

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JANUARY 8, 2018**

BE IT REMEMBERED: That on Monday, January 8, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Jon Van Vactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox; and Don Morrison, Vice President was absent. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

REORGANIZATION

Jon Van Vactor moved, second by Penny Lukenbill, to retain the same officers as 2017. Motion carried 6-0.

LIAISON ASSIGNMENTS & BOARD APPOINTMENTS

Council member Lukenbill stated that she serves as the liaison for the Highway Department and requested to add Jon Van Vactor as a co-liaison as he has been attending the Highway Department meetings.

Members arranged the following assignments and appointments for the coming year:

Liaison Assignments:

Assessor	Masterson	Museum	Lukenbill
Auditor	Thornton	Plan Commis/BZA	Morrison
Building Inspector	Githens	Probation	Thornton
Bldgs & Grounds	Masterson	Prosecutor	Thornton
Circuit Court	Van Vactor	Recorder	Githens
Clerk	Lukenbill	Sheriff/Jail	Thornton & Morrison
Commissioners	Githens & Stone	Superior Court #1	Masterson
Comm Correction	Van Vactor	Superior Court #2	Lukenbill
Coroner	Masterson	Surveyor	Githens
EMA	Van Vactor	Technology	Lukenbill
Extension	Morrison	Treasurer	Masterson
Health	Stone	Veteran Service	Van Vactor
Highway	Lukenbill & Van Vactor	Weights & Meas.	Stone

Board Appointments:

4H Fair	Morrison	MC Tourism-CVB	Lukenbill
Plan Commission	Morrison	Merit Board	Thornton & Morrison
Central Comm Cmt	Githens/Stone	Personnel	Lukenbill & Githens
LEPC	Masterson	Solid Waste	Van Vactor
MACOG	Stone	Unsafe Building	Stone
Marshall-Starke	Morrison		

Bill Githens moved, second by Jim Masterson to approve the Liaison Assignments and Board Appointments for 2018. Motion carried 6-0.

Local Alcoholic Beverage Board: **Bill Githens moved, second by Heath Thornton, to re-appoint Maria Keller to the Local Alcoholic Beverage Board for a one (1) year term, from January 1, 2018 to December 31, 2018. Motion carried 6-0.**

Culver-Union Township Public Library: **Jim Masterson moved, second by Heath Thornton, to appoint William Cleavenger to the Culver-Union Township Public Library for a four (4) year term, from January 1, 2018 to December 31, 2021. Motion carried 6-0.**

Culver Economic Development: **Heath Thornton moved, second by Bill Githens, to re-appoint Don Fox to the Culver Economic Development Board for a one (1) year term, from January 1, 2018 to December 31, 2018. Motion carried 6-0.**

SHERIFF

Sheriff Hassel requested permission to apply for the Indiana State Department of Health Grant for No Cost Naloxone (Narcan) Kits. A report will need to be submitted to the Department of Health when the drug is administered in order for the kit to be replaced. Sheriff Hassel noted that this is a one-time grant application with no monetary award. **Bill Githens moved, second by Jon Van Vector, to allow Sheriff Matt Hassel to apply for the Indiana State Department of Health Grant for No Cost Naloxone (Narcan) Kits. Motion carried 6-0.**

Sheriff Hassel stated that if they are awarded the grant for Marine Patrol, he would request that the salary ordinance be amended for the Seasonal Deputies increasing the hourly rate from \$23.53 to \$30, in order to attract individuals from surrounding units. The grant has been submitted in the sum of twenty thousand dollars (\$20,000) and the Lake Association funds the remainder of the costs. Sheriff Hassel stated that he will return to Council upon grant approval to formally present the request.

Sheriff Hassel submitted the Sheriff's Salary Contract for 2018. Auditor Fox stated that the contract has been reviewed by Attorney Cleavenger, approved by the Commissioners and noted the only change is an increase in salary to \$88,071.10. **Penny Lukenbill moved, second by Jon VanVector, to approve the Sheriff's Salary Contract for 2018 in the sum of \$88,071.10. Motion carried 6-0.**

I-TOUCH BIOMETRICS QUOTE

Sheriff Hassel explained that the State was reflecting the Clerk's records through Odyssey as being corrupt because the Transaction Control Number (TCN) was not matching the fingerprint to individual defendants. Further explaining that individual defendants that do not receive a jail sentence in conjunction with their conviction are not fingerprinted as there is not a mechanism in place, however, these individuals are generally required to complete a term of probation. In order to enter these individuals into the federal database, an electronic fingerprint system needs to be purchased and the equipment placed in the Probation Department. Sheriff Hassel presented a quote from iTouch Biometrics in the sum \$15,208.15 which includes a three year extended warranty but does not include a maintenance agreement. The iTouch Biometrics system meets the standards as imposed by the State. Sheriff Hassel indicated that Judge Colvin was planning to finance the purchase, possibly with Probation User Fees. Sheriff Hassel explained that he would like to purchase the equipment as soon as possible.

Community Corrections Director Ward Byers informed the Board that State law requires all felons be fingerprinted once convicted by the Courts, in an unfunded mandate imposed in 2016. Every convicted defendant is directed to the Probation Department or Community Corrections for processing, as required by law. The County is not in compliance at this time. Mr. Byers offered to use Community Correction user fees to help fund any ongoing maintenance fees.

Penny Lukenbill moved, second by Jim Masterson, to support the purchase of the fingerprinting equipment from iTouch Biometrics in the sum of \$15,208.15 upon the approval of the additional appropriation. Motion carried 6-0.

4H FAIR BOARD MULTI-PURPOSE BUILDING COMMITTEE

Angel Balsley and Rob Hurford, representing the 4H Fair Board Long Range Committee, explained that in 2015 the County paid to have a study of the Marshall County Fairgrounds completed by DLZ. The study found that one major goal should be to become self-sufficient and research found that additional community buildings with sufficient parking were needed. It is the desire of the Long Range Committee to build a multi-purpose building. Ms. Balsley explained that they applied for a grant in the fall but did not receive an award; another grant will be submitted in February with the award announcement on April 22, 2018. The Long Range Committee is requesting that the County commit to advancing \$215,000 in lieu of the \$24,000 annual payment for nine years, at which point the building should be self-sufficient and not require the annual County supplement. The commitment would need to be made before the February 9th grant filing deadline, but funds would not be required until 2019. If approved, the County will be the sub-recipient of the award and it would help in the grant process to show that Council is supporting the Fair Board. Commissioner Overmyer reiterated that if the County agrees to help, it will go a long way in helping the Fair Board obtain the grant award. Auditor Fox explained that an MOU required by the Commissioners has not been executed. Ms. Balsley stated that Attorney Clevenger indicated the MOU was not necessary due to the content of the Sub-recipient Agreement. Commissioner Overmyer stated that he was not involved in the discussion between Shannon McLeod, the Fair Board and Attorney Clevenger.

Heath Thornton moved, second by Bill Githens, to pledge a \$215,000 advance in lieu of the annual payment for nine years, towards the 4-H multi-purpose building project upon the conditions that the grant is awarded, all legal proceedings are satisfied concerning the MOU and Sub-recipient Agreement, and the annual \$24,000 payment is terminated.

Motion carried 6-0.

PLAN COMMISSION

Stan Klotz, President of the Marshall County Plan Commission, explained that the preliminary job description for the Code Enforcement Officer part-time position has been created and is requesting permission to have Waggoner, Irwin & Scheele review the description and recommend an hourly rate. **Bill Githens moved, second by Jim Masterson, to send the Plan Commission Code Enforcement Officer part-time position description to Waggoner, Irwin & Scheele and request an hourly rate of pay. Motion carried 3-2-1. Bill Githens, Jim Masterson, Health Thornton voting yes; Jon Van Vactor, Judy Stone voting no; Penny Lukenbill abstaining.**

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(1)

EMA PERFORMANCE GRANTS: Heath Thornton moved, second by Bill Githens, to approve the additional appropriation request of \$3,223.59 into Pre-Disaster Mitigation Grant.

Motion carried 6-0.

HEALTH: Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$2,500 into Contractual Services-Laboratory. Motion carried 6-0.

Council member Githens stated that he appreciated the information contained in the “reason for request” as presented on the additional appropriation provided by Clyde Avery and recommends each department to include a detailed description for the request.

TRANSFER REQUESTS ORDINANCE 2017-2(11)

PROBATION: Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$553.05 from Office Supplies into Wages-Secretary in the sum of \$553.03 and into Wages-Probation Officer in the sum of \$.02 to balance budget year 2017. Motion carried 6-0.

JAIL: Heath Thornton moved, second by Penny Lukenbill, to approve the transfer request of \$11,828 from Wages-Holiday into Wages-Turnkey/Dispatcher to balance budget year 2017. Motion carried 6-0.

AUDITOR’S REPORT

December 11, 2017 minutes: Jon Van Vactor moved, second by Bill Githens, to approve the meeting minutes of December 11, 2017. Motion carried 6-0.

SALARY ORDINANCE 2017-7(12)

2017 Salary Ordinance Amendment: Auditor, Julie Fox, submitted Ordinance 2017-7(12) amending Salary Ordinance 2016-21 to reflect Sections 8801 and 8804 Women, Infants & Children (WIC), retroactive to 1st day of October, 2017, to reflect the grant fiscal year. **Penny Lukenbill moved, second by Jim Masterson, to approve Ordinance 2017-7(12) Amending Salary Ordinance 2016-21 to reflect Section 8804 and 8801 Women, Infants and Children, retroactive to the 1st day of October, 2017, to reflect the grant fiscal year. Motion carried 6-0.**

SALARY ORDINANCE 2017-7(13)

2017 Salary Ordinance Amendment: Auditor, Julie Fox, submitted Ordinance 2017-7(13) amending Salary Ordinance 2016-21 to reflect Sections 8895 and 8897 reflecting the change of fund from 8897 Prosecutor IV-D Incentive Fund, due to the lack of funds, into 8895 County IV-D Incentive Fund retroactive to the 1st day of December, 2017. **Jon Van Vactor moved, second by Heath Thornton, to approve Ordinance 2017-7(13) Amending Salary Ordinance 2016-21 to reflect changes between Sections 8895 and 8897, retroactive to December 1, 2017. Motion carried 6-0.**

SALARY ORDINANCE 2018-3(1)

2018 Salary Ordinance Amendment: Auditor, Julie Fox, submitted Ordinance 2018-3(1) amending Salary Ordinance 2017-22 to reflect Section: Motor Vehicle Highway, Fund 1176-530 Administrative, retroactive to the 1st day of January, 2018 reflecting (1) Engineer/Director with a salary range of \$62,837 to \$76,800 and reflecting (0) Administrative Manager. It was noted that the Engineer/Director budget line has not been funded. **Heath Thornton moved, second by Bill Githens, to approve Ordinance 2018-3(1) Amending Salary Ordinance 2017-22 to reflect Section: Motor Vehicle Highway, Fund 1176-530 Administrative, retroactive to January 1, 2018. Motion fails 3-3. Heath Thornton, Bill Githens, Jon Van Vactor voting yes; Jim Masterson, Judy Stone, Penny Lukenbill voting no.**

SALARY ORDINANCE 2018-3(2)

2018 Salary Ordinance Amendment: Auditor, Julie Fox, submitted Ordinance 2018-3(2) amending Salary Ordinance 2017-22 to reflect Sections 8801 and 8804 Women, Infants & Children (WIC), retroactive to the 1st day of January, 2018, to reflect the grant fiscal year. **Jim Masterson moved, second by Penny Lukenbill, to approve Ordinance 2018-3(2) Amending Salary Ordinance 2017-22 to reflect Sections 8804 and 8801 Women, Infants and Children, retroactive to the 1st day of January, 2018, to reflect the grant fiscal year. Motion carried 6-0.**

SALARY ORDINANCE 2018-3(3)

2018 Salary Ordinance Amendment: Auditor, Julie Fox, submitted Ordinance 2018-3(3) amending Salary Ordinance 2017-22 to reflect Sections 8895 and 8897, reflecting the change of fund from 8897 Prosecutor IV-D Incentive Fund due to the lack of funds, into 8895 County IV-D Incentive Fund retroactive to the 1st day of January, 2018. **Jon Van Vactor moved, second by Heath Thornton, to approve Ordinance 2018-3(3) Amending Salary Ordinance 2017-22 to reflect changes between Sections 8895 and 8897 retroactive to January 1, 2018. Motion carried 6-0.**

COUNCIL ITEMS

RESOLUTION 2018-01

Auditor, Julie Fox, presented, as requested by Council, Resolution 2018-01: Marshall County Council Transfer to Rainy Day Fund. Auditor Fox explained that pursuant to IC 36-1.8-5.1(c) transfers into the Rainy Day Fund cannot exceed 10% of the total budgets. The general fund cash balance as of December 31, 2017 was \$8,580,537.82 and the total 2018 Marshall County budgets are \$24,966,389. **Bill Githens moved, second by Penny Lukenbill to approve the transfer of \$1,500,000 from the General Fund by Resolution 2018-01: Marshall County Council Transfer into the Rainy Day Fund. Motion carried 6-0.**

Council member Thornton thanked the department heads, elected officials and employees for their fiscal responsibility allowing the Council to be able to make the transfer to the Rainy Day Fund.

Jason Peters, Highway Supervisor, provided an update on the Community Crossings Grant, stating that the purchase orders from INDOT have been received, the State distribution should be coming in the next three weeks, and South Michigan Street project has not been completed yet. Mr. Peters requested clarification on the County match portion, but will be preparing the additional appropriation so that the purchase orders can be paid once funding is completed.

Council discussed establishing separate funds for the new grants.

Council requested an update on the open positions. Commissioner Delp explained that all three positions have been advertised and applications have been received for the Parts Manager and Highway Clerk.

Museum Director Linda Rippy is pleased to announce that the Museum toys have been featured in the Country Women's Magazine for a second time.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jon Van Vactor, to adjourn the meeting at 10:22 a.m. Motion carried 6-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

MARSHALL COUNTY COUNCIL
2019 BUDGET HEARINGS
FIRST READING - AUGUST 21, 2018

BE IT REMEMBERED: That on Tuesday, August 21, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana at 9:00 a.m. The budget hearing was called to order by President Judy Stone. Also present were Vice President Don Morrison, members Jon Van Vactor, Bill Githens, Heath Thornton, Jim Masterson, Penny Lukenbill; and Auditor Julie A. Fox. The meeting was opened with the Pledge of Allegiance.

MARSHALL COUNTY SOLID WASTE MANAGEMENT DISTRICT

Solid Waste Management District budget: 2019 Budget estimate is \$337,870, Estimated Civil Max Levy is \$332,552 and the Property Tax Cap Credit Estimate is \$19,446. **Jon Van Vactor moved, second by Heath Thornton, to refer the budget back to the Solid Waste Management District Board for review and to be reheard at the September 10th meeting. Motion carried 7-0.**

COMMISSIONER RECOMMENDATIONS

Commissioners Kevin Overmyer and Kurt Garner presented the board's recommendations and comments:

- 1) Recommend reviewing wages to an amount that is best for the County tax resident.
- 2) The Commissioners will be requesting permission to apply for a grant application in September to pay for the Court house tower in 2020 in the estimated amount between \$25,000 and \$30,000 in the Professional Services category. The engineering costs have been included in the 2019 budget request, but not the renovations. Discussion was held to reduce Repair Building & Structures by \$10,000 and increase Professional Services by \$10,000 in the Commissioners budget.
- 3) The Shady Rest property deed has been transferred to David's Courage, Inc. and are not anticipating additional costs.
- 4) Health Insurance may be reduced by 2.5%. There may be additional savings in Employer Social Security, which remains at a rate of 7.65% and PERF remains at an 11.2%, depending upon wages.
- 5) Economic Development Projects were discussed, including Marshall County Economic Development Corporation by Jerry Chavez.

BUDGET DISCUSSIONS

Commissioners Overmyer and Garner presented the following budgets:

Commissioners: The total budget submitted is \$4,866,244.

Drainage Board: The total budget submitted is \$8,450.

Rainy Day Fund: The total submitted budget is \$300,000 for Community Crossings, which is also included in the Motor Vehicle Highway budget request. The estimated grant match portion is \$250,000 with \$50,000 estimated for budget overruns.

Cumulative Capital Development (CCD): The total budget submitted is \$1,482,499. Discussion was held concerning the Chipper Box, Distributer Truck and Paver. Estimated revenue is \$1,065,004.

County IV-D Incentive: The total budget submitted is \$4,900.

Commissioner Garner expressed his appreciation for Council's support through the years, especially with the Shady Rest property.

Buildings and Grounds: The total budget submitted is \$635,655. Doug Masterson and Gary Masterson stated the budget includes a request for an additional custodian for the County Building and \$100,000 for a storage building.

ARGOS COMMUNITY SCHOOLS

Jennifer Lee, Argos Community Schools Treasurer, presented the 2019 Argos Community Schools budget along with comparisons to the 2018 budget. The State of Indiana has changed their budget structure to two main silos: Education Fund and Operations Fund. Ms. Lee stated that the school board did approve the budget on August 20th in the sum of \$6,435,648, the funds to be raised are \$2,044,215 and the Estimated Civil Max Levy is \$980,391. **Penny Lukenbill moved, second by Jim Masterson, to pass the 2019 Argos Community Schools budget on first reading. Motion carried 7-0.**

Highway Supervisor Jason Peters presented the following budgets:

Highway: The total revised budget submitted is \$6,012,368. Mr. Peters explained that personnel adjustments will be made internally maintaining 28 employees. Mr. Peters explained the Contractual Services line item 533-30-0050 should have been \$70,000.

Cum Bridge: The total budget submitted is \$1,194,680. The estimated revenue is \$1,498,506. Requesting repair of three bridges: Bridge #73: King Road, Bridge #87: 11th Road, and Bridge #120: Upas Road for a combined total of \$723,164. The State has awarded Bridge #87, 11th Road, and Bridge #120, Upas Road, projects which are 80% reimbursable.

Local Roads and Streets: The total budget submitted is \$625,000 for Stone, Gravel & Aggregates and Bituminous. The estimated revenue is \$712,703.

Sheriff Matt Hassel presented the following budgets:

General - Sheriff: The total budget submitted is \$2,214,595. An additional \$10,000 was requested in Overtime for Wages-Security Officer and is intending to hire a part-time security officer. Four new line items have been created: Computer Equipment in the sum of \$3,000 for car MCT replacement; Radio & Accessories in the sum of \$10,000 for three portable units; Security System/Building Security Cameras in the sum of \$10,000; Video Cams in the sum of \$10,000 for patrol cars.

General - Jail: The total revised budget submitted is \$1,358,366. Sheriff Hassel stated that the budget request includes a new Bookkeeper position at a rate of \$21.88 per hour for 1944 hours. Explaining that if no new Bookkeeper position is accepted, request would then be made for the Administrative Services Assistance rate of pay to be adjusted to \$21.88 per hour for 2080 hours and adjust the Jail Records Clerk rate of pay to \$21.88 per hour for 1944 hours, as the Administrative Services Assistant and Jail Records Clerk essentially perform the same functions. Further stating the request also includes increasing the Cook hours from 1820 to 2080 adjusting the salary to \$39,167. Part-time cook is used on Saturday and Sunday. Three new capital equipment lines have been added: Office Equipment in the sum of \$5,000 for an ID/Badge system; Communication Upgrade in the sum of \$27,000 to upgrade the communication system; and Radio & Accessories in the sum of \$10,000 for three portables radios.

LIT Special Legislation – Correctional Facility: The revised total budget submitted is \$2,533,830. A new line item, Equipment Maintenance Contract in the sum of \$95,000 was added removing it from the Cumulative Capital Development budget. A new line item, Jail Equipment, was requested in the sum of \$145,000 for a body scanner, but has been removed following discussion to request an additional appropriation in this budget year. The estimated revenue is \$2,707,604.

Extradition/Sheriff Assistance: The total budget submitted is \$67,000. Request includes vehicle purchase and accessories.

Misdemeanant-County Corrections: The total budget submitted is \$54,000.

Sex/Violent Offender Administration: The total budget submitted is \$12,000 for Wages-Turnkey/Dispatchers PT.

Statewide 911: The total budget submitted is \$689,079. It was noted that the anticipated revenue is \$544,963, not including additional stipends.

Central Dispatch: The total budget submitted is \$172,564. A new line item, Equipment Maintenance Contract, was added in the sum of \$3,500 for a fourth station and INdigital medical license fees. The estimated revenue is \$215,006, which is based on the number of calls. Discussion was held concerning moving the Communication Upgrade in the General-Jail budget request to the Central Dispatch budget request.

DARE: The total budget submitted is \$25,000.

DEA FORFEITURE: The total budget submitted is \$35,000. Two new line items, Training and Confidential Funds, were added in the sum of \$5,000 each.

Lake Enforcement DNR Grant: The total budget submitted is \$55,600.

Clerk Deb VanDeMark presented the following budgets:

Clerk: The total budget submitted is \$443,933. Clerical part-time line increased, in lieu of replacing a full-time employee.

Voter Registration: The total budget submitted is \$37,692.

Election Board: The total budget submitted is \$59,130, will be a municipal election.

Clerks Records Perpetuation: The total budget submitted is \$22,500.

Clerk IV-D: The total budget submitted is \$10,700.

Treasurer: Treasurer Angie Birchmeier submitted a total budget of \$162,536. The training line has been reduced as they are utilizing the County Official Training fund.

RECESS TAKEN AT 10:50 A.M. - RECONVENED AT 11:00 A.M.

Recorder Marlene Mahler submitted the following budgets:

Recorder: The total budget submitted is \$113,919.

ID Security Program: The total budget submitted is \$9,000 for Software Maintenance. The estimated revenue is \$6,500 and has a fund balance of \$45,000.

Recorders Perpetuation Fund: Ms. Mahler submitted the three year plan for the Recorder's Perpetuation Fund, as required under State statute. The fund balance is currently \$182,000 and estimated revenue is \$288,407. The total income deposited into various County funds is \$235,980.

Surveyor: Surveyor Craig Cultice submitted a total budget of \$181,495. Two new line items, Equipment Maintenance Contracts and Equipment Lease, have been added to replace a 14 year old copier.

Coroner John Grolich submitted the following budgets:

Coroner: The total budget of \$74,358. The request includes a per diem rate increase for the Wages-Emergency Deputies & Matrons from \$75 to \$100, reasoning deaths are more time consuming and it would be a fair wage for their time spent. Training has increased to \$1,000 for forensic pathology and mass fatality training, and Vehicle Repair has been added in the sum of \$200.

LEPC: The total budget submitted is \$34,971. (Fund balance as of August 21st is \$24,292.51).

Coroner Grolich explained that they are failing to reach a quorum at the scheduled bi-monthly meetings; therefore, no additional funding will be received.

Assessor Deb Dunning submitted the following budgets:

Assessor: The total budget submitted is \$179,611.

Sales Disclosure-County Share: The total budget submitted is \$6,650.

Reassessment: The total budget submitted is \$390,320, which includes four employees. Computer Software was reduced \$43,300 due to assessing software being paid in full. Fund balance is \$867,385. Anticipated Levy is \$373,880

Prosecutor Nelson Chipman presented the following budgets:

Prosecutor: The total budget submitted is \$551,803. The request includes an additional Deputy Prosecutor in the sum of \$65,000 due to the number of cases being filed in Superior Court No. II. Toxicology has been reduced from \$75,000 to \$25,000, explaining that Office Rent is paid for offsite storage. Discussion was held regarding a new Deputy Prosecutor and the possibility of paying a portion of the wages from the Pre-Trial Diversion fund.

Pre-Trial Diversion: The total budget submitted is \$313,218. The fund balance is \$288,119.

Prosecutor IV-D under County IV-D Incentive: The total budget submitted is \$98,795.

DEA Forfeiture: Requesting Confidential Funds in the sum of \$12,500 be added to the budget request. The Fund balance is \$44,325. Discussion was held to appropriate the funds in January.

Extension: Director Karen Richey submitted a total budget of \$243,983.

Veterans Service Officer: Service Officer Pam Schweizer-Betz submitted a total budget of \$45,809. A new line item, Vietnam Veteran Traveling Wall, in the sum of \$5,000 was requested as a donation. The traveling wall is tentatively scheduled for September, 2019.

Director Ty Adley presented the following budgets:

Plan Commission: The total budget submitted is \$216,979. The request includes an Office Manager, part-time Code Enforcement Officer and vehicle purchase. Mr. Adley provided a permit fee analysis and revenue projection, to support the request for additional personnel.

Board of Zoning Appeals (BZA): The total budget submitted is \$9,150. This budget was formally approved by the BZA Board.

Building Commission: Director Chuck DeWitt submitted a total budget of \$119,238. The request includes two additional full-time positions, Clerical and Inspector. Mr. DeWitt explained additional State mandates, the need for Plan Review and the number of additional registered contractors, which generates \$27,500 in revenue per year.

Director Michael Marshall submitted the following budgets:

Information Systems: The total budget submitted is \$159,854.

Cumulative Capital Development (CCD): The total budget submitted is \$1,482,499, which includes Software Maintenance, Computer Equipment and Communication Equipment. Discussion was held concerning the software budgeted in two funds, Director Marshall will discuss with Sheriff Hassel.

LUNCH RECESS AT 12:28 P.M. – RECONVENED AT 1:28 P.M.

Director Linda Rippy submitted the following budgets:

Museum: The total budget submitted is \$120,851.

Historical Society: The total budget submitted is \$42,500 for part-time clerical.

Superior Court #1: The total budget submitted is \$339,069.

Superior Court # 2: Judge Dean Colvin submitted a total budget of \$596,257.

Drug Free Community: Community Corrections Director Ward Byers submitted a total budget of \$78,000. Explaining the Counter Measure Fee is used to award grant funding to local agencies promoting a drug free community. Grant applications open in October, are awarded in December and disbursed the following calendar year.

Circuit Court: The total budget submitted is \$278,632.20.

Chief Probation Officer James Bendy presented the following budgets:

Probation: The total budget submitted is \$610,571. Probation Officer salaries will be increased according to the State pay schedule and partially funded by the Adult Probation Administrative and Supplemental Adult Probation funds.

Adult Probation Administrative: The total budget submitted is \$153,031.

Supplemental Adult Probation: The total budget submitted is \$17,800.

Weights & Measures: The total budget submitted is \$20,631.

EMA: The total submitted budget is \$75,748.

Soil & Water: The total budget submitted is \$35,745.

WIC: Evelyn Shields submitted a total budget of \$216,457.93.

Auditor Julie Fox submitted the following budgets:

Auditor: The total budget submitted is \$358,654. The request includes an additional Deputy Auditor.

Plat Mapping: The total budget submitted is \$46,300.

Auditor Ineligible: The total budget submitted is \$7,800.

County Officials Training Fund: Funding is generated from Recorder's fees for state-mandated training for the Auditor, Clerk, Recorder, Surveyor and Treasurer, with \$2,000 budgeted for each of these elected officials, a total budget of \$10,000.

Health Administrator Christine Stinson presented the following budgets:

Health Department: The total budget submitted is \$552,563. The estimated revenue is \$523,408. The fund balance is \$747,642.

Local Health Maintenance: The total budget submitted is \$33,139, which is a reimbursable grant.

Local Health Department Trust Account: The total budget submitted is \$25,093.

Council: Council submitted a total budget of \$653,227. Discussion was held that Waggoner, Irwin, Scheele & Associates are finalizing the job descriptions. Eight additional employees were requested in the General Fund.

Convention & Visitors Bureau Presentation: Executive Director Corine Humes presented the CVB 2019 Marketing Plan and budget of \$369,605, as approved by their Tourism Board and an informational packet of brochures promoting Marshall County's local attractions and business.

The Auditor will provide the Board with estimated revenues and the wage recommendations received by Waggoner, Irwin, Scheele & Associates totaled by fund.

Auditor Fox explained a change in the law now requires State Board of Accounts to invite all Commissioner and Council members to the State Board of Accounts audit exit interview, which will be held Tuesday, September 4th at 1:00 p.m. in the Commissioner's Office, Room 205.

Council scheduled a budget work session on September 4th at 2:00 p.m., immediately following the State Board of Accounts exit interview, in Commissioner's Room 203.

Auditor Fox requested board members to timely submit any questions for Waggoner, Irwin, Scheele & Associates prior to the work session.

ADJOURNMENT

With no further business to come before the Council, **the 2019 budget hearings were adjourned at 2:47 p.m. upon motion by Bill Githens, second by Heath Thornton. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, FEBRUARY 12, 2018

BE IT REMEMBERED: That on Monday, February 12, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President, Jon Van Vactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Commissioners Garner and Delp provided an update on the Engineer/Director and Assistant Clerk open positions at the Highway Department. Three applications were received for the Engineer/Director position, two were qualified, and an offer was made and rejected, in part due to the low salary. College engineer graduate salaries, without a license, begin at \$60,000 and it is difficult to find a qualified/experienced engineer at the current range of \$62,837 - \$76,800. The Assistant Clerk position has not been filled, but the need for that position will be re-evaluated in the spring. Commissioner Delp explained that they have put a lot of time, effort and thought into this situation and are trying to do what is best for Marshall County. Commissioner Garner stated that two attributes that an Engineer would need to bring is a matrix with a CAD overlay that identifies the roads priority list based on population and road counts along with a program that tracks telephone calls, establishing accountability to ensure responses are handled in a timely fashion with accurate information. Council President Stone questioned whether the Paser Report provided the information described. Commissioner Garner explained that the Paser Report provides the condition of the road, but does not factor in population density or traffic counts. Commissioner Delp explained that the County Surveyor expressed the benefit of having a licensed engineer in-house to certify documents related to drainage. Councilmember Lukenbill stated that an increased salary of \$85,000 plus \$20,000 in benefits would cost \$105,000 and questioned whether contracting with a civil engineer would be a better option. Commissioner Delp explained that the required level of experience, expertise and education warrants more pay. Councilmember Lukenbill explained that the Deputy Prosecuting Attorneys, elected officials and other department heads are not paid \$100,000. Commissioner Garner stated that there is a need for flexibility when hiring individuals with expertise and a similar situation may occur when hiring a Plan Director later this year. Councilmember Thornton thanked the Commissioners for their hard work and believes that they are moving in the right direction.

MUSEUM

Museum Director Linda Rippy and Mike Miley presented the 2017 Historical Society list of income and expenses, along with a Quarterly Report and an overview of the activities. Ms. Rippy stated that due to a reduction in the REAL Services program there will be a shortfall of 40 hours per week and is looking to find additional volunteers to fill the void. Upcoming events include Argos Architecture Tour, Brown Bag Luncheon and an exciting schedule celebrating Earth Day. Mr. Miley offered the use of the facilities for group meetings.

HIGHWAY

Highway Supervisor Jason Peters provided a Community Crossings Grant update, stating that Beech Road was originally estimated at a cost of \$288,080 and the bid was \$317,376.25. The project was completed on November 30, 2017 and the final invoice is \$303,772.05 bringing the County portion to \$87,712.05 and the State portion to \$216,060, which was received January 11, 2018. South Michigan Street was estimated at a cost of \$403,017.16 and the bid was \$450,352.00. The State awarded portion is \$302,262.87 and the remaining estimated balance is \$148,089.13. The project has not been completed.

Mr. Peters explained that North Michigan Road estimated cost of \$325,250 was not awarded under the Community Crossings Grant and an additional appropriation will be required to complete the funding for this project.

Mr. Peters explained that the millings from all projects will come back to the County which will gain additional miles.

ORDINANCE 2018-04(1)

Jon Van Vactor moved, second by Penny Lukenbill, to approve Ordinance 2018-04(1): Establishing Fund 9003 CCMG: Beech Rd, US 6 to 3B Road. Motion carried 7-0.

ORDINANCE 2018-04(2)

Jim Masterson moved, second by Heath Thornton, to approve Ordinance 2018-04(2): Establishing Fund 9004 CCMG: S Michigan St. to SR 110. Motion carried 7-0.

Mr. Peters explained that an additional appropriation may be required to cover overtime expenses.

Mr. Peters requested a waiver of the 90-day probation pay period for Highway Clerk, Denise Campbell retroactive to January 15, 2018. **Jon Van Vactor moved, second by Bill Githens, to waive the 90-day probationary pay period for Highway Clerk, Denise Campbell, retroactive to January 15, 2018. Motion carried 7-0.**

SHERIFF

Sheriff Matt Hassel presented the County Sheriff's Commissary Budget Fund for July 1, 2017 to December 31, 2017 and the proposed Commissary Budget for 2018. **Jon Van Vactor moved, second by Don Morrison, to approve the Sheriff's Commissary Budget for the period July 1st through December 31, 2017. Motion carried 7-0.**

Sheriff Hassel stated that his role in the iTouch Biometric fingerprinting system was to speak with ISP regarding the equipment and additional appropriation was being handled by Judge Colvin. Sheriff Hassel explained that \$15,208.15 was required for the fingerprint instrument and an additional \$2,000 for installation of a telephone line for a total cost of \$17,208.15.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(2)

VETERAN SERVICE OFFICER: Jon Van Vactor moved, second by Jim Masterson, to approve the additional appropriation request of \$2,500 into Travel/Mileage. Motion carried 7-0.

SUPERIOR COURT II: Additional appropriation request of \$18,000 into Office Equipment for the purchase of the iTouch Biometric fingerprint equipment and installation of a telephone line was submitted. Discussion was held concerning the use of Probation fees to fund the purchase. Request dies due to lack of a motion based on the funding source, noting there is no opposition to the purchase as long as funding is in place.

COMMUNITY CROSSINGS GRANT: BEECH RD – US 6 TO 3B RD: Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$303,772.05 into Beech Road, US 6 to 3B Road. Motion carried 7-0.

It is the request of Council that any department submitting an additional appropriation or transfer request have a representative present at the meeting in order to answer any questions.

TRANSFER REQUESTS

No transfer requests were received.

AUDITOR'S REPORT

January 8, 2018 minutes: Bill Githens moved, second by Heath Thornton, to approve the meeting minutes of January 8, 2018. Motion carried 6-0-1, with Don Morrison abstaining.

Annual Statement of Receipts and Disbursements: Auditor Fox provided the 2017 annual statement of receipts and disbursements which includes all funds, stating the total revenue received was \$90,301,101.62 and total expenses were \$88,088,601.24.

1782 Notice: Auditor Fox explained that the 1782 Notice was received from DLGF and all the budgets were approved as submitted. She further stated that DLGF referenced “Fund 0608-Historical Society line reduced by amount of \$26,316 due to a negative Line 11, Operating Balance, and not enough projected revenue.” The Department of Local Government Finance responded that the statement was an oversight on their part. The 1782 Notice was returned by the Auditor noting “Fund 0608 Historical Society comment is not germane to any of the certified funds. This fund is supplemented with outside donations.”. Auditor Fox stated that Council does not need to take any action.

ORDINANCE 2018-04(3)

Bill Githens moved, second by Jim Masterson, to approve Ordinance 2018-04(3) to establish new County Fund 9005 Health: INSACCO Hepatitis C Grant. Motion carried 7-0.

COUNCIL ITEMS

Councilmember Githens explained that five or six departments have budgeted lines for new copy machines and the Commissioners have executed the RICOH contract. In order to ensure a check and balance system, the department will submit their sublease to the Auditor to ensure funding is in place and upon Auditor verification the department head may proceed. It is not a requirement to appear before the Board of Commissioners for approval to sign a contract as it is a sub-lease.

Councilmember Lukenbill stated that she and other elected officials attended the AIC Legislative Conference in January recapping presentations from Dr. Larry DeBoer, Purdue Extension, regarding the downward farmland trend and impact on revenue and tax caps; Justice Steven David, Indiana Supreme Court, regarding e-filing; and Dr. Niemier on the opioid crisis. Councilmember Githens explained that Randy Head and Jack Jordan attended a roundtable discussion.

Health Department Administrator Christine Stinson stated that so far this year the County has had three deaths due to the opioid epidemic and that two overdose rescues have occurred. In 2017, there were fourteen deaths reported to date. In 2015, there was one death. Ms. Stinson stated that there will be several opportunities for septic training of inspectors, designers and installers.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Heath Thornton, to adjourn the meeting at 10:13 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MARCH 12, 2018**

BE IT REMEMBERED: That on Monday, March 12, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison; Vice President, Jon Van Vactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input.

PLAN COMMISSION

Stan Klotz presented the Code Enforcement Officer part-time position description explaining that Waggoner, Irwin & Scheele recommended an hourly range of \$17.40 to \$20.05 and the Board is requesting \$18 per hour for a total of 15 hours per week. The Plan Commission Board believes the permit fees offset any attorney fees incurred and will not pursue a lien attachment. President Stone asked if the Plan Commission Director has given written notice of his intent. Mr. Klotz stated that he has not received written confirmation of the intent. Commissioner Delp stated that he is not sure why we would proceed at this point and suggested combining the part-time positions of Code Enforcement Officer and Building Inspector. Mr. Klotz stated that the part-time individual would also be helpful during the transition period. Council member Githens stated that he believes that we need to move forward because of the number of properties in the County and possible health concerns with some of the properties involved. Council member Thornton agreed. **Bill Githens moved, second by Heath Thornton, to approve the Code Enforcement Officer part-time position with an hourly range of \$17.40 to \$20.05. Motion failed for lack of support 2-4-1, with Jim Masterson, Don Morrison, Judy Stone and Jon Van Vactor voting against and Penny Lukenbill abstaining.**

EMA

Director Clyde Avery requested permission to apply for the 2017 EMPG Salary Reimbursement Performance Grant through the Indiana Department of Homeland Security explaining that the federal grant reimburses the County for up to 50% of the EMA Director's salary and benefits for 2017. **Jon Van Vactor moved, second by Bill Githens, to approve the 2017 EMPG Salary Reimbursement Performance Grant through the Indiana Department of Homeland Security. Motion carried 7-0.**

Council President Stone thanked Mr. Avery for his efforts during the flood.

SHERIFF

Sheriff Matt Hassel requested permission to apply for the Firehouse Subs Public Safety Foundation Grant for the purchase of ballistic vests for transport officers. **Penny Lukenbill moved, second by Jim Masterson, to allow the Sheriff to apply for the Firehouse Subs Public Safety Foundation Grant. Motion carried 7-0.**

Council President Stone thanked Sheriff Hassel for his assistance in organizing individuals to fill sandbags during the flooding.

CUMULATIVE BRIDGE RATE

Commissioner Kurt Garner stated that the Commissioners are pursuing a \$0.0524 rate increase for the Cumulative Bridge Fund due to the expected deficit next year. Doubling the rate will provide an additional \$600,000 in annual revenues. A public hearing has been scheduled for next Monday and the Commissioners are requesting Council's support in raising the Cumulative Bridge Fund rate which has not changed since 2003. Commissioner Garner explained that USI has estimated that the County will have a \$2.2 million dollar deficit by 2023. A number of bridge projects are ongoing and revenue will not be sufficient to meet the expense. With the recent flooding there is additional damage that needs to be addressed and due to the flood there were seven bridges closed which is a concern for emergency protection. Commissioner Garner estimated the damage to be one million dollars and is unsure if or when FEMA monies would be received. Council member Lukenbill stated that there are eleven bridges that will need to be replaced according to the Bridge plan provided by USI. Council member Van Vactor stated that the Cumulative Bridge Fund has been in existence since 1984 to ensure safe bridges in the County. The current rate has been in force for 14 years and revenues need to match the anticipated expenditures. Council member Githens stated that there are other funds to cover the cost of the projects. Council President Stone explained that those are encumbered funds. Council member Thornton stated that he was recently made aware of the rate increase and would request better communication prior to being requested to vote on a tax increase. Commissioner Garner explained that the rate was conservatively calculated by matching the anticipated expenses to the revenue, rather than increasing the rate to the maximum rate allowed by law of \$0.10. **Jon Van Vactor moved, second by Penny Lukenbill, to support the Commissioners increasing the Cumulative Bridge Rate. Motion carried 6-1, with Heath Thornton voting against.**

Commissioner Garner requested the salary be reconsidered for the Highway Engineer/Director position. Council member Githens reminded those in attendance that the engineer would be an engineer for the entire county and further indicated that the surveyor is in support of a County Engineer. Commissioner Garner reminded members that the County Engineer would need to be involved with the Highway in order to recapture the State reimbursement. Council President Stone requested that he revamp the proposal and bring it back for consideration.

TRANSFER REQUESTS ORDINANCE 2018-2(2)

AUDITOR INELIGIBLE FUND: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$1,800 from Contractual Services into Office Equipment. Motion carried 7-0.

HIGHWAY: Jon Van Vactor moved, second by Heath Thornton, to approve the transfer request of \$40,000 from Stone, Gravel, Aggregates into Wages-Overtime. Motion carried 7-0.

HEALTH: Bill Githens moved second by Jim Masterson, to approve the transfer request of \$2,000 from Unsafe Buildings into Environmental Supplies. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(3)

COUNCIL: Don Morrison moved, second by Penny Lukenbill, to approve the additional appropriation request of \$42,151.93 into Professional Services. Motion carried 7-0.

COMMUNITY CORRECTION: Jon Van Vactor moved, second by Heath Thornton, to approve the additional appropriation request of \$5,000 into Professional Services. Motion carried 7-0.

DRUG FREE COMMUNITY: Heath Thornton moved, second by Jim Masterson, to approve the additional appropriation request of \$4,700 into Prevention/Education; \$8,500 into Treatment; and, \$6,700 into Criminal Justice. Motion carried 7-0.

PLAT MAPPING: Heath Thornton moved, second by Don Morrison, to approve the additional appropriation request of \$10,000 into Wages-Clerical and \$10,000 into Wages-overtime. Motion carried 7-0.

INSACCHO HepC Grant: Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$2,500 into Office Supplies. Motion carried 7-0.

CCMG: S Michigan Street to State Road 110: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$450,352 into S Michigan Street to State Road 110 from the Rainy Day Fund. Motion carried 7-0.

AUDITOR'S REPORT

February 12, 2018 minutes: Jon Van Vactor moved, second by Penny Lukenbill, to approve the meeting minutes of February 12, 2018. Motion carried 7-0.

ORDINANCE 2018-3(4)

Jon Van Vactor moved, second by Jim Masterson, to approve Ordinance 2018-3(4) Amending Salary Ordinance 2017-22 fixing the Motor Vehicle Highway Administrative Fund for the position of Clerical PT at an hourly range of \$9.07 to \$12.10. Motion carried 7-0.

COUNCIL ITEMS

RESOLUTION 2018-03

Transfer to WIC Fund 8801: Council President Stone stated that Fund 8801 has been carrying a negative balance for a number of years. Auditor Fox stated that all reimbursements have been received from the State for Fund 10.557 WIC 8801 for fiscal year ending 2017 leaving a negative balance in the sum of \$15,735.74. Auditor Fox explained that a thorough review of the fund has been conducted by the Auditor and WIC Director, Evelyn Shields, and no malfeasance was found. Council member Lukenbill stated that the fund had maintained a negative balance prior to her term as Auditor and State Board of Accounts never took exception to the negative balance. **Jim Masterson moved, second by Don Morrison, to approve Resolution 2018-03 resolving to make the fund whole by transferring \$15,735.74 from the County General Fund to the 10.557 WIC Fund 8801. Motion carried 7-0.**

Commissioner Garner stated that The Heavy Equipment Response Coalition (HERC) will hold a flood relief informational public meeting this Thursday evening at 6:00 p.m. in the Commissioners Room 203. Commissioner Garner and Council President Stone requested the Auditor post a public meeting notice.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jim Masterson, to adjourn the meeting at 10:08 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, APRIL 9, 2018**

BE IT REMEMBERED: That on Monday, April 9, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Stan Klotz urged Council to accept the Highway Department's additional appropriation of \$1,500,000 to fix the roads.

SHERIFF

Sheriff Matt Hassel explained that it has been brought to his attention that there is no security when the County Building Security Officer is on vacation and as a short-term fix would like to have off-duty deputies and reserve jail officers fill in. The long-term solution would be to have a part-time security officer position description created and wage established. Commissioner Delp, as Chairman of the Safety Committee, stated that the Safety Committee supports the Sheriff in this request. Council member VanVactor questioned the immediate need for additional funding with the current budget balances.

VETERANS SERVICE OFFICER

Pam Schweizer-Betz requested permission to apply for enrollment in the At-Home Professions Healthcare Documentation Program explaining that the course would aid her in filing benefit claims for veterans and widows and the ability to better explain benefits that are available to the 3,500 – 4,000 Marshall County veterans. Ms. Schweizer-Betz stated that the total tuition is \$2,995.

Bill Githens moved, second by Heath Thornton, to support Veterans Service Officer in furthering her education to assist the veterans. Motion carried 7-0.

Council President Stone stated that an additional appropriation would need to be filed to fund the education.

PROSECUTOR

Susan Sauer, Paralegal, on behalf of Prosecuting Attorney Nelson Chipman, requested permission to waive the 90-day probationary pay for new full-time employee, Lori VanDerWeele, explaining that Ms. VanDerWeele has been working part-time in the Prosecutor's Office for eighteen months.

Bill Githens moved, second by Jim Masterson, to waive the 90-day probationary pay for Lori VanDerWeele. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(4)

SHERIFF: Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$10,000 into Wages-Overtime. Motion carried 6-1, with Jon VanVactor voting no.

JAIL: Bill Githens moved, second by Don Morrison, to approve the additional appropriation request of \$5,000 into Wages-Overtime. Motion carried 6-1, with Jon VanVactor voting no.
RAINY DAY: Penny Lukenbill moved, second by Jon VanVactor, to approve the additional appropriation request of \$325,250 into N. Michigan, 1st Road to Tyler Road. Motion carried 7-0.

RAINY DAY: Penny Lukenbill moved, second by Jim Masterson, to approve the additional appropriation request of \$1,500,000 into Disaster Recovery. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(1)

CUMULATIVE BRIDGE: Jon VanVactor moved, second by Bill Githens, to approve the transfer request of \$4,999 from Stone, Gravel, Aggregates into Wages-Overtime. Motion carried 7-0.

AUDITOR'S REPORT

March 12, 2018 minutes: Heath Thornton moved, second by Don Morrison, to approve the meeting minutes of March 12, 2018. Motion carried 7-0.

March 26, 2018 Emergency Public Meeting minutes: Heath Thornton moved, second by Bill Githens, to approve the Emergency Public Meeting minutes of March 26, 2018. Motion carried 6-0-1, with James Masterson abstaining.

COUNCIL ITEMS

RESOLUTION 2018-04

Transfer to CCMG: Beech Road – US 6 to 3B Road Fund 9003: Jon VanVactor moved, second by Jim Masterson, to approve Resolution 2018-04 resolving to allocate the County share of \$87,712.05 and transfer said funds from the LOIT Special Distribution Fund 1229 to the CCMG: Beech Road, US 6 to 3B Road Fund 9003 repairing approximately 1.4 miles. Motion carried 7-0.

RESOLUTION 2018-05

Transfer to CCMG: S Michigan Street to State Road 110 Fund 9004: Jon VanVactor moved, second by Heath Thornton, to approve Resolution 2018-05 resolving to allocate the County share of \$148,089.13 and transfer said funds from the Rainy Day Fund 1186 to the CCMG: S Michigan Street to State Road 110 Fund 9004 repairing approximately 4 miles. Motion carried 7-0.

RESOLUTION 2018-06

Appropriation of Rainy Day Funds: Bill Githens moved, second by Jim Masterson, to approve Resolution 2018-06 resolving to allocate \$1,500,000 for Disaster Recovery. Motion carried 7-0.

RESOLUTION 2018-07

Appropriation of Rainy Day Funds: Jon VanVactor moved, second by Penny Lukenbill, to approve Resolution 2018-07 resolving to allocate \$325,250 for North Michigan Road Project, from 1st Road to Tyler Road. Motion carried 7-0.

Council member Githens asked if Commissioner Garner has submitted any additional information concerning the Engineer/Director position following last month's meeting. President Stone indicated that she has not received any further information. Auditor Fox explained that most of the job descriptions have come back from Waggoner, Irwin, Scheele and Associates. The Commissioners will be holding a work session to review the appointed positions. The descriptions will be reviewed by the departments and submitted to WIS for finalization of the descriptions.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jim Masterson, to adjourn the meeting at 9:52 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MAY 14, 2018**

BE IT REMEMBERED: That on Monday, May 14, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input was heard.

ABATEMENT REQUEST

Auditor Fox reported that Abatement Requests were received from Homestead Dairy LLC, Houin Family Farm LLC, Faulkner Fabricating, Inc. and Headsight, Inc. within the allowable time frame. Discussion was held concerning on-site visits in order to verify the owner is in substantial compliance. The Abatement Requests were tabled until the next meeting.

LONG TERM FLOOD RECOVERY COMMITTEE

Commissioner Kurt Garner, Chairman of the Long Term Flood Recovery Committee, and United Way Director Linda Yoder explained the impact that the February flood has had on Marshall County residents with \$450,000 in unmet needs. Commissioner Garner requested a \$25,000 commitment to be distributed to United Way as needed. **Penny Lukenbill moved, second by Jim Masterson, to support an additional appropriation request in the Rainy Day Fund for \$25,000 for a United Way Flood Relief line item. Motion carried 7-0.**

SHERIFF

Sheriff Matt Hassel requested permission to waive the probationary pay period for new full-time hire, Richard Ayala, explaining that Mr. Ayala has three years of experience and is certified. **Don Morrison moved, second by Bill Githens, to waive the probationary pay period for patrolman Richard Ayala. Motion carried 7-0.**

Sheriff Matt Hassel requested permission to waive the probationary pay period for Turnkey/Dispatcher Cody Rosinski, explaining that Mr. Rosinski has five years prior experience and an excellent work record. **Don Morrison moved, second by Heath Thornton, to waive the probationary pay period for Turnkey/Dispatcher Cody Rosinski. Motion carried 7-0.**

Sheriff Hassel requested that both waivers be retroactive to April 9, 2018. **Penny Lukenbill moved, second by Jim Masterson, to approve the waiver of probationary pay period for Richard Ayala and Cody Rosinski be retroactive to April 9, 2018. Motion carried 7-0.**

Sheriff Hassel stated they are receiving requests for digital copies of records and is requesting guidance for establishing a fee schedule and ordinance. Following further discussion, it was determined that Sheriff Hassel would consult with Attorney Clevenger.

PROBATION DEPARTMENT

Chief Probation Officer James Bandy requested permission to create a permanent part-time probation officer to assist when individuals are off on FMLA issues or during interim employee vacancies, with funding paid from the unused pay of absent individual and the amount of time worked would follow the County guidelines. Requesting an amendment to the Salary Ordinance be created and the position description would be the same as full time description, but with the part-time status.

Jon Van Vactor moved, second by Penny Lukenbill, to approve the part-time Probation Officer position and the salary would follow the State guideline. Motion carried 7-0.

AUDITOR

Auditor Julie Fox presented a request and detailed the need for an additional full time Deputy Auditor. Council member Van Vactor questioned if the request could wait until budget time. Discussion was held concerning the financial impact of a full time Deputy Auditor in the sum of \$46,500 including wages and benefits. **Jon Van Vactor moved, second by Heath Thornton, to consider the request for a full-time Deputy Auditor at budget time. Motion carried 6-1, with Penny Lukenbill voting no.**

MARSHALL COUNTY ECONOMIC DEVELOPMENT COMMITTEE

President and CEO Jerry Chavez thanked Council for their support of the Marshall County Economic Development Committee and presented the 2017 Annual Report.

Commissioner Kevin Overmyer stated that a Stellar award of \$20,000 has been approved by OCRA and requested permission for Auditor Fox to place a line item in the Commissioners budget.

Jim Masterson moved, second by Penny Lukenbill, to approve the creation of a line item in the Commissioners budget entitled Regional Stellar Designation. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(5)

VETERANS SERVICE OFFICE: **Jon Van Vactor moved, second by Heath Thornton, to approve the additional appropriation request of \$2,550 into Training. Motion carried 7-0.**

PROBATION: **Penny Lukenbill moved, second by Heath Thornton, to approve the additional appropriation request of \$4,500 into Urinalysis Supplies. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2018-2(2)

COMMUNITY CORRECTION PROJECT INCOME: **Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$9,050 from Equipment Lease into Wages-PT Community Corrections Officer. Motion carried 7-0.**

AUDITOR'S REPORT

April 9, 2018 Minutes: **Don Morrison moved, second by Bill Githens, to approve the meeting minutes of April 9, 2018. Motion carried 7-0.**

COUNCIL ITEMS

Waggoner, Irwin Scheele Position Description: Documents have been reviewed by the Elected Officials/Department Heads and the Auditor's Office is preparing to return the "draft" descriptions to Waggoner, Irwin, Scheele & Associates. Council President Stone requested guidance on how to handle the review of descriptions. Councilmember Lukenbill stated that descriptions are better managed by the department heads and a review of the salary recommendations would be more critical; further suggesting each member review descriptions assigned as liaison. Upon Waggoner,

Irwin, Scheele & Associates, Inc. returning the final position descriptions, Council Department liaisons will distribute the job descriptions to assigned liaison appointed departments.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Heath Thornton, to adjourn the meeting at 10:17 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JUNE 11, 2018**

BE IT REMEMBERED: That on Monday, June 11, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Marlene Mahler explained that the U.S.S. Indiana will be christened in September and Representative Tom Saunders is forming a committee with the goal of raising \$1,000 per Indiana County for scholarship awards. Ms. Mahler requested permission to serve as the Marshall County representative to raise funds and to establish a fund to serve as a pass-through. **Penny Lukenbill moved, second by Jim Masterson, to allow Marlene Mahler to serve as the Marshall County representative to seek donations and if allowed by State Board of Accounts to establish a fund to serve as a pass-through. Motion carried 7-0.**

SHERIFF

Sheriff Hassel and Maintenance Supervisor Gary Masterson requested permission to replace an air conditioning unit. Discussion was held concerning repairing the unit and preparing a plan for replacement of all units and possibly moving the units from the roof to the ground. **Heath Thornton moved, second by Bill Githens, to approve the repair of the air conditioning unit. Motion carried 7-0.**

Sheriff Matt Hassel requested that the hourly rate of pay for the Lake Enforcement DNR Grant Seasonal Deputies be increased from \$23.53 to \$30 and be retroactive to the beginning of the season. **Jon Van Vactor moved, second by Penny Lukenbill, to approve Ordinance 2018-3(7) Amending Salary Ordinance 2017-22 fixing the Lake Enforcement – DNR Grant Fund for the position of Seasonal Deputies at an hourly rate of \$30 retroactive to May 25, 2018. Motion carried 7-0.**

Sheriff Hassel explained the DEA Forfeiture Fund transfer request that will be heard later in the meeting.

Sheriff Hassel and Commissioner Mike Delp requested permission to use a portion the excess funds allocated to upgrade the video security system towards the purchase of automatic door locks for the Clerk's office (\$6,500) and security window film for the Annex Building and County Building (\$20,000). A transfer request will be presented at July's meeting.

HIGHWAY

Highway Supervisor Jason Peters requested permission to waive the probationary pay period for new full-time hire, Stephanie Campbell, explaining that Ms. Campbell has been working part-time since February, 2018. **Heath Thornton moved, second by Jim Masterson, to waive the probationary pay period for Assistant Clerk Stephanie Campbell. Motion carried 7-0.**

PLAN COMMISSION

Stan Klotz, President of the Plan Commission, requested permission to hire an Interim Plan Commission Director stating that there may be an opportunity to have the new hire work with Mr. Booker. Mr. Klotz stated that if the Plan Commission Board approves the overlap in hire, a transfer request will be submitted from Part-Time Clerical. **Bill Githens moved, second by Heath Thornton, to support the Interim Plan Commission Director request. Motion carried 6-0-1, with Penny Lukenbill abstaining.**

COMMUNITY CORRECTIONS

Director Ward Byers presented the Community Corrections FY 2019 budget details, which has been approved by the Indiana Department of Corrections. Further explaining that the Salary Ordinance will be presented for formal approval at July's meeting and requested the Salary Ordinance be retroactive to July 1, 2018. **Jim Masterson moved, second by Penny Lukenbill, to approve Community Corrections Fiscal Year 2019 budget effective July 1, 2018. Motion carried 7-0.**

SAFETY COMMITTEE

Commissioner Delp explained that IPEP, our Workers Compensation carrier, provides for a safety/training incentive up to 80% of the purchase price for safety equipment or safety programs which will reduce or limit worker's compensation exposure. Surveyor Craig Cultice would like to purchase three high visibility jackets in the total sum of \$296.85. Grant recipients will be announced by August 31, 2018 and funds will be distributed in January, 2019. **Bill Githens moved, second by Heath Thornton, to allow the Safety Committee to apply for the IPEP Grant Program. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(6)

SUPERIOR COURT II: Heath Thornton moved, second by Jim Masterson, to approve the additional appropriation request of \$4,000 into Wages-Deputy Clerk/Criminal Division. Motion carried 7-0.

CUMULATIVE CAPITAL DEVELOPMENT: Bill Githens moved, second by Don Morrison, to approve the additional appropriation request of \$63,750 into Repair Buildings/Structures. Motion carried 7-0.

RAINY DAY: Penny Lukenbill moved, second by Bill Githens, to approve the additional appropriation request of \$25,000 into United Way-Flood Relief subject to signature by Commissioner Garner. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(4)

ELECTION BOARD: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$740 from Election Poll Workers into Employee Poll Worker. Motion carried 7-0.

PLAN COMMISSION: Jon Van Vactor moved, second by Penny Lukenbill, to approve the transfer request of \$1,750 from Office Equipment into Equipment Maintenance Contract. Motion carried 5-2 with Judy Stone and Don Morrison voting no because a new copy machine has been purchased.

DEA FORFEITURE FUND: Bill Githens moved, second by Heath Thornton, to approve the transfer request of \$5,000 from Training into Confidential Funds. Motion carried 7-0.

HIGHWAY FUND: Jon Van Vactor moved, second by Don Morrison, to approve the transfer request of \$50,000 from Bituminous into Dust Control. Motion carried 7-0.

ORDINANCE 2018-3(6)

Bill Githens moved, second by Heath Thornton, to approve Ordinance 2018-3(6) Amending Salary Ordinance 2017-22 fixing the Marshall County Plan Commission Fund for the position of Interim Director at a bi-weekly rate of \$2,066.53. Motion carried 6-0-1, with Penny Lukenbill abstaining.

ORDINANCE 2018-3(5)

Penny Lukenbill moved, second by Jim Masterson, to approve Ordinance 2018-3(5) Amending Salary Ordinance 2017-22 fixing the Marshall County Probation Department Fund for the position of Probation Officer PT at an hourly range of \$18.57 - \$35.87. Motion carried 7-0.

AUDITOR’S REPORT

May 9, 2018 Minutes: Bill Githens moved, second by Heath Thornton, to approve the meeting minutes of May 9, 2018. Motion carried 7-0.

COUNCIL ITEMS

ABATEMENT REQUEST

Penny Lukenbill moved, second by Jim Masterson, to approve Abatement requests submitted by Homestead Dairy, LLC, Houin Family Farm, LLC, Faulkner Fabricating, Inc. and Headsight, Inc. Motion carried 7-0.

Bill Githens thanked Ralph Booker for his years of service with Marshall County.

2019 Budget Preparation: Discussion was held concerning the salary study by Waggoner, Irwin & Scheele and medical insurance costs. **Jon Van Vactor moved, second by Jim Masterson, to recommend department heads prepare budget requests with four percent for wage increases, due to the unknown recommendation by Waggoner, Irwin & Scheele, but with acknowledgment that the amount will in probability be reduced. Motion carried 7-0.**

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Heath Thornton, to adjourn the meeting at 10:34 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JULY 9, 2018**

BE IT REMEMBERED: That on Monday, July 9, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input was heard.

HEALTH DEPARTMENT

Administrator Christine Stinson requested permission to apply for the Emergency Preparedness Grant for Fiscal Year 2019, July 1st through June 30th, in the sum of \$16,085, which represents one-half of the salary for this position. Ms. Stinson introduced Theresa Budd, Health Educator/Emergency Preparedness Coordinator, who provided a brief synopsis of duties and training that has been completed since her hire earlier this year.

Council member Masterson asked Administrator Stinson if an Ordinance would be required for well and septic permits. Ms. Stinson agreed that an Ordinance would be beneficial, along with an Ordinance regulating tattoo establishments; however, additional staffing would be required. **Penny Lukenbill moved, second by Jim Masterson, to approve the request to apply for the Emergency Preparedness Grant for Fiscal Year 2019 in the sum of \$16,085. Motion carried 7-0.**

EMA

Director Clyde Avery requested permission to apply for the 2018 EMPG Salary Reimbursement Grant payable in 2019 which reimburses 50% of the Director's salary and benefits. **Jon VanVactor moved, second by Don Morrison, to approve the request to apply for the 2018 EMPG EMA Director's Salary 50% Reimbursement Grant. Motion carried 7-0.**

SAFETY COMMITTEE

Commissioner Mike Delp informed the Board that Sheriff Matt Hassel offered the remaining funds allocated in the General Jail Fund Video Security System line to install security window film on all three floors of the County Building in the sum of \$26,093, on the Courthouse Annex Building in the sum of \$5,260 and automatic door locks in the Clerk, Auditor and Treasurer's Offices with estimates to follow.

MUSEUM

Director Linda Rippy and Historical Society Board Member, Mike Miley, presented a quarterly report providing details of upcoming events, programs and community service accomplishments.

SHERIFF

Sheriff Matt Hassel was unable to attend to present the request for a waiver of probationary pay.

BUILDING COMMISSION

Building Commissioner Chuck DeWitt explained Senate Enrolled Act (SEA) 393, effective July 1st, which requires firefighter safety notification when using advance structural components within a Class 1

or Class 2 structure for which a building permit is issued after June 30, 2018. Building Commissioner DeWitt explained the ISO Report, which is generated every five years in each jurisdiction, and details the grading classification which are good in the commercial buildings due in part to the local plan review. The insurance companies review the ISO ratings and determine insurance premium rates based on the report. ICC Statewide Codes for 2018 is anticipated to be adopted in 2020.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(7)

BUILDINGS & GROUNDS: Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation request of \$5,000.00 into Wages-Overtime. Motion carried 7-0.

AUDITOR: Auditor Fox explained the need for an Interim GIS Deputy with Commissioner Overmyer and Recorder Marlene Mahler appearing in support of the request. Penny Lukenbill moved, second by Don Morrison, to approve the additional appropriation request of \$14,595 into Wages-Deputies for an Interim GIS Deputy. Motion carried 7-0.

EMA PERFORMANCE GRANT: Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation request of \$8,000 into Grant Expenditures. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(5)

AUDITOR: Bill Githens moved, second by Heath Thornton, to approve the transfer request of \$425 from Repair Furniture and Equipment into Office Equipment. Motion carried 7-0.

PROBATION: Penny Lukenbill moved, second by Jim Masterson, to approve the transfer request of \$1,500 from Consulting Services into Computer Equipment. Motion carried 7-0.

LOCAL HEALTH MAINTENANCE: Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$8,236 from Wages-Health Educator/Emergency Preparedness Coordinator into Preparedness Grant Expenditures. Motion carried 7-0.

LOCAL HEALTH MAINTENANCE: Penny Lukenbill moved, second by Heath Thornton, to approve the transfer request of \$2,534 from Wages-Clerical into Preparedness Grant Expenditures. Motion carried 7-0.

SOLID WASTE: Heath Thornton moved, second by Jon VanVactor, to approve the transfer request of \$4,000 from Print/Public Info into Utilities and \$3,000 from Battery Recycling into Communications. Motion carried 7-0.

AUDITOR'S REPORT

June 11, 2018 Minutes: Jon VanVactor moved, second by Bill Githens, to approve the meeting minutes of June 11, 2018. Motion carried 7-0.

Interim Deputy Auditor/GIS & Property Records: Auditor Fox requested permission to hire an Interim Deputy Auditor/GIS & Property Records. Jon VanVactor moved, second by Penny Lukenbill, to allow the Auditor to advertise for an Interim Deputy Auditor/GIS & Property Records. Motion carried 7-0.

Ordinance 2018-3(8) Amending Salary Ordinance 2017-22: Bill Githens moved, second by Heath Thornton, to approve Ordinance 2018-3(8) Amending Salary Ordinance 2017-22 to add 1 Interim GIS Deputy Auditor with an hourly range of \$19.83-\$20.85. Motion carried 7-0.

COUNCIL ITEMS

ORDINANCE 2018-4(4)

AN ORDINANCE AUTHORIZING MARSHALL COUNTY COUNCIL TO ESTABLISH NEW COUNTY FUND

Bill Githens moved, second by Heath Thornton, to approve Ordinance 2018-4(4) to establish Fund 2600 Drain Construction/Re-Construction. Motion carried 7-0.

SALARY ORDINANCE 2018-13

AN ORDINANCE FIXING THE SALARIES OF COMMUNITY CORRECTIONS AND COMMUNITY CORRECTIONS PROJECT INCOME FUND FOR FISCAL YEAR 2019.

Auditor Fox explained that the Community Correction Fiscal Year 2019 Budget was approved at last month's Council meeting and presented the Salary Ordinance for approval, explaining that the Grant Award did not change from Fiscal Year 2018. Therefore, it was proposed by Community Corrections that the employee raise be paid from Community Correction Project Income Fund noting that additional funding was not provided to include a raise for the Pre-Trial Diversion Officer. Discussion was held to approve the Salary Ordinance retroactive to July 1, 2018 upon approval. **Heath Thornton moved, second by Penny Lukenbill, to table Ordinance 2018-13: An Ordinance Fixing the Salaries of Community Corrections and Community Corrections Project Income Fund for the Fiscal Year 2019. Motion carried 7-0.**

Bremen Public Library Board: Heath Thornton moved, second by Bill Githens, to reappoint Joyce Graybill to a four year term beginning July 1, 2018 through June 30, 2022. Motion carried 7-0.

Discussion was held concerning Highway Engineer/Director Position and whether Council was in favor of establishing and funding the position. Council Members Githens, Stone and Lukenbill are not in favor of the position or increase in pay. Council Member Thornton is in favor of the position and offering additional wages. There was no comment from the remaining members.

Discussion was held concerning the progress of the Job Classification and Wage Compensation Study by Waggoner, Irwin, Scheele and Associates.

Councilmember Lukenbill provided highlights from the Association of Indiana Counties meeting.

Councilmember VanVactor addressed the letter dated June 12, 2018 from State Board of Accounts outlining the additional monthly requirements placed upon the Auditor's Office when processing all bank reconcilements, approved board minutes, funds ledger, detailing receipts and disbursements by fund and annually uploading year-end bank statements, year-end outstanding check list, year-end investment statements, detail of receipts and disbursements for the year, salary ordinance, employee earnings record and annual vendor history reporting.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Bill Githens, to adjourn the meeting at 10:37 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, AUGUST 13, 2018**

BE IT REMEMBERED: That on Monday, August 13, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Recorder Marlene Mahler provided an update of the USS Indiana Scholarship Fund project and was pleased to announce the initial goal of \$1,000 in donations has been exceeded and the goal has been raised to \$1,500 with a possibility of increasing to \$2,000. Ms. Mahler provided an itinerary of the Commissioning of the USS Indiana on September 29, 2018.

SHERIFF DEPARTMENT

Sheriff Hassel requested permission to waive the 90-day probationary pay for new full-time employee, Kyra Denny, explaining that Ms. Denny has been working in the Sheriff's Department since September, 2016 and if approved, the request be retroactive to June 4, 2018. **Jon Van Vactor moved, second by Don Morrison, to waive the 90-day probationary pay period for Turnkey/Dispatcher, Kyra Denny retroactive to June 4, 2018. Motion carried 7-0.**

Sheriff Hassel explained that the Sheriffs' Association held six regional meetings and found that all jails are experiencing the same difficulties: The State per diem rate is low at \$35; Opioids and methamphetamine are the top two drugs requiring higher bonds which defendants are unable to post; A need exists for a statewide center to treat mental health and addiction issues; Body scanners are a must for jails and the State has negotiated a rate of \$130,000, which has been included in the 2019 budget request. Sheriff Hassel provided a detailed report of the inmate population, which has steadily increased with the highest count during the month of July at 240 and explained reasons for the length of stay, noting the current population is 25% female. The increase in inmates is due in part to HB 1006 requiring counties to house Level 6 felonies creating a 15% increase in county jail population, noting 70% of the population are felons and 30% are misdemeanor cases. The number of inmates directly affects the budgets and the State does not reimburse the total amount claimed monthly, nor provide an explanation as to why. Discussion was held that the current jail bond will be paid in full in the year 2027 and conversations have begun with the Courts and Community Corrections to determine if there is a solution to moving the inmates through the system a little quicker.

HIGHWAY DEPARTMENT

Highway Supervisor Jason Peters displayed a detailed map of the Road Program and provided a 2018 Road Plan update, along with an explanation of the expenses paid to date. Mr. Peters informed the Board that a request for a \$300,000 additional appropriation into Local Road & Streets will be presented at the September meeting and requested Council's support; an agreement with NiSource is pending in the sum of \$300,000, which will be deposited back into Motor Vehicle Highway; FEMA amounts have not been finalized.

Jon Van Vactor moved, second by Penny Lukenbill, to support the Highway Department's request for an additional appropriation of \$300,000 into Local Roads & Streets. Motion carried 7-0.

Mr. Peters explained that a submission for the Community Crossings Call for Projects is open and the maximum award per County is \$1 million, which requires a County match.

PLAN COMMISSION

Director Ty Adley presented a detailed report of the Plan Commission duties to assist with the 2019 budget request. The Plan Commission is working on an analysis of costs for implementing and administering permits by municipality, including and reviewing the local intergovernmental agreements. In advance of the budget discussions next week, Mr. Adley inquired as to what additional information the Council would like to receive. Council indicated a need for additional information regarding the profitability of issuing permits and the percentage of time spent with each municipality. Mr. Adley explained that in 2015 the Plan Commission did restructure the permit fees and added additional fees.

COMMUNITY CORRECTIONS

Director Ward Byers explained that the Fiscal Year 2019 began July 1, 2018. The grant received from the State of Indiana provided a set dollar amount of awards for salaries, which did not include a wage increase in the grant and the contract with the State dictates that any shortfalls from Community Corrections Grant Fund are to be made available from the Community Correction Project Income (CCPI) Fund, which is generated from user fees. Mr. Byers further explained that there is ample funding from CCPI Fund and the Advisory Board is aware of the funding situation. Mr. Byers requested the same 3% raise that all other full-time County employees received in January, 2018. Mr. Byers stated that the Prosecutor will need to request additional funding from the Community Correction Advisory Board for the Community Correction Prosecutor Diversion portion of the Community Correction Grant to supplement the pay raise for the Pre-Trial Diversion Officer from the Prosecutor Pre-Trial Diversion Fund.

SALARY ORDINANCE 2018-13

AN ORDINANCE FIXING THE SALARIES OF COMMUNITY CORRECTIONS AND COMMUNITY CORRECTIONS PROJECT INCOME FUND FOR FISCAL YEAR 2019

Penny Lukenbill moved, second by Jim Masterson, to approve Marshall County Salary Ordinance 2018-13 fixing the number of employees and establishing the rate of pay for Community Corrections Fiscal Year 2019 effective July 1, 2018. Motion carried 6-1, with Jon Van Vactor voting no.

Prosecutor Nelson Chipman explained that Director Byers presented the salary request to the Advisory Board last month while he was on vacation. Due to the position being new in October, 2017 consideration was being made to parallel the wage with the remainder of the County in January.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(8)

SOLID WASTE: Jon Van Vactor moved, second by Don Morrison, to approve the additional appropriation request of \$15,000.00 into Household Hazardous Waste and \$2,000 into Longevity, Overtime. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(6)

DRAINAGE BOARD: **Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$200 from Per Diem into Office Supplies in the sum of \$150 and into Travel/Mileage in the sum of \$50. Motion carried 7-0.**

EXTRADITION SHERIFF ASSISTANCE: **Jim Masterson moved, second by Heath Thornton, to approve the transfer request of \$7,004 from Vehicle Purchase into Vehicle Accessories. Motion carried 7-0.**

LOCAL ROAD & STREETS: **Jon Van Vactor moved, second by Heath Thornton, to approve the transfer request of \$250,000 from Stone & Gravel into Bituminous. Motion carried 7-0.**

LAKE ENFORCEMENT DNR: **Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$2,000 from Administrative Fee into Machinery & Equipment. Motion carried 7-0.**

AUDITOR'S REPORT

July 9, 2018 Minutes: **Bill Githens moved, second by Heath Thornton, to approve the meeting minutes of July 9, 2018. Motion carried 7-0.**

Bremen Public Library Board: **Heath Thornton moved, second by Bill Githens, to reappoint Gayle Graverson to a four-year term beginning July 1, 2018 through June 30, 2022. Motion carried 7-0.**

2019 Budget Preparation: Auditor Fox presented the following information in preparation of the 2019 Budget Hearings: Estimated Civil Max Levy of \$9,538,324; Property Tax Cap Credit Estimate of \$559,777; Property Tax Revenue Estimate of \$6,775,768; General Fund Estimated Revenue of \$13,397,784; and, General Fund Requested Budget of \$14,176,945.

COUNCIL ITEMS

2019 Council Meeting Schedule: **Jon Van Vactor moved, second by Jim Masterson, to approve the 2019 Council Meeting Schedule. Motion carried 7-0.**

Stellar Designation: Council President Stone stated that the Stellar Community Committee has requested a letter of support for the Stellar Designation. **Bill Githens moved, second by Heath Thornton, to approve the letter of support for the Stellar Designation. Motion carried 7-0.**

Council President Stone stated that following the Work Session last week in which Waggoner, Irwin, Scheele and Associates (WIS) presented their Job Classification and Compensation Study findings there will be difficult wage decisions to be made. President Stone spoke about the Highway Supervisor and shared her opinion that Jason Peters has done a tremendous job this year, being without an Administrative Manager. Further explaining that WIS stated Council can set the wage regardless of the job title and has the authority to change the salary ordinance. WIS sent a Memo dated June 29, 2018 recommending a change of salary for the Highway Supervisor to \$57,080.08 annually, on a temporary basis until the position is resolved. President Stone further stated that Mr. Peters has been doing two jobs since January 1st, took us through the flood and provided tremendous information regarding the NIPSCO road damage, which brought the settlement up to \$300,000. President Stone asked for the Board's thoughts about raising the salary retroactive to January 1st of this year. Council member Lukenbill stated that the June memo was a reiteration of the April memo, which contained a couple of good suggestions and it is her intention not to usurp the Commissioners, as it is up to them to hire and determine job titles. Further stating that Kent Irwin impressed upon them that it is not the person, it is the position, and Council ultimately sets the pay for the job. Council member Lukenbill stated that Mr. Peters is performing additional duties and essentially is the

Highway Superintendent, which we cannot call him. WIS did review the job description and the salary recommendation coincides with the job description, not necessarily the title. Council member Lukenbill explained that Mr. Peters is doing an outstanding job despite adverse conditions and agrees there should be some adjustment and whatever the Commissioners decide to do in the future will be up to them. Council member Van Vactor agreed that Mr. Peters has done a great job and is trying to determine how to support and pay appropriately. Further stating that WIS recommended making an Interim Superintendent position with the set pay. Council member Van Vactor further stated that the dilemma Council has is that the Commissioners have not provided a consensus, whether it be temporary or permanent and does not want to overstep the Commissioners. Council member Van Vactor further stated that Mr. Peters has a job description and Council pays according to the Salary Ordinance, which is based on the job description; clarifying Council could raise the pay to the WIS recommendation, but would be overstepping the Commissioners by making Mr. Peters the Interim Superintendent, which is the function of the Commissioners, questioning if Council does the right thing and give Mr. Peters the pay deserved for the job being done does Council overstep boundaries by giving a promotion that should be a decision made by the Commissioners; reiterating that there has to be a reason to give someone a higher rate than what they are paid for the job description that they are classified, which is the reason for our system. Council member Thornton agreed that Mr. Peters is valuable and working a lot of hours, but Council is just beginning the process of reviewing the WIS Study and the way it looks, every employee is going to need an adjustment. Further questioning if you single one employee out right now and change his status, when everyone else has to wait for the impact of increasing all classifications to the external midpoint, explaining the increase may vary up to 8%; and further questioning what the impact would be making everyone retroactive to January 1st. Council member Githens stated that all of the points are valid, but suggested making the changes at one time and not singling out one position. Commissioner Delp requested permission to speak and was denied by President Stone. No further discussion held. **Jon Van Vactor moved, second by Jim Masterson, to raise the Highway Supervisor pay to the amount recommended by WIS in the sum of \$57,080.08 retroactive to January 1, 2018. Motion carried 5-2, with Heath Thornton and Bill Githens voting no.**

Commissioner Delp stated that the Commissioners were also waiting for the recommendation from WIS before making any adjustments; agreeing that Mr. Peters is doing a good job, but the secretarial staff has completed a lot of the paperwork. The Commissioners requested an Engineer in the 2019 budget and were waiting for the return of the WIS study and budget hearings prior to making a final determination.

President Stone requested the record state this decision was based on the June 29, 2018 memo from WIS addressed to the Marshall County Council and Commissioners, with the wage recommendation in the sum of \$57,080.08 and the title is remaining Supervisor of the County Highways.

Council member Lukenbill wanted to make it very clear that Council is not changing the job description and they are trying to stay in their own lane and are setting the salary according to the job description.

Auditor Fox suggested, in light of the WIS recommendation, that an adjustment may be made prior to advertising the budget in a personal services category to increase the advertised amount in order to avoid an additional appropriation later in the year. Discussion was also held regarding increasing the Council's Professional Services line to \$5,000 for services rendered by WIS.

Commissioner Overmyer questioned if Council was going to proceed with WIS' recommendation of creating a subcommittee of three Council members to review salaries and job descriptions. If approved, the Personnel Policy Handbook would need to be amended to remove the Personnel Committee.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jim Masterson, to adjourn the meeting at 10:50 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
MEETING MONDAY, OCTOBER 8, 2018**

BE IT REMEMBERED: That on Monday, October 8, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Recorder Marlene Mahler thanked the Board for allowing her to represent Marshall County at the Commissioning of the U.S.S. Indiana.

COMMUNITY CORRECTIONS

Director Ward Byers stated that Kim Kennedy has tendered her resignation and requested permission to hire an Interim Pre-Trial/Quality Assurance Coordinator for the purposes of training explaining that the training period would be November 15th through December 15th. Mr. Byers requested permission to post the job opening, approval of the additional appropriation and approval of the Salary Ordinance Amendment. **Don Morrison moved, second by Jim Masterson, to allow the posting of an Interim Pre-Trial/Quality Assurance Coordinator position. Motion carried 7-0.**

Heath Thornton moved, second by Bill Githens, to approve Ordinance 2018-13(1) Amending Salary Ordinance 2018-13 to add one (1) Interim Pre-Trial/Quality Assurance Coordinator position with a salary range of \$20.16-\$24.40 per hour. Motion carried 7-0.

SHERIFF DEPARTMENT

Sheriff Matt Hassel presented a request to apply for a Drug Free Community Grant which will provide DARE funding and equipment to combat drugs for the Sheriff's Department. **Jon VanVactor moved, second by Bill Githens, to allow Sheriff Hassel to apply for the Drug Free Community Grant which provides DARE funding and equipment. Motion carried 7-0.**

Communications Supervisor Matt Pitney requested permission to apply for a federal grant, Next Generation 911 (NG911) Equipment Grant-Indiana 911 Board for the purpose of replacing a recorder in the total sum of \$100,000. The grant requires a 40% match and the County will have four years to complete the grant, if awarded. Mr. Pitney explained that they are still trying to determine the funding source of the \$40,000. Council Member Lukenbill suggested that financial reports submitted to the 911 Statewide Board also be submitted to our legislators and Council members, showing the additional funds used to supplement Marshall County's 911 Budget. **Penny Lukenbill moved, second by Jim Masterson, to allow the Sheriff's Department to apply for the NG911 Equipment Grant-Indiana 911 Board. Motion carried 7-0.**

PLAN COMMISSION AND HEALTH DEPARTMENT

Plan Commission Director Ty Adley and Health Department Administrator Christine Stinson stated that that they would like to form a task force to evaluate the lake water quality as it is affected by smaller lots served by onsite septic systems, explaining that the request has already been approved by the Plan Commission, Board of Health and Board of Commissioners. The task force would be composed of members of the Commissioners, Council, Health Department Administrator, Plan Commission,

Purdue Extension Agent, Building Commissioner, Soil and Water Conservation District Representative as well as community members as desired or needed. Ms. Stinson stated that a financial feasibility study will be conducted and requested Council appoint a member to serve. **Jon VanVactor moved, second by Jim Masterson, to approve the formation of a task force to evaluate the lake water quality. Motion carried 7-0.**

Penny Lukenbill moved, second by Don Morrison, to appoint Jim Masterson to serve as the Council member on the task force. Motion carried 7-0.

CLERK

Clerk Deb VanDeMark requested permission to apply for the 2018 Election Security Grant. Clerk VanDeMark explained that this is a federal grant and is requesting \$3,886.25 to install four cameras and recording equipment, as quoted by Vermillion Systems, in the election room where the election equipment is stored. Clerk VanDeMark stated that by State statute they are required to maintain the recording for two years. **Bill Githens moved, second by Heath Thornton, to allow Clerk VanDeMark to apply for the 2018 Election Security Grant. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(10)

JAIL: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$7,500 into Prisoner Supplies. Motion carried 7-0.

LIT SPECIAL PURPOSE: Bill Githens moved, second by Penny Lukenbill, to approve the additional appropriation request of \$158,000 into Jail Equipment. Motion carried 7-0.

CUM BRIDGE: Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$72,181 into Professional Services. Motion carried 7-0.

MOTOR VEHICLE HIGHWAY: Heath Thornton moved, second by Jon VanVactor, to approve the additional appropriation request of \$132,348.91 into Vehicle Maintenance. Motion carried 7-0.

COMMUNITY CORRECTIONS PROJECT INCOME: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$3,000 into Wages-Pre-Trial Quality Assurance Coordinator. Motion carried 7-0.

LAKE ENFORCEMENT: Jim Masterson moved, second by Bill Githens, to approve the additional appropriation request of \$4,000 into Vehicle Maintenance Supplies. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(8)

PLAN COMMISSION: Bill Githens moved, second by Don Morrison, to approve the transfer request of \$300 from Office Equipment into Legal Services. Motion carried 6-1, with Penny Lukenbill abstaining.

BUILDING MAINTENANCE: Jim Masterson moved, second by Penny Lukenbill, to approve the transfer request of \$8,525.82 from Wages-Maintenance/Custodian into Wages-Custodian. Motion carried 7-0.

COMMISSIONERS: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$13,500 from Insurance into Legal Services. Motion carried 7-0.

MISDEMEANANT COUNTY CORRECTION: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$3,000 from Office Equipment into Office Supplies. Motion carried 7-0.

MOTOR VEHICLE HIGHWAY: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$500 from Office Supplies; \$1,500 from Computer Programming; \$1,100 from Office Equipment into Vehicle Maintenance in the total sum of \$3,100. To approve the transfer request of \$1,500 from Equipment Rental; \$6,000 from Repair Buildings & Structures; \$15,000 from Garage Equipment into Vehicle Maintenance in the total sum of \$22,500. To approve the transfer request of \$10,000 from Other Operating Supplies; \$4,000 from Tools; \$4,000 from Weed Spray into Vehicle Maintenance in the total sum of \$18,000. Motion carried 7-0.

PLAT MAPPING: Bill Githens moved, second by Heath Thornton, to approve the transfer request of \$10,000 from Professional Services into Wages-Deputies in the sum of \$6,300 and into Wages-Clerical in the sum of \$3,700. Motion carried 7-0.

AUDITOR'S REPORT

September 10, 2018 Minutes: Bill Githens moved, second by Heath Thornton, to approve the meeting minutes of September 10, 2018. Motion carried 6-1, with Penny Lukenbill abstaining.

COUNCIL ITEMS

Culver Public Library Board: Heath Thornton moved, second by Penny Lukenbill, to appoint Pamela Amick to a partial term to complete the unexpired term of William Cleavenger, beginning October 8, 2018 through December 31, 2021. Motion carried 6-1, with Bill Githens abstaining.

Intergovernmental Agreement Between Marshall County, The Town of Argos, The Town of Bourbon, The Town of Bremen, The Town of Culver, The Town of LaPaz, and The City of Plymouth Regarding Administration of The Marshall County Crossroads Stellar Communities Initiative: Jim Masterson moved, second by Bill Githens, to approve the Intergovernmental Agreement between Marshall County, The Town of Argos, The Town of Bourbon, The Town of Bremen, The Town of Culver, The Town of LaPaz, and The City of Plymouth Regarding Administration of The Marshall County Crossroads Stellar Communities Initiative. Motion carried 7-0.

ORDINANCE 2018-16

2019 MARSHALL COUNTY SOLID WASTE BUDGET

Jon VanVactor moved, second by Heath Thornton, to adopt Ordinance 2018-16 Marshall County Solid Waste 2019 Budget in the sum of \$337,870. Motion carried 7-0.

ORDINANCE 2018-17

2019 ARGOS COMMUNITY SCHOOL CORPORATION BUDGET

Bill Githens moved, second by Penny Lukenbill, to adopt Ordinance 2018-17 Argos Community School Corporation 2019 Budget in the sum of \$6,435,648. Motion carried 7-0.

RECESS TAKEN AT 10:00 AM AND RECONVENED AT 10:20 AM.

MARSHALL COUNTY 2019 BUDGET

Commissioners: Reducing Employer Social Security by \$100,000; reducing Repair Building & Structures by \$10,000; reducing Vehicle Repair by \$5,000; increasing OCRA 4-H Multi-Purpose Building by \$23,000; and reducing Economic Development Projects by \$30,000, noting that Council is not withdrawing support for Tippecanoe Township. The total approved budget is \$4,585,856.

Drainage Board: The total approved budget is \$8,450.

Rainy Day Fund: The total approved budget is \$300,000.

Cumulative Capital Development (CCD) Fund: The total approved budget is \$875,554.

Drainage Board: The total approved budget is \$8,450.

County IV-D Incentive: The total approved budget is \$4,900.

Buildings & Grounds: Increasing Office Rent by \$6,000; and reducing Equipment Maintenance Contract by \$6,000. The total approved budget is \$487,196.

Motor Vehicle Highway: Reducing Wages-Highway Engineer/Director by \$65,000; reducing Office Supplies by \$1,000; reducing Computer Programming by \$1,500; reducing Office Equipment by \$1,000; reducing Wages-Area Leaders by \$7,179; increasing Wages-Group Leaders by \$37,253; increasing Wages-Heavy Equipment Operators by \$87,211; reducing Wages-Seasonal by \$10,000; reducing Dust Control by \$10,000; reducing Stone, Gravel, Aggregates by \$40,000; reducing Bituminous by \$50,000; increasing Wages-Mechanics by \$38,500; reducing Wages-Parts Manager by \$45,240; reducing Employer Social Security by \$3,500; reducing Vehicle Maintenance Supplies by \$25,000; reducing

Repair Buildings & Structures by \$10,000; reducing Truck & Tractor Repair by \$15,000; and reducing Road Equipment Repair by \$5,000. The total approved budget is \$4,664,655.

Cumulative Bridge: The total approved budget is \$1,193,483.

Local Roads & Streets: The total approved budget is \$625,000.

LIT Special Legislation: The total approved budget is \$2,529,138.

General - Sheriff: Reducing Wages-Overtime by \$15,000. The total approved budget is \$2,142,745.

General - Jail: Reducing Communication Upgrade by \$27,000. The total approved budget is \$1,298,751.

Extradition/Sheriff Assistance: The total approved budget is \$67,000.

Misdemeanant-County Correction: The total approved budget \$54,000.

Sex/Violent Offender: The total approved budget is \$12,000.

Statewide 911: Reducing Group Health Insurance by \$14,400. The total approved budget is \$669,325.

Central Dispatch: The total approved budget is \$171,391.

Lake Enforcement DNR Grant: The total approved budget is \$55,600.

DARE: The total approved budget is \$25,000.

DEA Forfeiture Fund: The total approved budget is \$35,000.

Clerk: The total approved budget is \$439,701.

Voter Registration: The total approved budget is \$37,419.

Election Board: The total approved budget is \$59,130.

Clerks Records Perpetuation: The total approved budget is \$22,500.

Clerk IV-D: The total approved budget is 10,700.

Treasurer: The total approved budget is 160,870.

Recorder: The total approved budget is 112,524.

ID Security Program: The total approved budget is \$9,000.

Surveyor: The total approved budget is \$165,924.

Coroner: The total approved budget is \$74,141.

LEPC: Reducing Data Management by \$900; reducing Training by \$6,077; and reducing Emergency Planning by \$4,994. The total approved budget is \$23,000.

Assessor: The total approved budget is \$177,654.

Sales Disclosure-County Share: The total approved budget is \$6,650.

Reassessment: The total approved budget is \$386,404.

Prosecutor: Reducing Wages-PT Deputy Prosecutor by \$35,000; reducing Wages-Law Clerk by \$1,000; and increasing Wages-Deputy Prosecutor by \$55,346. The total approved budget is \$531,067.

Prosecutor Pre-Trial Diversion: Increasing Wages-Pre-Trial Diversion Officer by \$1,001; reducing Wages-Clerical by \$8,500; and increasing Wages-Deputy Prosecutor by \$7,500. The total approved budget is \$313,200.

County IV-D (Prosecutor): The total approved budget is \$78,192.

Extension Office: The total approved budget is \$237,682.

Veterans Service Officer: The total approved budget is \$45,437.

Plan Commission: The total approved budget is \$124,276.

Board of Zoning Appeals (BZA): The total approved budget is \$9,150.

Building Commission: The total approved budget is 74,890.

Information Systems: The total approved budget is 57,729.

Museum: The total approved budget is \$120,285.

Historical Society: The total approved budget is \$42,500.

Superior Court #1: Reducing Pauper Counsel by \$20,000. The total approved budget is \$312,704.

Superior Court #2: Increasing Wages-Law Clerk PT by \$10,000. The total approved budget is \$516,961.

Drug Free Community: The total approved budget is \$78,000.

Circuit Court: The total approved budget is \$277,269.

Probation: The total approved budget is \$607,932.

Adult Probation Administrative: The total approved budget is \$153,031.

Supplemental Adult Probation: The total approved budget is \$17,800.
Weights & Measures: The total approved budget is \$20,196.
EMA: The total approved budget is \$66,880.
Soil & Water: The total approved budget is \$35,381.
Health Department: The total approved budget is \$526,697.
Local Health Maintenance: The total approved budget is \$33,139.
Local Health Department Trust Account: The total approved budget is \$25,093.
Auditor: The total approved budget is \$334,564.
Auditor Ineligible: The total approved budget is \$7,800.
County Officials Training Fund: The total approved budget is \$10,000.
Council: Reducing Wages-Budget Ad Purposes by \$587,678. The total approved budget is \$65,095.

2019 WAGES

Discussion was held concerning employee wage increases.

Bill Githens moved, second by Penny Lukenbill, to increase the elected officials, appointed department heads and full-time employee's annual salary by a flat rate of \$1,000. Motion carried 7-0.

Bill Githens moved, second by Don Morrison, to increase the annual salary of Council by an annual flat rate of \$250 and to increase the annual salary of Commissioners by an annual flat rate of \$500. Motion carried 6-1, with Judy Stone voting no.

Heath Thornton moved, second by Penny Lukenbill, to increase the hourly part-time wage by fifty cents (\$0.50) per hour on both the low and high ends. Motion carried 7-0.

Bill Githens moved, second by Heath Thornton, to increase the Deputy Coroner and Weights & Measures Inspector by an annual flat rate of \$250. Motion carried 7-0.

**ORDINANCE 2018-15 MARSHALL COUNTY 2019 BUDGET
 2018-19 MARSHALL COUNTY 2019 SALARY ORDINANCE**

Jon VanVactor moved, second by Bill Githens, to approve Ordinance 2018-15 Marshall County 2019 Budget with adjusted salary amounts and Ordinance 2018-19 Marshall County Salary Ordinance. Motion carried 7-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Jim Masterson, to adjourn the meeting at 12:27 p.m. Motion carried 7-0.**

 Judy Stone, President

 Don Morrison, Vice President

 Jon VanVactor

 Bill Githens

 Heath Thornton

 James Masterson

 Penny Lukenbill

Attest: _____
 Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, NOVEMBER 13, 2018**

BE IT REMEMBERED: That on Monday, November 13, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. Don Morrison, Vice President was not present. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input was heard.

GARDEN COURT, INC.

Jim Causey, President of the Garden Court Communities Board of Directors, along with Rodney Ludwig, Bradley Company; Zach Cook, Bowen Center; Brent Martin and Sean Surrisi, Attorney for the City of Plymouth, explained that in 2015 the entire community was shocked and saddened by the tragic death of two-year old Serenity Wilson, which focused attention on rural homelessness. In 2016, the Garden Court board voted to join a consortium of local organizations in conjunction with the Corporation for Supportive Housing and the Indiana Housing and Community Development Authority in an effort to address this problem by partnering with the Bradley Company, Marshall County Community Foundation, Bowen Center, PCSC Adult Education, St. Joseph Health Systems and the City of Plymouth. In early 2018, an option was obtained on a 3.74 acre parcel of land west of the Oak Road-West Jefferson intersection in Plymouth. A zoning variance allowing multi-family housing was unanimously granted by the Plymouth BZA in July. Mr. Causey explained that the structure will contain 18 apartments to house qualified families in crisis and will not be a homeless shelter and will provide space for representatives of the supportive services to counsel clients with the goal of breaking the cycle of dependency. The total cost of the project is approximately \$2.5 million, IHEDA has committed \$1.7 million, leaving a gap of \$800,000 explaining additional grants and contributions are anticipated. Mr. Causey stated that housing crisis arise in all communities in Marshall County, but tend to be concentrated in Plymouth, the center of government where services are available and for this reason requested the Marshall County Council to consider matching the Marshall County Community Foundation grant of \$50,000 either in the 2019 or 2020 budget. It was explained that David's Courage is transitional housing, this is a permanent supportive housing project to provide stability with emphasis placed on families and children. Mr. Surrisi stated that Mayor Mark Senter is very supportive of this effort and applauds the effort of the Garden Court Board. The Marshall County Council will take the matter under consideration.

SHERIFF DEPARTMENT

Sheriff Matt Hassel presented the job description and pay range for a part-time Security Officer from Waggoner, Irwin, Scheele & Associates, with a classification of Civilian POLE I, the 2018 external pay rate range of \$15.60-\$18.88. **Bill Githens moved, second by Heath Thornton, to approve the part-time Security Officer position description. Motion carried 6-0.**

Council member VanVactor stated that the Turnkey/Dispatcher is a POLE I part-time position and to be consistent we should set the same rate of pay.

Jon VanVactor moved, second by Heath Thornton, to amend the 2018 Salary Ordinance 2017-22 reflecting Security Officer PT at an hourly rate of \$12.85 and to amend the 2019 Salary Ordinance 2018-19 to reflect the Security Officer PT at an hourly rate of \$13.35. Motion carried 6-0.

Sheriff Matt Hassel requested permission to apply for the Marine Patrol Assistance Grant which provides funding for Lake Maxinkuckee Marine Patrol. **Heath Thornton moved, second by Penny Lukenbill, to allow the Sheriff to apply for the Marine Patrol Assistance Grant. Motion carried 6-0.**

MUSEUM

Director Linda Rippey and Mike Miley, Historical Society Board member, presented a quarterly report providing details of upcoming events, programs and community service accomplishments. The Tree Lighting Ceremony will be held on Saturday, November 24th, further stating that the trains will be running from 11:00 a.m. – 5:00 p.m. The Historical Society will launch an updated website in December.

PROBATION DEPARTMENT

Auditor Fox explained that a new Probation Officer has been added to the Probation Department staff, which requires an amendment to both the 2018 and 2019 Salary Ordinance reflecting the pay to be set in accordance with the Minimum Salary Schedule for Probation Officers as set by the State of Indiana.

ORDINANCE 2018-3(13)

AMENDING SALARY ORDINANCE 2017-22

Jon VanVactor moved, second by Heath Thornton, to approve Ordinance 2018-3(13) Amending Marshall County Salary Ordinance 2017-22, for the calendar year 2018, to reflect (1) Probation Officer (LH) with an hourly rate of \$18.58, retroactive to the 29th day of October, 2018. Motion carried 6-0.

ORDINANCE 2018-19(1)

AMENDING SALARY ORDINANCE 2018-19

Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2018-19(1) Amending Marshall County Salary Ordinance 2018-19, for the calendar year 2019, to reflect (1) Probation Officer (LH) with an hourly rate of \$18.97. Motion carried 6-0.

PLAN COMMISSION

Director Ty Adley presented the part-time Code Enforcement Officer position description and wage recommendation as prepared by Waggoner, Irwin, Scheele & Associates, explaining the wage is based on a PAT Category and is similar to the part-time Inspector in the Building Commission at an hourly rate of \$18.15 for 2019. Mr. Adley explained that there are hundreds of violations that the department is not currently able to keep up with and based on the hourly rate and the funds allocated it would allow the employee to work approximately 10 hours per week. **Heath Thornton moved, second by Bill Githens, to approve the Code Enforcement Officer part-time job description. Motion carried 5-0-1, with Penny Lukenbill abstaining.**

Jon VanVactor moved, second by Bill Githens, to amend the 2019 Salary Ordinance 2018-19 reflecting the Code Enforcement Officer part time at an hourly rate of \$18.15. Motion carried 5-0-1, with Penny Lukenbill abstaining.

HEALTH DEPARTMENT

Administrator Christine Stinson requested permission to apply for the Local Health Maintenance Grant, which reimburses wages and vehicle lease in the sum of \$33,139 and to apply for the Local Health Department Trust Account Grant, which reimburses wages for nursing and the health educator in the sum of \$25,093.93. **Jim Masterson moved, second by Penny Lukenbill to allow the Health Department to apply for Local Health Department Trust Account Grant in the sum of \$25,093.93. Motion carried 6-0.**

Jon VanVactor moved, second by Bill Githens, to allow the Health Department to apply for the Local Health Maintenance Grant in the sum of \$33,139. Motion carried 6-0.

ARGOS COMMUNITY SCHOOLS ADDITIONAL APPROPRIATIONS

ORDINANCE 2018-20

GENERAL FUND: Penny Lukenbill moved, second by Jim Masterson, to approve Ordinance 2018-20, an additional appropriation request of \$50,000.00 into Regular Programs. Motion carried 6-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(11)

CORONER: Jim Masterson moved, second by Bill Githens, to approve the additional appropriation request of \$1,000.00 into Toxicology. Motion carried 6-0.

BUILDING COMMISSION: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$800 into Vehicle Maintenance.

Motion carried 5-1, with Jon VanVactor voting no.

MOTOR VEHICLE HIGHWAY: Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation request of \$300,000 into Stone, Gravel, Aggregate. Motion carried 6-0.

ORDINANCE 2018-19(3)

AMENDING SALARY ORDINANCE 2018-19

Bill Githens moved, second by Jon VanVactor, to approve Ordinance 2018-19(3) Amending Marshall County Salary Ordinance 2018-19, for the calendar year 2019, to reflect Coroner Board Certified Deputies with a per diem rate of \$100. Motion carried 6-0.

HIGHWAY DEPARTMENT

Highway Supervisor Jason Peters presented a Preliminary Project Cost Estimate for Veterans Parkway Corridor, Phase 2 – Pine Road to Michigan Road in the total sum of \$13,805,200 and a Preliminary Project Cost Estimate for Veterans Parkway Corridor, Phase II – Oak Road to Michigan Road in the total sum of \$6,581,300. Mr. Peters explained that no funding was awarded from Community Crossings.

TRANSFER REQUESTS ORDINANCE 2018-2(9)

PLAN COMMISSION: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$405.55 from Office Equipment into Travel/Mileage. Motion carried 6-0.

ELECTION BOARD: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$300 from Supplies into Database Review. Motion carried 6-0.

SUPERIOR COURT II: Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$1,678.59 from Office Supplies, \$2,371.59 from Office Machine Supplies and \$1,160.52 from Equipment Maintenance into Office Furniture & Fixtures in the total sum of \$5,210.70. Motion carried 6-0.

SUPERIOR COURT II: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$426.10 from Repair Furniture & Equipment and \$3,500 from Office Equipment into Office Furniture & Fixtures in the total sum of \$3,926.10. Motion carried 6-0.

JAIL: Jon VanVactor moved, second by Penny Lukenbill, to approve the transfer request of \$2,500 from Radio Repair into Radio and Accessories. Motion carried 6-0.

STATEWIDE 911: Jon VanVactor moved, second by Heath Thornton, to approve the transfer request of \$5,000 from 911 Equipment Lease into Wages-Overtime. Motion carried 6-0.

STATEWIDE 911: Jim Masterson moved, second by Jon VanVactor, to approve the transfer request of \$1,100 from Equipment Maintenance & Repair into Wages-Communications Supervisor in the sum of \$100 and into Wages-Turnkey/Dispatchers in the sum of \$1,000. Motion carried 6-0.

ELECTION BOARD: Jon VanVactor moved, second by Heath Thornton, to approve the transfer request of \$200 from Wages-Machine Techs into Travel/Mileage. Motion carried 6-0.

AUDITOR'S REPORT

October 8, 2018 Minutes: Bill Githens moved, second by Jim Masterson, to approve the meeting minutes of October 8, 2018. Motion carried 6-0.

COUNCIL ITEMS

ORDINANCE 2018-3(14)

AMENDING SALARY ORDINANCE 2017-22

Discussion was held concerning the need for a funds transfer request.

Jon VanVactor moved, second by Bill Githens, to table Ordinance 2018-3(14) Amending Marshall County Salary Ordinance 2017-22, for the calendar year 2018, to reflect (0) Supervisor of County Highways with a bi-weekly rate of \$2,233.85 and to reflect (1) Superintendent with a bi-weekly rate of \$2,233.85. Motion carried 6-0.

ORDINANCE 2018-13(2)

AMENDING SALARY ORDINANCE 2018-13

Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2018-13(2) Amending Marshall County Community Corrections Salary Ordinance 2018-13, for the fiscal year 2019, to reflect (1) Felony Pre-Trial Diversion Officer with an hourly rate of \$21.50, noting wages will be paid from Community Corrections Grant Fund 9122-005 and Pre-Trial Diversion Fund 2511-001 retroactive to July 1, 2018. Motion carried 6-0.

Job Classification and Wage Compensation Study: It was discussed that Heath Thornton, Jon VanVactor, Penny Lukenbill, the Auditor and Human Resources were appointed to a Committee to review the Job Classification and Compensation Study prepared by Waggoner, Irwin, Scheele and Associates.

Grant Approval: Discussion was held concerning the need for all Departments to come before the Boards to request permission to apply for the Grant. Auditor Fox stated that the grant approval and administration policy procedures were set out in Ordinance 2013-15 as adopted by both the Council and Board of Commissioners.

Nepotism and Contracting Certification: Forms are due to the Auditor by November 20, 2018.

Marshall County Crossroads Stellar Initiative: Jerry Chavez, Marshall County Economic Development, thanked Council for their support of the Stellar Initiative. This Thursday, the presentation will be given to OCRA and the Presentation Team.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Jim Masterson, to adjourn the meeting at 11:02 a.m. Motion carried 6-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, DECEMBER 10, 2018**

BE IT REMEMBERED: That on Monday, December 10, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President ; Jon VanVactor, Bill Githens, Heath Thornton, James Masterson, Penny Lukenbill; County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Jim Causey, President of the Garden Court Communities Board of Directors, presented a request at the November meeting for consideration of a donation for the Permanent Supportive Housing Project and questioned if a decision had been made. President Stone stated that funding is not available.

LAKE OF THE WOODS REGIONAL SEWER DISTRICT

A letter of recommendation was received from Jonathon Oswald, Treasurer of the Lake of the Woods Regional Sewer District, requesting that Kevin Hines be reappointed to serve as a trustee on the Board of Directors for Lake of the Woods Regional Sewer District for the 2019 through 2022 term. **Heath Thornton moved, second by Penny Lukenbill, to reappoint Kevin Hines to serve as a trustee on the Board of Directors for Lake of the Woods Regional Sewer District for the 2019 through 2022 term. Motion carried 7-0.**

PLYMOUTH PUBLIC LIBRARY

A letter was received from Heather Baron, Director of the Plymouth Public Library, stating that the appointment of Carol Beiter will expire on December 31, 2018 and she is ineligible for an additional term. Further requesting that Jackie K. Nifong be appointed to serve as a board member for the four year term from January 1, 2019 through December 31, 2022. **Jon VanVactor moved, second by Jim Masterson, to appoint Jackie K. Nifong to serve as a board member for the Plymouth Public Library to a four-year term, January 1, 2019 through December 31, 2022. Motion carried 7-0.**

AUDITOR'S REPORT

November 13, 2018 Minutes: Penny Lukenbill moved, second by Bill Githens, to approve the meeting minutes of November 13, 2018. Motion carried 6-0-1 with Don Morrison abstaining.

ADDITIONAL APPROPRIATIONS ORDINANCE 2018-1(12)

JAIL: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$4,000.00 into Janitorial Supplies. Motion carried 7-0.

LIT SPECIAL PURPOSE: Sheriff Hassel explained that \$16,000 was received as a reimbursement from Meals on Wheels. Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$20,000 into Prisoner Meals. Motion carried 7-0.

LIT SPECIAL PURPOSE: Bill Githens moved, second by Don Morrison, to approve the additional appropriation request of \$12,000 into Prisoner Care. Motion carried 7-0.

CUMULATIVE BRIDGE: Jon VanVactor moved, second by Penny Lukenbill, to approve the additional appropriation request of \$52,500 into Drainage Project. Motion carried 7-0.

HISTORICAL SOCIETY: Jim Masterson moved, second by Heath Thornton, to approve the additional appropriation request of \$4,500 into Wages-Clerical PT. Motion carried 7-0.

PROSECUTOR

Prosecutor Nelson Chipman requested the probationary pay be waived for Caitlin Keiper, Assistant Office Administrator, explaining that she has served in the same capacity for over two years for the Starke County Prosecutor. **Jim Masterson moved, second by Penny Lukenbill, to approve the 90-day waiver of probationary pay for Caitlin Keiper. Motion carried 7-0.**

Nelson Chipman reported that they have received four employment applications for the Deputy Prosecutor position.

TRANSFER REQUESTS ORDINANCE 2018-2(10)

ELECTION BOARD: Bill Githens moved, second by Don Morrison, to approve the transfer request of \$482.51 from Office Supplies into Legal Advertising. Motion carried 7-0.

CIRCUIT COURT: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$150 from Postage and \$100 from Expert Witness into Office Supplies in the total sum of \$250. Motion carried 7-0.

CIRCUIT COURT: Penny Lukenbill moved, second by Don Morrison, to approve the transfer request of \$725 from Dues and Subscriptions and \$750 from Court Appointed Doctors into Jury Meals in the total sum of \$1,475. Motion carried 7-0.

PROBATION: Jim Masterson moved, second by Bill Githens, to approve the transfer request of \$1,544 from Office Supplies into Office Equipment. Motion carried 7-0.

MOTOR VEHICLE HIGHWAY: Jon VanVactor moved, second by Don Morrison, to approve the transfer request of \$1,097.70 from Department 531 Repair & Maintenance, Wages-Supervisor County Highway into Department 530 Administrative, Wages-Department Head. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(12)

MOTOR VEHICLE HIGHWAY: It was noted that this request is for the 2019 budget year. Jim Masterson moved, second by Bill Githens, to approve the transfer request of \$58,081 from Department 531 Repair & Maintenance, Wages-Supervisor County Highway into Department 530 Administrative, Wages-Department Head. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2018-2(11)

SOLID WASTE: It was noted that the transfer requests presented were approved by the Solid Waste Board under Resolution 2018-4 and Resolution 2018-7. Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$12,000 from Personnel Liabilities into HHW Collection; \$550 from Audit into Software; \$2,450 from Audit into Miscellaneous Equipment; \$500 from Print and Public Information into Utilities; \$1,091 from Liability into Office and Warehouse Supplies; \$110.84 from Legal Notices into Furniture; \$90 from Bonding into Furniture; \$500 from Personnel Liabilities into Payroll Liabilities; \$2,200 from Personnel Liabilities into Office and Warehouse Supplies; \$700 from Accounting/Legal into Utilities; and \$700 from Communications into Tire Recycling. Motion carried 7-0.

COUNCIL ITEMS

ORDINANCE 2018-3(14)
AMENDING SALARY ORDINANCE 2017-22

Jon VanVactor moved, second by Bill Githens, to approve Ordinance 2018-3(14) Amending Marshall County Salary Ordinance 2017-22, for the calendar year 2018, to reflect in Fund 1176-531 Repair & Maintenance (0) Supervisor of County Highways with a bi-weekly rate of \$2,195.39 and to reflect in Fund 1176-530 Highway Administration (1) Superintendent with a bi-weekly rate of \$2,195.39. Motion carried 7-0.

ORDINANCE 2018-19(2)
AMENDING SALARY ORDINANCE 2018-19

Bill Githens moved, second by Jim Masterson, to approve Ordinance 2018-19(2) Amending Marshall County Salary Ordinance 2018-19, for the calendar year 2019, to reflect in Fund 1176-531 Repair & Maintenance (0) Supervisor of County Highways with a bi-weekly rate of \$2,233.85 and to reflect in Fund 1176-530 Highway Administration (1) Superintendent with a bi-weekly rate of \$2,233.85. Motion carried 7-0.

ORDINANCE 2018-3(15)
AMENDING SALARY ORDINANCE 2017-22

Jon VanVactor moved, second by Bill Githens, to approve Ordinance 2018-3(15) Amending Marshall County Salary Ordinance 2017-22, for the calendar year 2018, to reflect in Fund 1000-005 Sheriff, Security Officer part-time with an hourly rate of \$12.85. Motion carried 7-0.

ORDINANCE 2018-19(4)
AMENDING SALARY ORDINANCE 2018-19

Jon VanVactor moved, second by Bill Githens, to approve Ordinance 2018-19(4) Amending Marshall County Salary Ordinance 2018-19, for the calendar year 2019, to reflect in Fund 1000-005 Sheriff, Security Officer part-time with an hourly rate of \$13.35 per hour and to reflect in Fund 1000-079 Plan Commission, Code Enforcement Officer part time with an hourly rate of \$18.15. Motion carried 7-0.

Job Classification and Wage Compensation Study: Jon VanVactor stated that the process to review job descriptions is still under review. It was discussed that several departments had job descriptions prepared with the Category of SO and were FLSA Excluded and due to this the job descriptions need to be tabled until have they have been reviewed. Further explaining that the job description title needs to match the Salary Ordinance. Council member Lukenbill stated that this bears additional conversation with Waggoner, Irwin, Scheele and Associates.

Council members thanked Bill Githens for his four-years of service to the Council.

RESOLUTION 2018-13
RESOLUTION IN RECOGNITION OF OUTSTANDING
ACCOMPLISHMENTS AND CONTRIBUTIONS OF DON MORRISON

Whereas, Don Morrison has been a member of Marshall County Council from January 1, 1997 until December 31, 2018 having served the Marshall County citizens for twenty-two (22) years; and Don Morrison is completing his term as a County Councilman of Marshall County on December 31, 2018; and Whereas, Don Morrison has served with distinction as a Councilman and as the Vice-President of the Marshall County Council, having many significant achievements and contributions including as an executive officer of the County Council and he has earned the respect and admiration of Marshall

County citizens and Hoosiers around the State. Now, therefore, be it resolved by the Marshall County Council, Marshall County, Indiana, that Don Morrison be hereby honored by the Marshall County Council for his twenty-two (22) years of outstanding service to the County, as County Councilman of Marshall County. By this Resolution, the Marshall County Council recognizes and acknowledges his dedication and commitment and the County Council pays tribute and extends its sincerest gratitude to him for his service to the citizens of Marshall County.

Penny Lukenbill moved, second by Jim Masterson, to approve Resolution 2018-13 in Recognition of Outstanding Accomplishments and Contributions of Don Morrison. Motion carried 6-0.

Board of Commissioners, President Kevin Overmyer, extended appreciation to Don for all the work that he has done as a Council member and other Marshall County organizations, stating that it has been an honor and privilege to serve with him.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Don Morrison, to adjourn the meeting at 9:58 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon VanVactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
AND 2019 BUDGET HEARING
MONDAY, SEPTEMBER 10, 2018**

BE IT REMEMBERED: That on Monday, September 10, 2018, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Board Members present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Bill Githens, Heath Thornton, James Masterson and County Auditor, Julie A. Fox. Penny Lukenbill was absent from the meeting. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

BUILDINGS & GROUNDS

Supervisors Doug Masterson and Gary Masterson explained that Jim Morgan retired as a Maintenance/Custodian and requested a reduction in the number of Maintenance/Custodian employees from two to one and replace the position with an additional Custodian. Further requesting to allot the difference in pay between Maintenance/Custodian and Custodian to part-time clerical. **Jim Masterson moved, second by Heath Thornton, to approve an additional Custodian, add part-time clerical and reduce Maintenance/Custodian from two to one. Motion carried 5-1, with Jon Van Vactor voting no.**

HISTORIC PRESERVATION FUND

Commissioner Kurt Garner requested permission to apply for the Historic Preservation Fund/DNR. Explaining the grant application is for engineering services related to structural investigation of courthouse and clock tower with work to be completed in 2019/2020. Explaining the federal grant is a 50/50 matching program. The engineering costs are estimated to be \$50,000 requiring a \$25,000 match with the \$25,000 match budgeted between two fiscal years. The project is anticipated to be complete by April, 2020. An additional grant will be available in 2020/2021 for preparation of restoration documents for courthouse tower construction. The courthouse is on the National Register and in a National Register District. **Jon Van Vactor moved, second by Heath Thornton, to support the Commissioners with the Historic Preservation Fund grant. Motion carried 6-0.**

ORDINANCE 2018-3(11)

AMENDING SALARY ORDINANCE 2017-22

Jim Masterson moved, second by Bill Githens to approve Ordinance 2018-3(11) Amending Salary Ordinance 2017-22 to Section 1000-172 Building Maintenance reflecting the addition of Clerical PT with an hourly rate of pay of \$9.07 - \$12.10. Motion carried 5-1, with Jon Van Vactor voting no.

ORDINANCE 2018-3(12)

AMENDING SALARY ORDINANCE 2017-22

Heath Thornton moved, second by Bill Githens, to approve Ordinance 2018-3(12): Amending Salary Ordinance 2017-22 to Section 1000-172 Building Maintenance reflecting the number of a

Maintenance/Custodian from two to one and reflecting the number of Custodian from one to two. Motion carried 5-1, with Jon Van Vactor voting no.

AUDITOR'S REPORT

ORDINANCE 2018-2(7) TRANSFER REQUESTS

GENERAL-SHERIFF: Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$15,000 from Vehicle Maintenance Supplies into Vehicle Repair. Motion carried 6-0.

MOTOR VEHICLE HIGHWAY: Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$12,000 from Wages-Administrative Manager into Wages-Supervisor County Highway. Motion carried 6-0.

GENERAL-CLERK: Bill Githens moved, second by Heath Thornton, to approve the transfer request of \$5,800 from Wages-Deputies into Wages-Clerical. Motion carried 6-0.

LAKE ENFORCEMENT DNR: Heath Thornton moved, second by Don Morrison, to approve the transfer request of \$1,000 from Equipment Maintenance & Repair into Vehicle Maintenance Supplies. Motion carried 6-0.

LAKE ENFORCEMENT DNR: Jon Van Vactor moved, second by Bill Githens, to approve the transfer request of \$2,000 from Machinery & Equipment into Wages-Seasonal. Motion carried 6-0.

LAKE ENFORCEMENT DNR: Jim Masterson moved, second by Heath Thornton, to approve the transfer request of \$4,689 from Insurance and \$2,000 from Storage into Wages-Overtime in the total sum of \$6,689. Motion carried 6-0.

ORDINANCE 2018-1(9) ADDITIONAL REQUESTS

GENERAL-CORONER: Jim Masterson moved, second by Bill Githens, to approve the additional appropriation request of \$1,000 into Wages-Emergency Deputies & Matrons. Motion carried 6-0.

GENERAL-PLAN COMMISSION: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$10,000 into Professional Services. Motion carried 6-0.

LIT Special Purpose: Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$75,000 into Repair Buildings & Structures. Motion carried 6-0.

Cumulative Capital Development: Heath Thornton moved, second by Jim Masterson, to approve the additional appropriation request of \$43,000 into Machinery and Equipment. Motion carried 6-0.

Prosecutor Pre-Trial Diversion: Don Morrison moved, second by Bill Githens, to approve the additional appropriation request of \$2,000 into Wages-Longevity. Motion carried 6-0.

Local Road & Street: Heath Thornton moved, second by Bill Githens, to approve the additional appropriation request of \$25,000 into Stone, Gravel & Aggregates and \$275,000 into Bituminous. Motion carried 6-0.

MINUTES

August 13, 2018 Minutes: Jon Van Vactor moved, second by Jim Masterson, to approve the meeting Minutes of August 13, 2018. Motion carried 6-0.

August 21, 2018 Minutes: 2019 Budget Hearing First Reading: Heath Thornton moved, second by Bill Githens, to approve the 2019 Budget Hearing First Reading meeting Minutes of August 21, 2018. Motion carried 6-0.

ORDINANCE 2018-3(9)
AMENDING SALARY ORDINANCE 2017-22

Jon Van Vactor moved, second by Jim Masterson, to approve Ordinance 2018-3(9): Amending Salary Ordinance 2017-22 to Section 1176-531 Motor Vehicle Highway Administrative reflecting the Supervisor of County Highways bi-weekly rate of pay in the sum of \$2,195.39, noting this was approved on the 13th day of August, 2018 and was retroactive to the 1st day of January, 2018. Motion carried 6-0.

ORDINANCE 2018-3(10)
AMENDING SALARY ORDINANCE 2017-22

Jon Van Vactor moved, second by Heath Thornton, to approve Ordinance 2018-3(10): Amending Salary Ordinance 2017-22 to Section 1000-273 Probation Department reflecting Probation Officer (AY) with an hourly rate of pay of \$20.00, noting this is due to reaching first anniversary and is effective on the 25th day of September, 2018. Motion carried 6-0

COUNCIL ITEMS

OCRA Stellar Community: Letter of support has been prepared for Council signature.

Culver Library Board: William C. Cleavenger submitted a letter of resignation from his Council appointed position of Trustee for the Culver-Union Township Public Library effective the 5th day of September, 2018. **Jim Masterson moved, second by Don Morrison, to accept the resignation letter of William Cleavenger from the Culver-Union Township Public Library. Motion carried 5-0-1, with Bill Githens abstaining.**

Community Crossings: Highway Supervisor Jason Peters presented a request for a financial commitment for the following Community Crossings Projects: Dogwood Road, US 6 to County Line, in the sum of \$433,000; 11th Road, US 31 to S. Michigan, in the sum of \$159,000; North Michigan Road, City limits to Veterans Parkway, in the sum of \$273,000; Dogwood Road, SR 331 to US 6, in the sum of \$203,000; and 9B Road, Union to County Line, in the sum of \$262,000. The total project cost is \$1,330,000 with \$997,500 being requested under the Community Crossings Grant and Marshall County's share would total \$332,500 to be appropriated from the Local Road & Street and Motor Vehicle Highway funds. **Heath Thornton moved, second by Bill Githens, to support the financial commitment of the Community Crossings Grant request. Motion carried 6-0.**

RECESS TAKEN AT 9:40 A.M. and RECONVENED AT 9:50 A.M.

2019 BUDGET HEARINGS

MARSHALL COUNTY SOLID WASTE MANAGEMENT DISTRICT

Director Marianne Peters explained that the 2019 Solid Waste Management District budget was reviewed by the Solid Waste Management Board concerning the requested budget of \$337,870 compared to the Estimated Civil Max Levy of \$332,552, explaining that Rainy Day funds will be used for repairs in order to make up the shortfall. The Property Tax Cap Credit Estimate is \$19,446. The budget and will be presented for final adoption on October 8, 2018. Council made no adjustments. **Don Morrison moved, second by Heath Thornton, to approve Ordinance 2018-16: 2019 Marshall County Solid Waste Management Budget on first reading. Motion carried 6-0.**

Bill Githens moved, second by Don Morrison to suspend the rules and pass Ordinance 2018-16: 2019 Marshall County Solid Waste Management Budget on second reading. Motion carried 6-0.

ARGOS COMMUNITY SCHOOLS

Jon Van Vactor moved, second by Jim Masterson, to approve Ordinance 2018-17: 2019 Argos Community School Corporation Budget on second reading. Motion carried 6-0.

MARSHALL COUNTY

Commissioners: The total budget submitted is \$4,866,244. Reducing Group Health Insurance by \$133,854; reducing OCRA – 4H Multi-Purpose Building by \$230,000.

Drainage Board: The total budget submitted is \$8,450. No reductions were made.

Rainy Day Fund: The total budget submitted is \$300,000. No reductions were made.

Cumulative Capital Development (CCD): The total budget submitted is \$1,482,499. Reducing Software Maintenance by \$80,000; reducing Leased Vehicles by \$280,232 leaving a balance of \$54,768 for Enterprise and adding a line for Leased Vehicles Highway Trucks (Republic) in the sum of \$231,422 for a net reduction of \$48,810; reducing Lease Chipper Box by \$279,097; reducing Lease Distributer Truck by \$199,038.

County IV-D Incentive: The total budget submitted is \$4,900. No reductions were made.

Buildings and Grounds: The total budget submitted is \$635,665. Increasing Wages-Clerical by \$5,000; reducing Wages-Overtime by 2,000; reducing Wages-Maintenance/Custodians by \$38,224; reducing Wages-Maintenance PT by \$5,000; reducing Uniforms/Clothing by \$1,200; reducing Storage Building Construction by \$100,000; reducing Machinery & Equipment by \$5,000.

Highway: The total budget submitted is \$6,082,368. Reducing Wages-Highway Engineer by \$20,000; reducing Employer PERF by \$5,000; reducing Wages-Group Leaders by \$4,000; reducing Wages-Heavy Equipment Operators by \$41,511; reducing Other Operating Supplies by \$10,000; reducing Tools by \$2,000; reducing Sodium Chloride (Salt) by \$55,000; reducing Stone, Gravel, Aggregates by \$250,000; reducing Bituminous by \$250,000; reducing Paint by \$12,000; reducing Road Signs by \$12,000; reducing Equipment Rental by \$5,000; reducing Group Health Insurance by \$100,000; reducing Vehicle Maintenance Supplies by \$50,000; reducing Highway Equipment by \$24,000; reducing Garage Equipment by \$20,000; reducing Community Crossings Project by \$300,000.

Cum Bridge: The total budget submitted is \$1,194,680. No reductions were made.

Local Roads and Streets: The total budget submitted is \$625,000. No reductions were made.

LIT Special Legislation – Correctional Facility: The total budget submitted is \$2,533,830. No reductions were made.

General - Sheriff: The total budget submitted is \$2,167,095. Reducing Part-Time Clerical by \$5,000; reducing Wages-Overtime by \$5,000; reducing Wages-Holiday Pay by \$7,500; reducing Vehicle Maintenance by \$15,000; reducing Security Systems by \$5,000.

General - Jail: The total budget submitted is \$1,358,366. Reducing Wages-Overtime by \$2,000; reducing Wages-Holiday Pay by \$2,000; reducing Employer PERF by \$6,000; reducing Office Supplies by \$2,500.

Extradition/Sheriff Assistance: The total budget submitted is \$67,000. No reductions were made.

Misdemeanant-County Corrections: The total budget submitted is \$54,000. No reductions were made.

Sex/Violent Offender Administration: The total budget submitted is \$12,000. No reductions were made.

Statewide 911: The total budget submitted is \$689,079. No reductions were made.

Central Dispatch: The total budget submitted is \$172,564. No reductions were made.

Lake Enforcement DNR Grant: The total budget submitted is \$55,600. No reductions were made.

DARE: The total budget submitted is \$25,000. No reductions were made.

DEA Forfeiture: The total budget submitted is \$35,000. No reductions were made.

Clerk: The total budget submitted is \$443,933. No reductions were made.

Voter Registration: The total budget submitted is \$37,692. No reductions were made.

Election Board: The total budget submitted is \$59,130. No reductions were made.

Clerk's Records Perpetuation: The total budget submitted is \$22,500. No reductions were made.

Clerk IV-D: The total budget submitted is \$10,700. No reductions were made.

Treasurer: The total budget submitted is \$162,536. No reductions were made.

Recorder: The total budget submitted is \$113,919. No reductions were made.

ID Security Program: The total budget submitted is \$9,000. No reductions were made.

Surveyor: The total budget submitted is \$181,495. Reducing Wages-PT Surveyor Assistant by \$5,000.

Coroner: The total budget submitted is \$73,958. Reducing Training by \$400.

LEPC: The total budget submitted is \$34,971. No reductions were made.

Assessor: The total budget submitted is \$179,611. No reductions were made.

Sales Disclosure-County Share: The total budget submitted is \$6,650. No reductions were made.

Reassessment: The total budget submitted is \$390,320. Reducing Group Health Insurance by \$2,824.

Prosecutor: The total budget submitted is \$551,803. Increasing Wages-PT Deputy Prosecutor by \$35,000; reducing Wages-Deputy Prosecutor by \$65,468; reducing Office Supplies by \$3,000; reducing Travel/Mileage by \$1,000; reducing Law Books by \$3,000.

Pre-Trial Diversion: The total budget submitted is \$313,218. No reductions were made.

Prosecutor IV-D: The total budget submitted is \$98,795. Reducing Wages-Clerical by \$20,000.

Extension: The total budget submitted is \$243,983. Reducing Supplies by \$1,000; Reducing Computer Supplies by \$1,000; Reducing Computer Programming by \$100; Reducing Travel/Mileage by \$1,000; Reducing Computer Maintenance by \$1,000; reducing Office Furniture & Equipment by \$1,500.

Veterans Service Officer: The total budget submitted is \$45,809. No reductions were made.

Plan Commission: The total budget submitted is \$216,979. Reducing Wages-Office Manager by \$38,694; reducing Wages-Code Enforcement Officer by \$10,000; reducing Vehicle Maintenance Supplies by \$500; reducing Travel/Mileage by \$2,000; reducing Vehicle Purchase by \$40,000.

Board of Zoning Appeals (BZA): The total budget submitted is \$9,150. No reductions were made.

Building Inspector: The total budget submitted is \$119,238. Reducing Wages-Clerical by \$16,240, reducing Wages-Inspector PT by \$27,346.

Information Systems: The total budget submitted is \$159,854. No reductions were made.

Museum: The total budget submitted is \$120,851. No reductions were made.

Historical Society: The total budget submitted is \$42,500. No reductions were made.

Superior Court #1: The total budget submitted is \$339,069. Reducing Wages-Department Head by \$5,000.

Superior Court # 2: The total budget submitted is \$596,257. Reducing Wages Department Head by \$5,000; reducing Wages-Clerical by \$2,500, reducing Wages-Law Clerk PT by \$20,000; reducing Wages-Law Clerk by \$55,000; reducing Office Equipment by \$2,000; reducing Office Furniture & Fixtures by \$2,000.

Drug Free Community: The total budget submitted is \$78,000. No reductions were made.

Circuit Court: The total budget submitted is \$278,633. No reductions were made.

Probation: The total budget submitted is \$610,571. No reductions were made.

Adult Probation Administrative: The total budget submitted is \$153,031. No reductions were made.

Supplemental Adult Probation: The total budget submitted is \$17,800. No reductions were made.

Weights & Measures: The total budget submitted is \$20,631. No reductions were made.

EMA: The total budget submitted is \$75,748. Reducing Wages-Overtime by \$8,000.

Soil & Water: The total budget submitted is \$35,745. No reductions were made.

Health Department: The total budget submitted is \$552,563. Reducing Wages-Clerical by \$1,500; reducing Group Health Insurance by \$7,000; reducing Other Operating Supplies by \$2,000; reducing Medical Supplies by \$2,000; reducing Office Furniture & Fixtures by \$9,000.

Local Health Maintenance: The total budget submitted is \$33,139. No reductions were made.

Local Health Department Trust Account: The total budget submitted is \$25,093. No reductions were made.

Auditor: The total budget submitted is \$358,654. Reducing Wages-Clerical by \$20,000.

Auditor Ineligible: The total budget submitted is \$7,800. No reductions were made.

County Officials Training Fund: The total budget submitted is \$10,000. No reductions were made.

Council: The total budget submitted is \$653,227 explaining that additional funds for employee wages were budgeted for advertising purposes. No reductions were made.

WIC FISCAL YEAR 2019 BUDGET

Jon Van Vactor moved, second by Bill Githens to adopt the WIC Fiscal Year 2019 Budget in the total sum of \$216,457.93 noting the fiscal year begins October 1, 2019. Motion carried 6-0.

2019 WAGES

Discussion was held concerning employee wage increases and the Compensation Study by Waggoner, Irwin, Scheele & Associates. **Bill Githens moved, second by Jim Masterson, to hold a Council 2019 Budget Work Session on Thursday, September 13th at 1:00 p.m. to discuss employee wages. Motion carried 6-0.**

Auditor Fox stated that with the reductions made the total submitted General Fund budget has been reduced from \$14,772,196 to \$13,757,170. The total submitted unit budget has been reduced from \$29,958,096 to \$27,131,290. It was noted that adjustments still need to be made.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Heath Thornton, to adjourn the meeting at 2:38 p.m. Motion carried 6-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill (Not Present)

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
EMERGENCY PUBLIC MEETING
MONDAY, MARCH 26, 2018**

BE IT REMEMBERED: That on Monday, March 26, 2018, the Marshall County Council met in an emergency public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Bill Githens, Heath Thornton, Penny Lukenbill; County Auditor, Julie A. Fox. James Masterson was not present. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

Council President Stone explained that this is a special meeting limited only to road status.

**PUBLIC INPUT
LIMITED TO COUNTY ROAD STATUS**

Joseph Skelton, 3329 Lake Shore Drive, Bremen, Indiana. Mr. Skelton explained that when the sewers were installed the roads were updated and since that time the roads have not been maintained. Mr. Skelton would like to see improvement on West Shore Drive, North Shore Drive and 3rd Road, further explaining that there are 500 homes at the Lake of the Woods and that creates a lot of traffic.

Thomas Powers, 9017 North Shore Drive, Bremen, Indiana. Mr. Powers seconded Mr. Skelton's statement, further stating that he moved to the Lake for the Woods from Illinois and found "nirvana" due to the low taxes, balanced budget and is a wonderful place, but the roads around the lake are an embarrassment.

Beverly Samons, 2158 8th Road, Bourbon, Indiana. Ms. Samons explained that 8th Road between State Road 331 and State Road 19 is one big patch. Ms. Samons stated that they have to detour to even get to their residence to avoid potholes further explaining the road floods right in front of their house and are concerned due to vehicles hydroplaning. Ms. Samons stated that a ditch was dug in front of their home to try to get the water down, but it is not working. A culvert was also placed under the road, but all the water channels into a neighbor's field and the field becomes a lake. Ms. Samons stated that it needs to be fixed before the next big rain and the road needs to be resurfaced.

HIGHWAY DEPARTMENT

Highway Supervisor Jason Peters provided an update of culverts, bridge assessments and the revised 2018 Road Program based on current flooding events. He further stated that culverts being replaced in-house are estimated at a total sum of \$234,311.79; bridge repairs are estimated at \$563,000. Additional damages have been assessed since the water has receded and additional costs are anticipated. Mr. Peters stated that the 2018 Road Plan revisions are based on priority, including chip and seal, double chip and seal. The roads were prepared last year and material costs may vary. Road estimates were provided for Kenilworth Road in the sum of \$330,000; 5A Road in the sum of \$11,255.75; Sycamore Road in the sum of \$18,711. Mr. Peters was unable to provide an estimate for Maple Road which has a small section of road that is in need of repair. Council member Thornton asked why Kenilworth is estimated so much higher than the others. Mr. Peters explained that Kenilworth Road has a culvert and longer stretch of road that needs replaced.

President Stone stated that in addition to the Road Program, the estimated cost for bridge and culvert repairs is \$797,000. Mr. Peters stated that due to US 6 and State Road 331 being closed and detour routes, significant damage has occurred to some county roads estimated to cost \$1,554,595.80. Mr. Peters is working with the State to see if they are willing to assist with costs.

Council member Lukenbill clarified that \$1,554,595.80 is in addition to \$360,000 for road repairs to the Kenilworth Road, 5A Road, Sycamore Road and Maple Road estimates. Mr. Peters stated the total costs for culvert and bridge repair is \$790,000 and \$2 million in road repairs due to flood damage.

Council President Stone stated that the purpose of this meeting is to be able to establish an amount to advertise for an additional appropriation to be heard at the April Council meeting so that action may be taken. Council member Lukenbill stated that all of the work cannot be completed this year if it is completed in-house. Council President Stone stated that some roads have to be ground down and sit for a year, then completed the following year. Mr. Peters stated that if roads are ground there will be additional costs for rollers and it will take additional time. It was confirmed that the immediate priority is bridges and culverts. Mr. Peters further stated with the high water levels some damage still cannot be seen.

Commissioner Overmyer agreed that bridges and culverts are the top priority. Council member Lukenbill stated that \$1,500,000 is a good place to start with the understanding that there will be additional costs to fund.

Emergency Management Agency Director Clyde Avery stated that he has been working with FEMA and they have completed the individual assessments. The public infrastructure team will be in the area this week, but there is currently no timetable with FEMA.

Council member Thornton asked how much additional revenue the Highway Department expects to receive from the sales tax increases that took effect last fall. Mr. Peters stated that he is expecting \$1 million. Council member Van Vactor stated according to the Indiana State Auditor's website for distributions, that in the first six months they are estimating receipt of \$1 million dollars. The highway budget is \$700,000 which leaves an additional \$300,000 and then another \$700,000 by the end of the year in the Highway Fund and Local Roads and Streets Fund.

Director Avery clarified that if awarded, FEMA is a 75/25 split.

Council member Van Vactor thanked Mr. Peters for preparing the numbers.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Bill Githens moved, second by Jon Van Vactor, to adjourn the meeting at 9:30 a.m. Motion carried 6-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Bill Githens

Heath Thornton

James Masterson

Penny Lukenbill

Attest: _____
Julie A. Fox, Auditor