and it is expected that this number will drop to 50% by 2013. The 911 land line surcharge in Marshall County has remained at \$1.53 since its inception in 1991, and currently generates approximately \$27,200 per month. Under Indiana code, the County Council can impose a 911 surcharge of up to 10% of the line access charge, which is now in excess of \$26.00. The surcharge for cell phones is 50 cents, which is collected and distributed by the state to the counties. The Sheriff reported that out of a total of 14,438 calls, 9,433 were placed from land lines and 5,005 from cell phones. He reminded the Council that 911 funds can be used for personnel, technology, trunk lines, and equipment, but cannot be used for non-911 expenses. Currently, eleven dispatchers and one supervisor are paid out of the E911 Fund and Special CAGIT.

Sheriff Chamberlin asked for direction on how to address the shortfall and generate revenues to help pay for the 911 central dispatch, either by raising the surcharge on land lines or making an assessment to each community based on the number of calls in their jurisdiction.

During a brief discussion Mr. Booker expressed concern that increasing the 911 surcharge could result in more people giving up their land lines.

MICHAEL MARSHALL – IT DIRECTOR **TELEPHONE SYSTEM**

Mr. Marshall reported that a review committee consisting of Kevin Overmyer, Judith Stone, Ralph Booker, Larry Fisher, Rich Ulrich, Penny Lukenbill and Debbie Palmer, met several times to assess needs and review proposals regarding the telephone system update for the courthouse and county building. A proposal from CenturyLink proposed a new PBX system with no new phones, but did offer to sell refurbished phones to replace our 30-year old units as they fail. The New Paris Telephone proposal combines our current two PBX systems into one, and replaces existing phones with new units. The committee recommended the New Paris plan, citing value and service. They have installed similar systems in Kosciusko, Cass and Carroll Counties, and come highly recommended.

Mr. Marshall then discussed the issue of a maintenance agreement. Part of the issue with the CenturyLink proposal was the difficulty in determining what their \$15,000 software maintenance charge actually covered – software upgrades were not included and have to be purchased. The New Paris system comes with a five-year warranty, with the option of purchasing a maintenance agreement now or after the warranty expires. Council members asked if the number of phones could be decreased, and suggested asking department heads not to replace inactive phones.

Steve Edwards of New Paris stated that they might be able to link the Sheriff and Highway Departments with the county building and courthouse in the future. After analyzing the service contract the county currently has with CenturyLink, he recommended that the County work to reconfigure several items to reduce monthly service costs.

The cost of the proposed system is approximately \$72,000, plus additional wiring. The Commissioners have recommended appropriating up to \$75,000 for the project from the Rainy Day Fund.

PERSONNEL REQUESTS

Buildings and Grounds: Rich Ulrich requested approval to replace a vacant full-time maintenance position, which should eliminate the need for a part-time position and reduce overtime costs. The Commissioners have recommended the replacement.

Don Morrison moved, seconded by Judith Stone, to approve Mr. Ulrich's request to replace a vacant part-time maintenance position. Motion carried 7-0.

Highway: Neal Haeck requested approval to replace a recently vacated driver position. He noted that he already has two less employees than in 2010, and has decreased his staff by 10 positions since 2001. The Commissioners have recommended the replacement.

Ralph Booker moved, seconded by John Benedict, to approve Mr. Haeck's request to replace the vacant driver position in the Highway Department. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS:

General Fund – Prosecutor: Rex Gilliland moved, seconded by Don Morrison, to approve the Prosecutor's request for an additional appropriation of \$890.19 to Capital Outlays – Law Books, to reappropriate a refund to the line. Motion carried 7-0.

WIC: John Benedict moved, seconded by Ward Byers, to approve the WIC request for an additional appropriation of \$2,300 for Other Services – Rent, to cover a rent deposit for their new offices in the CRC. Motion carried 7-0.

TRANSFERS

Assessor: Rex Gilliland moved, seconded by John Benedict, to approve the Assessor's request to transfer \$2,508.00 from Clerical Wages to Overtime Wages for in-house reassessment data entry. Motion carried 7-0.

Plan Commission: Ralph Booker requested a transfer of \$2,100.00 from Legal Expenses to Capital Outlays to purchase a desk top copier, which could also be used by the Building Department to fax documents from the field. Although both offices utilize the copier in Extension, personnel often have to leave the office unattended to do so. He does not anticipate any large legal expenditures for the remainder of the year.

Rex Gilliland moved, seconded by Judith Stone, to approve the Plan Commission request to transfer \$2,100 from Legal Expenses to Office Equipment. Motion carried 6-0-1, with Mr. Booker abstaining since he is Plan Commission Director.

PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES APPOINTMENT

In a letter to the Council, library director Susie Reinholt advised that board member Jack Stapleton has chosen not to be reappointed when his term expires June 30. The board has recommended the appointment of Alice Ruiz, a retired Spanish teacher from Plymouth.

Don Morrison moved, seconded by Ward Byers, to appoint Alice Ruiz to the Plymouth Public Library Board of Trustees for the term July 1, 2011 to June 30, 2015. Motion carried 7-0.

AUDITOR'S REPORT

May 9, 2011 Minutes: Rex Gilliland moved, seconded by Judith Stone to approve the minutes of the May 9, 2011 meeting as presented. Motion carried 7-0.

Salary ordinance amendment – HR Deputy: The Auditor explained that the former HR Deputy also served as First Deputy, and received First Deputy pay of \$18.33. The current HR Deputy does not serve as First Deputy. The current First Deputy is also Settlement Deputy. Former Settlement Deputy was paid \$17.19, and First Deputy/HR was paid \$18.33. HR Deputy \$17.19.

Ralph Booker moved, seconded by Ward Byers, to approve the salary ordinance amendment establishing the rate of pay for HR Deputy Auditor at \$17.19 per hour. Motion carried 7-0.
Personnel Policy Amendment – Firearms Policy: To reflect the recent change in state law, the Auditor presented Ordinance #2011-09b to amend the personnel policy. The amendment deletes existing language in Section 6.9 requiring employees to file a Firearms Notification Form with the Auditor’s office before bringing a firearm, ammunition or other weapon onto County property. The Commissioners approved the ordinance June 6.

Ralph Booker moved, seconded by Ward Byers, to approve Ordinance #2011-09b, amending Section 6.9 of the Personnel Policy. Motion carried 7-0.

Personnel Policy Amendment – Hiring Policy: The Auditor also presented Ordinance #2011-10b, clarifying the hiring process at section 2.1 in the Personnel Policy. The amendment changes the policy to require department heads - except those appointed by the Commissioners - to request approval to replace a vacant position from the County Council only. Department heads appointed by the County Commissioners will request approval only from the Commissioners. The amendment further states that the County Auditor/HR Department will not process new employees unless authorized by the appropriate body. The Commissioners approved the ordinance on June 6. **John Benedict moved, seconded by Rex Gilliland, to approve Ordinance #2011-10b, amending Section 2.1 of the Personnel Policy. Motion carried 7-0.**

ADJOURNMENT

With no further business to come before the council, **Judith Stone moved, seconded by Ralph Booker, to adjourn the meeting at 10:28 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

John Benedict

Ralph Booker

Ward Byers

Rex Gilliland

Judith Stone

Attest: _____
Penny Lukenbill, Auditor