

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY JANUARY 12, 2009

BE IT REMEMBERED: That on Monday January 12, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

REORGANIZATION

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

Rex Gilliland moved, seconded by Judy Stone, to elect Don Morrison Vice President. Motion carried 7-0.

Ralph Booker moved, seconded by Don Morrison, to appoint Judy Stone as the Council representative to MACOG. Motion carried 7-0.

Judy Stone moved, seconded by Rex Gilliland, to appoint Fred Lintner as a Council representative to the County Personnel Committee. Motion carried 7-0.

Council – Department Head Liaisons for 2009

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

SUPERIOR COURT 2 JUDGE DEAN COLVIN
ADDITIONAL REQUEST – PUBLIC DEFENDERS

On behalf of the courts, Superior Court 2 Judge Dean Colvin presented a request for an additional appropriation of \$45,106 for Pauper Counsel. Currently, two public defenders are contracted for Superior 2, and one each serve Circuit and Superior 1. He stated that the courts are required to provide attorneys for the indigent and explained the criteria used to determine eligibility for pauper counsel, and estimated that 10 to 15% of the cases request a public defender, but only 3 to 4% actually receive the assistance. He reported that the public defender caseload has been increasing steadily over the last few years, from 529 cases in 2006, to 542 in 2007, to 748 cases in 2008, and that all four public defenders are now working at capacity. He

proposes hiring an additional public defender at \$37,106 and increasing each of the four current public defenders by \$2,000.

Judge Colvin explained that the pauper counsel budget of \$207,000 is always an estimate, and stated that the judges have always worked hard to operate within that amount. This line item also pays for transcripts, appeals, investigators, and hiring other attorneys on an hourly basis when the public defenders have conflicts. Adding another public defender would alleviate the caseload for the current public defenders and should eliminate the need to hire outside attorneys.

Council member Rex Gilliland reported that he and Judy Stone had met with the judges to discuss the matter. He commended them on keeping the costs down compared to many other counties, citing another county where their two courts expended \$634,000.

Ralph Booker suggested using probation user fees to fund a portion of the Probation Department budget in order to free up funds in the General Fund for the courts' request.

The additional request will be advertised and further considered at the February meeting.

ALCOHOLIC BEVERAGE COMMISSION APPOINTMENT

Rex Gilliland moved, seconded by Ward Byers, to reappoint Maria Keller to the Marshall County ABC board for 2009. Motion carried 7-0.

FAIR BOARD APPOINTMENT

Ralph Booker moved, seconded by Rex Gilliland to appoint Richard Markley to the Marshall County 4-H Fair Board for 2009. Motion carried 7-0.

TRANSFER REQUESTS-2008 BUDGET

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Clerk	Clerical	Deputy	63.00
Commissioners	Per diem	Commissioners Wages	.34
Bldg & Grounds	Repair & Mtn. Suppl	Overtime	820.00
Circuit Court	Equipment/Maint.	Law Library	160.00
Probation	Secretarial	Clerical	130.00
Probation	Stipend	Longevity	200.00
Sheriff	Turnkey/Disp.	Overtime	100.00
Reassessment	Overtime	PTABOA	50.00
Court Services	Clerical	Substance Abuse Educ.	550.00
Highway	Overtime	Longevity	100.00
Cum Bridge	Overtime	Bridge Inspection	309.00
WIC	Nurse	Social Security	294.00

Fred Lintner moved, seconded by Don Morrison, to approve the 2008 budget transfers to eliminate negative year-end line item balances. Motion carried 7-0.

TRANSFER REQUESTS – 2009 Budget

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
Circuit Court	Overtime	Longevity	2500.00	Stone	Booker	7-0
Pre-Trial Div.	Clerical	Overtime	5000.00	Gilliland	Stone	7-0
Highway	Asst Highway Clerk	Highway Clerk	26,632.00	Lintner	Booker	7-0

AUDITOR'S REPORT

December 8, 2008 Meeting Minutes: Don Morrison moved, seconded by Rex Gilliland, to approve the minutes of the December 8, 2008 meeting as presented. Motion carried 7-0.

The 2008 Jail Commissary Report and the 2008 Sheriff's Annual Jail Reports were distributed.

Ralph Booker moved, seconded by Fred Lintner, to accept the 2008 Commissary Report and 2008 Sheriff's Report. Motion carried 7-0.

2009 Sheriff's Contract: Fred Lintner moved and Don Morrison seconded the motion to approve the 2009 Sheriff's Contract for a salary of \$76,721.18. Motion carried 7-0.

Mr. Lintner asked whether the jail was accepting prisoners from other counties, and Mr. Gilliland replied only parole violators are being accepted. He explained that the state pays only \$35.00 per day for DOC inmates, and with medical care costs, the county would lose money.

Salary Ordinance Amendment – Pre-Trial Diversion Law Clerk: An amendment to the 2009 salary ordinance was presented by the Auditor to correct a position that was overlooked when typing the new ordinance. Council questioned whether the Prosecutor is funding two law clerks for his office and tabled action on the amendment until the February meeting.

Longevity for Department Heads: Mr. Booker stated that if a department head becomes a regular county employee, they do not receive credit for longevity in the same manner that elected officials do if they become county employees. He noted that although this is stated in the salary ordinance, it is not included in the personnel policy. He suggested that the personnel policy be amended to clarify the issue.

DFC Update: No welfare claims have been presented for payment since December 1. As a result, the Family and Children Fund has a sufficient balance to cover anticipated claims.

COUNCIL COMMENTS

Umbaugh Contract: Mr. Booker reported that the Commissioners have entered into a contract with Umbaugh to assist with an analysis of the effect of the circuit-breaker legislation on tax revenues for the county, as well as the impact of enacting a Local Option Income Tax.

Economic Development Director: Mr. Lintner stated that since the county provides financial support to the Economic Development Commission, the Marshall Council should be receiving quarterly updates from the director, Tom Turner. He will be contacted and invited to the February 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 Don Morrison to adjourn the meeting at 10:20. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY FEBRUARY 9, 2009

BE IT REMEMBERED: That on Monday February 9, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

TOM TURNER
MARSHALL COUNTY ECONOMIC DEVELOPMENT
UPDATE

Mr. Turner presented a progress report of the Marshall County Economic Development Commission, and explained their three strategic priorities: Retain current industry, recruit new businesses, and encourage and facilitate entrepreneurship for new business ventures.

He explained that approximately 40-80% of retention and expansion comes from existing industry and currently there are five businesses planning to expand -1 each in Argos and Plymouth, and 3 in Bremen. Although the number of new business prospects is down precipitously, there are two new projects which will involve approximately \$100 million in investment and approximately 67 new jobs. The overall goal is to recruit and attract businesses that provide quality employment opportunities, and he hopes to develop a method to track net job creation. He continues to work with the Indiana Economic Development Commission to identify state incentive packages.

To encourage entrepreneurship, the commission works to identify small business loan programs, funnel new technology developed by state universities back to small communities, and develop orientation programs and formal training for those involved in starting new businesses. They are also interested in increasing the entrepreneurial capacity by supporting business incubators, such as T², and bringing fiber optics to the area – a project being coordinated by the county commissioners and Congressman Joe Donnelly.

Among the MCEDC's 2009 goals are to add an administrative assistant, advocate economic development at all levels of government, and establish professional development courses. Mr. Turner will be developing a marketing plan for MCEDC, as well as a county strategic development plan.

Regarding the county's overall economic outlook, he explained that the increased unemployment is due not only to the economic slowdown for some county industries, but also a "spillover effect" involving Marshall County residents who were employed in surrounding counties heavily involved in the automobile and RV industries. Mr. Turner has been in contact with economic advisors from Ball State who feel that these industries may see a recovery.

The MCEDC is also using a variety of public relations tools to market economic development, including their website, quarterly newsletter, and economic development news articles.

Speaking on behalf of the board, Randy Danielson stated that the MCEDC is focused on business and industry retention, and asked for continued patience, as well as financial and personal support, while the commission works toward increasing economic development within the county.

Council members thanked Mr. Turner for his update and asked for quarterly progress reports.

SUPERIOR COURT 2 JUDGE DEAN COLVIN
ADDITIONAL APPROPRIATION REQUEST
PAUPER COUNSEL

The Council considered the courts' request for an additional appropriation of \$45,106 for Pauper Counsel. Under the proposal, the courts would hire one additional public defender at \$37,106 and increase the pay of each of the four current public defenders by \$2,000. The number of requests for pauper counsel has risen dramatically in the past year, and an additional public defender should help alleviate the current case load.

Rex Gilliland moved, seconded by Ward Byers, to approve the additional appropriation requests for Superior Court #1 for \$ 2,000; Superior Court #2 for \$41,108; and Circuit Court for \$2,000 for Pauper Counsel. Motion carried 7-0.

Mr. Booker stated he would like to have better documentation of the public defenders' time. Judge Colvin pointed out that the public defenders document their own time for their business purposes, and that the number of clients that are being served are more important than the number of hours.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund: Ralph Booker moved, seconded by Fred Lintner, to approve the Auditor's request for an additional appropriation of \$6,000 for Personal Services – Deputies Wages to fund a portion of the GIS Deputy wages from Plat Mapping. Motion carried 7-0.

Fred Lintner moved, seconded by Don Morrison, to approve the Assessor's request for an additional appropriation of \$4,081.03 for Personal Services – Township Assessors' Wages for 2008 payable in 2009. Motion carried 7-0.

Rex Gilliland moved, seconded by Ward Byers, to approve the Prosecutor's request for an additional appropriation of \$8, 978.00 for Personal Services – Deputy Prosecutor's Wages to appropriate funds after transfer from Pre-Trial Diversion. Motion carried 7-0.

Pre-Trial Diversion: Rex Gilliland moved, seconded by Ralph Booker, to approve the Pre-Trial Diversion's request for an additional appropriation of \$8, 978.00 for Personal Services – Deputy Prosecutor's Wages. Motion carried 7-0.

Court Services: Don Morrison moved, seconded by Ward Byers, to approve the Court Services request for an additional appropriation of \$289.00 for Hispanic Interpreter Coordinator, \$295.00 for Wages-Secretaries, \$8.00 for Substance Abuse Officer, and \$372.00 for Case Work Managers. Motion carried 7-0.

Highway: Fred Lintner moved, seconded by Judith Stone, to approve the Highway Department request for an additional appropriation of \$456.00 for Wages-Highway Clerk. Motion carried 7-0.

Mr. Hassel suggested that since funds remain in the Highway and Cumulative Bridge Overtime, the request should be submitted again after these have been depleted.

Fred Lintner moved, seconded by Don Morrison, to table action on the additional appropriation request of the Highway Department – Repair and Maintenance, for \$24,000.00 for Overtime; Highway General and Undistributed for \$2,500.00 for Overtime; and Cumulative Bridge for \$2,500.00 for Overtime. Motion carried 7-0.

Family & Children: Fred Lintner moved, seconded by Ward Byers to approve Family and Children's request for additional appropriations for \$240,000.00 for Care of Wards in Foster Homes; \$260,000.00 for Care of Wards in Institutions; \$140,000.00 for Preservation Services; \$3,000.00 for Adoption Services; \$3,000.00 for Child Welfare, and \$10,000.00 for Miscellaneous Expenses. Motion carried 7-0.

The Auditor reported that DFC will be asking for another additional appropriation in March of \$312,000 to cover a majority of the expenses incurred prior to December 31, 2008. The fund balance after payment of claims in January is \$699,111.68, and it appears that the fund should support necessary appropriations.

Mr. Hassel noted that the DFC budget has increased from approximately \$700,000 in 1995 to over \$4 million in 2008.

WIC: Ward Byers moved, seconded by Don Morrison, to approve the WIC request for an additional appropriation of \$378.00 for Wages-Department Head, and \$340.00 for Health Insurance. Motion carried 7-0.

AUDITOR'S REPORT

Minutes January 12, 2009 meeting: Don Morrison moved, seconded by Judith Stone, to approve the minutes of the January 12, 2009 meeting as presented. Motion carried 7-0.

Salary Ordinance Amendments: Several salary ordinance amendments were presented to correct positions that had been omitted from the original salary ordinance or to bring rates of pay into agreement with the approved budget for 2009.

Township Assessors: Fred Lintner moved, seconded by Judith Stone, to adopt the salary ordinance amendment to provide for the Level II certifications of \$1000 each for Roger Schori, Jim Bates, Marlene Mahler, Patricia Rowe and Terry Borggren. Motion carried 7-0.

Health Maintenance – Clerical: Ralph Booker moved, seconded by Rex Gilliland, to adopt the salary ordinance amendment to provide for Part-time Clerical in Health Maintenance in a range from \$8.24 to \$10.82 per hour. Motion carried 7-0.

Pre-Trial Diversion – Law Clerk: Rex Gilliland moved, seconded by Don Morrison, to adopt the salary ordinance amendment to provide for a Part-time Law Clerk in Pre-Trial Diversion at \$10.82 per hour. Motion carried 7-0.

Assessor – Personal Property Data Collectors: County Assessor Debbie Dunning explained that since township assessors had been eliminated in 2008, she would like to set up satellite offices to assist farmers in completing their personal property forms. Several former township assessors have agreed to staff the offices early this spring at a rate of \$12.00 per hour, and she requested that the positions be added to the salary ordinance. She has budgeted sufficient funds to pay the data collectors. Fred Lintner moved, seconded by Judith Stone, to adopt the salary ordinance amendment to provide for Personal Property Data Collectors as \$12.00 per hour. Motion carried 7-0.

Mr. Lintner suggested that the assessor consider hiring one person in the future to provide this service to the Amish community.

COUNCIL COMMENTS

Mr. Lintner reported he had talked with the Clerk regarding collecting the court-ordered reimbursements for placement of juveniles, and she reported that the county attorney advised that she is not a collection agent. Mr. Byers asked why the Probation Department is not responsible for collecting the reimbursements, and Mr. Gilliland suggested that the council investigate hiring a collection agency. Council members agreed to invite Judge Palmer, Clerk Julie Fox, and Mary Jane Walsworth and James Pheibush from Probation, to attend the March 9 council meeting to help work out a solution for this ongoing issue.

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 Don Morrison to adjourn the meeting at 10:20. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY MARCH 9, 2009

BE IT REMEMBERED: That on Monday March 9, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

WES BURDEN-HEALTH DEPARTMENT
GARNER TRUCK STOP PROPERTY

Mr. Burden presented an update on the former Garner Truck Stop property east of LaPaz. In October, the Board of Health directed him to secure a demolition order from the courts; Judge Palmer requested that he secure funding first, then return for the order. At the November 10 Council meeting, action on the appropriation request was tabled, pending further review.

In January, he was finally able to contact the owner, who stated he planned to demolish the buildings this summer. The Board of Health again advised Mr. Burden to request the additional appropriation, secure the court order and demolish the building. In February, he contacted the owner and asked for a specific demolition date, and he stated he will begin as soon as weather permits. The Board of Health has now directed Mr. Burden to develop a contingency plan in case Mr. Siddiqui does not follow through with his plan.

Mr. Burden has secured three quotes for the demolition work, ranging from \$12,000 to \$25,000. Council members agreed it is in the best interest of the county if the owner demolishes the building. They advised Mr. Burden to wait until the April 14 Board of Health meeting, and if the owner appears at the meeting give him 30 days to perform the work. If he fails to meet the deadline, the county will take action to demolish the structure and add the cost to his tax statement as a lien on the property. Mr. Burden will request an additional appropriation to be considered at the April meeting.

Mr. Booker stated that the proximity to the new US 6 and 31 interchange makes this a valuable property. However, since it is "out of use", the property is zoned agricultural and it will be up to the LaPaz community on how to rezone.

CLYDE AVERY – EMA DIRECTOR
AMATEUR RADIO GRANT & VEHICLE REPAIRS

Mr. Avery presented his request for an additional appropriation for the Amateur Radio Grant in the amount of \$4640, to be reimbursed by the Indiana Department of Homeland Security.

He also presented an additional request for \$1788 to cover vehicle repairs to his Explorer. The matter will be advertised for action at the April council meeting.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund: Fred Lintner moved, seconded by Ward Byers, to approve the Probation request for an additional appropriation of \$4,500 for Urinalysis Supplies. Motion carried 7-0.
Highway and Cum Bridge: Rex Gilliland moved, seconded by Judy Stone, to approve the additional appropriation request of the Highway Department –General and Undistributed

for \$2,500.00 for Overtime and Cumulative Bridge for \$2,500.00 for Overtime. Motion carried 7-0.

Family & Children: Ralph Booker moved, seconded by Ward Byers, to approve Family and Children's request for additional appropriations for \$114,000.00 for Care of Wards in Foster Homes; \$123,500.00 for Care of Wards in Institutions; \$65,200.00 for Preservation Services; \$1,500.00 for Adoption Services; \$1,500.00 for Child Welfare, and \$6,300.00 for Miscellaneous Expenses. Motion carried 7-0.

EMA: Don Morrison moved, seconded by Ward Byers, to approve the EMA Grant Fund request for an additional appropriation of \$4645 for the purchase of Amateur Radio Equipment. Motion carried 7-0.

AUDITOR'S REPORT

Minutes February 9, 2009 meeting: Don Morrison moved, seconded by Judith Stone, to approve the minutes of the February 9, 2009 meeting as presented. Motion carried 7-0.

Salary Ordinance Amendments: The auditor presented an amendment to the 2009 salary ordinance covering the Deputy Prosecutor, changing the position from hourly to an Exempt Salaried Position. Ralph Booker moved, seconded by Rex Gilliland, to adopt the salary ordinance amendment to change the Deputy Prosecutor position from Hourly to Exempt Salaried, at a bi-weekly salary of \$2247.70. Motion carried 7-0.

Argos Library Board appointment: Rex Gilliland moved, seconded by Ward Byers, to appoint Thelma Mullins to the Argos Public Library Board, for a term to expire June 30, 2012. Motion carried 7-0.

CAGIT distributions: This year's excess CAGIT distribution, which usually goes to the taxing units' Rainy Days Funds, was distributed only to the Jail Special CAGIT fund. The State Budget Agency explained that the January, 2007 supplemental distribution represented the balance in our CAGIT trust fund as of December 31, 2004. At that time, the local units received more than they should have and the Special Jail CAGIT Fund did not receive enough. Consequently, the entire \$1,007,256.64 was allocated to the Jail CAGIT to correct the 2007 distribution.

The DLGF will be distributing CAGIT and PTRC monies on a monthly basis, rather than semi-annually to ease cash flow problems for local government units.

JUVENILE REIMBURSEMENT COLLECTIONS

For the past several years, Council has attempted to enforce the collection of court-ordered reimbursement of placement costs from parents of juveniles. However, no one has been willing to follow up on those who don't pay by monitoring payments and attempting to collect the amount due. As a result, the county is expending large sums for juvenile placement that could be recovered.

At the Council's invitation, Circuit Court Judge Curt Palmer, Marshall County Clerk Julie Fox and Probation Officers Mary Jane Walsworth and James Pheibush attended the meeting to discuss the matter and assist in establishing a procedure to actively pursue collection.

Judge Palmer explained that when a placement case is closed, the reimbursement amount is calculated and the court issues an order for reimbursement to the parents of the juvenile. The order is sent to the clerk's office, with a copy to the parents of the juvenile. Any unpaid amount becomes a judgment, which is a matter of public record and no longer confidential.

Over the years, the Clerk's office has maintained that while that office receives payments for court-ordered fees, they are not a collection agency for unpaid costs. In addition, Clerk Julie Fox is concerned that the judgments are issued against the parents of the juveniles, whose names

appear on the order. Juvenile records are confidential, and she feels it would be a violation of confidentiality to turn the judgments over to a collection agency with the juvenile's name intact.

The Probation Department currently sends a worksheet to the clerk's office, showing amounts due, payment information and the last known address of the parents. They have stated they do not have any leverage to enforce payment - they cannot revoke probation for non-payment of the court-ordered reimbursement.

Judge Palmer explained that an unpaid judgment actually becomes a lien against real estate, but the county would either have to foreclose on the property or wait until it is sold to satisfy the judgment. Council discussed other alternatives, such as wage garnishment against the parents, but agreed to turn over the unpaid reimbursement judgments to the same collection agency currently used by the Clerk for other unpaid costs. Mr. Gilliland suggested that the Clerk contact the collection agency to see if they have assisted other counties with this issue.

After further discussion, the council recommended the following procedure: After the final order is processed, the Clerk should generate and send a "fee bill" without the juvenile's name to notify parents of the amount due. Then, following state statute, any bill remaining unpaid after 75 days would be sent to the sheriff, who would have 60 days to attempt to collect. The sheriff would then return any unpaid bills to the clerk to turn over to the collection agency. In order to avoid hiring additional staff in the Clerk's office, Council recommended pursuing current cases first, then going back to research others as time permits.

Council members thanked the three departments for their input and cooperation, and asked for a progress report from the Clerk in October.

ADJOURNMENT

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 the meeting at 10:40. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, APRIL 13, 2009

BE IT REMEMBERED: That on Monday, April 13, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund: Don Morrison moved, seconded by Fred Lintner, to approve the Emergency Management Agency request for an additional appropriation of \$1,789 for Vehicle Repairs. Motion carried 7-0.

Health Department: Ralph Booker moved, seconded by Judy Stone, to table action on the additional appropriation request of the Health Department for \$20,000 for Unsafe Building Demolition to allow them additional time for the owner of the Garner Truck Stop property to remove demolition debris at his own expense. Motion carried 7-0.

Prosecutor IV-D Fund: Rex Gilliland moved, seconded by Don Morrison, to approve the Prosecutor IV-D Fund's request for additional appropriations of \$30,000 for Clerical pay. Motion carried 7-0.

EMA: Don Morrison moved, seconded by Ward Byers, to approve the EMA Grant Fund request for an additional appropriation of \$4645 for the purchase of Amateur Radio Equipment. Motion carried 7-0.

WIC: Ralph Booker moved, seconded by Rex Gilliland to approve the WIC request for additional appropriations of \$6087 for Nurse Wages; \$873 for Social Security and \$300 for Postage to appropriate additional grant monies. Motion carried 7-0.

SPECIAL CAGIT: Fred Lintner moved, seconded by Judy Stone, to approve the Special CAGIT request for an additional appropriation of \$160,000 for Professional Services for the demolition of the former jail. Motion carried 7-0.

TRANSFER REQUESTS:

GENERAL FUND – RECORDER: Betty Engle reported that she has not replaced a full-time position in her office left vacant upon the death of Gloria Haynes in 2008, and plans to continue to use part-time clerical help for this position. Rex Gilliland moved, seconded by Don Morrison, to approve the recorder's transfer of \$1400 from Longevity to Dues & Subscriptions, and \$25,000 from Deputies to Clerical. Motion carried 7-0.

WIC: Ralph Booker moved, seconded by Judy Stone, to approve WIC's transfer of \$140 from Supplies to Equipment Maintenance. Motion carried 7-0.

AUDITOR'S REPORT

Minutes March 9, 2009: Fred Lintner moved, seconded by Ward Byers, to approve the minutes of the March 9, 2009 meeting as presented. Motion carried 7-0.

Miscellaneous: An amendment is currently being considered in the legislature that would allow remaining balances in the Family and Children Fund to be deposited to the Rainy Day Fund rather than in the Levy Excess Fund.

Tax Collection update: Net assessed values county-wide dropped \$365 million from last year, \$350 million of which was a direct result of the new supplemental homestead deduction. In an effort to expedite the tax-billing process, the DLGF has developed an administrative rule

allowing governmental units to waive the two-week waiting period for 1782s. All units have agreed to participate in the time waiver. The auditor and treasurer are working toward a first-installment due date prior to June 25.

OTHER COUNCIL BUSINESS

Bourbon Library Board appointment: Ward Byers moved, seconded by Rex Gilliland, to appoint Norma Montgomery to the Bourbon Public Library Board, for a term from May 1, 2009 through April 30, 2013. Motion carried 7-0.

COUNCIL COMMENTS

Mr. Booker reminded council members and others in attendance of the two upcoming informational meetings open to the public for the new US 31 project on Wednesday, April 15 from 4-7 pm at LaVille School, and on Thursday, April 16 from 4-7 pm at Jackson Intermediate Center.

Mr. Hassel received a letter from a constituent who wanted the Garner Truck Stop owners to take responsibility for demolition of the building, rather than the county. Mr. Hassel stated that this was the ultimate goal of everyone involved, and hoped that the matter is now resolved.

At the suggestion of Ralph Booker, the council will again hold a meeting with elected officials and department heads to discuss recommendations for the new budget year, and asked the Auditor to schedule a meeting in May.

ADJOURNMENT

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 the meeting at 9:35. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MAY 11, 2009**

BE IT REMEMBERED: That on Monday, May 11, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

FORMER GARNER TRUCK STOP PROPERTY

Dennis Thornton, past president of the BZA, along with North Township resident Lowell Price, appeared before the Council to express concern about substantial debris remaining after demolition of the former Garner Truck Stop property on US 6 at Lilac Road. Mr. Thornton stated that the demolition crew indicated that the owners had only contracted for the removal of two loads of debris, and they estimated that approximately 10 to 12 loads remain. In the meantime, the rubble is unsightly, unsafe and a health hazard.

Ralph Booker reported that the Plan Commission sent a letter on May 8 informing the owners they were in violation of the zoning ordinance, and he indicated that the BZA would also consider the matter. Wes Burden of the Health Department stated that when the Board of Health meets on June 9, he will ask them to send a letter to the owners giving them 30 days to remove the remaining debris. If they do not take action, he will seek permission from the Court to clean up the property and add the costs as a lien to their tax bill.

Mr. Thornton stated that one contractor estimated that it would take less than \$15,000 to clean up the remainder of the debris.

Mr. Thornton also asked for clarification that the property is the former Garner Truck Stop, to eliminate confusion that the Garners still own the property. Council members agreed that the property should be referred to as the US 6-Lilac Road property.

**SHERIFF JON VAN VACTOR –
RESTATEMENT OF COUNTY POLICE PENSION PLAN**

Sheriff Van Vactor explained that the IRS requires that the County Police Pension Plan be updated with all the amendments every five years in order to remain qualified. The restatement was approved by the Merit Board at their April meeting, and now needs to be ratified by the County Council.

Fred Lintner moved, seconded by Don Morrison, to approve the restatement of the County Police Pension Plan. Motion carried 7-0.

Council then discussed the 8-year vesting period. They expressed concern that if a person from outside the department would be elected and serve two terms as Sheriff, he/she would qualify for a pension. They would rather see it changed to a 10-year requirement. The Sheriff will present this matter to the Merit Board for their consideration.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

Health Department: Ralph Booker moved, seconded by Rex Gilliland, to approve the Health Department request for additional appropriations of \$20,000 for the Bioterrorism Grant and \$3,400 for the Tobacco Free grant. Motion carried 7-0.

Ward Byers moved, seconded by Don Morrison, to table action on the additional appropriation request of the Health Department for \$20,000 for Unsafe Building Demolition to allow time for the owner of the former truck stop at US 6 and Lilac Road to complete the clean up at his own expense. Motion carried 7-0.

LEPC: Judy Stone moved, seconded by Ward Byers, to approve the LEPC request for an additional appropriation of \$3,000 for additional training. Motion carried 7-0.

TRANSFER REQUESTS:

GENERAL FUND: Extension: Don Morrison moved, seconded by Ralph Booker, to approve Extension's transfer of \$989.10 from Secretarial to Clerical. Motion carried 7-0.

Superior Court #1: Judy Stone moved, seconded by Fred Lintner, to approve Superior Court #1's transfer of \$2000 from Clerical to Overtime. Motion carried 7-0.

AUDITOR'S REPORT

Minutes of April 13, 2009: Judy Stone moved, seconded by Ward Byers, to approve the minutes of the April 13, 2009 meeting as presented. Motion carried 7-0.

Miscellaneous: The Auditor called attention to the notice of the annual meeting called by the State Board of Accounts on Saturday, June 27.

Tax Collection update: The DLGS has approved the county's request to set a first installment tax deadline of July 10.

COUNCIL BUSINESS

The council will meet with elected officials and department heads on Monday, June 1 at 7:00 pm to discuss recommendations for the 2010 budget. Mr. Hassel stated that department heads will be looking for guidance regarding possible raises.

ADJOURNMENT

Following the day's regular business, all documents and ordinances were signed. With no further business to come before the council, **Rex Gilliland moved, seconded by Ward Byers, to adjourn the meeting at 9:40.** Motion carried 7-0.

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
BUDGET WORKSHIP
MONDAY JUNE 1, 2009**

BE IT REMEMBERED: That on Monday June 1, 2009, at 7:00 pm, 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; Ward Byers; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

AUDITOR REPORT

At the request of President Matt Hassel, the Auditor reported on the status of anticipated revenues for 2010. Recent reports indicate state income and sales tax revenues are down 25% from last year. In addition, increased unemployment and foreclosure rates may lead to an increased delinquency rate in property tax collections. The economy will also likely have an adverse effect on revenues generated by various fees collected throughout county departments.

COUNCIL COMMENTS

Council President Matt Hassel encouraged department heads and employees to discuss their concerns during the meeting or to meet with their liaison later. He recommended that budgets be kept the same as last year, and emphasized that they should not include any "big ticket items". He then asked for comments from other Council members.

Mr. Booker stated he would listen to the needs of the departments and encouraged them to discuss necessary capital expenditures. He expressed concern about developing a long-term plan to transfer the nine jail employees from the CAGIT budget to the General Fund. He also stated that the Council may have to seriously consider enacting a local option tax to provide property tax relief and adequate public safety funding.

Ward Byers stated he wanted to hear what everyone had to say, and pledged to keep an open mind to the needs of the departments.

Mr. Lintner said he was more pessimistic, citing the decline in business and an increase in the unemployment rates. He felt it was not possible to keep budgets the same as last year, but should be decreased.

Don Morrison agreed that budgets should be decreased.

Rex Gilliland stated that the county has excellent employees and department heads, and pledged his best efforts to the process. He observed that although this year is bad, next year will be worse. He stated the Council will try to negotiate in an effort to keep the same level of service, but that everything was on the table.

Judy Stone stated that she is also pessimistic about the economy. She felt that raises will not be possible this year, and asked each department to be as conservative as possible and challenged them to decrease their budgets by 10%.

Mr. Hassel then asked department heads to address specific concerns and advise of any anticipated large projects or purchases.

Larry Fisher – Surveyor

The Surveyor will need to replace a truck which has over 160,000 miles. He suggested buying a used vehicle and asked if he should purchase it out of this year's budget instead of next year. Council asked whether the Corner Perpetuation Fund could be used for this purpose, and Mr. Fisher stated that receipts in this fund are down, since revenues are generated from deed fees.

Rich Ulrich – Building & Grounds

Mr. Ulrich reported he will be taking a close look at proposed projects in order to develop a realistic budget, and will attempt to complete as many projects in-house as possible. He stated he is usually proactive to head off serious problems, but he will try to just maintain the safety, comfort and cleanliness of the buildings.

Discussion with Highway Supervisor

Mr. Lintner asked whether the Highway Department was anticipating any big ticket items for 2010, as he is concerned about the declining highway revenues. Highway Supervisor Neal Haeck stated he is using Major Moves money for the Pine Road project, and stimulus monies for the road program. Bridge #89 on 13th Road and the Pierce Street Bridge in Plymouth require 20% funding, which he already has. He has applied for \$2.4 million in stimulus monies to chip and seal 29 road miles, and repave 9A from the city limits to US 31, and a portion of Lincoln Highway from the city limits of Plymouth to the Bourbon town limits.

David Holmes – Prosecutor

Mr. Holmes requested an additional prosecutor due to the increase in the number of cases going to trial as a result of the meth epidemic. He reminded Council members that last year he requested an increase in pay for one deputy prosecutor, using diversion funds for part of the increase. He expects that an additional prosecutor would cost \$60,000.

Karen Richey – Extension

Karen Richey reported that the copier housed in the extension office and used by nearly all third-floor offices, has over 800,000 copies on it. The commissioners originally purchased and maintained the copier, but have requested that the third-floor offices place the purchase in their own budgets. Estimated cost of a replacement is \$10,000 to \$15,000. In addition, their duplicator is 15-years old and needs to be replaced at a cost of approximately \$1000.

Julie Fox – Clerk

Julie Fox called attention to water leaks in her office due to a crack in the wall on the south side of the court house. Rich Ulrich replied he is aware of the problem and is pursuing a solution.

Debbie Dunning – Assessor

Six of the nine assessor's office employees are currently being paid out of the Reassessment Fund. Since Reassessment will cost approximately \$645,000, Ms. Dunning stated that she may need to move some employees out of the Reassessment Fund and into the General Fund.

Michael Marshall – Information Systems

Mr. Marshall advised he does not anticipate any large projects for 2010, but reported that the county is required to undergo a Phase 2 certification of the tax system, estimated to cost \$5000.

Commissioners

Kevin Overmyer stated that for many years, the Commissioners' budget has included approximately \$200,000 to support the Humane Society, Marshall Starke Development Center, the Boys and Girls Club and Older Adult Services. In an effort to help the General Fund budget, the commissioners are willing to transfer half of this amount to the Rainy Day Fund next year. He reminded Council members that the commissioners' budget of approximately \$3.1 million includes \$744,000 for health insurance and \$375,000 for liability insurance.

Wage Recommendation

To assist department heads in their budget preparations, Mr. Hassel asked members for a recommendation on a wage increase, and members agreed there would not be no raises for 2010.

Closing Comments

HR Deputy Jan Quivey stated it will be difficult for department heads to further reduce already tight budgets, and that several big ticket items would cancel out any reductions made. Approximately 75-80% of all budgets go toward personal services, and the only way to decrease the overall budget 10% would be the elimination of 25-30 employees.

Mr. Gilliland suggested that the Council look to increasing user fees or initiate new ones.

Mr. Booker stated that approximately 50% of the budget is spent on criminal justice, and he would like to keep funding programs that are helpful and preventive. He again emphasized reconsideration of a LOIT.

However, Mr. Hassel expressed opposition to increasing taxes during this difficult economic time. He encouraged department heads to examine creative ways of doing business differently in their own office or between offices.

Mr. Lintner stated that the Council owes it to the taxpayers to reduce the budget first and to use the LOIT only as a last resort. He challenged department heads to look at their budgets critically and sharpen their pencils.

Mr. Morrison stated there should not be any job reclassifications.

Mr. Hassel thanked all who attended, and encouraged department heads to contact their liaisons with questions.

With no further business to come before the Council, **Ralph Booker moved, seconded by Rex Gilliland to adjourn the meeting at 8:00 pm. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Rex Gilliland

J. Frederick Lintner

Judith Stone

Ward Byers

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JUNE 8, 2009**

BE IT REMEMBERED: That on Monday, June 8, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, and Judy Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

Clerk IVD Fund: Don Morrison moved, seconded by Rex Gilliland, to approve the Clerk IVD Fund request for an additional appropriation of \$10,000 for Part-time Clerical to pay personnel working on IVD projects for the remainder of 2009. Motion passed 7-0.

LEPC: Fred Lintner moved, seconded by Ward Byers, to approve the LEPC request for an additional appropriation of \$1,000 to update the emergency plan. Motion carried 7-0.

WIC: Ralph Booker moved, seconded by Judy Stone, to approve the WIC request for an additional appropriation of \$508.00 for Travel to enable employees to attend state-mandated training. Motion carried 7-0.

TRANSFER REQUESTS:

GENERAL FUND: **EMA:** Rex Gilliland moved, seconded by Judy Stone, to approve the transfer of \$1000.00 from Utilities and \$200.00 from Travel/Mileage to Other Operating Supplies to enable the purchase of equipment for the installation of the amateur radios and an office chair. Motion carried 7-0.

AUDITOR'S REPORT

Minutes of May 11, 2009: Ward Byers moved, seconded by Fred Lintner, to approve the minutes of the May 11, 2009 meeting as presented. Motion carried 7-0.

Minutes of June 1, 2009: Don Morrison moved, seconded by Ward Byers, to approve the minutes of the June 1, 2009 meeting as presented. Motion carried 7-0.

Amendment to County Police Pension Plan: The amendment to the police pension plan increases from 8 to 10 the number of years required to be fully vested, and was recommended at the May 11 meeting. The amendment has been approved by the Merit Board and will be forwarded for their signatures.

Salary Ordinance Amendment – Plan Commission Intern: An amendment to the 2009 salary ordinance was presented by the Auditor to provide for a position not included in the original ordinance. **Judy Stone moved, seconded by Fred Lintner, to approve an amendment to the 2009 salary ordinance establishing the rate of pay for the Plan Commission intern at \$10.30 per hour. Motion carried 6-0-1, with Ralph Booker abstaining, since the position is under his supervision.**

Budget Reviews and non-binding recommendations: The Auditor reminded the Council of the statutorily required review of the budgets of various civil units. After discussion, the Council decided to review all library budgets at the regular meeting August 10 since they may be subject to a binding review if their budget increases over the average growth quotient. Since the other units are not subject to a binding review, council will consider them at the September 14 meeting. Mr. Hassel requested the auditor to notify the units of the proposed review schedule.

COUNCIL BUSINESS

The Council discussed several budget-related issues. Currently, nine jail employees are paid out of the Special CAGIT Fund, and for the past several years Council has discussed transferring those employees to the General Fund. The Special CAGIT expires in 2026, and the consensus was that the transfers could be postponed for a few years in the hope that economic conditions will improve.

Mr. Hassel reminded members that the Welfare and School General Fund levies will be assumed by the state, with the expectation that this will reduce property taxes. However, the auditor observed that this may not be true in all cases, citing the example of a 2008 tax bill which reflected property tax relief credits from the state of \$2900, and the amount of the levies being assumed by the state at less than \$900.

At the June 1 budget discussions, council informally discussed the issue of salary increases, but made no official recommendation. Mr. Hassel asked for official action in order to facilitate budget preparations.

Don Morrison moved, seconded by Rex Gilliland, to recommend no raises for 2010, no additional employees will be hired, and for the remainder of 2009 and all of 2010 there will be no job reclassifications approved.

Discussion on the motion followed. Mr. Booker stated that a reclassification may be warranted if current employees assume additional duties. Mr. Byers stated that if department heads find additional funding sources, department heads should use them to fund current employees, rather than hire additional. Mr. Lintner wanted to clarify that the motion does not preclude a reduction in employees.

Motion carried 7-0.

Members then discussed instituting a process to review whether an open position should be filled. Mr. Lintner emphasized that the Council and Commissioners are responsible to the taxpayers. Several members stated this was not an attempt to micromanage departments, but it is now necessary to micromanage finances. Council stopped short of instituting a hiring freeze, and stated they would rather reduce the number of employees by attrition, than by a reduction in force.

Ward Byers moved, seconded by Fred Lintner, effective immediately that any open position must be reviewed by the council with a recommendation from the commissioners before a replacement can be hired.

Commissioner Jack Roose stated that the Highway Department was currently in the process of replacing a heavy-equipment operator, and Council agreed that they could proceed.

Motion carried 7-0.

Several council members agreed that employees would be asked to do more with less, and as an illustration, Mr. Gilliland reported that the number of filings in the clerk's office through May have more than doubled compared with figures for 2008. Mr. Lintner stated that the county has always been more than generous with the number of paid holidays, and suggested that the council may have to consider decreasing the number of paid holidays, or eliminating them entirely.

Mr. Hassel stated that the county, schools and libraries have worked hard to be responsible to taxpayers, and as a result we are not in the dire financial straits as some other counties, but the council has had to make difficult decisions over the years to place us in this position. Members

stated that the Council will need to make difficult decisions, but would make every attempt to be fair in the process.

ADJOURNMENT

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 the meeting at 9:55 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JULY 13, 2009

BE IT REMEMBERED: That on Monday, July 13, 2009, 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, Ward Byers, Rex Gilliland, Judy Stone, and Auditor Penny Lukenbill. Member Fred Lintner was absent. The meeting was opened with the Pledge of Allegiance.

TOM TURNER-DIRECTOR
MARSHALL COUNTY ECONOMIC DEVELOPMENT COMMISSION

Mr. Turner reported that retention and expansion of existing businesses continue to be the biggest sources of growth. The area's manageable population, labor force, per-capita income and location compare favorably with high-growth areas in the Sun Belt, such as Charlotte, Raleigh and Atlanta. In its recent expansion, Madras Packaging chose Argos over Atlanta because of its location and proximity to markets. Business recruitment prospects are down precipitously, but there are two new businesses and one new retail endeavor. The tendency to use empty existing buildings rather than build new, and has increased competition with surrounding counties and states that have more empty buildings.

MCEDC continues to focus on enterprise development, utilizing USDA loan programs, New Technology through the state's universities, and business counseling through the South Bend Development Commission. Mr. Turner is also pursuing the establishment of a business incubator program and in the process of identifying current companies that could assist. A master list of zoning ordinances has been created, and work continues on an abatements master list. In the planning stages are resource materials for the grants process and administration, and a new business procedure manual. He also plans to meet with human resource representatives in the county to assess Work Force Development needs and develop a regional networking resource.

He reported that MCEDC was one of four participants in the Governor's Economic Development Roundtable in Elkhart, and is one of seven agencies utilizing the Indiana Economic Development Commission's pull-through technology.

He noted that the official notice of funds availability has been posted for the grant sought for the county's proposed fiber optics project, and he will be traveling to Washington, D.C in support of the project.

Council members thanked Mr. Turner for his report and his efforts on behalf of economic development in Marshall County.

NEAL HAECK-HIGHWAY DEPARTMENT
ASSISTANT CLERK POSITION

Mr. Haeck appeared before the council to request approval to fill the vacant position of Assistant Highway Clerk. At their July 6 meeting, the commissioners did not give a favorable recommendation for replacing the position. Mr. Haeck stated he had not presented sufficient information to the commissioners, and he was now better prepared to state his case.

He explained that the assistant clerk is responsible for gas and diesel tax reimbursements, enabling his department to recover \$21,613; submitting records to secure \$105,963 in FEMA reimbursements, and administering \$398,000 in gas purchases since 2003. The position has handled 177 complaints since January 1, logging and entering them into the system, and has processed 574 claims. The assistant clerk also tracks quantities and costs of materials used in grading and patching projects, and keeps detailed records to support the county's position in lawsuits. Commissioner Jack Roose stated that upon further review of the facts, he was willing to support filling the position, noting that it is funded through MVH monies. Commissioner Tom Chamberlin stated he feels the work could be distributed among other employees to increase efficiency in the department. He stated he was willing to support filling the position, but would like to see a reduction in the Highway Department budget. He felt that the number of highway employees could be reduced since the road program mileage is down.

Ward Byers asked whether the position could be filled on a part-time basis, and Mr. Haeck stated the position has full-time duties. Mr. Byers asked when he would reduce the department's personnel budget, and Mr. Haeck replied he would like to achieve the reduction by attrition. Mr. Gilliland observed that the Highway Department has reduced seven positions since 2001.

Council members then discussed the purpose of establishing the review and recommendation process, and whether they actually intended to eliminate positions established in the salary ordinance for this year. It was generally felt that positions should not be eliminated mid-year, but council could choose not to fund them for next year.

Ralph Booker moved, seconded by Judy Stone to approve the position of Assistant Highway Clerk in the 2010 budget, but to consider a Highway budget reduction. Motion carried 5-1, with Ward Byers opposed.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund - Surveyor: Ralph Booker moved, seconded by Judy Stone, to approve the Surveyor's request for an additional appropriation of \$20,000 into Vehicle Purchase to purchase a 2009 F-150 pickup truck. Motion passed 6-0.

Accessories and equipment will be purchased out of the Corner Perpetuation Fund.

TOBACCO PREVENTION/CESSATION:

Wes Burden of the Health Department requested an additional appropriation of \$10,800 from the Tobacco Prevention/Cessation Grant for wages and social security for a part-time nurse to assist with administering vaccines. He reported that the Health Department currently administers 7800 immunizations annually, and the state will impose additional vaccine requirements in 2010. In addition, the number of visits to area Amish schools has increased, and as fewer doctors administer vaccinations in their offices, the burden is shifted to the Health Department.

Questioned whether this is good use of the grant funds, Mr. Burden stated there are three approved uses: Tobacco education, education for chronic diseases and support of clinics.

He reassured Council members that the Health Department already provides several tobacco education programs, including peer education in the high schools. Mr. Burden emphasized this is not a new position, but a part-time position already in the Health Department budget.

Rex Gilliland moved, seconded by Ward Byers, to approve the additional appropriation request for \$10,800 from the Tobacco Prevention/Cessation Fund grant for wages and social security for a part-time nurse, on the condition there would be no pay increase for 2010. Motion carried 6-0.

Responding to a question from the media, County Health Nurse Susan Lechlitner explained that state provides the vaccines, which are administered free of charge to children. Adults pay for travel immunizations. It was suggested that the county consider charging an administration fee, but handling insurance claims might require another clerk.

TRANSFER REQUESTS:

Extension: Don Morrison moved, seconded by Ralph Booker, to approve the transfer of \$520 from Secretarial to Clerical. Motion carried 6-0.

WIC: Ward Byers moved, seconded by Don Morrison, to approve the transfer of \$200.00 from Postage to Supplies and \$1867 from Wages-BF to BF Peer Counselor. Motion carried 6-0.

AUDITOR'S REPORT

Minutes of June 8, 2009: Ward Byers moved, seconded by Judy Stone, to approve the minutes of the June 8, 2009 meeting as presented. Motion carried 6-0.

Resolution 2009-04 Transferring Welfare Balances to Rainy Day Fund:

Ralph Booker moved, seconded by Ward Byers, to approve Resolution 2009-04 transferring \$771,490.54 from Department of Family and Children Services, and \$483,773.59 from Children's Residential Psychiatric Treatment Services to the Rainy Day Fund. Motion carried 6-0.

COUNCIL BUSINESS

Budget reviews and non-binding recommendations: The Auditor reminded the Council of the statutorily required review of the civil units' budgets, and distributed a recap of recent legislative changes. Under the new law, civil units are required to submit their budgets and secure the council's recommendation prior to adopting their budgets. If they adopt without the recommendation, DLGF will not approve their budgets and they would have to use last year's budget and levy. The County would be under the same penalty if they failed to review and recommend in a timely manner.

After discussion, Mr. Hassel asked the Auditor to notify all civil units that the Council will review all budgets at their September 14 meeting and then forward a recommendation to the units.

ADJOURNMENT

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 the meeting at 10:45 am. Motion carried 6-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

Fred Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, AUGUST 10, 2009

BE IT REMEMBERED: That on Monday, August 10, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, Judy Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

DEAN COLVIN, JUDGE SUPERIOR 2
ADDITIONAL APPROPRIATION & TRANSFER REQUESTS

Judge Colvin was present to discuss his request for a transfer of \$1,500 from Overtime to Law Clerk. He explained that the courts have utilized a law clerk for research and order preparation to alleviate an increased case load. He has also submitted an additional appropriation of \$6000 for consideration at the September 14 meeting. He has increased this line item from \$10,000 to \$15,000 in his 2010 budget.

Ward Byers moved, seconded by Rex Gilliland to approve the transfer of \$1,500 from Overtime to Law Clerk. Motion carried 7-0.

Judge Colvin also requested an additional appropriation of \$3,000 representing the interpreter grant funds received from the State of Indiana.

Judy Stone moved, seconded by Fred Lintner, to approve the additional appropriation of \$3000 to Superior Court #2 representing the interpreter grant monies. Motion carried 7-0.

The judge thanked Council members Judy Stone and Rex Gilliland, Commissioner Tom Chamberlin, Sheriff Jon VanVactor and IT Director Michael Marshall for taking time to meet with him recently to discuss the purchase and funding for the video conferencing project.

METRONET GRANT
FUNDING MATCH REQUEST

Brent Martin, of BA Martin Architects, Curt Feece of Crossroads Academy, Doug Anspach of the Plymouth Chamber of Commerce and Tom Turner, Marshall County Economic Development Director, presented an update of the metronet project. They are assisting in the preparation of an application for \$4.7 million grant to extend the South Bend metronet to Marshall County. The project involves laying 57 miles of conduit from South Bend to Plymouth and outlying areas of the county, to provide high-speed fiber connectivity for emergency services, hospitals, educational institutions and businesses. The grant requires a 20% match of \$942,000.00, of which \$850,000 has been raised. The group is seeking a commitment from the county for the remaining \$92,000.

The conduit would be owned and maintained by the county, while St. Joseph Valley Metronet would own and maintain the fiber optic strands linked to the Union Station communications “hotel” in South Bend. The fibers would be used by existing businesses, local governments and institutions, and would aid in transforming our local economy from a manufacturing base to a technology/information-base.

The county would receive 12 pairs of fibers, to either use or lease to other entities. It is anticipated that when a high-speed connection is available between the courts and the jail, video conferencing could save the county \$72,000 annually. In addition, Union Station could be utilized as a virtual office in the county's disaster recovery plan.

The group emphasized that the grant may be the one and only opportunity to construct this "watershed" infrastructure essential to the economic transformation of this area. A unique competitive advantage is needed to attract technology-based businesses. Fiber optic availability, coupled with Indiana's new technology personal property abatement, could place Marshall County in the top 1% in the nation.

There is a great deal of competition for these grant funds, but being a rural underserved area places us in a favorable position. The project has the support of Senators Lugar and Bayh, Congressman Donnelly, and Governor Daniels. Mr. Booker recognized Kevin Overmyer for his personal commitment to this project, traveling to Washington, D.C. and Indianapolis to garner support.

We should know by the end of September if the application has cleared the first step, and it will be another 90 days before we know whether we have received the grant. Construction could begin in spring of 2010.

Ralph Booker moved, seconded by Ward Byers, to commit \$92,000 from Rainy Day Fund to complete the 20% match for the Metronet project grant. Motion carried 7-0.

STEVE PIFER, COURT SERVICES SECRETARIAL POSITION

Mr. Pifer requested approval to fill the vacant secretarial position in Court Services. The position is paid \$13.18 per hour, an annual salary of \$24,000 plus \$11,000 in benefits. The position is funded through the Court Services user fees.

Ward Byers moved, seconded by Fred Lintner, to approve filling the position of secretary in Court Services. Motion carried 7-0.

DENNIS THORNTON FORMER GARNER TRUCK STOP PROPERTY

Dennis Thornton was present to discuss options for completing the site clean up at the former Garner Truck Stop property. The owner hired Sunshine Salvage to demolish the building and clear debris; however, with half the job complete, the contractor has not been paid. Plan Director Ralph Booker stated that the owner is in violation of the zoning ordinance, and he will bring the matter before the BZA meeting on August 11. That board may give the owner an additional 30 days to complete the clean up before seeking a court order, or they could send the matter to the county attorney immediately. Wes Burden stated that the Health Department has made several recent efforts to contact the owner, and he was asked to contact the county attorney to seek a resolution in the matter. Mr. Booker will contact the BZA attorney in an effort to enforce the zoning ordinance. Mr. Thornton indicated he will attend the BZA meeting to discuss the matter.

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund:

Coroner: Ward Byers moved, seconded by Fred Lintner, to approve the Coroner's request for an additional appropriation of \$2,110 for Other Capital Outlays to purchase a cot for the coroner's vehicle. Motion passed 7-0.

Plan Commission: Mr. Booker explained that due to a pending appeal of a BZA decision, additional legal fees are anticipated. Rex Gilliland's motion to approve the \$6500 additional appropriation died for lack of a second. Further discussion centered on how Plan Commission decisions can be enforced if the additional funds for legal fees are not approved.

Rex Gilliland moved, seconded by Fred Lintner, to approve the Plan Commission's request for an additional appropriation of \$6500 for legal fees. Motion carried 4-0-3. Abstaining were Ralph Booker, as Plan Director; Judy Stone, due to a financial interest in the matter; and Don Morrison, who is a member of the Plan Commission.

Highway: Ward Byers moved, seconded by Judy Stone, to approve the Highway's additional appropriation request for \$100,000 to appropriate gas reimbursement funds into the Highway Maintenance Supplies. Motion carried 7-0.

TRANSFER REQUESTS:

Auditor: Fred Lintner moved, seconded by Ward Byers, to approve the Auditor's request to transfer \$341 to Overtime and \$3 to Dues and Subscriptions from Printed Forms to correct negative balances. Motion carried 7-0.

Treasurer: Don Morrison moved, seconded by Rex Gilliland, to approve the Treasurer's request to transfer \$194 from Office Supplies, \$1553 from Tax Statements and \$1553 from Tax Comparison Statements to Office Equipment for the purchase of a new tax statement printer. Motion carried 7-0.

Commissioners: After discussion, Ward Byers moved, seconded by Fred Lintner, to table action pending receipt of further information on the Commissioners' request to transfer \$17,500 from Insurance to Office Equipment to purchase the time-keeping system for payroll. Motion carried 7-0.

Superior Court #1: Ward Byers moved, seconded by Fred Lintner, to approve the request of Superior Court #1 to transfer \$5000 from Grand & Petit Jury Expenses to Pauper Counsel to pay pauper counsel expenses for the remainder of 2009. Motion carried 7-0.

Special CAGIT: Council members were concerned that the \$30,000 transfer from Part-time Nurse to Part Time Turnkey/Dispatchers requested by the sheriff is more than the original appropriation. **Judy Stone moved, seconded by Ralph Booker, to table the request to transfer \$30,000 in the CAGIT budget from Part Time Nurse to Part Time Turnkey/Dispatchers, pending receipt of further information from the sheriff. Motion carried 7-0.**

AUDITOR'S REPORT

Minutes of July 13, 2009: Don Morrison moved, seconded by Ward Byers, to approve the minutes of the July 13, 2009 meeting as presented. Motion carried 6-0-1. Fred Lintner abstained due to his absence from the July 13 meeting.

Ordinance 2009-06 Establishing a Public Health Emergency Response Fund: The auditor has been notified by the Indiana State Department of Health that the county will be receiving approximately \$22,500 in federal funds to assist with public health activities related to the H1N1 influenza virus. The department directs that the monies be placed in a separate fund and made available for immediate use.

Fred Lintner moved, seconded by Rex Gilliland, to approve Ordinance #2209-06 Establishing a Public Health Emergency Response Fund. Motion carried 7-0.

Resolution 2009-05 Authorizing a Temporary Loan to the General Fund: The auditor noted that while the General Fund balance appears to be adequate until distribution can be completed prior

to the first of September, she presented a resolution to authorize a temporary loan from the Rainy Day Fund to the General Fund up to \$1 million.

Rex Gilliland moved, seconded by Ward Byers, to approve Resolution 2009-05 authorizing a temporary loan of up to \$1,000,000 to the General Fund from the Rainy Day Fund.

Motion carried 7-0.

COUNCIL BUSINESS

Budget reviews and non-binding recommendations: After receiving additional guidance on the process from the DLGF, the Council will review the budgets of all civil units at the conclusion of their budget hearings on August 25. They will then issue their non-binding recommendation at their September 14 meeting. Ralph Booker will be compiling the information and provide a spreadsheet with the pertinent information to the council members for their review.

ADJOURNMENT

Following the day's regular business, all documents and ordinances were signed. With no further business to come before the council, **Ward Byers moved, seconded by Judy Stone, to adjourn the meeting at 11:15 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

2010 COUNCIL BUDGET HEARING
FIRST READING - AUGUST 24 and 25, 2009

The budget hearing was called to order by Council President, Matt Hassel. Also present were Vice President Don Morrison, members Ralph Booker, Ward Byers, Rex Gilliland, Fred Lintner, and Judith Stone; Auditor Penny Lukenbill and First Deputy Auditor Jan Quivey. The meeting was opened with the Pledge of Allegiance.

2010 BUDGET HEARINGS

Mr. Hassel stated that the Council would make every effort to adhere to the time schedule and asked that everyone assist in that effort. Council members will closely examine each budget, focusing on areas of increase, and suggest possible reductions. Capital Outlay requests must be for specific and necessary items. Department heads will have the opportunity to justify their requests, and Mr. Hassel urged that the reductions not be taken personally.

On behalf of the Commissioners, the following were presented:

Commissioner Recommendations:

Personnel

- (1) No new positions funded
- (2) No pay increases
- (3) Delete July 5 and December 27 as holidays, resulting in a savings of over \$13,000 in the Sheriff and Jail budgets for holiday pay.
- (4) Reduce overtime as much as possible.
- (5) Encourage transfer of funds from remaining budget lines before requesting additional appropriations
- (6) Eliminate Plan Commission intern
- (7) Reduce law clerks and seasonal help budget amounts by one-half

General Budget Considerations:

- (1) Sheriff vehicles – reduce from \$136,000 to \$75,000-\$100,000, and pay out of CCD
- (2) Video conferencing- Support implementation, funding \$75,000 from CAGIT and a portion from Probation User Fees.
- (3) Travel:
 - (a) Reminder: Obtain pre-approval for out-of-state travel
 - (b) Take advantage of video-conferencing where possible
 - (c) Use county vehicles to travel to meetings
 - (d) Employees should carpool to avoid paying multiple mileage claims to same meeting
 - (e) Reduce per diem to \$20 OR eliminate per diem and pay actual expenditures with limits: Breakfast to \$6.00; Dinner to \$12.00
- (4) Defer non-essential spending for remainder of 2009 to conserve general fund balance
- (5) Essential expenditures should be considered carefully.
- (6) For future, consider centralized purchasing for supplies and copiers.

The Commissioners had met with several groups of employees for suggestions on reducing the budget. They reported that the employees are willing to “step up to the plate” and make sacrifices. Employees appreciate their health care coverage and, if necessary, are willing to pay a larger portion of the premium to keep it rather than have their coverage reduced. The Commissioners also feel there is a perception of preferential treatment, and the budgets are somewhat of a morale issue.

Referring to the Commissioners' recommendations on essential spending, Mr. Lintner stated that it is difficult to define "essential" – everyone considers their own spending as essential. He stated that if employees are willing to make sacrifices by foregoing raises and increasing their health-care contribution, then all departments should be willing to make sacrifices in their spending as well.

Mr. Hassel emphasized that the Council will attempt to find enough reductions in departmental budgets so they will not have to reduce employee benefits.

Both the Council and Commissioners praised employees' willingness to find solutions, and their efforts on behalf of the County.

Commissioners budget: The Commissioners offered the following recommendations for their budget:

- (1) Reduce Professional services – Cleaning – currently \$34,000 - by at least \$15,000. Employees have offered to clean their own work space, freeing custodians to maintain restrooms. Floors in public areas could either be hired out or done in-house by maintenance.
- (2) Implement NIPSCO budget plan to assist with cash flow; and investigate a similar plan with REMC.
- (3) Lock in gas therm rate with NIPSCO
- (4) Health insurance – if necessary, increase employee premium \$15 per pay, generating approximately \$ 78,000.
- (5) Pay the following budget items from Rainy Day Fund:
 - (a) Marshall Starke - \$ 50,000
 - (b) Bowen Center - \$126,250
 - (c) Boys & Girls Club \$ 7,500
 - (d) Fair operation - \$ 8,500
 - (e) Sr. Citizens Center \$ 3,750

Items of discussion throughout the hearings:

Clerk of the Circuit Court - Clerk Julie Fox stated that the records department is running out of room and she plans to step up her records preservation efforts. She will utilize in-house microfilming in order to reduce the cost, and estimates she will need \$15,000 for part-time help. Capital Outlays included a request for a copier and remodeling the front counter. Council noted the Clerk's budget increased 104%, and stated it was not possible to fund all requests. They recommended using the Clerk's Perpetuation Fund for the copier purchase.

Voter Registration – Ms. Fox reported she anticipates drawing new precincts next year. She has also investigated moving the voting location from the County Building if election days are removed from the county holiday schedule. She reported that the State requires that the county allow the use of available space for voting purposes, but suggested that the county building could remain open if the north end is used for voting. However, she stated that the Clerk's office must be closed to the public on election days as it serves as the county election office.

Clerk's Records Perpetuation Fund - Capital Outlays included \$20,000 to purchase filing cabinets.

Commissioners - Recommended that the new sheriff's vehicles be purchased out of Cum Cap, and that the amount should be \$75,000 to \$100,000. They recommended that the Drainage Board per diem remain at \$50. They have addressed non-essential take-home vehicles. Health insurance costs are unknown at this time, but they will have more accurate numbers before budget adoption. The actual increase will be less than the 15% that has been

budgeted.

Highway – Mr. Haeck reported he is in “super-saver” mode. He is attempting to conserve as much as possible since the Pine Road project will be bid in November for 2010 construction and he will need match monies. Major Moves Funds will be used for right-of-way acquisition and matching funds. He has budgeted \$100,000 this year for a new vehicle, but hesitates to proceed with the purchase since he may have to use these funds for part of the match. Additional savings will be realized with the ARRA funding of 32 miles of chip-and-seal projects. He explained that the 116 county bridges are inspected every 2 years, and that the 80% of the inspection costs are reimbursed to the county. He will participate in the State salt bid in 2010, but noted that salt prices for 2009 were not much higher than the state bid.

Council - Member Judy Stone recommended reducing or eliminating the MACOG per diem. She currently serves as the Council’s MACOG representative but does not collect the per diem. Travel and mileage will be reduced by \$500.

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

DARE - This program is funded through grants and contributions for drug education in the schools. Officers are required to attend training every two years at the national conference, and a different DARE officer attends every year.

IT – Mr. Marshall reported that he has the county’s 230 PCs on a five-year rotation, replacing 46 each year. All maintenance agreements are paid from CCD, with the exception of the Recorder’s office, which is paid out of the Records Perpetuation Fund. Council members asked about the requirements for installing the time-keeping system. A new server and database for employees will be necessary, but the project is still in the planning stages.

Recorder - Ms. Engel reported she is in the midst of a records preservation project that is consuming most of the Recorder’s Records Perpetuation Fund. Consequently, very little can be transferred from her budget to the Records budget. Mr. Lintner questioned why NACO dues are included in the Recorder’s budget, and the Commissioners suggested it should be included in their budget instead. NACO membership entitles the county to provide discount drug prescription cards to county residents free of charge.

Building and Grounds – Mr. Ulrich credited his versatile staff with saving money by completing many projects in-house rather than hiring them out. He was able to recycle items from the old jail for use in other projects, is changing to high-energy ballasts, is now utilizing centralized purchasing for all buildings, and is seeking energy efficiency grants. His staff is even laundering their own uniforms rather than using a uniform service.

He explained that Equipment Maintenance and Pest Control had been inadvertently omitted from his 2009 budget, resulting in an increase in Professional Services for 2010. He has included Communications Equipment in his Capital Outlays request, explaining that although he reused items from the old jail this year, he may need the funds in his budget for next year. He asked that all departments coordinate their needs and anticipated projects with his department. The Commissioners and Council expressed appreciation to Rich for his work and dedication.

Treasurer – Ms. VanDeMark was willing to reduce her clerical line by \$6,000. She stated that Contractual Services used to be for processing tax statements, which is now done in house. She was willing to reduce the line by \$5,000, with the understanding that should an emergency occur she would need to request an additional appropriation.

Extension Service – The \$12,500 Capital Outlays request included \$5500 as their share of the purchase of the third floor copier. The balance is being shared by the Planning Office, the IT Department and Veteran’s Service Office. It also included a request for \$7,000 to purchase a new duplicator to produce newsletters and other materials for 4H. Ms. Richey

reminded Council that the Family Nutrition Program is being paid by a USDA grant for \$28,800, and is providing a much-needed service to the community.

Superior Court # 2 – Judge Colvin explained that the \$75,000 in Capital Outlays includes \$5,000 for video screens and monitor upgrades in the courthouse, and \$70,000 earmarked for the video arraignment project. Mr. Gilliland stated that efforts continue on putting together funding for this project, which will integrate Court Services, Probation and Prosecutor Offices, Sheriff's Department and the Courts. The actual costs are not yet complete, but it is anticipated that this capability will result in substantial savings in prisoner transport. Judge Colvin explained that due to the increased number of court cases, he is utilizing the services of a law clerk, who is available to the other courts as well. Consequently, he has increased the funding request for this line item.

He also informed the council of several cost-saving measures he has implemented: Coordinating with the Sheriff's Department for out-of-town prisoner transport; no longer printing Chronological Case Summaries; using electronic mail to communicate with attorneys whenever possible; and interfacing the Protective Order Registry with the Sheriff's Department for quicker notice to law enforcement

Circuit Court: Judge Palmer explained that his Capital Outlays request provides for repairing the remainder of the jury room chairs. The worst of the chairs are being repaired this year, and he hopes to have the remainder done out of next year's budget.

Coroner: Mr. Cleavenger explained that due to the state-mandated certification requirements for Deputy Coroners, it is increasingly difficult to find qualified deputies. He requested an increase in the per diem for emergency deputies from \$42 to \$75. Commissioner Overmyer stated that the Personnel Committee had met and recommended complying with the Council's request for no pay increases. Mr. Lintner stated that this is a dilemma that the Council faces.

E911- Discussion centered on how long the decreased revenues from land lines can support the budget, and whether the Wireless 911 Fund could be used to support some of the personnel.

Prosecutor – Mr. Holmes requested an additional Deputy Prosecutor due to the increased number of drug cases, citing counties of similar size with more deputy prosecutors than Marshall County. He stated he has applied for a grant that would pay salary and benefits for the additional deputy, but Council reminded him that the county has to agree to fund the position after the grant expires. He also had included a change in classification of several of his staff from secretaries to support deputies, and a resulting pay increase.

Pre-Trial Diversion – Mr. Holmes informed the Council that this fund is used to pay overtime for his staff.

IVD Funds – Mr. Holmes explained that these funds are reimbursements for monies expended for support collection, and are used to pay for two part-time employees.

Veterans Service Officer – Mr. Kowaleski requested funding remain for a part-time assistant.

Assessor and Reassessment: Ms. Dunning reported she will continue to take the Assessor's staff wages out of Reassessment for 2010, but that the required general reassessment will deplete that fund by 2012. Consequently, the General Fund will need to absorb the personnel now being paid by the Reassessment Fund.

Building Inspector: Since the Building Inspector vehicle is no longer a take-home vehicle, council agreed to reduce Vehicle Maintenance.

Probation: Ms. Wallsworth requested an additional probation officer at a 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. Ms. Wallsworth stated that the judges have agreed to cover the shortfall with funds from Probation User Fees.

She explained that since other departments are using the van, probation officers have to use their own vehicles for travel on behalf of the Probation Department, and she has increased her Mileage request accordingly. The Capital Outlays request covers seven hand-held computers for field work. Council asked whether user fees could be used to purchase the units.

Court Services - Mr. Pifer reported that the program now has 48 in-home detention cases, for a total of 5215 monitoring days, with 20 cases pending.

MISCELLANEOUS DISCUSSION

Council members were concerned about the impact of the drastic reduction in overtime funds, and discussed whether to implement a flex-time policy. They asked Jan Quivey to research the matter.

POTENTIAL BUDGET ADJUSTMENTS

During the hearings, the Council discussed potential reductions and adjustments, and reviewed them line by line at the conclusion of the hearings. Mr. Hassel urged members to review all budgets again prior to the adoption on September 14,

General Fund

Initial 2010 Budget Requests - \$ 11,097,532

Estimated 2010 Revenue - \$ 10,300,000

Reductions Necessary to Balance Revenue and Expenditures - \$ 797,532

Clerk of the Circuit Court

Increase Deputies Wages \$41

Reduce Clerical \$5000

Reduce Office Supplies \$7500

Reduce Travel & Mileage \$1000

Reduce Training \$500

Reduce Office Equipment \$6000

Reduce Remodeling \$7000

Net Effect – Reduction of \$26,959

Registration of Voters

Reduce Overtime \$100

Reduce Office Supplies \$500

Reduce Travel/Mileage \$50

Net effect – reduction of \$650

Election Board

Reduce Professional Services - \$500

Reduce Legal Advertising - \$500

Net effect – Reduction of \$1,000

Commissioners

Reduce Unemployment Compensation - \$50,000

Reduce Professional Services - \$15,000

Reduce Marshall Starke Operating - \$50,000 – to be paid from Rainy Day Fund

Reduce Bowen Center - \$126,250 – to be paid from Rainy Day Fund

Reduce Senior Centers - \$3,750 - to be paid from Rainy Day Fund

Reduce Boys & Girls Club - \$7,500 - to be paid from Rainy Day Fund

Reduce Legal Advertising - \$1,500

Reduce 4-H Fair Operation - \$8,500 - to be paid from Rainy Day Fund
Reduce Soil & Water - \$1,276
Net Effect – Reduction of \$263,776

Drainage Board

Reduce Overtime - \$150
Reduce Legal Advertising - \$200
Reduce Postage - \$50
Net effect – Reduction of \$400

Recorder

Reduce Office Supplies \$1000
Reduce Office Machine Supplies \$200
Net effect – Reduction of \$1200

Building Maintenance

Reduce Building Material & Supplies - \$3000
Reduce Communication Equipment - \$500
Net effect – Reduction of \$3500

Treasurer

Reduce Clerical - \$6000
Reduce Contractual Services \$5000
Net effect – Reduction of \$11,000

Extension Service

Reduce Office Supplies- \$500
Reduce Travel/Mileage - \$700
Net Effect – Reduction of \$1200

Superior Court # 1

Reduce Clerical - \$2000
Reduce Overtime - \$2000
Reduce Office Supplies - \$1000
Reduce Computer Supplies - \$1000
Reduce Office Machine Supplies - \$1500
Reduce Expert Witness - \$1500
Reduce Travel/Mileage - \$1500
Reduce Furniture & Fixtures - \$500
Net effect - Reduction of \$11,000

Superior Court # 2

Reduce Department Head stipend - \$5000
Reduce Wages-Bilingual Stipend - \$1000
Reduce Wages- Bailiff - \$868
Reduce Overtime - \$1000
Reduce Law Clerk - \$5000
Reduce Wages – Court Administrator - \$939
Reduce Wages – Court Reporter - \$1015
Reduce Wages – Court Clerk/Sec - \$748

Reduce Wages – Assist Court Clerk - \$720
Reduce Court Security Officer - \$922
Reduce Administrative Assistant - \$939
Reduce Office Supplies - \$1000
Reduce Office Machine Supplies - \$1000
Reduce Pauper Counsel - \$3400
Reduce Travel/Mileage - \$2000
Reduce Repair Furniture & Equipment - \$1000
Reduce Postage - \$200
Reduce Office Equipment - \$70,000 – to be paid from CAGIT
Reduce Furniture & Fixtures - \$1000
Net effect – Reduction of \$97,751

Circuit Court

Reduce Overtime \$ 2500
Net effect – Reduction of \$2500

Coroner

Reduce Office Supplies - \$200
Reduce Toxicology - \$500
Reduce Photo & Blueprinting - \$500
Reduce Vehicle Repair \$500
Net effect – Reduction of \$1,700

Auditor

Reduce Office Supplies - \$500
Reduce computer equipment \$1,000.
Net Effect – Reduction of \$ 1,500

Sheriff

Reduce Holiday Pay - \$8069
Reduce Vehicle Maintenance - \$20,000
Reduce Physical Exams - \$660
Reduce Vehicle Purchase \$ 136,352 – put in CCD
Net effect – Reduction of \$165,081

Jail

Reduce Holiday Pay - \$5936
Net effect – Reduction of \$5936

EMA:

Reduce Vehicle Maintenance Supplies - \$1000
Reduce Travel/Mileage - \$200
Reduce Utilities - \$1000
Reduce Machinery & Equipment \$1800
Increase Contractual Services \$1800
Net Effect- Reduction of \$2200

Prosecutor

Reduce Overtime - \$1000
Increase Receptionist - +327

Reduce Law Clerk - \$2500
Reduce Caseworker/Supervisor - \$8116
Reduce Deputy Prosecutor - \$60,000
Reduce Printing & Advertising - \$600
Reduce Postage - \$500
Net effect – Reduction of \$72,389

Victim Assistance

Reduce Overtime - \$500
Reduce Office Supplies - \$4774
Reduce Contractual Services - \$3145
Reduce Travel & Mileage - \$870
Reduce Training - \$310
Reduce Dues & Subscriptions - \$100
Reduce Direct Services - \$1652
Net effect - \$11,351

Plan Commission

Reduce Overtime - \$260
Reduce Intern - \$4000
Reduce Office Supplies - \$500
Reduce Blueprint Supplies - \$250
Net effect – Reduction of \$5010

BZA

Reduce Office Supplies - \$200
Reduce Dues & Subscriptions - \$400
Net effect – Reduction of \$600

Building Inspector

Reduce Part-time Inspector \$256
Reduce Office Supplies - \$200
Reduce Vehicle Maintenance Supplies - \$550
Net effect – Reduction of \$1006

Veterans Service Officer

Reduce Contractual Services \$8518
Net effect – Reduction of \$8518

Assessor

Reduce Overtime - \$1500
Net effect – Reduction of \$1500

Weights and Measures

Reduce Department Head Wages - \$140
Reduce Repair Furniture & Equipment - \$100
Net effect – Reduction of \$240

Probation

Reduce Overtime - \$1000

Reduce Probation Officers - \$29,266 (additional PO)

Reduce Travel & Mileage - \$1000

Net effect – Reduction of \$31,266**County Council**

Reduce MACOG per diem - \$600

Reduce Travel/Mileage - \$500

Net effect – Reduction of \$1100**General Fund Reductions Necessary \$797,532****General Fund Total Potential Budget Adjustments - \$730,333****Additional Reductions Necessary \$ 67,199****OTHER FUNDS****Clerk's Records Perpetuation Fund**

Reduce Office Equipment - \$10,000

Net effect – Reduction of \$10,000**Cum Cap Development (CCD)**

Initial Budget Requests - \$380,000

Estimated Revenue - \$576,935

Rainy Day Fund

Reduce Marshall Starke Operating - \$50,000

Reduce Bowen Center - \$19,750

Add Boys & Girls Club - \$7,500

Add 4-H Fair Operation - \$8,500

Add Senior Center - \$3,750

Net Effect – Reductions of \$50,000**Special CAGIT**

Initial Budget Requests - \$2,019,684

Estimated Revenue - \$2,141,025

Reduce Holiday Pay - \$3385

Reduce Professional Services - \$70,000

Reduce Office Equipment - \$5,000

Net Effect – Reductions of \$78,385**Highway**

Initial Budget Requests - \$ 3,030,471

Estimated Revenue - \$2,545,687

Highway Repair & Maintenance

Reduce Seasonal Help \$12,970

Net Effect – Highway Reductions of \$ 12,970

E-911

Reduce Holiday Pay \$3429

Net Effect – E-911 Reductions of \$3429**Pre-Trial Diversion**

Reduce Clerical - \$5000

Increase Deputy Prosecutor - \$4496

Net effect – Pre-Trial Diversion Reduction of \$504**Reassessment**

Initial Budget Requests - \$ 724,036

Estimated Revenue - \$ 288,386

Reduce Printing and Advertising \$50

Increase Dues & Subscriptions \$50

Net effect -0-

With no further business or discussion to come before the Council, the first reading of the 2010 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 14, 2009** to adopt the 2010 budgets.

Matt Hassel, President

Don Morrison, Vice President

Ward Byers

Ralph Booker

Rex Gilliland

J. Frederick Lintner

Judith Stone

ATTEST:

Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, SEPTEMBER 14, 2009

BE IT REMEMBERED: That on Monday, September 14, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, Judith Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

AUDITOR'S REPORT

Minutes of August 10, 2009: **Don Morrison moved, seconded by Ward Byers, to approve the minutes of the August 10, 2009 meeting as presented. Motion carried 7-0.** Minutes of August 24 and 25 Budget Hearings: **Ward Byers moved, seconded by Don Morrison, to approve the minutes of the August 24 and 25 Budget Hearings. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

General Fund:

Superior Court #2: Judith Stone moved, seconded by Rex Gilliland, to approve the request from Superior Court #2 for an additional appropriation of \$6,000 for Personal Services Wages-Law Clerk. Motion passed 7-0.

Court Services: Fred Lintner moved, seconded by Rex Gilliland to approve the request from Court Services for additional appropriations of \$32,000 for Other Services - Professional Services and \$25,000 for Other Services- Monitoring Fees. Motion carried 7-0.

TRANSFER REQUESTS

Commissioners: Commissioner Jack Roose was present to provide additional information requested by the Council on the Commissioners' transfer request of \$17,500, tabled at the August meeting. Mr. Roose stated that the commissioners feel an automated time-keeping system will streamline and standardize time keeping and payroll duties, reduce paper work and shorten payroll preparation time for department heads. Because of complicated scheduling in the sheriff and highway departments, payroll voucher preparation takes several days. He explained that the commissioners feel the county needs to improve documentation to record actual hours worked, in order to ensure that employees are being paid for all time worked.

The system will use a combination of time clocks at the Highway and Sheriff Departments, and computer log-in capability for employees in the county building and courthouse. It will track hours worked, as well as earned compensatory and vacation time and feed the data directly into the payroll system. There will be five administrators who will be authorized to make necessary changes.

Mr. Roose stated that the system will cost \$17,500, plus annual maintenance of \$1,600. A new server will also be needed, estimated at \$4,000.

Council members voiced their concerns, with Mr. Booker stating that department heads were not consulted and that employees may have the feeling they are not trusted. Mr. Morrison was concerned that the system is not being used in any other counties. Mr. Byers stated that unless employees clock in and out for breaks and lunches, the system will not be based on "true time"

and will not be an improvement over the current system. He also stated that the commissioners had asked department heads to defer non-essential spending and wondered if this project is essential. Mr. Hassel stated he sees benefits in time savings in payroll preparation. Council members agreed that the matter needs additional research. They would like to have an accurate cost estimate, to see whether the process and forms are approved by State Board of Accounts, and suggested a department head meeting to discuss the matter.

Ward Byers moved, seconded by Fred Lintner, to table action pending receipt of additional information on the Commissioners' request to transfer \$17,500 from Insurance to Office Equipment to purchase the time-keeping system for payroll. Motion carried 7-0.

Superior Court #1: Ralph Booker moved, seconded by Judith Stone, to approve the request of Superior Court #1 to transfer \$1,000 from Office Supplies to Pauper Counsel and \$3,000 from Grand and Petit Jurors to Overtime. Motion carried 7-0.

Highway: Rex Gilliland moved, seconded by Judith Stone, to approve the request of the Highway Department to transfer \$1,000 from Office Equipment to Telephone. Motion carried 7-0.

Ralph Booker moved, seconded by Fred Lintner, to approve the request of the Highway Department to transfer \$4,300 from Seasonal Workers to Laborer. Motion carried 7-0.

WIC: Don Morrison moved, seconded by Judith Stone, to approve the request from WIC to transfer \$4,000 from Nurse Wages and \$1,800 from Clerk Wages to Supplies; and \$682 from Nurse Wages to Postage-\$176, Printing-\$256, and Mileage-\$250. Motion carried 7-0.

Special CAGIT: Sheriff Van Vactor explained that he has nearly exhausted his part-time wages line because of illness and rigorous training requirements for his full time staff. He stated he may require additional funds to complete the year. **Judith Stone moved, seconded by Don Morrison, to approve the sheriff's request to transfer \$30,000 in the CAGIT budget from Part-Time Nurse to Part-Time Turnkey/Dispatchers. Motion carried 7-0.**

COUNCIL BUSINESS

Sheriff Department Position Replacements: Sheriff VanVactor reported that 911 Supervisor Dee Grolich is retiring after 38 years with the county at the end of October, and Jail Records Clerk Susan Krantz will retire October 1 after 27 years service. He intends to move current employees to fill these positions and will hire personnel to fill the vacated Turnkey/Dispatcher positions. In addition to the two retirements, one of his staff has joined the National Guard and will be absent approximately 25 weeks for training, and the position will be filled by part-time personnel. His goal is to have ten part-time employees that he can draw from, but he currently has only five. The Commissioners have approved replacing two positions.

Judith Stone moved, seconded by Fred Lintner, to approve the replacement of the two positions at the jail. Motion carried 7-0.

Ordinance 2009-09(b) Amendment to the Personnel Policy – Part-time personnel hours: This amendment to the personnel policy proposes to remove the 1500 hour limit on part-time personnel. Members were concerned about how part-time and full-time status will be determined if the limitation is removed. The Auditor stated that according to Wagner, Irwin and Scheele, the county's personnel consultants, the FSLA does not determine part-time or full time status by the number of hours worked. An employee does not become full-time by working over 1500 hours, but is only designated as a full-time employee by the County Council. Upon being hired by the county, the prospective employee receives and signs a conditional offer of employment stating (s)he is a full or part-time employee, and lists any benefits they will receive. The Commissioners passed their amendment on first reading.

Fred Lintner moved, seconded y Judith Stone, to approve on first reading Ordinance 2009-09(b), Amendment to the Personnel Policy removing the 1500-hour limitation on part-time personnel. Motion carried 7-0.

Highway Department: Neal Haeck reported the retirement of an area leader, and would like to fill the position. He is currently rotating employees to fill in where needed, but it will become more difficult to do so as the winter weather approaches. He asked for approval to fill the vacant area-leader position. The commissioners have recommended filling the position.

Rex Gilliland moved, seconded by Judith Stone to approve replacing the area leader position in the Highway Department. Motion carried 7-0.

Wes Burden – Health Department – H1N1 Update: Mr. Burden presented an update on the H1N1 Virus. Usually seasonal flu abates during the summer months, but this virus has continued through the summer. The attack rate is between 22 and 33%, higher than the regular seasonal flu. The illness travels widely in confined areas, particularly affecting school- and college-age persons. Therefore, they will target susceptible groups, including pregnant women and young children aged six-months to 24 years, and those with compromising health issues. The virus seems to be barely affecting the senior citizen population. Mr. Burden stated there will be enough vaccine available for everyone who wants it, and that it may consist of only one shot. Distribution will be ongoing, with the first set for mid-October.

Intergovernmental agreement with City of Plymouth for construction of Pioneer Drive: **Fred Lintner moved, seconded by Judith Stone, to approve the Intergovernmental Agreement with the City of Plymouth for the construction of Pioneer Drive. Motion carried 7-0.**

CIVIL UNITS

BUDGET REVIEWS AND NON-BINDING RECOMMENDATIONS

Mr. Booker distributed the civil unit budget synopses, grouped by taxing district. He also included budget and levy information provided by the various schools in order to provide a more complete picture. Even though school budgets are not subject to review, he felt it was important to include them because of their impact on tax rates. He stated that the review process is a useful tool in showing the inter-connectedness of the units especially in light of revenue losses resulting from the tax caps. Council members thanked Mr. Booker and appreciated having the budgets grouped together in units to help give a truer picture of the proposed tax rates.

The Council then reviewed the individual budgets and made recommendations:

Bourbon Township Units: The Bourbon Township budget showed an increase of 5.14%, as a result of increases in Rainy Day and Township Assistance; the Bourbon Public Library budget increased by 3.8%, the Town of Bourbon budget increased by 2.12%; the Triton Schools budget increased by 4.69%, for an average increase for all Bourbon units of 3.94%,

Fred Lintner moved, seconded by Ward Byers to favorably recommend the budgets for Bourbon Township, Bourbon Public Library, and Town of Bourbon. Motion carried 7-0.

Center Township Units: The Center Township budget increased 19.22%, resulting from a 200% increase in the Cum Fire budget; Plymouth Public Library increased by 1.01%; the City of Plymouth budget **decreased** 11.48%; and the Plymouth Community Schools increased 3.85%, for an average increase for all Center units of 3.15%.

Rex Gilliland moved, seconded by Don Morrison, to favorably recommend the budgets for Center Township, Plymouth Public Library and the City of Plymouth.

German Township Units: The German Township budget **decreased** 2.77%; Bremen Public Library increased 3.33%; the Town of Bremen **decreased** .63%; and Bremen Public Schools **decreased** .27%, for an average increase for all German Township units of 1.25%

Fred Lintner moved, seconded by Judith Stone, to favorably recommend the budgets for German Township, Bremen Public Library and the Town of Bremen. Motion carried 3-0.

Green Township Units: The Green Township budget increased .77%, Argos Public Library increased 3.8% and Argos Community Schools increased 2.90%, for an average increase among the Green units at 2.27%.

Ward Byers moved, seconded by Fred Lintner, to favorably recommend the budgets for Green Township and Argos Public Library. Motion carried 3-0.

North Township and LaPaz: The North Township budget **decreased** 21.94%; the Town of LaPaz increased 9.62%; and the Union-North United Schools budget is estimated to increase 47.03%. The overall increase is 11.57%.

Ralph Booker moved, seconded by Don Morrison, to favorably recommend the budgets for North Township and the Town of LaPaz. Motion carried 7-0.

Polk Township: Council noted that the Polk Township budget was adopted prior to review. The Polk Township budget **decreased** 29.59% and the John Glenn School Corporation budget increased .29%, for an average overall **decrease** of .1465%.

Judith Stone moved, seconded by Fred Lintner, to favorably recommend the budget for Polk Township. Motion carried 7-0.

Tippecanoe Township: Council noted that the Tippecanoe Township budget was adopted prior to review. The township budget increased 4.88%, and with Triton Schools increase of 4.69%, the overall increase for the township units was 4.79%.

Rex Gilliland moved, seconded by Ralph Booker, to favorably recommend the budget for Tippecanoe Township.

Union Township-Culver: The Union Township budget **decreased** .71%; Culver Public Library increased 3.8%; Town of Culver increased .66%; and Culver Schools **decreased** 1.96%, for an overall increase in Union Township of 1.43%.

Fred Lintner moved, seconded by Ward Byers, to favorably recommend the budgets for Union Township, Culver Public Library and the Town of Culver. Motion carried 7-0.

Walnut Township: The Walnut Township budget increased 8.01%, reflecting increases in Township Assistance and Recreation; Town of Argos **decreased** 2.36%; and with the increase of the Argos Public Library of 3.8% and Argos Community Schools of 2.90%, the average overall increase for Walnut Township was 3.09%.

Don Morrison moved, seconded by Ward Byers, to favorably recommend the budgets for Walnut Township and the Town of Argos. Motion carried 7-0.

West Township: The West Township budget increased 5.15%, and with the increases from the Plymouth Public Library of 1.01% and the Plymouth Community Schools of 3.85%, the overall average increase in West Township units was 4.5%.

Rex Gilliland moved, seconded by Fred Lintner, to favorably recommend the budget for West Township. Motion carried 7-0.

Solid Waste Management: As required by state statute, the budget of Solid Waste Management was submitted to council for their review and adoption.

Ralph Booker moved, seconded by Judith Stone, to adopt the budget of Solid Waste Management for \$321,980, no increase from 2008. Motion carried 7-0.

Mr. Hassel suggested that the county General Fund budget be included in the analysis for the 2011 budget year.

BUDGET DISCUSSIONS

The council recommended that the Clerk use funds from her 2009 budget to purchase a copier, and remove the request from the Clerk's 2010 budget.

Prosecutor David Holmes requested that the previous reductions in the Prosecutor's Pre-Trial Diversion budget be reinstated since this is a user fee fund.

Rex Gilliland moved, seconded by Ward Byers, to make no reductions in the Pre-Trial Diversion budget. Motion carried 5-2, with Booker and Lintner voting nay.

For the 2009 budget, the Deputy Prosecutor position received a pay increase of \$13,461 and the Prosecutor and Council agreed that Pre-Trial Diversion would fund two-thirds of the pay increase, with the General Fund absorbing one third. It was also agreed that in 2010, Pre-Trial Diversion would pay one-third of the increase, with the General Fund paying two-thirds. However, the amount was omitted from the 2010 Pre-Trial Diversion budget and an additional appropriation request for \$4,487 will be submitted at the January 11, 2010 Council meeting.

The Prosecutor agreed to transfer the postage line item of \$1030 from his budget to the Prosecutor's IVD budget, for 2010 and future budgets.

The Administrative Probation Fees Fund has been used to fund the statutory raises for probation officers, but is not generating sufficient monies to fund the increases. Mr. Hassel stated that the judges have agreed to use Probation User Fees to cover the short fall in Administrative Probation Fees.

Council members agreed to postpone a decision on increasing the employees' portion of the health insurance premium until after initial reductions were made in the general fund budget.

After the reductions were made, Judith Stone opened the health insurance premium discussion. She stated she appreciates the county's employees, but feels it is time to request an additional share of the premium. Mr. Byers stated that the Council may not have a choice in the future, and perhaps should ask employees for a small increase now in order to avoid future "sticker shock." Mr. Hassel stated that with no pay raises and the reduction of two holidays, employees should not be asked to increase their contributions at this time. He observed that this issue will surely be on the table for the future as we try to navigate through the difficult economic times with reduced revenues, but he feels that reductions could be found elsewhere in the budget. Mr. Lintner observed that the budget could be passed "as is" without requesting the employees to pay an additional premium. He felt it would help employee morale, but he understands how the public may regard it.

Mr. Hassel observed that 80% of the budget is personnel and that the budgets have now been trimmed to the bone. He also stated that he would like to find an alternative to the \$250,000 software maintenance costs.

Mr. Hassel then stated that the Council was still \$9,000 from their goal of a \$10,303,000 budget, and it appeared there were now three options: 1) Ask for \$5.00 per pay per employee for health premium; 2) Pass the budget at \$10,312,000; or 3) Find an additional \$9,000 in cuts.

Judith Stone moved, seconded by Rex Gilliland, to request employees to contribute \$5.00 per pay toward healthcare premiums. Motion failed 3-4. Voting aye: Stone, Gilliland and Byers; voting nay: Hassel, Booker, Lintner and Morrison.

Ward Byers moved, seconded by Don Morrison, to find an additional \$9,000 in reductions in the General Fund. Motion carried 6-1, with Stone voting nay.

It was then proposed that the third-floor copier be purchased out of 2009 Rainy Day Funds, thereby reducing the Veteran's Service Officer budget by \$1100, the Extension budget by \$5500, and Plan Commission budget by \$3300. As a result, the General Fund budget was reduced by \$9,900.

BUDGET REVIEW – BY DEPARTMENT AND FUND

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

GENERAL FUND BUDGETS

Clerk of the Circuit Court

Reductions

Clerical	\$5000
Office Supplies	\$7500
Travel/Mileage	\$1000
Training	\$ 500
Office Equipment	\$6000
Remodeling	\$7000

Additions/Adjustments

Deputies	\$41
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Approved Budget

Personal Services	\$441,558	
Supplies	\$ 17,500	
Other Services	\$ 4,084	
Capital Outlays	\$ 0	
TOTAL BUDGET	\$463,142	CLERK

Voter Registration

Reductions

Overtime	\$100
Office Supplies	\$500
Travel/Mileage	\$50

Approved Budget

Personal Services	\$29,728
Supplies	\$1,500
Other Services	\$500
Capital Outlays	<u>\$0</u>

TOTAL BUDGET \$31,728 VOTER REGISTRATION

Election Board

Reductions

Professional Services \$500

Legal Advertising \$500

Repair Furniture & Equip \$500

Approved Budget

Personal Services \$24,660

Supplies \$11,600

Other Services \$44,660

Capital Outlays \$3,000

TOTAL BUDGET \$83,920 ELECTION BOARD

Commissioners

Reductions

Social Security \$11,350

Group Health Ins \$58,400

Group Life Ins \$8,200

Unemployment Comp \$50,000

Disability Ins \$4,000

Professional Services \$15,000

Legal Services \$1,500

Marshall-Starke \$50,000 To be paid from Rainy Day

Bowen Center \$126,250 To be paid from Rainy Day

Senior Centers \$3,750 To be paid from Rainy Day

Boys & Girls Club \$7,500 To be paid from Rainy Day

4-H Fair Operation \$8,500 To be paid from Rainy Day

Soil & Water Cons. \$1,276

Additions/Adjustments

Wages \$1

Employer PERF \$30,000

Approved Budget

Personal Services \$1,646,676

Supplies 28,600

Other Services \$1,358,120

Capital Outlays \$0

TOTAL BUDGET \$3,033,396 COMMISSIONERS

Drainage Board

Reductions

Overtime \$150

Legal Advertising \$200

Postage \$50

Adjustments/Additions

Secretaries \$4

Approved Budget

Personal Services \$35,157

Supplies \$150

Other Services	\$4,050	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$39,357	DRAINAGE BOARD

Data Processing

Additions/Adjustments

Department Head	\$1
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Approved Budget

Personal Services	\$125,243
Supplies	\$1,250
Other Services	\$29,250
Capital Outlays	<u>\$0</u>
TOTAL BUDGET	\$155,743

DATA PROCESSING

Recorder

Reductions

Office Supplies	\$1,000
Office Machine Supplies	\$200

Additions/Adjustments

Deputies	\$1
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Approved Budget

Personal Services	\$93,834
Supplies	\$3,600
Other Services	\$12,714
Capital Outlays	<u>\$0</u>
TOTAL BUDGET	\$110,148

RECORDER

Building Maintenance

Reductions

Department Head	\$101
Bldg Material & Supp	\$3,000
Communication Equip	\$500

Additions/Adjustments

Maintenance Personnel	\$447
Custodians	\$533

Approved Budget

Personal Services	\$201,747
Supplies	\$45,150
Other Services	\$126,200
Capital Outlays	<u>\$22,500</u>

TOTAL BUDGET	\$395,597	BUILDING MAINTENANCE
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Treasurer

Reductions

Clerical	\$6,000
Contractual Services	\$5,000

Additions/Adjustments

Deputies	\$13	
<u>Approved Budget</u>		
Personal Services	\$113,171	
Supplies	\$10,000	
Other Services	\$20,842	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$144,013	TREASURER

Extension

<u>Reductions</u>		
Office Supplies	\$500	
Travel/Mileage	\$700	
Office Equipment	\$5,500	
<u>Approved Budget</u>		
Personal Services	\$82,653	
Supplies	\$10,000	
Other Services	\$117,725	
Capital Outlays	<u>\$7,000</u>	
TOTAL BUDGET	\$217,378	EXTENSION

Superior Court #1

<u>Reductions</u>		
Clerical	\$2,000	
Overtime	\$2,000	
Office Supplies	\$1,000	
Computer Supplies	\$1,000	
Office Mach Supplies	\$1,500	
Expert Witnesses	\$1,500	
Travel/Mileage	\$1,500	
Furniture & Fixtures	\$500	
<u>Additions/Adjustments</u>		
Court Reporter	\$3	
Court Bailiff	\$8	
<u>Approved Budget</u>		
Personal Services	\$108,322	
Supplies	\$10,000	
Other Services	\$73,000	
Capital Outlays	<u>\$4,000</u>	
TOTAL BUDGET	\$195,322	SUPERIOR COURT #1

Superior Court #2

<u>Reductions</u>	
Department Head	\$5,000
Bailiff	\$860
Overtime	\$1,000
Law Clerk	\$5,000
Ct Administrator	\$939
Ct Reporter	\$1,012
Ct Clerk	\$752

Asst Ct Clerk	\$724	
Ct Security Officer	\$913	
Admin Asst	\$939	
Office Supplies	\$1,000	
Office Mach Supplies	\$1,000	
Pauper Counsel	\$3,400	
Travel/Mileage	\$2,000	
Repair Furn & Equip	\$1,000	
Postage	\$200	
Office Equipment	\$70,000	
Furn & Fixtures	\$1,000	
<u>Approved Budget</u>		
Personal Services	\$226,874	
Supplies	\$9,600	
Other Services	\$149,506	
Capital Outlays	<u>\$9,500</u>	
TOTAL BUDGET	\$395,480	SUPERIOR COURT #2

Circuit Court

Reductions

Overtime	\$2,500
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Additions/Adjustments

Ct Admin	\$147
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Ct Reporter	\$109
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Ct Bailiff	\$200
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Approved Budget

Personal Services	\$105,692
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Supplies	\$4,750
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Other Services	\$91,692
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Capital Outlays	<u>\$15,000</u>
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TOTAL BUDGET	\$217,134	CIRCUIT COURT
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Coroner

Reductions

Office Supplies	\$200
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Toxicology	\$500
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Photo & Blueprint	\$500
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Vehicle Repair	\$500
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Additions/Adjustments

Department Head	\$173
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Deputies	\$64
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Clerical	\$16
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Approved Budget

Personal Services	\$28,047
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Supplies	\$5,400
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Other Services	\$33,200
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Capital Outlays	<u>\$0</u>
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TOTAL BUDGET	\$66,647	CORONER
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Auditor**Reductions**

Deputies	\$5,984
Office Supplies	\$500
Computer Equip	\$1,000

Additions/Adjustments

Department Head	\$1
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Approved Budget

Personal Services	\$269,857
Supplies	\$2,500
Other Services	\$10,525
Capital Outlays	<u>\$0</u>

TOTAL BUDGET	\$281,882	AUDITOR
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Sheriff**Reductions**

Patrolmen	\$59
Holiday Pay	\$8,069
Vehicle Maint Supp	\$20,000
Physical Exams	\$660
Vehicle Purchase	\$136,352

Additions/Adjustments

Captain	\$10
Detective Lt	\$11
First Sgt	\$7
Security Officers	\$18

Approved Budget

Personal Services	\$1,387,298
Supplies	\$148,200
Other Services	\$79,200
Capital Outlays	<u>\$51,000</u>

TOTAL BUDGET	\$1,665,698	SHERIFF
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Jail**Reductions**

Holiday Pay	\$5,936
Cook	\$5
Records Clerk	\$6

Additions/Adjustments

Turnkey/Dispatchers	\$1,263
Bookkeeper	\$6
Chief Jailer	\$6
Process Server	\$5

Approved Budget

Personal Services	\$847,643
Supplies	\$100,800
Other Services	\$116,000
Capital Outlays	<u>\$0</u>

TOTAL BUDGET	\$1,064,443	JAIL
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EMA**Reductions**

Vehic Maint Supp	\$1,000
Travel/Mileage	\$200
Utilities	\$1,000
Machinery & Equip	\$1,800

Additions/Adjustments

Contractual Services	\$1,800
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Approved Budget

Personal Services	\$37,521
Supplies	\$2,700
Other Services	\$3,980
Capital Outlays	<u>\$0</u>

TOTAL BUDGET \$44,201 EMA

Prosecutor**Reductions**

Overtime	\$1,000	
Law Clerk	\$2,500	
Caseworker/Superv	\$87,414	
Deputy Prosecutor	\$66,049	(*2011 Gen Fund will absorb all of Deputy Pros salary)
Printing & Adver	\$600	
Postage	\$1,030	Transferred to Prosecutor IVD

Additions/Adjustments

Secretaries	\$79,279
Office Admin	\$1
Receptionist	\$327

Approved Budget

Personal Services	\$258,593
Supplies	\$5,300
Other Services	\$35,235
Capital Outlays	<u>\$4,000</u>

TOTAL BUDGET \$303,128 PROSECUTOR

Victim Assistance**Reductions**

Overtime	\$500
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Additions/Adjustments

Department Head	\$4
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Approved Budget

Personal Services	\$63,004
Supplies	\$6,774
Other Services	\$12,977
Capital Outlays	<u>\$0</u>

TOTAL BUDGET \$82,755 VICTIM ASSISTANCE

Jaime Sharp reminded Council that Victim Assistance is funded largely through a grant, and the county provides additional monies as a match, and asked for reinstatement of previous

reductions. Grant runs from July 1 through June 30 – consider when reviewing expenditures for 2011 budget

Plan Commission

Reductions

Overtime	\$260
Intern	\$4,000
Office Supplies	\$500
Blueprint Supplies	\$250
Postage	\$100
Computer Equip	\$3,300

Approved Budget

Personal Services	\$54,449
Supplies	\$700
Other Services	\$9,600
Capital Outlays	___\$0

TOTAL BUDGET \$64,749 PLAN COMMISSION

BZA

Reductions

Dues & Subscrip	\$400
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Approved Budget

Personal Services	\$3,000
Supplies	\$200
Other Services	\$5,950
Capital Outlays	___\$0

TOTAL BUDGET \$9,150 BZA

Surveyor

Additions/Adjustments

Admin Asst	\$4
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Approved Budget

Personal Services	\$145,493
Supplies	\$4,450
Other Services	\$3,475
Capital Outlays	___\$0

TOTAL BUDGET \$153,418 SURVEYOR

Building Inspector

Reductions

PT Inspector	\$256
Office Supplies	\$200
Vehic Maint Supplies	\$550

Approved Budget

Personal Services	\$45,657
Supplies	\$4,200
Other Services	\$1,350
Capital Outlays	___\$0

TOTAL BUDGET \$51,207 BUILDING INSPECTOR

Veterans Service Officer**Reductions**

Contractual Services	\$8,518
Office Equipment	\$1,100

Additions/Adjustments

Department Head	\$1
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Approved Budget

Personal Services	\$11,387	
Supplies	\$0	(* error to be corrected by addtl appropriation of \$1100)
Other Services	\$1,800	
Capital Outlays	\$0	(* error to be corrected by addtl appropriation of \$128)

TOTAL BUDGET	\$13,187	VETERANS SERVICE OFFICER
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Assessor**Reductions**

Overtime	\$1,500
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Approved Budget

Personal Services	\$91,970
Supplies	\$1,500
Other Services	\$42,200
Capital Outlays	\$0

TOTAL BUDGET	\$135,670	ASSESSOR
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Museum**Approved Budget**

Personal Services	\$84,588
Supplies	\$2,400
Other Services	\$33,380
Capital Outlays	\$0

TOTAL BUDGET	\$120,368	MUSEUM
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Soil and Water**Additions/Adjustments**

Secretaries	\$4
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Approved Budget

Personal Services	\$31,157
Supplies	\$0
Other Services	\$0
Capital Outlays	\$0

TOTAL BUDGET	\$31,157	SOIL AND WATER
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Weights & Measures**Reductions**

Department Head	\$139
Repair Furn & Equip	\$100
Postage	\$50

Approved Budget

Personal Services	\$14,335
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Supplies	\$630	
Other Services	\$1,200	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$16,165	WEIGHTS & MEASURES

Probation

Reductions

Overtime	\$1,000	
Probation Officers	\$33,311	
Travel/Mileage	\$1,000	

Additions/Adjustments

Receptionist	\$7	
Counselors	\$1	

Approved Budget

Personal Services	\$430,411	
Supplies	\$18,900	
Other Services	\$218,450	
Capital Outlays	<u>\$500</u>	
TOTAL BUDGET	\$668,261	PROBATION

County Council

Reductions

Per Diem	\$600	
Travel/Mileage	\$500	

Approved Budget

Personal Services	\$47,390	
Supplies	\$0	
Other Services	\$1,200	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$48,590	COUNTY COUNCIL

SPECIAL FUND BUDGETS

Reassessment-0123

Reductions

Health Ins	\$2,720	
Printing & Adv	\$50	

Additions/Adjustments

Deputies	\$998	
PERF	\$75	
Dues & Subscript	\$50	

Approved Budget

Personal Services	\$276,209	
Supplies	\$1,500	
Other Services	\$437,180	
Capital Outlays	<u>\$7,500</u>	
TOTAL BUDGET	\$722,389	REASSESSMENT

Sales Disclosure Fund-0153

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$20,468	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$20,468	SALES DISCLOSURE FUND

Plat Mapping-0170

Approved Budget

Personal Services	\$9,000	
Supplies	\$0	
Other Services	\$1,250	
Capital Outlays	<u>\$1,000</u>	
TOTAL BUDGET	\$11,250	PLAT MAPPING

Clerk's Records Perpetuation Fund-0331

Reductions

Office Equipment	\$10,000
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Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$10,000</u>	
TOTAL BUDGET	\$10,000	CLERK'S RECORDS PERPETUATION FUND

Probation User Fees-0504

Approved Budget

Personal Services	\$18,650	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$35,000</u>	
TOTAL BUDGET	\$53,650	PROBATION USER FEES

Administrative Probation Fees-0506

Approved Budget

Personal Services	\$91,873	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$91,873	ADMINISTRATIVE PROBATION FEES

Pre-Trial Diversion-0511

Approved Budget

Personal Services	\$90,000	
Supplies	\$30,000	
Other Services	\$186,000	
Capital Outlays	<u>\$25,000</u>	
TOTAL BUDGET	\$331,000	PRE-TRIAL DIVERSION

At Mr. Holmes request, Council agreed to reinstate amounts previously reduced as this budget is funded by user fees.

Court Services-0523

Reductions

Hispanic Interp Coord	\$287
Secretaries	\$299
Casework Mgr	\$380
Health Ins	\$350

Additions/Adjustments

PERF	\$1,025
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Approved Budget

Personal Services	\$274,414
Supplies	\$3,500
Other Services	\$174,200
Capital Outlays	\$2,000

TOTAL BUDGET \$454,114 COURT SERVICES

Extradition-0525

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$20,000
Capital Outlays	\$0

TOTAL BUDGET \$20,000 EXTRADITION

County Corrections-0526

Approved Budget

Personal Services	\$0
Supplies	\$11,000
Other Services	\$56,000
Capital Outlays	\$33,000

TOTAL BUDGET \$100,000 COUNTY CORRECTIONS

Highway Administration-0702

Reductions

Highway Clerk	\$244
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Additions/Adjustments

Department Head	\$1
Employer PERF	\$595

Approved Budget

Personal Services	\$108,257
Supplies	\$2,650
Other Services	\$15,925
Capital Outlays	\$3,200

TOTAL BUDGET \$130,032 HIGHWAY ADMINISTRATION

Highway Repair & Maintenance-0702

Reductions

Seasonal Help	\$12,970	
Employer PERF	\$3,000	
<u>Additions/Adjustments</u>		
Truck Drivers	\$15	
Heavy Equip Operators	\$23	
Area Leaders	\$66	
<u>Approved Budget</u>		
Personal Services	\$937,711	
Supplies	\$310,250	
Other Services	\$1,250	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$1,249,211	HIGHWAY REPAIR & MAINTENANCE

Highway General & Undistributed-0702

<u>Reductions</u>		
Group Health Ins	\$11,100	
<u>Additions/Adjustments</u>		
Mechanics	\$22	
Employer PERF	\$550	
<u>Approved Budget</u>		
Personal Services	\$517,736	
Supplies	\$599,500	
Other Services	\$282,850	
Capital Outlays	<u>\$225,100</u>	
TOTAL BUDGET	\$1,625,186	HIGHWAY GENERAL & UNDISTRIBUTED

Local Road & Street-0706

<u>Approved Budget</u>		
Personal Services	\$0	
Supplies	\$456,000	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$456,000	LOCAL ROAD AND STREET

Cum Bridge-0790

<u>Reductions</u>		
Employer PERF	\$1,700	
Heavy Equip Op	\$12	
Group Health Ins	\$460	
<u>Approved Budget</u>		
Personal Services	\$99,770	
Supplies	\$328,000	
Other Services	\$129,550	
Capital Outlays	<u>\$655,500</u>	
TOTAL BUDGET	\$1,212,820	CUM BRIDGE

Health Department-0801

Reductions

Health Insurance \$7,220

Additions/Adjustments

Department Head \$1

PERF \$400

Approved Budget

Personal Services \$285,361

Supplies \$18,150

Other Services \$29,150

Capital Outlays \$800

TOTAL BUDGET \$333,461 HEALTH DEPARTMENT

Health Maintenance-0807Approved Budget

Personal Services \$26,000

Supplies \$1,000

Other Services \$6,139

Capital Outlays \$0

TOTAL BUDGET \$33,139 HEALTH MAINTENANCE

Tobacco Cessation-0808Approved Budget

Personal Services \$10,800

Supplies \$0

Other Services \$46,500

Capital Outlays \$0

TOTAL BUDGET \$57,300 TOBACCO CESSATION

Clerk Title IVD-0853Approved Budget

Personal Services \$0

Supplies \$0

Other Services \$1,090

Capital Outlays \$0

TOTAL BUDGET \$1,090 CLERK TITLE IVD

Prosecutor IVD-0854Reductions

Clerical \$1,030

Additions/Adjustments

Postage \$1,030

Approved Budget

Personal Services \$38,970

Supplies \$0

Other Services \$1,030

Capital Outlays \$0

TOTAL BUDGET \$40,000 PROSECUTOR IVD

Drug Free Community-1142

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$60,000	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$60,000	DRUG FREE COMMUNITY

E911-1156**Reductions**

Holiday Pay	\$3,429
Health Insurance	\$3,830

Additions/Adjustments

Communications Super	\$6
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Approved Budget

Personal Services	\$462,536	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$462,536	E911

Wireless 911-1158**Approved Budget**

Personal Services	\$0	
Supplies	\$0	
Other Services	\$113,000	
Capital Outlays	<u>\$0</u>	
TOTAL BUDGET	\$113,000	WIRELESS 911

LEPC-1160**Approved Budget**

Personal Services	\$0	
Supplies	\$0	
Other Services	\$33,200	
Capital Outlays	<u>\$3,000</u>	
TOTAL BUDGET	\$36,200	LEPC

Cum Cap Development-2391**Approved Budget**

Personal Services	\$0	
Supplies	\$0	
Other Services	\$260,000	
Capital Outlays	<u>\$120,000</u>	
TOTAL BUDGET	\$380,000	CUM CAP DEVELOPMENT

Rainy Day-2395**Reductions**

Marshall Starke	\$50,000
Bowen Center	\$19,750

Additions/Adjustments

Boys & Girls Club	\$7,500	
4-H Fair Operation	\$8,500	
Senior Centers	\$3,750	
<u>Approved Budget</u>		
Personal Services	\$0	
Supplies	\$0	
Other Services	\$346,000	
Capital Outlays	\$0	
TOTAL BUDGET	\$346,000	RAINY DAY

WIC-4225

Reductions

Office Rent	\$6036
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Additions/Adjustments

Health Insurance	\$330
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PERF	\$25
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Approved Budget

Personal Services	\$120,041
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Supplies	\$3,400
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Other Services	\$18,794
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Capital Outlays	<u>\$0</u>
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TOTAL BUDGET	\$142,235	WIC
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Marshall County DTF #1-4604

Approved Budget

Personal Services	\$10,765
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Supplies	\$2,000
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Other Services	\$14,565
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Capital Outlays	<u>\$2,500</u>
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TOTAL BUDGET	\$29,830	MARSHALL COUNTY DTF #1
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D.A.R.E.-4606

Approved Budget

Personal Services	\$0
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Supplies	\$14,000
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Other Services	\$11,000
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Capital Outlays	<u>\$0</u>
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TOTAL BUDGET	\$25,000
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Sheriff's Pre-Trial Diversion-4612

Approved Budget

Personal Services	\$0
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Supplies	\$0
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Other Services	\$0
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Capital Outlays	<u>\$4,000</u>
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TOTAL BUDGET	\$4,000	SHERIFF'S PRE-TRIAL DIVERSION
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Jail CAGIT-4618

Reductions

Holiday Pay	\$3,385	
Group Health Ins	\$3,830	
Employer PERF	\$1,500	
Professional Services	\$70,000	
Office Equipment	\$5,000	
<u>Approved Budget</u>		
Personal Services	\$490,969	
Supplies	\$50,000	
Other Services	\$1,325,000	
Capital Outlays	<u>\$70,000</u>	
TOTAL BUDGET	\$1,935,969	JAIL CAGIT

BUDGET ADOPTION

Ward Byers moved, seconded by Judith Stone, to adopt the General Fund Budget as reduced in the amount of \$10,303,034. Motion carried 7-0.

Judith Stone moved, seconded by Ward Byers, to adopt all special fund budgets as reduced. Motion carried 7-0.

2010 SALARY ORDINANCE

Ward Byers moved, seconded by Ralph Booker, to adopt the 2010 Salary Ordinance as presented. Motion carried 7-0.

TRANSFER REQUEST – MARSHALL COUNTY COMMISSIONERS

All three commissioners returned and requested permission to address the council to provide additional information regarding the \$17,500 transfer request tabled earlier in the meeting. They reported that the estimated cost will be \$17,500, with annual maintenance of \$1,600. The system will require a new server estimated at \$3,000, and since it has not been budgeted an additional appropriation may be needed to complete the purchase.

The commissioners explained that they would like to implement a standardized payroll system in order to avoid audits by FLSA, and to make the payroll process more efficient and accurate. Once the program is installed, they will hold procedural meetings with department heads and schedule a series of training sessions to assist with the implementation. Although the State Board of Accounts does not approve specific systems, they will be contacted for guidance on the use of the new system, and the necessary forms and reports will be submitted to them for approval. Midwest Time is in the process of developing a program for interfacing the payroll system with our current financial software. They also confirmed that the timekeeping system can be programmed to reflect true time worked. Several businesses who are using the system have and have given positive recommendations.

Mr. Morrison again pointed out that the system was not being used in other counties, and emphasized that the procedures of governmental entities are different from private business.

Mr. Byers reiterated his concern that non-essential spending is often subject to interpretation.

Mr. Hassel then asked for a motion to consider action on the transfer of \$17,500.

Rex Gilliland moved, seconded by Judith Stone, to approve the transfer of \$17,500 in the Commissioners budget from Insurance to Office Equipment. Motion carried 6-0-1, with Mr. Morrison abstaining.

ADJOURNMENT

Mr. Hassel commended the Council for their hard work in representing the best interests of the taxpayers and county employees and expressed appreciation to Mr. Booker for his efforts in organizing the civil units budget reviews, and to the Auditor. Following the day's regular business, all documents and ordinances were signed.

With no further business to come before the Council, **Rex Gilliland moved, seconded by Fred Lintner, to adjourn the meeting at 3:15 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judith Stone

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
TUESDAY, OCTOBER 13, 2009**

BE IT REMEMBERED: That on Tuesday, October 13, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, Judy Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**STEVE PIFER, COURT SERVICES
REQUEST TO WAIVE PROBATIONARY PERIOD**

Steve Pifer, Director of Court Services, requested a waiver of the probationary period for Michelle Lindvall, who has been hired to fill the secretarial position in his office. She previously worked part-time as a Turnkey/Dispatcher in the sheriff's department for 17 months. It was his position that Ms. Lindvall is not a new employee and should not be subject to the probationary period, especially since the duties of her former position and the new one are similar. He stated that the personnel policy does not define a "new" employee nor provide any guidelines for probationary period waivers.

The personnel policy states that all employees, except merit employees, shall be probationary employees for 90 days "in order to determine if further employment is appropriate" and does not provide for waiving the probationary period.

Council members discussed the purpose of the probationary period and possible circumstances under which waivers should be granted. They agreed that it provides a training period to judge an employee's ability to perform the job and their suitability as a county employee, but Mr. Booker stated that so many waivers are granted, it's as though the probationary period does not exist. They discussed several scenarios where a waiver might be requested, including transfers from part-time to full time status, from one department to another, or from part-time in one department to full time in another. Council members recommended that the Personnel Committee establish specific guidelines for granting waivers of the probationary period.

Mr. Byers suggested that until more specific guidelines are developed, perhaps waivers should be reserved for full time employees who have already gone through a probationary period. There was then a consensus to deny the waiver since Ms. Lindvall has not previously served a probationary period.

Ward Byers moved, seconded by Don Morrison, to deny the request to waive the probationary period for Michelle Lindvall, Court Services Secretary. Motion carried 7-0.

Ward Byers moved, seconded by Judith Stone, to recommend that the Personnel Committee establish specific guidelines for probationary period waivers and to recommend corresponding changes to the personnel policy. Motion carried 7-0.

**SHERIFF JON VAN VACTOR
ADDITIONAL APPROPRIATION REQUEST**

Sheriff Van Vactor explained that when he was notified that Embarq was increasing their annual software maintenance contract for the 911 system to \$10,000, he contacted Emergency Radio Services in an attempt to find a lower cost. They submitted a quote of \$7487, but advised that the

current hardware cannot handle the software upgrades. To bring the 911 system current and to keep it operational, it will be necessary to upgrade the hardware at a cost of approximately \$30,000. The Wireless 911 Fund has money available, and he will request an additional appropriation for consideration at the November meeting.

ADDITIONAL APPROPRIATION REQUESTS

General Fund:

Coroner: Ward Byers moved, seconded by Fred Lintner, to reduce the Coroner's additional appropriation request from \$15,000 to \$10,000 for Other Services-Autopsy Expense. Motion passed 7-0.

Cum Cap Development: Fred Lintner moved, seconded by Rex Gilliland, to approve the additional appropriation request out of Cum Cap Development for \$12,000 for Capital Outlays-Office Equipment for the purchase of a third-floor copier. Motion carried 6-0-1, with Mr. Booker abstaining since it affects his office.

Rainy Day Fund: Ralph Booker moved, seconded by Judith Stone, to approve the additional appropriation request for the Rainy Day Fund for \$37,000 for Other Services-Professional Services to re-appropriate 2008 funds for the completion of the Orthophotography project. Motion carried 7-0.

Special CAGIT: Funding of the video arraignment project was discussed. The Commissioners have submitted an additional appropriation request from CAGIT for \$90,000, and the courts have offered to assist with \$90,000 from Probation User Fees. However, the Administrative Probation Fees fund is not generating sufficient revenues to fund the state-mandated probation officer salary increases, and the judges have agreed to supplement it with the user fees fund. As a result, that fund will be depleted within a few years. Consequently, Council members considered funding the project entirely from CAGIT. Approximately \$30,000 remains in the Professional Services line for 2009 and \$75,000 was included in the 2010 budget for the project. With the additional appropriation of \$90,000, sufficient funds would be available for the project.

Tom Chamberlin noted that the cost of installation and rental for a secure wireless connection is not included in the funding request, but he recommended that the approximately \$10,000 annual cost be funded from CAGIT. While a fiber optic connection would be the optimal solution, it is not yet available; therefore the T-1 line is the best alternative.

Plymouth resident Ryan Ripley, 131 N. Kingston, asked whether the economic aspects of the project had been adequately researched and questioned the wisdom of the expenditure. He asked for specific numbers in anticipated savings. Rex Gilliland replied that on average three vehicles are involved in prisoner transports at least twice a day, but the exact amount is difficult to project because the number of court orders varies. Officers are also involved in transporting prisoners to and from the various DOC facilities, which results in increased mileage claims and wear and tear on sheriff's vehicles.

Mr. Hassel stated that law enforcement and the court system statewide are moving in this direction, and he anticipates that the Department of Corrections will soon require video conferencing. He explained that space has been provided in both the jail and the courts, and the technology is now in place to meet judicial requirements.

Other Council members explained that the investment will be recovered in the long run, but are considering more than just dollars. Safety is a major consideration – not only is there a risk to the public, but prisoner transport requires thousands of man hours, time and travel. This takes officers off the road and results in increased emergency response time and risk to other officers.

Mr. Byers stated that the project is a major investment, but it is important to consider all the issues involved and it is difficult to measure in purely economic terms.

Judith Stone moved, seconded by Fred Lintner, to approve the additional appropriation request from CAGIT for \$90,000 for Capital Outlays-Communication Equipment.

Probation User Fees: Mr. Booker stated he appreciated the willingness of the judges to assist with the project and felt that the Probation User Fees should be utilized. However, others reiterated that the Probation User Fees will be needed to supplement the Probation Officers salaries in the coming years, and should be preserved for that use. Council members agreed that when that fund is depleted, a reduction in the Probation staff will be necessary.

Ward Byers moved, seconded by Judith Stone, to deny the additional appropriation request at this time from Probation User Fees for \$90,000 for Capital Outlays -Communication Equipment. Motion carried 6-1-0, with Booker voting no.

TRANSFER REQUESTS:

Superior Court #1: Fred Lintner moved, seconded by Ralph Booker, to approve the request to transfer \$700 from Office Supplies to Pauper Counsel. Motion carried 7-0.

County Corrections: Don Morrison moved, seconded by Judith Stone, to approve the request to transfer \$2000 from Other Capital Outlays to Repair Equipment. Motion carried 7-0.

Museum: Don Morrison moved, seconded by Rex Gilliland to approve the request to transfer \$450 from Microfilm Newspapers to Office Machine Supplies. Motion carried 7-0.

Health Department: Ward Byers moved, seconded by Judith Stone, to approve the request to transfer \$553 from Part-Time Clerical to Overtime. Motion carried 7-0.

Health Maintenance: Ralph Booker moved, seconded by Don Morrison, to approve the request to transfer \$500 from Assistant Nurse to Overtime. Motion carried 7-0.

Pre-Trial Diversion: Rex Gilliland moved, seconded by Fred Lintner, to approve the request to transfer \$5,000 from Part-Time Clerical to Law Clerk. Motion carried 7-0.

Recorder: Don Morrison moved, seconded by Judy Stone, to approve the request to transfer \$400 from Training to Office Supplies and \$400 from Training to Repair Furniture. Motion carried 7-0.

Treasurer: Don Morrison moved, seconded by Fred Lintner, to approve the request to transfer \$500 from Contractual Services to Office Supplies. Motion carried 7-0.

Emergency Management: Ralph Booker moved, seconded by Ward Byers, to approve the request to transfer \$1,100 from Vehicle Maintenance and \$400 from Other Repairs to Vehicle Repairs. Motion carried 7-0.

Superior Court #1: Rex Gilliland moved, seconded by Don Morrison, to approve the request to transfer \$1,435 from Computer Supplies to Law Library. Motion carried 7-0.

AUDITOR'S REPORT

Minutes of September 14, 2009: Rex Gilliland moved, seconded by Judith Stone, to approve the minutes of the September 14, 2009 minutes as presented. Motion carried 7-0.

COUNCIL BUSINESS

Mileage reimbursement rate: Following the state's reduction of the mileage reimbursement rate to 40 cents, Don Morrison moved, seconded by Rex Gilliland, to set the mileage reimbursement rate at 40 cents per mile, effective October 15, 2009. Motion carried 7-0.

2010 Meeting schedule: Ryan Ripley requested that the Council consider evening meetings to allow more public participation. During discussion, council members noted evening meetings in

the past failed to attract much public participation, but they agreed to give the suggestion further consideration.

Fred Lintner moved, seconded by Judith Stone, to table adoption of the 2010 County Council meeting schedule to further consider evening meetings. Motion carried 7-0.

Ordinance 2009-09(b) Amendment to the Personnel Policy – Part-time personnel hours – 2nd reading: The proposed ordinance would remove the 1500 hour limit on part-time personnel, and was passed on first reading at the September 14, 2009 meeting.

Ralph Booker moved, seconded by Rex Gilliland to suspend the rules and pass Ordinance #2009-09 on second and third reading. Motion carried 7-0.

Coroner special deputies per diem rate: Council took no action on changing the per diem rate for the coroner's special deputies from \$42, and asked that the Coroner attend the January meeting to discuss the matter further.

ADJOURNMENT

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 Ward Byers, to adjourn the meeting at 10:20 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judy Stone

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, NOVEMBER 9, 2009**

BE IT REMEMBERED: That on Monday, November 9, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, Judith Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**KAREN RICHEY, PURDUE EXTENSION
REQUEST TO FILL VACANT POSITION**

Ms. Richey reported that Linda Verhaege, 4-H/Administrative Secretary, is retiring December 31 after 26 years of service to the county, and requested approval to fill the position. The commissioners have recommended that the position be replaced, as it was included in the 2010 Extension Budget.

Don Morrison moved, seconded by Ralph Booker, to approve replacing the 4-H Administrative Secretary position in the Extension Office. Motion carried 7-0.

**JULIE FOX, MARSHALL COUNTY CLERK
JUVENILE PROBATIONARY FEE REIMBURSEMENT UPDATE**

Ms. Fox distributed a report of outstanding juvenile judgment liens filed in 2008 and 2009 totaling \$241,247. She reported that the judgments have been converted to the clerk's accounting system and Probation and the courts can now see the exact amounts due. She plans to send a courtesy letter first, and then will send those judgments remaining unpaid to a collection agency, which will add a 25% collection fee to be paid by the delinquent payer. She explained that the judgments include fees such as Probation User Fees, court costs, extradition, restitution, and Court Services fees. Ms. Fox stated that this project has been a massive undertaking, and required months to compile and verify. She also worked closely with the judges to resolve privacy issues. She emphasized that this is a work in progress, and will try to go back several more years. Ms. Fox is working on a similar list of adult judgment liens totaling \$667,315, and is also attempting to collect outstanding support docket fees. She will update the Council in March or April of 2010 on the progress of the collections

On behalf of the council, Mr. Hassel commended Ms. Fox on her efforts to establish a plan to collect these outstanding amounts due to the county.

ADDITIONAL APPROPRIATION REQUESTS

General Fund: Buildings and Grounds: Auditor Penny Lukenbill explained that \$29,000 for Equipment Maintenance Contract and \$3,000 for Pest Control were inadvertently omitted from the 2009 Buildings and Grounds budget. Addressing the \$4,500 request for Repairs, Rich Ulrich explained that since his department is performing many repairs and projects in-house, he is short of funds to finish out the year. They have been working to resolve an ongoing issue with boiler tubes at the jail, and have replaced several at a cost of \$22,000. He also paid for a larger-than-anticipated portion of the renovation of Room 307, and has covered several items in the museum project that were not included in their grant. Council members emphasized that full funding should be in place prior to undertaking any remodeling or repair projects, except for emergency repairs. They also suggested that communication between the Council and Commissioners could be improved to avoid similar future situations. Mr. Hassel asked that Mr. Ulrich keep the Council up to date on the boiler situation.

Rex Gilliland moved, seconded by Fred Lintner, to approve the additional appropriation request from Buildings and Grounds for \$29,000 to Other Services – Equipment Maintenance Contract; \$3,000 to Other Services – Pest Control; and \$4,500 to Other Services – Repair Buildings. Motion carried 6-1, with Byers voting nay.

Health Department: Judith Stone moved, seconded by War Byers, to approve the additional appropriation request from the Health Department for \$1,500 to appropriate adult vaccine fees received into Supplies – Medical Supplies. Motion carried 7-0.

Wireless 911: Don Morrison moved, seconded by Ralph Booker, to approve the additional appropriation request from Special CAGIT for \$30,613 to Other Services – Equipment and Maintenance for 911 system upgrades. Motion carried 7-0.

TRANSFER REQUESTS:

Extension: Ward Byers moved, seconded by Don Morrison, to approve the request to transfer \$206 from Secretarial Wages to Clerical Wages. Motion carried 7-0.

Superior Court #1: Fred Lintner moved, seconded by Judith Stone, to approve the requests to transfer \$1000 from Law Clerk to Pauper Counsel; \$180 from Jury Commissioners to Pauper Counsel; \$1,000 from Juror Meals to Pauper Counsel; and \$1300 from Clerical Wages to Pauper Counsel; Motion carried 7-0.

Sheriff: Rex Gilliland moved, seconded by Don Morrison, to approve the request to transfer \$6,000 from Civilian Training to Janitorial Supplies. Motion carried 7-0.

Health Department: Ralph Booker moved, seconded by Ward Byers, to approve the request to transfer \$21 from Overtime to Part-time Nurse/Sanitarian Assistant and \$148 from Telephone to Travel/Mileage. Motion carried 7-0.

WIC: Don Morrison moved, seconded by Rex Gilliland, to approve the request to transfer \$260 from Unemployment Compensation to Travel/Mileage; \$112 from Unemployment Compensation to Printing; \$1 from Life Insurance to BF Wages; \$24 from Life Insurance to Health Insurance; and \$274 from Supplies to Telephone. Motion carried 7-0.

AUDITOR'S REPORT

Minutes of October 13, 2009: Ward Byers moved, seconded by Rex Gilliland, to approve the minutes of the October 13, 2009 minutes with a date correction. Motion carried 7-0.

COUNCIL BUSINESS

Culver-Union Township Library Board appointment: Mr. Lintner reported he received a letter from James Hahn requesting reappointment to the Culver-Union Township Library Board. **Fred Lintner moved, seconded by Rex Gilliland, to reappoint James Hahn to the Culver-Union Township Library Board, term to expire December 31, 2013. Motion carried 7-0.**

Koontz Lake Regional Sewer District appointments: The nominating committee of the Koontz Lake Regional Sewer District has recommended the reappointment of Robert Aloï to serve from January 1, 2010 through December 31, 2013. Mr. Aloï has submitted a letter requesting reappointment, and Mr. Booker reminded council members that the application period is open through November 15 and there may be other applicants. Council will consider the appointment at their December 14 meeting.

2010 Council Meeting Schedule: Council had previously tabled approval of the 2010 meeting schedule to allow time to check with their constituents to see whether there was any interest in moving council meetings to an evening hour. Mr. Hassel asked whether members were prepared to adopt the 2010 meeting schedule.

Ward Byers moved, seconded by Fred Lintner, to approve the 2010 meeting schedule as presented, with the time to remain at 9:00 am. Motion carried 5-2, with Booker and Stone voting nay.

Mr. Booker stated he felt that evening meetings would encourage more public participation. Ms. Stone stated that the one constituent who contacted her was Ryan Ripley, who requested changing the meeting time to evening.

Mr. Ripley was present and commented that a majority of the citizens were being excluded from participating in the governmental process since 85% of people are at work during the time the Council meets. Mr. Lintner replied he has served on the Council for eleven years, and that no one in his district has ever requested evening meetings. Mr. Hassel also stated that none of his constituents had requested evening meetings, and that several years ago the Council held evening meetings for a year, with little to no citizen participation.

He went on to say that Council often needs to discuss matters with department heads or employees, and that their presence is facilitated by daytime meetings. If meetings were changed to evening, any employees required to attend outside working hours would have to be paid overtime, and many would have other meeting conflicts.

PUBLIC COMMENTS

Mr. Ripley stated that after researching past minutes, he found it has taken a year to get the juvenile judgment numbers, and urged the council to devote additional resources toward getting them collected more quickly. Mr. Hassel explained that the Council has actually been trying for six years to get someone to establish a workable and ongoing collection procedure, and commended Julie Fox on her efforts. He added that the Council's duty is only to approve or deny funding, not to manage other offices.

Mr. Ripley stated that the county was "throwing money away" on the jail boiler, and asked if the Council had established a cut-off point for further expenditures. He also asked Mr. Byers to explain his nay vote on the Building and Grounds additional appropriations requests.

Mr. Byers explained he voted no because he did not agree with the process of making expenditures before they were approved. He also stated that the jail is the responsibility of the Commissioners and the boiler issue is theirs to resolve. Mr. Hassel offered to discuss the matter with the Commissioners.

ADJOURNMENT

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 Ward Byers, to adjourn the meeting at 9:55 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judith Stone

Attest: _____
Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, DECEMBER 14, 2009**

BE IT REMEMBERED: That on Monday, December 14, 2009, 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, Ward Byers, Rex Gilliland, Fred Lintner, Judith Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

ADDITIONAL APPROPRIATION REQUESTS

Highway: Council discussed the Highway's additional appropriation request of \$851,745 for the Pine Road construction. The construction bid has been awarded for \$5.1 and the county's 20% match of \$1,020,000 is now due. The request includes \$196,500 for the Highway's portion of the match, appropriation of the City of Plymouth's portion of \$230,245, and \$425,000 for the balance of the land acquisition. Neal Haeck explained that the remainder of the match will be funded by Cum Bridge through an additional appropriation request for \$394,000 and a transfer of \$200,000 from 13th Road Bridge. He stated that Pine Road has been in the planning stages for many years and it is estimated that it will carry 4,000 cars per day upon its completion.

Rex Gilliland moved, Fred Lintner, to approve the additional appropriation request from Highway for \$851,745 to Capital Outlays – Pine Road Construction. Motion carried 6-1, with Byers voting nay.

Cumulative Bridge: Judith Stone moved, seconded by Don Morrison, to approve the additional appropriation request from Cumulative Bridge for \$394,000 to Capital Outlays – Pine Road Construction. Motion carried 6-1, with Byers voting nay.

Jail CAGIT: The final payment of \$164,438 to Koch Financial Services was inadvertently omitted from the 2009 Jail CAGIT budget. With a credit from Koch of \$17,944 and transfers from other line items in the CAGIT budget, an additional appropriation of \$62,500 is necessary to take care of this obligation.

Fred Lintner moved, seconded by Rex Gilliland, to approve the additional appropriation request from Special CAGIT for \$62,500 to Other Services – Professional Services. Motion carried 7-0.

TRANSFER REQUESTS:

Clerk: Don Morrison moved, seconded by Ward Byers, to approve the transfer of \$1,000 from Overtime and \$100 from Longevity to Clerical. Motion carried 7-0.

Recorder: Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$400 from Dues & Subscriptions to Office Supplies - \$150 and to Training - \$250. Motion carried 7-0.

Coroner: Ward Byers moved, seconded by Judith Stone, to approve the transfer of \$250 from Office Supplies to Vehicle Accessories; \$1,250 from Clerical, \$1,700 from Vehicle Maintenance, \$800 from Morgue Supplies, \$880 from Photo & Blueprinting, \$300 from Repair Furniture, and \$600 from Training to: Travel & Mileage - \$220, Autopsy Expense - \$1,775, Toxicology - \$3,435 and Uniforms \$100. Motion carried 7-0.

Election Board: Fred Lintner moved, seconded by Don Morrison, to approve the transfer of \$2,000 from Travel and \$1,000 from Repair Furniture to Supplies. Motion carried 7-0.

Commissioners: Ward Byers moved, seconded by Judith Stone, to approve the transfer of \$13,000 from Insurance Buildings and Liability to Unemployment. Motion carried 7-0.

Jail: Don Morrison moved, seconded by Fred Lintner, to approve the transfer of \$100 from Part-Time Cook to Cook. Motion carried 7-0.

Health Department: Ward Byers moved, seconded by Ralph Booker, to approve the transfer of \$500 from Unsafe Buildings to Office Equipment. Motion carried 7-0.

911: Ralph Booker moved, seconded by Rex Gilliland, to approve the transfer of \$2,400 from Overtime to Communications Supervisor. Motion carried 7-0.

WIC: Don Morrison moved, seconded by Ward Byers, to approve the transfer of \$100 from Unemployment Compensation to Telephone; \$150 from Employer PERF, \$293 from Department Head Wage, \$893 from Clerk Wages, \$885 from Employer Social Security and \$450 from Health Insurance to: Supplies - \$244, Travel - \$49 and Nurse Wages - \$2,378. Motion carried 7-0.

SPECIAL CAGIT: Fred Lintner moved, seconded by Judith Stone, to approve the transfer of \$5,000 from Nurse and \$50,000 from Prisoner Care to Professional Services, and \$1,900 from Overtime to Jail Records Clerk. Motion carried 7-0.

AUDITOR'S REPORT

Minutes of November 9, 2009: Ward Byers moved, seconded by Rex Gilliland, to approve the minutes of the November 9, 2009 meeting. Motion carried 7-0.

The Auditor requested that the Council schedule a short meeting on December 31 to approve any pending transfer requests prior to the end of the year.

COUNCIL BUSINESS

2009 Housing Authority Report: The Auditor distributed the 2009 Housing Authority Report previously delivered to the Auditor's office. A question arose regarding whether rentals were being inspected as provided in the original agreement, and Mr. Booker offered to check on the matter.

Ward Byers moved, seconded by Rex Gilliland to accept the 2009 Housing Authority Report. Motion carried 7-0.

Koontz Lake Regional Sewer District board appointment: The Koontz Lake Regional Sewer District has recommended the reappointment of Robert Aloï to serve from January 1, 2010 through December 31, 2013. Mr. Aloï has submitted a letter requesting reappointment.

Judith Stone moved, seconded by Ward Byers, to appoint Robert Aloï to the Koontz Lake Regional Sewer District board, to serve from January 1, 2010 through December 31, 2013. Motion carried 7-0.

ABC appointment: Fred Lintner moved, seconded by Rex Gilliland, to appoint Maria Keller to the Alcoholic Beverage Commission, to serve from January 1, 2010 through December 31, 2010. Motion carried 7-0.

Housing Authority appointments: Ralph Booker moved, seconded by Judith Stone, to appoint Cris Causey, Fred Webster and Joanne Boys to the Marshall County Housing Authority board, terms to expire December 31, 2012. Motion carried 7-0.

PUBLIC COMMENTS

Ryan Ripley was the only member of the public in attendance and commented on several issues. He asked Mr. Byers to explain his nay vote on the Highway and Cum Bridge additional appropriations. Mr. Byers stated he did not agree with approving expenditures after they had already been made, and had never supported the Pine Road extension.

Mr. Ripley also requested updates on the video-conferencing project and time and attendance system. Judge Colvin has indicated that the video conferencing is progressing. The time and attendance system software has been installed and time clocks have been ordered. Mr. Ripley stated that Judy Stone indicated she would try to track savings realized with the video-conferencing. Referring to recent polls conducted by the Pilot News and WTCA, he stated that a

majority of respondents indicated they would attend Council meetings if they were held at night, and he felt that council members should have contacted more constituents. Mr. Hassel reiterated that his constituents stated they would not attend evening meetings.

Mr. Ripley stated that during the September budget hearings Council members discussed relying more on user fees to produce additional revenues. He feels all departments should increase user fees and the Health Department should charge a vaccine administration fee for out-of-county residents. Mr. Hassel pointed out that the Board of Health is responsible for setting those fees, and that the Council does not have the authority to set fees in any department. Mr. Ripley disagreed, stating that the Council does have the power to instruct department heads to raise fees.

Mr. Booker stated that he thinks most departments are hesitant to implement or increase user fees because they are trying to keep government services as free as possible. He also stated that many out-of-county residents come to the Health Department here because Marshall County government and services appear to be more user friendly than other counties.

ADJOURNMENT

Following the day's regular business, all documents and ordinances were signed. With no further business to come before the council, **Ward Byers moved, seconded by Judith Stone, to adjourn the meeting at 9:55 am. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judith Stone

Attest: _____
Penny Lukenbill, Auditor

MINUTES
MARSHALL COUNTY COUNCIL
THURSDAY, DECEMBER 31, 2009

BE IT REMEMBERED: That on Thursday, December 31, 2009, 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, Fred Lintner, and Judith Stone; and County Auditor Penny Lukenbill. Absent was Ward Byers. The meeting was opened with the Pledge of Allegiance.

TRANSFER REQUESTS:

Building and Grounds: Ralph Booker moved, seconded by Don Morrison, to approve the transfer of \$2,002 from Building Materials to Overtime (\$1842) and Janitorial Supplies (\$160). Motion carried 6-0.

Probation: Fred Lintner moved, seconded by Rex Gilliland, to approve the transfer of \$634 from Overtime to Clerical. Motion carried 6-0.

Court Services: Rex Gilliland moved, seconded by Judith Stone, to approve the transfer of \$681 from Unemployment to PERF. Motion carried 6-0.

911: Don Morrison moved, seconded by Fred Lintner, to approve the transfer of \$800 from Overtime to Communication Supervisor. Motion carried 6-0.

WIC: Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$450 from Clerk's Wages to Health Insurance. Motion carried 6-0.

WIC: Ralph Booker moved, seconded by Judith Stone, to approve the transfer of \$169 from Nurse's Wages to PERF. Motion carried 6-0.

AUDITOR'S REPORT

The Auditor reported that the county has received the 2010 budget order, and it appears that the first installment of the 2010 taxes will be collected on May 10.

The December 31, 2009 General Fund balance is approximately \$4.2 million after the December 31 claims have been paid.

PUBLIC COMMENT

Rusty Nixon of the Pilot News asked members for their comments about the biggest challenges facing the county in the coming year. Mr. Hassel stated that the stagnating economy continues to be a major challenge. Mr. Booker indicated that dealing with the effects of tax caps will require the council to continue to watch the budget very closely for the new few years. Mr. Gilliland stated he feels the biggest challenge will be finding ways to continue providing the same quality of services with declining revenues.

Mr. Booker cited several positive upcoming projects, such as the fiber optic grant, construction of the Community Resource Center and Pine/Pioneer Road.

Mr. Nixon then asked which project council members feel is most important to the county economy. Mr. Hassel replied that the nanotech project in South Bend and the proposed Metronet have the capability of attracting businesses to the area. Ryan Ripley asked whether any companies have committed to coming to the county if the Metronet project is successful. Mr. Booker replied that one of the first questions from prospective companies concerns connectivity, which indicates that technology is a vital economic tool. Should the Metronet grant application

prove unsuccessful, he feels county leaders should continue to pursue ways to provide fiber optic connectivity.

ADJOURNMENT

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 Rex Gilliland, to adjourn the meeting at 9:53 am. Motion carried 6-0.**

Matt Hassel, President

Don Morrison, Vice President

Ralph Booker

Ward Byers

Rex Gilliland

J. Frederick Lintner

Judith Stone

Attest: _____
Penny Lukenbill, Auditor