

MONDAY JANUARY 8, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday January 8, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Matt Hassel, Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

Council President Fred Lintner welcomed new Council member Judy Stone.

BOARD REORGANIZATION

Ralph Booker moved and Matt Hassel seconded the motion to retain the same Council officers in 2007 as in 2006, that being Fred Lintner to serve as Council President and Don Morrison to serve as Vice President. Motion carried 7-0.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to appoint Ralph Booker as the Council representative to MACOG replacing retiring Councilman Bill Gee. Motion carried 7-0.

Council – Department Head Liaisons to be reviewed during the February Council meeting,

RESOLUTION 2007 - 02 RAINY DAY FUND TRANSFER

Commissioner Kevin Overmyer appeared before the Council to recommend that since the 2006 year-end General Fund cash balance was \$ 4,088,568.97 that \$ 500,000 of that balance be transferred to the County Rainy Day Fund. There was discussion on transferring \$ 800,000, but Auditor Jan Quivey says there are a number of tax refunds to be made to various large businesses, and even though those refund amounts will be reimbursed to the County during the 2007 December Settlement by various taxing units in the County, he feels \$ 800,000 could leave the General Fund short of money at some point during the year.

Kevin Overmyer also recommended that the \$ 106,971.81 ending cash balance for 2006 in the Capital Project Enabling Fund be transferred to the Rainy Day Fund, and the Capital Project Enabling Fund be considered dormant and closed out.

Matt Hassel moved and Don Morrison seconded the motion to approve the transfer of \$ 500,00 from the County's General Fund and \$ 106,971.81 from the Capital Project Enabling Fund to the County's Rainy Day Fund. Motion carried. Motion carried 7-0.

Don Morrison moved and Matt Hassel seconded the motion to pass Resolution 2007-02 as presented. Motion carried 7-0.

Treasurer Penny Lukenbill stated that the General Fund interest earned in the County's Cash Management Account at Lake City Bank for 2006 was over \$ 1.1 million and the current rate on interest is 5.5 percent. It should be noted that this \$ 1,110,987.55 in interest revenue in 2006 as compared to \$ 707,692.21 in 2005 contributed significantly to the growth in the General Fund cash balance in 2006, from \$ 1997,630.50 on January 1, 2006 to \$ 4,088,568.97 on December 31, 2006.

RESOLUTION 2007 – 01 TRANSFER OF DORMANT FUNDS

At the request of the Auditor and upon recommendation from the State Board of Accounts regarding dormant funds:

Matt Hassel moved and Don Morrison seconded the motion to approve the transfer of \$ 1.17 from the Coroner Substance Abuse Education Fund (0338) and \$ 587.61 from the Shady Rest Donation Fund (4615) to the County General Fund and to close out those funds as dormant. Motion carried 7-0.

Ralph Booker moved and Matt Hassel seconded the motion to pass Resolution 2007-01 as presented. Motion carried 7-0.

UNION TOWNSHIP TRUSTEE ASSESSOR PART-TIME CONTRACT

Kevin Overmyer, on behalf of Union Township Trustee/Assessor Marlene Mahler, stated that a contract will be drafted by County Attorney Jim Clevenger for Marlene's part-time employee, Susan Herbert, to assist in performing township assessment duties. The contract is necessary because Susan, as of January 1, 2007 has become a full-time employee in the County Assessor's Office after having worked part-time for a year, and any work over 5 hours in the township office would put her into an overtime situation. It was thought a contract based on an hourly rate for work done would be the best way to deal with the issue. Kevin requested that the money Marlene has in her Deputy Assessor line item be transferred to the Contractual Services line item.

Ralph Booker moved and Rex Gilliland seconded the motion to approve the Union Twp request moving \$ 7,140 from Deputy Township Assessor to Contractual Services. Motion carried 7-0.

JAIL PROJECT PROGRESS REPORT

CSI Project Manager, Dennis Ustet, appeared before the Council to give a progress report on the construction of the new jail.

- Soft material was found on the south side of the structure requiring removal. Solid material was found at a depth of 8 feet.
- The structural steel is complete.

- The underground piping for the sewer is being installed.
- 90 percent of the roofing is complete over the administration area, and 70 percent over the cell block area.
- The project is 3-4 weeks behind schedule, but since the structure is now enclosed and weather will not be a factor, contractors should catch up in 2 months.

Tom Chamberlin report on invoices to be paid from CAGIT funds and Change Orders:

- To Construction Control - \$ 23,015.01 for Contractual Services and Reimbursables.

Rex Gilliland moved and Matt Hassel seconded the motion to approve the payment to CSI in the amount of \$ 23,015.01. Motion carried 7-0.

- To Waste Management for Dumpsters - \$ 414.75

Joanne VanDerWeele moved and Don Morrison seconded the motion to approve the payment to Waste Management in the amount of \$ 414.75. Motion carried 7-0.

- To RQAW for Contractual Services - \$ 15,948.10

Joanne VanDerWeele moved and Matt Hassel seconded the motion to approve the payment to RQAW in the amount of \$ 15,948.10. Motion carried 7-0.

- To Overmyer Water - \$ 16.65

Don Morrison moved and Judy Stone seconded the motion to approve the payment to Overmyer Water in the amount of \$ 16.65. Motion carried 7-0.

Others – Miscellaneous

- Patriot Engineering and Environmental Control - \$ 8,206.57
 - CSI Trailer Lease - \$ 231.00
 - Portable Restrooms - \$ 450.00
 - REMC – meter - \$ 574.81
 - REMC – meter - \$ 274.06
 - REMC – meter - \$ 225.55
 - Waste Management - \$ 1,240.27
 - All – Air Solutions – lease of temporary heating components - \$ 5,330.00 – 50 degrees
 - Mc Michael Fire Extinguishers - \$ 500.00
- TOTAL - \$ 17,033.26**

Don Morrison moved and Matt Hassel seconded the motion to approve the above payments totaling \$ 17,033.26. Motion carried 7-0.

- To EMBARQ – Telephone Service - \$ 236.26

Matt Hassel moved and Judy Stone seconded the motion to approve the payment to Embark in the amount of \$ 236.26. Motion carried 7-0.

Change Order # 20 – Nurse’s Station – Window frame had to be raised to allow for proper installation of a counter top. Tom is negotiating with RQAW to determine whose responsibility it is to pay the \$ 3,197 in additional cost.

PROBATION DEPARTMENT ADDITIONAL APPROPRIATION REQUEST

Assistant Chief Probation Officer James Pheibush appeared before the Council to request an additional appropriation in the amount of \$ 38,260 to pay juvenile placement costs for 2006. This request should have been made in December 2006, but paperwork was not submitted in time for advertisement. James stated that as a rule juvenile placement costs have been going down as a result of careful management. A cost history is as follows:

- 2002 – over \$ 400,000 spent
- 2003 – over \$ 300,000 spent
- 2004 - \$ 225,000 spent – obtained via the establishment of a \$ 68/day cost per juvenile
- 2005 - \$ 239,000 spent
- 2006 - \$ 238,260 in obligations, but only \$ 200,000 budgeted. The 2006 obligations have now been paid, but with 2007 budgeted funds, leaving only \$ 161,740 to cover 2007 obligations. James says this money will run out in 6-8 months.

Now all juveniles who go through the placement program must pay back some of the costs. This is done via a judgment lien against the parents who don’t pay.

Rex Gilliland moved and Matt Hassel seconded the motion to table the \$ 38,260 additional appropriation request until fund needs are more known later in the year, and to request a report showing the amount of reimbursements collected from parents and what the usage of the placement program is. Motion carried 7-0.

ADDITIONAL FUNDING – RABIES VACCINE

Health Department Administrator Wes Burden appeared before the Council to request additional emergency funding for payment to People’s Drugstore for the purchase of rabies vaccine for the Thorn family that was not covered by their insurance. The additional amount needed is \$ 324.50 and will come from the Emergency Health line item in the Commissioner’s budget.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve the transfer of \$ 324.50 from Animal Testing to Emergency Health in the Commissioner budget to pay the additional amount owed to People’s Drugstore for rabies vaccine. Motion carried 7-0.

ASSESSOR REQUEST TO WAIVE 90DAY PROBATION PERIOD

Assessor Debbie Dunning requested that the 90 day/90 percent pay during the probation period for new full-time employees be waived. Debbie has hired Susan Herbert as a new Deputy Assessor. Susan has worked part-time in the office for a year and has worked for Union Township as a Deputy Assessor for 3 years. She is also a Certified Level 2 Appraiser.

Joanne VanDerWeele moved and Judy Stone seconded the motion to approve the waiver of the 90 day 90 percent pay for new Deputy Assessor Susan Herbert. Motion carried 7-0.

ACOHOL AND BEVERAGE COMMISSION APPOINTMENT

Ralph Booker moved and Rex Gilliland seconded the motion to reappoint Maria Keller to the Marshall County ABC board for 2007. Motion carried 7-0.

AUDITOR REPORT

December 11, 2006 Meeting Minutes:

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to approve the December 11, 2006 minutes as presented. Motion carried 7-0.

2007 Sheriff's Contract:

Ralph Booker moved and Matt Hassel seconded the motion to approve the 2007 Sheriff's Contract with a salary in the amount of \$ 72,394.40. Motion carried 7-0.

2006 Jail Commissary Report: Distributed to Council Members

ADDITIONAL APPROPRIATIONS & TRANSFERS

2006 Additional Appropriation: To zero out negative salary line item at year-end for the Soil and Water Secretary.

Ralph Booker moved and Matt Hassel seconded the motion to approve a \$.44 additional appropriation request in Soil and Water for Wages – Secretary. Motion carried 7-0.

2006 Transfers: To zero out negative budget line items at year-end

Clerk -	\$ 2,179.00	from Clerical to Deputies
Clerk -	\$ 1.00	from Clerical to Department Head

Treasurer -	\$.10	from Deputies to Department Head
Treasurer -	\$ 8.00	from Clerical to Deputies
Recorder -	\$ 1.00	from Office Supplies to Department Head
Surveyor -	\$ 3.00	from Office Supplies to Administrative Assistant
Coroner -	\$ 59.80	from Office Supplies to Emergency Deputies
Voter Reg -	\$ 1.00	from Office Supplies to Deputies
Extension -	\$ 1.00	from Office Supplies to Secretaries
Extension -	\$ 1.00	from Office Supplies to 4-H Program Assistant
Tippecanoe Twp -	\$3.00	from Office Supplies to Clerical
Council -	\$ 1.00	from Dues & Subscriptions to Salaries
Commissioners -	\$1.00	from Vehicle Maintenance Supplies to Salaries
Bldgs & Grounds -	\$117.70	from Repair & Maintenance Supplies to Overtime
Bldgs & Grounds -	\$ 16.00	from Office Supplies to Custodians
Museum -	\$ 4.00	from Dues & Subscriptions to Archive Manager
Circuit Court -	\$ 1.00	from Dues & Subscriptions to Bailiff
Probation -	\$ 1.00	from Office Supplies to Office Administrator
Victim Assist -	\$ 10.00	from Dues & Subscriptions to Department Head
Victim Assist -	\$ 2.00	from Dues & Subscriptions to Investigator
Bldg Inspector -	\$ 67.00	from Training to Part-time Inspector
Jail -	\$ 40.00	from Travel/Mileage to Janitorial Supplies
Jail -	\$ 200.00	from Turnkey/Dispatchers to Part-Time Turnkey/Dispatchers
Reassessment -	\$392.35	from Group Health Insurance to Employer Social Security
Reassessment -	\$146.73	from Group Health Insurance to Employer PERF
Reassessment -	\$ 1.00	from Postage to Department Head
Reassessment -	\$ 354.00	from Clerical to Deputies
Reassessment -	\$ 500.00	from Postage to Employer PERF
Pre-Trial Div-	\$10,000.00	from Office Supplies to Office Equipment
Court Services -	\$ 66.01	from Group Life Insurance to Employer PERF
Court Services -	\$ 20.00	from Dues & Subscriptions to Substance Abuse Officer
Court Services -	\$ 20.00	from Dues & Subscriptions to Case Work Managers

Court Services - \$ 20.00 from Dues & Subscriptions to Professional Services

Highway - \$ 200.00 from Office Equipment to Employer PERF

Health Dept - \$ 1.00 from Office Supplies to Administrative Assistant

Health Dept - \$ 1.00 from Office Supplies to Health Officer

Health Dept - \$ 1.00 from Office Supplies to Health Registrar 1

Health Dept - \$ 1.00 from Office Supplies to Health Registrar 2

Health Dept - \$ 1.00 from Office Supplies to Nurse

Health Dept - \$ 1.00 from Office Supplies to Sanitarian

E 9-1-1 - \$ 1.00 from Turnkey/Dispatchers to Holiday Pay

Ralph Booker moved and Rex Gilliland seconded the motion to approve all the above 2006 budget transfers to eliminate all negative year-end line item balances. Motion carried 7-0.

2007 Additional Appropriation:

Matt Hassel moved and Rex Gilliland seconded the motion to approve the Sheriff's Department additional appropriation request of \$ 24,976.56 for Maxinkukee Lake Patrol. Motion carried 7-0. Money received as a grant,

Don Morrison moved and Rex Gilliland seconded the motion to approve the Tippecanoe Township Assessor salary additional appropriation request of \$ 1,000 for Level 2 Appraiser Certification. Motion carried 7-0.

Don Morrison moved and Joanne VanDerWeele seconded the motion to approve the West Township Assessor salary additional appropriation request of \$ 1,000 for Level 2 Appraiser Certification. Motion carried 7-0.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to approve the Probation Department additional appropriation request of \$ 400 for Longevity. Motion carried 7-0. Adopted budget in September 2006 was \$ 400 short in Longevity.

Ralph Booker moved and Judy Stone seconded the motion to approve the Probation User Fee Fund additional appropriation request of \$ 4,000 for Longevity for Probation Officers. Motion carried 7-0. Longevity to be paid from User Fees rather than the General Fund.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Reassessment additional appropriation request of \$ 15,000 for Postage to send out Form 11s for 2006 pay 2007 tax year. Motion carried 7-0.

Ralph Booker moved and Rex Gilliland seconded the motion to approve the Probation Administrative Fee Fund additional appropriation request of \$ 1,884 for Probation Officer Salaries. Motion carried 7-0. Adopted budget in September 2006 was \$ 1,884 short in the Administrative Fee portion of Probation Officer salary needs..

Matt Hassel moved and Rex Gilliland seconded the motion to approve the County Drug Free Community additional appropriation requests of \$ 6,667 for Prevention and Education, \$ 6,667 for Treatment, and \$ 6,666 for Criminal Justice. Motion carried 7-0.

Matt Hassel moved and Ralph Booker seconded the motion to approve the Tobacco Cessation-Prevention additional appropriation requests of \$ 2,000 for Professional Services, \$ 41,911 for Tobacco-Free Marshall County, and \$ 10,000 for Computer Equipment. Motion carried 7-0. This is the entire budget for 2007. It was not originally adopted during the September 2006 Budget Adoptions because the proposed budget was not advertised.

Matt Hassel moved and Don Morrison seconded the motion to approve the Cum Cap Development additional appropriation request of \$ 74,000 for HVAC Controls in the County Building. Motion carried 7-0. This money was previously budgeted in 2006, but because of time constraints the project could not be carried out.

Don Morrison moved and Rex Gilliland seconded the motion to approve the Special Jail CAGIT additional appropriation request of \$ 300,000 for Professional Services to meet proposed spending needs in 2007 as the jail project proceeds. Motion carried 7-0.

There being no further business **Ralph Booker moved and Joanne VanDerWeele seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY FEBRUARY 12, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday February 12, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Matt Hassel, Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

SHERIFF JON VANVACTOR

Request to Waive 90 Day 90 Percent Pay: Sheriff VanVactor requested the 90 day 90 percent pay for new Deputy Jeff Sharp be waived. Jeff had thirteen (13) years experience as a Deputy with the Marshall County Sheriff's Department prior to going to work for the County Highway Department a couple of years ago. He is now returning to the Sheriff's Department.

Don Morrison moved and Matt Hassel seconded the motion to waive the 90 day 90 percent pay for Deputy Sheriff Jeff Sharp. Motion carried 7-0.

Request to Waive 90 Day 90 Percent Pay: Also requested was a waiver of the 90 day 90 percent pay for Turnkey/Dispatcher Matthew Brown. Matt previously worked as a turnkey/dispatcher for Marshall County prior to going to work for the Plymouth Police Department for a period of time. He has been back with the Sheriff's Department as of January 1, 2007.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to waive the 90 day 90 percent pay for Turnkey/Dispatcher Matthew Brown. Motion carried 7-0.

Replacement of Wrecked Vehicle: Sheriff VanVactor requested preliminary approval to proceed with replacing a totaled department vehicle, a 2001 Ford Taurus from Oliver Ford. Formal approval will be considered at the March Council meeting. The replacement vehicle will be a low mileage 2006 Taurus with a cost of \$ 13,900. He stated the County's insurance carrier reimbursed the County \$ 5,400 for the totaled vehicle.

Ralph Booker moved and Matt Hassel seconded the motion to allow Sheriff VanVactor to proceed with procuring the 2006 Ford Taurus replacement vehicle with formal appropriation to occur during the March Council meeting. Motion 7-0.

New Jail Additional Personnel Needs: Sheriff VanVactor stated nine (9) additional personnel would be needed to operate the new jail facility, some of which is actually because of a shortage of staffing in the current jail. Eight (8) additional Turnkey/Dispatchers and one (1) additional Jail Records Clerk are the positions needed, at an annual wage and benefit cost of just under \$ 400,000 according to the Sheriff.

Fred Lintner states new staffing hiring will be dependent upon available funds, and will be considered at budget time as the amount of available funds is better known. Fred also said that new jail operation and staffing shouldn't become dependent on GAGIT funds. He says the County should be looking to pay off the construction bonds as soon as possible, rather than using significant amounts of CAGIT revenue for jail operation. He says any new jail positions need to be funded from the General Fund.

JAIL PROJECT UPDATE

Dennis Usted, Construction Control Incorporated, gave his monthly report on the jail construction progress. He says work is progressing in spite of the weather. Metal studwork in the administration area has begun, as has block work in the kitchen and recreational areas. Interior painting has begun in the electrical and mechanical rooms. The cold and snow has affected the site utilities in being able to get water to the building, as well as halting completion of the roof work.

Jail Site Tour: At the invitation of Commissioner Chamberlin the Council agreed to tour the facility following the March 12 Council meeting.

Change Order Negotiation: Tom Chamberlin is negotiating with RQAW to delete the \$ 4,054 cost for underground piping to grease traps in the kitchen area that was overlooked in the initial design. Tom says the County should not have to pay for an oversight on something that is required by state law.

CAGIT CREDITS and EXPENDITURES:

Change Order # 23 Deletion: deletion of a room and several doors in the evidence area affecting heating costs - \$ 2,235.00 Credit

January/February Expenditures:

- NIPSCO – gas and electric - \$ 6,787.93
- Waste Management - \$ 1,251.82
- Overmyer Water - \$ 21.30
- Johnny on the Spot - \$ 450.00
- Mobile Office Rent - \$ 231.00
- Embarq - \$ 242.22
- REMC - Parking area - \$ 218.66
- REMC – Trailer lights - \$ 227.33
- REMC – Building - \$ 964.15
- Waste Management - \$ 1,545.00
- TC Security Alarm System - \$ 96.00
- All-Air Heating Fans - \$ 840.00 for the season
- All-Air Heating Elements - \$ 3,235.00 for the season
- Stockberger Trucking - \$ 2,858.75 recycled material for correction area backfill
- Patriot Engineering - \$ 2,797.75 concrete and soil testing
- Indiana Restaurant Equip - \$ 39,240.70 a portion of the \$ 351,645 contract amount
- City of Plymouth - \$ 28.68 water

- CCI - \$ 17,400.00 portion of contract amount
- CCI - \$ 2,452.31 general conditions (office supplies, office help)
- CCI - \$ 1,941.36 reimbursables
- RQAW - \$ 13,392.80 (\$13,200 is a portion of the \$ 490,500 contract)
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REMODELING OF COUNTY BUILDING ROOM 307

Commissioner Jack Roose and Buildings and Grounds Director Rich Ulrich appeared before the Council to request an additional appropriation of \$ 60,000 to construct a permanent meeting room in Room 307 3rd Floor County Building. The room would be used by all county boards including the Commissioners, Council, Plan Commission, BZA and Drainage Board. It would have permanent furniture and a variety of up to date electronic equipment including a new sound system, built in microphones, Power Point and monitors, and would also have generator capacity. The seating would be for up to 175 people, large enough to handle most meeting crowds. The quotes presented by Rich Ulrich and IT Director Michael Marshall are as follows:

- New Horizon Communication - \$ 27,525.66
- Lowry's Carpet Care & Flooring - \$ 6,770.93 to \$ 7,353.23
- Philip Konrad & Sons - \$ 12,442.00 for cabinetry and \$ 1,200 for installation
- Michiana Contracting - \$ 7,783.00

Total Cost Estimates with Current Quotes - \$ 55,721.59 to \$ 56,303.89

Other quotes may be pending.

Ralph Booker inquired if Room 307 would still be available for the many meetings that currently take place there, such as Extension and 4-H meetings. Rich says if the meetings are properly supervised those groups would still be able to use those rooms. Also, for smaller meetings, the current Council and Commissioner meeting rooms could be used.

MARSHALL COUNTY ECONOMIC DEVELOPMENT STEERING COMMITTEE PRESENTATION

County Attorney Jim Clevenger and Bill Keyser, President of the Bourbon Town Council, both members of the Marshall County Economic Development Steering Committee, appeared before the Council to present the idea of establishing a Marshall County Economic Development Corporation. Other members of the Steering Committee are: Chad Baker, Bremen; Plymouth Mayor Gary Cook; Plymouth School Superintendent Dr. John Hill; David Lewallen, Plymouth; County Commissioner Kevin Overmyer; and Mark Umbaugh, Argos.

The Steering Committee has visited Whitely County, has drafted by-laws based on similar by-laws from Fulton, Starke, St. Joseph and Whitely Counties, and has presented their ideas to all cities and towns in the County prior to coming to today's meeting. (Bremen's presentation is tonight).

The purpose of establishing an Economic Development Corporation is to have a permanent entity that will work to encourage businesses to come to Marshall County which will lead to more jobs

for the citizens of the County. It was stated that Marshall County has fallen well behind surrounding counties, especially Kosciusko and Starke, in bringing in economic development. The corporation would be established as a non-profit entity with a Board of Directors and an Executive Director. From information gathered from other Counties who have established Economic Development Corporations, the average annual budget for the corporation is in the neighborhood of \$ 300,000 to \$ 350,000. It was stated that since Whitely County established an Economic Development Corporation an additional one (1) billion dollars in increased assessed valuation has been generated with four thousand (4,000) new jobs created.

The Steering Committee's proposal to fund the Corporation is to impose a one-tenth percent (.001) EDIT tax on wage earners. Revenue generated by this local income tax currently would be \$ 758,227 annually, with approximately \$ 400,000 going to the County and the remainder divided among the six (6) cities and towns in the County, with the apportionment based on either the adjusted abstract levy or the population of those cities and towns. The Corporation once established would enter into a binding contract with the cities and towns requiring them to contribute a set amount of funds towards economic development. Some private funds from local businesses could also help to fund the Corporation.

The Steering Committee asks that a public hearing be set up to allow public input on the establishment of an Economic Development Corporation and the funding of it.

There were numerous comments and concerns from all the Council members, especially regarding the funding of the Corporation, the unknown affects of Trending on taxpayers, and the Circuit Breaker cap's effect on all units of local government. However, the general consensus of all Council members is that economic development is very important to Marshall County and that the establishment of an Economic Development Corporation is a good idea. It was noted that March 31, 2007 is the deadline to impose the EDIT if the tax is to be implemented in 2007 with collection from paychecks to begin in July 2007 and distribution of revenue to begin in 2008.

There was some feeling that the Corporation should be started as a pilot program to be funded by the General Fund of the County and the Cities and Towns to make sure it is a viable entity before any new tax is implemented. There was also concern that the non-profit Corporation would have no one to be accountable to since no elected officials would be on the Board, and there would be no limitations on how the EDIT tax revenue is spent.

Feeling the best way to get more information and to hear what the public has to say:

Judy Stone moved and Matt Hassel seconded the motion to set a public hearing for March 8, 2007 at 7:00 pm in Room 307 County Building regarding the possibility of imposing a one-tenth (.001) percent EDIT tax to fund the establishment and operation of a Marshall County Economic Development Corporation. Motion carried 7-0.

Due to the unavailability of Room 307 on March 8 the public hearing was later moved to Wednesday March 7, 2007 at 7:00 pm.

ADDITIONAL APPROPRIATIONS & TRANSFERS

Don Morrison moved and Ralph Booker seconded the motion to approve the Auditor additional appropriation request of \$ 6,000 for Wages – Deputy. Motion carried 7-0.

\$ 6,000 was transferred by check from the Plat Mapping Fund to the General Fund to pay a portion of the Auditor GIS Deputy's 2007 wages as approved by Council during the 2007 Budget Adoption. Today's action appropriates those monies.

Ralph Booker moved and Matt Hassel seconded the motion to approve the Commissioner additional appropriation request of \$ 3,500 for 4-H Council Fair Premiums & Expense. Motion carried 7-0.

This was an amount budgeted in 2006, but no claim for disbursement was submitted. Herb Newman, 4-H Council Treasurer asked that the monies be re-appropriated in order for obligations to be paid.

Rex Gilliland moved and Matt Hassel seconded the motion to approve the Probation additional appropriation requests of \$ 30,080 for Wages – Probation Officers, \$ 4,000 for Longevity and \$ 4,000 for Assistant Chief Probation Officer Stipends. Motion carried 7-0.

\$ 30,080 was transferred by Court Order from the Probation Administrative Fee Fund to the General Fund to pay a portion of the Probation Officers' 2007 wages; and \$ 4,000 for Probation Officer Longevity and \$ 4,000 for Probation Officer Stipends was transferred by Court Order from the Probation User Fee Fund to the General Fund as approved by Council during the 2007 Budget Adoption. Today's action appropriates those monies for these purposes.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Probation User Fee additional appropriation request of \$ 4,000 for Assistant Chief Probation Officer Stipends to be transferred by Court Order to the General Fund (see above motion for details). Motion carried 7-0.

Matt Hassel moved and Judy Stone seconded the motion to approve the Health Department additional appropriation requests of \$ 462.07 for Pandemic Flu Expenditures (vaccine) and \$ 2,000 for Medical Supplies (adult vaccines and immunizations). Motion carried 7-0.

Ralph Booker moved and Joanne VanDerWeele seconded the motion to approve the Commissioner additional appropriation request of \$ 60,000 from the Cum Cap Development Fund for Building Construction (remodel Room 307 into permanent meeting rooms for all boards). Motion denied 4-3 with Fred Lintner, Don Morrison, Judy Stone and Matt Hassel voting nay and Joanne VanDerWeele, Ralph Booker and Rex Gilliland voting yea.

The Council requested that the Commissioners, the Tech Committee and Michael Marshall attend the March 12, 2007 meeting with a pared down quote for the project and a better explanation of the technology needs of the project and the costs involved.

2007 COUNCIL – DEPARTMENT LIAISON LISTING

Clerk	– Morrison
Auditor	– Hassel
Treasurer	– Gilliland
Recorder	– Lintner
Sheriff	– Hassel & Morrison
Surveyor	– Lintner
Coroner	– Gilliland
Prosecutor	– Hassel
Assessor	– Gilliland
Extension	– Morrison
Bldg Inspector	– Morrison
Veteran Service	– Gilliland
Wts & Measures	– Stone
Jail	– Hassel & Morrison
Circuit Court	– Booker
Superior Court # 1	– Stone
Superior Court # 2	– Stone
Probation	– Booker
Museum	– VanDerWeele
EMA	– Gilliland
Highway	– Lintner
Health	– Stone
County Bldgs	– Gilliland
Merit Board	– Hassel & Morrison
MACOG	– Booker
Solid Waste	– VanDerWeele
Job Classification	– Booker & Stone
Court Services	– Lintner
Technology Committee	– Booker
Commissioners	– Lintner & VanDerWeele
Child Services	– Gilliland & VanDerWeele
Marshall – Starke	– Morrison
Plan Commission/BZA	– Morrison

Ralph Booker moved and Rex Gilliland seconded the motion to approve the Council Liaison list. Motion carried 7-0.

AUDITOR REPORT

January 8, 2007 Meeting Minutes: Ralph Booker moved and Matt Hassel seconded the motion to approve the January 8, 2007 Council meeting minutes as presented. Motion carried 7-0.

Resolution 2007-03 Excess CAGIT Distribution:

Rex Gilliland moved and Don Morrison seconded the motion to pass Resolution 2007-03 resolving to deposit \$ 1,693,941.91 of Excess CAGIT distribution into the Marshall County Rainy Day Fund and for said money to be expended as determined by the Marshall County Council. Motion carried 7-0.

Ordinance 2007 -01 Vendor Administration Fees:

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to pass Ordinance 2007-01 establishing a one-time \$ 100 vendor administration fee for vendors desiring to sell their product to county employees through payroll deduction. Motion carried 7-0. This ordinance has previously been passed by the Marshall County Commissioners on first, second and third readings.

2007 Salary Ordinance Amendment:

Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve a recommendation by the Drug Task Force Board to increase the part time Office Administrator's hourly wage for 2007 by five (5) percent, which is the same increase as all other part time County employees received for 2007. Motion carried 7-0.

Ordinance 2007-05 Establishing a Wireless 9-1-1 Fund:

Ralph Booker moved and Matt Hassel seconded the motion to establish a Wireless 9-1-1 Fund, as required by Indiana statute, in which all wireless 9-1-1 fees is to be deposited. Motion carried 7-0.

TAX AWARENESS COMMITTEE

Mike Bernero says an EDIT tax to fund a Marshall County Economic Development Corporation shouldn't be imposed at this time because the state has still not recovered from the job losses over the last ten (10) years. He agrees that the Corporation be set up on a pilot basis to see how successful it is before a tax is imposed to fund it.

There being no further business **Ralph Booker moved and Joanne VanDerWeele seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____ **Jan A. Quivey, Auditor**

MONDAY MARCH 12, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday March 12, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Matt Hassel, and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Commissioner Tom Chamberlin announced there would be a tour of the jail site today for any Council members wishing to attend. He says some of the cells are now installed and will be completed in two weeks. Work is progressing quite well. Contractors are ahead of schedule on the inside, with the masons to finish shortly. He says the goal is to be able to move the communications system and employees to the new site in August.

As far as expenditures go, one-half of the Holding Corporation invoices and over one-half of the CAGIT invoices have been paid.

Change Order – Holding Corporation – Recess the control room floor 8 inches - \$ 24,501

CAGIT EXPENDITURES:

February/March Invoices:

- NIPSCO – gas and electric - \$ 6,273.57
- Waste Management - \$ 1,173.69
- Waste Management - \$ 414.75
- Overmyer Water - \$ 26.68
- Johnny on the Spot - \$ 450.00
- Mobile Office Rent - \$ 231.00
- Embarq - \$ 236.97
- REMC - Parking area - \$ 2,305.97
- Stockberger Trucking - \$ 2,438.87 - fill in cell block area
- Patriot Engineering - \$ 5,185.25 - concrete and soil testing
- Ryan Fire Protection \$ 109,720.00 - Contractual
- Indiana Restaurant Equip - \$ 12,217.00 - Contractual
- City of Plymouth - \$ 28.68 - water
- CCI - \$ 17,400.00 - portion of contract amount
- CCI - \$ 314.87 - general conditions (office supplies, office help)
- CCI - \$ 2,176.40 - reimbursables
- RQAW - \$ 26,400.00 - Contractual – one-half complete
- RQAW - \$ 294.51 - Reimbursables

Rex Gilliland moved and Matt Hassel seconded the motion to approve the jail project expenditures. Motion carried 7-0.

PROSECUTOR 90 DAY 90 PERCENT PAY WAIVERS

County Prosecutor Curt Palmer appeared before the Council to request a waiver of the 90 day 90 percent pay for two employees. One being Cindy Pucciarelli, who has been a part time employee for two years and is now going full time; and the other being Victim Assistance employee, Jaime Sharp, who will be taking over the position of Director as Laura Mann will be leaving.

Joanne VanDerWeele moved and Matt Hassel seconded the motion to approve the waiver of the 90 day 90 percent pay for Cindy Pucciarelli. Motion carried 7-0.

Matt Hassel moved and Don Morrison seconded the motion to approve the waiver of the 90 day 90 percent pay for Jaime Sharp. Motion carried 7-0.

ERS COMMUNICATIONS EQUIPMENT PROPOSAL – NEW JAIL

Randy Fisher, Jim Laverdiere and Phil Kile, Emergency Radio Services, Inc. (ERS) appeared before the Council to present proposals for new jail communications equipment. The proposals are considered an upgrade to the current system since much of the current equipment will be used. The proposal includes an extra 9-1-1 position making a total of four. The proposed system includes the equipment necessary to upgrade to an 800 MHz radio frequency. The ERS proposal is in the amount of \$ 566,058.66 with funding to come from CAGIT.

Also submitted was a combination proposal with ERS and Motorola for in-jail radio equipment. The two proposals include a split cost of \$ 22,152 for Motorola and an additional \$ 7,761 for ERS.

Matt Hassel moved and Rex Gilliland seconded the motion to proceed with the radio purchase from Motorola in order to take advantage of a \$ 2,400 discount, pending Council approval of an additional CAGIT appropriation of \$ 22,152 during the April Council meeting. Motion carried 7-0.

LOCAL ROAD and STREET INVESTMENT INTEREST REQUEST

Highway Superintendent, Neal Haeck, appeared before the Council to request that daily interest earned for the fund balance in the LR&S Fund be directed towards that fund rather than to the General Fund. Treasurer Penny Lukenbill stated that even though Highway Fund interest was redirected to the County General Fund a few years ago when the General Fund was cash short, LR&S interest has always been directed to the General Fund. She states, however, that in the past if the Highway Department requested that LR&S money be invested, she has purchased CDs from the fund with interest earned from the CDs directed to the LR&S Fund.

The consensus of the Council was to recommend that Neal request that Penny invest an uncommitted portion of the LR&S money into a CD.

ROOM 307 REMODELING ADDITIONAL APPROPRIATION REQUEST

Commissioner Kevin Overmyer addressed the Council's concern from the February Council meeting regarding the cost of electronic equipment proposed to be installed in the remodeling of Room 307 into a permanent meeting room for all County boards. He stated that IT Director, Michael Marshall is preparing new electronic specifications for the room in order for requests for sealed bids to be sent out. He says the Tech Committee will also be involved in determining the scope of the project.

Kevin further says moving the Commissioner offices to the north end of room 307 rather than the south end will save approximately \$ 14,000.

He says the Commissioners are still requesting an additional appropriation of \$ 60,000 in the CCD fund to finance the project, although he hopes the final cost will be less.

The remodeled Room 307 will be used mainly for adult meetings, with the option of using an accordion divider that will allow for split usage.

Matt Hassel expressed his concern regarding the cost of the electronics. He feels there is a need for a meeting room, but questioned if the proposed electronics were a need or a want. Kevin responded that it is a need. Ralph Booker stated it could probably be done cheaper, but the question in his mind is whether it should be done right the first time. Joanne VanDerWeele says the latest technology should be used. Anita Munson and Kathy Bottorff, on behalf of the media, said the ability for presenters to use Power Point would be very beneficial.

ADDITIONAL APPROPRIATIONS

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Commissioner's additional appropriation request of \$ 60,000 in the CCD fund for Building Construction for the remodeling of Room 307 into a permanent meeting room. Motion carried 5-1 with Matt Hassel voting nay and Don Morrison abstaining.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve the Sheriff's additional appropriation request of \$ 4,000 for Emergency Deputies necessitated by required guard duties at the hospital for a hospitalized inmate. Motion carried 7-0.

Matt Hassel moved and Ralph Booker seconded the motion to approve the Sheriff's additional appropriation requests of \$ 8,930 for Vehicle Purchase to replace a vehicle totaled in an accident. Motion carried 7-0. The actual cost of the replacement vehicle, a 2006 Ford Taurus, is \$ 13,900, but \$ 4,970 remained in the Sheriff's 2007 Vehicle Purchase line item. Jan Quivey stated that the County has received \$ 5,300 in insurance reimbursement for the totaled vehicle and this money was deposited into the General Fund.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Weights and Measures Inspector's additional appropriation request of \$ 380 for Travel/Mileage to

cover costs, including registration, to attend the annual Weights and Measures Conference in Indianapolis. Motion carried 7-0.

Rex Gilliland moved and Matt Hassel seconded to approve the Assessor's additional appropriation requests in the County Sales Disclosure Fund of \$ 300 for Training and \$ 227 for Travel/Mileage for two of her Deputies to attend a DoxTek seminar in Indianapolis. Motion carried 7-0.

Rex Gilliland moved and Ralph Booker seconded the motion to approve the Highway additional appropriation request of \$ 2,900 for Unemployment Compensation. Motion carried 7-0. Neal Haeck said this was to pay Unemployment Compensation to a former employee who voluntarily left the County, but because he was laid off from his next employment after a short time, his previous employer (Marshall County) is liable as well. The Council thought this was ridiculous, but said they have no choice but to approve the request.

APPROPRIATION REDUCTIONS

Judy Stone moved and Rex Gilliland seconded the motion to approve the Probation User Fee appropriation reduction of \$ 5,000 for Assistant Chief Probation Officer Stipends. Motion carried 7-0. The reason for this reduction is originally \$ 1,000 too much was budgeted for Stipends since the Council did not approve the increase from \$ 2,000 to \$ 2,500 annually for each of the two Assistant Chief Probation Officers. Also, an additional \$ 4,000 was appropriated mistakenly during the February 12, 2007 Council meeting causing a duplication. These two items resulted in the need for a \$ 5,000 reduction.

Ralph Booker moved and Joanne VanDerWeele seconded the motion to approve the Plat Mapping appropriation reduction of \$ 1,274 for Wages - Deputy. Motion carried 7-0. The reason for this reduction is originally \$ 1,274 too much was budgeted for the portion of the Auditor's GIS Deputy's wages that were to be paid from Plat Mapping. (\$ 7,274 was appropriated but only \$ 6,000 is needed.)

KOONTZ LAKE SEWER DISTRICT CHALLENGE

Council President Fred Lintner passed around a letter from County Attorney Jim Clevenger for the Council to review. It said that the establishment of the Koontz Lake Sewer District is being challenged.

AUDITOR REPORT

February 12, 2007 Meeting Minutes: **Don Morrison moved and Matt Hassel seconded the motion to approve the February 12, 2007 Council meeting minutes as presented. Motion carried 7-0.**

Resolution 2007-07 Transfer of Dormant Funds - DTF:

Matt Hassel moved and Rex Gilliland seconded the motion to pass Resolution 2007-07 resolving to close out and make dormant DTF Fund 4605 and to transfer the \$ 17,936.28

balance in Fund 4605 to DTF Fund 4604. Motion carried 7-0. The reason for eliminating one of the DTF funds is that the DTF is no longer multi-county, but instead is just Marshall County DTF. The County is no longer receiving Federal grant funds for DTF; therefore the Auditor's office no longer has to deal with the Federal fiscal year, which was different from the County's. The net result is the need for only one fund that will operate on the County's fiscal year of January 1 through December 31.

TAX AWARENESS COMMITTEE

Mike Bernero says he concurs with Matt Hassel's concern over the proposed cost of electronics in the remodeling of County Building Room 307.

SPRING TAX BILLING UPDATE

Treasurer Penny Lukenbill gave the Council an update on the Spring Tax billing progress. Because of cross-county school districts, of which Marshall County has four involving six adjoining counties, and the differences between all the counties in the timing of getting their tax rates approved because of Trending, there will be a delayed Spring billing. Penny and Jan Quivey have met and discussed the idea of both a regular billing, with actual rates, once DLGF approved, for those districts within the County that are not affected by cross-county schools; and a provisional billing for those districts that are affected and won't have actual rates. A provisional billing will involve more costs as it will require not only the provisional billing based on a percentage of last years tax bills, but also a reconciliation billing at some time in the fall. Additional work for the tax billing software vendor will also result in additional costs.

There being no further business **Matt Hassel moved and Rex Gilliland seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY APRIL 9, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday April 9, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Matt Hassel, and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Dennis Husted, CCI Project Manager, stated there has been good progress on the new jail. The facility will be tapped into the City water system today. Eighty (80) percent of the metal studwork is built. All inside concrete has been poured. Most of the masonry work is complete. All of the cells have been installed. Ninety-eight (98) percent of the roof is complete, and there has been good progress on the painting. Overall the project is ahead of schedule by a few weeks.

There is an issue with the installation of lift stations caused by unsuitable soil. To solve this problem, Mr. Husted and Tom Chamberlin will be requesting of the Commissioners the go ahead to install steel sheet pilings in the ground around the lift station to stabilize the soil and to prevent the undermining of City utilities and Neu Road itself caused by moving water. Several options were looked at as a means of dealing with the problem, including a change of location, but there would still be soil issues. The pilings will have to be driven to an estimated depth of thirty (30) feet to reach stable sand. It was stated that an agreement will have to be worked out with the City of Plymouth getting their approval to install and make the pilings permanent. If the pilings were to be removed at some point in the future the undermining of the road and utilities could happen again.

The additional cost to install the pilings will be \$ 46,468, and according to Commissioner Chamberlin there is likely enough money budgeted in General Conditions to cover the extra cost. Two other items that are currently over budget are Printing Documents and Soil Testing. Judy Stone inquired if used pilings could be used instead of new. She said this could mean some cost savings. Mr. Husted said he would look into it.

Commissioner Chamberlin presented the following in voices to be paid with CAGIT Funds:

March/April Invoices:

- | | |
|---------------------------|---------------|
| - NIPSCO – gas | - \$ 3,447.89 |
| - Allied Waste Management | - \$ 586.07 |
| - Allied Waste Management | - \$ 200.17 |
| - Overmyer Water | - \$ 27.35 |
| - Johnny on the Spot | - \$ 450.00 |
| - Mobile Office Rent | - \$ 231.00 |
| - Embarq - | - \$ 236.97 |

- REMC - Parking area - \$ 332.69
- REMC - Building - \$ 1,567.24
- REMC – Trailer - \$ 287.39
- TC Security - \$ 96.00
- Patriot Engineering - \$ 1,174.25 - concrete and soil testing
- Ryan Fire Protection - \$26,780.50 - Contractual
- Indiana Restaurant Equip - \$ 44,337.45 - Contractual
- City of Plymouth - \$ 28.68 - water
- CCI - \$ 17,400.00 - portion of contract amount
- CCI - \$ 2,070.08 - general conditions (office supplies, office help)
- CCI - \$ 2,176.40 - reimbursables
- RQAW - \$ 13,199.99 - Contractual - \$ 145,199.99 remaining
- RQAW - \$ 459.49 - Reimbursables

Rex Gilliland moved and Judy Stone seconded the motion to approve the above jail project expenditures. Motion carried 7-0.

On Saturday, April 21, 2007 the County employees are invited to a tour of the new jail facility.

SUPERIOR COURT # 1 COPIER PURCHASE REQUEST

Court Administrator, Barb Dunlap, appeared before the Council on behalf of Judge Bowen to request preliminary approval to purchase a color copier. The official additional appropriation request will be considered during the May meeting. She says their current copier has produced 457,184 pages of copies. It will not be traded in; therefore, it will be available for another department that has a lower volume need. The new copier is requested in color for court exhibit purposes.

Ralph Booker questioned why networking of equipment was not being considered among the Courts. Barb stated that Judge Bowen eventually would like to go in that direction, but cost is a factor now.

The cost of the new copier will be \$ 9,508, but only \$ 9,008 in additional funds will be requested because of some money remaining in the current budget.

Matt Hassel moved and Rex Gilliland seconded the motion to tentatively approve a \$ 9,008 additional appropriation to be used to purchase a color copier, with formal approval to be considered during the May 2007 meeting. Motion carried 7-0.

The Council requested that Judge Bowen speak with Michael Marshall regarding possibly networking with the other courts and using one copier.

SHERIFF VANVACTOR – 2007 ADDITIONAL APPROPRIATION NEEDS

Sheriff Jon VanVactor appeared before the Council to present additional personnel and funding needs to operate the new County Jail. In the current 2007 Jail CAGIT budget enough money was appropriated to fund four (4) additional Jailers/Dispatchers for six (6) months and a new Jail

Records Clerk for nine (9) months. He says another 4 jailer/dispatchers will be required for the last half of 2007 in order to properly staff the new jail once it is opened and to allow for training of the new personnel.

He stated that current jail staffing involves 21 jailer/dispatchers. The new jail will require 29 Jailer/Dispatchers and one (1) additional Jail Records Clerk.

The additional 2007 funding he will be requesting at the May Council meeting includes \$ 95,501.51 for additional full time personnel wages, to be paid from CAGIT funds; and \$ 30,000 for part time personnel, \$ 15,000 for Overtime (a considerable amount of overtime was used in January to pay off unused comp time for three terminating employees), \$ 10,000 for Training and \$ 2,700 for Uniforms for new personnel, to be paid from the County General Fund.

Jon says as the services provided grow and the number of inmates increases, more additional personnel may be needed. He stated that the current jail is understaffed, and continued understaffing likely will result in safety and liability issues.

Council President Fred Lintner stated that all County departments feel they are understaffed, and that the Council only has so much money to work with in funding county services. On top of that there are new programs, such as the Marshall County Economic Development Corporation, that will also require an unknown amount of funding. He says he feels that keeping tax rates down is important for Marshall County to continue being looked at in a favorable manner.

Matt Hassel questioned if a 40 hour work week had been considered as a means of lowering employee needs (2080 hours worked annually versus 1944 hours). Jon says he would be willing to look at that, but it is really a salary ordinance issue that would have to be addressed by the Council and Commissioners. The current salary ordinance states 1944 hours for Sheriff Department personnel. Jon said another area that needs to be looked at is compensatory time. He says his department carries 3,000 hours of accumulated comp time that will eventually have to be paid off. He also said that going to a 40 hour week would likely not reduce the number of full time employees needed, but could reduce the amount of overtime and part time help used.

Matt Hassel says the Council would be willing to look at changing the salary ordinance, and says comp time has become an uncontrolled animal that needs to be addressed.

COUNCIL/COMMISSIONER JOINT WORKSHOP

Commissioner Kevin Overmyer appeared before the Council to inquire if the Council would be receptive to a joint budget workshop with the Commissioners. The consensus was yes, and a workshop date of May 7, 2007 at 1:00 pm was set.

VOTING MACHINE PURCHASE REQUEST

Clerk Jan Fisher, Election Board Chairman Steve Harper, and Microvote representative Steve Shamo appeared before the Council to present information on the need to purchase between fifty (50) and fifty-three (53) new Infinity voting machines from Microvote. Jan says she will be submitting the request in her 2008 budget. It was stated that the County currently has thirty-one

(31) Infinity machines, 27 of which were purchased through a Federal Grant and four (4) with other sources. To replace all the older blue M464's voting machines will require fifty (50) new Infinity machines. The Election Board would also like to purchase two or three additional machines to be used in the Clerk's office for walk-up absentee voters and as backups.

The cost for the machines is \$ 158,600 for fifty; \$ 164,944 for fifty-two; and \$ 168,116 for fifty-three. Currently, there is no Federal funding available to help purchase the machines, so the cost will have to be borne locally. Funding sources suggested by Jan Fisher and Jan Quivey were the Rainy Day Fund and the CCD Fund, in addition to the General Fund.

JUVENILE DOC and DETENTION PLACEMENTS and COSTS

Assistant Chief Probation Officer James Pheibush appeared before the Council to present a report on Juvenile DOC and Detention Placements and costs and reimbursements to the County for the years 2004 – 2006.

Current daily per diem paid to the Department of Corrections for juvenile placement is \$ 60.00 per juvenile regardless of the facility. In years prior to 2006 it varied but tended to be higher, with a range of \$67.17 - \$69.59. Porter County detention costs are \$110.00 per bed day. The Kinsey Youth Center charges \$120.00 per bed day. The Correctional Management Company Muncie Reception and Diagnostic Center has an average daily cost of \$151.00 (the average was \$141.00 in 2004 and \$146.00 in 2005); and the Tom Fredericks Center has an average cost of \$141.00 per day.

Totals the County has spent at the various facilities over a three year period are as follows:

	2004	2005	2006
DOC facilities	\$ 52,594.26	\$ 143,993.73	\$ 76,980.00 (through 9/31/2006 billing)
Porter County	93,500.00	71,500.00	75,130.00
Kinsey Youth Center	4,680.00	4,800.00	6,360.00
Muncie Center	9,447.00	8,614.00	23,556.00
Tom Fredericks Center	-	5,922.00	20,727.00

Collected juvenile or parent reimbursements for these expenditures are as follows:

	Total	To County General	To DCS (Division of Child Services)
2004 -	\$ 43,637.10	\$ 13,516.78	\$ 31,120.32
2005 -	59,157.80	16,726.30	42,431.50
2006 -	26,104.53	11,112.53	14,992.00

Mr. Pheibush says it is difficult to get juveniles to pay because they don't have jobs. He says the Probation Department attempts to get the juveniles to pay all they can, and then asks the parents to pick up the difference. However, it is difficult to get the adults to pay because Probation has no collection leverage. He says the best way to collect owed monies is by using a collection agency. However, a collection process would have to be initiated by the County (Commissioners and

Council).Beginning in 2006 Probation has attempted to do some things to encourage payment such as having judgments placed on property and Credit Report notification.

The Council requested that Probation come back in September with any additional appropriation requests for Care of Patients and Inmates (Juvenile Placement) once a clearer picture of needs are known.

ADDITIONAL APPROPRIATIONS

Joanne VanDerWeele moved and Matt Hassel seconded the motion to approve the Commissioner's additional appropriation request of \$ 500,000 in the Special Jail CAGIT fund for Professional Services to pay the April and May soft cost claims for the jail construction project. Motion carried 7-0.

Ralph Booker moved and Rex Gilliland seconded the motion to approve the Circuit Court additional appropriation request of \$ 751.71 for CASA Grant Cash Match. Motion carried 7-0. The reason for the request is the CASA grant amount was greater than anticipated when the 2007 budgets were drafted; therefore the match is greater.

Matt Hassel moved and Rex Gilliland seconded the motion to approve the Probation Department additional appropriation requests of \$ 4,500 for Urinalysis Supplies and \$ 8,000 for Care of Patients and Inmates. Motion carried 7-0. These amounts have been deposited into the County General Fund as contributions from the Drug Free Committee.

Matt Hassel moved and Rex Gilliland seconded the motion to approve the Highway Department additional appropriation request of \$ 195,000 for Highway Equipment to purchase a new loader. Motion carried 7-0. This is the loader cost without trade-in.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve the Health Department additional appropriation request of \$ 6,000 for Medical Supplies. Motion carried 7-0. Wes Burden stated that since the County has been charging fees for vaccinations, \$ 1,900 was collected in January and February 2007.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Museum Crossroads Project additional appropriation request of \$ 9,000 for Professional Services Motion carried 7-0. The Auditor stated that \$ 9,000 in donations to the project has been deposited into the Crossroads Museum Project Fund by Museum Director Linda Rippy.

APPROPRIATION TRANSFERS

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to approve the Auditor transfer request moving \$ 800 from Clerical to Overtime. Motion carried 7-0.

AUDITOR REPORT

March 12, 2007 Meeting Minutes: Don Morrison moved and Judy Stone seconded the motion to approve the March 12, 2007 Council meeting minutes as presented. Motion carried 7-0.

Resolution 2007-09 Denying the Distribution of CAGIT funds to Solid Waste in 2008:

Due to the fact that additional funding will be necessary in 2008 to support the operation of the new County Jail **Don Morrison moved and Rex Gilliland seconded the motion that there be no distribution of CAGIT monies to the Marshall County Solid Waste District in 2008.**

Motion carried 7-0. No CAGIT monies have been distributed to Solid Waste since 2005 due to the need to use the funds elsewhere.

Waggoner, Irwin and Scheele Consulting Letter of Engagement: Jan Quivey presented, for consideration, a Letter of Engagement from human resource consultant Kent Irwin, of Waggoner, Irwin and Scheele in which available services, along with costs, were stated with regards to Job Classification and Compensation matters. Consideration of the document was tabled until such time as the Commissioners could be consulted regarding the scope of work the County wishes to undertake regarding compensation and job classification.

SPRING TAX BILLING UPDATE

Treasurer Penny Lukenbill gave the Council an update on the Spring Tax billing progress. She says the County's tax billing software vendor is not able to support a provisional tax billing as originally hoped. She says as rates are approved by the DLGF a one-time true tax bill will be sent out to taxpayers. Whether this can be done all at once for all County taxing districts depends on the timing in the receiving of tax rates by the surrounding counties that affect out cross county school districts. She stated that letters will be sent out to all taxpayers encouraging advance payments of their taxes. A reconciling tax bill may be necessary if additional credits are granted by the State Legislature after tax rates are determined by the DLGF.

TAX AWARENESS COMMITTEE

Mike Bernero questioned if the tax bills could be made more readable. Penny Lukenbill said that tax bills will eventually be standardized statewide. Ray Bochman said Indiana ranks third in the nation in gambling but near the bottom in everything else.

There being no further business **Matt Hassel moved and Rex Gilliland seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____

Jan A. Quivey, Auditor

MONDAY MAY 14, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday May 14, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Matt Hassel, and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

SUPERIOR COURT # 1 COPIER PURCHASE REQUEST

Superior Court # 1 Judge Rob Bowen appeared before the Council to present an updated request regarding the purchase of a color copier. The original request was for a Canon iRC 3220 Digital Solution Copier at a cost of \$ 9,508 plus an additional \$ 1,950 for a network card. In doing further research an OEC cm3521 color copier was located with a cost of \$ 8,395 which includes the network card. Since Superior Court # 1 currently has \$ 500 in the Office Equipment line item, Judge Bowen requests an additional appropriation of \$ 7,895 to cover the total copier cost.

Joanne VanDerWeele moved and Matt Hassel seconded the motion to approve the Superior Court # 1 additional appropriation request of \$ 7,895 for Office Equipment. Motion carried 7-0.

JAIL PROJECT UPDATE

Dennis Husted, CCI Project Manager, stated that work is progressing. A status report is as follows:

Some grading work and all of the site water mains are complete. Sidewalks are being poured.

Sheet piling was installed to help with the installation of the sewage lift station. An attempt to get the station set last week did not work out causing a review of the procedure. The silt layer was punctured and a water main was ruptured causing standing water problems.

Exterior walls are being installed, and drywall finishing has started in the administration area. Metal studwork is still going on in the detention area.

The masonry work is complete, and cell doors are being prepped for installation.

The secure ceilings above the detention cells are being installed, and water lines and duct work in the holding area is being hooked up.

Systems control wiring is being installed and the electrical contractor is working on the lighting throughout the building and pulling wire.

Painting is nearly complete in the holding area with only a second coat needed. Most of detention also has one coat.

Mr. Husted estimates the total project to be 65 – 70 percent complete. He did mention that the permanent backup generator will likely not be installed when the building is ready to open. This will necessitate the need for temporary generators.

Commissioner Chamberlin presented the following in voices to be paid with CAGIT Funds:

March/April Invoices (to be paid from CAGIT):

- Hattersly & Sons - \$ 1,323.00 for additional work drilling holes through the precast and around the rebar to install plumbing fixtures. This was omitted during the original bidding process.

- All Air Heating - \$ 1,980.00 cooling fans
- Tiger Excavating - \$46,468.00 piling installation around lift station
- NIPSCO – gas - \$ 2,209.49
- Allied Waste Management - \$ 1,179.98
- Allied Waste Management - \$ 1,359.85
- Overmyer Water - \$ 21.45
- Johnny on the Spot - \$ 450.00
- Mobile Office Rent - \$ 231.00
- Embarq - \$ 243.43
- REMC - Parking area - \$ 152.66
- REMC - Building - \$ 1,931.15
- REMC – Trailer - \$ 223.33
- Patriot Engineering - \$ 677.50 - concrete and soil testing
- Ryan Fire Protection - \$ 9,481.00 - Contractual
- Indiana Restaurant Equip - \$ 39,284.40 - Contractual
- City of Plymouth - \$ 28.68 - water
- CCI - \$ 17,400.00 - portion of contract amount
- CCI - \$ 3,744.08 - general conditions (office supplies, office help)
- CCI - \$ 2,278.80 - reimbursables
- RQAW - \$ 13,200.00 - Contractual – 78.47 % complete
- RQAW - \$ 20.36 - Reimbursables
-
- Rosema Construction - \$ 1,350.00 - Gypsum walls in cell block – C.O. # 33
-
- Motorola - \$ 16,164.80 – radios for inside of jail
- Job Site Leasing - \$ 231.00 – trailer lease
- Tag Coating - \$ 444.55 - Prep for painting – clean effervescence
- Alt & Witzig Engineering - \$ 1,550.00 - Test borings and evaluations
-
- Ryan Fire Protection - \$ 3,982.00 - C.O. # 32 – To move fire department connection from meter pit on Jim Neu Drive to the north side of the jail to provide better water pressure for the sprinkler system. Requested by the Plymouth Fire Chief.

- Insley Systems - \$ 3,258.20 - C.O. # 29 – Downspout installation in main lobby from high roof to low roof.
- Hattersly & Sons - \$ 2,117.00 - C.O. # 30 – material & labor for light prep on showers – part of original allowance.

Councilman Fred Lintner stated that if the architect makes a design mistake they should pay for it and not the County. It was recommended that any change orders that have occurred due to design mistakes be negotiated at the end the project. Mr. Husted says that work he has directed to be done by a contractor needs to be paid. Judy Stone requested that, whenever possible, the Council be kept more informed if added work needs to be performed. Fred Lintner says it is important for CCI to stay on top of the construction process to be sure when finished we have a top notch facility.

Rex Gilliland moved and Judy Stone seconded the motion to approve the above jail project expenditures with CAGIT funds. Motion carried 7-0.

Invoices presented to be paid by the Holding Corporation:

- County Attorney - \$ 11,066.00 - 91.1 total hours since 2005
- Umbaugh & Associates - \$ 2,255.76 – Cash Advisory Services

Commissioner Chamberlin stated that the CCI contract expires July 31, 2007. Since the Commissioners feel that the last three months of the project are the most important they have negotiated a three month contract extension with CCI to oversee the final stages of the project at a reduced rate of \$ 15,660 per month. This amount does not include reimbursable expenses.

Joanne VanDerWeele moved and Don Morrison seconded the motion to approve funding the CCI contract extension for an additional three months at a cost of \$ 15,660 per month. Motion carried 7-0.

Commissioner Chamberlin, speaking on behalf of Buildings and Grounds Director, Rich Ulrich, requested that the proposal submitted by Custom Renovations in the amount of \$ 10,965 for the furniture installation in the new County meeting room be approved. It was stated that this quote was the lowest of three submitted quotes by a considerable margin.

Ralph Booker moved and Matt Hassel seconded the motion to approve the funding for Custom Renovations in the amount of \$ 10,965. Motion carried 7-0.

PLYMOUTH PUBLIC LIBRARY BOARD APPOINTMENT

Susie Reinhold, Director, Plymouth Public Library appeared before the Council to request that Jack Stapleton be appointed to the library board for a full four year term beginning July 1, 2007. Mr. Stapleton will be replacing Barry Chase who is moving out of state.

Rex Gilliland moved and Don Morrison seconded the motion to appoint Jack Stapleton the Plymouth Public Library Board for a four year term beginning July 1, 2007. Motion carried 7-0.

DIVISION OF CHILD SERVICES – QUARTERLY REPORT and BUDGET

Child Services Director Michael Carroll appeared before the Council to present the 1st Quarter 2007 report. The breakdown of CHINS (Children in Need of Services) through April 30 is as follows:

Total CHINS - 117

- Foster Care – 69
- Residential Care – 9
- In Own Home – 14
- In Relative's Home – 21

37 CHINS and one JD/JS (Juvenile Delinquent) are eligible for Title IV-E Reimbursement, which covers 66 percent of the placement cost.

Total Probation Placements (Juvenile Delinquents) – 20

- Foster Home – 1
- Residential Care – 10
- In Own Home – 2
- Other – 7

Mr. Carroll stated that his office received \$ 90,000 last month in reimbursements and \$ 259,000 for all of 2007.

Mr. Carroll said his 2007 budget for services is \$ 3,621,500, and through the first quarter he has expended \$ 905,313. He states his budget numbers are okay but there is a cash flow (cash balance) problem. His May claims to be paid amount to between \$ 250,000 and \$ 300,000 but the fund cash balance is only approximately \$ 60,000. The likelihood of a delayed property tax distribution aggravates the problem.

He says he will need to take out a short term loan to cover current obligations as well as those in the coming months. Because of the low interest rate he feels a loan from the Indiana Bond Bank would be the most feasible.

Joanne VanDerWeele moved and Matt Hassel seconded the motion to have the Auditor proceed with the loan application process through the Indiana Bond Bank with the amount to be determined at a later date. Motion carried 7-0.

EMA – GIS GRANT APPLICATION REQUEST

EMA Director Clyde Avery appeared before the Council and stated that Marshall County is eligible to apply for a \$ 17,902 Homeland Security Grant, the use of which is to purchase Dell laptop computers for use with the County's GIS system. The grant is a reimbursable grant.

Ralph Booker moved and Rex Gilliland seconded the motion to have Clyde Avery proceed with the application for a \$ 17,902 GIS Homeland Security Grant. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS

GENERAL FUND

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Plan Commission's additional appropriation request of \$ 2,450 for Professional Services. Motion carried 7-0. This is the remaining amount owed to Troy Kiefer as part of a contract to draft the new County Zoning Ordinance. This amount was budgeted last year but unexpended because the project was not complete.

Judy Stone moved and Ralph Booker seconded the motion to approve the Superior Court # 1 additional appropriation request of \$ 7,895 for Office Equipment to purchase a color copier and network card. Motion carried 7-0.

Don Morrison moved and Matt Hassel seconded the motion to approve the Sheriff's additional appropriation request of \$ 30,000 for Part time Turnkey/Dispatchers. Motion carried 7-0. This money is needed to bring in part time help for training for new positions in the new jail, and to cover shifts while current full time employees receive training.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Sheriff's additional appropriation request of \$ 15,000 for Overtime. Motion carried 7-0. Much of the Sheriff's original Overtime budget was used in buying accrued time off for terminating employees.

Joanne VanDerWeele moved and Matt Hassel seconded the motion to approve the Sheriff's additional appropriation request of \$ 2,700 for Uniforms. Motion carried 7-0. For new employee uniforms.

Don Morrison moved and Matt Hassel seconded the motion to approve the Sheriff's additional appropriation request of \$ 10,000 for Training. Motion carried 7-0. This will be training for both new and current jail employees.

SPECIAL JAIL CAGIT – for additional employees for the new jail

Judy Stone moved and Don Morrison seconded the motion to approve the Special CAGIT additional appropriation request of \$ 7,047 for Holiday Pay. Motion carried 7-0.

Matt Hassel moved and Don Morrison seconded the motion to approve the Special CAGIT additional appropriation request of \$ 70,203 for Turnkey/Dispatchers. Motion carried 7-0.

Matt Hassel moved and Judy Stone seconded the motion to approve the Special CAGIT additional appropriation request of \$ 400 for Employer Life Insurance. Motion carried 7-0

Matt Hassel moved and Don Morrison seconded the motion to approve the Special CAGIT additional appropriation request of \$ 9,146 for Employer Health Insurance. Motion carried 7-0.

Don Morrison moved and Matt Hassel seconded the motion to approve the Special CAGIT additional appropriation request of \$ 5,371 for Employer Social Security. Motion carried 7-0.

Matt Hassel moved and Don Morrison seconded the motion to approve the Special CAGIT additional appropriation request of \$ 3,335 for Employer PERF. Motion carried 7-0.

Matt Hassel moved and Ralph Booker seconded the motion to approve the Special CAGIT additional appropriation request of \$ 1,591,923 for Professional Services. Motion carried 7-0. This appropriation is for soft costs associated with the jail construction project.

APPROPRIATION TRANSFERS

Ralph Booker moved and Matt Hassel seconded the motion to approve the Victim Assistance transfer request moving \$ 1,000 from Wages – Investigator to Overtime. Motion carried 7-0. With the resignation of the former Director, Laura Mann, additional overtime monies are required until a replacement for the Investigator position is hired. Former Investigator Jaime Sharp has assumed the Director position.

AUDITOR REPORT

April 9, 2007 Meeting Minutes: **Rex Gilliland moved and Judy Stone seconded the motion to approve the April 9, 2007 Council meeting minutes as presented. Motion carried 7-0.**

Election Machine Tech Pay: Due to a 2007 legislative change, the amount an employee can earn before Social Security must be withheld has been increased from \$ 100 to \$ 1,300 annually. Because of this change, Jan Quivey requested that the Machine Tech wages now be paid through the claims process instead of through payroll.

Judy Stone moved and Matt Hassel seconded the motion to allow the wages of election Machine Technicians to be paid through the claims process and not through Payroll, and no longer be a part of the Salary Ordinance. Motion carried 7-0.

Countywide Compensatory Time Accrual and Dollar Value: Because of the recent concern of both the Council and the Commissioners regarding the accumulation of comp time by county employees, and their desire to bring it under control, the Auditor was requested to determine the total hours of accumulated time and its dollar value at the current wage rates.

Jan Quivey presented a spreadsheet prepared by Payroll Deputy Brenda Harper showing the requested information. As can be expected, because they are the largest departments, the largest amounts of accumulated comp time are in the Sheriff's Department and the Highway.

- Sheriff - 3,267.25 hours - \$ 58,356.84 value
- Highway - 1,351.25 hours - \$ 20,741.79 value
- County Total - 6,787 hours - \$ 113,579.86 value

The County policy is that comp time be used within 6 months from the time it was earned. The fact that this policy is not followed in many cases has led to a countywide accumulation that has built up over a period of years. When an employee leaves employment with the County, he/she has to be paid for accrued comp time at the current hourly pay rate and not at the rate it was earned. This produces a considerable financial burden for the County that was not intended when comp time in lieu overtime pay was instituted.

Joint Council/ Commissioner Workshop: A joint public meeting including the Council and Commissioners is scheduled for Monday June 4, 2007 at 7:00 pm. Topics to be discussed include:

- Compensatory Time
- Local Option Income Tax vs. Property Taxes
- 2008 Wage Recommendations
- Other Issues as Necessary at the Time

TAX AWARENESS COMMITTEE

Mike Bernero says the State Legislature solved little this session because they allowed for a tax shift rather than tax relief. He also says the County should look at the most cost effective means of dealing with comp time.

There being no further business **Matt Hassel moved and Rex Gilliland seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY JUNE 11, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday June 11, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, Matt Hassel, and Judy Stone, members; and Jan Quivey, Auditor. Joanne VanDerWeele was unable to attend due to an illness.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Dennis Husted, CCI Project Manager, stated that work is progressing. A status report is as follows:

Last month the County and CCI requested permission from the City of Plymouth to proceed with one of two options regarding installation of the waste water lift station. 1) to relocate the lift station to county property or 2) raise the elevation of the lift station. The City determined that neither of these options would facilitate the city's future needs in development of the area, and the requests were denied. Alt & Witzig, soil engineers were asked to give further recommendations for installing the lift station at the current location. Their recommendation was to use a deep foundation system, 30 -35 feet deep, such as helical piers or timber piles. CCI is in the process of contacting contractors to get pricing on this recommendation.

Mr. Husted says this could cause a delay in the project because without a waste water discharge system, water hookups to the jail cannot be made and lines tested. Also a problem is the fact that there are only a few contractors in the County who do this type of work and they are already booked for the summer. He did say that there is a company in Cincinnati that can do the work, so there may not be a long term delay as long as a contractor can be found in a reasonable amount of time. Once pricing and scope is determined the proposal will again be presented to the City for approval.

On June 1st a semi tractor from Kingman Mobile Storage of Elkhart side-swiped a light pole base on the employee's parking lot causing a spill of 70 gallons of diesel fuel. It was contained to the parking lot and abated by Environmental Solutions Midwest of Plymouth. Asphalt in the spill area will have to be removed, and tests run to determine if sub-grade materials will have to be removed.

Topsoil work, concreting; exterior window and glass installation; and detention cell slider doors and ceiling installation is nearly complete. Painting, setting of utility poles, stair rail installation and wire pulling are progressing well.

Commissioner Chamberlin presented the following in voices to be paid with CAGIT Funds: April/May Invoices (to be paid from CAGIT):

- NIPSCO – gas - \$ 39.37
- Allied Waste Management - \$ 980.92
- Overmyer Water - \$ 44.45
- Johnny on the Spot - \$ 450.00
- Mobile Office Rent - \$ 231.00
- Embarq - - \$ 239.76
- REMC - Parking area - \$ 85.22
- REMC - Building - \$ 1,803.05
- REMC – Trailer - \$ 154.14
- Insley Systems - \$ 1,949.43
- Casteel - \$ 8,691.00 – material
- Casteel - \$12,156.00 - labor
- City of Plymouth - \$ 147.12 - Fire Protection
- RQAW - \$13,200.00 - Contractual
- RQAW - \$ 222.90 - Reimbursables

Change Order Invoices to be paid by the Holding Corporation:

- Hattersley & Sons - \$ 8,039.00 - Install hot water exhaust system – C.O. # 22
- Ryan Fire Protection - \$ 3,982.00 - Move fire connections closer to bldg – C.O. # 32
- Rosema Construction - \$ 1,350.00 - Gypsum walls in cell block – C.O. # 33
- Hattersley & Sons - \$ 10,955.52 - Misc. Allowance – C.O. # 34

Rex Gilliland moved and Ralph Booker seconded the motion to approve the above jail project expenditures with CAGIT and Holding Corporation funds. Motion carried 6-0.

LARRY FISHER – REQUEST FOR GDI LOAN

Surveyor Larry Fisher appeared before the Council to request a commitment from the Council for a temporary loan in the amount of \$ 500,000 from the General Fund to the General Drain Improvement Fund for reconstruction work on the Rightley Ditch north of Plymouth. The money will not be needed until actual construction begins in the fall. The loan will be paid back with assessments on those property owners that benefit from the Rightley Ditch project. The Auditor will draft an ordinance to be passed by the Council at a later date which will allow the loan to take place.

Matt Hassel moved and Judy Stone seconded the motion to commit to a \$ 500,000 loan from the County General Fund to the GDI fund for the Rightley Ditch reconstruction project at such time as it is needed. Motion carried 6-0.

CASA REPORT – MELODY KRUGER

CASA Director Melody Kruger appeared before the Council to report on the status of the CASA program in Marshall County and to provide information on the number of volunteer advocates now trained and the number of children served.

Melody says CASA is intended as an advocate for abused/neglected children in Marshall County. Children in need of the services of CASA are determined by the Division of Child Services. Eligibility is for children 0 to 18 years of age, or longer with special circumstances.

As of March 1, 2007 there were 115 children in Marshall County in need of CASA services. Of these 69 are in Foster Care; 17 are in their own homes; 17 in the care of relatives; 10 in Residential Care; and 2 in other care. CASAs can also represent children in court.

To become a CASA requires special training. The first group of nine CASA volunteers was sworn in on November 9, 2006. These nine serve as advocates for 17 children. Nine additional CASAs were sworn in April of this year, making a total of 37 children now served. 14 people have expressed an interest in receiving the training this fall, with a couple of others showing interest in becoming a volunteer next Spring.

Melody says the success of the CASA program depends on 1) the ability to recruit, 2) to train, and 3) to retain advocates. State funding for the CASA program will most likely double in 2008. This will provide an adequate budget for a short time to fund a part time director, but as the number of children in need increases, and a full time Director is required, there will not be adequate funds available. The cost of gasoline has also been a burden on the CASA budget.

ADDITIONAL APPROPRIATIONS

Rex Gilliland moved and Matt Hassel seconded the motion to approve the Highway Department additional appropriation request of \$ 95,000 for Vehicle Maintenance Supplies. Motion carried 6-0. This request is to recapture gasoline usage by other county departments who have been invoiced for gasoline purchased from the Highway, with revenue received put into the Highway Fund. Part of the request is for increased vehicle repair expenses, and to prepare for additional gasoline purchases by Marshall-Starke Development Center and Older Adult Services.

Neal says other County departments have purchased \$ 42,000 in gasoline from the Highway, which is less expensive than buying directly from a service station. Since the Highway Department put in the large fuel storage tanks in 2003 there has been a savings in fuel cost of \$ 210,194.20 countywide. Neal says when they began buying fuel in bulk in 2003 the per gallon cost was \$1.05. The most recent purchase in 2007 was at \$2.48 per gallon. The County pays federal fuel tax but not State tax.

Matt Hassel moved and Don Morrison seconded the motion to approve the Clerk's additional appropriation request of \$ 5,440 for Office Equipment from the Clerk's Records Perpetuation Fund. Motion carried 6-0.

AUDITOR REPORT

May 14, 2007 Meeting Minutes: **Rex Gilliland moved and Judy Stone seconded the motion to approve the May 14, 2007 Council meeting minutes as presented. Motion carried 6-0.**

June 4, 2007 Joint Commissioner/Council Meeting Minutes: **Rex Gilliland moved and Ralph Booker seconded the motion to approve the June 4, 2007 Joint Commissioner/Council meeting minutes as presented. Motion carried 6-0.**

HR Consultant Letter of Engagement: Jan Quivey presented a Letter of Engagement from Waggoner, Irwin, Scheele offering to serve as the County's consultant for Personnel Classification and Compensation matters. The Agreement presented was of a much larger scope than the Council wishes to enter into at this time. Instead:

Matt Hassel moved and Don Morrison seconded the motion to approve a letter of engagement between the Marshall County Council and the consulting firm of Waggoner, Irwin and Scheele for job classification and compensation issues on an hourly rate charge only pending a redraft of the letter. Motion carried 6-0. The Auditor is to have Mr. Kent Irwin draft a new agreement showing payment on an hourly basis only.

Wireless 9-1-1 Fee Fund Investment Interest: For informational purposes only Jan Quivey stated that a new Wireless 9-1-1 Fee Fund has been established, as required by statute. Also required by the same statute is that any investment interest earned from monies in the fund be channeled back into the fund.

LAKE OF THE WOODS SEWER DISTRICT BOARD APPOINTMENT

Matt Hassel moved and Don Morrison seconded the motion to reappoint Mr. Paul Rowe to the Lake of the Woods Sewer District Board for a 4-year term ending in 2010. Motion carried 6-0.

COUNTY BUILDING MEETING ROOM CONSTRUCTION PROGRESS

Buildings and Grounds Director Rich Ulrich appeared before the Council to report on the remodeling status of the County Building meeting room. He said reconstruction is progressing very well with completion expected within the next couple of weeks.

COMPENSATORY TIME DISCUSSION

Ralph Booker presented for informational purposes the effects the proposed elimination of Compensatory Time would have on the County budgets. From information obtained from the Auditor's office Ralph says:

- Paying off all current accrued comp time would cost the County \$113,000 + excluding benefits
- Paying off all comp time above 40 accrued hours would cost \$51,000+ excluding benefits
- The cost of Overtime that would need to be budgeted to replace comp time would be \$100,000+ excluding benefits.
- Including benefit costs (Social Security and PERF) the total 2008 costs to pay off accrued comp time and to budget necessary Overtime would be just under \$ 250,000, which would have a huge impact on any other budget needs in 2008, including wage increases.

Ralph stated that currently on 8 employees have over 120 hours of accrued comp time. If the County were to pay off all hours above 120, the cost would be \$8,947 plus benefit costs.

He says he would rather see a more strict enforcement of current policy which says that department heads shall ensure that earned comp time be used within 6 months of the time it was earned. He also favors the county having a flex time policy in which an employee who is required to put in extra work time on any one day be allowed to take off an equal number of hours on a day within that pay period, or within the next pay period if the flex time was earned too late in the cycle to be flexed and used that cycle.

He favors paying off all accrued comp time over 120 hours, and suggested that perhaps if a report could be run each month and presented to the Council showing the amount of comp time earned and used by employees, the enforcement of current policy might be more adhered to.

Ralph says he would also be in favor of paying all Holiday time in the Sheriff's Department rather than allowing worked Holiday hours to accrue as comp time.

Surveyor Larry Fisher asked if it would be feasible for some departments to have comp time while others do not. Fred Lintner says it is not likely because of discrimination issues.

Jan Quivey stated that even though compensatory time policy is included in the County Handbook, it is also a Council issue, because compensation, of which comp time and overtime are a part of, is under the authority of the Council. He says the Commissioners and Council have to work together on this issue.

Ralph said his attempt today was to bring forward the possible options dealing with comp time, and hopefully more discussion before a decision to eliminate it altogether is made. The Council said they will look at the comp time issue further in the next few weeks.

Ralph Booker, who along with Jan Quivey, attended the State Board of Accounts called County Council Conference in Columbus Indiana on Saturday June 9. Ralph gave a verbal and written synopsis of items that were covered by the SBOA, DLGF, Public Access Counselor, and Kent Irwin of Waggoner, Irwin and Scheele. Major items of interest covered during the conference were new legislation and its affect on local government, including property tax relief and local income taxes, the petition/remonstrance process, and Salary Ordinance issues.

TAX AWARENESS COMMITTEE

Mike Bernero stated that property tax relief is actually just a tax shift from property taxes to income taxes. He says he supports the idea of paid overtime versus earned comp time in order to keep compensation of employees current.

Mike also commended Melody Kruger for the job she has done as CASA Director in getting the program up and going again.

There being no further business **Ralph Booker moved and Matt Hassel seconded the motion to adjourn. Motion carried 5-0.** Don Morrison had to leave and was unavailable to vote.

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY JUNE 25, 2007
COUNCIL PUBLIC HEARING – PROPERTY TAX RELIEF

BE IT REMEMBERED: That on Monday June 25, 2007, at 7:00 pm the Marshall County Council held a public hearing to receive public comment regarding the possible imposition of additional local option income taxes as a means to provide property tax relief to the taxpayers of Marshall County. The hearing was held at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, Council President; Ralph Booker, Rex Gilliland, Judy Stone and Joanne VanDerWeele, members. County Auditor Jan Quivey was also present. Councilmen Matt Hassel and Don Morrison were unable to attend due to other obligations.

The meeting was opened with the Pledge to the Flag.

**PUBLIC HEARING – ADDITIONAL CAGIT TAXES TO PROVIDE
PROPERTY TAX RELIEF**

Councilman Ralph Booker gave a Power Point presentation regarding the types of property tax relief income tax options. The information presented was material garnered from a statewide teleconference presented by Purdue University Agriculture Economics professor.

Presented was information regarding the effects of Trending, elimination of the inventory tax, and reductions in Homestead Credits and Property Tax Replacement Credits from the State, which will cause property taxes to rise significantly in various taxing districts in the County. Also presenting information were Treasurer, Penny Lukenbill and Auditor, Jan Quivey.

The three possible income taxes that can be implemented are a result of action by the General Assembly this past session. Those options are:

- A) A local income tax of up to one (1) percent, to be set by the Department of Local Government Finance, which would freeze all civil tax levies in the County (School levies would be exempt from the freeze) and any budgetary growth would be funded by this income tax.
- B) A local income tax of up to one (1) percent, to be set by the County Council, which would provide for a reduction in current property taxes either to 1) Homeowners, 2) Homeowners and Rental Property Owners, 3) all property tax payers or some combination of all three.
- C) A local income tax of up to one-quarter (.25) percent to fund Public Safety.

It was stated that since schools are exempt from a levy freeze, and schools current account for 50 to 75 percent of every property tax bill, it is not clear as to how much effect Option A would have in slowing down the growth in property tax bills.

Following the introductory comments, Council President Fred Lintner opened the floor for public comment. Several of the 20 -25 people in attendance expressed there concerns about property tax

increases, the effects school levies have on the average tax bill, and asked questions regarding local income taxes as a means of property tax relief.

Fred Lintner stated the Council would take all comments under advisement and would make a decision at the July 9, 2007 Council meeting as to whether now would be a proper time to consider any additional income taxes.

There being no further public comment the public hearing was closed and the meeting adjourned.

Fred Lintner, Council President

Ralph Booker, Councilman

Judy Stone, Councilwoman

Joanne VanDerWeele, Councilwoman

Rex Gilliland, Councilman

Attest: _____
Jan A. Quivey, Auditor

MONDAY JULY 9, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday July 9, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, Matt Hassel, Joanne VanDerWeele and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Dennis Husted, CCI Project Manager, stated that work is progressing. A status report is as follows:

The lift station design is nearly complete. AcuLevel will be installing the four helical piers to support the lift station. The cost to set the piers is estimated at \$1,500 per pier. Soil borings show there is stable soil at a depth of 35 feet. Concrete costs and labor to pour the concrete will be extra. The design will still have to be approved by the City of Plymouth.

Commissioner Chamberlin presented the following in voices to be paid with CAGIT Funds:
May/June Invoices (to be paid from CAGIT):

- Allied Waste Management - \$ 390.23
- Overmyer Water - \$ 27.20
- Johnny on the Spot - \$ 450.00
- Mobile Office Rent - \$ 231.00
- Embarq - \$ 241.39
- REMC - \$ 1,771.15
- TC Securities - \$ 96.00
- Umbaugh - \$ 2,800.00
- City of Plymouth - \$ 242.98 - Fire Protection, storm water and hydrant use.
- RQAW - \$13,200.02 - Contractual – 70 percent complete.
- RQAW - \$ 105.56 - Reimbursables

Rex Gilliland moved and Matt Hassel seconded the motion to approve the above jail project expenditures with CAGIT funds. Motion carried 7-0.

TOWNSHIP ASSESSOR SALARIES

County Assessor Debbie Dunning appeared before the Council to discuss new legislative requirements for Township Assessor training. She says a township assessor will be required to achieve a Level II Appraiser Certification to be able to continue assessing real property. Three (3)

of the township assessors told Debbie they will not go through the Level II training, which means the County will be responsible for assessing real estate in those townships. Those three assessors will still be responsible for assessing personal property. Debbie requested to hire an outside contractor to perform the real estate assessment and maintenance of property record cards for those townships. Cathy Clark has presented one quote of \$ 1.75 per parcel. Another quote from Indiana Assessment Service is pending.

Indiana Code states that those township assessors performing only personal property assessments shall have their salary reduced by the amount attributable to real property assessment. The criteria and amount to reduce salaries is still being worked out. One method Debbie presented was to reduce the township assessor salaries by the amount of the contract with an outside vendor for assessing real property. However, she says the township assessors will still need to be paid an adequate amount for personal property assessing or no one will want to do it.

Debbie says new legislation also requires that all real property appeals must now go before the local PTABOA. She says this will produce a lot more work and considerable additional cost to the County. Since some of the PTABOA board members work full time jobs the meetings will have to be held in the evenings. This causes a problem because fewer hours are available in the evening than if the meetings could be held during the day. To date, the Assessor's office has received 450 appeals this year; 250 of them from Lake Maxinkuckee property owners alone. 121 of these have been settled and corrections made before this year's tax bills are sent out.

Debbie says she feels all assessing will eventually move away from the Townships and will become the County's responsibility.

COUNTY MUSEUM COPIER PURCHASE REQUEST

Museum Director Linda Rippy appeared before the Council to request the purchase of a new copier for the Museum. She states she has two obsolete copiers for which she can no longer obtain parts. The new copier will be black and white only and will cost \$ 2,395. She has submitted a transfer to be considered today, which along with funds she has on hand, will cover a large portion of the cost, but will still be short \$ 395 for which an additional appropriation will be necessary. She asks for an informal commitment today with official action on her additional appropriation request to be considered during the August 13, 2007 Council meeting.

TRANSFER REQUESTS

Matt Hassel moved and Ralph Booker seconded the motion to approve the Museum transfer request moving \$ 500 from Microfilm Newspapers to Office Equipment to purchase a new copier. Motion carried 7-0.

Rex Gilliland moved and Don Morrison seconded the motion to approve the Highway transfer request moving \$ 100 from Overtime to Longevity. Motion carried 7-0.

Don Morrison moved and Matt Hassel seconded the motion to approve the W.I.C. transfer request moving \$ 50 from Janitorial Service to Office Supplies. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS

Matt Hassel moved and Don Morrison seconded the motion to approve the Sheriff additional appropriation request of \$ 2,002.77 for Deputy Supplies. Motion carried 7-0. This money was received by the County as a reimbursable grant and was used to purchase protective vests for Reserve Officers.

Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve the Jail additional appropriation request of \$ 50,000 for Prisoner Care to cover an inmate's medical bills. Motion carried 7-0.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to approve the Commissioner's additional appropriation request of \$ 61,881 to cover additional Building, Vehicle and Liability Insurance with the request that Gibson Insurance agent Mike Miley appear before the Council to explain why the County's premiums are so much higher than last year. Motion carried 7-0.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve the Building Inspector's additional appropriation request of \$ 250 for Training. Motion carried 7-0.

AUDITOR REPORT

June 11, 2007 Meeting Minutes: Rex Gilliland moved and Matt Hassel seconded the motion to approve the June 14, 2007 Council meeting minutes as presented. Motion carried 6-0.

June 25, 2007 LOIT Public Hearing Meeting Minutes: Rex Gilliland moved and Joanne VanDerWeele seconded the motion to approve the June 25, 2007 LOIT Public Hearing minutes as presented. Motion carried 7-0.

Matt Hassel requested that in the future the Council members be notified of a proposed special meeting or hearing before it is set up. Fred Lintner apologized and said this was actually a hearing requested by the Commissioners and was rapidly put together because of advertising requirements.

Request to Transfer \$ 2,000 from 9-1-1 to Special CAGIT: Jan Quivey requested the Council approve the transfer of \$ 2,000 in budgeted Longevity from the 9-1-1 Fund to the Jail Special CAGIT fund. This is to pay the Longevity of Susan Krantz who worked as a Dispatcher prior to assuming the position of Record's Clerk for the new jail. Her Longevity was earned while employed in 9-1-1, but her pay is now coming out of the CAGIT Fund.

Don Morrison moved and Matt Hassel seconded the motion to approve the transfer of \$ 2,000 in budgeted Longevity Pay from the 9-1-1 Fund to the Special CAGIT Fund. Motion carried 7-0. (It was later determined that the payroll software in the Auditor's office was actually able to pay the Longevity out of 9-1-1, so no transfer was needed).

Sheriff's Commissary Report: Jan Quivey presented the Jail Commissary Report for January-July, 2007 to the Council on behalf of the Sheriff.

Rex Gilliland moved and Judy Stone seconded the motion to accept the Jail Commissary as presented. Motion carried 7-0.

Salary Ordinance Amendment: **Joanne VanDerWeele moved and Rex Gilliland seconded the motion to approve a Salary Ordinance Amendment establishing a Clerical line item in the Health Maintenance Fund. Motion carried 7-0.** Clerical money had been budgeted in the Health Maintenance Fund, but the Salary Ordinance didn't show the position.

COMPENSATORY TIME DISCUSSION

After some discussion the Council decided to put any action on Compensatory time elimination or cap reduction on hold pending an official Commissioner recommendation and further Policy Manual development. (The minutes of the July, 2, 2007 Commissioner meeting had not been distributed as of today's Council meeting. In that Commissioner meeting a consensus recommendation was made, although it was not in the form of a motion. The recommendation they make to the Council is to lower the accrued cap for Public Safety employees from 240 hours to 80 hours, and for all other employees from 120 hours to 40 hours. Also recommended to the Council was for all employees to get their comp time hours down to the cap level by December 31, 2008. Any hours above the caps on December 31, 2008 will be bought out down to the cap level).

LOCAL OPTION INCOME TAXES – PROPERTY TAX RELIEF

Discussion occurred regarding whether the timing is right to implement additional local option income taxes (LOITs) as a means of providing property tax relief to Marshall County taxpayers. Council President Fred Lintner led the discussion and started out by saying even if an additional income tax was imposed the effect would not be as great as one would expect, because if Option 1 was adopted, freezing tax levies at current levels only would apply to civil units. School levies would be exempt, and since schools make up approximately sixty-five (65) percent of tax bills, and all other units make up the other thirty-five (35) percent, the overall effect would be greatly reduced.

Another factor making it difficult to make a good decision at this time is that tax bills have not been sent. Even though significant increases are expected, they will not be the same across the board. Fred also says we are not sure what the State Legislature will do in the 2008 session to address this statewide problem. He also says there will be property tax relief for two years through rebate checks in 2007 and increased Homestead Credits in 2008, to be funded from the sale of slot machine licenses to Indiana's two race tracks. He says in his opinion now is not the time to add an additional income tax with all the unknowns. In going around the table, Rex Gilliland, Don Morrison, Judy Stone and Joanne VanDerWeele concurred with Fred's opinion.

Ralph Booker and Matt Hassel both said something eventually will have to be done to provide property tax relief. Ralph says 2009 will be a real problem when the two year relief provided by

the slot machine license sale runs out. Matt reiterated what was said earlier, in that the Legislators provided no control on schools levies, and that even if a LOIT was enacted there is no guarantee property taxes still won't rise. However, both Ralph and Matt favor waiting at this point. Matt stated that the County should add up all the Reassessment costs and send the State a bill.

Judy Stone moved and Rex Gilliland seconded the motion to not impose any additional local option income taxes at this time, but that the matter will be considered again in future years. Motion carried 7-0.

TAX AWARENESS COMMITTEE

Regarding lake property owners who are not full time residents, Mike Bernero said they understand they will be paying more in property taxes even though they use County and Town services less than full time residents.

There being no further business **Rex Gilliland moved and Don Morrison seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY AUGUST 13, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday August 13, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, Matt Hassel, Joanne VanDerWeele and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Commissioner Tom Chamberlin presented today's jail project update.

The largest project still remaining is the installation of the sewer lift station. Work has begun on what is the last design. The helical piers and the pouring of concrete will be completed this week. Once the concrete has cured the lift station will be set. The total current additional cost for the lift station is \$ 76,816.30 with two invoices yet to be received. Commissioner Chamberlin will be attending the Plymouth Sanitary Board meeting this evening (August 13, 2007) to ask for financial assistance with the extra lift station costs since the location is in the best interest of the City. After completion the City will own and maintain the station.

Other progress includes the installation of permanent power to the building; all rooftop heating and cooling units are running following factory startup two weeks ago; painting continues; cabinets are install where possible; all ceiling grid is installed with most ceiling grid lighting installed; and all detention cells have been hooked up.

Commissioner Chamberlin presented the following in voices to be paid with CAGIT Funds:
June/July Invoices (to be paid from CAGIT):

- Allied Waste Management - \$ 394.18 June
- Allied Waste Management - \$ 394.18
- Allied Waste Management - \$ 794.78
- Overmyer Water - \$ 21.35
- Johnny on the Spot - \$ 450.00
- Job Site Leasing - \$ 231.00 Mobile office rent
- Embarq - \$ 237.95
- REMC - \$ 119.27 Job trailer
- REMC - \$ 38.48 Parking lot
- REMC - \$ 1,556.05 Service to building
- NIPSCO - \$ 14.97 Gas
- Umbaugh - \$ 1,654.78 Cash Advisory Services
- City of Plymouth - \$ 228.64 Fire Protection, storm water and hydrant use.

- City of Plymouth - \$ 14.90
- RQAW - \$ 13,199.99 Contractual
- RQAW - \$ 300.50 Reimbursables
- Stockberger Trucking - \$ 2,526.17 Road base around prisoner intake area
- Indiana Restaurant Equip - \$ 26,430.90 Contractual
- CCI - \$ 17,400.00 Contractual – July – end of original contract
- CCI - \$ 3,097.94 General Conditions
- CCI - \$ 2,280.87 Reimbursables

Rex Gilliland moved and Ralph Booker seconded the motion to approve the above jail project expenditures with CAGIT funds. Motion carried 7-0.

VETERAN'S SERVICE OFFICE EMPLOYEE REQUEST

Service Officer Jim Stapan appeared before the Council to request that Fred Kowaleski, who has been a volunteer assistant in the office, be made a paid part time employee in order to best serve the County's veterans. The office has been open 15 hours per week since its inception, but the number of people seen has increased from 375 annually in 2003 to 800 people in 2007. Several audience members spoke in support of Jim's request, including Dononvan Holderread, Paul Oyler, Fred Wolff, Ray Borggren, Jack Holm, Sharie Raymond, Allen Zentz, Norm Long and Dorothy Eads, and commended Jim and his office for the friendly service they have provided and the number of people they have helped.

Fred Lintner thanked Jim and stated his request is a budget issue that will be considered during the 2008 budget hearings and adoption coming up in late August and Early September.

PROBATION DEPARTMENT JUVENILE DOC FUNDING REQUEST

Chief Probation Officer Mary Jane Walsworth and Assistant Chief James Pheibush appeared before the Council to request an additional \$ 136,000 in additional appropriations to pay DOC claims for juvenile placement from the remainder of 2007, \$ 5,000 of which has been donated from the County Drug Free Community Fund.

Mary Jane gave a brief history of expenditures and said that prior to 2003 \$ 300,000 to \$ 400,000 was spent annually on juvenile placement. From 2003 through 2005 there was a marked decline and costs went down to an average of \$ 200,000 to \$ 250,000. However in 2006 costs exceeded the budgeted amount, and rather than come in for an additional appropriation in late 2006 they carried over some 2006 claims and paid them with 2007 money. Since only \$ 200,000 was budgeted in 2007 this leaves them well short of funds.

The discussion then turned to the subject of collection of fees that are owed the County by the parents of juvenile offenders. James Pheibush stated that the Probation Department doesn't have the time or manpower to do the calculations of what is owed, or to send out collection letters. He says there is no one to actually do the collection and no leverage to enforce payment. Mary Jane

submitted documentation from 9 other counties similar in population to Marshall County. Of the 10 total counties 5 do not charge the parents of juveniles; 2 including Marshall County place liens on outstanding fees; 1 charges fees based on ability to pay; and 1 rarely charges fees.

Jan Fisher stated the calculation of fees owed would not be difficult to calculate as long as she had the juvenile's detention start and end dates, and the cost per day of confinement. She says if she had that information she could calculate the fees owed and turn them over to a collection agency if not paid. She stated she has collected nearly one-half million dollars in overdue fees just by sending a letter requesting reimbursement with a threat of involving a collection agency.

ADDITIONAL APPROPRIATION REQUESTS

Ralph Booker moved and Matt Hassel seconded the motion to approve both the \$ 131,000 and the \$ 5,000 additional appropriations for Care of Patients and Inmates, with the request that the Probation Department work with the Clerk's office on a plan to begin a collection process for overdue reimbursement of juvenile fees, and for said plan to be presented at the October Council meeting. Motion carried 7-0.

Ralph Booker moved and Joanne VanDerWeele seconded the motion to approve the North Township additional appropriation request of \$ 1,200 for Contract – New Construction. Motion carried 7-0.

Rex Gilliland moved and Judy Stone seconded the motion to approve the Commissioner additional appropriation request of \$ 5,800 for Building, Vehicle and Liability Insurance. Motion carried 7-0. The additional appropriation was needed to complete payment of the 2007 insurance premiums. Some money will be coming back to the General Fund from the Highway Fund as the General Fund was incorrectly billed for Highway insurance premiums. This incorrect billing caused the need for an additional appropriation until such time as the billing is straightened out.

Don Morrison moved and Joanne VanDerWeele seconded the motion to approve the Plan Commission additional appropriation request of \$ 2,000 for Legal Services. Motion carried 6-0 with Ralph Booker abstaining.

Don Morrison moved and Judy Stone seconded the motion to approve the Buildings and Grounds additional appropriation request of \$ 2,000 for Overtime. Motion carried 7-0.

Joanne VanDerWeele moved and Don Morrison seconded the motion to approve the Museum additional appropriation request of \$ 395 for Office Equipment. Motion carried 7-0.

Don Morrison moved and Rex Gilliland seconded the motion to approve the Clerk's Records Perpetuation request of \$ 10,025 for Office Equipment. Motion carried 7-0.

TRANSFER REQUEST

Ralph Booker moved and Matt Hassel seconded the motion to approve the Highway transfer request moving \$ 1,500 from Equipment Rental to Paint. Motion carried 7-0.

COMMISSIONER BUSINESS

Commissioner Kevin Overmyer appeared before the Council to present several items of information. Prior to Kevin speaking Fred Lintner and other Council members complimented the Commissioners for a job well done in remodeling the meeting room and making it a professional place to convene. Kevin stated that even though \$ 60,000 was budgeted for the project, the total cost was only \$ 44,619 which includes the yet to be installed electronic equipment.

Comp Time Policy Recommendation - Kevin stated the Commissioner recommendation regarding the County's Comp Time policy calls for modifications but not total elimination of comp time. As of January 1, 2008 Public Safety employees will have an accrued comp time cap of 80 hours and all other County employees will have a 40 hour accrued cap. Any worked hours that would take an employee above these caps as of January 1, 2008 must be paid as Overtime. Department Heads are requested to attempt to get their employee's accrued comp time hour down as close as possible to those caps or below by December 31, 2008. Any remaining comp time above the caps on January 1, 2009 will be purchased by the County down to the cap levels.

County Postage Machines - Due to changes by the United States Postal Service regarding how mail is categorized, now by shape as well as weight, the Commissioners recommend that the postage machine in the Clerk's office be upgraded with a module that can sort mail by shape and size. They also recommend that the machine in the Auditor's office be eliminated and all mail be taken to the Clerk's office to be sorted and meter stamped. To have the lease on the machine in the Auditor's office terminated a resolution must be passed by the County Council stating that due to budget constraints the County can no longer support the lease payments. The module upgrade in the Clerk's office will cost the County an extra \$ 195 per month on the lease payment, thus resulting in the need to eliminate one of the machine leases.

AUDITOR REPORT

June 9, 2007 Meeting Minutes: **Ralph Booker moved and Matt Hassel seconded the motion to approve the July 9, 2007 Council meeting minutes as presented. Motion carried 7-0.**

Waggoner, Irwin and Scheele Letter of Engagement: **Matt Hassel moved and Joanne VanDerWeele seconded the motion to approve and sign the Letter of Agreement between the Marshall County Council and Waggoner, Irwin and Scheele to provide classification/compensation consultation as needed on an hourly compensation basis.**

Resolution 2007-11 Denying a CAGIT distribution to the Marshall County Solid Waste District in 2008: **Judy Stone moved and Don Morrison seconded the motion to pass Resolution 2007-11**

Denying CAGIT Distributions to the Marshall County Solid Waste District in 2008. Motion carried 7-0.

Resolution 2007-12 Authorizing the County Auditor to Reduce the Current Appropriation for Postage in the Buildings and Grounds Budget for 2007: **Ralph Booker moved and Rex Gilliland seconded the motion to pass Resolution 2007-12 reducing the 2007 Postage appropriation in the Buildings and Grounds budget by an amount equal to the remaining 2007 lease payments for a leased postage meter in the Auditor's Office, and in the Postage line item for all remaining lease payments for said machine in 2008, 2009 and 2010. Motion carried 7-0.**

Resolution 2007-13 Authorizing a Temporary Loan to the County General Fund in 2007: **Matt Hassel moved and Don Morrison seconded the motion to approve a temporary loan from the County Rainy Day Fund to the County General Fund in the amount of \$ 1,250,000, with said loan to be repaid when 2007 property tax distribution is completed, but in no case later than December 31, 2007. Motion carried 7-0.**

LOCAL OPTION INCOME TAXES – PROPERTY TAX RELIEF

Ralph Booker requested that the issue of the imposition of local income taxes as a means to reduce property taxes but brought forth again for discussion since the deadline for the income tax imposition has been extended from August 1 until October 1, 2007. He stated that the purpose for bringing the issue up again was not to revisit the matter, nor that he was necessarily promoting the imposition of additional local income taxes, but rather to see if further discussion and/or a change in direction was warranted since the deadline extension was ordered by the Governor.

Fred Lintner asked Treasurer Penny Lukenbill to provide information to the Council that she obtained which was drafted by Purdue Ag Economist Larry DeBoer. The information received by Penny gave a County-by-County breakdown of the effects of income tax imposition versus property taxes. Since not every County has the same make up of population, type of wage earner, types or personal and real property, whether rural or urban and so on, no one type of taxation fits all. Penny stated that in Marshall County wage earners below \$ 16,000 annually would benefit from increased income taxes versus property taxes. Wage earners above \$ 16,000 would benefit more from property taxes.

Fred stated that once the Council is provided the Larry DeBoer information they will review the data and address the issue again during the September Council meeting.

TAX AWARENESS COMMITTEE

In reference to property tax relief, Mike Bernero quoted the new DLGF Commissioner as saying if local spending was reduced by five (5) percent and the state income tax was raised two (2) percent property taxes could be eliminated.

There being no further business **Ralph Booker** moved and **Matt Hassel** seconded the motion to adjourn. Motion carried 7-0.

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

2008 COUNCIL BUDGET HEARINGS
FIRST READING - AUGUST 27 and 28, 2007

The hearing is called to order by Council President, Fred Lintner. Also present are Vice President Don Morrison, members Joanne VanDerWeele, Judy Stone, Matt Hassel, Ralph Booker, Rex Gilliland, and Auditor, Jan Quivey.

Fred Lintner led those in attendance in The Pledge of Allegiance.

2008 BUDGET HEARINGS

The Hearings began with 2008 budget recommendations from the Board of Commissioners presented by Board President Kevin Overmyer, Vice President Tom Chamberlin and member Jack Roose.

Commissioner Recommendations:

- 1) Recommends a 5 percent wage increase for 2008 .
- 2) Recommends a Contractual Services line be added to the Veteran's Service Officer budget and transfer the money budgeted for part time in that budget to Contractual Services to hire an assistant in the office.
- 3) Recommends the purchase of one color patrol cars in the Sheriff Department at a savings of \$ 900 per car, and attempt to buy two unmarked low mileage used cars if they can be found. (this is the Sheriff's recommendation also). If accomplished six (6) cars could be purchased for approximately the cost of 5 new ones. Also recommended was to purchase two (2) cars from the General Fund and the remainder from CCD.
- 4) Recommends Care of Patients and Inmate budget be moved from Probation to the Commissioners.
- 5) Requests that the temporary loan to the General Drain Improvement Fund be reduced from \$ 500,000 to \$ 250,000 and be funded from the Rainy Day Fund rather than the General Fund.
- 6) Recommends \$ 150,000 in start-up funding for the new Marshall County Economic Development Corporation come from the Rainy Day Fund rather than the General Fund.
- 7) Recommends the purchase of new voting machines be funded from the CCD of Rainy Day Fund rather than the General Fund.
- 8) Recommends the part time position in the Assessor's Office be made full time.
- 9) Requests that consideration be given to establishing a separate Human Resource/Purchasing Agent/ Commissioner Secretary position separate from the Auditor's Office.
- 10) Recommends reductions in department Overtime requests that were made when there was discussion regarding the elimination of Comp Time, since that policy has now changed and allows for 40 hours comp time accrual for most employees and 80 hours for Public Safety employees.

- 11) Recommends that Telephone, Postage and Office Machine Supplies be transferred from the Buildings and Grounds budget to the Commissioner budget.
- 12) Recommends a portion (\$ 50,000) of the amounts requested for both Prisoner Care and Prisoner Meals be funded from the Special CAGIT Fund and reduced from the Sheriff's budget.
- 13) Recommends the lowest paid Deputy Assessors hourly wage be brought up to the level of the lowest paid deputies in all other departments.
- 14) Recommends the Soil and Water Office Administrator hourly wage be brought up to the level of other office administrators.
- 15) Recommends the Maintenance Supervisor position be reestablished with a current hourly pay rate of \$ 14.99 per hour, prior to any 2008 wage adjustment.
- 16) Recommends any additional Probation Officer positions granted be funded from Probation User Fees.
- 17) Recommends that the nine (9) new employees required to run the new jail continue to be funded with Special CAGIT funds.

ITEMS OF DISCUSSION THROUGHOUT THE HEARINGS

- 1) Supplementing mandated Probation Officer Wage increase from Probation User Fees should inadequate Probation Administrative Fees be available to cover the increases.
- 2) Funding for the Boys and Girls Club
- 3) Sheriff Department, Jail and 9-1-1 change from a 37 ½ hour average workweek to 40 hours. If implemented in all departments the additional costs involved would be \$ 55,848 plus benefits in the Sheriff's budget; \$ 65,956 plus benefits in the Jail budget; \$ 23,756 in the Special CAGIT budget, and \$ 23,785 in the 9-1-1 budget. This would give a total increase in wages and benefit costs of \$ 185,058, although according to the Sheriff it would reduce the potential number of new employees that would be required if a 37 ½ hour workweek were maintained. There was discussion on whether to go 40 hours across the board or just in certain departments.
- 4) The Highway budget requests are \$ 580,000 greater than anticipated revenue in 2008. Neal offered to eliminate the request to purchase two (2) trucks in 2008. The Council asked him to come back in 2008 and ask for funding for trucks if a purchase is necessitated.
- 5) In the Data Processing and CCD budgets, software maintenance and computer upgrade budget requests have increased \$ 25,000 and \$ 20,000, respectively. Michael Marshall says maintenance and licensing go up annually and the computer upgrade budget increase is because of the need to replace outdated computers. He says computers should be updated on a 4-5 year basis and we are nowhere close to being able to do that.
- 6) Superior Court # 2 is requesting the Receptionist position that was moved to Court Services in 2006 be reinstated in his office. This would essentially be a new position as Court Services has requested to maintain their Receptionist position.
- 7) Judge Colvin is asking for \$ 14,000 to install an e-mail notification system as a means to notify other attorneys regarding court cases. Hw says this has the potential to save a considerable amount in postage costs.

- 8) Due to additional grant money being available the County in 2008 is eligible for \$22,520 in CASA funding as compared to \$ 5,158 in 2007. To receive this amount the County must provide a grant match in actual funding or like kind benefits provided to CASA of an equal amount. Marshall County CASA has become certified for the first time ever and are now supporting 37 kids. However, there is a need to serve 117 kids.
- 9) The Sheriff stated that Holidays worked in the Sheriff Department, Jail and 9-1-1 will no longer be allowed to be taken as comp time but must be paid instead.
- 10) Victim Assistance Director Jamie Sharp requested that an additional \$ 15,621 be added to her budget to allow for reimbursable grant expenditures (\$ 14,208 for the reimbursable grant funds and \$ 1,413 in local grant match funds) in 2008 that weren't in her original budget.
- 11) Assessor Debbie Dunning requested that the part time position in her office be made full time. The position has been working full time hours for 3 years. She also requests the lowest paid Deputies in her department have their hourly rate raised to the level of the lowest paid deputies in the other offices. For 2007 that would be an increase from \$ 12.64 per hour to \$ 13.84.
- 12) Debbie Dunning says that some of the expenditures, particularly Deputy wages, that are currently being paid from Reassessment may have to come from another source as the next Reassessment begins in 2009 through 2011, and there are significant costs involved.
- 13) The Museum budget calls for an increase of seven (7) hours per week to be divided among the two part time employees.
- 14) The Probation Department requests an additional Probation Officer with a 2008 salary of \$ 28,415. Chief Probation Officer Mary Jane Walsworth also requests that the Care of Patients and Inmates budget be transferred from Probation to the Commissioners. She says this is required by statute. Matt Hassel stated that this budget line was moved from the Commissioners to Probation a number of years ago because it was determined that Probation would have a better understanding of the day-to-day commitments and could better track where juveniles were being placed and how much they were costing. Matt says his understanding of the statute is that the County shall provide for juvenile care and not specifically the Commissioners.
- 15) The Soil and Water board has requested an hourly rate wage increase for the Office Administrator from \$13.06 to \$ 14.85 to be more in line with other Office Administrators.
- 16) The Division of Child Services 2008 budget requests have increased from \$ 3,621,250 in 2007 to \$ 4,589,250. The reason for this is the large increase in the number of CHINS served, leaving a cash flow shortfall and no operating balance after the first quarter of 2007. The 2008 budget is based on the expectation that even more children will be in need of services.
- 17) Fred Lintner stated that the Convention and Visitor Bureau's budget for 2008 is \$ 187,250. This budget was approved by the Convention and Visitor Board. Director Mike Woolfington requested a \$ 2,000 reduction in salary in order to increase the part time administrative budget to \$ 12,000.

POTENTIAL BUDGET ADJUSTMENTS

General Fund

Initial 2008 Budget Requests - \$ 11,695,960

Estimated 2008 Revenue - \$ 10,406,727

Reductions Necessary to Balance Revenue and Expenditures - \$ 1,289,233

Commissioner Budget:

Reduce Soil & Water - \$ 1,276

Reduce GDI Advance - \$ 500,000

Reduce Economic Development Corp \$ 150,000

Reduce Comp Time Buyout \$ 76,556

Reduce Employer Social Security \$ 5,856

Reduce Employer PERF \$ 4,019

Increase Commissioner Salaries - \$ 3,130

Increase Postage \$ 100,000

Increase Telephone \$ 113,000

Increase Office Machine Supplies \$ 18,000

Net Effect – Reduction of \$ 503,577

Information Systems:

Reduce Overtime \$ 1,100

Buildings & Grounds:

Reduce Office Machine Supplies - \$ 18,000

Reduce Telephone \$ 113,000

Reduce Postage \$ 100,000

Reduce Maintenance Person \$ 20,959 This was an error in the original budget request, not a request for new personnel.

Reduce Overtime \$ 3,000

Net Effect – Reduction of \$ 254,959

Treasurer

Reduce Overtime \$ 1,200

Superior Court # 1

Reduce Overtime \$ 2,000

Superior Court # 2

Reduce Overtime \$ 4,500

Circuit Court

Reduce Furniture & Equipment - \$ **15,000**

Clerk of the Circuit Court

Reduce Overtime \$ 3,000

Reduce Equipment Maintenance Contracts \$ 1,328

Net Effect – Reduction of \$ 4,328

Election Board

Reduce Voting Machines - \$ **168,116**

Auditor

Reduce Wages Deputies \$ 6,000

Reduce Overtime \$ 1,700

Net Effect – Reduction of \$ 7,700

Sheriff

Reduce Vehicle Purchase \$ **41,500**

Prosecutor

Reduce Overtime \$ **2,000**

Victim Assistance

Increase Supplies \$ 5,962

Increase Contractual Services \$ 6,646

Increase Travel/Mileage \$ 1,600

Net Effect – Increase of \$ 14,208

Extension Service

Reduce Longevity \$ 3,704

Increase Overtime \$ 3,704

Net Effect - \$ 0

Union Township

Reduce Contract – New Construction \$ 6,640

Increase Contractual Services \$ 6,640

Net Effect - \$ 0

Center Township

Reduce Deputy Assessor - \$ **1,000**

Surveyor

Reduce Office Equipment \$ **18,000**

Service Officer

Reduce Wages – Department Head \$ 1,464

Reduce Clerical PT \$ 10,773
Increase Contractual Services \$ 8,190
Net Effect – Reduction of \$ 4,047

Museum

Reduce Overtime \$ 343

Probation

Reduce Overtime \$ 12,200

Soil and Water

Reduce Overtime \$ 672

Increase Wages – Secretary \$ 3,422 Budget software entry incorrect

Net Effect – Increase of \$ 2,750

Weights & Measures

Reduce Field Instruments - \$ 300

County Council

Reduce Travel/Mileage - \$ 1,000

General Fund Total Potential Budget Adjustments - \$ 1,024,812

OTHER FUNDS

Cum Cap Development (CCD):

Initial Budget Requests - \$595,116
Estimated Revenue - \$ 496,698

Reduce Vehicle Purchase \$ 81,000
Reduce Voting Machines \$ 84,058
Reduce Office Equipment \$ 18,000
Net Effect – Reductions of \$ 183,058

Special CAGIT:

Initial Budget Requests - \$ 1,322,970
Estimated Revenue - \$ 1,985,298

Reduce Prisoner Care \$ 50,000
Reduce Prisoner Meals \$ 50,000
Net Effect – Reductions of \$ 100,000

Highway Budgets:

Initial Budget Requests - \$ 3,304,234
Estimated Revenue - \$ 2,695,661

Highway Administration
Reduce Overtime \$ 650

Highway Repair & Maintenance
Reduce Overtime \$ 40,000

Highway General & Undistributed
Reduce Overtime \$ 4,320
Reduce Highway Equipment \$ 160,000

Net Effect – Highway Reductions of \$ 204,970

Rainy Day Fund:

Reduce GDI Advance \$ 250,000
Reduce Voting Machines \$ 84,058
Net Effect – Reductions of \$ 334,058

Health Department:

Initial Budget Requests - \$ 392,711
Estimated Revenue - \$ 443,699

Reduce Overtime \$ 700
Reduce Unsafe Buildings \$ 7,000
Net Effect – Reductions of \$ 7,700

Reassessment:

Initial Budget Requests - \$ 419,311
Estimated Revenue - \$ 338,501

Reduce Overtime \$ **2,000**

Court Services:

Reduce Employer Life Insurance - \$ **6,480**

There being no further business or discussion, the first reading of the 2008 budget was adjourned on a motion by Rex Gilliland, a second by Judy Stone and a unanimous 7-0 vote. The Council will meet on **MONDAY, SEPTEMBER 10, 2007** to adopt the 2008 budgets.

Fred Lintner

Don Morrison

Judy Stone

Joanne VanDerWeele

Matt Hassel

Ralph Booker

Rex Gilliland

ATTEST:

Jan Allen Quivey, Auditor

2008 COUNCIL BUDGET HEARINGS
FIRST READING - AUGUST 27 and 28, 2007

The hearing is called to order by Council President, Fred Lintner. Also present are Vice President Don Morrison, members Joanne VanDerWeele, Judy Stone, Matt Hassel, Ralph Booker, Rex Gilliland, and Auditor, Jan Quivey.

Fred Lintner led those in attendance in The Pledge of Allegiance.

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- 4) Recommends Care of Patients and Inmate budget be moved from Probation to the Commissioners.
- 5) Requests that the temporary loan to the General Drain Improvement Fund be reduced from \$ 500,000 to \$ 250,000 and be funded from the Rainy Day Fund rather than the General Fund.
- 6) Recommends \$ 150,000 in start-up funding for the new Marshall County Economic Development Corporation come from the Rainy Day Fund rather than the General Fund.
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- 8) Recommends the part time position in the Assessor's Office be made full time.
- 9) Requests that consideration be given to establishing a separate Human Resource/Purchasing Agent/ Commissioner Secretary position separate from the Auditor's Office.
- 10) Recommends reductions in department Overtime requests that were made when there was discussion regarding the elimination of Comp Time, since that policy has now changed and allows for 40 hours comp time accrual for most employees and 80 hours for Public Safety employees.

- 11) Recommends that Telephone, Postage and Office Machine Supplies be transferred from the Buildings and Grounds budget to the Commissioner budget.
- 12) Recommends a portion (\$ 50,000) of the amounts requested for both Prisoner Care and Prisoner Meals be funded from the Special CAGIT Fund and reduced from the Sheriff's budget.
- 13) Recommends the lowest paid Deputy Assessors hourly wage be brought up to the level of the lowest paid deputies in all other departments.
- 14) Recommends the Soil and Water Office Administrator hourly wage be brought up to the level of other office administrators.
- 15) Recommends the Maintenance Supervisor position be reestablished with a current hourly pay rate of \$ 14.99 per hour, prior to any 2008 wage adjustment.
- 16) Recommends any additional Probation Officer positions granted be funded from Probation User Fees.
- 17) Recommends that the nine (9) new employees required to run the new jail continue to be funded with Special CAGIT funds.

ITEMS OF DISCUSSION THROUGHOUT THE HEARINGS

- 1) Supplementing mandated Probation Officer Wage increase from Probation User Fees should inadequate Probation Administrative Fees be available to cover the increases.
- 2) Funding for the Boys and Girls Club
- 3) Sheriff Department, Jail and 9-1-1 change from a 37 ½ hour average workweek to 40 hours. If implemented in all departments the additional costs involved would be \$ 55,848 plus benefits in the Sheriff's budget; \$ 65,956 plus benefits in the Jail budget; \$ 23,756 in the Special CAGIT budget, and \$ 23,785 in the 9-1-1 budget. This would give a total increase in wages and benefit costs of \$ 185,058, although according to the Sheriff it would reduce the potential number of new employees that would be required if a 37 ½ hour workweek were maintained. There was discussion on whether to go 40 hours across the board or just in certain departments.
- 4) The Highway budget requests are \$ 580,000 greater than anticipated revenue in 2008. Neal offered to eliminate the request to purchase two (2) trucks in 2008. The Council asked him to come back in 2008 and ask for funding for trucks if a purchase is necessitated.
- 5) In the Data Processing and CCD budgets, software maintenance and computer upgrade budget requests have increased \$ 25,000 and \$ 20,000, respectively. Michael Marshall says maintenance and licensing go up annually and the computer upgrade budget increase is because of the need to replace outdated computers. He says computers should be updated on a 4-5 year basis and we are nowhere close to being able to do that.
- 6) Superior Court # 2 is requesting the Receptionist position that was moved to Court Services in 2006 be reinstated in his office. This would essentially be a new position as Court Services has requested to maintain their Receptionist position.
- 7) Judge Colvin is asking for \$ 14,000 to install an e-mail notification system as a means to notify other attorneys regarding court cases. Hw says this has the potential to save a considerable amount in postage costs.

- 8) Due to additional grant money being available the County in 2008 is eligible for \$22,520 in CASA funding as compared to \$ 5,158 in 2007. To receive this amount the County must provide a grant match in actual funding or like kind benefits provided to CASA of an equal amount. Marshall County CASA has become certified for the first time ever and are now supporting 37 kids. However, there is a need to serve 117 kids.
- 9) The Sheriff stated that Holidays worked in the Sheriff Department, Jail and 9-1-1 will no longer be allowed to be taken as comp time but must be paid instead.
- 10) Victim Assistance Director Jamie Sharp requested that an additional \$ 15,621 be added to her budget to allow for reimbursable grant expenditures (\$ 14,208 for the reimbursable grant funds and \$ 1,413 in local grant match funds) in 2008 that weren't in her original budget.
- 11) Assessor Debbie Dunning requested that the part time position in her office be made full time. The position has been working full time hours for 3 years. She also requests the lowest paid Deputies in her department have their hourly rate raised to the level of the lowest paid deputies in the other offices. For 2007 that would be an increase from \$ 12.64 per hour to \$ 13.84.
- 12) Debbie Dunning says that some of the expenditures, particularly Deputy wages, that are currently being paid from Reassessment may have to come from another source as the next Reassessment begins in 2009 through 2011, and there are significant costs involved.
- 13) The Museum budget calls for an increase of seven (7) hours per week to be divided among the two part time employees.
- 14) The Probation Department requests an additional Probation Officer with a 2008 salary of \$ 28,415. Chief Probation Officer Mary Jane Walsworth also requests that the Care of Patients and Inmates budget be transferred from Probation to the Commissioners. She says this is required by statute. Matt Hassel stated that this budget line was moved from the Commissioners to Probation a number of years ago because it was determined that Probation would have a better understanding of the day-to-day commitments and could better track where juveniles were being placed and how much they were costing. Matt says his understanding of the statute is that the County shall provide for juvenile care and not specifically the Commissioners.
- 15) The Soil and Water board has requested an hourly rate wage increase for the Office Administrator from \$13.06 to \$ 14.85 to be more in line with other Office Administrators.
- 16) The Division of Child Services 2008 budget requests have increased from \$ 3,621,250 in 2007 to \$ 4,589,250. The reason for this is the large increase in the number of CHINS served, leaving a cash flow shortfall and no operating balance after the first quarter of 2007. The 2008 budget is based on the expectation that even more children will be in need of services.
- 17) Fred Lintner stated that the Convention and Visitor Bureau's budget for 2008 is \$ 187,250. This budget was approved by the Convention and Visitor Board. Director Mike Woolfington requested a \$ 2,000 reduction in salary in order to increase the part time administrative budget to \$ 12,000.

POTENTIAL BUDGET ADJUSTMENTS

General Fund

Initial 2008 Budget Requests - \$ 11,695,960

Estimated 2008 Revenue - \$ 10,406,727

Reductions Necessary to Balance Revenue and Expenditures - \$ 1,289,233

Commissioner Budget:

Reduce Soil & Water - \$ 1,276

Reduce GDI Advance - \$ 500,000

Reduce Economic Development Corp \$ 150,000

Reduce Comp Time Buyout \$ 76,556

Reduce Employer Social Security \$ 5,856

Reduce Employer PERF \$ 4,019

Increase Commissioner Salaries - \$ 3,130

Increase Postage \$ 100,000

Increase Telephone \$ 113,000

Increase Office Machine Supplies \$ 18,000

Net Effect – Reduction of \$ 503,577

Information Systems:

Reduce Overtime \$ 1,100

Buildings & Grounds:

Reduce Office Machine Supplies - \$ 18,000

Reduce Telephone \$ 113,000

Reduce Postage \$ 100,000

Reduce Maintenance Person \$ 20,959 This was an error in the original budget request, not a request for new personnel.

Reduce Overtime \$ 3,000

Net Effect – Reduction of \$ 254,959

Treasurer

Reduce Overtime \$ 1,200

Superior Court # 1

Reduce Overtime \$ 2,000

Superior Court # 2

Reduce Overtime \$ 4,500

Circuit Court

Reduce Furniture & Equipment - **\$ 15,000**

Clerk of the Circuit Court

Reduce Overtime \$ 3,000

Reduce Equipment Maintenance Contracts \$ 1,328

Net Effect – Reduction of \$ 4,328

Election Board

Reduce Voting Machines - **\$ 168,116**

Auditor

Reduce Wages Deputies \$ 6,000

Reduce Overtime \$ 1,700

Net Effect – Reduction of \$ 7,700

Sheriff

Reduce Vehicle Purchase **\$ 41,500**

Prosecutor

Reduce Overtime **\$ 2,000**

Victim Assistance

Increase Supplies \$ 5,962

Increase Contractual Services \$ 6,646

Increase Travel/Mileage \$ 1,600

Net Effect – Increase of \$ 14,208

Extension Service

Reduce Longevity \$ 3,704

Increase Overtime \$ 3,704

Net Effect - \$ 0

Union Township

Reduce Contract – New Construction \$ 6,640

Increase Contractual Services \$ 6,640

Net Effect - \$ 0

Center Township

Reduce Deputy Assessor - **\$ 1,000**

Surveyor

Reduce Office Equipment **\$ 18,000**

Service Officer

Reduce Wages – Department Head \$ 1,464

Reduce Clerical PT \$ 10,773
Increase Contractual Services \$ 8,190
Net Effect – Reduction of \$ 4,047

Museum

Reduce Overtime \$ 343

Probation

Reduce Overtime \$ 12,200

Soil and Water

Reduce Overtime \$ 672

Increase Wages – Secretary \$ 3,422 Budget software entry incorrect

Net Effect – Increase of \$ 2,750

Weights & Measures

Reduce Field Instruments - \$ 300

County Council

Reduce Travel/Mileage - \$ 1,000

General Fund Total Potential Budget Adjustments - \$ 1,024,812

OTHER FUNDS

Cum Cap Development (CCD):

Initial Budget Requests - \$595,116
Estimated Revenue - \$ 496,698

Reduce Vehicle Purchase \$ 81,000
Reduce Voting Machines \$ 84,058
Reduce Office Equipment \$ 18,000
Net Effect – Reductions of \$ 183,058

Special CAGIT:

Initial Budget Requests - \$ 1,322,970
Estimated Revenue - \$ 1,985,298

Reduce Prisoner Care \$ 50,000
Reduce Prisoner Meals \$ 50,000
Net Effect – Reductions of \$ 100,000

Highway Budgets:

Initial Budget Requests - \$ 3,304,234
Estimated Revenue - \$ 2,695,661

Highway Administration
Reduce Overtime \$ 650

Highway Repair & Maintenance
Reduce Overtime \$ 40,000

Highway General & Undistributed
Reduce Overtime \$ 4,320
Reduce Highway Equipment \$ 160,000

Net Effect – Highway Reductions of \$ 204,970

Rainy Day Fund:

Reduce GDI Advance \$ 250,000
Reduce Voting Machines \$ 84,058
Net Effect – Reductions of \$ 334,058

Health Department:

Initial Budget Requests - \$ 392,711
Estimated Revenue - \$ 443,699

Reduce Overtime \$ 700
Reduce Unsafe Buildings \$ 7,000
Net Effect – Reductions of \$ 7,700

Reassessment:

Initial Budget Requests - \$ 419,311
Estimated Revenue - \$ 338,501

Reduce Overtime \$ **2,000**

Court Services:

Reduce Employer Life Insurance - \$ **6,480**

There being no further business or discussion, the first reading of the 2008 budget was adjourned on a motion by Rex Gilliland, a second by Judy Stone and a unanimous 7-0 vote. The Council will meet on **MONDAY, SEPTEMBER 10, 2007** to adopt the 2008 budgets.

Fred Lintner

Don Morrison

Judy Stone

Joanne VanDerWeele

Matt Hassel

Ralph Booker

Rex Gilliland

ATTEST:

Jan Allen Quivey, Auditor

MONDAY OCTOBER 8, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday October 8, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Ralph Booker, Rex Gilliland, Matt Hassel, Joanne VanDerWeele and Judy Stone, members; and Jan Quivey, Auditor. Don Morrison was unable to attend.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Commissioner Tom Chamberlin presented today's jail project update.

Everything is progressing but the completion date is now estimated for November 15, approximately two weeks behind schedule. The main delay is the electrical contractor, who had ordered the wrong wiring which was not discovered until they were ready to install it. The correct wire was ordered but not immediately available. Additional electricians are now on site to hopefully close the completion gap. Penalties for the delays are being negotiated, as well as who should be liable for the increased costs associated with the delay.

It was noted that the CCI Project Manager contract expires at the end of October, and whether to extend the contract until project completion has not yet been determined by the Commissioners. Commissioner Chamberlin hopes to have someone other than the taxpayer pay for the extended contract if it should be granted.

Commissioner Chamberlin presented twenty-five (25) invoices to the Council that the Commissioners have approved for payment with CAGIT funds.

Rex Gilliland moved and Matt Hassel seconded the motion to approve payment of the above mentioned jail project expenditures with CAGIT funds. Motion carried 6-0.

W.I.C. PART-TIME EMPLOYEE WAGE REQUESTS

WIC Coordinator Annette Osborn appeared before the Council to request an increase in the 2008 hourly pay rate for her part time registered nurses and her permanent part-time Clerk. She says these positions were classified by the County's consultant prior to 1999 at rates that would currently be \$19.50 for the nurses and \$ 13.00 for the Clerk She also stated that her department is funded solely from state grants. She is currently paying her nurses \$18.36 per hour, which is the same rate as other part-time Health Department nurses; and her Clerk the current Clerical maximum of \$10.50 per hour.

Matt Hassel suggested that if the WIC part-time nurses pay rate is increased, then so should the Health Department and Health Maintenance part-time nurse positions.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to increase the 2008 WIC permanent part-time Clerk hourly pay rate to \$13.00 plus 3 percent and the WIC part-time nurse hourly pay rate to \$ 19.13 plus 3 percent. Motion carried 5-1 with Matt Hassel voting nay. Matt stated if part time rates are increased it should be across the board.

ADDITIONAL APPROPRIATION AND REDUCTION REQUESTS

<u>Department</u>	<u>Line Item</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Service Officer	Contractual Services	\$ 2,520	Gilliland	Booker	6-0
Superior Court # 2	Consulting Interpreter	\$ 3,000	Booker	Hassel	6-0
Superior Court # 2	Pauper Counsel	\$ 2,200	Booker	VanDerWeele	6-0
Clerk Record's Perpetuation	Office Equipment	\$ 20,000	Hassel	Booker	6-0
Highway General & Undist	Vehicle Maint Supplies	\$152,000	Hassel	Gilliland	6-0
Highway Repair & Maint	Truck Drivers	-\$ 9,843.20	Hassel	Stone	6-0
Highway General & Undist	Truck Drivers	\$ 9,843.20	Hassel	Stone	6-0
Clerk IV-D Post 1999	Office Equipment	\$ 30,000	Booker	Hassel	6-0

TRANSFER REQUESTS

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Highway Admin	Computer Programs	PERF	\$ 475	Gilliland	Booker	6-0
Cum Bridge	Social Security	PERF	\$ 244	Gilliland	Booker	6-0
Prosecutor	Clerical	Longevity	\$ 100	VanDerWeele	Hassel	6-0
West Twp	Deputy Assessor	Contract NC	\$ 104	Booker	VanDerWeele	6-0
Victim Assist	Training	Overtime	\$ 700	Gilliland	Hassel	6-0
WIC	Nurse	Medical Supplies	\$ 1,550	Gilliland	VanDerWeele	6-0
Auditor	Printed Forms	Clerical	\$ 2,500	Gilliland	Hassel	6-0
Auditor	Printed Forms	Overtime	\$ 500	Gilliland	Hassel	6-0
Bldg Inspector	Office Supplies	Printed Forms	\$ 172.94	Hassel	Stone	6-0

AUDITOR REPORT

September 10, 2007 Budget Adoption Minutes: Ralph Booker moved and Matt Hassel seconded the motion to approve the September 10, 2007 Budget Adoption minutes with two corrections: 1) The Extension Overtime reduction should have been \$ 1,704 rather than \$ 1,707; and 2) the BZA budget total should have been \$ 9,550 rather than \$ 9,250. Motion carried 6-0.

Certification of 2008 County Option Income Tax Rates: Ralph Booker moved and Judy Stone seconded the motion to table the rate certification pending further consideration of additional Local Option Income Taxes as a means of reducing property taxes. Motion carried 6-0.

2008 SALARY ORDINANCE AMENDMENTS

The issue of part-time non-clerical hourly pay rates for 2008 was brought forth. During the September 10 Budget Adoption meeting a motion was made to give no raises to part time personnel in 2008. The Council said it was not their intention to deny raises to certain part-time employees. They said they were thinking Clerical rates when the motion was made and passed.

Ralph Booker moved and Judy Stone seconded the motion to amend the 2008 Salary Ordinance to include a 3 percent pay raise for all part-time personnel with the exception of Clerical, Commissioners, Council, and Legal Research and Law Clerks in the Courts and Prosecutor's Office, all of which will remain at 2007 levels; and to set a part-time nurse pay rate range for WIC, the Health Department and Health Maintenance of \$ 15.00 to \$ 19.70 per hour, and an hourly pay rate of \$ 13.39 for the WIC permanent part-time Clerk. Motion carried 6-0. Matt Hassel expressed concern over the WIC part-time Clerk receiving an increase where other Clerical personnel did not. The amended draft of the 2008 Salary Ordinance will be presented at the November meeting.

OTHER COUNCIL ITEMS

Ralph Booker presented copies of numerous documents he received at the recent Association of Indiana Counties conference that he and two other Council members attended. Topics included were employment issues from Waggoner, Irwin and Scheele; tax burden shifts; Local Option Income Taxes; Trending; and Capital Review Boards which all counties must establish in 2009.

TAX AWARENESS COMMITTEE

Mike Bernero says he doesn't favor a Capital Projects Review Board as it is just one more layer of bureaucracy. He says the DLGF still has final say regarding any capital project and remonstrances are still allowable.

There being no further business **Rex Gilliland moved and Joanne VanDerWeele seconded the motion to adjourn. Motion carried 6-0.**

Fred Lintner, President

Judy Stone

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Attest: _____
Jan A. Quivey, Auditor

TUESDAY NOVEMBER 13, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Tuesday November 13, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, Matt Hassel, Joanne VanDerWeele and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Commissioner Tom Chamberlin presented today's jail project update.

He stated he met with the Plymouth Sanitary Board on November 12 to present the Commissioners position on the jail lift station additional costs. The purpose was to attempt to receive some financial support from Plymouth in covering the extra costs, since the location and specifications for the lift station were set by the City. Tom stated the City of Plymouth decision is to not participate with any of the additional costs because in the estimation of the city engineer additional soil borings should have been done once the location for the lift station was selected. In the City's opinion if the additional borings had been done the additional work and cost involved with the location's poor soil structure could have been included in the original contract. Tom went on to say that other engineers involved with the jail project said additional soil bores don't necessarily give all the answers because soil conditions can change as little as ten feet away from the boring. The lift station work is complete and the additional cost involved is \$ 154,684.

All contractor work is expected to be completed by the end of November. Training of employees will follow with Communications to make the move followed by administration personnel before the move of inmates will take place likely in mid to late January, 2008. Tom says one contractor has been put on notice with another likely to follow that there will be penalties for delays and workmanship issues. The CCI project manager contract will end November 30. Furniture and shelving installation will be overseen by the jail staff. Tom acknowledged that the total hard and soft costs for the jail will be a little over twenty (20) million dollars with the cost overruns being a little over \$ 100,000 which he and others in the construction industry consider to be very good.

PROBATION JUVENILE FEE COLLECTION/REIMBURSEMENT UPDATE

Assistant Chief Probation Officer James Pheibush reported on the juvenile fee collection process that has been implemented by the Probation Department and Clerk's office. Probation will complete a worksheet so that the Clerk has all the information regarding dates and amounts owed, as well as how much of the collection goes to the State and how much stays in the County.

Parents are asked to either pay amounts owed for juvenile DOC costs in full or to set up a payment plan. If no response is forthcoming the amounts owed are turned over to a collection agency (the same one the Clerk currently uses). To date 16 worksheets have been completed with an amount due of \$ 55,000. Of this amount \$ 35,199 has been collected with \$ 20,633 remaining in the County. James says that as time permits he would like to go back at least a year to process overdue cost reimbursement.

SHERIFF DEPT REQUEST TO WAIVE 90 DAY 90 PERCENT PAY

Sheriff Jon VanVactor requested that he be allowed to waive the 90 day 90 percent pay for former Deputy Sheriff Gary Dunlap who is now employed as a Court Security Officer.

Matt Hassel moved and Don Morrison seconded the motion to approve the Sheriff's request to waive the 90 percent pay for 90 days for Court Security Officer Gary Dunlap. Motion carried 7-0.

BUILDINGS and GROUNDS REQUEST for ADDITIONAL OVERTIME

Buildings and Grounds Director Rich Ulrich appeared before the Council to request additional funds to pay Overtime. Time off for health reasons for two employees and additional work and training at the new jail has caused the overtime need. Rich's request today is to make the Council aware. The formal appropriation request will be considered during the December Council meeting. The Council says they will most likely grant his request for an additional \$ 1,000 at the next meeting.

ADDITIONAL APPROPRIATION AND REDUCTION REQUESTS

<u>Department</u>	<u>Line Item</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Auditor	Overtime	\$ 360.00			
Auditor	Clerical	\$ 295.00			
Auditor	Postage	\$ 5,125.00			
Auditor	Professional Services	\$ 2,395.00			
Auditor	Office Supplies	\$ 1,470.00	Gilliland	Hassel	7-0
Surveyor	Vehicle Repair	\$ 369.47	Morrison	Gilliland	7-0
Walnut Twp	Contract New Constr	\$ 1,000.00	VanDerWeele	Gilliland	7-0
Probation	Department Head	\$ 17,946.00			
Probation	Probation Officers	\$ 12,134.00	Booker	Stone	7-0
Jail	Prisoner Care	\$ 40,000.00	Hassel	Gilliland	7-0
Victim Assistance Donations	Office Supplies	\$ 208.03	Booker	Hassel	7-0
Health Maintenance	Office Equipment	\$ 4,200.00	Morrison	Stone	7-0
W.I.C.	Medical Supplies	\$ 7,000.00	Gilliland	Stone	7-0

The Auditor additional appropriation requests are the estimated costs to process and send the property tax rebate checks that will be sent within the next couple of months. The Probation

additional appropriation requests are to appropriate monies that were transferred by Court Order from the Probation Administrative Fee Fund to the General Fund to supplement Probation Officer wage increases as directed by the State.

TRANSFER REQUESTS

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Clerk	Clerical	Longevity	\$ 800.00	Hassel	Stone	7-0
Auditor	Printed Forms	Clerical	\$ 700.00			
Auditor	Office Supplies	Clerical	\$ 255.00	Stone	Gilliland	7-0
Treasurer	Tax Statements	Postage	\$ 274.60	Hassel	Booker	7-0
Sheriff	Emergency Deputies	Merit Board	\$ 145.00	VanDerWeele	Booker	7-0
Extension	Secretaries	Clerical	\$ 1,000.00	Hassel	Morrison	7-0
Museum	Computer Software	Printed Forms	\$ 139.92	Morrison	Hassel	7-0
Polk Twp	Deputy Assessor	Contract New Const	\$ 1,070.00	Booker	Gilliland	7-0
Wts & Meas	Field Instruments	Repair Furn & Equip	\$ 37.62	Hassel	Morrison	7-0
Victim Assist	Contractual Services	Office Supplies	\$ 42.21	VanDerWeele	Hassel	7-0
EMA	Training	Office Supplies	\$ 200.00			
EMA	Travel/Mileage	Office Supplies	\$ 200.00	Morrison	Hassel	
Jail	Travel/Mileage	Uniforms/Clothing	\$ 500.00	Booker	Hassel	7-0
Plat Mapping	Clerical	Social Security	\$ 63.05	Morrison	Stone	7-0
Plat Mapping	Rebinding Records	Map Supplies	\$ 250.00	Stone	Morrison	7-0
CCD	Software Maintenance	Computer Equip	\$ 5,000.00	Gilliland	Hassel	7-0
WIC	Wages – Nurse	Wages Breastfeeding	\$ 1,000.00			
WIC	Janitorial	Office Supplies	\$ 100.00	Morrison	Gilliland	7-0

AUDITOR REPORT

October 8, 2007 Council Meeting Minutes: Rex Gilliland moved and Ralph Booker seconded the motion to approve the October 8, 2007 meeting minutes as presented. Motion carried 6-0.

Certification of 2008 County Option Income Tax Rates: Following discussion, the Council by consensus agreed that now was not the right time to implement an additional local income tax to provide property tax relief. It was thought best to see what the Governor and the General Assembly are going to accomplish regarding property tax relief before any further action is taken locally, although the imposition of a local tax may have to be reconsidered at some time in the future.

Matt Hassel moved and Don Morrison seconded the motion to certify the 2008 Marshall County CAGIT at the 2007 rate of 1.25 percent; broken down as 1 percent regular CAGIT and .25 percent Special CAGIT to fund the new jail bond issue. Motion carried 7-0.

Intra County Agreement Between Marshall County and Starke County: The agreement has already been signed by the Marshall County Commissioners and the Starke County Commissioners. At a later time the agreement will also be presented to the Starke County Council. The agreement allows for joint purchases of highway raw materials and a sharing of certain

highway equipment as a means of cutting back on expenditures and to be able to purchase materials in a larger quantity thus cutting the per unit cost.

Matt Hassel moved and Judy Stone seconded the motion to approve and sign the Highway Department Marshall - Starke Intra County Agreement. Motion carried 7-0.

EMPLOYEE RECLASSIFICATIONS/WAGE ADJUSTMENTS

Waggoner, Irwin and Scheele classification and wage adjustment recommendations for three Deputy Assessor positions and the Jail Bookkeeper position were presented for consideration. All of these wage adjustment requests were made previously to the Personnel Committee and the Council during the budget hearings and adoption.

The recommendation for the three Deputy Assessor positions is to raise them to the pay level of the lowest paid deputy positions in the Treasurer, Clerk, Auditor and Recorders' offices, currently \$13.84 per hour. The current pay rate for the Deputy Assessors in question is \$12.64 per hour. If approved, the pay rate for the three positions in 2008 would be \$14.26 per hour with the three percent wage given by the Council.

Matt Hassel moved and Rex Gilliland seconded the motion to approve the wage adjustment for the three lowest paid Deputy Assessor positions to a 2008 rate of \$ 14.26 per hour to take effect January 1, 2008. Motion carried 7-0.

The current pay rate for the Jail Bookkeeper is \$12.60 per hour. The recommendation of Waggoner, Irwin and Scheele is to increase that rate to a 2007 level of \$13.66 per hour and a 2008 rate of \$14.07 per hour after adding the three percent increase.

Don Morrison moved and Joanne VanDerWeele seconded the motion to approve the wage adjustment for the Jail Bookkeeper position to a 2008 rate of \$14.07 per hour to take effect January 1, 2008. Motion carried 7-0.

REQUEST FOR WAIVER OF 90 DAY 90 PERCENT PAY

Assessor Debbie Dunning requested a waiver of the 90 percent pay for 90 days for Peter Paul who will become a full time Deputy Assessor on January 1, 2007 after working part time in the Assessor's Office for over four years.

Joanne VanDerWeele moved and Matt Hassel seconded the motion to waive the 90 percent pay for 90 days for Peter Paul who will become a full time Deputy Assessor January 1, 2008. Motion carried 7-0.

WIC PART TIME EMPLOYEE WAGE ADJUSTMENT - 2007

During the October 8, 2007 Council meeting a motion was made and approved to increase the part time Registered Nurse pay and the part time Clerk pay to \$19.70 per hour and \$13.30 per hour, respectively. WIC Coordinator Annette Osborn appeared before the Council today to say that her understanding and intent was for the wage increase for those part time positions to take effect immediately.

After discussion, **Ralph Booker moved and Joanne VanDerWeele seconded the motion allowing the WIC part time Nurse and Clerk wage rates to increase to \$19.13 and \$13.00 per hour respectively with an effective date of October 1, 2007. Motion carried 7-0.** With a 3 percent increase in 2008 the rates will be \$19.70 per hour and \$13.39 per hour, respectively.

SEX AND VIOLENT OFFENDER REGISTRATION FEE ORDINANCE 2007- 09

Previously passed by the Commissioners on October 15, 2007 Joint Ordinance 2007-09 was presented to the Council for approval.

Matt Hassel moved and Judy Stone seconded the motion to waive the rules and pass Ordinance 2007-09, Establishing a Sex and Violent Offender Registration Fee, on first, second and third readings. Motion carried 7-0.

NEW COUNTY HANDBOOK AND 2008 SALARY ORDINANCE LONGEVITY AND 90 DAY 90 PERCENT PAY

Jan Quivey, Auditor, presented toe recommendations from the Personnel Committee regarding Longevity Pay and the 90 percent pay for 90 days for new employees.

Longevity: The Personnel Committee recommended that Longevity Pay not begin until after a new employee's fifth (5th) year of continual full time employment with the County, with an extension of Longevity incremental increases through 25 years of service. After 5 years the employee would receive \$ 500 with an annual increase of \$ 100 each year up to 25 years at which point the maximum of \$ 2,500 would be reached.

The Council chose a different option as follows: **Matt Hassel moved and Rex Gilliland seconded the motion to begin Longevity Pay for new employees after three (3) years of continuous full time employment, at which time he/she would receive \$ 300, with \$ 100 annual increment increases up to a cap of 20 years or \$ 2,000.**

90 Day 90 Percent Pay for New Employees: The Personnel Committee recommended the 90 day 90 percent pay fro new employees be eliminated. Their reasoning was that every time a waiver of the 90 percent pay is requested it is granted, so consistency with the policy was absent.

Matt Hassel moved and Joanne VanDerWeele seconded the motion to leave the 90 day 90 percent pay policy for new full time employees the same as it currently is with Department Heads having the right to request a waiver if circumstances warrant it. Motion carried 7-0.

Following the days regular business all documents and ordinances were signed.

There being no further business **Don Morrison moved and Matt Hassel seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Jan A. Quivey, Auditor

MONDAY DECEMBER 10, 2007 COUNCIL MEETING

BE IT REMEMBERED: That on Monday December 10, 2007, the Marshall County Council met in a public meeting at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present, the Honorable: Fred Lintner, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, Matt Hassel, Joanne VanDerWeele and Judy Stone, members; and Jan Quivey, Auditor.

The meeting was opened with the Pledge to the Flag.

JAIL PROJECT UPDATE

Commissioner Tom Chamberlin presented today's jail project update.

- The lift station and sewage grinder have been started and are in service.
- Rest room facilities are functioning.
- Mechanical contractor to return December 11 to adjust all penal fixtures
- Razor ribbon on fence still needs to be finished.
- Some site work may have to be delayed until spring
- Permanent cores have been installed in the locks of the main lobby and employee entrance.
- The security system is finished.
- Castele Construction still has to work on two mechanical door-positioning sensors.
- Reinforcing of rails continues in detention.
- Shawnda Wenino is working with the Sheriff and OSSI regarding some 9-1-1 issues.
- Correctional inventory has been continually arriving.
- The CCI contract ended December 1, but they are still on site at no cost to the County.
- RQAW will be coming in to go through a punch list of items to be corrected.
- Some leveling out of heating temperatures are be addresses this week.
- The furniture will be arriving in a week or two.
- Final clean-up is in progress.
- The project is still within the appropriated CAGIT budget for soft costs.
- Several open houses are being planned for January.

REQUESTS TO WAIVE 90 DAY 90 PERCENT PAY

Superior Court # 1: Judge Bowen requested the waiver for new employee (Bailiff) Darlene Mangus as she has worked for the County (Jail and Dispatch) for 17 years.

Matt Hassel moved and Judy Stone seconded the motion to approve the waiver of the 90 day percent pay for new Superior Court Bailiff Darlene Mangus as of January 1, 2008. Motion carried 7-0.

Clerk of the Circuit Court: Clerk-Elect Julie Fox requested the waiver for new employee (First Deputy) Paula Babcock as she has worked for the County (Clerk, Probation, Auditor) for 23 years.

Rex Gilliland moved and Matt Hassel seconded the motion to approve the waiver of the 90 day percent pay for new Clerk First Deputy Paula Babcock as of January 1, 2008. Motion carried 7-0.

Auditor: Auditor-Elect Penny Lukenbill requested the waiver for Jan Quivey, who will be serving as Auditor First Deputy, as he has served as Auditor for the past eight years.

Rex Gilliland moved and Matt Hassel seconded the motion to approve the waiver of the 90 percent pay for 90 days for new Auditor First Deputy Jan Quivey as of January 1, 2008. Motion carried 7-0.

CORONER VEHICLE REPLACEMENT REQUEST

Coroner John Grolich stated that his 1997 Ford Expedition is in need of repair at a cost of \$ 3,800. He says that since the vehicle has 124,000 miles on it that a replacement vehicle might be a better option. He said he has located two possible vehicles: 1) a 2003 Expedition for \$13,000 and a 2004 Expedition for \$14,400, both costs include a trade-in value. He stated there would also be a fee charge of \$95. He recommends the 2004 vehicle since it has only 47,000 miles on it. He says if the purchase is allowed with a 2008 additional appropriation he would like to use some 2007 money in his Vehicle Repair line to change out the lights.

Matt Hassel moved and Rex Gilliland seconded the motion to tentatively approve a Coroner 2008 additional appropriation to purchase a 2004 Ford Expedition for \$14,495 after trade-in. Motion carried 7-0. Following the additional appropriation process the request will be officially acted upon during the January 14, 2008 Council meeting.

ADDITIONAL APPROPRIATION REQUESTS

<u>Department</u>	<u>Line Item</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Bourbon Twp	Wages – Twp Assessor	\$ 115.38	VanDerWeele	Morrison	7-0
Bldgs and Grounds	Overtime	\$ 1,000.00	Booker	Stone	7-0
Circuit Court	Grand & Petit Jurors	\$ 4,000.00	Booker	VanDerWeele	7-0
LEPC	Training	\$ 10,000.00	Hassel	Gilliland	7-0

TRANSFER REQUESTS

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Treasurer	Clerical	Overtime	\$ 650.00	Morrison	Hassel	7-0
Prosecutor	Secretaries	Receptionist	\$ 1,030.43	Hassel	Stone	7-0
Bourbon Twp	Clerical	Deputy Twp Assessor	\$ 235.50	Gilliland	Booker	7-0
Polk Twp	Postage	Clerical	\$ 200.00	Morrison	Hassel	7-0

Tippecanoe Twp	Clerical	Deputy Twp Assessor	\$ 70.00	Hassel	Morrison	7-0
West Twp	Office Mach Suppl	Telephone	\$ 75.00	Morrison	Hassel	7-0
Election Board	Machine Tech	Absentee Voter Board	\$ 1,100.00	Stone	Morrison	7-0
Commissioners	Grp Health Ins	Unemployment Comp	\$ 7,000.00	Booker	Morrison	7-0
Commissioners	Professional Svcs	Vehicle Maintenance	\$ 1,100.00	Morrison	Stone	7-0
Superior Crt # 1	Clerical	Wages – Bailiff	\$ 2,500.00	Morrison	Hassel	7-0
Probation	Probation Officers	Clerical	\$ 600.00	Booker	VanDerWeele	7-0
Wts. & Measures	Postage	Field Instruments	\$ 37.62	Morrison	Hassel	7-0
Victim Assistance	Investigator	Department Head	\$ 1,538.99	Hassel	Stone	7-0
Victim Assistance	Longevity	Dues & Subscriptions	\$ 85.50	Hassel	Stone	7-0
Victim Assistance	Longevity	Overtime	\$ 314.50	Morrison	Booker	7-0
Victim Assistance	Contractual Svcs	Office Supplies	\$ 66.00	VanDerWeele	Hassel	7-0
Jail	PT Turnkey/Dispatc	Holiday Pay	\$ 6,000.00	Gilliland	Stone	7-0
Court Services	Clerical	Professional Svcs	\$ 166.35	Hassel	Morrison	7-0
Court Services	Grp Health Ins	Professional Svcs	\$ 8,105.21	Hassel	Morrison	7-0
Court Services	Workman’s Comp	Monitoring Fees	\$ 3,500.00	Hassel	Gilliland	7-0
Cum Bridge	Overtime	Longevity	\$ 600.00	Booker	Hassel	7-0
9-1-1	Overtime	Holiday Pay	\$ 500.00	Morrison	Hassel	7-0
9-1-1	Overtime	Holiday Pay	\$ 3,000.00	Stone	Hassel	7-0
WIC	Wages – BF	Employer PERF	\$ 225.00	Morrison	Booker	7-0
WIC	Wages – Nurse	Clerical	\$1,725.00	Morrison	Booker	7-0
WIC	Equipment Repair	Nutrition Supplies	\$ 85.00	Morrison	Booker	7-0
WIC	Postage	Office Supplies	\$ 225.00	Morrison	Booker	7-0
WIC	Postage	Medical Supplies	\$ 600.00	Morrison	Booker	7-0
CAGIT	Turnkey/Dispatch	Overtime	\$ 2,000.00	Hassel	Morrison	7-0
CAGIT	Turnkey/Dispatch	Holiday Pay	\$ 1,500.00	Hassel	Morrison	7-0
CAGIT	Holiday Pay	Professional Svcs	\$ 6,248.00	Stone	Morrison	7-0
CAGIT	Grp Health Ins	Professional Svcs	\$16,474.00	Stone	Morrison	7-0
CAGIT	Employer Life Ins	Professional Svcs	\$ 542.00	Stone	Morrison	7-0
CAGIT	PT Nurse	Professional Svcs	\$25,062.00	Stone	Morrison	7-0
CAGIT	PT Turnkey/Disp	Professional Svcs	\$22,935.00	Stone	Morrison	7-0
CAGIT	Turnkey/Dispatch	Professional Svcs	\$40,239.00	Stone	Morrison	7-0
CAGIT	Employer PERF	Professional Svcs	\$ 1,500.00	Stone	Morrison	7-0
CAGIT	Unemploy Comp	Professional Svcs	\$ 1,000.00	Stone	Morrison	7-0
CAGIT	Workman’s Comp	Professional Svcs	\$ 1,000.00	Stone	Morrison	7-0

POLK TWP ASSESSOR – WAGES/CONTRACTUAL SERVICES

Polk Township Trustee Assessor appeared before the Council to request a change in the way personal property assessment is compensated. He says he doesn’t have time to do the Assessor portion of his duties any longer, especially since his salary has been reduced because he will not be going to school to receive his Level II appraiser Certification. He has tried to get some one in Polk Twp to take over as Township Trustee/Assessor but to no avail. He originally told County Assessor Debbie Dunning he was going to resign, in which case the County Assessor would assume the personal property assessment duties. After second thought he felt it better not to pass these duties on to the County, but instead requests that he be able to contract out those duties to his Deputy. Since the responsibility for assessment would still fall on his shoulders Lynn requests that he be allowed to keep a small portion of his salary, that being \$ 35.00 per pay period, to administer the assessment of personal property.

Mr. Stull is requesting that he be allowed to transfer money from some of his 2008 budget line items into a Contractual Services line item. He states that his total budget will remain the same dollar wise.

Ralph Booker moved and Don Morrison seconded the motion to accept Mr. Stull's request and allow the 2008 transfers so he will be able to contract out the personal property assessment duties, with the understanding that the issue be revisited in the 2009 budget. Motion carried 7-0.

AUDITOR REPORT

November 13, 2007 Council Meeting Minutes: **Ralph Booker moved and Rex Gilliland seconded the motion to approve the November 13, 2007 meeting minutes as presented. Motion carried 7-0.**

Veteran Service Office Assistant's Contract: Jan presented a 2008 contract for Veteran Service Office Assistant Fred Kowaleski which has already been approved by the Commissioners. The contract language and pay is identical to the 2007 contract, with only the contract year being changed.

Matt Hassel moved and Rex Gilliland seconded the motion to approve the 2008 Veteran Service Office Assistant's contract with Fred Kowaleski. Motion carried 7-0.

Ordinance 2007 – 14(b) – Adoption of County Policy Book: Jan presented Ordinance 2007 -14 (b) which upon passage would adopt the new Marshall County Policy Book. The handbook was prepared by Waggoner, Irwin and Scheele with a lot of input from department heads, numerous meetings of the Personnel Committee, and several drafts and changes. The final draft was reviewed by the Commissioners and Council prior to presenting of the ordinances. Ordinance 2007 – 14 (a) adopting the Handbook was passed during the December 3, 2007 Commissioner meeting. The Council noted a couple of minor corrections and Jan said they would be made prior to printing.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to pass Ordinance 2007 – 14 (b) adopting the new Marshall County Employee Policy Book with the above mentioned corrections. Motion carried 7-0.

2008 Council Meeting Schedule: **Ralph Booker moved and Rex Gilliland seconded the motion to adopt the 2008 Council meeting schedule as presented. Motion carried 7-0.**

PERF Administrator Resolution: A resolution was presented giving Jan Quivey the authority beginning January 1, 2008 to serve as PERF Administrator for the County.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to adopt a resolution giving the authority of PERF Administrator to Jan Quivey beginning January 1, 2008. Motion carried 7-0.

Ordinance 2007 -15 Adoption of New County Funds: Matt Hassel moved and Rex Gilliland seconded the motion to adopt Ordinance 1007 -15 approving the establishment of several new funds within County government during the past two years. Motion carried 7-0.

Ordinance 2008 – 16 Providing for a Temporary Loan from the County Rainy Day Fund to the Welfare Child Services Fund: Jan presented this ordinance as a plan B for paying off a current Indiana Bond Bank loan to the Child Services Fund by December 31, 2007. He says the hope is to have property tax distribution completed prior to the end of the year, but in case that is not possible another means must be available to pay off the Bond Bank loan by year end. If distribution of property taxes is completed prior to December 31, 2007 the temporary loan will not be necessary.

Judy Stone moved and Matt Hassel seconded the motion to pass Ordinance 2007 - 16 allowing for a temporary loan from the County Rainy Day Fund to the Welfare Child Services Fund if needed. Motion carried 7-0.

Reappointment to the Marshall County Housing Authority Board of Directors: Jan Quivey presented the annual Marshall County Housing Authority Annual Report to the Council on behalf of Director Dean Byers. He also presented a letter from Mr. Byers requesting that William Fortin be reappointed to the Housing Authority for another term to end December 31, 2010.

Ralph Booker moved and Matt Hassel seconded the motion to accept the Marshall County Housing Authority 2007 Annual Report as presented. Motion carried 7-0.

Rex Gilliland moved and Joanne VanDerWeele seconded the motion to reappoint William Fortin to the Marshall County Housing Authority Board of Directors for another term to end December 31, 2010. Motion carried 7-0.

Copier/Scanner/Printer 2008 Purchase Request: Jan stated that the two copiers in the Auditor's Office are 10 years old or more. He says they are no longer dependable and have required significant service in recent years. He requests to purchase a copier to replace one of the older ones. He says the new copier will have scanning, printing and network capabilities in addition to being a copier. Jan says no capital purchase funds were appropriated for 2008 so an additional appropriation will have to be done in January. He requests permission to proceed with receiving quotes and to initiate the purchase process.

Don Morrison moved and Rex Gilliland seconded the motion for the Auditor to proceed with the copier purchase process and initiate the additional appropriation process so it can be acted upon during the January 14, 2008 Council meeting. Motion carried 7-0.

Salary Ordinance Amendments:

2007 WIC – Increases the 2007 Part Time Nurse rate to a range of \$ 15.00 - \$ 19.13 per hour.

2007 WIC – Increases the 2007 Part Time Clerk rate to \$ 13.00 per hour.

Both of the above amendments are to become effective October 1, 2007

2007 Bourbon Twp – Increases the Assessor salary bi-weekly pay by \$ 38.46 because of

Level II Appraiser Certification – Effective November 30, 2007

2008 Bourbon Twp – Increases the Assessor salary bi-weekly pay by \$ 38.46 because of
Level II Appraiser Certification – Effective January 1, 2008.

Don Morrison moved and Judy Stone seconded the motion to approve the above WIC and Bourbon Township 2007 and 2008 Salary Ordinance Amendments. Motion carried 7-0.

TAX AWARENESS COMMITTEE

Mike Bernero stated that Conflict of Interest statements regarding employment issues should be filed with the County.

He also says that a new organization has been founded called “ Repeal of Indiana Property Taxes, Inc.

Following the days regular business all documents and ordinances were signed.

There being no further business **Ralph Booker moved and Matt Hassel seconded the motion to adjourn. Motion carried 7-0.**

Fred Lintner, President

Don Morrison, Vice President

Joanne VanDerWeele

Matt Hassel

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____

Jan A. Quivey, Auditor