

MINUTES
MARSHALL COUNTY COUNCIL SPECIAL MEETING
MARSHALL COUNTY JAIL EXPANSION PROJECT
JANUARY 6, 2020

BE IT REMEMBERED: That on Monday, January 6, 2020, the Marshall County Council met in a public meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana at 6:00 p.m. to discuss the Marshall County Jail Expansion Project. Present were Judy Stone, President; Penny Lukenbill, Vice President, Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose; and Auditor, Julie A. Fox. The meeting was opened, the Pledge of Allegiance was given and the business at hand was heard.

ATTORNEY JAMES CLEVINGER

Attorney James Clevenger stated that the County has been named as defendant in one ACLU and 16 pro se lawsuits due to the jail overcrowding. The Plaintiffs are asking to reduce the inmate population. Further explaining that if the pro se plaintiffs succeed in proving their case, they may be awarded a judgment and are seeking monetary damages of \$15,000 to \$20,000. The ACLU is requesting injunctive relief in a class action suit and costs involved would be incurred by the County, as this case is not covered by the County insurance.

SHERIFF DEPARTMENT

Sheriff Matt Hassel provided a Jail Population Report and explained that he is a servant of the Court and inmates cannot be released without Court approval. Sheriff Hassel explained that opioids and methamphetamine are the top two abused drugs and almost all jails are experiencing an increase due to House Bill 1006 implemented in 2014 and the requirements guide the jail incarceration. Sheriff Hassel stated that in 2018 a committee was formed and members have been working diligently to address the problem. Several proactive measures were taken due to the increased population: Met with RQAW regarding a jail expansion; increased the number of clients that could participate in the home detention program; added an additional Deputy Prosecutor; discussed the addition of a fourth court; reviewed, adjusted and implemented a new bond schedule; reached an agreement with Elkhart County to house our inmates; bed totes were purchased; a recreation room was converted to a dormitory; added three turnkey/dispatchers; completed a feasibility study, schematic design and financial study for jail expansion; and implemented Trial Rule 26.

Sheriff Hassel explained: historically the female population was ten percent and has increased to twenty percent, requiring better separation and noted that 65 to 70% of the inmates are out-of-county residents; when the jail was built the kitchen, storage, booking and special observation areas were designed in order to accommodate the expansion; voluntary programs are available to inmates including moral recognition therapy and job training with Work One and Grace College allowing inmates to earn certificates, however, very few inmates take advantage of the programs.

PROSECUTOR'S OFFICE

Prosecutor Nelson Chipman stated it is a complex issue and provided a Statistical Presentation stating that eighty to eighty-two percent of those in our jail are pretrial detainees; among the conclusions supported by the statistical reports is that there is not an increase of bookings into the jail in recent years. To the contrary, there is a downward trend. The evidence suggests that individuals charged and lodged for serious offenses are staying longer in the local jail, which drives the daily population count. The degree to which the population exceeds capacity has in recent months experienced a downward trend, but it is too early to conclude if that downward trend will continue.

Prosecutor Chipman explained that the number one reason for incarceration is failure to appear. Also, explaining surety bonds were previously utilized, but in past experience a family/defendant would pay the bond fee and at the next court hearing or appearance would request to have a court appointed attorney because all their cash was paid to the bondsman. Therefore, the Judges have decided to accept cash bonds and Mr. Chipman believes if the Courts reinstated the use of surety bonds the court appointed attorney representations would spike.

Prosecutor Chipman stated that Criminal Rule 26 is intended to maximize public safety, maximize court appearances and maximize release. Prosecutor Chipman stated that individuals have been diverted out of the criminal justice system into the Pre-Trial Diversion Program. Further indicating that he is in favor of having a fourth court; incentivizing cases has begun and delays are discouraged, within days cases are reaching agreement and 98% of cases are resolved by agreement, not by trial.

PROBATION DEPARTMENT

Chief Probation Officer James Bendy explained that a grant was awarded that will provide two additional employees; under Trial Rule 26, the jail population was only reduced by three individuals. The Probation Department has been working on the pre-sentence investigations and pre-trial reports to assist the Prosecutor in moving the cases through the court system and are working to train individuals.

Prosecutor Chipman stated that 80% of the inmates are pre-trial detainees and cannot move, all programs are voluntary and implementation of the 4th Court would assist. Chief Probation Officer Bendy stated that there are 1,058 individuals currently on Probation with 211 individuals assigned to each officer and 60% of the probationers are from other states and counties.

COMMUNITY CORRECTIONS

Director Ward Byers explained that Community Corrections has been doing Indiana Risk based assessments to assist with pre-trial bond release decisions made by the court. Explaining they supervise individuals for a period of 90 days to provide jail relief and a deadline to move the case along, reminding that these individuals have not been convicted and are innocent. Director Byers explained the concept in Criminal Rule 26 is the less supervision the better and are assured participants are not committing other criminal activity by use of technology. Most individuals under Criminal Rule 26 are continuing to bond out of jail. The Community Corrections Program is working with the Sheriff on jail treatment plans and receiving funding from the grant. The programs are designed to promote self-worth, financial independence and help with the rebuilding process. Director Byers further explained that the Probation Officers now have ability to move individuals to Community Corrections for violations rather than placing them back into the jail. The daily average of individuals being monitored rather than incarcerated is 100. The judge prepares an order for the individual to be placed in the program, there are statutory restrictions and Community Corrections can only supervise individuals in Marshall County or surrounding counties.

BARNES & THORNBURG LLP & BAKER-TILLY

Philip Faccenda, Jr., Legal Consultant, explained the existing special local income tax, the General Obligation Bond Ordinance and Appropriation Ordinance stating that a second public hearing will be held and a third reading.

Todd Samuelson and Heidi Anspaugh of Baker-Tilly serve as financial advisors working with the County to evaluate options and have provided a number of scenarios for consideration. The current jail bond was started in 2008 and refinanced in 2014 to take advantage of lower interest rates. The existing bonds are scheduled to be paid in full in 2027. Options were also reviewed to use cash to pay off outstanding bonds, but it was recommended utilizing a portion of the cash to pay down the new project.

RQAW

Jillynn Heck and Eric Wafflin of RQAW provided a PowerPoint of the Marshall County Jail Addition Schematic Design Summary Presentation.

Public comments were heard throughout the meeting from Tim Harman, Fred Webster, Ed Rodriguez, Cliff Allen, Ralph Booker, Greg Webster, Adam Thada, Stan Klotz, William Patterson, Tracy Fox and Don Fox.

ADJOURNMENT

With no further business to come before the board Council members thanked the community for their active participation and appreciation was expressed to the dedicated public servants, **Jack Roose moved, second by Jim Masterson, to adjourn the meeting at 8:32 p.m. Motion carried 3-0.**

COUNCIL

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Heath Thornton

James Masterson

Mandy Campbell

Jack Roose

ATTEST: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JANUARY 13, 2020**

BE IT REMEMBERED: That on Monday, January 13, 2020, 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; Penny Lukenbill, Vice President, Jon VanVactor; Heath Thornton, James Masterson, Mandy Campbell, Jack Roose and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

BOARD REORGANIZATION

Jon VanVactor moved, second by Jim Masterson, to retain Judy Stone as President and Penny Lukenbill as Vice President of the Marshall County Council for 2020. Motion carried 7-0.

PUBLIC INPUT

No public input was heard.

**JAIL EXPANSION PROJECT
ORDINANCE 2019-22**

JAIL PROJECT GENERAL OBLIGATION BOND

Jon VanVactor moved, second by Penny Lukenbill, to open the public hearing on Ordinance 2019-22. Motion carried 7-0.

No input was heard.

Jon VanVactor moved, second by Penny Lukenbill, to close the public hearing on Ordinance 2019-22. Motion carried 7-0.

Council members discussed receiving input from constituents and suggested investigating other avenues to alleviate the overcrowding issues.

Penny Lukenbill moved, second by Jim Masterson, to pass Ordinance 2019-22: Authorizing the Issuance of General Obligation Bonds of the County for the Purpose of Providing Funds to Pay for the Construction and Equipping of an Expansion to the Marshall County Jail and Incidental Expenses in Connection Therewith and on Account of the Issuance of the Bonds, and all Matters Related Thereto on second reading. Motion carried 5-2, with Heath Thornton and Mandy Campbell voting no.

**JAIL EXPANSION PROJECT
ORDINANCE 2019-23
ADDITIONAL APPROPRIATION**

Penny Lukenbill moved, second by Jack Roose, to open the public hearing on Ordinance 2019-23. Motion carried 7-0.

No input was heard.

Jack Roose moved, second by Penny Lukenbill, to close the public hearing on Ordinance 2019-23. Motion carried 7-0.

Penny Lukenbill moved, second by Jim Masterson, to pass Ordinance 2019-23: Appropriating the Proceeds of the Marshall County, Indiana, General Obligation Bonds, Series 2020 on second reading. Motion carried 5-2, with Heath Thornton and Mandy Campbell voting no.

SHERIFF

Sheriff Matt Hassel submitted the Sheriff's Salary Contract for 2020 for approval. The contract has been reviewed by Attorney Clevenger, approved by the Commissioners and the only change is an increase in salary to \$89,525.80. **Jack Roose moved, second by Heath Thornton, to approve the Sheriff's Salary Contract for 2020 in the sum of \$89,525.80. Motion carried 7-0.**

HIGHWAY DEPARTMENT

Superintendent Jason Peters stated that the 2020 Community Crossings Matching Grant Call for Projects is due on January 31st and is requesting a financial commitment to support the Michigan Road, from 3rd Road to the roundabout project at a total cost of \$1,500,000, with the County portion of \$500,000. **Jon VanVactor moved, second by Penny Lukenbill, to support the Community Crossings Matching Grant Call for Projects for Michigan Road, from 3rd Road to the roundabout, with an estimated project cost of \$1,500,000 and the County matching portion in the sum of \$500,000. Motion carried 7-0.**

HUMAN RESOURCES

Human Resources Administrator Ann Anglin and Chief Probation Officer James Bendy presented the Criminal Justice Intake Specialist Job Description explaining this is a part-time position under Superior Court II as part of the Indiana State Opioid Response Federal Grant. Council member VanVactor explained that the position will be non-exempt at an hourly rate of \$16.70.

Jon VanVactor moved, second by Mandy Campbell, to adopt the Criminal Justice Intake Specialist Job Description. Motion carried 7-0.

BUILDINGS & GROUNDS

Supervisor Doug Masterson requested permission to waive the 90-day probationary pay for Custodian/Maintenance Jonathan Yeazel. **Jim Masterson moved, second by Penny Lukenbill, to waive the 90-day probationary pay for Custodian/Maintenance Jonathan Yeazel. Motion carried 7-0.**

COMMISSIONERS

Commissioner Stan Klotz provided an update on the Telamon lighting project stating the Courts are almost complete and it has been an expensive project.

Commissioner Klotz explained that the Commissioners would like to form a Taskforce to hire off-duty officers to patrol no thru truck areas, with Highway Superintendent Jason Peters overseeing the officers. Discussion was held and the item tabled until next month.

Commissioner Klotz explained that they would like to reduce the number of vehicles being leased and begin purchasing vehicles in order to reduce costs. Further requesting approval for the purchase of two Ford Fusions for the Probation Department, in the sum of \$18,000 each. **Heath Thornton moved, second by Jim Masterson, to approve the use of Cumulative Capital Development funds to purchase two vehicles for the Probation Department. Motion carried 7-0.**

ADDITIONAL APPROPRIATION REQUESTS

ORDINANCE 2020-1(1)

General/Jail: Jack Roose moved, second by Heath Thornton, to approve the additional appropriation request of \$144,346 into Office Equipment. Motion carried 7-0.

General/Surveyor: Jon VanVactor moved, second by Mandy Campbell, to approve the additional appropriation request of \$1,308 into Wages-Field Assistant PT. Motion carried 7-0.

General/Surveyor: Jon VanVactor moved, second by Penny Lukenbill, to approve the additional appropriation request of \$1,000 into Vehicle Repair. Motion carried 7-0.

LIT Special Purpose: Jack Roose moved, second by Jim Masterson, to approve the additional appropriation request of \$500,000 into Jail Construction Study. Motion carried 5-2, with Heath Thornton and Mandy Campbell voting no.

Health: Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation request of \$20,000 into Professional Services. Motion carried 7-0.

Misdemeanant-County Corrections: Penny Lukenbill moved, second by Heath Thornton, to approve the additional appropriation request of \$70,000 into Vehicle Purchase. Motion carried 7-0.

Courthouse Clock Tower: Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$50,000 into Clock Tower Study & Restoration. Motion carried 7-0.

Community Crossings: Heath Thornton moved, second by Jon VanVactor, to approve the additional appropriation request of \$279,179.71 into Fund 9011 for 9B Road; \$334,214.80 into Fund 9007 for Dogwood Drive; and \$127,170.46 into Fund 9008 for 11th Road. Motion carried 7-0.

TRANSFER REQUESTS ORDINANCE 2020-2(1)

Drug Free Community: Jim Masterson moved, second by Mandy Campbell, to approve the transfer request of \$8,000 from Treatment into Prevention & Education in the sum of \$6,900 and into Criminal Justice in the sum of \$1,100. Motion carried 7-0

Marshall County Solid Waste: Jon VanVactor moved, second by Mandy Campbell, to approve the transfer request of \$1,170 from Payroll Liabilities into Retirement in the 2019 budget. Motion carried 7-0

Marshall County Solid Waste: Jon VanVactor moved, second by Heath Thornton, to approve the transfer request of \$50,250 from Teachers Credit Union into Site-Facility Improvements. Motion carried 7-0

AUDITOR REPORT

December 9, 2019 Minutes: Jack Roose moved, second by Jim Masterson, to approve the meeting minutes of December 9, 2019. Motion carried 6-1, with Judy Stone abstaining.

January 6, 2020 Minutes: Heath Thornton moved, second by Jack Roose, to approve the special meeting minutes of January 6, 2020. Motion carried 7-0.

COUNCIL ITEMS

Ordinance 2020-3(1): Amending Salary Ordinance 2019-20: Jon VanVactor moved, second by Penny Lukenbill, to approve Ordinance 2020-3(1): Amending Salary Ordinance 2019-20 to Section Women, Infants & Children, Fund 8804 to reflect the wages for Competent Professional Authority and Bi-Lingual WIC Clerk/Vendor Liaison as approved by Indiana State Department of Health Grant. Motion carried 7-0.

Ordinance 2020-3(2): Amending Salary Ordinance 2019-20: **Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-3(2): Amending Salary Ordinance 2019-20 to Probation Department, Fund 1000-273 to reflect the wages for Assistant Chief Probation Officer (JP), due to 20 years of experience as established by the Indiana Judicial Center. Motion carried 7-0.**

Ordinance 2020-3(3): Amending Salary Ordinance 2019-20: **Jon VanVactor moved, second by Heath Thornton, to approve Ordinance 2020-3(3): Amending Salary Ordinance 2019-20 to Indiana State Opioid Response, Fund 8820 to reflect the wages for Criminal Justice Intake Specialist. Motion carried 7-0.**

Ordinance 2019-20B(1): An Addendum to Ordinance 2019-20B Adopting County of Marshall, Indiana Job Descriptions: **Jon VanVactor moved, second by Jack Roose, to approve Ordinance 2020-3B(1): An Addendum to Ordinance 2019-20B Adopting County of Marshall, Indiana Job Descriptions to include Criminal Justice Intake Specialist. Motion carried 7-0.**

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

Liaison Assignments:

| | | | |
|----------------------------|-----------------------|----------------------------|------------------|
| Assessor | Masterson | Museum | Lukenbill |
| Auditor | Thornton | Plan Commis/BZA | Roose |
| Building Inspector | Thornton | Probation | Lukenbill |
| Bldgs & Grounds | Masterson | Prosecutor | Thornton |
| Circuit Court | Campbell | Recorder | Campbell |
| Clerk | Lukenbill | Sheriff/Jail | Thornton & Roose |
| Commissioners | Campbell & Stone | Soil & Water | Stone |
| Comm Correction | Stone | Superior Court #1 | Masterson |
| Coroner | Stone | Superior Court #2 | VanVactor |
| EMA | VanVactor | Surveyor | Campbell |
| Extension | Roose | Technology | Lukenbill |
| Health/WIC | Stone | Treasurer | Masterson |
| Highway | Lukenbill & VanVactor | Veteran Service | VanVactor |
| Merit Board | Thornton & Roose | Weights & Meas. | Stone |
| MACOG | Campbell | Court Security | VanVactor |
| Unsafe Building | Masterson | | |

Heath Thornton moved, second by Penny Lukenbill, to approve the Liaison Assignments and Board Appointments for calendar year 2020. Motion carried 7-0.

Jim Masterson moved, second by Jon VanVactor, to approve the appointment of Maria Keller to the Alcohol Board for calendar year 2020. Motion carried 7-0.

Heath Thornton moved, second by Mandy Campbell, to approve the appointment of Don Fox to the Culver Economic Board for calendar year 2020. Motion carried 7-0.

Jim Masterson moved, second by Penny Lukenbill, to approve the appointment of Jack Roose to the 4-H Board for calendar year 2020. Motion carried 7-0.

Heath Thornton moved, second by Mandy Campbell, to approve the appointment of Jon VanVactor to the EMA Board for calendar year 2020. Motion carried 7-0.

Heath Thornton moved, second by Jim Masterson, to approve the appointment of Jack Roose to the Marshall County Plan Commission for calendar year 2020. Motion carried 7-0.

Jack Roose moved, second by Penny Lukenbill, to approve the appointment of Mandy Campbell to the Central Dispatch Board for calendar year 2020. Motion carried 7-0.

Jim Masterson moved, second by Penny Lukenbill, to approve the appointment of Judy Stone to the Central Dispatch Board for calendar year 2020. Motion carried 7-0.

Jack Roose moved, second by Heath Thornton, to approve the appointment of Jon VanVactor to the Solid Waste Board for calendar year 2020. Motion carried 7-0.

Jim Masterson moved, second by Penny Lukenbill, to approve the appointment of Jon VanVactor to the LEPC for calendar year 2020. Motion carried 7-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jack Roose moved, second by Jim Masterson, to adjourn the meeting at 11:05 a.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, FEBRUARY 10, 2020**

BE IT REMEMBERED: That on Monday, February 10, 2020, 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; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell, Jack Roose and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Community Corrections Director Ward Byers requested a 90-day probationary pay waiver for Heather Green explaining that Ms. Green has been hired in the full-time capacity of Case Manager/Field Officer and had been working part-time as the Community Corrections Substance Abuse Instructor. **Jim Masterson moved, second by Mandy Campbell, to approve the 90-day probationary pay waiver for Heather Green effective today, the date of hire. Motion carried 7-0.**

Commissioner Kevin Overmyer informed the Board that Samantha Goodson of the Indiana Office of Court Services will be present for a work session on Wednesday, March 4th at 12:00 p.m. regarding the study of our criminal justice process. Commissioner Overmyer stated that at the January 21st Commissioners Meeting a motion was passed recommending that Council delay the third reading of the bond ordinances pertaining to the Jail Expansion Project.

HISTORICAL SOCIETY

Director Linda Rippy provided a Historical Society update including the 2020 budget. Director Rippy stated they held a Chocolate Walk this past weekend, reached almost 10,000 visitors last year and held a membership drive that resulted in an eight percent increase, further explaining that they will be focusing on membership from the smaller communities within Marshall County.

SHERIFF

Sheriff Matt Hassel submitted the Reports of Receipts and Distribution of the Commissary Fund for the periods of January 1, 2019 – June 30, 2019 and July 1, 2019 – December 31, 2019, explaining a debit was reported as negative income and the numbers now reflect the ledger balance.

Heath Thornton moved, second by Jack Roose, to accept the Reports of Receipts and Distributions of the Commissary Fund for the periods of January 1, 2019 – June 30, 2019 and July 1, 2019 – December 31, 2019. Motion carried 7-0.

Sheriff Hassel submitted the Sheriff's 2020 Commissary Budget, explaining that they have restarted the GED Program with a mentor; would like to offer more job training/certifications; also, will be meeting with Bowen Center representatives to discuss incentive programs.

Jack Roose moved, second by Penny Lukenbill to approve the 2020 Commissary Budget. Motion carried 7-0.

Sheriff Hassel requested a 90-day probationary pay waiver for Jordan McMenemy, explaining that Mr. McMenemy previously worked at the Marshall County Sheriff's Department and ended full-time employment when his family moved out-of-town. Mr. McMenemy has since moved back to Marshall County employed as a part-time Turnkey/Dispatcher and January 13, 2020 hired full-time. Sheriff Hassel requested the waiver be effective with the full-time date of hire of Mr. McMenemy on January 13, 2020. **Jim Masterson moved, second by Penny Lukenbill, to approve the 90-day probationary pay waiver for Jordan McMenemy retroactive to January 13, 2020. Motion carried 7-0.**

Sheriff Hassel requested permission to apply for the Marine Patrol Assistance Grant, which provides funding for marine patrol on Lake Maxinkuckee. The request was submitted for \$20,000; however they have been awarded \$10,000 the prior two years with Lake Maxinkuckee Association funding \$45,000. **Jack Roose moved, second by Heath Thornton, to allow Sheriff Hassel permission to apply for the Marine Patrol Assistance Grant. Motion carried 7-0.**

Sheriff Hassel requested permission to apply for the FY2020 Stop Arm Violation Enforcement (SAVE) Grant, which reimburses wages. The goal of the traffic safety grant is to prevent stop arm violations through high visibility enforcement by following school buses and stopping violators. The program includes two operational periods from March 15, 2020 through May 1, 2020 and August 1, 2020 through September 15, 2020. **Heath Thornton moved, second by Jack Roose, to allow Sheriff Hassel permission to apply for the FY2020 Stop Arm Violation Enforcement (SAVE) Grant. Motion carried 7-0.**

HIGHWAY DEPARTMENT

Superintendent Jason Peters provided an update to the 2018 flood, explaining that \$1,500,000 was appropriated in 2018 from the Rainy Day Fund and \$721,161.74 was spent for the repairs, \$778,838.26 was left unspent. Marshall County did qualify for FEMA assistance and received \$79,961.82 in reimbursements to the Rainy Day Fund. Superintendent Peters provided a list of bridges in need of repair as a result of the flood and requested support to submit an additional appropriation of \$600,000 for repairs. Commissioner Overmyer stated that they spoke to a DNR representative this morning and they are willing to work with the County to obtain the required permits.

HUMAN RESOURCES

Human Resources Administrator Ann Anglin presented the Recovery Services Specialist Job Description explaining this is a part-time position under Superior Court II/Probation as part of the Indiana State Opioid Response Federal Grant. Council Member VanVactor explained that the Sub-Committee recommends approving the job description. The position was classified as a COMOT III and the Sub-Committee will need to meet to establish pay rate recommendations. **Jon VanVactor moved, second by Penny Lukenbill, to adopt the Recovery Services Specialist Job Description. Motion carried 7-0.**

ADDITIONAL APPROPRIATION REQUESTS

ORDINANCE 2020-1(2)

LIT Special Purpose: Sheriff Hassel explained the additional appropriation request is to replace three roof top heating and air conditioning units. **Heath Thornton moved, second by Jack Roose, to approve the additional appropriation request of \$220,000 into Machinery & Equipment. Motion carried 6-1, with Jon VanVactor voting no.**

Discussion was held concerning the transition back to purchasing vehicles rather than leasing. Commissioner Klotz explained that they are trying to bring down costs by owning the vehicles, but stated it may take a few years to realize savings. The Council Board requested a list of all leased and County owned vehicles.

Health: Discussion was held concerning the request to purchase an additional truck, given that the Health Department is currently without an Administrator, **Jim Masterson moved, second by Jack Roose, to deny the additional appropriation request of \$33,000 into Vehicle Purchase. Motion carried 7-0.**

Community Transition: **Penny Lukenbill moved, second by Jim Masterson, to approve the additional appropriation request of \$20,000 into Vehicle Purchase. Motion carried 7-0.**

Cumulative Capital Development: **Jim Masterson moved, second by Heath Thornton, to approve the additional appropriation request of \$28,000 into Vehicle Purchase for two Probation Dept. Vehicles. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2020-2(2)

Cumulative Capital Development: **Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$8,798 from Leased Vehicles - Enterprise into Vehicle Purchase for the balance of the two Probation Dept. Vehicles. Motion carried 7-0.**

WIC: **Penny Lukenbill moved, second by Mandy Campbell, to approve the transfer request of \$658 from Office Supplies and \$685 from Janitorial Maintenance into Telephone in the total sum of \$1,343 for the transfer of internet and phone services from CenturyLink to Hyperwave. Motion carried 7-0.**

AUDITOR REPORT

January 13, 2020 Minutes: **Jack Roose moved, second by Heath Thornton, to approve the meeting minutes of January 13, 2020. Motion carried 7-0.**

COUNCIL ITEMS

Ordinance 2019-22: Jail Project General Obligation Bond and Ordinance 2019-23: Additional Appropriation: Discussion was held concerning the Jail Expansion Project and the recommendation made by the Commissioners to table Ordinances 2019-22 and 2019-23 until after the Indiana Office of Court Services completes the study. It was discussed whether a formal committee would be created and the importance of having all parties involved to discuss the needs. Concerns were also voiced regarding the style of jail, dormitory vs. cells, and the additional number of employees. **Penny Lukenbill moved, second by Jon VanVactor, to postpone action on Ordinances 2019-22 and Ordinance 2019-23 until the Indiana Office of Court Services completes the study and makes a recommendation. Motion carried 7-0.**

Jon VanVactor moved, second by Jim Masterson, to make a recommendation to the Commissioners to hold several public informational meetings. Motion carried 7-0.

General Fund Transfer to Rainy Day: Auditor Fox explained that a \$750,000 transfer may be made from the General Fund to the Rainy Day at any point during the calendar year, but with a number of project funding requests coming forward suggested Council consider those requests prior to transferring any funds.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jack Roose moved, second by Heath Thornton, to adjourn the meeting at 10:49 a.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MARCH 9, 2020**

BE IT REMEMBERED: That on Monday, March 9, 2020, 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; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. 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
VACCINES FOR CHILDREN GRANT APPLICATION REQUEST**

Public Health Nurse Lisa Letsinger requested permission to apply for the ISDH Vaccines for Children Grant, a federal reimbursable grant. The grant period is July 1, 2020 through June 30, 2021 with cooperative funding agreement between Centers for Disease Control (CDC) and Indiana State Department of Health (ISDH). The grant funds must be used to purchase items and/or services that will assist the local health department to increase immunization rates while complying with the Vaccines for Children Program. **Jon VanVactor moved, second by Penny Lukenbill, to allow the Health Department to apply for the ISDH Vaccines for Children Grant. Motion carried 7-0.**

STELLAR COMMUNITIES PROJECTS

Allie Shook and Mike Reese provided an update to the County Trails Master Plan explaining that the County has committed \$400,000 towards the Stellar Communities Projects over the next four years. \$40,000 was allocated to the County Trails Master Plan, however with the donations collected \$25,000 is being requested. The remaining balance may be allocated towards another project. Discussion was held concerning the creation of a Park and Recreation Board. Curt Palmer stated that the Ordinance was passed on first reading at the Commissioners' Meeting and once the Ordinance is passed on second and third reading, there will be a five member board appointed and two Council appointments will be requested. **Mandy Campbell moved, second by Heath Thornton, to support the Marshall County Trails Master Plan and request for payment of \$25,000. Motion carried 7-0.**

SHERIFF

Sheriff Matt Hassel provided a Jail update stating there are 215 inmates and to be in compliance should be at 191 inmates. Sheriff Hassel clarified that we are not holding any inmates unnecessarily, there are 47 inmates serving time and the remainder are pre-trial or being held for Probation violations.

JAIL CHEMICAL ADDICTION PROGRAM GRANT APPLICATION REQUEST

Sheriff Hassel requested permission to apply for the Jail Chemical Addiction Program through the Indiana Attorney General. The purpose of the grant is to fund a Jail Chemical Addiction Program (JCAP) for inmates in the Marshall County Jail in the sum of \$90,000. Sheriff Hassel further explained that they are in the process of creating a job description for the Jail Program Director and

with the credentials required in the job description, the County may be able to eliminate the agreement with Bowen Center for inmate counseling services. **Jim Masterson moved, second by Jack Roose, to allow Sheriff Hassel permission to apply for the Jail Chemical Addiction Program Grant. Motion carried 7-0.**

Sheriff Hassel requested a 90-day probationary pay waiver for Jonathon Yeazel retroactive to the date of rehire, explaining that Mr. Yeazel was employed full-time for over a year and in January of this year transferred to the Maintenance Department and returned to the Sheriff's Department on February 24th. **Heath Thornton moved, second by Jon VanVactor, to approve the 90-day probationary pay waiver for Jonathon Yeazel retroactive to February 24, 2020. Motion carried 7-0.**

PLAN COMMISSION

Director Ty Adley requested a Council appointment to the Solar Task Force. **Penny Lukenbill nominated and moved, second by Jim Masterson, to appoint Jack Roose to the Solar Task Force. Motion carried 7-0.**

HEALTH DEPARTMENT/HUMAN RESOURCES

Human Resources Administrator Ann Anglin, on behalf of the Health Department, presented two items for Council. Ms. Anglin explained that a Contract for Services between Marshall County Health Department and Jacob Baylis was entered into on February 24, 2020 to allow Mr. Baylis to continue to perform some of the duties that he was assigned while employed as the Health Educator/Emergency Preparedness Coordinator. The agreement terminates on April 17, 2020.

Ms. Anglin also requested that the 90-day probationary pay be waived for Public Health Nurse Lisa Letsinger effective the date of rehire February 24, 2020 due to her previous employment at the Health Department. **Jon VanVactor moved, second by Penny Lukenbill, to approve the 90-day probationary pay waiver request for Public Health Nurse Lisa Letsinger effective February 24, 2020. Motion carried 7-0.**

ADDITIONAL APPROPRIATION REQUESTS **ORDINANCE 2020-1(3)**

General Fund/Superior Court I: **Heath Thornton moved, second by Jim Masterson to approve the additional appropriation request of \$3,000 into Equipment Maintenance Contracts for a three-year agreement with New Era Technology. Motion carried 7-0.**

General Fund/Superior Court II: **Jon VanVactor moved, second by Jack Roose, to approve the additional appropriation request of \$3,134.60 into Wages-Court Reporter for additional wages needed to train the Court Reporter replacement for thirty days prior to last day worked. Motion carried 7-0.**

General Fund/Probation: **Penny Lukenbill moved, second by Jim Masterson, to approve the additional appropriation request of \$6,000 into Urinalysis Supplies. Motion carried 7-0.**

LIT Special Purpose: **Jon VanVactor moved, second by Jack Roose, to approve the additional appropriation request of \$700,000 into Jail Construction Study for the RQAW contract, in the total sum of \$1,200,000 for schematic design, water resources and structure for a jail addition. Motion carried 7-0.**

LIT Special Purpose: **Heath Thornton moved, second by Penny Lukenbill, to table the additional appropriation request of \$60,000 into Wages-Jail Program Director, \$4,600 into Employer Social Security, \$14,900 into Group Health Insurance, \$60 into Group Life Insurance and \$6,800 into Employer PERF. Motion to table carried 7-0.**

Rainy Day: **Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation request of \$600,000 into Disaster Recovery for the Highway to repair structural damage from the 2018 flooding. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2020-2(3)

Solid Waste: **Jack Roose moved, second by Mandy Campbell, to approve the transfer request of \$238 from Accounting/Legal Services into Audit for expenses related to the 2015-2018 State Board of Accounts audit. Motion carried 7-0.**

AUDITOR REPORT

February 10, 2020 Minutes: **Jack Roose moved, second by Heath Thornton, to approve the meeting minutes of February 10, 2020. Motion carried 7-0.**

Auditor Fox requested permission to hire an Interim Deputy Auditor for six weeks explaining that there will be staff adjustments in preparation of Payroll Deputy Brenda Harper's retirement. **Jon VanVactor moved, second by Penny Lukenbill, to allow the Auditor's Office to hire an Interim Deputy Auditor for a term of six weeks for training. Motion carried 7-0.**

COUNCIL ITEMS

Ordinance 2020-3(4): Amending Salary Ordinance 2019-20: **Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-3(4) Amending Salary Ordinance 2019-20 to include Fund 8820 Justice Partners Addictions Response Grant, Recovery Services Specialist PT, COMOT 3 at \$16.50 per hour. Motion carried 7-0.**

Ordinance 2020-3B(2): An Addendum to Ordinance 2019-20B Adopting Job Descriptions: **Jon VanVactor moved, second by Penny Lukenbill, to approve Ordinance 2020-3B(2): An Addendum to Ordinance 2019-20B Adopting Job Descriptions to include Recovery Services Specialist PT position. Motion carried 7-0.**

Sheriff Matt Hassel explained that an additional appropriation will be sought at the next Council meeting for rooftop control units, which will allow the Maintenance Department to monitor temperatures at the Jail by mobile device. Discussion was held concerning an endorsed contract by the Commissioners. Commissioner Klotz explained that he was in favor of the installation.

Rainy Day Transfer: Council members discussed not transferring funding from the General Fund to Rainy Day due to anticipated expenses.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jack Roose moved, second by Heath Thornton, to adjourn the meeting at 10:42 a.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, APRIL 13, 2020**

BE IT REMEMBERED: That on Monday, April 13, 2020, the Marshall County Council met in a public meeting by teleconference due to COVID-19 public gathering restrictions, 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; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input was heard.

HUMAN RESOURCES

Human Resources Administrator Ann Anglin presented three job descriptions for approval, the Sheriff/Jail Programs Director, Sheriff/Seasonal Deputy – Lake/Marine Patrol Officer and Assessor/Personal Property Data Collector. Council Member VanVactor explained that with the approval of the Lake/Marine Patrol Officer and Personal Property Data Collector descriptions, there is a job description for every position on the salary ordinance and the sub-committee recommends approval. Discussion was held concerning the Jail Programs Director being a grant funded position and if grant funding is eliminated, the Sheriff would need to request funding.

**ORDINANCE 2020-3B(3) AN ADDENDUM TO ORDINANCE 2019-20B
ADOPTING COUNTY OF MARSHALL, INDIANA JOB DESCRIPTIONS**

Sheriff/Jail Programs Director: **Heath Thornton moved, second by Jack Roose, to approve the grant funded Jail Programs Director position description and in the event grant funding is not available the Sheriff would need to request Council approval to fund position. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

Sheriff/Seasonal Deputy-Lake/Marine Patrol Officer: **Penny Lukenbill moved, second by Heath Thornton, to approve the grant funded Seasonal Deputy-Lake/Marine Patrol Officer position description. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

Assessor/Personal Property Data Collector: **Jim Masterson moved, second by Penny Lukenbill, to approve the Personal Property Data Collector position description. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

**OCRA COMMUNITY DEVELOPMENT BLOCK GRANT REQUEST
COVID-19 RESPONSE PROGRAM**

Heath Thornton moved, second by Mandy Campbell, to ratify to approve the request to apply for the Community Development Block Grant Funds from the Office of Community and Rural Affairs (OCRA) from COVID-19 Response Program. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.

ADDITIONAL APPROPRIATION REQUESTS
ORDINANCE 2020-1(4)

General Fund/Buildings & Grounds: **Heath Thornton moved, second by Jim Masterson to approve the additional appropriation request of \$56,163 into Repair Building and Structures. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

General Fund/Superior Court II: **Jack Roose moved, second by Penny Lukenbill, to approve the additional appropriation request of \$3,283 into Equipment Maintenance Contracts for a three-year agreement with New Era Technology. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

LIT Special Purpose: **Penny Lukenbill moved, second by Jon VanVactor, to deny the additional appropriation request, pending receipt of grant funding and establishment of new fund, of \$60,000 into Wages-Jail Program Director; \$4,600 into Employer Social Security; \$14,900 into Group Health Insurance; \$60 into Group Life Insurance and \$6,800 into Employer PERF. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried to deny 7-0.**

LIT Special Purpose: **Heath Thornton moved, second by Jon VanVactor, to approve the additional appropriation request of \$25,000 into Professional Services for legal services for the ACLU lawsuit. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

LIT Special Purpose: **Heath Thornton moved, second by Jim Masterson, to deny the additional appropriation request, pending use of the previously appropriated funds, of \$50,000 into External Inmate Housing. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried to deny 7-0.**

Health: **Penny Lukenbill moved, second by Mandy Campbell, to approve the additional appropriation request of \$2,500 into Wages-Overtime for compensating overtime hours worked during the pandemic. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

Surveyor Corner Perpetuation: **Heath Thornton moved, second by Mandy Campbell, to approve the additional appropriation request of \$5,000 into Operating Supplies and \$5,000 into Other Services & Charges. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

Marshall County DTF #1: **Penny Lukenbill moved, second by Jack Roose, to approve the additional appropriation request of \$1,684 into Machinery & Equipment and \$4,000 into Confidential Funds. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2020-2(4)

General/Commissioner: **Penny Lukenbill moved, second by Heath Thornton, to approve the transfer request of \$50,000 from Group Health Insurance into COVID-19 Pandemic 2020 for expenses related to the COVID-19 pandemic crisis. Roll call vote: Lukenbill-Aye,**

VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye.
Motion carried 7-0.

LIT Special Purpose: **Jack Roose moved, second by Jim Masterson, to approve the transfer request of \$24,000 from Repair Buildings & Structures into Machinery & Equipment for new controllers and sensors for new HVAC units. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

ORDINANCE 2020-3(5): AMENDING SALARY ORDINANCE 2019-20

Jail Program Director: **Jon VanVactor moved, second by Heath Thornton, to approve Ordinance 2020-3(5) Amending Salary Ordinance 2019-20, Fund 1114 LIT Special Legislation, Jail Program Director, Full-time, PAT4, Exempt at \$2,061.50 bi-weekly. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

AUDITOR REPORT

March 9, 2020 Minutes: **Jack Roose moved, second by Jim Masterson, to approve the meeting minutes of March 9, 2020. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

COUNCIL ITEMS

Park and Recreation Board: Discussion was held concerning the appointment of two individuals, of opposite political parties, to the Park and Recreation Board within 90-days of the approved Ordinance, no later than the June meeting. It was requested that anyone interested in serving on the Board email the Auditor.

Commissioner Kevin Overmyer explained that there are currently 16 positive COVID-19 cases in Marshall County.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jack Roose, to adjourn the meeting at 9:57 a.m. Roll call vote: Lukenbill-Aye, VanVactor-Aye, Thornton-Aye, Masterson-Aye, Campbell-Aye, Roose-Aye, Stone-Aye. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MAY 11, 2020**

BE IT REMEMBERED: That on Monday, May 11, 2020, 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 Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input was heard.

ABATEMENT CF-1 COMPLIANCE REQUESTS

Discussion was held concerning the ability to conduct onsite visits due to COVID-19 and the need to show grace during this difficult time. **Heath Thornton moved, second by Penny Lukenbill, to approve the real and personal property for Faulkner Fabricating; personal property for Homestead Dairy and real property for Houin Family Farm. Motion carried 7-0.**

ASSESSOR

Assessor Debbie Dunning requested the probationary pay be waived for Pam Lagenour explaining Pam is Level 2 certified, has 13 years' prior experience in the Assessor's Office, resigned May, 2019 and rehired effective today. Assessor Dunning further stated the job descriptions will need to be revised once the duties are determined with the changing of employees. **Jack Roose moved, second by Jim Masterson, to approve the waiver of probationary pay for Pam Lagenour effective today. Motion carried 7-0.**

BUILDINGS & GROUNDS

Maintenance Supervisors Doug Masterson and John Greer explained one of the Custodian/Maintenance positions has been vacant since January. Jim Griewank, an electrician who has contracted with the County for the past 11 years, is interested in the position but needs more money than the current wage of \$18.83 per hour. Mr. Griewank is requesting \$25 per hour or \$52,000 per year. Discussion was held concerning the amount of hours spent working on electric; the employee would be earning more money than the supervisors; the additional \$15,000 for benefits; and earning a higher rate of pay when doing custodian/maintenance duties. Further discussion was held concerning the job description study recently completed and the subcommittee works to take the person out of the equation so the job description is not written for any particular individual. Council explained a new job description will need to be written, reviewed by the subcommittee, and sent to Waggoner, Irwin, Scheele & Associates for review and classification with a final recommendation made to Council. Council instructed Mr. Masterson to provide a summary of the number of hours worked and amount paid to Mr. Griewank over the past three years and for Mr. Masterson to meet with Human Resources to begin the process.

MARSHALL COUNTY ECONOMIC DEVELOPMENT CORPORATION

President and CEO Jerry Chavez provided a PowerPoint presentation of the MCEDC Report stating Marshall County was at the top of the IEDC's Region Score Card for 2019 with \$142.6 MM Capital

Investment; Marshall County is tracking for the same in 2020; and several Marshall County industries pivoted to COVID-19 response. Mr. Chavez thanked Council Members for the \$400,000 supporting Marshall County Crossroads and economic development in Marshall County.

ADDITIONAL APPROPRIATION
ORDINANCE 2020-1(5)

General Fund/Auditor: Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$4,368 into Wages-Deputies to hire an Interim Deputy. Motion carried 7-0.

Health: Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation request of \$10,000 into Wages-Overtime. Motion carried 7-0.

Ed Byrne Memorial JAG Program: Jack Roose moved, second by Mandy Campbell, to approve the additional appropriation request of \$5,662.91 into Office Supplies; \$25,000 into Confidential Funds and \$14,321.09 into Machinery & Equipment. Motion carried 7-0.

TRANSFER REQUESTS
ORDINANCE 2020-2(5)

Misdemeanant/County Correction: Jack Roose moved, second by Penny Lukenbill, to approve the transfer request of \$3,000 from Office Equipment and \$3,500 from Vehicle Purchase into Computer Equipment in the total sum of \$6,500 and \$14,000 from Vehicle Purchase into Vehicle Accessories. Motion carried 7-0.

Sheriff Hassel stated the jail population this morning is 152 with over 1,000 outstanding warrants; arrests have been down during the pandemic and expects the numbers to rise as the restrictions are lifted; looking forward to the implementation of the JCAP Grant Program and would recommend pursuing the jail expansion project.

Commissioner Stan Klotz informed the Board that he has not received any information from State Court Administration following the judicial review meeting on March 4th and has requested a written report from Ms. Samantha Goodson.

AUDITOR REPORT

April 13, 2020 Minutes: Heath Thornton moved, second by Jack Roose, to approve the meeting minutes of April 13, 2020. Motion carried 7-0.

COUNCIL ITEMS

Park and Recreation Board: Discussion was held concerning the appointment of two individuals, of opposite political parties, to the Park and Recreation Board. One member will serve an initial term of two years and the other will serve four years. Following the initial appointment, all will be appointed to a four-year term. Jon VanVactor moved, second by Jim Masterson, to appoint Adam Thada (D) to the Park and Recreation Board. Jack Roose moved, second by Jim Masterson, to amend the motion to appoint Adam Thada (D) to the Park and Recreation Board for term of four years ending December 31, 2023. Motion carried 7-0.

Heath Thornton moved, second by Penny Lukenbill, to appoint Brian Main (R) to the Park and Recreation Board for an initial term of two years ending December 31, 2021. Motion carried 7-0.

Broadband Planning Grant: Auditor Fox stated the County has not provided for the \$5,500 grant match. It was determined that the grant funding should be funded by the Commissioners budget.

Ordinance 2020-4(1) Establish New Funds: Auditor Fox explained three new funds are being requested as a result of receiving federal grant awards. **Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-4(1) Establishing the New County Funds: 8103 Ed Byrne Memorial JAC Program (Prosecutor Drug Task Force), 8821 Health Department Federal Grants (Immunization Grant) and 8900 CARES Provider Relief Fund (COVID-19). Motion carried 7-0.**

JCAP Program: Auditor Fox explained the Grant Agreement between Indiana Drug Enforcement Agency and the Marshall County Sheriff's Department was received for the JCAP Program, with an award of \$90,000; however, the attached exhibit stated \$60,000 will be used to pay for the salary of the Jail Program Director. Council approved the Salary Ordinance with an annual wage of \$53,599. Auditor Fox requested Sheriff Hassel modify the agreement in accordance with the ordinance.

Highway Funding: Council Member Lukenbill attended an LTAP virtual meeting and they are predicting MVH funding reductions, indicating there was a 35%-45% decrease in traffic, expecting a similar decrease in fuel tax dollars and DLGF will be providing 2021 revenue estimates. Highway Superintendent Jason Peters stated the Commissioners Association is working to loosen restrictions concerning the transfer of funds between MVH Fund 1176 and MVH Restricted Fund 1173 to allow more flexibility. Superintendent Peters further stated the Community Crossings Grant was awarded and an additional appropriation will be presented at the June meeting for approval of the county match. Superintendent Peters also stated the Highway Department began working four 10-hour days for the summer season to help reduce overtime hours.

Tax Collection: Council Member Lukenbill reported the Treasurer's Office has collected 60% of the Spring Tax Collection.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Heath Thornton moved, second by Jack Roose, to adjourn the meeting at 11:11 a.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JUNE 8, 2020**

BE IT REMEMBERED: That on Monday, June 8, 2020, 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 Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Coroner John Grolich explained that discussions have begun with the Commissioners to build a County Morgue and requested Council approval to proceed stating it is time to serve the public appropriately. An estimate for a 40x64 pole-style building with temperature-controlled climate storage for the Prosecutor and Coroner, 10-body cooler and OSHA compliant autopsy area is estimated at \$200,000, without furnishings. Mr. Grolich explained that the appropriated funds for autopsies have been spent and is requesting an additional \$25,000. Commissioner Kevin Overmyer stated the Coroner will formally present the request to the Commissioners at their next meeting. **Penny Lukenbill moved to proceed with the project contingent upon Commissioner approval and funding from Rainy Day.** Following further discussion, Council Member Lukenbill withdrew the motion.

Commissioner Overmyer stated that in preparation of the 2021 budget, it is recommended to departments to increase medical and life insurance by 18%, the same amount as last year. Commissioner Overmyer explained it is too early in the year to know what the actual premium increase will be or the estimated revenues. Commissioner Overmyer further stated the courthouse tower project is going out for proposals and the preliminary estimate is \$750,000 to \$1 million for the repairs, the 4th court will begin in July, 2021, with additional employees and renovations to the Courthouse to accommodate Superior Court III to begin this year.

Council Member Thornton inquired whether this was the right time to proceed with a morgue taking into consideration the projected expenses and unknown revenue. Commissioner Overmyer stated it was due to the difficulty in finding facilities to take bodies and the pandemic.

HUMAN RESOURCES

Human Resources Administrator Ann Anglin presented three job descriptions for Council approval: Prosecutor/Pre-Trial Diversion Officer, Probation/Probation Officer Pre-Trial and Probation/Criminal Justice Intake Specialist. Council Member VanVactor stated the Sub-Committee has reviewed the job descriptions and recommends approval.

Administrator Anglin further explained during the hiring process of Superior Court II Court Reporter it was found the job description required an associate's degree or higher and equivalent experience, whereas the job descriptions for Superior Court I or Circuit Court require a high school education or GED and is requesting approval to adjust the Superior Court II job description to reflect the same as Superior Court I and Circuit Court.

Jon VanVactor moved, second by Penny Lukenbill, to approve the Prosecutor/Pre-Trial Diversion Officer, Probation/Probation Officer Pre-Trial and Probation/Criminal Justice Intake Specialist job descriptions as presented. Motion carried 7-0.

Jon VanVactor moved, second by Heath Thornton, to approve revising the Superior Court II Court Reporter job description to reflect the same education/work experience as the Circuit Court and Superior Court I Court Reporter job descriptions. Motion carried 7-0.

SUPERIOR COURT II

Judge Dean Colvin stated that following 20-years of service the Court Reporter is retiring and has offered the position to a current Marshall County Prosecutor employee, who previously worked for the Pulaski County Courts. Judge Colvin requested a 90-day probationary pay waiver for the Court Reporter, explaining she has started employment with Superior Court II today. **Jon VanVactor moved, second by Jim Masterson, to approve the waiver of probationary pay for the Court Reporter effective today. Motion carried 7-0.**

SHERIFF DEPARTMENT

Sheriff Matt Hassel presented a request to apply for the FY2021 CHIRP Grant explaining it is a federal reimbursable grant administered by the Indiana Criminal Justice Institute (ICJI). The grant allows for officers to work additional hours focusing on traffic violations, occupant protection laws and impaired driving enforcement. This program was previously known as Operation Pull- Over and is utilized by many agencies in Marshall County, including Bremen, Bourbon, Plymouth, Argos and Culver Police Departments. The Bremen Police Department is the host agency and the Marshall County Auditor is designated as the fiscal agency to distribute funds received from ICJI to the departments. **Jack Roose moved, second by Penny Lukenbill, to allow Sheriff Hassel to apply for the FY2021 CHIRP Grant. Motion carried 7-0.**

PROBATION DEPARTMENT

Chief Probation Officer James Bendy requested permission to apply for the 2020 Indiana Office of Court Services (IOCS) Grant for the purpose of providing financial assistance to certified pretrial service agencies pursuant to IC 35-33-8. If awarded, grant funds would be disbursed for a 12-month budget cycle beginning on July 1, 2020 and ending June 30, 2021. The grant request includes wages and benefits for two full-time positions, Pre-trial Probation Officer and Criminal Justice Intake Specialist, as well as training, travel, equipment and other costs for clients in the total grant request of \$182,690. Mr. Bendy stated the grant application was offered to Marshall County as a result of the assessment meeting held in March with Indiana Court Services and Trial Rule 26. **Jon VanVactor moved, second by Penny Lukenbill, to allow Chief Probation Officer Bendy to apply for the 2020 IOCS Grant in the sum of \$182,690 for pretrial services. Motion carried 7-0.**

PLAN COMMISSION

Director Ty Adley presented the 2019 Annual Report for Marshall County Plan Commission and Board of Zoning Appeals citing increased numbers in permits, valuation and cases. Director Adley stated Culver has completed the zoning updates, Bremen is nearly complete and Argos is beginning the update process. Further stating TRC held 20 meetings with 109 cases reviewed by the Board.

COMMUNITY CORRECTIONS

Director Ward Byers requested permission to apply for the 2021 Indiana Department of Corrections Grant. The grant request is being requested in the sum of \$319,229 for Community Corrections, \$39,500 for Jail Treatment and \$61,964 for Prosecutor Diversion, a total grant request of \$420,693, which includes a 5% increase for personnel services.

Jim Masterson moved, second by Mandy Campbell, to allow Community Corrections to apply for the 2021 IDOC Grant in the sum of \$420,693. Motion carried 7-0.

CLERK

Clerk Deb VanDeMark stated there were four additional workers on Election Day to open absentee ballots explaining they worked between 8.5 and 14.5 hours that day. Clerk VanDeMark stated the Salary Ordinance allows for Clerical; however, an appropriation was not made in the budget and requested permission to transfer funds in order to meet payroll and an additional appropriation will be submitted at a later date to cover the shortfall. **Penny Lukenbill moved, second by Jim Masterson, to allow the Clerk to pay the additional workers as Clerical. Motion carried 7-0.**

ADDITIONAL APPROPRIATION

ORDINANCE 2020-1(6)

General Fund/Coroner: Heath Thornton moved, second by Jack Roose, to approve the additional appropriation request of \$25,000 into Autopsy. Motion carried 7-0.

General Fund/Superior Court II: Jon VanVactor moved, second by Heath Thornton, to deny the additional appropriation request of \$9,000 into Wages-Clerical. Motion carried 7-0.

General Fund/Building Commission: Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation request of \$1,800 into Vehicle Maintenance. Motion carried 7-0.

General Fund/Building Commission: Heath Thornton moved, second by Mandy Campbell, to approve the additional appropriation request of \$550 into Vehicle Repair. Motion carried 7-0.

Cumulative Capital Development: Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation request of \$45,000 into Software Maintenance. Motion carried 7-0.

Health: Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation request of \$10,000 into Wages-Overtime. Motion carried 7-0.

Health: Jack Roose moved, second by Heath Thornton, to approve the additional appropriation request of \$1,000 into Vehicle Maintenance. Motion carried 7-0.

Rainy Day: Jon VanVactor moved, second by Penny Lukenbill, to approve the additional appropriation request of \$216,000 into Community Crossings Project. Motion carried 7-0.

TRANSFER REQUESTS

ORDINANCE 2020-2(6)

General Fund/Veterans Service Officer: Jim Masterson moved, second by Mandy Campbell, to approve the transfer request of \$200 from Other Capital Outlays into Dues & Subscriptions. Motion carried 7-0.

Reassessment: Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$3,200 from Training into Office Equipment. Motion carried 7-0.

AUDITOR REPORT

May 11, 2020 Minutes: **Heath Thornton moved, second by Jack Roose, to approve the meeting minutes of May 11, 2020. Motion carried 7-0.**

Ordinance 2020-3B(4): An Addendum to Ordinance 2019-20B Adopting Job Descriptions: **Jon VanVactor moved, second by Jack Roose, to approve Ordinance 2020-3B(4): An Addendum to Ordinance 2019-20B Adopting Job Descriptions to include Prosecutor Community Corrections/Pre-Trial Diversion Officer, Probation/Probation Officer Pre-Trial and Probation/Criminal Justice Intake Specialist positions. Motion carried 7-0.**

Ordinance 2020-4(2) Establish New Funds: Auditor Fox explained two new funds are being requested as a result of receiving grant awards. **Jack Roose moved, second by Jim Masterson, to approve Ordinance 2020-4(2) Establishing the New County Funds: 8104 CDBG-COVID Fund and 9012 Jail Chemical Addiction Program (JCAP). Motion carried 7-0.**

Ordinance 2020-3(6): Amending Salary Ordinance 2019-20: **Penny Lukenbill moved, second by Heath Thornton, to approve Ordinance 2020-3(6) Amending Salary Ordinance 2019-20 to remove the Jail Program Director position from Fund 1114 LIT Special Legislation, to add the Jail Program Director position to Fund 9012 Jail Chemical Addiction Program, to remove Felony Pre-Trial Diversion Officer and add Pre-Trial Diversion Officer to Community Corrections-Prosecutor. Motion carried 7-0.**

Council Meeting Schedule: Discussion was held concerning moving the Department Budget Submission meeting date from August 18, 2020 to August 10th. **Jon VanVactor moved, second by Jack Roose, to adopt the Revised 2020 Marshall County Council Meeting Schedule to adjust the Department Budget Submission date. Motion carried 7-0.**

2021 Budget Requests: Auditor Julie Fox explained the 2021 Budget requests have been prepared and will be distributed to the Department Heads following today's meeting and suggested the departments increase full-time employee wages by \$1,600 per employee, in order to meet the levy. **Jack Roose moved, second by Jim Masterson, to recommend Department Heads budget an additional \$1,600 per full-time employee to the 2021 budget request, in order to meet the levy. Motion carried 7-0.**

June Distribution: Auditor Fox stated the Auditor of State has approved our June distribution and is pleased with the taxpayers of Marshall County. The County share will be \$5,279,499.10, a reduction of \$375,779.88 from spring of 2019 in the sum of \$5,655,278.98, an approximate 7% decrease. Once the July 10th deadline for tax payment without penalties assessed has passed, a review will be completed by taxing unit to determine if an advance is needed.

COUNCIL ITEMS

Member VanVactor stated the Superior Court III budget will be comparable to the Superior Court I budget and the Courts are seeking estimates for updated video recording for all four courts.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jon VanVactor moved, second by Heath Thornton, to adjourn the meeting at 10:46 a.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JULY 13, 2020**

BE IT REMEMBERED: That on Monday, July 13, 2020, 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 Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Commissioner Kevin Overmyer informed the Board he has been working with the Auditor on COVID-19 expenditures. Explaining an additional appropriation may be necessary; however, many of the items are reimbursable according to Indiana Finance Authority (IFA). Commissioner Overmyer explained the process for reimbursement: the County submits documentation to Barnes & Thornburg, who then works with IFA to confirm whether an acceptance or rejection may be received.

PROSECUTING ATTORNEY

Prosecuting Attorney, Nelson Chipman, requested a 90-day probationary pay waiver for Pre-Trial Diversion Officer, Christina McCan. Explaining she has been working part-time for two years and is requesting the waiver be retroactive to July 6, 2020, the date of hire. **Jon VanVactor moved, second by Penny Lukenbill, to approve the 90-day probationary pay waiver for Christina McCan retroactive to July 6, 2020, the date of hire. Motion carried 7-0.**

Prosecuting Attorney Chipman requested a 90-day probationary pay waiver for Legal Secretary, Jenna Minnix, explaining she is well qualified and has experience with both Starke and Pulaski Counties. **Jim Masterson moved, second by Jack Roose, to approve the 90-day probationary pay waiver for Jenna Minnix. Motion carried 7-0.**

PROBATION DEPARTMENT

Chief Probation Officer, Jim Bendy, requested a 90-day probationary pay waiver for two employees, Chalisa Jensen and Andrea Sauer, explaining both are currently part-time employees under the Justice Partner's Addiction Grant. Further explaining with the approval of the Indiana Office of Court Services (IOCS) Pretrial Grant Award, both individuals will be full-time employees fully funded by the Grant. Mr. Bendy stated Ms. Jensen began full-time employment as the Criminal Justice Intake Specialist effective today and Ms. Sauer began full-time employment as the Pre-Trial Probation Officer on July 1st and would request, if approved, the waiver be retroactive to the date of hire.

Penny Lukenbill moved, second by Heath Thornton, to approve the 90-day probationary pay waiver for Chalisa Jensen effective today. Motion carried 7-0.

Jon VanVactor moved, second by Mandy Campbell, to approve the 90-day probationary pay waiver for Andrea Sauer effective July 1, 2020. Motion carried 7-0.

MAINTENANCE DEPARTMENT

Maintenance Supervisor, Doug Masterson, explained an additional appropriation in the sum of \$140,000 will be submitted in August for security of the buildings, doors, sidewalks and patio. Mr. Masterson explained the sidewalk on the east side of the County Building is breaking away from the building and the curb on the west side is disintegrating. If supported, all of the projects may be completed by fall. The Board requested an estimate for each project. Discussion was also held concerning a quote for touchless doors.

HEALTH DEPARTMENT

Health Administrator, Ashley Garcia, requested permission to apply for the Public Health Emergency Preparedness Grant, which is designed to help health departments with various activities aimed at enhancing state and local preparedness in order to better respond to public health and healthcare emergencies. These activities include the development of an all-hazards emergency operations plan, training and exercise planning, point of dispensing exercise and information management. The grant period is July 1, 2020 through June 30, 2021 in the sum of \$31,895. **Jack Roose moved, second by Jim Masterson, to approve the Health Department's request to apply for the Public Health Emergency Preparedness Grant in the sum of \$31,895. Motion carried 7-0.**

Health Administrator Garcia requested permission to apply for the SARS-Co-V-2 Community-based Testing Support Grant, available with the support of federal funds from CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infection Diseases, Project NU50CK000503. Further explaining, funding is available based upon population and Marshall County is eligible for \$50,000, which provides support to local health departments to expand efforts for community-based testing for COVID-19. The grant period is September 1, 2020 through June 30, 2021. **Penny Lukenbill moved, second by Heath Thornton, to approve the Health Department's request to apply for the SARS-Co-V-2 Community-based Testing Support Grant in the sum of \$50,000. Motion carried 7-0.**

HUMAN RESOURCES

Human Resources Administrator, Ann Anglin, explained the Health Department has requested the revision of two job descriptions: Public Health Nurse/Health Educator and Emergency Preparedness Coordinator/Environmentalist. The sub-committee has reviewed the job descriptions but are waiting on a written response from Waggoner, Irwin & Scheele, which is expected to be returned on July 22nd. Discussion was held concerning the need to expedite the job descriptions due to the pandemic. **Heath Thornton moved, second by Jim Masterson, to convene for a special meeting on Thursday, July 23, 2020 at 4:30 p.m. to review the Health Department job descriptions. Motion carried 7-0.**

HIGHWAY DEPARTMENT

Highway Superintendent Jason Peters provided an update on the Community Crossings 2020-01 Project, N. Michigan Road, 3rd Road to South of 7th Road, and requested financial support for additional road projects tied to N. Michigan Road and for Pine Road, from 7th Road to 7B Road. Council voiced support of the projects, which will be based on population and road counts. Superintendent Peters explained the Second Call for Community Crossings has been cancelled.

ADDITIONAL APPROPRIATION ORDINANCE 2020-1(7)

General Fund/Election Board: **Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation request of \$560 into Wages-Assistants/Election Board. Motion carried 7-0.**

General Fund/Election Board: **Jack Roose** moved, second by **Heath Thornton**, to approve the **additional appropriation request of \$320 into Office Supplies.** Motion carried 7-0.

LIT Special Purpose: **Jon VanVactor** moved, second by **Heath Thornton**, to approve the **additional appropriation request of \$12,000 into Equipment Maintenance Contracts.** Motion carried 7-0.

TRANSFER REQUESTS
ORDINANCE 2020-2(7)

Solid Waste: **Jon VanVactor** moved, second by **Jim Masterson**, to approve the transfer request of **\$3,510.46 from Site/Facility Improve into Equipment Repair; \$1,673 from Misc. Equipment into Technology; \$3,000 from Payroll Liabilities into Print & Public Info; \$2,000 from Payroll Liabilities into Tire Recycling; \$55 from Utilities into Software and \$3,000 from Utilities into Education & Training.** Motion carried 7-0.

AUDITOR REPORT

June 8, 2020 Minutes: **Jack Roose** moved, second by **Heath Thornton**, to approve the meeting minutes of **June 8, 2020.** Motion carried 7-0.

COUNCIL ITEMS

Ordinance 2020-4(3) Establish New Funds: Auditor Fox explained a new fund is being requested as a result of receiving the IOCS Pre-Trial Grant award. **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve **Ordinance 2020-4(3) Establishing the New County Fund, 9013 IOCS Pre-Trial Grant Fund.** Motion carried 7-0.

Ordinance 2020-3(7): Amending Salary Ordinance 2019-20: **Jon VanVactor** moved, second by **Jack Roose**, to approve **Ordinance 2020-3(7) Amending Salary Ordinance 2019-20 to include Fund 9013 IOCS Pre-Trial Grant Fund.** Motion carried 7-0.

Argos Public Library Declaration of Fiscal Body: Auditor Fox stated Indiana law has changed effective July 1, 2020, in that if 50% of the parcels within the library's jurisdiction are in the County, then the library is required to submit its budget to a separate fiscal body for binding budget adoption. In the case of a triggering event under IC 6-1.1-17-20.3 or 20.4, which requires the library to submit its budget to a separate fiscal body for binding budget adoption. **Heath Thornton** moved, second by **Penny Lukenbill**, to acknowledge **Marshall County is the fiscal body responsible for Argos Public Library binding review and approval of the library's budget.** Motion carried 7-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jim Masterson** moved, second by **Jack Roose**, to adjourn the meeting at **10:28 a.m.** Motion carried 7-0.

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
SPECIAL MEETING
THURSDAY, JULY 23, 2020**

BE IT REMEMBERED: That on Monday, July 23, 2020, the Marshall County Council met in a special public meeting, at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 4:30 p.m. pursuant to the call of the County Auditor. Present were Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

HUMAN RESOURCES

Human Resources Administrator, Ann Anglin, presented two Health Department job descriptions for Council approval: Public Health Nurse/Health Educator and Emergency Preparedness Coordinator/Environmentalist. The Council Sub-Committee Members confirmed the job descriptions accurately reflect the duties.

**Jon VanVactor moved, second by Penny Lukenbill, to approve the Health Department Public Health Nurse/Health Educator, PAT 3, Exempt job description as presented.
Motion carried 7-0.**

Jon VanVactor moved, second by Heath Thornton, to approve the Health Department Emergency Preparedness Coordinator/Environmentalist, PAT2, Non-exempt job description as presented. Motion carried 7-0.

**Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-3B(5) An Addendum to Ordinance 2019-20B Adopting County of Marshall, Indiana Job Descriptions.
Motion carried 7-0.**

Auditor Fox explained the Public Health Nurse/Health Educator position is classified as Exempt; however, the Public Health Nurse position is also classified as Exempt, but Council deemed it eligible to and does receive overtime or compensatory time. Health Department Administrator Ashley Garcia requested the Public Health Nurse/Health Educator be classified as Exempt and not receive overtime hours.

Discussion was held concerning the positions being advertised for five business days and then a Conditional Offer/Offer of Employment may be extended.

Jon VanVactor moved, second by Jack Roose, to approve 2020-3(8) Amending Salary Ordinance 2019-20.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jack Roose moved, second by Heath Thornton, to adjourn the meeting at 4:46 p.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, AUGUST 10, 2020**

BE IT REMEMBERED: That on Monday, August 10, 2020, 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 Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Marshall County Economic Development Corporation President/CEO, Jerry Chavez, explained the Industry Growth and Entrepreneurship Commission, Marshall County Crossroads and Marshall County Economic Development Corporation are working to accomplish their goal by establishing a micro-loan program throughout Marshall County. Mr. Chavez requested permission to apply for the OCRA COVID-19 funding in the sum of \$250,000, which does not require a County match. Discussion was held concerning whether this sum is included in the CARES Act award of \$1,500,000. **Heath Thornton moved, second by Jim Masterson, to support Marshall County Economic Development Corporation in applying for the OCRA COVID-19 Funding in the sum of \$250,000 unless it reduces the County's CARES Act award. Motion carried 6-1, with Jon VanVactor voting no.**

MUSEUM

Museum Director, Linda Rippy, explained the Historical Society's request for an additional appropriation of \$18,000 for part-time clerical wages.

EMA

EMA Director, Clyde Avery, requested permission to apply for the 2020 EMPG Salary Reimbursement Grant through the Indiana Department of Homeland Security. The grant will reimburse the County for up to 50% of the EMA Director's salary for the period of January 1, 2020 through December 31, 2020. **Jack Roose moved, second by Penny Lukenbill, to approve the EMA Departments request to apply for the 2020 EMPG Salary Reimbursement Grant. Motion carried 7-0.**

PROBATION DEPARTMENT

Chief Probation Officer, Jim Bendy, requested permission to apply for the Justice Partners Addictions Response Grant in the sum of \$60,000 explaining this is the second fiscal year portion of the grant previously offered and the budget will be the same as in 2019. **Jon VanVactor moved, second by Jim Masterson, to approve the Probation Departments request to apply for the Justice Partners Addiction Response Grant in the sum of \$60,000. Motion carried 7-0.**

Chief Probation Officer Bendy presented a formal request for CARES Act funding for technology, software and remote supervision in the sum of \$45,836.40. EMA Director, Clyde Avery, explained the invoices and project proposals exceed the grant award of \$1,500,000. Discussion was held concerning the Commissioners prioritizing the projects to the benefit of all County residents. Council requested clarification from Commissioner President, Kevin Overmyer, concerning the County's

work-from-home policy and security of laptops. Commissioner Overmyer stated they are working with Waggoner, Irwin & Scheele concerning a policy; however, departments can continue to work as long as the building is open and many programs can already be accessed remotely.

Health Administrator, Ashley Garcia, explained the Health Department may have the opportunity to apply for additional COVID funding in the sum of \$121,287 and anticipate utilizing the funds for a mobile medical unit.

Further discussion was held concerning the need for policy and direction. Commissioner Overmyer suggested the Commissioners present the funding requests so both Boards are able to track the projects and approval from Indiana Finance Authority. **Jon VanVactor moved, second by Jack Roose, to table the request until Commissioners present a plan, including policies. Motion carried 7-0.**

SHERIFF DEPARTMENT

Sheriff Matt Hassel requested a 90-day probationary pay waiver for Jail Program Director, Josh Pitts. **Penny Lukenbill moved, second by Heath Thornton, to approve the 90-day probationary pay waiver for Jail Program Director, Josh Pitts. Motion carried 7-0.**

Sheriff Hassel presented the July, 2020 Jail Report and County Sheriff's Reports of Receipts and Distributions of the Commissary Fund for the Period of January 1, 2020 through June 30, 2020, explaining a \$38.54 discrepancy due to a check written in 2019, voided and reissued in 2020. **Heath Thornton moved, second by Jim Masterson, to accept the County Sheriff's Reports of Receipts and Distributions of the Commissary Fund for the Period of January 1, 2020 through June 30, 2020. Motion carried 7-0.**

ADDITIONAL APPROPRIATION ORDINANCE 2020-1(8)

Heath Thornton moved, second by Jack Roose, to table all additional appropriation requests related to COVID-19 until the Commissioners present a policy. The requests include:

- General Fund/Clerk in the sum of \$32,829.12 into Office Equipment**
- General Fund/Superior Court I in the sum of \$8,207.28 into Office Equipment**
- General Fund/Superior Court I in the sum of \$13,019.26 into Office Equipment**
- General Fund/Superior Court I in the sum of \$45,958.71 into Office Equipment**
- General Fund/Superior Court II in the sum of \$9,000 into Wages-Clerical**
- General Fund/Superior Court II in the sum of \$16,414.56 into Office Equipment**
- General Fund/Superior Court II in the sum of \$47,193.48 into Office Equipment**
- General Fund/Superior Court II in the sum of \$7,207.50 into Office Equipment**
- General Fund/Superior Court II in the sum of \$11,070.04 into Office Equipment**
- General Fund/Superior Court III in the sum of \$125,660 into Office Equipment**
- General Fund/Circuit Court in the sum of \$2,883 into Office Equipment**
- General Fund/Circuit Court in the sum of \$8,207.28 into Office Equipment**
- General Fund/Circuit Court in the sum of \$39,942.14 into Office Equipment**
- General Fund/Circuit Court in the sum of \$11,070.04 into Office Equipment**

Motion carried 7-0.

General Fund/Buildings & Grounds: Jon VanVactor moved, second by Jim Masterson, to reduce and approve the additional appropriation request of \$140,000 to \$126,000 into Repair Buildings & Structures. Motion carried 6-1, with Jack Roose voting no.

Cumulative Bridge: **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve the **additional appropriation request of \$25,000 into B#11 N Union Road. Motion carried 7-0.**

Cumulative Bridge: **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve the **additional appropriation request of \$10,000 into B#232 Randolph Street. Motion carried 7-0.**

Motor Vehicle Highway: **Jim Masterson** moved, second by **Penny Lukenbill**, to approve the **additional appropriation request of \$75,000 into Subcontractor Services. Motion carried 7-0.**

LOIT Special Distribution: **Jack Roose** moved, second by **Jon VanVactor**, to approve the **additional appropriation request of \$80,000 into Pine Road, 7B – 7th Rd. Motion carried 7-0.**

EPICS Fund: **Jim Masterson** moved, second by **Penny Lukenbill**, to approve the **additional appropriation request of \$80,000 into EPICS Fund. Motion carried 7-0.**

Historical Society: **Jim Masterson** moved, second by **Penny Lukenbill**, to approve the **additional appropriation request of \$18,000 into Wages-Clerical. Motion carried 7-0.**

Solid Waste: **Jon VanVactor** moved, second by **Heath Thornton**, to approve the **additional appropriation request of \$10,000 into Recycling Commodities. Motion carried 7-0.**

Solid Waste: **Jon VanVactor** moved, second by **Mandy Campbell**, to approve the **additional appropriation request of \$20,000 into Site Improvements. Motion carried 7-0.**

TRANSFER REQUESTS **ORDINANCE 2020-2(8)**

General Fund/Treasurer: **Jim Masterson** moved, second by **Mandy Campbell**, to approve the **transfer request of \$3,900 from Wages-Clerical into Office Equipment. Motion carried 7-0.**

General Fund/Commissioners: **Jon VanVactor** moved, second by **Jack Roose**, to approve the **transfer request of \$100,000 from Group Health Insurance into COVID-19 Pandemic 2020. Motion carried 7-0.**

Community Corrections Grant Fund: **Jon VanVactor** moved, second by **Mandy Campbell**, to approve the **transfer request of \$17,250.50 from Wages-Substance Abuse Instructor PT into Wages-Community Corrections Officer PT. Motion carried 7-0.**

AUDITOR REPORT

July 13, 2020 Minutes: **Heath Thornton** moved, second by **Jim Masterson**, to approve the **meeting minutes of July 13, 2020. Motion carried 7-0.**

July 23, 2020 Special Meeting Minutes: **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve the **special meeting minutes of July 23, 2020. Motion carried 7-0.**

The following numbers should be considered in preparation of the 2021 Budget Hearings: Estimated Civil Max Levy of \$11,126,777; Property Tax Cap Credit Estimate of \$503,830; Property Tax Revenue Estimate of \$8,824,556; General Fund Estimated Revenue of \$13,602,996; and General Fund Requested Budget of \$14,481,663.

COUNCIL ITEMS

Declaration of Fiscal Body for Bremen Public Library: **Jack Roose** moved, second by **Heath Thornton**, to acknowledge **Marshall County is the fiscal body responsible for Bremen Public Library binding review and approval of the library's budget. Motion carried 7-0.**

Declaration of Fiscal Body for Culver-Union Township Public Library: **Jim Masterson** moved, second by **Mandy Campbell**, to acknowledge **Marshall County is the fiscal body responsible for Culver-Union Public Library binding review and approval of the library's budget. Motion carried 7-0.**

Declaration of Fiscal Body for Plymouth Public Library: **Penny Lukenbill moved, second by Jack Roose, to acknowledge Marshall County is the fiscal body responsible for Plymouth Public Library binding review and approval of the library's budget. Motion carried 7-0.**

Auditor Fox presented the Board a copy of Bremen Public Schools letter regarding certification and request for approval of the local public question to levy a referendum tax, in order to carry out its public education duties. The requested increase is for a period of eight years imposing a property tax rate that does not exceed \$0.06 on each \$100 of assessed valuation and is in addition to all other property taxes imposed by the school corporation. The tax revenue from maximum \$0.06 per \$100 of assessed valuation is estimated at \$286,617.59. The School Corporation has requested a question be placed on the November 3, 2020 ballot for voter response.

Jack Roose moved, second by Heath Thornton, to recess at 10:15 a.m. and reconvene at 10:30 a.m. Motion carried 7-0.

Auditor Fox stated that property tax collections from May 10th to July 12th have been certified by the Treasurer in the sum of \$4,403,496.61 and anticipate distributing an advance to all units.

2021 BUDGET HEARING – FIRST READING

Marshall County Solid Waste Management District: Marianne Peters presented the Solid Waste Management District 2021 Budget estimate in the sum of \$379,165.80; Estimated Civil Max Levy is \$358,647 and the Property Tax Cap Credit Estimate is \$17,760. Ms. Peters explained the budget has been approved by the Solid Waste Board.

Marshall County Tourism/Visitors Bureau: Corine Humes explained tourism has been affected by COVID-19 and revenues are down 40% and the Convention and Visitors Bureau 2021 Operating Budget reflects the reduction, the total budget submitted is in the sum of \$276,515, as approved by their Tourism Board.

COMMISSIONER RECOMMENDATIONS

Commissioner Kevin Overmyer presented the Board's recommendations and comments:

- 1) The following decreases were offered from the Commissioner's Budget:
 - a. Group Health Insurance (\$49,797) reflecting 3% of the budget
 - b. Economic Development Project (\$45,000)
- 2) Repair Building and Structures (\$50,000) may be moved from the Commissioners Budget and placed in the Buildings & Grounds budget.

BUDGET DISCUSSIONS

Commissioner Overmyer presented the following budgets:

Commissioners: The total budget submitted is \$4,904,836, due to the 2021 Maximum Mental Health and Development Disabilities Appropriations, the Bowen Center has been adjusted to \$355,597 for a total revised budget of \$4,940,171.

Drainage Board: The total budget submitted is \$8,500.

Rainy Day Fund: The total submitted budget is \$400,000 for Community Crossings. Council Member Lukenbill suggested adding line items for dollars earmarked for larger projects.

Cumulative Capital Development (CCD): The total budget submitted is \$935,786. It was noted maintenance agreement in the sum of \$40 per vehicle will terminate on December 31, 2020.

County IV-D Incentive: The total budget submitted is \$85,200: \$4,900 as the Commissioners Budget portion and \$80,300 as the Prosecutors Budget portion.

Commissioner Burroughs indicated the Plan Commission and Building Inspector are requesting the part-time position be changed to a full-time position and shared between the two offices. Further stating there is a level of frustration with the time delay in the moving items through the unsafe building process and there may be a more efficient way to direct dollars to a full-time employee who answers to the Commissioners, separate from the Plan Commission and Building Department. Council Member VanVactor voiced concerns in moving a position from a department to the Commissioners.

Buildings and Grounds: The total budget submitted is \$541,112.

Highway Superintendent Jason Peters presented the following budgets:

Highway: The total budget submitted is \$3,828,663.

Cum Bridge: The total budget submitted is \$1,524,768.

Local Roads and Streets: The total budget submitted is \$650,000.

Sheriff Matt Hassel presented the following budgets:

General - Sheriff: The total budget submitted is \$2,276,905, which includes an additional Detective Sergeant position.

General - Jail: The total budget submitted is \$1,402,666.

LIT Special Legislation – Correctional Facility: The total budget submitted is \$3,001,302.

Extradition/Sheriff Assistance: The total budget submitted is \$35,000.

Misdemeanant-County Corrections: The total budget submitted is \$106,000.

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

Statewide 911: The total budget submitted is \$725,092.

Central Dispatch: The total budget submitted is \$200,616.

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

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

Lake Enforcement DNR Grant: The total budget submitted is \$66,000.

Community Corrections – Jail Treatment: The total budget submitted is \$39,500.

Clerk Deb VanDeMark presented the following budgets:

Clerk: The total budget submitted is \$465,382, discussed reducing training.

Voter Registration: The total budget submitted is \$41,676.

Election Board: The total budget submitted is \$29,220.

Clerks Records Perpetuation: The total budget submitted is \$22,500. Council Member Lukenbill inquired as to whether the fund could be utilized for the Record Deputy wages.

Clerk IV-D: The total budget submitted is \$9,700.

Treasurer: Treasurer Angie Birchmeier submitted a total budget of \$174,274, discussed reducing training to \$300.

Recorder Janet Howard submitted the following budgets:

Recorder: The total budget submitted is \$123,440.

ID Security Program: The total budget submitted is \$8,000 for Software Maintenance.

Recorders Perpetuation Fund: Ms. Howard presented the 2020-2022 Marshall County Recorder Perpetuation Fund detailing projects and anticipated expenditures, forecasting an estimated balance as of December, 2022 in the amount of \$454,974. Council Member Lukenbill questioned the use of the Perpetuation funds for wages.

Surveyor Craig Cultice submitted the following budgets:

Surveyor: The total budget submitted is \$173,960.

Surveyor Corner Perpetuation: The total budget submitted is \$22,659.

Coroner John Grolich submitted the following budgets:

Coroner: The total budget of \$84,915, which reflects an increased per diem rate for Certified Deputy Coroner from \$100 to \$125 and for Non-Certified Deputy Coroner from \$42 to \$50.

LEPC: The total budget submitted is \$22,987.23.

Heath Thornton moved, second by Mandy Campbell, to recess at 12:51 p.m. and reconvene at 1:30 p.m. Motion carried 7-0.

Assessor Deb Dunning submitted the following budgets:

Assessor: The total budget submitted is \$160,252.

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

Reassessment: The total budget submitted is \$465,517.

Prosecutor Nelson Chipman presented the following budgets:

Prosecutor: The total budget submitted is \$563,792.

Pre-Trial Diversion: The total budget submitted is \$295,204.

Prosecutor IV-D under County IV-D Incentive: The total budget submitted is \$80,300.

Prosecutor Community Corrections Pros Felony Diversion: The total budget submitted is \$59,378.

Extension: Director Karen Richey submitted a total budget of \$250,754.

Veterans Service Officer: Service Officer Pam Schweizer-Betz submitted a total budget of \$54,455.

Plan Commission Director Ty Adley presented the following budgets:

Plan Commission: The total budget submitted is \$138,223.

Board of Zoning Appeals (BZA): The total budget submitted is \$5,150.

Building Commission: Building Inspector Chuck DeWitt submitted a total budget of \$92,916.

Director Adley explained the request to adjust the part-time Code Enforcement Officer/Building Inspector to a shared full-time employee, stating fees will be increased to cover the costs.

IT Director Michael Marshall submitted the following budgets:

Information Systems: The total budget submitted is \$174,580.

Cumulative Capital Development (CCD): The total budget submitted is \$935,786, which includes \$395,000 for Software Maintenance, \$70,000 for Computer Equipment and \$10,000 for Communications Equipment.

Museum Director Linda Rippey submitted the following budgets:

Museum: The total budget submitted is \$132,634.

Historical Society: The total budget submitted is \$68,000.

Crossroads Museum Project: The total budget submitted is \$10,660.80 to repair windows.

Superior Court #1: The total budget submitted is \$347,862.

Superior Court # 2: Judge Dean Colvin submitted a total budget of \$652,669. Judge Colvin explained the need for additional COVID-19 items tabled earlier in the meeting, stating the State has been very progressive and the pandemic has changed how the courts conduct business.

Community Corrections: The total budget submitted is \$319,229, pending a final award letter in October.

Community Transition Fund: The total budget submitted is \$45,000.

Community Corrections-CCPI: The total budget submitted is \$424,317.84.

Drug Free Community: The total budget submitted is \$85,424.63.

Circuit Court: The total budget submitted is \$292,905.

Superior Court #3: The total budget submitted is \$181,662.

Chief Probation Officer James Bandy presented the following budgets:

Probation: The total budget submitted is \$608,308.

Adult Probation Administrative: The total budget submitted is \$172,494.

Supplemental Adult Probation: The total budget submitted is \$16,900.

Weights & Measures: Inspector Jerry Huss submitted a total budget of \$22,071.

EMA: Director Clyde Avery submitted a total budget of \$103,320. Stating the Continuity of Operations does not include cybersecurity and is working with Barnes & Thornburg to determine if the cost is eligible for reimbursement.

Soil & Water: District Coordinator Jodie Overmyer submitted a total budget of \$39,458.

Health Administrator Ashley Garcia presented the following budgets:

Health Department: The total budget submitted is \$627,540, which includes the purchase of two vehicles.

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.

WIC Coordinator Evelyn Shields submitted the following budgets:

WIC NSA: The total budget submitted is \$241,063.70; \$231,208.55 as the WIC NSA Budget and \$9,855.15 as the WIC Peer Counselor Budget. The grant fiscal year begins October 1st.

Auditor Julie Fox submitted the following budgets:

Auditor: The total budget submitted is \$353,813.

Plat Mapping: The total budget submitted is \$29,000.

Auditor Ineligible: The total budget submitted is \$14,000.

County Officials Training Fund: Total budget submitted is \$18,000.

Council: Council submitted a total budget of \$79,953; it was suggested that an additional \$5,000 be added for professional services.

Auditor Julie Fox stated the budget hearing will be held on September 14, 2020 at 9:00 a.m. and budget adoption will be held on October 12, 2020 at 9:00 a.m.

ADJOURNMENT

With no further business to come before the Council, **the meeting was adjourned at 4:14 p.m. upon motion by Jack Roose, second by Mandy Campbell. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Heath Thornton

James Masterson

Mandy Campbell

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
AND 2021 BUDGET HEARING
MONDAY, SEPTEMBER 14, 2020**

BE IT REMEMBERED: That on Monday, September 14, 2020, 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; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell, Jack Roose and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Jerry Chavez, President, Marshall County Economic Development Corporation, invited members to the groundbreaking ceremony tomorrow morning at 9:00 a.m. at the property located north of the Marshall County Jail.

WIC

WIC Coordinator, Evelyn Shields, stated the Bi-Lingual WIC Clerk/Vendor Liaison, COMOT2, wage was reduced from \$18.04 to \$16.59 per hour in January due to WIC grant budget restrictions. Coordinator Shields explained the grant will allow for the increased wages as of August 10th and requests the adjustment be approved. **Penny Lukenbill moved, second by Jim Masterson, to approve the WIC Clerk/Vendor Liaison, COMOT2, wage be increased to \$18.04 per hour effective August 10, 2020. Motion carried 7-0.**

Coordinator Shields explained the Competent Professional Authority full-time position has been vacant for some time and requested approval of a Competent Professional Authority, PAT 2, part-time position description, which will be paid \$18 per hour. **Jon VanVactor moved, second by Penny Lukenbill, to approve the Competent Professional Authority, PAT 2, part-time position description to be paid \$18 per hour. Motion carried 7-0.**

Coordinator Shields explained the State Guidance Coordinator has suggested the WIC Coordinator work 37-40 hours per week and is requesting the position be changed from 1820 hours per year to 2080, stating Dr. Holm has affirmed the request for the change. **Jon VanVactor moved, second by Jim Masterson, to adjust the budget to reflect an overtime account line and leave the Coordinator position at 35 hours per week to align with the other positions in the Health Department. Motion carried 7-0.**

Coordinator Shields explained some WIC clinics independently contract the Competent Professional Authority rather than hiring an employee and will be working with Attorney Clevenger on preparing a contract.

Coordinator Shields requested permission to apply for the WIC Grant in the sum of \$241,267.43, which has been allocated by the Indiana State Department of Health from federal funding. A budget was provided for the grant period of October 1, 2020 to September 30, 2021. **Jon VanVactor moved, second by Jack Roose to allow WIC to apply for the FY2021 federal grant in the sum of \$241,267.43. Motion carried 7-0.**

SHERIFF

Sheriff Matt Hassel presented a corrected County Sheriff's Reports of Receipts and Distribution of the Commissary Fund for the period of January 1, 2020 through June 30, 2020 explaining QuickBooks did not properly report a voided check. **Jon VanVactor moved, second by Jim Masterson, to accept the corrected County Sheriff's Reports of Receipts and Distribution of the Commissary Fund for the period of January 1, 2020 through June 30, 2020. Motion carried 7-0.**

HUMAN RESOURCES

Human Resource Administrator, Ann Anglin, explained an employee retired in the Extension Office. As a result the department is requesting to restructure the department by vacating the 4-H Program Assistant position and adding a second Secretary/Support Staff position. Waggoner, Irwin, Scheele & Associates has made minor revisions to the Secretary/Office Manager (COMOT 3) and Secretary/Support Staff (COMOT 2) position descriptions. Further explaining, the Council Subcommittee has reviewed and recommends the approval of the position descriptions. **Jack Roose moved, second by Heath Thornton, to allow the 4-H Program Assistant position be vacated, to add a second Secretary/Support Staff position and approve the position descriptions as presented. Motion carried 7-0.**

HEALTH DEPARTMENT

Health Administrator, Ashley Garcia, explained the Public Health Nurse/Health Educator position was recently approved as Exempt and is now anticipating the need for overtime hours and is requesting the position be changed to Exempt* status with the ability to earn overtime hours. **Jon VanVactor moved, second by Penny Lukenbill, to approve the Public Health Nurse/Health Educator position be classified as Exempt*. Motion carried 7-0.**

USI CONSULTANTS

Katie McLear, Business Development, and Greg Wendling, PE, explained the City of Plymouth has approved Phase II of the Veterans Parkway Corridor, Pioneer Road east to Michigan Road and presented the Preliminary Project Cost Estimate in the total sum to the County of \$7,102,000. Further explaining INDOT has opened a Notice of Financial Ability (NOFA) and Veterans Parkway, Phase II, is a possible recipient. The project is a two-mile section to complete the corridor and is eligible for federal funds reducing the County share to \$1,950,040. Commissioner Burroughs stated the Commissioners support the Inter-local Agreement with the City of Plymouth and explained funding this project will not reduce funding for the local road projects. As a member of the US 30 Coalition, Commissioner Burroughs stated with the changes the U.S. 30 Coalition is planning the extension will be needed. Vice President Lukenbill suggested establishing a new fund to set aside the funds and for budgeting purposes. The project costs are anticipated to be \$200,000 in 2021, \$120,000 in 2022, \$1,480,000 in 2025 and \$150,000 in 2026. **Jon VanVactor moved, second by Jack Roose, to support Phase II of the Veterans Parkway Corridor, Pioneer Road east to Michigan Road in the sum of \$1,950,040. Motion carried 7-0.**

COMMISSIONERS

President Kevin Overmyer is requesting approval of an additional appropriation in the sum of \$1,350,000 for the COVID-19 Pandemic Line, which needs to be spent by December 31, 2020 in order to be reimbursed by the CARES Act. President Overmyer stated bids will be accepted on Monday for the County Morgue and the Coroner is working with IFA; the purchase of a Winnebago has been approved by IFA and these two projects are estimated at \$600,000. Discussion was held concerning the storage, maintenance costs and usage of the Winnebago.

ASSOCIATION OF INDIANA COUNTIES

AIC Executive Director, David Bottorff, explained due to COVID-19 the Association was unable to have an in-person conference and expressed appreciation to the elected officials of Marshall County. Therese Brown, Allen County Commissioner and prior AIC President, presented the 2020 Arthur R. Himsel Award to Penny Lukenbill for her significant contributions to Marshall County as an elected official and through her involvement in the AIC.

ADDITIONAL APPROPRIATIONS ORDINANCE 2012-1(9)

Discussion was held concerning the Commissioners having to approve expenditures for the CARES Act, the need for a Work from Home Policy and the Court recording systems, laptops, iPads as a general fund item and not be included as a reimbursable expense as a result of COVID-19.

General/Clerk: Heath Thornton moved, second by Jim Masterson, to table the additional appropriation of \$32,829.12 into Office Equipment. Motion carried 7-0.

General/Election Board: Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation of \$3,000 into Office Supplies. Motion carried 7-0.

General/Commissioners: Heath Thornton moved, second by Penny Lukenbill, to table the additional appropriation of \$1,350,000 into COVID-19 Pandemic 2020. Motion carried 5-2, with Mandy Campbell and Judy Stone voting no.

General/Plan Commission: Jim Masterson moved, second by Heath Thornton, to approve the additional appropriation of \$176 into Dues & Subscriptions. Motion carried 7-0.

General/Superior Court I: Penny Lukenbill moved, second by Jim Masterson, to table the additional appropriation of \$8,207.28 into Office Equipment. Motion carried 7-0.

General/Superior Court I: Heath Thornton moved to table the additional appropriation request, motion died for lack of a second. Penny Lukenbill moved, second by Jim Masterson, to approve the additional appropriation of \$13,019.26 into Office Equipment. Motion carried 6-1, with Heath Thornton voting no.

General/Superior Court I: Jon VanVactor moved, second by Jack Roose, to approve the additional appropriation of \$45,958.71 into Office Equipment. Motion carried 7-0.

General/Superior Court I: Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation of \$37,900 into Pauper Counsel. Motion carried 7-0.

General/Superior Court I: Jack Roose moved, second by Jim Masterson, to approve the additional appropriation of \$589.30 into Office Equipment. Motion carried 7-0.

General/Superior Court II: Penny Lukenbill moved, second by Heath Thornton, to deny the additional appropriation of \$9,000 into Wages-Clerical. Motion carried 7-0.

General/Superior Court II: Jack Roose moved, second by Heath Thornton, to table the additional appropriation of \$16,414.56 into Office Equipment. Motion carried 7-0.

General/Superior Court II: **Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation of \$47,193.48 into Office Equipment. Motion carried 7-0.**

General/Superior Court II: **Jon VanVactor moved, second by Jack Roose, to table the additional appropriation of \$7,207.50 into Office Equipment. Motion carried 7-0.**

General/Superior Court II: **Jim Masterson moved, second by Penny Lukenbill, to approve the additional appropriation of \$11,070.04 into Office Equipment. Motion carried 7-0.**

General/Superior Court III: **Heath Thornton moved, second by Jim Masterson, to approve an additional appropriation of \$109,700 into Office Equipment and to table the additional appropriation of \$15,960 into Office Equipment. Motion carried 7-0.**

General/Circuit Court: **Jack Roose moved, second by Heath Thornton, to table the additional appropriation of \$2,883 into Office Equipment. Motion carried 7-0.**

General/Circuit Court: **Jim Masterson moved, second by Penny Lukenbill, to table the additional appropriation of \$8,207.28 into Office Equipment. Motion carried 7-0.**

General/Circuit Court: **Jon VanVactor moved, second by Mandy Campbell, to approve the additional appropriation of \$39,942.14 into Office Equipment. Motion carried 7-0.**

General/Circuit Court: **Jack Roose moved, second by Penny Lukenbill, to approve the additional appropriation of \$11,070.0 into Office Equipment. Motion carried 7-0.**

Community Transition: **Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation of \$30,000 into Vehicle Purchase. Motion carried 7-0.**

Cum Cap Development: **Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation of \$20,000 into Computer Equipment. Motion carried 7-0.**

Rainy Day: **Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation of \$175,105.63 into Community Crossing Project. Motion carried 7-0.**

Community Crossings: **Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation of \$1,299,577.48 into Michigan Road: 3rd – 7th. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2020-2(9)

General/Commissioner: **Jim Masterson moved, second by Mandy Campbell, to approve the transfer request of \$10,000 from Professional Services into Legal Services. Motion carried 7-0.**

General/Commissioner: **Penny Lukenbill moved, second by Jack Roose, to approve the transfer request of \$28,000 from Insurance into Telephone. Motion carried 7-0.**

Community Correction Grant Fund: **Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$23,733.18 from Wages-Felony Pre-Trial Diversion Officer into Wages-Pre-Trial Diversion Officer. Motion carried 7-0.**

WIC: **Jon VanVactor moved, second by Jack Roose, to table the transfer request of \$11,000 from Wages-Competent Professional Authority into Wages-Department Head in the sum of**

\$8,000 and into Wages-Bilingual Clerk/Vendor Liaison in the sum of \$3,000 until further clarification can be provided. Motion carried 7-0.

AUDITOR'S REPORT

August 10, 2020 Minutes: **Heath Thornton moved, second by Jim Masterson, to approve the meeting minutes of August 10, 2020 as presented. Motion carried 7-0.**

COUNCIL ITEMS

Declaration of Fiscal Body for Bourbon Public Library: **Penny Lukenbill moved, second by Jim Masterson, to acknowledge Marshall County as the fiscal body responsible for Bourbon Public Library binding review and approval of the library's budget. Motion carried 7-0.**

Ordinance 2020-3B(6): An Addendum to Ordinance 2019-20B Adopting County of Marshall, Indiana Job Descriptions: **Jon VanVactor moved, second by Heath Thornton, to approve Ordinance 2020-3B(6): An Addendum to Ordinance 2019-20B Adopting County of Marshall, Indiana, Job Descriptions. Motion carried 7-0.**

Ordinance 2020-3(9): Amending Salary Ordinance 2019-20: **Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-3(9): Amending Salary Ordinance 2019-20. Motion carried 7-0.**

Transfer Request WIC: Upon receiving clarification from WIC Coordinator, Evelyn Shields, **Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$11,000 from Wages-Competent Professional Authority into Wages-Overtime in the sum of \$8,000 and into Wages-Bilingual Clerk/Vendor Liaison in the sum of \$3,000. Motion carried 7-0.**

Commissioner Kevin Overmyer read a statement from Dr. Byron Holm concerning the Winnebago in an effort to address questions posed earlier in the meeting.

RECESS TAKEN AT 11:13 A.M. and RECONVENED AT 11:30 A.M.

2021 BUDGET HEARINGS

Marshall County Solid Waste Management District: The 2021 Budget is \$379,165.80; Estimated Civil Max Levy is \$358,647 and the Property Tax Cap Credit Estimate is \$17,760. Council made no adjustments.

Marshall County Tourism/Visitors Bureau: The Convention and Visitors Bureau 2021 Operating Budget is \$276,515. Council made no adjustments.

East Shore Conservancy District: Kathy Clark and Rosie Oshram explained sewage fees will begin on January 1, 2021 and a temporary special benefits tax of \$181,000 will be assessed to parcels within the district. Board members will be elected in 2021, 2022 and 2023, once there are three elected board members, Marshall County will no longer have to approve the budget.

Bremen Public Library: Chris Scandling, Library Director, explained the Bremen Public Library is in the process of remodeling the building and the amount required will require a binding review. Todd Samuelson of Baker Tilly requested postponement of the Bond Resolution due to details changing in the Scope of the Project. The Library anticipates presenting the Resolution in November or December. **Penny Lukenbill moved, second by Jim Masterson to table Resolution 2020-29: A**

Resolution of the Marshall County Council Approving the Issuance of General Obligations Bonds by the Bremen Public Library. Motion carried 7-0.

MARSHALL COUNTY BUDGET

Discussion was held concerning the need to reduce the General Fund budget by \$800,000; the Maximum levy is \$11,126,777, the Property Tax Cap Credit Estimate is \$503,830; the General Fund submitted budget is \$14,521,998 and estimated revenue is \$14,266,090.

Commissioners: The total budget submitted is \$4,620,171. Reducing Group Health Insurance by \$200,000; increasing Unsafe Buildings by \$15,000; reducing COVID-19 Pandemic 2020 by \$50,000; reducing Legal Services by \$20,000; reducing Repair Building & Structure by \$50,000; and reducing Economic Development by \$15,000.

Drainage Board: The total budget submitted is \$8,500. No reductions were made.

Rainy Day Fund: The total budget submitted is \$2,391,500. No reductions were made.

Cumulative Capital Development (CCD): The total budget submitted is \$935,786. No reductions were made.

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

Buildings and Grounds: The total budget submitted is \$541,112. Increasing Repair Buildings and Structures by \$50,000.

Highway: The total budget submitted is \$3,828,662. No reductions were made.

Cum Bridge: The total budget submitted is \$1,524,768. No reductions were made.

Local Roads and Streets: The total budget submitted is \$650,000. No reductions were made.

General - Sheriff: The total budget submitted is \$2,276,905. Reducing Wages-Detective Sergeant by \$54,330.

General - Jail: The total budget submitted is \$1,402,666. Reducing Wages-Overtime by \$20,000; reducing Wages-Cook PT by \$5,400; reducing Wages-Turnkey/Dispatcher PT by \$10,000; reducing Office Supplies by \$8,000; reducing Janitorial Supplies by \$35,000; reducing Prisoner Supplies by \$30,000; and reducing Equipment Maintenance Contracts by \$33,000

LIT Special Legislation – Correctional Facility: The total budget submitted is \$3,001,302. Reducing Wages-Overtime by \$15,000 and External Inmate Housing by \$30,000.

Extradition/Sheriff Assistance: The total budget submitted is \$35,000. Reducing Training by \$10,000.

Misdemeanant-County Corrections: The total budget submitted is \$106,000. Reducing Prisoner Care by \$5,000 and reducing Jail Equipment by \$5,000.

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

Statewide 911: The total budget submitted is \$725,092. Reducing Group Health Insurance by \$11,840.

Central Dispatch: The total budget submitted is \$200,616. 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.

Lake Enforcement DNR Grant: The total budget submitted is \$66,000. No reductions were made.

Community Corrections-Jail Treatment: The total budget submitted is \$39,500. No reductions were made.

Clerk: The total budget submitted is \$465,382. Reducing Training by \$700.

Voter Registration: The total budget submitted is \$41,676. No reductions were made.

Election Board: The total budget submitted is \$29,220. 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 \$9,700. No reductions were made.

Treasurer: The total budget submitted is \$174,274. Reducing Training by \$300.

Recorder: The total budget submitted is \$123,440. Reducing Training by \$250.

ID Security Program: The total budget submitted is \$8,000. No reductions were made.

Surveyor: The total budget submitted is \$173,960. No reductions were made.

Surveyor Corner Perpetuation: The total budget submitted is \$22,659. No reductions were made.

Coroner: The total budget submitted is \$84,915. Reducing Morgue Use by \$15,000.

LEPC: The total budget submitted is \$22,987. No reductions were made.

Assessor: The total budget submitted is \$160,252. 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 \$465,517. Reducing Consulting Services by \$5,000 and reducing Legal Services by \$2,000.

Prosecutor: The total budget submitted is \$563,792. Reducing Wages-Overtime by \$4,000.

Pre-Trial Diversion: The total budget submitted is \$295,204. Reducing Wages-Law Clerk by \$2,500; reducing Office Supplies by \$3,000; reducing Other Operating Supplies by \$6,000; reducing Professional Services by \$10,000; reducing Computer Maintenance by \$3,000; reducing Travel/Mileage by \$5,000; reducing Printing & Advertising by \$5,000; reducing Repair Furniture & Equipment by \$3,000; reducing Donations by \$5,000; reducing Police Disbursements by \$30,000; reducing Other Current Expenses by \$10,000; and reducing Office Equipment by \$3,000.

Prosecutor IV-D under County IV-D Incentive: The total budget submitted is \$80,300. No reductions were made.

Prosecutor Community Corrections Pros Felony Diversion: The total budget submitted is \$59,378. No reductions were made.

Extension: The total budget submitted is \$250,754. Reducing Wages-4H Program Assistant by \$37,036; increasing Wages-Secretaries by \$37,036; reducing Office Supplies by \$1,000; reducing Computer Supplies by \$500; reducing Travel/Mileage by \$3,500; and reducing Professional Improvement by \$400.

Veterans Service Officer: The total budget submitted is \$54,455. Reducing Training by \$200.

Plan Commission: The total budget submitted is \$138,223. Reducing Wages-Code Enforcement Officer by \$6,517.

Board of Zoning Appeals (BZA): The total budget submitted is \$5,150. No reductions were made.

Building Commission: The total budget submitted is \$92,916. Reducing Wages-Clerical by \$3,240 and reducing Wages-Building Inspector PT by \$6,516.

Information Systems: The total budget submitted is \$174,580. No reductions were made.

Cumulative Capital Development (CCD): The total budget submitted is \$935,786. No reductions were made.

Museum: The total budget submitted is \$132,634. No reductions were made.

Historical Society: The total budget submitted is \$68,000. No reductions were made.

Crossroads Museum Project: The total budget submitted is \$10,661. No reductions were made.

Superior Court #1: The total budget submitted is \$347,862. Reducing Wages-Department Head by \$5,000; reducing Wages-Clerical by \$4,000; reducing Office Supplies by \$1,000; reducing Computer Supplies by \$500; reducing Jury Meals by \$1,000; reducing Court Appointed Doctors by \$1,000; Pauper Counsel by \$20,000; reducing Dues and Subscriptions by \$300; and reducing Office Furniture and Fixtures by \$4,000.

Superior Court #2: The total budget submitted is \$652,669. Reducing Wages Department Head by \$5,000; reducing Wages-Clerical by \$16,500, reducing Wages-Overtime by \$1,800; reducing Wages-Law Clerk PT by \$12,500; Wages-Law Clerk by \$55,000; reducing Wages-Bilingual Stipend by \$2,000; reducing Office Supplies by \$1,500; reducing Uniforms/Clothing by \$100; reducing Pauper Counsel by \$20,600; reducing Contractual Services by \$1,500; reducing Computer Programming by \$500; reducing Postage by \$60; reducing Travel/Mileage by \$900; reducing Dues & Subscriptions by \$250; reducing Printed Forms by \$1,750; reducing Special Judges by \$750; reducing Office Furniture & Fixtures by \$1,500; reducing Office Equipment by \$2,000; and reducing Unified Law Library by \$800.

Community Corrections: The total budget submitted is \$319,229. No reductions were made.

Community Transition: The total budget submitted is \$45,000. No reductions were made.

Community Corrections-CCPI: The total budget submitted is \$424,317.84. No reductions were made.

Drug Free Community: The total budget submitted is \$85,424. No reductions were made.

Circuit Court: The total budget submitted is \$292,905. Reducing Pauper Counsel by \$1,600.

Superior Court #3: The total budget submitted is \$181,662. Reducing Wages-Clerical by \$1,000; reducing Wages-Court Administrator by \$42,352; reducing Wages-Court Reporter by \$21,176; reducing Wages-Bailiff by \$19,729; reducing Office Supplies by \$1,500; reducing Computer Supplies by \$1,000; reducing Office Machine Supplies by \$250; reducing Jury Supplies by \$750; reducing Jury Meals by \$2,000; reducing Court Appointed Doctors by \$1,250; reducing Expert Witness by \$250; reducing Pauper Counsel by \$5,000; reducing Equipment Maintenance Contracts by \$1,250; reducing Postage by \$100; reducing Travel/Mileage by \$600; reducing Dues & Subscriptions by \$500; reducing Repair Furniture & Equipment by \$300; reducing Grand & Petit Jurors by \$6,000; reducing Office Furniture & Fixtures by \$1,500; reducing Office Equipment by \$1,500; and reducing Unified Law Library by \$4,000.

Probation: The total budget submitted is \$608,308. Reducing Office Supplies by \$1,000.

Adult Probation Administrative: The total budget submitted is \$172,494. No reductions were made.

Supplemental Adult Probation: The total budget submitted is \$16,900. No reductions were made.

Weights & Measures: The total budget submitted is \$22,071. No reductions were made.

EMA: The total budget submitted is \$103,320. Reducing Contractual Services by \$30,000.

Soil & Water: The total budget submitted is \$39,458. No reductions were made.

Health Department: The total budget submitted is \$627,540. Reducing Medical Supplies by \$500; reducing Personal Health Supplies by \$500; reducing Other Operating Supplies by \$500; reducing Equipment Lease by \$5,400; reducing Computer Maintenance by \$500; reducing Postage by \$60; reducing Travel/Mileage by \$500; reducing Training by \$700; reducing Other Repairs by \$500; reducing Pandemic Expenditures by \$10,000; reducing Unsafe Buildings by \$5,000; and reducing Office Furniture & Fixture by \$500.

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.

WIC: The total budget submitted is \$231,208.55. Reducing Wages Department Head by \$6,263 and increasing Wages-Overtime by \$6,263.

Auditor: The total budget submitted is \$353,813. No reductions were made.

Plat Mapping: The total budget submitted is \$29,000. No reductions were made.

Auditor Ineligible: The total budget submitted is \$14,000. No reductions were made.

County Officials Training Fund: The total budget submitted is \$18,000. No reductions were made.

Council: The total budget submitted is \$84,953. No reductions were made.

The 2021 Budget Adoption will be October 12, 2020.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **the meeting was adjourned at 2:26 p.m. upon motion by Jim Masterson moved, second by Heath Thornton. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
SPECIAL MEETING
FRIDAY, SEPTEMBER 18, 2020**

BE IT REMEMBERED: That on Friday, September 18, 2020, the Marshall County Council met in a special public meeting, at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 6:00 p.m. pursuant to the call of the County Auditor. Present were Judy Stone, President; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell and Jack Roose, Members; and Julie A. Fox, County Auditor. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

HEALTH DEPARTMENT

Health Administrator, Ashley Garcia, presented a request to apply for three grants: Indiana Local Health Department Trust Account in the sum of \$25,093.93 to be allocated to 2021 salaries, social security and vehicle payments; Local Health Maintenance Fund in the sum of \$33,139, to be allocated to 2021 salaries and social security; CARES Act funding, the Indiana State Department of Health was allotted \$14.5 million to be awarded to local health departments statewide. Marshall County was allocated \$121,287.33 to be used exclusively on IT related needs due to COVID-19 and is not part of the \$1.5 million CARES Act funding previously awarded to the County. The grant requires the money to be spent by December 31, 2020. **Jim Masterson moved, second by Jon VanVactor, to allow the Health Department to apply for the Indiana Local Health Department Trust Account Grant in the sum of \$25,093.93; the Indiana Local Health Maintenance Grant in the sum of \$33,139 and the CARES Act IT Grant in the sum of \$121,287.33. Motion carried 7-0.**

Health Officer Byron Holm provided information on the mobile medical unit, explaining the unit will meet all health care requirements, providing immunizations and other services offered by the Health Department. Following the COVID pandemic, the unit will be used for on-site immunizations and screenings in communities from infants to adults. The mobile medical unit will be available to take testing to all towns, Amish communities, health fairs, Blueberry Festival and in the event of an emergency. Dr. Holm has received letters of support from the Indiana Health Department, St. Joseph Health System and Plymouth Community School Corporation. Dr. Holm further explained the specifications of the unit. State grants and local hospitals will help supply the unit with equipment. Indiana Finance Authority (IFA) has approved the purchase as an eligible reimbursement.

Discussion was held concerning the fuel type, annual maintenance costs, possibility of receiving ongoing grant funding, automatic notifications if power is lost and the quality of life for residents of Marshall County.

Commissioner Overmyer and Council Members expressed appreciation for Dr. Holm spearheading projects over the years.

Penny Lukenbill moved, second by Jim Masterson, to approve 2020-1(10) Additional Appropriation in the sum of \$1,350,000 into the General Fund Commissioners COVID-19 Pandemic 2020. Motion carried 6-1, with Jack Roose voting no.

PUBLIC COMMENT

Commissioner Kevin Overmyer requested the County Building Security Officer position, which was removed during the budget meeting on Monday, be added back into the Sheriff's budget.

Commissioner Klotz stated the Safety Committee voted unanimously to request Council place the position back into the budget. Following discussion concerning the budget cuts made and DLGF publishing increased LIT revenues it was decided to keep the Security Officer position in the budget.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jon VanVactor moved, second by Heath Thornton, to adjourn the meeting at 6:40 p.m. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____

Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, OCTOBER 12, 2020**

BE IT REMEMBERED: That on Monday, October 12, 2020, 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; Penny Lukenbill, Vice President; Jon VanVactor, Heath Thornton, James Masterson, Mandy Campbell, Jack Roose and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Commissioner Kevin Overmyer updated the Board concerning the CARES Act Funding, stating the Indiana Finance Authority is requesting payroll claims be submitted for reimbursement rather than projects due to the process time in issuing checks. Commissioner Overmyer further clarified originally requests for reimbursement were not to be submitted for previously appropriated dollars, stating the County could only supplement not supplant funds. EMA Director Clyde Avery is in the process of gathering information concerning payroll and benefits for the period of March 1st through September 30th, once submitted reimbursement will turn around in seven days and grant proceeds are to be reimbursed to the General Fund.

CULVER UNION TOWNSHIP LIBRARY BOARD

Bill Githens, President of the Culver-Union Township Public Library Board introduced Randy Rompola of Barnes and Thornburg and Todd Samuelson of Baker Tilly Municipal Advisors, LLC. Mr. Samuelson presented a PowerPoint Presentation concerning the Preliminary Financing Information for the Culver-Union Township Public Library Board request for new debt in the sum not to exceed \$750,000 for the purpose of funding capital improvement projects at the Library Building. Mr. Samuelson presented Ordinance 2020-31: A Resolution of the County Council of Marshall County, Indiana, Approving the Issuance of General Obligation Bonds by the Culver-Union Township Public Library, Marshall County, Indiana, General Obligation Bonds and Interest Earnings Theron for review and approval.

Jack Roose moved, second by Jim Masterson, to open the public hearing on Resolution 2020-31. Motion carried 7-0.

No public comment was heard.

Heath Thornton moved, second by Penny Lukenbill, to close the public hearing on Resolution 2020-31. Motion carried 7-0.

Jack Roose moved, second by Jim Masterson, to approve Resolution 2020-31: A Resolution of the County Council of Marshall County, Indiana, Approving the Issuance of General Obligation Bonds by the Culver-Union Township Public Library, Marshall County, Indiana, General Obligation Bonds and Interest Earnings Theron. Motion carried 6-1, with Penny Lukenbill abstaining.

SHERIFF DEPARTMENT

Sheriff Matt Hassel requested permission to apply for two Marshall County Local Coordinating Council Governor's Commission for a Drug-Free Indiana Grant. The first request will assist with funding the DARE Program in the sum of \$2,500.00 for prevention education classroom supplies. The second request will assist with funding the Jail Chemical Addiction Program (JCAP) in the sum of \$3,500 for office supplies, equipment, and guest speakers related to treatment and intervention.

Sheriff Hassel requested permission to apply for a grant through www.policegrantshelp.com to purchase a FARO 3D Scanner to be used for crash reconstruction and crime scene analysis. The approximate cost is \$67,000.

Patrolman Jordan Rans explained the Stratus servers are out of space and need replaced. Central Square is offering a One Solution CADD, JMS and RMS system at an annual cost of \$115,000, which includes all updates. The Contract is for a period of five years and the Stratus payments will be eliminated once the Central Square system is fully in place. An additional appropriation will be presented at Council's next meeting.

Jon VanVactor moved, second by Mandy Campbell, to allow the Sheriff to apply for Marshall County Local Coordinating Council Governor's Commission for a Drug Free Indiana Grant in the sum of \$2,500 for DARE, in the sum of \$3,500 for JCAP and apply for grant funding for a FARO 3D Scanner in the approximate sum of \$67,000. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2020-1(9A)

Jon VanVactor moved, second by Penny Lukenbill, to accept Ordinance 2020-1(9A) as corrected to reflect the request from Superior Court II for Wages-Clerical in the sum of \$9,000 was denied rather than tabled. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS ORDINANCE 2020-1(11)

General/Clerk: Jon VanVactor moved, second by Heath Thornton, to deny the additional appropriation of \$32,829.12 for Office Equipment. Motion carried 7-0.

General/Sheriff: Jon VanVactor moved, second by Jack Roose, to approve the additional appropriation of \$17,547.55 into Wages-Overtime. Motion carried 7-0.

General/Superior Court I: Jon VanVactor moved, second by Heath Thornton, to deny the additional appropriation of \$8,207.28 into Office Equipment. Motion carried 7-0.

General/Superior Court II: Jack Roose moved, second by Jim Masterson, to deny the additional appropriation of \$16,414.56 into Office Equipment. Motion carried 7-0.

General/Superior Court II: Penny Lukenbill moved, second by Heath Thornton, to deny the additional appropriation of \$7,207.50 into Office Equipment. Motion carried 7-0.

General/Superior Court III: Jim Masterson moved, second by Jack Roose, to deny the additional appropriation of \$15,960 into Office Equipment. Motion carried 7-0.

General/Circuit Court: Heath Thornton moved, second by Jim Masterson, to deny the additional appropriation of \$2,883 into Office Equipment. Motion carried 7-0.

General/Circuit Court: Heath Thornton moved, second by Jim Masterson, to deny the additional appropriation of \$8,207.28 into Office Equipment. Motion carried 7-0.

General/Sheriff: Jim Masterson moved, second by Heath Thornton, to approve the additional appropriation of \$21,300 into Vehicle Purchase. Motion carried 7-0.

General/Superior Court I: Penny Lukenbill moved, second by Mandy Campbell, to approve the additional appropriation of \$847.21 into Office Equipment. Motion carried 7-0.

General/Superior Court II: Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation of \$2,539 into Unified Law Library. Motion carried 6-1, with Judy Stone voting no.

Cum Bridge: Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation of \$25,000 into Bridge #5-Tamarack Road and \$150,000 into Bridge #9-N. Queen Road. Motion carried 7-0.

Highway: **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve the additional appropriation of \$250,000 into Bituminous. Motion carried 7-0.

Lake Enforcement DNR Grant: **Jim Masterson** moved, second by **Jack Roose**, to approve the additional appropriation of \$4,000 into Wages-Season and \$5,000 into Wages-Overtime. Motion carried 7-0.

TRANSFER OF APPROPRIATIONS ORDINANCE 2020-2(10)

Local Health Maintenance: **Mandy Campbell** moved, second by **Heath Thornton**, to approve the transfer request of \$12,178 from Wages-Nurse PT into Wages-Public Health Nurse/Educator. Motion carried 7-0.

Local Health Department Trust: **Jack Roose** moved, second by **Penny Lukenbill**, to approve the transfer request of \$12,747 from Wages-Health Educator/Emergency Preparedness Coordinator into Wages-Emergency Preparedness Coordinator/Environmentalist. Motion carried 7-0.

AUDITOR'S REPORT

September 14, 2020 Minutes: **Heath Thornton** moved, second by **Jim Masterson**, to approve the meeting minutes of September 14, 2020 as presented. Motion carried 7-0.

September 18, 2020 Special Meeting Minutes: **Jack Roose** moved, second by **Jim Masterson**, to approve the special meeting minutes of September 18, 2020 as presented. Motion carried 7-0.

COUNCIL ITEMS

Ordinance 2020-3(10): Amending Salary Ordinance 2019-20: **Jon VanVactor** moved, second by **Heath Thornton**, to approve Salary Ordinance 2020-3(10): Amending Salary Ordinance 2019-20 for WIC and the Probation Department as presented. Motion carried 7-0.

2021 Marshall County Council Meeting Schedule: **Jack Roose** moved, second by **Jim Masterson**, to approve the 2021 Marshall County Council Meeting Schedule as presented. Motion carried 7-0.

BUDGET DISCUSSIONS

Ordinance 2020-17: East Shore Conservancy District 2021 Appropriations and Tax Rates. The East Shore Conservancy 2021 adopted budget is \$305,747 and adopted tax levy is \$181,000. **Heath Thornton** moved, second by **Penny Lukenbill**, to adopt the East Shore Conservancy 2021 Budget in the sum of \$305,747. Motion carried 7-0.

Ordinance 2020-18: Marshall County Solid Waste Management District 2021 Appropriations and Tax Rates. The Marshall County Solid Waste Management 2021 adopted budget is \$361,465 and adopted tax levy is \$358,647. **Jon VanVactor** moved, second by **Mandy Campbell**, to adopt the Marshall County Solid Waste Management 2021 Budget in the sum of \$361,465. Motion carried 7-0.

Marshall County Tourism/Visitors Bureau: The Marshall County Tourism/Visitors Bureau 2021 adopted budget is \$276,515. **Penny Lukenbill** moved, second by **Jim Masterson**, to accept the Marshall County Tourism/Visitors Bureau 2021 Budget in the sum of \$276,515. Motion carried 7-0.

Community Corrections Grant Fund: Auditor **Julie A Fox** explained the Department of Correction will be providing a continuation of funding to support programs and services awarded under CY2020 Community Corrections and Justice Reinvestment Grants. Marshall County was awarded \$210,346.50 to support the continued operations for the first half of the CY2021 award cycle beginning January 1, 2021 and closing June 30, 2021.

Bremen Public Library: Auditor **Julie A Fox** explained the Bremen Public Library withdrew their request, therefore not requiring Marshall County Council to approve the budget.

Ordinance 2020-19: Marshall County 2021 Appropriations and Tax Rates: Auditor Julie A. Fox stated the General Fund revenues for 2021 are estimated to be \$14,266,090 and the General Fund budget is currently \$13,676,650 and requested clarification on wages as the current budget reflects \$0.55 per hour for full-time employees.

Heath Thornton moved, second by Penny Lukenbill to approve \$0.55 per hour rate increase for part-time and full-time non-elected officials. Motion carried 7-0.

Jon VanVactor moved, second by Heath Thornton, to approve \$800 annual increase for the following salaried positions: Chief Deputy Coroner, Weights and Measures Inspector, Health Officer, Commissioners and Council members. Motion carried 7-0.

Jon VanVactor moved, second by Jack Roose, to approve \$1,600 annual increase for elected officials. Motion carried 7-0.

Commissioners: The total approved budget is \$4,619,289.

Drainage Board: The total approved budget is \$8,500.

Rainy Day Fund: The total approved budget is \$2,391,500.

Cumulative Capital Development (CCD): The total approved budget is \$935,786.

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

Buildings and Grounds: The total approved budget is \$588,368.

Highway: The total approved budget is \$3,800,179.

Cum Bridge: The total approved budget is \$1,522,192.

Local Roads and Streets: The total approved budget is \$650,000.

General - Sheriff: The total approved budget is \$2,211,622.

General - Jail: The total approved budget is \$1,248,216.

LIT Special Legislation – Correctional Facility: The total approved budget is \$2,950,528.

Extradition/Sheriff Assistance: The total approved budget is \$25,000.

Misdemeanant-County Corrections: The total approved budget is \$96,000.

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

Statewide 911: The total approved budget is \$708,391.

Central Dispatch: The total approved budget is \$199,566.

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

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

Community Corrections-Jail Treatment: The total approved budget is \$19,750.

Lake Enforcement DNR Grant: The total approved budget is \$66,000.

Clerk: The total approved budget is \$458,057.

Voter Registration: The total approved budget is \$41,077.

Election Board: The total approved budget is \$29,220.

Clerk's Records Perpetuation: The total approved budget is \$22,500.

Clerk IV-D: The total approved budget is \$9,700.

Treasurer: The total approved budget is \$172,869.

Recorder: The total approved budget is \$122,683.

ID Security Program: The total approved budget is \$8,000.

Surveyor: The total approved budget is \$172,764.

Surveyor Corner Perpetuation: The total approved budget is \$22,659.

Coroner: The total approved budget is \$84,118.

LEPC: The total approved budget is \$22,987.23.

Assessor: The total approved budget is \$159,165.

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

Reassessment: The total approved budget is \$455,522.

Prosecutor: The total approved budget is \$555,187.

Pre-Trial Diversion: The total approved budget is \$209,324.

Prosecutor IV-D under County IV-D Incentive: The total approved budget is \$85,200.

Community Corrections-Prosecutor: The total approved budget is \$210,347.
Extension: The total approved budget is \$240,953.
Veterans Service Officer: The total approved budget is \$57,296.
Plan Commission: The total approved budget is \$130,506.
Board of Zoning Appeals (BZA): The total approved budget is \$5,150.
Building Commission: The total approved budget is \$86,490.
Information Systems: The total approved budget is \$176,096.
Museum: The total approved budget is \$134,477.
Historical Society: The total approved budget is \$68,000.
Crossroads Museum Project: The total approved budget is \$10,660.80.
Superior Court #1: The total approved budget is \$309,259.
Superior Court # 2: The total approved budget is \$523,466.
Superior Court # 3: The total approved budget is \$69,055.
Circuit Court: The total approved budget is \$289,508.
Community Corrections: The total approved budget is \$159,615.
Community Transition: The total approved budget is \$45,000.
Community Corrections-CCPI: The total approved budget is \$423,987.84.
Drug Free Community: The total approved budget is \$85,424.63.
Probation: The total approved budget is \$606,189.
Adult Probation Administrative: The total approved budget is \$172,494.
Supplemental Adult Probation: The total approved budget is \$16,900.
Weights & Measures: The total approved budget is \$22,760.
EMA: The total approved budget is \$76,650.
Soil & Water: The total approved budget is \$38,857.
Health Department: The total approved budget is \$602,048.
Local Health Maintenance: The total approved budget is \$33,139.
Local Health Department Trust Account: The total approved budget is \$25,093.
WIC: The total approved budget is \$206,640.27.
Auditor: The total approved budget is \$349,839.
Plat Mapping: The total approved budget is \$29,000.
Auditor Ineligible: The total approved budget is \$14,000.
County Officials Training Fund: The total approved budget is \$18,000.
Council: The total approved budget is \$79,364.

Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-19: Marshall County 2021 Appropriations and Tax Rates. Motion carried 7-0.

Deputy Coroner Pay Certified/Non-Certified: Jon VanVactor moved, second by Mandy Campbell, to increase Deputy Coroner Non-Certified per diem from \$42 to \$50. Motion carried 7-0.

Heath Thornton moved, second by Jack Roose, to retain the Deputy Coroner – Certified per diem at \$100. Motion carried 7-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jim Masterson moved, second by Jack Roose, to adjourn at 10:54 am. Motion carried 7-0.**

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, NOVEMBER 9, 2020**

BE IT REMEMBERED: That on Monday, November 9, 2020, 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; Penny Lukenbill, Vice President; Jon VanVactor, James Masterson, Mandy Campbell, Jack Roose and County Auditor, Julie A. Fox. Council Member Heath Thornton was not present. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Coroner, John Grolich, explained IPEP is offering an 80/20 Safety Grant for the purpose of reducing workplace injuries and workers compensation claims. Coroner Grolich requested permission to apply the grant in the amount of \$80,000 for two power load cots and stated an additional appropriation will be necessary in 2021 for the 20% match. **Jack Roose moved, second by Jim Masterson, to allow the submission of the IPEP grant in the amount of \$80,000. Motion carried 6-0.**

Coroner Grolich requested permission to apply for an Indiana State Department of Health SUID/SDY (Sudden Unexpected Infant Death/Sudden Death in the Young) Grant in the amount of \$2,600. **Penny Lukenbill moved, second by Mandy Campbell, to allow the submission of the Indiana State Department of Health SUID/SDY Grant in the amount of \$2,600. Motion carried 6-0.**

CLERK

Clerk, Deb VanDeMark, explained the Secretary of State accepted applications in the spring for the CARES Act Grant for the 2020 primary election cycle. An application was submitted and the County received an award in the amount of \$4,231.14, which reimburses additional costs incurred due to absentee ballots and early voting. **Jim Masterson moved, second by Mandy Campbell, to allow the submission of the CARES Act Grant for the 2020 Primary Election and to accept the award as received in the amount of \$4,231.14. Motion carried 6-0.**

Clerk VanDeMark explained a second Secretary of State CARES Act Grant application will be available to assist with General Election expenses. **Jon VanVactor moved, second by Jack Roose, to allow the submission of the CARES Act Grant for the 2020 General Election. Motion carried 6-0.**

Clerk VanDeMark explained the additional appropriation request submitted for consideration later in the meeting for the Absentee Voter Board and indicated another additional appropriation will be submitted for consideration in December.

PROBATION DEPARTMENT

Chief Probation Officer, James Bendy, requested permission to waive the probationary period pay for Angela Kibbe. Further stating Ms. Kibbe began as part-time clerical in 2018 and was hired as a full-time secretary on October 13, 2020. **Jon VanVactor moved, second by Penny Lukenbill, to waive the 90% probationary pay period for Angela Kibbe, retroactive to October 13, 2020, the date of hire. Motion carried 6-0.**

COMMUNITY CORRECTIONS

Community Corrections Director, Ward Byers, requested permission to apply for the ICJI Coronavirus Emergency Supplemental Funding Program Solicitation FY 2020 Formula Grant, explaining Marshall County has been allotted \$103,266.50. Director Byers explained \$60,000 will be allocated for supplies and \$43,266.50 will be allocated for contractual services. The contractual services will be for an app software program used on smart phone or device designed to push information to subscribers and first responders. Community Corrections, Health Department, Highway Department, EMA and United Way will be able to utilize the app to push valuable resources to the public. EMA Director, Clyde Avery, stated the County was

previously using NIXEL, when it was a free software app; however, the app has become cost prohibitive. Director Byers further stated following the grant period, Community Corrections will be able to continue paying for the contractual service and each Department will be granted administrative rights to update information as necessary. **Jon VanVactor moved, second by Mandy Campbell, to allow the submission of the CARES Act grant through ICJI in the amount of \$103,266.50. Motion carried 6-0.**

MUSEUM

Museum Director, Linda Rippy, and Historical Society Board Member, Mike Miley, presented the quarterly report. The Heritage Support Grant was awarded and received from the Indiana Historical Society and Eli Lilly Foundation in the amount of \$40,000 to rebind books. Mr. Miley thanked the staff for all of their hard work this year, explaining the Brown Bag Luncheon series went to a Zoom platform, many virtual programs were provided for the children and programs have been streamed on YouTube. Director Rippy indicated there is an approximate 10% decrease in donations this year and a slight decline in membership, but she is very pleased with the fund raising and membership support.

HIGHWAY DEPARTMENT

Highway Superintendent, Jason Peters, explained there is a second projects call for Community Crossings 2020. The State has allowed the County to submit the grant request with the approval of the Board of Commissioners. Although the deadline for submission has passed, Superintendent Peters, is also requesting support of the Council for three projects in the total sum of \$27,000 of which the State share is \$20,250 and the County share is \$6,750. The LOIT Special Distribution Fund will be used for the County match. The three projects included in the Community Crossings Matching Grant are Michigan Road from 1st Road to Tyler Road, Elm Road from Lincoln Way to U.S. 30 and Plymouth-Goshen Trail from U.S. 6 to County Line Road. **Penny Lukenbill moved, second by Jim Masterson, to approve the Highway Department submission of the 2020-CCMG-2 Community Crossings Matching Grant Call for Projects in the sum of \$27,000. Motion carried 6-0.**

BOARD OF COMMISSIONERS

Board of Commissioners President, Kevin Overmyer, explained the County is seeking to purchase the Doug Hite property, located at 211 W. Jefferson Street, Plymouth. Two appraisals have been received and the average of the appraisals is \$138,500. Commissioner Overmyer explained a transfer request has been submitted for consideration later in the meeting, moving funds from Group Health Insurance into Land Acquisition. Commissioner Overmyer stated the plans for the property will be to tear down the building next spring and develop a county parking lot.

Commissioner Overmyer stated United Healthcare has waived the medical premium for the month of December, 2020 as part of the Gibson Insurance contract negotiations.

ADDITIONAL APPROPRIATIONS ORDINANCE 2020-1(13)

General/Election Board: **Jon VanVactor moved, second by Jim Masterson, to approve the additional appropriation of \$2,000 for Office Supplies. Motion carried 6-0.**

General/Election Board: **Mandy Campbell moved, second by Jack Roose, to approve the additional appropriation of \$1,000 into Wages-Absentee Voter Board. Motion carried 6-0.**

General/Plan Commission: **Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation of \$2,500 into Legal Services. Motion carried 6-0.**

General/Superior Court III: **Jim Masterson moved, second by Jon VanVactor, to approve the additional appropriation of \$28,663.49 into Office Equipment. Motion carried 5-1, with Judy Stone voting no.**

LIT Special Purpose: **Jon VanVactor moved, second by Jack Roose, to approve the additional appropriation of \$115,7781.44 into Equipment Maintenance Contracts. Motion carried 6-0.**

Health: **Jon VanVactor moved, second by Jim Masterson, to deny the additional appropriation of \$36,000 into Vehicle Purchase due to the vehicle delivery date of 2021. Motion carried 6-0.**

Jack Roose moved, second by Mandy Campbell, to allow the Health Department to support the purchase of a truck for delivery in 2021 from Country Auto in the sum of \$36,000. Motion carried 6-0.

CARES Act-LHD IT Grant: The Health Department withdrew the request.

Highway: **Jon VanVactor moved, second by Penny Lukenbill, to approve the additional appropriation of \$111,041 into Bituminous. Motion carried 6-0.**

Crossroads Museum Project: **Penny Lukenbill moved, second by Jim Masterson, to approve the additional appropriation of \$10,660.80 into Miscellaneous Expense. Motion carried 6-0.**

Historical Society: **Jack Roose moved, second by Jim Masterson, to approve the additional appropriation of \$5,000 into Wages-Clerical and \$2,000 into Employer Social Security. Motion carried 6-0.**

Lake Enforcement DNR: **Jon VanVactor moved, second by Mandy Campbell, to approve the additional appropriation of \$3,000 into Vehicle Maintenance Supplies. Motion carried 6-0.**

PROSECUTOR

Prosecuting Attorney, Nelson Chipman, requested permission to apply for the Marshall County Drug Free Community Grant, explaining \$1,037 will be allocated for equipment and \$4,000 for buy-money. Prosecuting Attorney Chipman explained matching funds are not required. **Jon VanVactor moved, second by Jim Masterson, to allow the submission of the Marshall County Drug Free Community Grant in the total sum of \$5,037. Motion carried 6-0.**

Prosecuting Attorney Chipman requested permission to apply for the Edward Byrne Memorial Grant (JAG) in the amount of \$40,731. Further explaining \$15,731.32 will be for equipment/supplies and \$25,000 for buy money. This year there is a 25% match either by in-kind or cash contribution and if a cash contribution is required, the Pre-Trial Diversion Fund would support the contribution. **Jon VanVactor moved, second by Penny Lukenbill, to approve the Prosecutor submission of the Edward Byrne Memorial Grant (JAG) in the amount of \$40,731. Motion carried 6-0.**

TRANSFER OF APPROPRIATIONS ORDINANCE 2020-2(11)

General/Commissioners: **Jim Masterson moved, second by Penny Lukenbill, to approve the transfer request of \$138,500 from Group Health Insurance into Land Acquisition. Motion carried 6-0.**

General/Commissioners: **Jack Roose moved, second by Mandy Campbell, to approve the transfer request of \$17,500 from Utilities with \$15,000 into Legal Services and \$2,500 into Professional Services. Motion carried 6-0.**

General/Extension: **Jon VanVactor moved, second by Jack Roose, to approve the transfer request of \$12,304.04 from Wages-4H Program Assistant into Wages-Secretary. Motion carried 6-0.**

General/Extension: **Jack Roose moved, second by Jim Masterson, to approve the transfer request of \$500 from Repair Furniture & Equipment into Office Furniture & Equipment. Motion carried 6-0.**

General/Extension: **Jack Roose moved, second by Jim Masterson, to approve the transfer request of \$1,500 from Travel/Mileage into Office Furniture & Equipment. Motion carried 6-0.**

LIT Special Purpose: **Jon VanVactor** moved, second by **Jim Masterson**, to approve the transfer request of \$4,900 from Office Equipment and \$4,900 from Computer Software into Computer Equipment in the total sum of \$9,800. Motion carried 6-0.

Statewide 911: **Jon VanVactor** moved, second by **Jim Masterson**, to approve the transfer request of \$4,650 from Wages-Turnkey/Dispatcher into Wages-Overtime in the sum of \$4,500 and into Wages-Communications Supervisor in the sum of \$150. Motion carried 6-0.

Community Corrections Project Income: **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve the transfer request of \$4,500 from MCDAP Training Materials and \$3,000 from Vehicle Lease into Wages-Community Corrections Officer PT in the total sum of \$7,500. Motion carried 6-0.

AUDITOR'S REPORT

October 12, 2020 Minutes: **Jon VanVactor** moved, second by **Jack Roose**, to approve the meeting minutes of October 12, 2020 as presented. Motion carried 6-0.

COUNCIL ITEMS

Green Township 2021 Budget: Pursuant to I.C. 36-6-6-17 Green Township has submitted the 2021 Budget for acceptance. **Jon VanVactor** moved, second by **Mandy Campbell**, to accept the Green Township 2021 Budget as presented. Motion carried 6-0.

Ordinance 2020-4(4): **Penny Lukenbill** moved, second by **Jim Masterson**, to approve Ordinance 2020-4(4) establishing the following new funds: 8901 CARES Grant-SOS Election Division, 8902 CARES-OCRA MCEDC Micro-Loan Program and Fund 8903 CARES-LHD Community Based Testing Grant. Motion carried 6-0.

Ordinance 2020-4(5): **Jim Masterson** moved, second by **Mandy Campbell**, to approve Ordinance 2020-4(5) establishing new Fund 1207 Unsafe Building. Motion carried 6-0.

Marshall County Salary Ordinance 2020-20: Following acknowledgement of the great partnership between Marshall County and Waggoner, Irwin, Scheele and Associates concerning the Job Classification and Compensation System, **Jon VanVactor** moved, second by **Penny Lukenbill**, to approve Marshall County Salary Ordinance 2020-20 for the calendar year 2021. Motion carried 6-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jon VanVactor** moved, second by **Jim Masterson**, to adjourn the meeting at 10:22 am. Motion carried 6-0.

Judy Stone, President

Penny Lukenbill, Vice President

Jon VanVactor

Mandy Campbell

Heath Thornton

James Masterson

Jack Roose

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, DECEMBER 14, 2020**

BE IT REMEMBERED: That on Monday, December 14, 2020, 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 Penny Lukenbill, Vice President; Jon VanVactor, James Masterson, Mandy Campbell, Jack Roose, Steve Harper and 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.

BOARD REORGANIZATION

Vice President Lukenbill explained Council President Judy Stone resigned effective December 1, 2020 and Vice President Lukenbill welcomed new member Steve Harper. The Board will reorganize in January 2021.

Vice President Lukenbill read into the record Resolution 2020-44: Resolution in Recognition of Outstanding Accomplishments and Contributions for Judith L. Stone. Ms. Stone served on the Council for twelve years from January 1, 2008 until December 1, 2020 and served as Board President for four years.

Member Masterson read into the record Resolution 2020-45: Resolution in Recognition of Outstanding Accomplishments and Contributions for Penny Lukenbill. Mrs. Lukenbill served as Marshall County Treasurer, Auditor and Council starting on August 17, 1999 and continuing until December 31, 2020.

Member Masterson read into the record Resolution 2020-46: Resolution in Recognition of Outstanding Accomplishments and Contributions for Jon VanVactor. Mr. VanVactor served as Marshall County Sheriff and on the Council for eight years, serving from January 1, 2013 and continuing until December 31, 2020.

BREMEN PUBLIC LIBRARY

Bremen Public Library Director, Chris Scandling, explained the Bremen Public Library is seeking approval of the bond process, providing a presentation of the addition and renovation to the library due to the needs of the patrons changing through the years. The project is estimated to cost \$3 million and the library has \$230,000 cash on hand. Discussion was held concerning the need for a public hearing and a draft resolution, as the effect on the tax rate is \$0.04 per \$100 of assessed value. Attorney, Anthony Wagner, and BakerTilly Representative, Todd Samuelson, requested clarification on the process to proceed. **Jon VanVactor moved, second by Jim Masterson, to table the request until the item is scheduled for a public hearing at a Marshall County Council meeting. Motion carried 7-0.**

COMMISSIONERS

Commissioner President, Kevin Overmyer, introduced John Oliver who read into the record a letter issued to Governor Eric Holcomb in recognition of Penny Lukenbill. Commissioner Overmyer presented Penny Lukenbill with the Sagamore of the Wabash Award and thanked her for twenty-one years of service.

A representative of Senator Mike Braun's Office presented Penny Lukenbill with a letter of recognition and an American Flag.

SHERIFF

Sheriff, Matt Hassel, requested a waiver of probationary pay for Turnkey/Dispatcher, Devin Johnson, who has been employed part-time since November 2019 and was hired full-time effective November 16, 2020. **Jon VanVactor moved, second by Jack Roose, to approve the request to waive probationary pay for Turnkey/Dispatcher, Devin Johnson, effective November 16, 2020. Motion carried 7-0.**

Sheriff Hassel explained the K-9 Program has been presented with an opportunity to purchase a trained dog in the amount of \$18,600 and requested permission to spend \$10,000 from the Commissary Fund. The fund has a current cash balance of \$223,269.59. Further stating the Prosecutor would financially support the balance due. **Jim Masterson moved, second by Heath Thornton, to approve the purchase of a K-9 dog and allow the Sheriff to utilize Commissary funds in an amount not to exceed \$10,000. Motion carried 7-0.**

EMERGENCY MANAGEMENT AGENCY

EMA Director, Clyde Avery, requested permission to apply for the Coronavirus Relief Fund Safety Awareness Program in the sum of \$165,050.60. This supplemental program will be managed by the Indiana Finance Authority (IFA) and eligible expenses must be incurred and submitted by December 30, 2020 for reimbursement in January 2021. Requests may include costs associated with enforcement and public education/awareness campaign of the immediate need for limiting gatherings, mask protection and social distancing of the Governor's Executive Order 20-48, dated November 13, 2020 and Marshall County Ordinance 2020-21: COVID-19 Face Mask Requirements for Local Workplace Safety and Enforcement, dated November 20, 2020. Marshall County has been allocated \$150,046 and may request up to an additional 10% of the original allocation. Discussion was held concerning the enforcement portion of the grant. **Jim Masterson moved, second by Jon VanVector, to support EMA filing for the Coronavirus Relief Fund Safety Awareness Program in the sum of \$165,050.60. Motion carried 4-3, with Heath Thornton, Mandy Campbell and Jack Roose voting no.**

HIGHWAY DEPARTMENT

Highway Superintendent, Jason Peters, requested a waiver of probationary pay for Area Leader, Howard Holcomb. **Jon VanVector moved, second by Jim Masterson, to approve the request to waive probationary pay for Area Leader, Howard Holcomb. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS ORDINANCE 2020-1(13)

General/Veterans Service Officer: **Jim Masterson moved, second by Mandy Campbell, to approve the additional appropriation of \$3,000 into Wages-Overtime. Motion carried 7-0.**

General/Election Board: **Jack Roose moved, second by Heath Thornton, to approve the additional appropriation of \$1,330 into Wages-Absentee Voter Board. Motion carried 7-0.**

General/Superior Court II: **Jon VanVector moved, second by Jim Masterson, to approve the additional appropriation of \$8,000 into Wages-Court Reporter and \$4.87 into Wages-Overtime. Motion carried 7-0.**

Cum Bridge: **Jon VanVector moved, second by Jack Roose, to approve the additional appropriation of \$186,745.33 into Bridge #5-Tamarack Road and \$112,609.15 into Bridge #9-North Queen Road. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS ORDINANCE 2020-1(14)

CARES-ICJI Technology CC: **Jon VanVector moved, second by Heath Thornton, to approve the additional appropriation of \$60,000 into Supplies and \$43,266.50 into Contractual Services. Motion carried 7-0.**

CARES-OMB Safety Awareness: **Jon VanVector moved, second by Jim Masterson, to approve the additional appropriation of \$82,525.30 into Enforcement Services. Motion carried 4-3, with Mandy Campbell, Jack Roose and Heath Thornton voting no.**

CARES-OMB Safety Awareness: **Jon VanVector moved, second by Jim Masterson, to approve the additional appropriation of \$82,525.30 into Printing & Advertising. Motion carried 6-1, with Heath Thornton voting no.**

TRANSFER OF APPROPRIATIONS ORDINANCE 2020-2(12)

General/Auditor: Jon VanVactor moved, second by Jack Roose, to approve the transfer request of \$176.50 from Travel/Mileage, \$942 from Training, \$1,000 from Printed Forms into Wages-Deputies in the total sum of \$2,118.50. Motion carried 7-0.

General/Election Board: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$3,370 from Election Poll Workers with \$1,270 into Employee Poll Worker, \$100 into Wages-Election Board Assistants and \$2,000 into Wages-Absentee Board. Motion carried 6-1, with Steve Harper abstaining.

General/Commissioners: Jim Masterson moved, second by Mandy Campbell, to approve the transfer request of \$41,572 from Insurance with \$21,572 into Bowen Center, \$15,000 into Professional Services and \$5,000 into Economic Development Projects. Motion carried 7-0.

General/Building Department: Heath Thornton moved, second by Jack Roose, to approve the transfer request of \$660 from Training into Wages-Building Inspector PT. Motion carried 7-0.

General/Jail: Jon VanVactor moved, second by Heath Thornton, to approve the transfer request of \$230 from Wages-Cook PT with \$115 into Wages-Chief Jailer and \$115 into Wages-Turnkey/Jail Records Administrator. Motion carried 7-0.

LIT Special Purpose: Jon VanVactor moved, second by Mandy Campbell, to approve the transfer request of \$4,900 from Office Equipment and \$4,900 from Computer Software into Computer Equipment in the total sum of \$9,800. Motion carried 7-0.

LIT Special Purpose: Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$10,000 from Jail Construction Study into Wages-Overtime. Motion carried 7-0.

HEALTH: Jim Masterson moved, second by Mandy Campbell, to approve the transfer request of \$5,000 from Unsafe Building into Computer Maintenance. Motion carried 6-1, with Jack Roose voting no.

Community Corrections Project Income: Heath Thornton moved, second by Jon VanVactor, to approve the transfer request of \$4,000 from Monitoring Fees and \$1,100 from Travel/Mileage into Wages-Pre-Trial Quality Assurance Coordinator in the total sum of \$5,100. Motion carried 7-0.

Marshall County Solid Waste: Jon VanVactor moved, second by Steve Harper, to approve the transfer request of \$2,300 from Longevity, Comp/Overtime into Office; and Warehouse and \$2,800 from Site/Facility Improvements into Equipment. Motion carried 7-0.

Marshall County Solid Waste: Jon VanVactor moved, second by Jim Masterson, to approve the transfer request of \$684.65 from Liability and \$2,000 from Recycling Commodities into Household Waste Collection in the total sum of \$2,684.65. Motion carried 7-0.

Marshall County Solid Waste: Jon VanVactor moved, second by Jack Roose, to approve the transfer request of \$90 from Bonding into Education. Motion carried 7-0.

AUDITOR'S REPORT

November 9, 2020 Minutes: Jack Roose moved, second by Jim Masterson, to approve the meeting minutes of November 9, 2020 as presented. Motion carried 5-2, with Steve Harper and Heath Thornton abstaining.

COUNCIL ITEMS

Ordinance 2020-4(6): Jon VanVactor moved, second by Jim Masterson, to approve Ordinance 2020-4(6) establishing the following new funds: 8905 CARES-ICJI Technology-CC and 8906 CARES-OMB Safety Awareness Grant. Motion carried 5-2, with Jack Roose and Heath Thornton voting no.

Ordinance 2020-25: Amending Salary Ordinance 2020-20: Jon VanVactor moved, second by Mandy Campbell, to approve Ordinance 2020-25 adding Marshall County Surveyor, Fund 1202 Surveyor Corner Perpetuation, Field Assistant part-time at a rate of \$14.15 per hour for the calendar year 2021. Motion carried 7-0.

COMMISSIONERS – CONTINUED

Commissioner President, Kevin Overmyer, presented Resolution 2020-43: Joint Resolution of the Marshall County Commissioners and the Marshall County Council to Apply Excess Funds from the Special Local Income Tax Collected for Jail Bonds to be Applied for the Jail Operations. Explaining the special county adjusted gross income tax (CAGIT), now referred to as a special local income tax (LIT) was established to provide funding for the construction of the Marshall County Jail. Some of the LIT excess proceeds have been applied to the payment of ongoing jail operations and after payment of the bonds the County requests the proceeds from the Special LIT be applied to the continuing expenses and operations of the jail. Upon approval of the resolution by both boards, the Resolution will be submitted to the Indiana General Assembly to assist in legislating so proceeds from the Special LIT will remain part of the Marshall County Correctional facility operations.

Member VanVactor stated if the funding does not remain in the Special LIT fund, the County will need to either raise the tax rate or make drastic cuts to the budget.

Following all members individually expressed support of the Resolution, **Jon VanVactor moved, second by Jim Masterson to approve Resolution 2020-43: Joint Resolution of the Marshall County Commissioners and the Marshall County Council to Apply Excess Funds from the Special Local Income Tax Collected for Jail Bonds to be Applied for the Jail Operations. Motion carried 7-0.**

Commissioner Overmyer thanked Jon VanVactor for 47 years of service with the Sheriff’s Department and County Council and for his work to support the Highway Department. All Board Members reiterated their appreciation to Jon VanVactor and Penny Lukenbill for their service and leadership.

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 11:03 am. Motion carried 7-0.**

Penny Lukenbill, Vice President

Mandy Campbell

Jon VanVactor

James Masterson

Heath Thornton

Steve Harper

Jack Roose

Attest: _____
Julie A. Fox, Auditor