

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY JANUARY 14, 2008**

BE IT REMEMBERED: That on Monday January 14, 2008, the Marshall County Council met in a public meeting at the County Building, 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 Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

BOARD REORGANIZATION

Mr. Lintner requested that the council choose a new President, since he has served for several years in that position. He thanked the council for their support in the past and also thanked former Auditor Jan Quivey for his past service to the county and his role in ensuring a smooth transition for the new auditor.

Fred Lintner moved and Don Morrison seconded the motion to elect Matt Hassel President of the Marshall County Council. Motion carried 7-0.

Rex Gilliland moved and Joanne Vanderweele seconded the motion to elect Don Morrison Vice President. Motion carried 7-0.

Ralph Booker volunteered to continue as the Council representative to MACOG.

Council – Department Head Liaisons for 2008

Clerk	Morrison	Prosecutor	Hassel
Auditor	Hassel	Museum	VanDerWeele
Treasurer	Gilliland	EMA & LEPC	Gilliland & Booker
Recorder	Lintner	Highway	Lintner
Sheriff	Hassel & Morrison	Health	Stone
Surveyor	Lintner	County Buildings	Gilliland
Coroner	Gilliland	Merit Board	Hassel & Morrison
Assessor	Gilliland	MACOG	Booker
Building Inspector	Morrison	Solid Waste	VanDerWeele
Veteran Service	Gilliland	Personnel	VanDerWeele & Stone
Wts. & Measures	Stone	Court Services	Lintner
Jail	Hassel & Morrison	Tech. Committee	Booker
Circuit Court	Booker	Commissioners	Hassel & VanDerWeele
Superior Court #1	Stone	Child Services	Gilliland & VanDerWeele
Superior Court #2	Stone	Marshall Starke	Morrison
Probation	Booker	Plan Commiss./BZA	Morrison
Extension	Morrison		

Mr. Hassel requested that an updated liaison list be sent to department heads, encouraging them to contact their liaisons with any issues. Mr. Booker remarked that council members should feel free to contact the offices they represent in order to improve communications.

JAIL PROJECT PROGRESS REPORT

Commissioner President Tom Chamberlin appeared before the Council to give a progress report on the construction of the new jail:

The furniture has been delivered and installed in the administration offices

Inside signage will be complete this week

Outside signage will be finished as weather permits

Correctional supplies and cleaning supplies delivered to and stored in the new jail

Fencing is 85% complete

Computer network is being installed

OSSI – the records and jail management software has been installed and tested

All systems are undergoing testing to resolve issues prior to move; there has been minor water damage from recent weather - leakage around windows and air handlers – that is being resolved

All utilities are now connected

The timetable for moving personnel will be set by the Sheriff, but early February is the target

Mr. Chamberlin advised council members of several upcoming events in connection with the new facility: Tour for jail employees and families - Thursday, January 17

Dedication Ceremony - Sunday, January 28 at 2:00 p.m.

There will be several open houses for the public, beginning Sunday, January 28 and continuing through the first part of February.

ALCOHOLIC BEVERAGE COMMISSION APPOINTMENT

Rex Gilliland moved and Fred Lintner seconded the motion to reappoint Maria Keller to the Marshall County ABC board for 2008. Motion carried 7-0.

COUNTY BOARD OF TAX AND CAPITAL REVIEW

Mr. Hassel discussed the makeup and responsibilities of the County Board of Tax & Review which will come into effect January 1, 2009. The board will consist of six appointed members (a county council member, and representatives from city/town councils and school boards); two members elected by county voters to 4-year terms; and the County Auditor, who will not vote except as a tie-breaker.

The board will review all capital projects over \$7 million; approve local units' capital projects plans; and approve the budgets of all public entities, unless the county council adopts an ordinance to the contrary.

Mr. Booker suggested that the council wait until the current legislative session is over before organizing further, since there is some discussion of eliminating the Capital Projects Board and transferring its responsibilities to county councils.

ADDITIONAL APPROPRIATIONS & TRANSFERS

The following 2007 Additional Appropriation requests were presented to eliminate negative line items at year-end:

Absentee Voter Board	\$10.00	from Travel/Mileage to Wages
Sheriff	\$84.19	from First Sergeant to Line Sergeant
Treasurer	\$76.72	Wages-Deputies to Overtime
Auditor	\$182.80	from Overtime to Wages-Deputies
Jail	\$14.12	from Postage to Uniforms/Clothing
Court Services	\$330.59	from Unemployment Comp to Employer PERF

Fred Lintner moved and Don Morrison seconded the motion to approve all the above 2007 budget transfers to eliminate negative year-end line item balances. Motion carried 7-0.

2008 Additional Appropriations:

Ralph Booker moved and Rex Gilliland seconded the motion to approve the Probation Department's additional appropriation request from Probation User Fees of \$ 440.00 for Body Armor; \$1,019.63 for Office Furniture; \$5,460.00 for Office Equipment, and \$14.98 for Office Machine Supplies. Motion carried 7-0.

Don Morrison moved and Judith Stone seconded the motion to approve the Auditor's additional appropriation request of \$ 8,000 for the preparation and mailing of the homestead rebate checks. Motion carried 7-0. Funds had originally been appropriated in 2007, but the checks were not completed by the end of the year and the appropriation was returned.

The following additional appropriations were requested to cover part-time wage increases overlooked in the 2008 budget:

Fred Lintner moved and Don Morrison seconded the motion to approve the Veteran's Service Officer's additional appropriation request of \$322.00 for Department Head wages. Motion carried 7-0.

Rex Gilliland moved and Don Morrison seconded the motion to approve the Coroner's additional appropriation request of \$ 504.00 for Department Head Wages, \$186.00 for Deputy Coroner; and \$47.00 for Clerical. Motion carried 7-0.

Fred Lintner moved and Ralph Booker seconded the motion to approve the additional appropriation requests of the Bourbon Township Assessor for \$160.00; the Center Township Assessor for \$649.00; the German Township Assessor for \$389.00; Green Township for \$66.00; North Township Assessor for \$218.00; Polk Township Assessor \$143.00; the Tippecanoe Township Assessor for \$87.00; and the Union Township for \$241.00. Motion carried 7-0.

Ralph Booker moved and Judith Stone seconded the motion to approve the Jail's additional appropriation request of \$2,119.00 for the Jail Bookkeeper's hourly wage increase. Motion carried 7-0.

Don Morrison moved and Ralph Booker seconded the motion to approve Reassessment's additional appropriation request of \$6,770.00 for Deputy Assessors wages. Motion carried 7-0.

Don Morrison moved and Fred Lintner seconded the motion to approve the additional appropriation requests for the Walnut Township Assessor of \$140.00; the West Township Assessor of \$334.00; Weights and Measures of \$406.00 Department Head Wages; and the Health Department for \$614.00 for Health Officer wages. Motion carried 7-0.

Rex Gilliland moved and Joanne Vanderweele seconded the motion to approve Correction Facility CAGIT's additional appropriation request of \$300.00 for Longevity. Motion carried 7-0.

Fred Lintner moved and Rex Gilliland seconded the motion to approve the Auditor's additional appropriation request of \$9,755.00 for Office Equipment and \$1,200.00 for Equipment Maintenance Contract to accommodate the purchase of a copier/printer. Motion carried 7-0.

Fred Lintner moved and Don Morrison seconded the motion to approve the additional appropriation request of the Coroner for \$14,500.00 for the vehicle purchase discussed in November. Motion carried 7-0.

Ralph Booker moved and Rex Gilliland seconded the motion to approve WIC's additional appropriation request of \$8900.00 for Wages-Part Time Clerk to reflect the 2008 salary ordinance. Motion carried 7-0.

Commissioner Tom Chamberlin appeared before the council to explain the additional appropriation request for \$285,000.00 for CAGIT to pay additional soft costs to complete the jail project:

OSSI – 2 nd of 3 payments – jail communications system	161,000.00
Landscaping	30,000.00
Outdoor signage	12,000.00
Air handler in computer server area	24,000.00
Additional electrical outlets	8,000.00
Televisions for 9 day rooms	1,400.00
Washers & dryers	2,600.00
Misc. tools	2,000.00
New Horizon – wireless technology for video arraignment	2,000.00
Garage heater	<u>24,000.00</u>
	267,000.00

Some of these items were budgeted in 2007 but not completed by the end of the year. Mr. Lintner asked for a budget status on the project, and Mr. Chamberlin reported that the hard construction costs were under-budget, but the soft costs are over-budget.

Rex Gilliland moved and Fred Lintner seconded the motion to approve the additional appropriation request for Correctional Facility CAGIT for \$285,000.00 into Professional Services. Motion carried 7-0.

Fred Lintner moved and Don Morrison seconded the motion to approve the Highway's request to transfer \$25,608.00 from Assistant Highway Clerk to Highway Clerk, and the Correctional Facility CAGIT request to transfer \$33,806.00 from Jail Records Clerk 2 to Jail Records Clerk. Motion carried 7-0. The purpose was to combine the Highway Clerks and Jail Records Clerks into one line item in their respective funds.

Ralph Booker moved and Don Morrison seconded the motion to approve the request of the Polk Township Assessor to transfer \$1,500.00 from Clerical, \$2,994.00 from Township Assessor wages, \$1,070.00 from Deputy Township Assessor wages, \$200.00 from Office Supplies, \$200.00 from Postage, and \$16.00 from Travel/Mileage to Contractual Services. Motion carried 7-0.

The assessor has contracted out his personal property assessment duties, and this enables funding the contract.

Rex Gilliland moved and Fred Lintner seconded the motion to approve the request of WIC to transfer \$15,000.00 from Clerical to Part-time Clerk; and \$2,600.00 from Medical Supplies and \$300.00 from Nutrition Supplies to Office Supplies. Motion carried 7-0.

AUDITOR'S REPORT

December 10, 2007 Meeting Minutes: **Joanne Vanderweele moved and Rex Gilliland seconded the motion to approve the December 10, 2007 minutes as presented. Motion carried 7-0.**

2008 Sheriff's Contract: **Fred Lintner moved and Don Morrison seconded the motion to approve the 2008 Sheriff's Contract for a salary of \$74,482.65. Motion carried 7-0.**

The 2007 Jail Commissary Report and the 2007 Sheriff's Annual Jail Reports were distributed. **Rex Gilliland moved and Don Morrison seconded the motion to accept the 2007 Commissary Report and 2007 Sheriff's Report. Motion carried 7-0.**

ORDINANCE 2008-01 AMENDMENT TO ORDINANCE 2004-09 TO IDENTIFY AND AUTHORIZE CURRENT PETTY CASH DRAWERS

Petty cash drawers were officially identified by the original 2004 ordinance. However, since then, additional petty cash drawers have been established, and it is necessary to identify them. With the changeover to the new auditor, all petty cash must be accounted for, returned to the general fund and checks reissued to the original departments. Ordinance 2008-1 amends Ordinance 2004-9 to identify and authorize all petty cash drawers.

Rex Gilliland moved and Judith Stone seconded the motion to suspend the rules and pass on all three reading Ordinance 2008-1 Amendment to Ordinance 2004-09 to identify and authorize current petty cash drawers. Motion carried 7-0.

The auditor presented to the council the matter of the Temporary Loan Tax Anticipation Warrants, Series 2008 for the Family and Children Services Fund.

On motion duly made, seconded and unanimously carried, the council adopted an Ordinance Authorizing the Issuances of Temporary Loan Tax Anticipation Warrants. The Ordinance is attached hereto as Exhibit A.

TAX AWARENESS COMMITTEE

Speaking on behalf of TAC, Mike Bernero commended Mr. Lintner for his service as Council President for the past five years.

MISCELLANEOUS BUSINESS

Mr. Hassel requested that the agenda provide for "Public Comment" prior to adjournment, rather than limiting the item to "Tax Awareness". He assured Mr. Bernero that TAC could request a spot on the agenda if he had specific issues to address.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **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: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY FEBRUARY 11, 2008

BE IT REMEMBERED: That on Monday February 8, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present the Honorable: Matt Hassel, President; Don Morrison, Vice President; Ralph Booker, Joanne VanDerWeele, Rex Gilliland, Fred Lintner, Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

DIGITAL ORTHOPHOTOGRAPHY/CONTOURS

County Surveyor and Tech Committee Chairman Larry Fisher appeared before the Council and presented a proposal to have the County flown for digital orthophotography and two-foot contours. He stated the last time orthos were flown was in 2002. Normally, because of the rapid changes in development in the county, orthos should be flown every five years. He said contours would only have to be flown once and that data would be good for many years.

Both the Orthos and the Contours would be of value to county departments, the public and for economic development. He also said that Orthos are the foundation of the County's GIS system. Some of the uses of the orthos and contours by the County would be for parcel splits, drainage issues, land use, septic permits and land assessment.

Larry further stated that Kosciusko County will be having their county flown this spring and if Marshall County could be flown at the same time a savings of five percent would be realized. When contours were first considered in the early 2000s the cost would have been nearly one million dollars. Developments in LIDAR technology since then have lowered the cost substantially. The quote from Kucera International, who is flying Kosciusko County, is \$ 120,200 for the Orthophotography and gathering the data for the Contours. The cost to actually generate the Contours would be an additional \$ 182,000. Larry says the \$ 302,200 total cost could be broken down and funded over a two year period. He suggests that perhaps the Rainy Day Fund could be used in 2008 to fund the \$ 120,200, and the CCD Fund in 2009 to fund the remaining \$ 182,000.

Larry presented letters from the towns of Argos, Bourbon, Bremen, Culver and Plymouth showing support for the project and encouraging the Council to fund the project. It was noted the Commissioners had already given their approval for the project.

Commissioner Kevin Overmyer is working with Congressman Joe Donnelly in an attempt to obtain some federal funding to aid with the cost of the project. He said nothing is guaranteed at this time. It was also stated that FEMA may be able to provide up to \$ 15,000 in funding.

Councilman Ralph Booker says Marshall County is the only member of the MAGOG counties that don't have 2 foot contours. He also stated that the price is not likely to go any lower than it is right now. He says he supports the County going forward with both the Orthophotography and the Contours.

Fred Lintner moved and Rex Gilliland seconded the motion to approve \$ 302,200 in funding for the Digital Orthophotography and 2 foot Contours, with \$ 120,200 to be funded

in 2008 with Rainy Day funds, and the remaining \$ 182,000 to be funded in 2009, likely from the Cum Cap Development Fund. Motion carried 7-0.

EMERGENCY MANAGEMENT INTERIM DIRECTOR CONTRACT

Commissioner Tom Chamberlin appeared before the Council and announced that Clyde Avery has resigned his position as EMA Director effective last Friday, February 8, 2008, and will start a new job with Marshall County Solid Waste. With all the severe weather and flooding that has occurred over the last several weeks, the Commissions feel it is very important to have an interim director to oversee emergency situations that might occur until such time as a new director can be hired. Clyde has offered to serve in that capacity on a contractual basis. A contracted rate of \$ 17.33 per hour was proposed. The EMA Board meets on March 13, 2008 to accept applications and interview candidates.

To fund the contract it was proposed by Commissioner Chamberlin to transfer \$ 13,905.79 from the EMA Director Salary line item to a Contractual Services line item within the EMA budget. This amount is one-half the County share of the EMA Director's salary minus what has been spent to date this year. The remaining one-half of the Director wages is funded by state grant.

Ralph Booker moved and Don Morrison seconded the motion to approve the transfer of \$ 13,905.79 from Wages – Department Head to Contractual Services in the EMA budget. Motion carried 7-0.

Commissioner Chamberlin also stated that the salary of the EMA Director needs to be increased in order to attract well-qualified candidates and to compete with the wages of other Counties' EMA Directors. Fred Lintner says it was his understanding the Clyde was having a great deal of difficulty receiving cooperation from the other emergency response agencies in the county in regards to emergency preparedness; and if that was the case, how will the new Director have any more success. Tom agreed that it would be difficult, but perhaps more pressure will be forthcoming from the State.

BOWEN CENTER ANNUAL REPORT/MEDICAID FUNDING CHANGES

Rob Ryan, Director of the Marshall County Bowen Center; Jay Baumgartner, Vice President of Financial Services, and Ron Clark, officer in charge of residential facilities in Marshall County, appeared before the Council to give the 2007 annual report and to show what Marshall County gets for the money it gives Bowen Center, as well as to present information regarding Medicaid funding changes for mental healthcare services in Indiana.

- Marshall County will give Bowen Center \$234,000 in 2008 from the Commissioner budget.

Some highlights of Bowen Center Services to Marshall County are as follows:

- Outpatient Services – served 1,500 clients which is approximately 3 % of the population.
- Case Management Services.
- Serve kids less than 18 years through the schools – 666 kids which is 5 % of kids in the County.
- The residential facilities include Shady Rest (44 beds), Russell House (10 beds) and two residential homes.

- 70 % of the families served in Marshall County have incomes of less than \$ 20,000.
- 80 % of the families served have incomes of less than \$ 30,000.
- \$ 400,000 is written off each year for services provided to lower income clients.
- Of the 44 residents at Shady Rest over 50 % are from Marshall County.

Medicaid Funding Reductions:

The Federal Budget Reduction Act may seriously reduce available Medicaid funding which, in turn, will limit mental health services to Indiana counties. The reason is Mental Health Centers will now be prohibited from paying the State match on Medicaid payments. Traditionally two-thirds of Medicaid payments come from Federal funds and one-third from State funds. To ensure compliance with the Budget Reduction Act the State of Indiana is limiting the amount of Medicaid spending Mental Health Centers are permitted to bill each year.

The effect of this act on Bowen Center will be a need to reduce Medicaid expenditures system wide by \$ 3.5 million, resulting in a Case Manager reduction of 35 employees. The Budget Reduction Act is scheduled to go into effect in May 2008, although there is pressure in Washington D.C. to secure a two year moratorium on these rules.

Indiana SB 350:

If passed this session of the General Assembly, Senate Bill 350 would allow County Property Tax revenue to be considered State Match and would be utilized to leverage additional Federal Medicaid revenues. In order to be considered for State Match the County Property Tax funds would have to be paid to Mental Health Centers directly from the State and not from the Counties. Indiana SB 350 directs local government to pay County Property Tax Funds directly to the Indiana Division of Mental Health & Addictions versus paying their local Mental Health Center.

Also, as part of the Federal Budget Reduction Act, but on moratorium until September 2008, is the Medicaid Rehabilitation Option (MRO) which limits the type of Case Management services paid by Medicaid. Normally this funding supports the chronically mentally ill clients in the community such as those being served at Shady Rest and Russell House. System wide this would result in 100 chronically mentally ill adults with no mental health services available. Additionally, these changes would reduce or eliminate many of the Bowen Center services in the local school systems.

Division of Mental Health & Addictions (DMHA) Transformation Project:

DMHA will significantly change the process by which reimbursements to Mental Health Centers are made. The effect on Marshall County is not yet known. There is a proposed moratorium on delaying the implementation of MRO and DMHA.

ADDITIONAL APPROPRIATIONS

Ralph Booker moved and Rex Gilliland seconded the motion to approve the LEPC additional appropriation request of \$19,000 to provide funding to enter into a contract to write the Marshall County Emergency Plan. Motion carried 7-0.

Fred Lintner moved and Joanne VanDerWeele seconded the motion to approve the Information Systems additional appropriation request of \$ 3,500 for Overtime to compensate the GIS Manager for extra hours worked due to all the special projects going on, including the new jail. Motion carried 7-0.

AUDITOR'S REPORT

January 14, 2008 Meeting Minutes: Fred Lintner moved and Rex Gilliland seconded the motion to approve the January 14, 2008 meeting minutes as presented. Motion carried 7-0.

ORDINANCE 2008-03 INCREASING ACCIDENT REPORT FEES

Penny Lukenbill presented Sheriff Jon VanVactor request to have an Ordinance increasing the Accident Report Reproduction Fees charged by the Sheriff's Department from \$ 5.00 to \$ 8.00. He says this would bring Marshall County in line with surrounding counties as well as what the State charges.

Judith Stone moved and Don Morrison seconded the motion to suspend the rules and pass on three readings Ordinance 2008-3 Increasing the Accident Report Reproduction Fees from \$ 5.00 to \$ 8.00, to take effect immediately upon passage. Motion carried 7-0.

PUBLIC COMMENT

None

ADDITONAL COUNCIL BUSINESS

None

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved and Fred Lintner seconded the motion to adjourn. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Joanne VanDerWeele

Fred Lintner

Rex Gilliland

Ralph Booker

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY MARCH 10, 2008

BE IT REMEMBERED: That on Monday March 10, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor, and there were present the Honorable: Matt Hassel, President; Don Morrison, Vice President; Ralph Booker, J. Frederick Lintner, Judith Stone and Joanne VanDerWeele; Auditor Penny Lukenbill, and Deputy Auditor Jan Quivey. Council member Rex Gilliland was absent. The meeting was opened with the Pledge to the Flag.

COURT SECURITY – JUDGE DEAN COLVIN

Judge Colvin reported that Ralph Smith, Chief of Court Security, is retiring and has agreed to train a new security officer before he leaves. Judge Colvin initially requested an additional appropriation of \$3,000.00 for the Court Security Officer line item. However, since two employees cannot be paid from this line item, he requested a subsequent transfer of \$2,500.00 into the Part-time Clerical line item.

Judge Colvin also requested an additional appropriation of \$3,000.00 to the court's Consulting Interpreter line item. This represents the State Court Administration's 2007 grant monies which need to be moved into the court's budget.

Judith Stone moved and Ralph Booker seconded the motion to approve the additional appropriations of \$3,000.00 to Wages Court Security Officer and \$3,000.00 to Consulting Interpreter, and the transfer of \$2,500.00 from Wages Court Security Officer to Part-time Clerical. Motion carried 6-0.

AUDITOR'S REPORT

February 11, 2008 Meeting Minutes: Penny Lukenbill presented the minutes of the February 11, 2008 meeting for approval.

Don Morrison moved and Fred Lintner seconded the motion to approve the February 11, 2008 meeting minutes as presented. Motion carried 6-0.

The Auditor reported that the Department of Local Government Finance had made an error in calculating the recent excess CAGIT distributions, resulting in incorrect amounts being distributed to the various taxing units. The incorrect checks had to be recalled and new checks issued.

ORDINANCE 2008-05 ESTABLISHING
AN ENHANCED GIS DATA ACCESS FUND

The Auditor presented Ordinance 2008-5 establishing an Enhanced GIS Data Access fund. The commissioners have passed on first reading an ordinance setting a fee schedule for enhanced access to GIS data. She stated that Indiana Code provides that a separate fund be established for enhanced GIS data access, and sets forth the expenditures that can be made from this fund.

Ralph Booker moved and Judith Stone seconded the motion to pass on first reading Ordinance 2008-5 establishing an Enhanced Data Access Fund. Motion carried 6-0.

ADDITIONAL APPROPRIATIONS

The Council discussed the additional requests to replenish overtime funds expended from the Highway and Cum Bridge Funds, due to recent flooding and drainage tile problems.

Joanne VanDerWeele moved to approve the additional appropriation of \$23,789.00 for 0531 Highway Maintenance and Repair Overtime Wages. Motion died for lack of a second.

Joanne VanDerWeele moved and Ralph Booker seconded the motion to approve the additional appropriations of \$4,592.00 for 0533 Highway General and Undistributed Overtime Wages and \$2,730.00 in Cumulative Bridge Overtime Wages. Motion denied 1-5.

Council members emphasized they have always worked with the Highway Department on overtime issues and stated that the request should be submitted for reconsideration later in the year. Commissioner Kevin Overmyer stated that a request has been submitted for FEMA reimbursement for approximately \$101,000.00.

TRANSFERS

Ralph Booker moved and Don Morrison seconded the motion to approve the request by Reassessment to transfer \$640.50 from Deputies Wages to Clerical Wages to correct a negative amount. Motion carried 6-0.

POINT-TO-POINT COMMUNICATIONS – NEW JAIL

Commissioner Tom Chamberlin and IT Director Michael Marshall were present to discuss replacing the data communications system at the new jail. The current system transmits data over a public data band and is subject to interference from 2.4 MHz wireless networks and private phones, and cannot accommodate video arraignments.

Mr. Chamberlin reported that the commissioners had previously recommended the purchase of the Bridgewave system from ERS Data Solutions for \$69,900.00. This is an 80-GHz encrypted, concentrated “pipeline” with its own FCC-licensed frequency, which would accommodate video arraignments between the jail and the courthouse.

However, they have subsequently secured three additional quotes:

Fourway Computer Products –

Motorola Canopy 5.4 GHz system: \$23,495.00 + \$2,500.00 for encryption

ERS Data Solutions –

Motorola 4.9 GHz system \$22,556.00

New Horizons:

1) Airstream 4.9 GHz system \$16,650.00

2) BridgeWave 80 GHz system \$43,068.75

Mr. Chamberlin emphasized that while there are less expensive alternatives to the ERS proposal, they may not provide adequate service.

Mr. Lintner requested that Mr. Marshall seek reimbursement from New Horizon, who installed the current system.

Ralph Booker moved and Judith Stone seconded the motion to table action on the request for an additional appropriation to fund the point-to-point communications system until the Commissioners have a chance to review all proposals, make a recommendation and request a specific additional appropriation. Motion carried 6-0.

ADDITIONAL COUNCIL COMMENTS

Mr. Hassel stated that after the current legislative session concludes, he will meet with the auditor to discuss what impact any new legislation will have on next year's budget.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved and Don Morrison seconded the motion to adjourn at 10:00 am. Motion carried 6-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY APRIL 14, 2008

BE IT REMEMBERED: That on Monday April 14, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone and Joanne VanDerWeele; and Auditor Penny Lukenbill. Council Vice President Don Morrison was absent. The meeting was opened with the Pledge to the Flag.

DIVISION OF FAMILY & CHILDREN – QUARTERLY REPORT

Child Services Director Michael Carroll appeared before the Council to present the 1st Quarter 2008 report. As of March 31, there were 107 Children in Need of Services (CHINS):

- Foster Care – 55
- Residential Care – 14
- In Own Home – 27
- In Relative's Home – 10
- Awaiting placement - 1

32 are eligible for Title IV-E Federal reimbursement of 66% of the placement cost.

Total Probation Placements (Juvenile Delinquents) -18

- Residential Care – 10
- Awaiting Placement – 8

Mr. Carroll stated that the department's cash flow has been difficult to manage the last few years due to sporadic property tax distributions. At the end of 2007, their tax draw was used to repay the Indiana Bond Bank loan, leaving unpaid bills of approximately \$927,500. In January, 2008 a \$1.4 million loan from the Bond Bank allowed them to pay all outstanding bills. Their current cash balance is \$446,000, with bills of \$328,100 due May 1 and a \$400,000 Bond Bank loan payment due in June. However, they are expecting \$350,000 in Federal reimbursements, which should help cash flow.

Council member Ralph Booker commented that the number of CHINS seemed high compared with other counties of our size. Mr. Carroll explained that CHINS dispositions are at the discretion of the judges, not DFS; and while the number of CHINS is down, the cost of care is up. Residential care costs range from \$125 to \$300 per day, plus medical and tuition costs. When a child is placed out of state, these additional costs must still be paid.

Mr. Carroll also reported that 15 children were adopted in December and January. Families are given adoption assistance of \$570.00 per month, 96% of which is federally reimbursed. He stated that expenses are averaging \$328,000 per month, but he is making every effort to maximize reimbursements to assist with the department's budget. Beginning in 2009, the State of Indiana is assuming all child service levies, but the local department will be responsible for all bills incurred through the end of 2008.

PINE ROAD EXTENSION FUNDING REQUEST

County Highway Superintendent Neal Haeck appeared before the council to discuss funding the county's 20% portion of the \$3.2 million Pine Road Extension project - approximately \$700,000. This amount must be paid before the project begins, which may be any time between November and January. He reported that this project is being reevaluated and may be somewhat downsized because of a steep rise in construction costs and funding limitations. He will keep the council informed of the progress.

WAIVER OF 90% PROBATIONARY PAY **90-DAY PROBATIONARY PERIOD** **COURT SECURITY OFFICER**

Laurie Baker presented a letter from Superior Court II Judge Dean Colvin requesting a waiver of the 90% probationary pay for Mark Secor, who will become the new court security officer on May 2. Capt. Secor is retiring from the Sheriff's Department, and will begin his new duties with no break in employment.

Fred Lintner moved, seconded by Rex Gilliland, to waive the 90% probationary pay and the 90-day probationary period for new Court Security Officer Mark Secor. Motion carried 6-0.

COURT SERVICES – COMMUNITY CORRECTIONS PROGRAM

Steve Pifer, director of Court Services, reported that he currently has one person monitoring the 45 people in the home detention program, and plans to add another to share the work load. He will not require additional funds, but will just reallocate the same amount between two monitors rather than one. Offenders pay a monitoring fee of \$12.00 to \$15.00, out of which he pays a monitor \$4.00 per day per offender, plus out-of-county mileage. Although no council action is required, Mr. Pifer stated he wanted to keep the council informed.

WAIVER OF 90-DAY PROBATIONARY PERIOD – EMA DIRECTOR

Tom Chamberlin, President of the Board of Commissioners, reported that Clyde Avery has been rehired as EMA director, and the Commissioners are recommending a waiver of the 90-day probationary period. Council member Judy Stone asked whether the commissioners had recommended waiving both the 90-day probationary period and 90% pay. Mr. Chamberlin replied that they had only recommended waiving the 90-day probationary period, and that waiving the 90% probationary pay should be considered by the council.

Rex Gilliland moved, seconded by Ralph Booker to waive both the 90-day probationary period and the 90% probationary pay for the EMA Director. Motion carried 6-0.

Council member Fred Lintner requested an update on the point-to-point wireless system. Mr. Chamberlin reported that several members of the Technology Committee had met with the judges to discuss video conferencing between the courthouse and the jail. The group will be visiting Noblesville for a first hand look at the system they are using. Currently, data is being sent and received satisfactorily, but audio and video streaming requires wider band widths. It appears that future needs are being anticipated, rather than employing short-term fixes. The ERS proposal would support the requirements for video conferencing options.

Mr. Chamberlin reported that two companies still have outstanding invoices, but these should be taken care of very soon. It currently appears that the jail project is approximately \$1.2 million under budget.

AUDITOR'S REPORT

March 17, 2008 Meeting Minutes: Auditor Penny Lukenbill presented the minutes of the March 17, 2008 meeting for approval.

Fred Lintner moved, seconded by Judy Stone, to approve the minutes of the March 17, 2008 meeting as presented. Motion carried 5-0.

ADDITIONAL APPROPRIATIONS

The Council then considered the following additional appropriation requests:

Crossroads Project - \$15,000.00 for the Museum Expansion Project;

Fred Lintner moved, seconded by Rex Gilliland, to approve the additional appropriation request by Crossroads Project for \$15,000.00 to Museum Expansion. Motion carried 6-0.

Marshall County Plan Commission - \$500.00 for Professional Services to complete the contract of Troy Kiefer;

Rex Gilliland moved, seconded by Joanne Vanderweele, to approve the additional appropriation request by the Marshall County Plan Commission for \$500.00 to Contractual Services. Motion carried 6-0.

Probation Department – \$4500.00 for Urinalysis Supplies, representing a grant from the Drug Free Community;

Ralph Booker moved, seconded by Joanne Vanderweele, to approve the additional appropriation request by the Probation Department for \$4500.00 to Urinalysis Supplies. Motion carried 6-0.

TRANSFERS

Rex Gilliland moved, seconded by Joanne Vanderweele to approve the request by WIC to transfer \$1,000.00 from Breastfeeding Wages to Peer Counselor to pay contracted personnel. Motion carried 6-0.

ORDINANCE 2008-05 ESTABLISHING AN ENHANCED GIS DATA ACCESS FUND

The Auditor presented Ordinance 2008-5 establishing an Enhanced GIS Data Access fund, previously passed on first reading March 17, 2008.

Ralph Booker moved and Judith Stone seconded the motion to suspend the rules and pass on second and third reading Ordinance 2008-5 establishing an Enhanced Data Access Fund. Motion carried 6-0.

MARSHALL COUNTY CLERK ADDITIONAL APPROPRIATION REQUEST

Julie Fox, Marshall County Clerk, appeared before the Council to request pre-approval of an additional appropriation of approximately \$3300.00 to purchase two document scanners in the Clerk's Records Perpetuation Fund. A written request will be submitted to the Auditor for proper advertising and is subject to the formal approval process at the May 12 meeting.

Fred Lintner moved, seconded by Judy Stone, to grant informal approval of the additional appropriation of \$3300.00 to the Clerk's Records Perpetuation Fund for the purpose of purchasing two scanners. Motion carried 6-0.

ADDITIONAL COUNCIL DISCUSSION

Ralph Booker suggested a meeting with elected officials and department heads to discuss recommendations for the 2009 budget. The meeting was set for Monday, June 2 at 7:00 p.m. at the county building.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Fred Lintner moved, seconded by Rex Gilliland to adjourn at 10:30 am. Motion carried 6-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY MAY 12, 2008

BE IT REMEMBERED: That on Monday May 12, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

AUDITOR'S REPORT

April 14, 2008 Meeting Minutes: **Fred Lintner moved, seconded by Joanne Vanderweele, to approve the minutes of the April 14, 2008 meeting as presented. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

Highway Fund - \$160,000 – for Supplies to cover increased fuel costs. Neal Haeck of the Highway Department was present to explain that \$61,112 of this amount was reimbursements received from various county departments, with the balance requested to cover substantial increases in fuel costs.

Rex Gilliland moved, seconded by Fred Lintner, to approve the additional appropriation request by the Highway Department for \$160,000 for Supplies. Motion carried 7-0.

Clerk's Records Perpetuation Fund - \$3284 for Capital Outlays to purchase two scanners;

Rainy Day Fund - \$58,200 for Capital Outlays to purchase new boiler for county building; and

Rainy Day Fund - \$120,200 for Other Services to fund the orthophotography project. All three additional appropriations had been previously approved by the Council.

Don Morrison moved, seconded by Ralph Booker, to approve the additional appropriation requests by the Clerk's Perpetuation Fund for \$3284 to Capital Outlays – Office Equipment; Rainy Day Fund for \$58,200 to Capital Outlays – Machinery & Equipment; and Rainy Day Fund for \$120,200 to Other Services – Professional Services. Motion carried 7-0.

TRANSFERS

Don Morrison moved, seconded by Judy Stone, to approve the request by the Marshall County Recorder to transfer \$500.00 from Office Supplies to Training. Motion carried 7-0.

ORDINANCE 2008-07 ESTABLISHING
NEW FUNDS

The Auditor presented Ordinance 2008-07 establishing the Major Moves Fund 0709 and the Older Adult Services Grant Fund 0810.

Fred Lintner moved, seconded by Joanne Vanderweele, to pass on first reading Ordinance 2008-07 establishing the Major Moves Fund 0709 and the Older Adult Services Grant Fund 0810. Motion carried 7-0.

ADDITIONAL COUNCIL DISCUSSION

The Council discussed the Indiana Attorney General's opinion that township assessors will continue to hold office through the end of their terms and that their 2008 pay cannot be adjusted. Councils will have to decide on compensation for the years remaining in their term, keeping in mind that Indiana law requires that Level II assessors be paid \$1000 annually.

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Files\Content.Outlook\5Z39YEW4\Minutes May 12.doc

Discussion was held on pending Federal legislation that will require local governments to enter collective bargaining for all public safety employees.

The Auditor will be sending budget forms to department heads the first week in June, and asked for 2008 wage recommendations to pass on to department heads. Council members want to wait until the June 2 budget discussion to make a recommendation to department heads.

Fred Lintner asked about the condition of the Correctional Facility CAGIT budget since adding the nine additional jail employees. Several council members stressed the need for a long-range plan to transfer these expenses from the CAGIT budget to the General Fund.

Judy Stone recently attended a meeting with the auditor and two staff members on the impact of HB 1001. Among items discussed were the county council's new responsibilities for reviewing budgets of all non-elected boards. Capital building projects are also affected by the new legislation. If a project is passed through the remonstrance process, the cost of the project falls within the new tax caps; if passed by referendum, the cost remains outside the cap. She reported a similar meeting will be held in Logansport, on Wednesday, May 14 and urged other council members to attend.

Fred Lintner asked for an update on the tax billing, and the auditor stated that a late August or early September first installment deadline is anticipated.

PUBLIC COMMENTS

Mike Bernero asked why tax bills are late again. The auditor stated that again this year legislative changes, changes in the budget process, and specific data formats required by the Department of Local Government Finance and the Legislative Services Agency contribute to the delays. The assessor, auditor and treasurer continue to work together to expedite the process as much as possible.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved, seconded by Fred Lintner to adjourn at 9:45 am. Motion carried 7-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY JUNE 9, 2008

BE IT REMEMBERED: That on Monday, June 9, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

MICHAEL MARSHALL – INFORMATION SYSTEMS
VIRTUAL SERVER PROJECT

Mr. Marshall presented a proposal addressing future server needs for the county's technology. He explained that the software for various departments currently resides on 17 servers, which are 8 months to 8 years old, and cost an average of \$7,000 each. New technology would allow all applications to reside on one "virtual" server. He recommended purchasing two data "warehouses" that would allow replication of data - if one fails, the other takes over almost immediately. This would eliminate down time, provide emergency backup and allow control of data traffic to prevent overloads. The system would utilize fiber optics already in place in the county buildings. The county would realize a cost savings in the long run by eliminating the need to replace two or three servers each year at \$7,000.00 each. In addition, the server virtualization project would move the county's disaster recovery plan along.

The estimated cost of hardware and software for one storage area network (SAN) is \$37,000.00, increasing to \$57,000.00 if a second SAN is added to allow data replication. He has \$10,000.00 left in his budget, which could be used for the total project.

Mr. Hassel stated that the issue is whether to continue to maintain the current technology or go to a new system.

Funding options such as Rainy Day Fund, CCD or the Recorder's Perpetuation Fund, were discussed, and the council requested that Mr. Marshall explore alternate funding sources by asking departments benefitting from the project to contribute available funds.

PERSONNEL COMMITTEE RECOMMENDATION
ADDITIONAL EMPLOYEES – ASSESSOR

Auditor Penny Lukenbill presented the Personnel Committee's recommendation to approve the Assessor's request for three additional employees. Recent legislation eliminated the township assessor positions, transferring those duties to the County Assessor, thereby increasing the workload of that office. Council members were concerned whether the change will be cost-effective.

Mr. Booker expressed concern that the Personnel Committee's recommendation referred to the part-time employee by name, rather than by position. The Auditor stated that the committee felt this was a unique situation, since the current township assessor, Mindy Relos-Whiting, will now work part time in the County Assessor's office for her Township Assessor wages through December 31, 2008.

Joanne Vanderweele moved, seconded by Rex Gilliland, to approve the Personnel Committee's recommendation to hire a total of three new employees: One full-time Level II Deputy Assessor and one full-time Receptionist beginning July 1, 2008; one Level II deputy on a part-time basis through December 31, 2008, becoming full-time January 1, 2009. Upon achieving full-time status, each employee will be paid according to the salary ordinance rates for Level II Deputy Assessor and Receptionist. Motion carried 7-0.

AUDITOR'S REPORT

Minutes - May 12, 2008 Meeting: **Fred Lintner moved, seconded by Judy Stone, to approve the minutes of the May 12, 2008 meeting as presented. Motion carried 7-0.**

Minutes – June 2, 2008 Meeting: **Fred Lintner moved, seconded by Don Morrison, to approve the minutes of the June 2, 2008 meeting as corrected. Motion carried 7-0.**

The Auditor reported that certified assessed values have been sent to the DLGF, and anticipates budget hearings to be scheduled within a few weeks. The hearings will be condensed into one day rather than the two-day schedule in prior years.

She suggested that the Council set criteria and develop a form for the non-binding review of civil budgets now required under Indiana law. It appears that the comparison should include the percentage of increase for the past several years, comparing it to the assessed value growth quotient provided by the DLGF, and to all other budgets.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

WIC Fund

Other Services	Breastfeeding Peer Counselor	\$184
Other Services	Travel/Mileage	\$101

Ralph Booker moved, seconded by Rex Gilliland, to approve the additional appropriation request by WIC for \$184 for Breastfeeding Peer Counselor and \$101 for Travel/Mileage to appropriate grant monies. Motion carried 7-0.

WIC Fund

Supplies	Office Supplies	\$500
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Don Morrison moved, seconded by Joanne Vanderweele, to approve the additional appropriation request by WIC for \$500 to Office Supplies. Motion carried 7-0.

Rainy Day Fund

Other Services	Repair Buildings and Structures	\$34,678
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Ralph Booker moved, seconded by Rex Gilliland to approve the additional appropriation requests by the Rainy Day Fund for \$34,678 to Other Services – Repair Building and Structures. Motion carried 7-0.

TRANSFERS

Rex Gilliland moved, seconded by Don Morrison, to approve the request by the Marshall County Emergency Management to transfer

From 0101-0361-03-431.300	to 0101-03612-01-412.010	\$12,094.80
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From 0101-0361-03-435.030	to 0101-03612-04-441.120	\$ 1,000.00
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From 0101-0361-03-436.040	to 0101-03612-04-441.120	\$ 300.00
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Motion carried 7-0.

RESOLUTION 2008-03

CONGRESSIONAL SCHOOL FUNDS TRANSFER

The Auditor presented Resolution 2008-03 authorizing the transfer of the Congressional Principal Fund #1209 and Congressional Interest Fund #1210 to the Treasurer of State.

Ralph Booker moved, seconded by Joanne Vanderweele, to approve Resolution #2008-3 authorizing the transfer of Congressional Principal Fund #1209 and Congressional Interest Fund #1210 to the Treasurer of State. Motion carried 7-0.

COUNCIL COMMENTS

Several council members attended the June 4 presentation by the Indiana Association of Cities and Towns on the effects of HB 1001. Mr. Booker commented that there may be some merit in the non-binding review of civil budgets and it could result in increased communication and cooperation among the various units of government.

He also suggested that the county economic development director, Tom Turner, be invited to the next council meeting to discuss the program's progress.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved, seconded by Judy Stone to adjourn at 10:20 am. Motion carried 7-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY JULY 14, 2008

BE IT REMEMBERED: That on Monday, July 14, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. Member J. Frederick Lintner was absent. The meeting was opened with the Pledge to the Flag.

TOM TURNER – MARSHALL COUNTY
ECONOMIC DEVELOPMENT DIRECTOR

Mr. Turner appeared before the council to provide an update on the Economic Development Commission. He reported that the focus of economic development has shifted in recent years from recruiting new businesses to the expanding and developing existing business, since 40-80% of economic growth comes from those already in place. Bidding for new industry is highly competitive and costly incentive packages reduce the anticipated economic impact.

He is currently in the process of identifying strengths, weaknesses and opportunities for new economic development, as well assessing the needs of existing businesses to assist in their growth. The Indiana Business Research Center has determined that 37% of the county's economy is manufacturing, with a "super cluster" of companies specializing in transportation logistics and warehousing, an area of business resistant to outsourcing;

A new website is being developed to represent all communities within the county, and will include a newsletter and events calendar. Eventually, the site will list available properties, resources, services, demographics and GIS capabilities.

Discussions with existing businesses have identified some problem areas, such as workforce training, drug abuse and difficulty in identifying available services. Mr. Turner stated that Marshall County has many positive factors, including its location and access to major highways, and the proposed T-Squared initiative. In addition, the county should benefit from the nanotechnology center being developed in South Bend, as it will provide access to competitive fiber optics.

AUDITOR'S REPORT

Minutes - June 9, 2008 Meeting: Don Morrison moved, seconded by Rex Gilliland, to approve the minutes of the June 9, 2008 meeting as presented. Motion carried 6-0.

APPROPRIATION TRANSFER REQUESTS

<u>Department</u>	<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Auditor	\$ 700.00	Clerical	Overtime	Morrison	Vanderweele	6-0
Auditor	\$ 179.99	Office Equip	Office Furn	Booker	Stone	6-0
Polk Twp	\$ 5.00	Comp Prog	Postage	Booker	Stone	6-0
Tipp Twp \$	\$.57	Clerical	Dep Assess	Booker	Stone	6-0
Tipp Twp	\$.43	Twp Assess	Dep Assess	Booker	Stone	6-0
West Twp	\$2150.00	Assessor	New Const.	Booker	Stone	6-0

APPROPRIATION TRANSFER BY REDUCTION REQUESTS

<u>Department</u>	<u>Amount</u>	<u>From</u>
Bourbon Twp	\$ 12.00	Clerical
Bourbon Twp	3,243.39	Twp Assessor
Bourbon Twp	1.50	Deputy
Bourbon Twp	500.00	Travel/Mileage
Bourbon Twp	<u>600.00</u>	Postage
Total		4,356.89
Center Twp	500.00	Clerical
Center Twp	11,663.83	Twp Assessor
Center Twp	5,605.97	Deputy
Center Twp	480.95	Office Supplies
Center Twp	4,220.00	New Construction
Center Twp		484.00Travel/Mileage
Center Twp	381.00	Training
Center Twp	75.00	Dues & Subscriptions
Center Twp	<u>3.00</u>	Computer Software
Total		23,413.75
German Twp	1,048.00	Clerical
German Twp	7,182.43	Twp Assessor
German Twp	3,905.00	Deputy Assessor
German Twp	543.94	Office Supplies
German Twp	500.00	Repair & Maint. Supplies
German Twp	200.00	Other Operating Supplies
German Twp	335.60	Travel/Mileage
German Twp	200.00	Printing & Advertising
German Twp	422.90	Telephone
German Twp	150.00	Janitorial Maintenance
German Twp	150.00	Training
German Twp	180.00	Dues & Subscriptions
German Twp	1,000.00	Postage
German Twp	<u>163.22</u>	Office Equipment
Total		15,981.09
Green Twp	150.00	Clerical
Green Twp	1,725.85	Twp Assessor
Green Twp	2,569.00	Deputy Assessor
Green Twp	100.00	Office Supplies
Green Twp	226.00	Travel/Mileage
Green Twp	<u>300.00</u>	Postage
Total		5,070.85
North Twp	10,205.00	Clerical
North Twp	2,782.00	Twp Assessor
North Twp	400.00	Office Supplies
North Twp	300.00	Repair & Maintenance
North Twp	400.00	Other Operating Supplies
North Twp	1,000.00	Travel/Mileage
North Twp	200.00	Printing & Advertising
North Twp	200.00	Repair Furniture & Equip
North Twp	<u>1,000.00</u>	Postage

	Total	16,487.30	
Polk Twp	271.87		Twp Assessor
Polk Twp	157.45		Office Supplies
Polk Twp	51.90		Computer Programming
Polk Twp	<u>204.85</u>		Travel/Mileage
	Total	686.07	
Tippecanoe Twp			1,990.37Twp Assessor
Tippecanoe Twp			211.28Office Supplies
Tippecanoe Twp			171.60Travel/Mileage
Tippecanoe Twp			30.00Telephone
Tippecanoe Twp			<u>81.10</u> Postage
	Total	2,484.35	
Union Twp	500.00		Clerical
Union Twp	4,643.54		Twp Assessor
Union Twp	200.00		Office Supplies
Union Twp	250.00		Software Maintenance
Union Twp	1,060.00		Contractual Services
Union Twp	190.00		New Construction
Union Twp	374.80		Travel/Mileage
Union Twp	190.00		Telephone
Union Twp	9.00		Postage
Union Twp	<u>200.00</u>		Computer Equipment
	Total	7,617.34	
Walnut Twp	300.00		Clerical
Walnut Twp	1,497.60		Twp Assessor
Walnut Twp	3,050.00		Deputy Twp Assessor
Walnut Twp	162.00		Office Supplies
Walnut Twp	150.00		Travel/Mileage
Walnut Twp	109.93		Telephone
Walnut Twp	100.00		Office Rent
Walnut Twp	<u>167.00</u>		Postage
	Total	5,536.53	
West Twp	1,878.37		Clerical
West Twp	6,136.18		Twp Assessor
West Twp	10,838.00		Deputy Twp Assessor
West Twp	94.15		Office Supplies
West Twp	250.00		Office Machine Supplies
West Twp	350.00		Software Maintenance
West Twp	1,120.00		New Construction
West Twp	286.40		Travel/Mileage
West Twp	147.00		Printing & Advertising
West Twp	140.05		Telephone
West Twp	200.00		Computer Maintenance
West Twp	600.00		Office Rent
West Twp	672.34		Postage
West Twp	<u>250.00</u>		Computer Equipment
	Total	22,962.49	

Judy Stone moved, seconded by Don Morrison, to approve the Appropriation Transfer by Reduction requests totaling \$104,596.66. Motion carried 6-0.

ADDITIONAL APPROPRIATION REQUESTS

<u>Department</u>	<u>Line Item</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Assessor	Twp Assessors	41,137.36			
Assessor	Deputy Twp Assessors	25,969.47			
Assessor	Clerical	14,593.37			
Assessor	Office Supplies	2,349.77			
Assessor	Office Machine Supplies	250.00			
Assessor	Repair & Maint Supplies	800.00			
Assessor	Other Operating Supplies	600.00			
Assessor	Computer Programming	51.90			
Assessor	Software Maintenance	600.00			
Assessor	Contractual Services	1,060.00			
Assessor	New Construction	5,530.00			
Assessor	Travel/Mileage	3,733.25			
Assessor	Printing & Advertising	547.00			
Assessor	Telephone	892.88			
Assessor	Janitorial Maintenance	150.00			
Assessor	Repair Furn & Equip	200.00			
Assessor	Computer Maintenance	200.00			
Assessor	Office Rent	700.00			
Assessor	Training	531.00			
Assessor	Dues & Subscriptions	255.00			
Assessor	Postage	3,829.44			
Assessor	Office Equipment	163.22			
Assessor	Computer Equipment	450.00			
Assessor	Computer Software	3.00	Morrison	Gilliland	6-0
Sheriff	Lake Enhancement Grant	23,200.00	Stone	Booker	6-0
Sheriff	Janitorial Supplies	10,000.00	Morrison	Gilliland	6-0
Highway	Overtime	4,500.00	Booker	Vanderweele	6-0
Cum Bridge	Bridge Construction	163,240.00	Booker	Gilliland	6-0
Cum Bridge	Overtime	3,500.00	Vanderweele	Gilliland	6-0
Rainy Day	Disaster Recovery	25,000.00	Gilliland	Booker	6-0
Crossroads	Crossroads Museum	16,940.00	Morrison	Gilliland	6-0

SALARY ORDINANCE AMENDMENTS

An intern position in the Plan Commission has been filled. This position was funded in the 2008 budget, but was not included in the salary ordinance. The Auditor presented an amendment to the salary ordinance providing for a Plan Commission Intern at \$10.00 per hour, effective with the June 27, 2008 pay date.

Rex Gilliland moved, seconded by Judy Stone, to approve a salary ordinance amendment establishing the position of intern with the Plan Commission. Motion carried 5-0. Council member Booker abstained, explaining that the intern is employed in his office.

The auditor also presented an amendment to the salary ordinance to provide for the two new assessor positions approved by the Council at the June 9, 2008 meeting. The positions are Level

II Deputy Assessor, at the rate of \$14.26 per hour, with \$38.46 bi-weekly for the Level II certification; and Receptionist at the rate of \$11.72 per hour.

Ralph Booker moved, seconded by Don Morrison, to approve an amendment to the salary ordinance providing for one Level II certified Deputy Assessor at \$14.26 per hour with a \$48.36 bi-weekly stipend for Level II certification, and a Receptionist at \$11.52 per hour. Motion carried 6-0.

Resolution 2008-04
Denying a CAGIT Distribution to
the Marshall County Solid Waste District in 2009

Ralph Booker moved, seconded by Rex Gilliland to pass Resolution 2008-04 denying CAGIT Distributions to the Marshall County Solid Waste District in 2009. Motion carried 6-0.

MISCELLANEOUS COUNCIL ITEMS

Sheriff's Commissary Report: The Sheriff's Commissary Report was distributed for January to July, 2008 on behalf of the Sheriff.

Don Morrison moved, seconded by Joanne Vanderweele, to accept the Sheriff's Commissary Report covering the period from January to July, 2008. Motion carried 6-0.

Mileage rate increase: The auditor asked that the council consider increasing the mileage reimbursement rate from 41 cents to 44 cents per mile, the rate currently used by the State of Indiana.

Judy Stone moved, seconded by Joanne Vanderweele, to increase the mileage reimbursement rate to 44 cents per mile, effective January 1, 2009.

Unpaid leave of absence: In the past several weeks, the commissioners have approved two requests for unpaid leaves of absence. Currently, the Personnel Policy does not provide for unpaid leave, and the auditor presented an ordinance outlining the conditions and procedure for granting unpaid leave. The council felt that the issue should be reviewed by the Personnel Committee for a recommendation to the council and commissioners before an adopting an amendment.

Ralph Booker moved, seconded by Judy Stone, to refer the matter of unpaid leave to the Personnel Committee for their recommendation. Motion carried 6-0.

Non-binding Budget Review: The Council will set a meeting prior to September 30 to review individual unit budgets and make non-binding recommendations as required by law. The council would like to have last year's budgets along with proposed 2009 budgets in order to make the proper comparisons and recommendations.

COUNCIL COMMENTS

Mr. Hassel reported that the makeup of the Emergency Management Agency Advisory Committee is set by state statute, and provides that the President of the County Council or his designee serve on the committee. He stated that Rex Gilliland will continue to serve as the Council Representative to the EMA Advisory Council.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved, seconded by Judy Stone to adjourn at 10:54 am. Motion carried 6-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY AUGUST 11, 2008

BE IT REMEMBERED: That on Monday, August 11, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President; Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

BILLIE TREBER, DIRECTOR - BOYS AND GIRLS CLUB
PROGRAM UPDATE

Billie Treber, Director of the Marshall County Boys and Girls Club, appeared before the Council to present an update on the club's programs. The club recently received an Embarq Technology Grant, one of the four grants available nationwide. A grant from the Marshall County Community Foundation and private donations have funded updates to the interior of the club, the Zentis company has again donated jam for the club to sell at the Blueberry Festival as a fundraiser.

The club had an average daily attendance during the summer of approximately 120, and participated in a variety of programs. In an effort to develop leadership skills among the youth, programming is focused on community service, and Ms. Treber described several projects from the summer program. "Bonnets for Babies" provided hats for newborns; the Green Machine project cleared trash from the park and participated in recycling education; and the Gardening Program donated its own produce to the Neighborhood Center. The club is also partnering with the Council on Aging and the County Extension.

Mr. Hassel asked if satellite clubs were being considered in other communities within the county. According to Ms. Treber, the Plymouth club must become financially stable before offering additional sites. She stated that Culver has established a club in partnership with Porter County. She suggested that a way to serve outlying areas may be to transport youth from other communities to the Plymouth facility.

JULIE FOX, MARSHALL COUNTY CLERK
TRANSFER OF FUNDS

Marshall County Clerk Julie Fox appeared before the Council to request a transfer of funds to enable her to purchase four cash receipt printers for the Clerk's office at a cost of \$261.00 each. **Ralph Booker moved, seconded by Joanne VanDerWeele, to approve the transfer of \$1,500.00 from Office Supplies to Office Equipment. Motion carried 7-0.**

JANE HALL, DIRECTOR - ARGOS PUBLIC LIBRARY
BUDGET APPROVAL

Jane Hall, Director of the Argos Public Library presented the library's budget to the Council for approval, since the budget exceeds the 4% cap. The library is seeking a general obligation bond to complete the library renovation project, adding 10 cents to the library rate. At a recent public hearing, with no patron opposition, the Argos Town Council passed a resolution approving the

bond issue. Town Council President George Null was also present to support the approval of the library's budget.

Rex Gilliland moved, seconded by Don Morrison, to approve the Argos Library budget. Motion carried 7-0.

KEVIN OVERMYER– PERSONNEL COMMITTEE **RECOMMENDATIONS**

Kevin Overmyer, Chair of the Personnel Committee appeared before the Council to present the following Personnel Committee recommendations:

Deny requests to increase the Deputy Prosecutor from \$24.71 to \$32.97 per hour, the reclassification of the Prosecutor's Office Manager to Paralegal, and accompanying wage increase from \$17.57 to \$24.73 per hour.

Deny the Prosecutor's request for a new position of Chief Investigator and Probation's request for an additional Probation Officer.

Recommended that the Probation Department increase its work week from 35 to 40 hours to cover the need for an additional officer.

Tabled the request to increase the EMA Director's salary from \$36,000 to \$45,000 until additional information is received from Wagner Irwin and Scheele on the job description and the position's exempt/non-exempt status.

Mr. Overmyer stated that the committee felt it would be sending the wrong message to the taxpayers at this time to approve increases of over \$100,000 in these positions.

Several council members noted that Probation User Fees could be used to fund the additional Probation Officer.

AUDITOR'S REPORT

Minutes – July 14, 2008 Meeting: **Don Morrison moved, seconded by Rex Gilliland, to approve the minutes of the July 14, 2008 meeting as presented. Motion carried 6-0, with member Fred Lintner abstaining due to his absence from the July meeting.**

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

Department	Line item	Amount	Motion	Second	Vote
Recorder	Personal Services	\$ 2,000	Stone	Morrison	7-0
Highway	Supplies	150,000	Gilliland	Booker	7-0
LEPC	Other Services	13,000	Lintner	Stone	7-0
WIC	Other Services	2,020	Lintner	VanDerWeele	7-0

TRANSFER REQUESTS

<u>Dept</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Assessor	Clerical	}	14,094.37}			
Assessor	Dep Twp Wages	}	21,748.72}			
Assessor		}	Dep Wages 11,600.00}			
Assessor		}	Recept Wages 8,905.00}			
Assessor		}	Overtime 1,500.00}			
Assessor		}	Twp Assessors 255.00}			
Assessor		}	New Constr 13,583.09	Lintner	Gilliland	7-0
Prosecutor	Clerical		Law Clerk 161.74	Vanderweele	Morrison	7-0
Superior 2	Clerical		Longevity 2,000.00	Stone	Gilliland	7-0
Circuit Ct	Equipment Maint		Office Supplies 1,000.00	Booker	Vanderweele	7-0
Museum	Office Equip		Off Mach Supp 136.92	Booker	Vanderweele	7-0

Fred Lintner moved, seconded by Don Morrison, to table the transfer request from the Veterans Service Officer until the Auditor obtains further clarification of the transfer request form.

RESOLUTION 2008-06

TEMPORARY LOAN TO GENERAL FUND

The Auditor presented Resolution 2008-06 authorizing a temporary loan from the Rainy Day Fund to the General Fund up to \$1,250,000, to be repaid after settling the first installment tax collection, or by December 31, 2008.

Rex Gilliland moved, seconded by Judy Stone, to approve Resolution #2008-6 authorizing the temporary loan from Rainy Day to the General Fund. Motion carried 7-0.

COUNCIL BUSINESS

The Auditor was authorized to arrange a budget discussion meeting with all elected and appointed boards on Wednesday, September 3. Dr. Larry DeBoer of Purdue University will discuss the impact of the new tax caps on individual and collective budgets for 2010.

The Council discussed the non-binding review of unit budgets, and it was agreed that once all budgets are in, they will be distributed to the members for review prior to council consideration and action.

The Auditor distributed copies of the proposed 2009 budget in preparation for the budget hearings on August 25 and August 26.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Fred Lintner moved, seconded by Don Morrison to adjourn at 10:30 am. Motion carried 7-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

2009 COUNCIL BUDGET HEARING
FIRST READING - AUGUST 25 and 26, 2008

The budget hearing was called to order by Council President, Matt Hassel. Also present were Vice President Don Morrison, members Ralph Booker, Rex Gilliland, Fred Lintner, Judith Stone, Joanne VanDerWeele; Auditor Penny Lukenbill and First Deputy Auditor Jan Quivey.

Matt Hassel opened the meeting with the Pledge of Allegiance.

2009 BUDGET HEARINGS

Mr. Hassel emphasized that the Council would make a concerted attempt to adhere to the time schedule, and asked department heads to indicate only major changes in their budgets, and where cuts can and cannot be made.

The hearings began with 2009 budget recommendations from the Board of Commissioners presented by Board President Tom Chamberlin, Vice President Jack Roose, and member Kevin Overmyer.

Commissioner Recommendations:

- 1) No new positions be funded
- 2) \$150,000 Economic Development Corporation – continue funding from Rainy Day Fund
- 3) Fund a total of \$11,350 for Sheriff's Department vehicles – \$55,675 each from General Fund and CCD
- 4) Elimination of Capital Outlay budget requests unless there is a specific need
- 5) Move utilities from Buildings and Grounds to the Commissioner budget - \$330,000 estimated
- 6) Fund \$50,000 for Prisoner Care and \$50,000 for Prisoner Meals from both Special CAGIT and the General Fund as in 2008
- 7) Fund the \$182,000 Orthophotography project - \$91,000 from CCD and \$91,000 from Rainy Day
- 8) Eliminate Treasurer's request for \$18,000 to scan tax duplicate books. In the 2008 budget, it was recommended that the county develop a comprehensive document preservation and storage program. This project should be part of an overall program for consistency among the offices.
- 9) Recommend a 4% wage increase for all employees - full and part-time.
- 10) Recommend no change in clerical & law clerks
- 11) Recommend keeping Drainage board per diem at \$50
- 12) Recommend no increase in the number of Superior Court # 2 bilingual stipends (currently 2 at \$2,000 each annually).
- 13) Highway Department should develop a policy for Major Moves funds of \$1.2 million for road improvements or to use as match money for large projects.
- 14) Reduce or eliminate the Election Board budget as there are no elections in 2009. An additional appropriation could be requested in case of a capital projects referendum.
- 15) Hire a professional to analyze tax cap revenue losses

Personnel Committee Recommendations:

- 1) Reclassification of the Prosecutor's Office Manager to Paralegal should carry an educational requirement
- 2) EMA Director – no change – pay for this position is in line with 18 other counties
- 3) Deputy Prosecutor – increase \$3,000 each year until in line with council's determination

Items of discussion throughout the hearings:

- 1) Commissioners: The Community Resource Center project has included the paving as part of their grant match, and the estimated cost is \$47,000. After discussion, it was agreed that this could be removed from Commissioners budget and placed in Rainy Day Fund.
Insurance costs are unknown at this time, and Mr. Quivey pointed out that two large pending claims may increase premiums more than usual. He hopes to have more specific numbers before budget adoption.
Funding for the Boys and Girls Club – the Council requested that a representative of the board attend the budget adoption meeting. Several members expressed concern that county dollars are supporting a program that is currently located only in Plymouth. The club was originally funded with the understanding that it would be expanded into other communities in the county.
- 2) Sheriff vehicles could be divided between General Fund and CCD. Council discussed allocating a total for the purchases, rather than the number of vehicles.
- 3) Highway – Mr. Hassel suggested that Mr. Haeck consider budgeting more out of Highway and less from Cum Bridge for the Pine Road project to keep the Highway budgets healthier. Mr. Haeck has lost one heavy equipment operator and does not plan to replace the position. He has also requested two trucks, but stated he can get by with one.
- 4) In the Data Processing and CCD budgets, software maintenance has increased dramatically, and a large portion of the increase is attributed to the new jail software. Mr. Marshall has increased "Computer upgrades" to \$20,000, in anticipation of the state's requirement that all operating systems be upgrade. He stated that all computers that touch the tax systems must be upgraded.
- 5) The Treasurer has requested funds to scan the old tax duplicate books, and council felt this should be coordinated with the comprehensive scanning being done in other offices.
Funding could come from Rainy Day.
- 6) Extension Services voluntarily decreased its budget \$1500.
- 7) Superior Court # 2 is again requesting that the Receptionist position that was moved to Court Services in 2006 be reinstated. Council felt this would essentially be a new position as Court Services has requested to maintain their Receptionist position.
- 8) The state is decreasing the CASA grant, thereby decreasing the amount of the county's match to \$16,940.
- 9) Judge Palmer is requesting funding to repair jury room chairs and to make the courtroom handicapped accessible. In addition, the unified law library needs to be revamped. The courts must provide access to a law library to all attorneys as well as to the community at large. Much of the library is on now online.
- 10) Clerk Julie Fox has proposed to pay all her deputies (except for first deputies) \$16.20 per hour, but the Council reminded her she must first submit the request to the personnel committee and consultants. She is also requesting \$12,000 to purchase a new copier, and Council suggested she consider using the Clerk's Perpetuation Fund.
- 11) Since there are no election scheduled for 2009, the Council reduced the Election Board budget approximately \$55,000, stating that she could request an additional appropriation if a

referendum was needed for a capital project.

- 12) The Sheriff stated he will be purchasing nine new radios to convert to the 800 mhz system required by the state, and is requesting an x-ray machine for courthouse security. Council will consider whether another source could be used to pay for these items.
- 13) EMA – is requesting a change in salary from \$36,050 to \$45,000. Wagner Irwin & Scheele has indicated that the current salary is in line with 18 other county EMA directors. Mr. Lintner stressed that the county has hired a personnel consultant and Council should give serious consideration to their recommendation.
- 14) The Prosecutor is requesting a pay increase and reclassification of the Office Manager to Paralegal, the addition of an Investigator position and an increase for the Deputy Prosecutor. He emphasized the assistance his office has given to the county in the past in the form of financial assistance to purchase equipment from the Pre-Trial Diversion Fund. Mr. Gilliland suggested that a portion of the increase for the deputy prosecutor be funded by the General Fund, and the remainder from Pre-Trial Diversion. It was suggested that the deputy prosecutor's pay be brought up to the recommended level over the next three years, and that for 2009 two-thirds of the increase could be taken from Pre-Trial Diversion, and one-third paid by the General Fund; in 2010, one-third be paid from PTD and two-thirds by the General Fund, and in 2011 the General Fund would take over the total increase.
- 15) Victim Assistance was asked to reduce overtime, and it was suggested that the office make use of flex-time.
- 16) Discussion was held on whether to pay the former Township Assessors a minimal salary even though they no longer have duties. The consensus was that since they are no longer providing services, no salary should be approved, but those who had attained certification would continue to be paid that stipend according to statute.
- 17) The Surveyor reminded the Council that he may need assistance in funding large construction projects for General Drain. Discussion was held on whether this could be a loan from Rainy Day, which would then have to be paid back by year's end, or if the projects could be paid for directly out of that fund.
- 18) Assessor Debbie Dunning has hired two deputies and a receptionist to assist with the added duties since the elimination of the township assessors. The DLGF has instituted scanning requirements which necessitates additional software. She will continue to take the Assessor's office wages out of Reassessment next year, but in 2010 more of the Assessor's office expenses will need to be assumed by the General Fund.
- 19) The Probation Department has requested an additional Probation Officer with a 2009 salary of \$29,265. Council discussed supplementing shortages in Probation Administrative Fees with Probation User Fees to cover the state-mandated Probation Officer Wage increases. The Council was reminded that after the state assumes the welfare levy in 2009, the county will continue to pay for juvenile detention and will be responsible for housing juveniles sent to an unapproved facility.
- 20) Court Services is anticipating two grants from the Indiana Judicial Center for computers. The program is servicing 5223 offenders, or 9871 monitoring days.
- 21) Mike Woolfington of the Convention and Visitor's Bureau appeared before the Council to discuss his 2009 budget, and provided an update on several projects to attract visitors to Marshall County. He explained that CVB's are a type of economic development within counties. He asked the Council to consider increasing the Innkeepers Tax from 3.5 to 5%, as we are one of only three counties in the state still at this rate.

- 23) Valerie Hite explained that funding for the Drug Free Community budget comes from fines for alcohol/drug charges and that the program is used to educate students on substance abuse.

POTENTIAL BUDGET ADJUSTMENTS

During the hearings, the Council discussed potential reductions and adjustments:

General Fund

Initial 2009 Budget Requests - \$ 11,144,242

Estimated 2008 Revenue - \$ 10,539,409

Reductions Necessary to Balance Revenue and Expenditures - \$ 604,833

Commissioner Budget:

Reduce comp time buyout - \$20,000

Reduce comp time benefits - \$2,680

Reduce CRC Project - \$47,000 (take from Rainy Day)

Reduce Soil and Water - \$1,276

Net Effect – Reduction of \$70,956

Plan Commission:

Reduce Overtime - \$1500

Reduce Wages – Intern - \$3000

Net effect – Reduction of \$4500

Treasurer

Reduce Contractual Services \$18,000

Extension Service

Reduce Overtime - \$1500.

Reduce Longevity \$100

Increase Clerical \$100.

Net Effect – Reduction of \$1500

Superior Court # 1

Reduce Overtime \$2000

Reduce Office Supplies \$1000.

Reduce Computer Supplies \$2000

Reduce Office Machine Supplies \$1500.

Reduce Office Equipment \$1000.

Reduce Furniture & Fixtures \$1000.

Net effect - Reduction of \$8500

Superior Court # 2

Reduce Department Head stipend - \$5,000

Reduce Bilingual Stipend - \$ 2000.

Reduce Overtime - \$4,500

Reduce Receptionist \$22,186

Net effects – Reduction of \$33,686

Clerk of the Circuit Court

Reduce Deputies Wages \$23,533 check this

Reduce Clerical \$6500

(Discussed reducing Office Equipment \$12,000 – taking from Clerk’s Records Perpetuation)

Net Effect – Reduction of \$30,033

Registration of Voters

Reduce Deputies Wages \$2493.

Reduce Dues & Subscriptions \$25

Net effect – reduction of \$2518

Election Board

Reduce Clerical \$360

Reduce Election Board Wages \$240

Reduce Absentee Voter Board wages \$12,000

Reduce Machine Technician Wages \$3000

Reduce Meals-Poll Workers \$ 8100

Reduce Poll Workers - \$29,970

Reduce Legal Advertising - \$400

Reduce Repair Furniture & Equipment \$1000

Net effect – Reduction of \$55,070

Coroner

Reduce Emergency Deputies & Matrons \$1000

Net effect – Reduction of \$1,000

Auditor

Reduce computer equipment \$1,000.

Net Effect – Reduction of \$ 1,000

Sheriff

Reduce Vehicle Purchase \$ 111,351 – put in CCD

Reduce Vehicle Accessories \$6,400

Net effect – Reduction of \$117,751

Prosecutor

Reduce Investigator Wages - \$40,000

Net effect – Reduction of \$40,000

Building Inspector

Reduce Training \$100

Service Officer

Reduce Office Supplies \$150

Reduce Computer Supplies \$500

Reduce Repair & Maintenance Supplies \$100

Reduce Training \$500

Net Effect – Reduction of \$ 1,250

Probation

Reduce Probation Officers Wages \$40,297 (clerical error)
\$26,265 (additional PO)

Net effect – Reduction of \$69,562

General Fund Total Potential Budget Adjustments - \$ 455,426

OTHER FUNDS**Cum Cap Development (CCD):**

Initial Budget Requests - \$667,027
Estimated Revenue - \$559,226
Reduce Vehicle Purchase \$ 86,351 – put in Sheriff General Fund
Reduce Orthophotography \$91,000 – put in Rainy Day budget
Net Effect – Reductions of \$177,351

Special CAGIT:

Initial Budget Requests - \$2,168,567
Estimated Revenue - \$1,926,000
Reduce Part-time Nurse \$35,000
Reduce Professional Services \$185,000
Net Effect – Reductions of \$220,000

Highway Budgets:

Initial Budget Requests - \$ 3,687,987
Estimated Revenue - \$2,725,610

Highway Repair & Maintenance

Reduce Stone, Gravel & Aggregate \$25,000
Reduce Bituminous - \$75,000
(Possible reduction – Heavy Equipment Operators \$34,258)

Highway General & Undistributed

Reduce Highway Equipment \$100,000

Net Effect – Highway Reductions of \$ 200,000

Rainy Day Fund:

Reduce Professional Services for Orthophotography \$91,000 – put in CCD
Add Contractual Services for scanning project \$12,000
Add Community Resource Center Project \$47,000
Net Effect – Reductions of \$ 32,000

Health Department:

Initial Budget Requests - \$ 367,700
Estimated Revenue - \$406,272
Reduce Overtime \$ 700

Reduce Unsafe Buildings \$ 7,000

Reduce Sanitarian/Environmental Assist. \$20,000 (pd from grant in Health Maintenance)

Net Effect – Reductions of \$ 27,700

Reassessment:

Initial Budget Requests - \$ 721,022

Estimated Revenue - \$ 322,900

With no further business or discussion to come before the Council, the first reading of the 2009 budget was adjourned at 3:00 pm upon motion by Ralph Booker, seconded by Fred Lintner.

Motion carried 7-0. The Council will meet on **Monday, September 8, 2008** to adopt the 2009 budgets.

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Rex Gilliland

Fred Lintner

Judith Stone

Joanne VanDerWeele

ATTEST:

Penny Lukenbill, Auditor

MARSHALL COUNTY COUNCIL
SEPTEMBER 8, 2008
REGULAR MEETING AND BUDGET ADOPTION

BE IT REMEMBERED: That on Monday, September 8, 2008 the Marshall County Council met in regular session and for the purpose of adopting the 2009 budget at the County Building, City of Plymouth, Indiana, pursuant to the call of the County Auditor and there were present the Honorable Matt Hassel, President; Don Morrison, Vice President; Members Ralph Booker, Rex Gilliland, Fred Lintner, Judy Stone, and Joanne VanDerWeele; Auditor Penny Lukenbill and First Deputy Auditor Jan Quivey.

The meeting was opened with the Pledge of Allegiance.

AUDITOR REPORT

Minutes of the August 11, 2008 meeting: **Rex Gilliland moved, seconded by Ralph Booker, to approve the August 11, 2008 meeting minutes as presented. Motion carried 7-0.**

Minutes of the August 25 and August 26, 2008 Budget Hearing: The Auditor distributed draft copies of the Budget Hearing Minutes of August 25 and August 26, 2008, and requested that members delay approval until the next meeting in order to give them ample time for review.

ADDITIONAL APPROPRIATIONS

General Fund: Clerk Julie Fox requested an additional appropriation of \$1,100 for Longevity to pay additional years earned by her First Deputy. **Fred Lintner moved, seconded by Don Morrison to approve the Clerk's additional appropriation request for Longevity in the amount of \$1,100. Motion carried 7-0.**

EMA: Clyde Avery requested an additional appropriation of \$194,200 to purchase 800 megahertz radios for distribution to NIMS compliant agencies. The amount will be repaid in the form of a reimbursable grant. **Ralph Booker moved, seconded by Rex Gilliland, to approve the EMA additional request for \$194,200. Motion carried 7-0.**

TRANSFERS

Fred Lintner moved, seconded by Judy Stone, to approve the Voter Registration request to transfer \$388.98 from Longevity to Office Supplies. Motion carried 7-0.

Don Morrison moved, seconded by Fred Lintner, to approve the Treasurer request to transfer \$6,000 from Contractual Services to Office Supplies. Motion carried 7-0.

Fred Lintner moved, seconded by Joanne VanDerWeele, to approve the Superior Court #2 request to transfer \$300.50 from Clerical Wages and \$200 from Overtime to Longevity. Motion carried 7-0.

Don Morrison moved, seconded by Fred Lintner, to approve the request by Probation to transfer \$355.32 from Counselor Wages to Longevity. Motion carried 7-0.

Ralph Booker moved, seconded by Joanne VanDerWeele, to approve the Highway Department request to transfer \$3400 from Seasonal Help to Laborer. Motion carried 7-0.

Don Morrison moved, seconded by Rex Gilliland, to approve the WIC request to transfer \$11,631 from Clerical Wages to Part-Time Clerk Wages; and \$350 from Janitorial Maintenance to Office Rent. Motion carried 7-0.

BOYS AND GIRLS CLUB

Mr. Hassell stated that the county has funded the Boys and Girls Club for several years, and expressed concern that it has not expanded to other towns in the county. Board President Ward Byers and Director Billie Treber appeared before the council to discuss this issue. Mr. Byers reported that the club recently distributed a “free pass” to 1900 elementary students, and had only 12 responses. They are currently exploring establishing a satellite club with another school corporation, investigating costs and logistics.

Mr. Byers stated that the Plymouth program currently serves 425 young people, providing mentors and structure, and they will make every effort to extend the program to other areas of the county.

Mr. Booker commented that a great deal of money is spent on troubled youth and if one child is positively influenced, the money is well spent. However, he would like to see efforts continue to expand the program.

BUDGET REVIEW – BY DEPARTMENT AND FUND

The Total Reductions amount in each department and fund below includes the reductions made at the previous budget hearings and at this budget adoption meeting. The additions and reductions made in the various budgets will show in the individual department totals as well the overall fund totals.

Clerk of the Circuit Court

Reductions

Department Head - \$ 104
Deputies - \$ 20,824
Clerical - \$ 6,500
Office Equipment - \$ 6,000

Approved Budget

Personal Services - \$ 435,717
Supplies - \$ 25,000
Other Services & Charges - \$ 5,250
Capital Outlays - \$6,000
TOTAL BUDGET – CLERK - \$ 471,967

Auditor

Reductions

Department Head - \$ 180
Computer Equipment - \$1,000

Additions:

Deputies - \$ 1,229

Approved Budget - Auditor

Personal Services - \$ 270,640

Supplies - \$ 2,500

Other Services & Charges - \$ 10,175

Capital Outlays - \$ 0

TOTAL BUDGET – AUDITOR - \$ 283,315

\$ 6,000 of the GIS Deputy Auditor salary will be paid from the Plat Mapping Fund.

Treasurer

Reductions

Department Head - \$ 104

Contractual services - \$12,000

Additions:

Deputies - \$424

Approved Budget

Personal Services - \$ 118,958

Supplies - \$ 10,000

Other Services & Charges - \$ 27,000

Capital Outlays - \$ 0

TOTAL BUDGET – TREASURER - \$ 155,958

Recorder

Reductions

Department Head - \$ 104

Office Supplies - \$ 1,500

Additions:

Deputies - \$433

Approved Budget

Personal Services - \$ 104,857

Supplies - \$ 2,400

Other Services & Charges - \$ 2,000

Capital Outlays - \$ 0

TOTAL BUDGET – RECORDER - \$ 109,257

Sheriff

Reductions

Department Head - \$ 741

Captain - \$ 218

Detective Lt. - \$ 157

Detective Sgt. - \$ 204

Line Sgt. - \$ 204

Patrolmen - \$ 752
First Sgt. - \$ 133
Vehicle Maintenance Supplies - \$ 20,000
Courthouse Parcel X-Ray Machine - \$22,000
Vehicle Purchase - \$ 111,351 – Original request \$167,027 - \$80,676 funded from CCD and
\$55,676 from General Fund
Vehicle Accessories - \$6,400

Additions:

Security Officers - \$ 306

Approved Budget

Personal Services - \$ 1,381,805
Supplies - \$ 168,200
Other Services & Charges - \$ 114,210
Capital Outlays - \$ 106,676
TOTAL BUDGET- SHERIFF - \$ 1,770,891

Surveyor

Reductions

Department Head - \$ 167
Surveyor Assistants - \$ 28,936

Additions:

Administrative Assistant - \$ 906
Clerical - \$2,500
Surveyor's Assistant PT - \$16,386

Approved Budget - Surveyor

Personal Services - \$ 145,389
Supplies - \$ 4,450
Other Services & Charges - \$ 3,475
Capital Outlays - \$ 2,000
TOTAL BUDGET – SURVEYOR - \$ 155,314

Coroner

Reductions

Emergency Deputies - \$1,000

Additions:

Department Head - \$ 173
Deputy- \$ 64
Clerk - \$ 16

Approved Budget

Personal Services - \$ 27,047

Supplies - \$ 6,100

Other Services & Charges - \$ 33,700

Capital Outlays - \$ 0

TOTAL BUDGET – CORONER - \$ 66,847

Assessor

Reductions

None

Additions:

Deputies - \$460

Receptionist - \$321

Approved Budget

Personal Services - \$ 98,452

Supplies - \$ 1,500

Other Services & Charges - \$ 33,100

Capital Outlays - \$ 0

TOTAL BUDGET – ASSESSOR - \$ 134,852

The County Assessor and remaining County Deputy Assessors wages will be paid from the Reassessment Fund in 2009

Prosecuting Attorney

Reductions

Overtime - \$ 1,000

Secretaries - \$ 3,951

Office Administrator - \$ 9,947

Deputy Prosecutor - \$ 10,538 - Wage increase from \$ to \$58,432, County General will pay 1/3 or \$4,487 and PTD will pay 2/3, or \$8,974. In 2010, General will pay 2/3 of the increase and PTD will pay 1/3.

Investigator - \$40,000

Additions:

Receptionist - \$ 320

Approved Budget

Personal Services - \$ 253,815

Supplies - \$ 5,300

Other Services & Charges - \$ 36,865

Capital Outlays - \$ 4,000

TOTAL BUDGET- PROSECUTING ATTORNEY - \$ 299,980

Voter Registration

Reductions

Deputy - \$ 2,262

Clerk - \$72

Dues & Subscriptions - \$25

Approved Budget

Personal Services - \$ 29,622

Supplies - \$ 1,500

Other Services & Charges - \$ 500

Capital Outlays - \$ 0

TOTAL BUDGET –VOTER REGISTRATION - \$ 31,622

Extension Service

Reductions

Overtime - \$ 1,500

Longevity - \$100

Additions:

Clerical \$100

Secretaries \$513

4H Program Assistant - \$224

Approved Budget – Extension Service

Personal Services - \$ 83,053

Supplies - \$ 10,500

Other Services & Charges - \$ 117,275

Capital Outlays - \$ 0

TOTAL BUDGET – EXTENSION SERVICES - \$ 210,828

Veterans Service Officer

Reductions

Office Supplies - \$ 150

Computer Supplies - \$ 500

Repair & Maintenance Supplies - \$ 100

Training - \$500

Additions

Department Head - \$ 331

Approved Budget

Personal Services - \$ 11,386

Supplies - \$ 850

Other Services & Charges - \$ 10,418

Capital Outlays - \$ 0

TOTAL BUDGET- VETERANS SERVICE OFFICER - \$ 22,654

County Council

Additions:

Council Salaries - \$ 459

Approved Budget

Personal Services - \$ 47,990

Other Services & Charges - \$ 1,700

TOTAL BUDGET – COUNTY COUNCIL - \$ 49,690

Election Board

Reductions

Clerical - \$360

Election Board - \$240

Absentee Voter Board - \$12,000

Machine Technicians - \$3,000

Meals – Poll Workers \$8,100

Poll Workers - \$29,970

Legal Advertising - \$ 400

Repair Furniture & Equipment - \$ 1,000

Approved Budget

Personal Services - \$ 6,300

Supplies - \$ 2,000

Other Services & Charges - \$ 12,500

Capital Outlays - \$ 0

TOTAL BUDGET – ELECTION BOARD - \$ 20,800

Drainage Board

Reductions

Wages – Per Diem - \$1,000

Additions:

Secretaries - \$196

Approved Budget – Drainage Board

Personal Services - \$ 35,203

Supplies - \$ 150

Other Services & Charges - \$ 4,300

Capital Outlays - \$ 0

TOTAL BUDGET – DRAINAGE BOARD - \$ 39,653

Commissioners

Reductions

Comp Time Buyout - \$ 20,000 – Majority of Comp time accrual will be paid out of Sheriff's
2008 Budget

Employer Social Security - \$ 2,680

Group Health Insurance \$ 95,000

Community Resource Project - \$47,000 – included in Rainy Day Fund Budget

Soil and Water - \$ 1,276

Additions

Commissioner Salaries - \$626

Approved Budget

Personal Services - \$ 1,583,090

Supplies - \$ 30,600

Other Services & Charges - \$ 1,575,140

Capital Outlays - \$ 0

TOTAL BUDGET- COMMISSIONERS - \$ 3,188,830

BZA

Reductions

None

Approved Budget

Personal Services - \$ 3,000

Supplies - \$ 200

Other Services & Charges - \$ 6,350

Capital Outlays - \$ 0

TOTAL BUDGET – BZA - \$9,550

Plan Commission

Reductions

Department Head - \$ 146

Overtime - \$ 1,500

Wages – Intern - \$3,000

Approved Budget

Personal Services - \$ 58,709

Supplies - \$ 1,450

Other Services & Charges - \$ 8,950

Capital Outlays - \$ 0

TOTAL BUDGET- PLAN COMMISSION - \$ 69,109

Data Processing

Reductions

Department Head - \$ 318

Additions:

GIS Manager - \$ 21

PC Technician - \$ 183

Approved Budget

Personal Services - \$ 125,542

Supplies - \$ 1,250

Other Services & Charges - \$ 28,850

Capital Outlays - \$ 0

TOTAL BUDGET – DATA PROCESSING - \$ 155,642

Buildings and Grounds

Reductions

Department Head - \$ 101

Additions:

Maintenance Personnel - \$ 445

Custodians - \$ 539

Approved Budget

Personal Services - \$ 201,351

Supplies - \$ 51,150

Other Services & Charges - \$ 93,200

Capital Outlays - \$ 24,000

TOTAL BUDGET – BUILDINGS AND GROUNDS - \$369,701

County Museum

Reductions

None

Additions:

Department Head - \$ 108

Archive Manager - \$ 257

Approved Budget

Personal Services - \$ 84,588

Supplies - \$ 2,500

Other Services & Charges - \$ 35,155

Capital Outlays - \$ 2,000

TOTAL BUDGET – COUNTY MUSEUM - \$ 124,243

Superior Court # 1

Reductions

Overtime - \$ 2,000

Office Supplies - \$1,000

Office Machine Supplies - \$ 1,500

Computer Supplies - \$ 2,000

Office Equipment - \$ 1,000

Furniture & Fixtures - \$ 1,000

Additions

Court Administrator - \$ 147

Court Reporter - \$ 106

Court Bailiff - \$ 192

Approved Budget

Personal Services - \$ 108,211

Supplies - \$10,000

Other Services & Charges - \$ 72,400

Capital Outlays - \$ 3,000

TOTAL BUDGET – SUPERIOR COURT #1 - \$ 196,611

Superior Court # 2

Reductions

Department Head - \$ 5,000

Bilingual Stipend - \$ 2,000

Overtime - \$4,500

Receptionist - \$ 22,186 request to reinstate position was denied. Will remain in Court Services
Budget for 2009.

Travel/Mileage - \$2,000

Liability Insurance - \$900

Additions:

Director Intra-court Services/Bailiff - \$ 546

Court Administrator - \$147

Court Reporter - \$106

Court Clerk/Secretary - \$ 277

Assistant Court Clerk - \$ 295

Court Security Officer - \$ 155

Court Administrative Assistant - \$ 147

Approved Budget

Personal Services - \$ 227,262

Supplies - \$11,600

Other Services & Charges - \$ 110,550

Capital Outlays - \$13,500

TOTAL BUDGET- SUPERIOR COURT #2 - \$ 362,912

Circuit Court

Reductions

Longevity - \$2,500

Additions:

Court Administrator - \$ 147

Court Reporter - \$ 106

Court Bailiff - \$ 192

Approved Budget – Circuit Court

Personal Services - \$ 105,481
Supplies - \$ 4,750
Other Services & Charges - \$ 94,590
Capital Outlays - \$ 15,000
TOTAL BUDGET – CIRCUIT COURT - \$ 219,821

Probation

Reductions

Probation Officer - \$ 69,565 – new position denied; Dept. Head included in error
Travel/Mileage - \$1,000
Care of Patients & Inmates - \$20,000

Additions:

Secretaries - \$ 519
Office Administrator - \$ 219
Receptionist - \$ 324

Approved Budget

Personal Services - \$ 431,203
Supplies - \$ 18,900
Other Services & Charges - \$ 218,450
Capital Outlays - \$ 500
TOTAL BUDGET- PROBATION - \$ 669,053

Weights & Measures

Reductions

Department Head - \$ 140

Approved Budget

Personal Services - \$ 14,334
Supplies - \$ 630
Other Services & Charges - \$ 1,450
Capital Outlays - \$ 0
TOTAL BUDGET – WEIGHTS AND MEASURES - \$ 16,414

Victim Assistance

Reductions

Overtime - \$1,000

Additions

Department Head - \$ 124
Investigator - \$ 225

Approved Budget – Victim Assistance

Personal Services - \$ 63,300
Supplies - \$ 6,774
Other Services & Charges - \$ 12,977
Capital Outlays - \$ 0

TOTAL BUDGET – VICTIM ASSISTANCE - \$ 83,051

Building Inspector

Reductions

Department Head - \$ 101

Training - \$100

Approved Budget

Personal Services - \$ 45,913

Supplies - \$ 4,950

Other Services & Charges - \$ 1,350

Capital Outlays - \$ 0

TOTAL BUDGET – BUILDING INSPECTOR - \$ 52,213

Emergency Management Agency

Reductions

Department Head - \$ 7,479

Approved Budget - EMA

Personal Services - \$ 37,521

Supplies - \$ 3,700

Other Services & Charges - \$ 5,180

Capital Outlays - \$ 0

TOTAL BUDGET – EMERGENCY MANAGEMENT AGENCY - \$ 46,401

Jail

Reductions

Janitorial Supplies - \$4,000

Additions:

Office Administrator - \$ 93

Bookkeeper - \$ 202

Chief Jailer - \$ 66

Turnkey/Dispatchers - \$ 1,283

Cook - \$ 180

Records Clerk - \$ 65

Process Servers - \$ 244

Approved Budget

Personal Services - \$ 850,115

Supplies - \$100,800

Other Services & Charges - \$ 122,100

Capital Outlays - \$ 0

TOTAL BUDGET – JAIL - \$ 1,073,015

Soil and Water

Reductions

None

Additions

Secretary - \$ 194

Approved Budget

Personal Services - \$ 31,153

Supplies - \$ 0

Other Services & Charges - \$ 0

Capital Outlays - \$ 0

TOTAL BUDGET – SOIL AND WATER - \$ 31,153

Initial General Fund Budget Requests - \$ 11,144,242

Total General Fund Budget Reductions - \$ 689,382

Total General Fund Budget Additions - \$ 33,487

General Fund Approved Budget Totals - \$ 10,488,347

All 2009 budget approvals are tentative pending certification by the Department of Local Government Finance.

IN THE MATTER OF OTHER FUND BUDGETS

Reassessment

Reductions

Department Head - \$ 104

Group Health Insurance - \$2,500

Additions:

Deputies - \$ 1,112

Approved Budget

Personal Services - \$ 271,770

Supplies - \$ 1,500

Other Services & Charges - \$ 438,760

Capital Outlays - \$ 7,500

TOTAL REASSESSMENT BUDGET - \$ 719,530

Sales Disclosure – County Share

Reductions

None

Approved Budget

Personal Services - \$0

Supplies - \$0

Other Services & Charges - \$ 8,473

Capital Outlays - \$0

TOTAL BUDGET- SALES DISCLOSURE - \$ 8,473

Plat Mapping

Reductions

None

Approved Budget

Personal Services - \$ 9,000

Supplies - \$ 1,000

Other Services & Charges - \$ 1,250

Capital Outlays - \$ 1,000

TOTAL BUDGET- PLAT MAPPING \$ 12,250

\$ 6,000 of the Auditor GIS Deputy wages are paid from Plat Mapping. The remainder is paid from the Auditor budget.

Clerk's Records Perpetuation Fund

Reductions

None

Approved Budget:

Personal Services - \$0

Supplies - \$0

Other Services & Charges - \$0

Capital Outlays - \$20,000

TOTAL BUDGET – CLERK'S RECORDS PERPETUATION - \$20,000

Adult Probation User Fees

Reductions

None

Approved Budget

Personal Services - \$ 18,150

Supplies - \$ 0

Other Services & Charges - \$ 0

Capital Outlays - \$ 5,000

TOTAL BUDGET – ADULT PROBATION USER FEES - \$ 23,150

Administrative Probation Fees

Reductions

None

Approved Budget

Personal Services - \$ 87,830

Supplies - \$0

Other Services & Charges - \$0

Capital Outlays - \$0

TOTAL BUDGET – ADMINISTRATIVE PROBATION FEES - \$ 87,830

Prosecutor Pre-trial Diversion

Reductions

None

Additions:

Deputy Prosecutor \$ 8,978

Approved Budget

Personal Services - \$ 93,978

Supplies - \$ 30,000

Other Services & Charges - \$ 186,000

Capital Outlays - \$ 25,000

TOTAL BUDGET – PROSECUTOR PRE-TRIAL DIVERSION - \$ 334,978

Court Services

Reductions

Department Head - \$ 377

Additions:

Hispanic Interpreter Coordinator - \$ 289

Secretaries - \$ 295

Substance Abuse Officer - \$ 8

Case Work Managers - \$ 372

Approved Budget – Court Services

Personal Services - \$ 267,251

Supplies - \$ 4,500

Other Services & Charges - \$ 160,650

Capital Outlays - \$ 3,250

TOTAL BUDGET – COURT SERVICES - \$ 435,651

County Extradition

Reductions

None

Approved Budget - Extradition

Personal Services - \$0

Supplies - \$0

Other Services & Charges - \$ 20,000

Capital Outlays - \$0

TOTAL BUDGET – COUNTY EXTRADITION - \$ 20,000

County Corrections

Reductions

None

Approved Budget

Personal Services - \$ 0

Supplies - \$ 11,000

Other Services & Charges - \$ 56,000

Capital Outlays - \$ 33,500

TOTAL BUDGET – COUNTY CORRECTIONS - \$ 100,000

County Highway Department

Administration

Reductions

Department Head - \$ 121

Additions:

Highway Clerk - \$ 456

Approved Budget - Highway Administration

Personal Services - \$ 108,173

Supplies - \$ 2,700

Other Services & Charges - \$ 16,225

Capital Outlays - \$ 3,500

TOTAL BUDGET – HIGHWAY ADMINISTRATION - \$ 130,598

Maintenance & Repair

Reductions

General Foreman - \$ 35

Heavy Equipment Operators - \$ 33,902

Stone, Gravel, Aggregates - \$25,000

Bituminous - \$75,000

Additions:

Truck Drivers - \$440

Area Leaders - \$ 1,092

Group Leader - \$ 61

Approved Budget – Maintenance & Repair

Personal Services - \$ 960,777

Supplies - \$ 318,000

Other Services & Charges - \$ 1,250

Capital Outlays - \$ 0

TOTAL BUDGET – MAINTENANCE & REPAIR - \$ 1,280,027

General & Undistributed

Reductions

Group Health Insurance - \$31,500

Highway Equipment - \$100,000

Additions

Mechanic - \$364

Parts Manager - \$ 1,397

Approved Budget

Personal Services - \$ 527,964

Supplies - \$ 599,500

Other Services & Charges - \$ 783,050

Capital Outlays - \$ 105,100

TOTAL BUDGET – GENERAL & UNDISTRIBUTED - \$ 2,015,614

Approved Highway Budget Totals - \$ 3,426,239

Local Road & Street

Reductions

Stone, Gravel, Aggregates - \$22,000

Bituminous - \$22,000

Approved Budget

Personal Services - \$ 0

Supplies - \$ 456,000

Other Services & Charges - \$ 0

Capital Outlays - \$ 0

TOTAL BUDGET – LOCAL ROAD & STREET - \$ 456,000

Cumulative Bridge

Reductions

Group Health Insurance - \$1,000

Pine Road Extension - \$350,000

Additions:

Heavy Equipment Operators - \$ 196

Approved Budget

Personal Services - \$ 136,054

Supplies - \$ 330,000

Other Services & Charges - \$ 88,750

Capital Outlays - \$ 540,000

TOTAL BUDGET – CUMULATIVE BRIDGE - \$ 1,094,804

Health Department

Reductions

Department Head - \$ 121

Overtime - \$ 700

Health Officer - \$ 211

Sanitarian/Environmentalist - \$ 19,980 – Amount of grant from Health Maintenance

Group Health Insurance - \$7,000

Unsafe Buildings - \$ 7,000

Additions:

Administrative Assistant - \$ 20
Health Registrar 1 - \$ 257
Health Registrar 2 - \$ 295
Nurse - \$ 20

Approved Budget

Personal Services - \$ 284,380
Supplies - \$ 17,850
Other Services & Charges - \$ 30,050
Capital Outlays - \$ 1,000
TOTAL BUDGET – HEALTH DEPARTMENT - \$ 333,280

Health Maintenance

Reductions

None

Approved Budget

Personal Services - \$ 26,000
Supplies - \$ 1,000
Other Services & Charges - \$ 6,139
Capital Outlays - \$ 0
TOTAL BUDGET – HEALTH MAINTENANCE - \$ 33,139

Tobacco Cessation - Prevention

Reductions

None

Approved Budget – Tobacco Cessation

Personal Services - \$ 0
Supplies - \$ 0
Other Services & Charges - \$ 43,100
Capital Outlays - \$ 0
TOTAL BUDGET – TOBACCO CESSATION - \$ 43,100

County Drug Free Community

Reductions

None

Approved Budget – Drug Free Community

Personal Services - \$ 0
Supplies - \$ 0
Other Services & Charges - \$ 60,000
Capital Outlays - \$ 0
TOTAL BUDGET – COUNTY DRUG FREE COMMUNITY - \$ 60,000

9-1-1

Reductions

Group Health Insurance - \$8,400

Additions:

Turnkey/Dispatchers - \$ 790

Communications Supervisor - \$ 72

Approved Budget

Personal Services - \$ 460,497

Supplies - \$ 0

Other Services & Charges - \$ 0

Capital Outlays - \$ 0

TOTAL BUDGET – 911 - \$ 460,497

Wireless 9-1-1 Fees

Reductions:

None

Approved Budget

Personal Services - \$0

Supplies - \$0

Other Services & Charges - \$110,500

Capital Outlays - \$0

TOTAL BUDGET – WIRELESS 9-1-1 FEES - \$110,500

Local Emergency Planning Fund (LEPC)

Reductions

None

Approved Budget

Personal Services - \$ 0

Supplies - \$ 0

Other Services & Charges - \$ 22,200

Capital Outlays - \$ 3,000

TOTAL BUDGET – LEPC - \$ 25,200

Cum Cap Development

Reductions

Vehicle Purchase - \$ 86,351 – Initial request \$167,027 - \$80,676 funded from CCD and \$55,676 from General Fund

Orthophotography Project - \$91,000 – Original request \$182,000 - \$91,000 from CCD and \$91,000 from Rainy Day

Approved Budget - CCD

Personal Services - \$ 0

Supplies - \$ 0

Other Services & Charges - \$ 298,000

Capital Outlays - \$ 191,676

TOTAL BUDGET – CUM CAP DEVELOPMENT - \$ 489,676

County Rainy Day Fund

Reductions

Vehicle Purchase - \$ 81,000 – Four Sheriff vehicles to be purchased from the General Fund and two from CCD.

Orthophotography Project \$91,000 - Original request \$182,000 - \$91,000 from CCD and \$91,000 from Rainy Day

Additions:

Contractual services \$12,000

Community Resource Center - \$47,000

Approved Budget – Rainy Day Fund

Personal Services - \$ 0

Supplies - \$ 0

Other Services & Charges - \$ 300,000

Capital Outlays - \$0

TOTAL BUDGET – COUNTY RAINY DAY FUND - \$ 300,000

W.I.C. Fund #1

Additions:

Department Head - \$ 378

Approved Budget - WIC

Personal Services - \$ 116,927

Supplies - \$ 3,000

Other Services & Charges - \$ 22,686

Capital Outlays - \$ 0

TOTAL BUDGET – W.I.C. FUND #1 - \$ 142,613

Multi-County Drug Task Force

Reductions

None

Approved Budget

Personal Services - \$ 10,765

Supplies - \$ 2,000

Other Services & Charges - \$ 14,565

Capital Outlays - \$ 2,500

TOTAL BUDGET – MULTI-COUNTY DRUG TASK FORCE - \$ 29,830

D.A.R.E.

Reductions - None

Approved Budget

Personal Services - \$ 0

Supplies - \$ 14,000

Other Services & Charges - \$ 11,000

Capital Outlays - \$ 0

TOTAL BUDGET – D.A.R.E. - \$ 25,000

Police Equipment Grant

Reductions:

None

Approved Budget – Police Equipment Grant

Personal Services - \$0

Supplies -\$0

Other Services & Charges - \$2,000

Capital Outlays - \$0

TOTAL BUDGET – POLICE EQUIPMENT GRANT - \$2,000

Sheriff's Pre-Trial Diversion

Reductions

None

Approved Budget – Sheriff's Pre-Trial Diversion

Personal Services - \$ 0

Supplies - \$ 0

Other Services & Charges - \$ 0

Capital Outlays - \$ 9,000

TOTAL BUDGET- SHERIFF'S PRE-TRIAL DIVERSION - \$ 9,000

Special CAGIT

Reductions

Part-time Nurse - \$35,000

Group Health Insurance - \$8,400

Professional Services - \$185,000

Additions:

Turnkey/Dispatchers - \$ 790

Jail Records Clerk - \$ 65

Approved Budget - Special CAGIT

Personal Services - \$ 495,022

Supplies - \$ 50,000

Other Services & Charges - \$ 1,396,000

Capital Outlays - \$ 0

TOTAL BUDGET- SPECIAL CAGIT \$ 1,941,022

EMPLOYEE WAGES

Council members generally agreed that a salary increase was in order for 2009, and discussion followed regarding the amount and method. Mr. Lintner expressed his concern that straight percentage raises generally widen the gap between higher and lower paid employees, and suggested an increase of a flat amount plus a percentage.

Judy Stone moved, seconded by Don Morrison, to approve a \$750.00 + 2% wage increase for all full-time County employees for 2009. Motion carried 7-0.

Ralph Booker moved, seconded by Fred Lintner, to approve a 3% wage increase for all Part Time employees, including Clerical, for 2009. Motion carried 7-0.

BUDGET ADOPTION

Fred Lintner moved, seconded by Joanne VanDerWeele, to approve the General Fund Budget, as reduced, in the amount of \$10,488,347, and all special fund budgets as reduced. Motion carried 7-0.

ADJOURNMENT

With no further business to come before the Council, Rex Gilliland moved, seconded by Don Morrison, to adjourn. Motion carried 7-0.

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Rex Gilliland

Fred Lintner

Judy Stone

Joanne VanDerWeele

ATTEST:

Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY OCTOBER 14, 2008

BE IT REMEMBERED: That on Monday October 14, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

ELAINE BEATY – MCCREADY & KEENE

AMENDMENT TO MARSHALL COUNTY POLICE RETIREMENT PLAN

Ms. Beaty appeared before the Council to explain a proposed amendment to the Marshall County Police Retirement Plan. The amendment updates the benefit limitations provided by Section 415 of the Internal Revenue, which calls for a cap on withdrawals of \$160,000 per person per year. The amendment must be approved by the Marshall County Police Merit Board and the County Council by December 31. It has been reviewed by the County Attorney and was approved by the Merit Board on August 12, 2008.

Fred Lintner moved, seconded by Don Morrison, to approve the Amendment to the Marshall County Police Retirement Plan. Motion carried 7-0.

SHERIFF JON VAN VACTOR

REQUEST TO WAIVE 90% PROBATIONARY PAY

Sheriff Jon Van Vactor appeared before the board to request waivers of the 90-day 90% pay for two recently-hired deputies. Kerry Brouyette was hired July 28, 2008. He was a patrolman with the Fulton County Sheriff's Department for eight years and is a graduate of the Indiana Law Enforcement Academy. He would be eligible for full pay October 25, 2008.

Joanne Vanderweele moved, seconded by Judith Stone, to approve the waiver of the 90-day 90% probationary pay for Kerry Brouyette, moving him to full pay effective October 26, 2008. Motion carried 7-0.

Ryan Hollopeter was hired on August 25, 2008. He was a Patrolman with the Ball State University Police Department and is also a graduate of the Indiana Law Enforcement Academy. He would be eligible for full pay November 23, 2008.

Don Morrison moved, seconded by Fred Lintner, to approve the waiver of the 90-day 90% probationary pay for Ryan Hollopeter, moving him to full pay effective November 23, 2008. Motion carried 7-0.

COUNTY PROSECUTOR DAVID HOLMES

**REQUEST TO WAIVE 90% PROBATIONARY PAY AND 90-DAY
PROBATIONARY PERIOD**

County Prosecutor David Holmes appeared before the Council to request a waiver of the 90% probationary pay and 90-day probationary period for two employees. Cindy Pucciarelli has actually worked full time in the prosecutor's office for 18 months and is just moving to a different position within the office. Council noted that the waiver request was not necessary since she has been a full-time employee for some time. Sharon Dota has worked in the office part-time since June 1, 2008, and recently moved to a full-time secretary/receptionist position.

Rex Gilliland moved, seconded by Joanne Vanderweele, to approve the 90-day 90% probationary pay for Sharon Dota. Motion carried 7-0.

Mr. Holmes stated it was his understanding that the Council wants to establish a budget for the Prosecutor's IV D Fund and he would like to reclassify child support deputies. Job descriptions for all departments are being analyzed by Wagner, Irwin & Scheele, who will then make the necessary recommendations for any reclassifications. Mr. Hassel reminded Council members that the last time job descriptions were analyzed, the commissioners placed a one-year moratorium on all requests for reclassification.

MICHAEL CARROLL, DIRECTOR
DIVISION OF FAMILY AND CHILDREN
REPORT AND ADDITIONAL APPROPRIATION REQUEST

Michael Carroll provided a financial update on the Division of Family and Children. The DFC began the year with \$900,000 in unpaid bills, and borrowed \$1.4 million from the Indiana Bond Bank. Late tax draws affect their cash flow and make it difficult to know when the Department will have enough money to pay their bills. They recently received approximately \$2.7 million of their \$3.8 million tax draw, and should receive the balance of \$1.1 million in mid-December. He estimates they should receive a minimum of \$120,000 in federal and state reimbursements, but noted that bills have to be paid before his department can be reimbursed. They have repaid approximately \$440,000 of their bond bank loan, and must pay the balance of \$1 million before the end of the year. He is estimating an additional \$775,000 in obligations through the end of December, and reminded the Council that the DFC Fund budget for 2008 was reduced by \$787,000. He stated that they have been working very hard to minimize any year-end shortfall, and observed that providers often hold bills for several months before submitting them for payment. The state will be assuming the welfare levies as of January 1, 2009, and Mr. Carroll wants to make certain that bills for services incurred through December 31 will be paid.

Council members thanked him for his efforts to keep the anticipated shortfall to a minimum, and assured him they would consider the additional request at the next meeting.

Mr. Carroll will submit an additional appropriation request for \$775,000 to the Auditor for advertisement for the November meeting.

SURVEYOR LARRY FISHER
PART-TIME FIELD ASSISTANT POSITION REQUEST

Surveyor Larry Fisher appeared before the Council to request changing the surveyor's Field Assistant position from full to part time. He has filled the open position with part-time help at \$15.00 per hour, and has sufficient funds in his budget.

Ralph Booker, seconded by Rex Gilliland, moved to approve the position of Part-Time Surveyor's Assistant at \$15.00 per hour. Motion carried 7-0.

AUDITOR'S REPORT

August 25 and 26, 2008 Budget Hearing minutes: **Rex Gilliland moved, seconded by Don Morrison, to approve the minutes of the August 25 and 26, 2008 Budget Hearings as presented. Motion carried 7-0.**

September 8, 2008 Budget Adoption Meeting Minutes: **Ralph Booker moved, seconded by Rex Gilliland, to approve the minutes of the September 8, 2008 budget adoption meeting as presented. Motion carried 7-0.**

2009 Salary Ordinance: The 2009 Salary Ordinance reflecting a \$750.00 + 2% increase for full-time employees, and 3% increase for part-time employees was presented for approval. **Fred Lintner moved, seconded by Judith Stone, to approve the 2009 Salary Ordinance as presented. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

Health Department - \$4,000 for Medical Supplies to purchase vaccine, reimbursed by the state. **Ralph Booker moved, seconded by Judith Stone, to approve the additional appropriation request for \$4,000 by the Health Department to purchase vaccine. Motion carried 7-0.**

Court Services - \$24,000 for Professional Services and \$18,000 for Monitoring Fees to cover additional costs associated with increased numbers in the Marshall County Correctional Program. **Fred Lintner moved, seconded by Ralph Booker, to approve the additional appropriation request by Court Services for \$24,000 in Professional Services and \$18,000 in Monitoring Fees. Motion carried 7-0.**

General Fund – Information Systems - \$40,000 for Computer Equipment to comply with 50-IAC-23 and the state-mandated change in operating system platforms. IT Director Michael Marshall cautioned the Council that this may be an ongoing project, as the state is requiring all counties to maintain the most current operating systems, and that technological advances may render systems obsolete more rapidly. **Rex Gilliland moved, seconded by Ralph Booker, to approve the additional appropriation request by Information Systems for \$40,000 in Computer Equipment. Motion carried 6-1, with Judith Stone casting the dissenting vote to protest this unfunded state mandate.**

Special CAGIT - \$250,000 for Professional Services to cover project costs remaining from 2007 not appropriated at the beginning of 2008, to complete landscaping, purchase additional garage heaters and correct the air-handling system in the 911 control center. A portion of the project expenses would have been paid by the construction account, which was closed in May. The funds from the account were quietused into the Special CAGIT Fund to pay construction claims. Several council members questioned when this will cease being a construction project and begin to be assumed by the jail budget. Members also questioned whether the county should have to pay for changes in deficient air handling equipment. Mrs. Stone discussed the matter with the architect, who stated that the air handlers were included in the building specifications and were accepted; therefore any costs associated with subsequent changes are the county's responsibility. **Rex Gilliland moved, seconded by Ralph Booker, to approve the additional appropriation request for the Special CAGIT for \$250,000 to Professional Services. Motion carried 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>
Clerk	Office Supplies	Equipment	\$364.00	Gilliland	Stone	7-0
Auditor	Printed Forms	Office Supplies	\$500.00	Lintner	Vanderweele	7-0
Auditor	Office Equipment	Clerical	\$2000.00	Lintner	Vanderweele	7-0
Auditor	Contractual Services	Overtime	\$3500.00	Lintner	Vanderweele	7-0
Recorder	Deputies	Longevity	\$1100.00	Stone	Gilliland	7-0
Prosecutor	State Witness Fees	Overtime	\$1000.00	Gilliland	Morrison	7-0
Election Board	Furniture Repair	Office Supplies	\$1500.00	Booker	Lintner	7-0
Election Board	Furniture Repair	Professional Services	\$350.00	Booker	Lintner	7-0
Museum	Printed Forms	Office Mach Supplies	\$546.24	Vanderweele	Morrison	7-0
Assessor	Soil Delineation	Overtime	\$3000.00	Booker	Vanderweele	7-0
Pre-Trial Diversn.	Deferral Prosecutor	Overtime	\$10,000.00	Gilliland	Vanderweele	6-1 (Lintner)
Highway	Seasonal Help	Laborer	\$1987.07	Booker	Lintner	7-0
Highway	Overtime	Longevity	\$224.68	Lintner	Stone	7-0
Health Dept	Travel/Mileage	Vehicle Maint.	\$499.00	Vanderweele	Morrison	7-0
Health Dept	Contractual Services	Clerical	\$1000.00	Booker	Gilliland	7-0

Ralph Booker moved, seconded by Judith Stone, to table action on the request by the Prosecuting Attorney to transfer \$525.01 from Dues and Subscriptions to Law Clerk, pending receipt of further information. Motion carried 7-0.

COUNCIL ITEMS

Culver-Union Township Library Board appointment: The resignation of David Campbell has created a vacancy on the Culver-Union Township Library Board, and two citizens have expressed an interest in serving on this board. Mr. Lintner has spoken with the library board president, who recommended the appointment of James Hahn. Another vacancy may be imminent, and Council members agreed that they will consider the second applicant for that position if it becomes available.

Fred Lintner moved, seconded by Rex Gilliland, to appoint James Hahn to the Culver-Union Township Library Board, filling the unexpired term of David Campbell, for the period from October 14, 2008 through December 31, 2009. Motion carried 7-0.

Budget Reviews: Ralph Booker distributed a budget recap spreadsheet reflecting the budgets of the various governmental units in preparation for the non-binding reviews required under Indiana statute. Mr. Booker explained that the budgets total \$28,700,000, and reflect a total tax levy of \$15,987,000. Council members expressed appreciation to Mr. Booker for his efforts.

Mr. Hassel encouraged members to review all budgets, and to seek explanations for any large increases in individual units. The non-binding reviews will be performed at the November 10 Council meeting.

Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the council, **Ralph Booker moved, seconded by Fred Lintner to adjourn at 11:00 am. Motion carried 7-0.**

Matt Hassel, President

J. Frederick Lintner

Don Morrison, Vice President

Judith Stone

Ralph Booker

Joanne VanDerWeele

Rex Gilliland

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, NOVEMBER 10, 2008

BE IT REMEMBERED: That on Monday, November 10, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

COUNTY PROSECUTOR DAVID HOLMES

At the October 14 meeting, council tabled action on the Prosecutor's transfer request for \$525.01 from Dues and Subscriptions to Law Clerk, pending further explanation. Mr. Holmes appeared before the board to discuss the matter, and explained that the law clerk had begun a file cleaning project which needed to be completed. He explained funds were available in a salary line item, as well as in Pre-Trial Diversion and offered to pay the additional from that fund. Council's concern was that he had overspent this part-time position. Mr. Lintner stated he felt the transfer should have been made from a salary category rather than from Dues and Subscriptions.

Rex Gilliland moved, seconded by Don Morrison, to approve the Prosecutor's request to transfer \$525.01 from Dues and Subscriptions to Law Clerk. Motion carried 6-1, with Fred Lintner casting the nay vote.

Mr. Holmes stated he will be delivering job descriptions for child support deputies and a budget for IVD monies before the end of the year.

PROBATION DEPARTMENT – JAMES PHEIBUSH
ADDITIONAL APPROPRIATION REQUEST
CARE OF PATIENTS AND INMATES

James Pheibush appeared before the Council to present Probation's request for an additional appropriation of \$70,000 for Care of Patients and Inmates for costs to be paid out of the 2008 budget. Fourth quarter costs will be paid from the 2009 budget and the state will assume costs incurred after January 1. He explained that this line item pays for detention and Department of Corrections costs for juveniles, as well as medical treatment, Boys and Girls School, translators, and some diagnostic treatment. The November 3 balance in Care of Patients and Inmates was \$7297, with third quarter claims to be paid of \$25,608. He explained that the county contracts with Porter County for 650 bed days, and as of the middle of October we were 34 bed days over at \$110.00 per day for an additional \$3700 due. DOC expenses in the third quarter were \$24,480, compared to \$41,000 for the same period last year. Mr. Hassel asked for clarification of payments to Correctional Management Company. Mr. Pheibush stated that when Porter County Juvenile Center is full, detainees are sent to Muncie Reception and Diagnostic Center, and Correctional Management is the parent company.

Mr. Pheibush stated that while it is difficult to predict detention costs for the remainder of the year, he was willing to reduce the request to \$60,000.

Mr. Gilliland requested an update on the collection program to recover detention costs from parents. Mr. Pheibush responded he did not know the status, and referred to the 2007 agreement in which the Clerk agreed to monitor the collections.

CLERK JULIE FOX
TRANSFER TO OVERTIME

County Clerk Julie Fox first presented her request to transfer \$2000 from Clerical to Overtime for the Clerk's budget, withdrawing her request for an additional appropriation of \$1000. She also requested an additional appropriation of \$900.00 for Supplies in the Clerk's Records Perpetuation Fund budget to cover additional archival supplies, and \$333.00 for Professional Services in the Campaign Enforcement budget to cover attorney fees.

Council then asked for an update on the collection program to recover costs from parents of juveniles in detention. Ms. Fox stated that the agreement had been with the prior clerk and she had not had an opportunity to discuss the matter with the Probation Department and is unfamiliar with the process. Mr. Hassel explained that when a judge places juveniles in detention, he attaches costs associated with the placement which are to be reimbursed by the parents. The Clerk has access to the order and could determine the amount due, send a bill and monitor payment. The Clerk stated she is willing to assist, but questioned if this is a probation function or a collection matter to be performed by her office. Mr. Hassel explained that this does not involve restitution of damages, but rather repayment of cost of services and that no one wants to take responsibility for sending out a bill to recover the costs. Ms. Fox stated she is willing to send a bill to the responsible parties and monitor payment. If the bill remains unpaid, Council would consider hiring an outside collection agency.

Council urged the Clerk to review the agreement with the former clerk and meet with Probation to set up a procedure and report any lack of cooperation. Mr. Hassel also asked that she discuss the matter with Judge Palmer to make him aware of the situation. The Clerk was asked to make a progress report at the December council meeting.

DIVISION OF FAMILY AND CHILDREN
ADDITIONAL APPROPRIATION REQUEST

Council discussed the additional appropriation request for the Division of Family and Children in the amount of \$828,830. At the October meeting, Michael Carroll had proposed an additional of \$775,000, but that request had assumed a DFC "appropriated operating balance" of \$46,798. and submitted line item requests totaling \$828,830. Line items in the budget were in the negative by \$440,000 at the time of the request, resulting in the increased advertised amount. The Auditor reported that presently anticipated revenues appear to support the additional request, we need to closely monitor requests, claims and the fund balance in order not to overspend the fund. The Council will still need to appropriate monies after January 2 to pay claims incurred through December 31, 2008, although Mr. Carroll could not provide an accurate estimate for the amount of the remaining claims.

Mr. Lintner asked about any funds remaining after all claims are paid, and the Auditor reported the state may require that they be placed in levy excess, but that has not yet been confirmed. Council again emphasized the importance of not overdrawing the fund as we approach the end of the year.

AUDITOR'S REPORT

October 14, 2008 Meeting Minutes: **Ralph Booker moved, seconded by Joanne Vanderweele, to approve the minutes of the October 14, 2008 meeting as presented. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

Clerk Julie Fox asked for direction in processing her Voter Registration claims since her request for an additional appropriation of \$3,000 for Overtime in that budget will be considered at the December meeting. Council stated that since she has submitted the additional request, she can proceed with processing her claims as usual.

The Council then considered the following additional appropriation requests:

Probation: - \$70,000 request for Care of Patients and Inmates – The Council consensus was to reduce the appropriation to \$60,000, citing lack of effort in seeking reimbursement of costs.

Judy Stone moved, seconded by Fred Lintner to approve a reduced additional appropriation for \$60,000 for the Probation Department for Care of Patients and Inmates. Motion carried 6-0.

Buildings & Grounds: Joanne Vanderweele moved, seconded by Don Morrison, to approve the additional appropriation request of \$1800 by Buildings & Grounds for Overtime. Motion carried 7-0.

Clerk's Records Perpetuation Fund: Fred Lintner moved, seconded by Ralph Booker, to approve the additional appropriation request of \$900 by the Clerk's Records Perpetuation Fund for Office Supplies. Motion carried 7-0.

Family & Children Fund: Rex Gilliland moved, seconded by Fred Lintner, to approve the additional appropriation request by the Family and Children Fund of \$258,687 for Care of Wards in Foster Homes; \$372,651 for Care of Wards in Institutions; \$26,970 for Independent Living for Wards; \$93,640 for Preservation Services; \$1,882 for Miscellaneous Costs of Wards; and \$68,000 for Adoption Services. Motion carried 7-0.

Campaign Enforcement Fund: Fred Lintner moved, seconded by Don Morrison, to approve the additional appropriation request of \$333 for the Campaign Enforcement Fund for Professional Services. Motion carried 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>
Clerk	Clerical	Overtime	\$2000.00	Morrison	Booker	7-0
Treasurer	Office Supplies	Travel & Mileage	339.00	Booker	Stone	7-0
Superior 2	Printing & Advert.	Office Equipment	450.00			
	Repair Furniture	Office Equipment	1000.00	Gilliland	Morrison	7-0
EMA	Other Operat. Supp	Vehicle Repairs	200.00	Booker	Vanderweele	7-0
Plan Commission	Legal Services	Computer Software	1323.00	Gilliland	Vanderweele	6-0-1(Booker)
Plan Commission	Legal Services	Travel Expense	968.00	Lintner	Gilliland	6-0-1 (Booker)
Health Dept	Computer Maint	Clerical	500.00	Booker	Stone	7-0

COUNCIL ITEMS

Marshall County Drug Free Community Seminar: Mr. Hassel announced that the Drug Free Community is sponsoring a training seminar on November 14, entitled "Secrets of the Streets, featuring nationally-known speaker Isabelle Burke. The seminar will focus on recognizing the abuse of over-the-counter drugs and alcohol, and will be presented at Christo's Banquet Center from 8:00 – 4:00, and the cost is \$35.00 per person.

UNIT BUDGET REVIEWS

Town of Argos: Ralph Booker moved, seconded by Rex Gilliland, to favorably recommend the budget for the Town of Argos, at 2.47% below the County Growth Quotient. Motion carried 7-0.

Town of Bourbon: **Rex Gilliland moved, seconded by Ralph Booker, to favorably recommend the budget for the Town of Bourbon, .97% over the County Growth Quotient. Motion carried 7-0.**

Town of Bremen: Mr. Hassel stated he had extensively reviewed the Bremen budget which was 19.52% above the CGQ, and determined that a large portion of the increase came from Bremen Redevelopment budgeting its fund. Taking this into consideration and removing the Rainy Day Fund, which is not included in the property-tax levy, the difference is 2.46%. **Fred Lintner moved, seconded by Don Morrison, to favorably recommend the budget for the Town of Bremen. Motion carried 7-0.**

Town of Culver: The budget for the Town of Culver is 5.98% above the CGQ. **Ralph Booker moved, seconded by Joanne Vanderweele to grant a favorable recommendation for the Town of Culver budget, but to send a letter to the Town Council expressing concern for the increase above the County Growth Quotient and to request an explanation. Motion carried 7-0.**

Town of LaPaz: Council noted that the General Fund budget showed an increase of 31.27% and is 29.26% above the CGQ. **Joanne Vanderweele moved, seconded by Rex Gilliland, to grant a favorable recommendation for the Town of LaPaz budget, but to send a letter to the Town Council expressing concern for the increase above the County Growth Quotient, and to request an explanation. Motion carried 7-0.**

City of Plymouth: Council noted the 18.85% increase in the budget, resulting in 16.05% above the CGQ. Discussion centered around the Aviation Board increase from \$488,224 to \$2,357,626. The fund balance did not appear to support the budget request and Council was concerned that the budget had not been reduced elsewhere to accommodate the increase. **Fred Lintner moved, seconded by Joanne Vanderweele, to tentatively grant a favorable recommendation for the City of Plymouth budget, but to send a letter of concern to the City Council for the increase above the County Growth Quotient. Motion carried 7-0.**

Council members then discussed at length whether all units who exceeded the CGQ of 2.8% should be requested to reduce their budgets until they fall within the 2.8% CGQ.

Judy Stone moved, seconded by Rex Gilliland, to favorably recommend all unit budgets within the 2.8% County Growth Quotient, to approve budgets exceeding the County Growth Quotient, with a recommendation that their budgets should be kept at the CGQ. Motion carried 5-2, with Mr. Lintner and Mr. Hassel casting the dissenting votes.

Argos Library: Since this budget exceeded the 4% state growth factor, and the Council was required to approve this budget prior to adoption, and took action at the August meeting.

Bourbon Bremen and Plymouth Libraries: **Ralph Booker moved, seconded by Rex Gilliland, to favorably recommend the Argos, Bremen and Plymouth library budgets, as they are all within the County Growth Quotient. Motion carried 7-0.**

Culver Library: The budget figures for the Culver Library were incomplete, and Mr. Lintner volunteered to meet with the director to obtain additional figures. **Ralph Booker moved, seconded by Judy Stone, to table action on the Culver Library, pending receipt of additional information. Motion carried 7-0.**

Marshall County Solid Waste: **Ralph Booker moved, seconded by Fred Lintner to favorably recommend the budget of the Marshall County Solid Waste. Motion carried 7-0.**

COUNCIL COMMENTS

Mr. Booker proposed that due to the complexity of the calculations required, the county should consider hiring a professional to analyze the impact of the proposed tax caps and the effects that a LOIT might have on property taxes,. He suggested that the cost be pro-rated among the various

governmental entities. Mr. Hassel suggested a letter be sent to the units to see how many would be willing to share the cost of an analysis that will eventually benefit all units of government, and enable the county to more accurately predict the impact of tax caps on tax revenues.

PUBLIC COMMENTS

Mike Bernero commented that all units should be cutting spending, in view of the anticipated shortfalls, and questioned how accurate an impact study might be.

Following the day's regular business, all documents and ordinances were signed.

ADJOURNMENT

With no further business to come before the council, **Ralph Booker moved, seconded by Rex Gilliland to adjourn at 11:15 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Rex Gilliland

J. Frederick Lintner

Judith Stone

Joanne VanDerWeele

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, DECEMBER 8, 2008

BE IT REMEMBERED: That on Monday, December 8, 2008, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President, Ralph Booker, Rex Gilliland, J. Frederick Lintner, Judith Stone, Joanne VanDerWeele; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

VETERANS SERVICE OFFICE SPECIAL
EMPLOYMENT AGREEMENT

The Council reviewed the special employment agreement between the Veterans Service Office and Fred Kowleski for 2009. Under the terms of the agreement, his pay for 2009 will be \$10.82 per hour for a maximum of 15 hours per week. The contract will be presented to the Commissioners for their approval at the December 15 meeting.

Rex Gilliland moved, seconded by Fred Lintner, to approve the special employment agreement with Fred Kowaleski, pending approval by the Marshall County Commissioners. Motion carried 7-0.

ORDINANCE #2008-13(B) – AMENDMENT TO
PERSONNEL POLICIES HANDBOOK

Human Resources Deputy Jan Quivey presented recommendations for changes in the personnel policies handbook, requiring an amendment to the Personnel Policies Handbook.

Section 2.6 – Medical Examinations – paragraph 1 currently requires medical examinations prior to final offer of employment for all employees. Medical examinations will be required only for those positions that have certain physical requirements such as Sheriff, Jail, Highway and Maintenance Departments.

Section 3.6 – Longevity Pay – paragraph 2 currently provides for the proration of longevity if employment is terminated prior to the anniversary date. This section will be amended to pay longevity only on the employee's anniversary date.

Section 4.3 – Family Medical Leave – paragraph 5 will be amended to require a physician's certification that the employee is able to return to work, in the case of an employee's own illness.

Section 6.6 – Gifts and Gratuities - will be amended to allow the Commissioners or Council to recognize employee service with items of nominal value.

Ordinance 2008-13(b) was then presented for first reading.

Ralph Booker moved, seconded by Don Morrison, to suspend the rules and pass on first, second and third readings Ordinance #2008-13(b) Amendment to Personnel Policies Handbook, effective January 1, 2009. Motion carried 7-0.

BOARD OF ZONING APPEALS APPOINTMENT

The term of Board of Zoning Appeals member Don Ecker expires December 31, 2008, and he has indicated his willingness to be reappointed.

Fred Lintner moved, seconded by Don Morrison, to approve the reappointment of Don Ecker to the Marshall County Board of Zoning Appeals from January 1, 2009 through December 31, 2012. Motion carried 6-0-1, with Plan Director Ralph Booker abstaining.

MARSHALL COUNTY HOUSING AUTHORITY

Annual Report: Penny Lukenbill distributed the annual Marshall County Housing Authority Annual Report to the Council on behalf of Director Dean Byers. The report is included with and made a part of these minutes.

Reappointment to the Marshall County Housing Authority Board of Directors: The terms of Stacy Hess, Ralph Winters and Carol Young expire December 31, 2008, and the housing authority has recommended that all three be reappointed.

Rex Gilliland moved, seconded by Joanne Vanderweele, to reappoint Stacy Hess, Ralph Winters and Carol Young to the Marshall County Housing Authority Board of Directors, to serve from January 1, 2009 through December 31, 2011. Motion carried 7-0.

PROBATION FEES COLLECTION UPDATE

Council member Judy Stone requested an update from County Clerk Julie Fox on the collection of probation fees discussed at the November 10 meeting. Ms. Fox has discussed the matter with Judge Palmer and former members of the Clerk's staff, and found that after a copy of the judgment lien is sent to parents, some pay the judgment, some make payment arrangements, and some simply do not respond. She stated that the actual accounting process would not be difficult, but since juvenile cases are confidential by law and the juvenile's name appears on the judgment, she is concerned about liability for her office and the county. She stated she is consulting an attorney on how to proceed, rather than relying on the advice of other clerks.

Matt Hassel stated that the ball has been dropped for the past several years, and council wants the reimbursements collected. He encouraged Ms. Fox to continue to pursue the matter.

AUDITOR'S REPORT

November 10, 2008 Meeting Minutes: **Rex Gilliland moved, seconded by Ralph Booker, to approve the minutes of the November 10, 2008 meeting. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

The Council then considered the following additional appropriation requests:

General Fund: Don Morrison moved, seconded by Judy Stone, to approve the Sheriff's request for an additional appropriation for \$8,000 for Other Services and Charges for Vehicle Maintenance. Motion carried 7-0.

Rex Gilliland explained that the costs of juvenile transports outside the county have risen to well over \$100,000, citing examples of travel to Porter and Madison Counties to pick up juveniles. He plans to work with Probation and the judges to investigate the possibility of ordering reimbursement of travel costs from parents. He stated he wants taxpayers to be aware of how much the criminal element costs them.

He reported that the State Board of Accounts has ruled that counties cannot collect the inmate processing fee initiated by the county a few years ago, and emphasized that as the tax caps are imposed under HEA 1001, the county should be looking more toward user fees.

Voter Registration: Don Morrison moved, seconded by Joanne Vanderweele, to approve Voter Registration's request for an additional appropriation of \$3000 for Overtime. Motion carried 7-0.

Building & Grounds: Fred Lintner moved, seconded by Rex Gilliland, to approve the additional appropriation request by Buildings and Grounds of \$7000 for Overtime. Motion carried 7-0.

Judy Stone moved, seconded by Fred Lintner, to approve the additional appropriation request by Buildings and Grounds of \$50,000 for Utilities. Motion carried 7-0. Mrs. VanDerWeele inquired whether there is an alternative to Nipsco and encouraged the commissioners to review the costs for utilities.

Highway: Ralph Booker moved, seconded by Rex Gilliland, to approve the additional appropriation request by the Highway Department of \$617 for PERF. Motion carried 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>
Clerk	Training	Dues & Subscript	280.00			
	Training	Repair Furn & Equip	165.00			
	Training	Supplies	835.00	Vanderweele	Booker	7-0
Recorder	Deputies	Clerical	3000.00	Morrison	Booker	7-0
Voter Regis	Wages	Overtime	100.00	Lintner	Morrison	7-0
Commissioners	Ins-Bldg Liab	Office Supplies	50.00			
	Ins-Bldg Liab	Office Machine Supp	2300.00	Booker	Vanderweele	7-0
	Ins-Bldg Liab	Unemployment	1000.00	Morrison	Gilliland	7-0
Superior Ct #1	Clerical	Overtime	1000.00	Lintner	Vanderweele	7-0
Superior Ct #1	Jury	Court Bailiff	7.00	Morrison	Booker	7-0
Sheriff	Overtime	Chief Jailer	110.00	Morrison	Stone	7-0
Court Services	Clerical	Longevity	110.00	Lintner	Vanderweele	7-0
Highway	Overtime	Telephone	500.00	Booker	Gilliland	7-0
WIC	Health Ins	Ins Liability	170.00	Lintner	Morrison	7-0
Commissioners	Ins-Bldg Liab	Vehicle Maintenance	4500.00	Gilliland	Stone	7-0

COUNCIL ITEMS

2009 Meeting Schedule: Ralph Booker moved, seconded by Don Morrison, to approve the 2009 County Council meeting schedule. Motion carried 7-0.

Year-end meeting: The Auditor requested that the Council meet before the end of the year to approve final transfers for the 2008 budget and to consider Welfare's financial situation. Council agreed to meet at 9:00 am on Wednesday, December 31, 2008.

Unit budget reviews: Mr. Hassel reported that he, Judy Stone and Ralph Booker will develop a letter to taxing units in connection with the results mandatory budget reviews.

IN RECOGNITION OF JOANNE VANDERWEELE

As this was the last meeting for Council member Joanne VanDerWeele, several tributes were presented in recognition of her many years of public service. Each Council member expressed appreciation for her accomplishments and admiration for the leadership she has provided throughout her 36 years in county government. On behalf of the Governor, State Senator Ed Charbonneau presented Mrs. Vanderweele with the Distinguished Hoosier Award in recognition for her exceptional service to the county. The Marshall County Commissioners presented Resolution 2008-08 recognizing her career, together with a collage of county photos. On behalf of the County Council, President Matt Hassel presented Joanne with a clock and plaque commemorating her outstanding service.

Following the day's regular business, all documents and ordinances were signed.

ADJOURNMENT

With no further business to come before the council, **Ralph Booker moved, seconded by Rex Gilliland to adjourn at 11:15 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Rex Gilliland

J. Frederick Lintner

Judith Stone

Joanne VanDerWeele

Attest: _____
Penny Lukenbill, Auditor