

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY JANUARY 9, 2012**

BE IT REMEMBERED: That on Monday, January 9, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, and Judith Stone, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**REORGANIZATION**

**Don Morrison moved, seconded by John Benedict, to retain the same officers as 2011, with Matt Hassel as President, and Don Morrison as Vice President. Motion carried 7-0.**

**John Benedict moved, seconded by Ward Byers, to appoint Judith Stone as the Council representative to MACOG for 2012. Motion carried 7-0.**

**Don Morrison moved, seconded by Ralph Booker, to appoint Judith Stone and Ward Byers as Council representatives to the County Personnel Committee. Motion carried 7-0.**

Mr. Hassel asked members to consider their 2012 liaison assignments.

**Ralph Booker moved, seconded by Ward Byers, to approve the following liaison assignments for 2012:**

<b>Assessor</b>	Gilliland	<b>MACOG</b>	Stone
<b>Auditor</b>	Hassel	<b>Marshall Starke</b>	Morrison
<b>Building Inspector</b>	Morrison	<b>Merit Board</b>	Hassel & Morrison
<b>Bldgs &amp; Grounds</b>	Gilliland	<b>Museum</b>	Byers
<b>Clerk</b>	Booker	<b>Personnel</b>	Byers & Stone
<b>Commissioners</b>	Benedict & Stone	<b>Plan Commiss./BZA</b>	Morrison
<b>Coroner</b>	Gilliland	<b>Probation</b>	Benedict
<b>Court Services</b>	Booker	<b>Prosecutor</b>	Hassel
<b>Circuit Court</b>	Booker	<b>Recorder</b>	Benedict
<b>Superior Court #1</b>	Byers	<b>Sheriff/ Jail</b>	Hassel & Morrison
<b>Superior Court #2</b>	Byers	<b>Solid Waste</b>	Booker
<b>EMA</b>	Byers	<b>Surveyor</b>	Benedict
<b>Extension</b>	Morrison	<b>Tech. Committee</b>	Booker
<b>Health</b>	Stone	<b>Treasurer</b>	Gilliland
<b>Highway</b>	Benedict	<b>Veteran Service</b>	Gilliland
<b>LEPC</b>	Gilliland	<b>Weights &amp; Measures</b>	Stone

**Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**General Fund - Buildings & Grounds:** Rich Ulrich and the Commissioners requested an additional appropriation of \$150,000 to cover retrofitting the County Building elevators. With both elevators often inoperable, the Commissioners contracted with Otis Elevator prior to the end of the year in order to expedite the repairs, but it will still take three to four weeks for the parts to

arrive. The Commissioners paid the \$36,000 down payment from their 2011 budget, resulting in a reduction in the additional appropriation request to \$114,000.

**Ward Byers moved, seconded by Don Morrison, to approve the additional appropriation request from Buildings & Grounds for \$114,000 for elevator repairs. Motion carried 7-0.**

**WIC: Rex Gilliland moved, seconded by Ralph Booker, to approve WIC's additional appropriation request for \$750 into Janitorial Services. Motion carried 7-0.**

#### **BUDGET REDUCTION - SHERIFF**

In October, 2011, Council approved an additional appropriation of \$69,285 to Vehicle Purchase to enable the Sheriff to purchase three patrol cars at a substantial savings, and a \$3,500 additional to Vehicle Accessories to purchase necessary equipment for the new vehicles. Council approved both requests, subject to reducing the Sheriff's 2012 budget after January 1.

**Ward Byers moved, seconded by John Benedict, to approve a reduction in appropriations of \$72,785 in the Sheriff's budget. Motion carried 7-0.**

#### **TRANSFERS - 2011 BUDGET**

**Probation: Rex Gilliland moved, seconded by Judith Stone, to approve the Probation Department's request to transfer \$1.98 into Overtime, taking \$.98 from Clerical, \$.82 from Secretaries and \$.18 from Office Administrator. Motion carried 7-0.**

#### **AUDITOR'S REPORT**

**December 12, 2011 Minutes: Don Morrison moved, seconded by Ward Byers, to approve the minutes of the December 12, 2011 meeting as presented. Motion carried 6-0-1, with Mr. Benedict abstaining due to his absence from that meeting.**

**December 30, 2011 Minutes: Judith Stone moved, seconded by John Benedicts, to approve the minutes of the December 30, 2011 meeting as presented. Motion carried 6-0-1, with Mr. Byers abstaining due to his absence from that meeting.**

#### **CLERK JULIE FOX**

##### **PERSONNEL REPLACEMENT REQUEST**

Ms. Fox explained that with the retirement of First Deputy Paula Babcock, she will be appointing a current employee to that position. She requested approval to replace a vacant Deputy Clerk position, which is included in her 2012 budget.

**Ward Byers moved, seconded by Don Morrison, to approve replacement of a deputy clerk position in the Clerk's office. Motion carried 7-0.**

#### **2012 SHERIFF SALARY CONTRACT**

The Auditor presented the proposed 2012 Sheriff salary contract with Tom Chamberlin for \$78,255.60, a 2% increase over 2011. The Commissioners approved the contract December 30.

**John Benedict moved, seconded by Judith Stone, to approve the 2012 Sheriff salary contract with Tom Chamberlin. Motion carried 7-0.**

#### **COUNCIL ITEMS**

The Auditor will be on vacation February 12, the date of the next Council meeting. Council members will consider cancelling the February meeting if there are no agenda items.

Mr. Hassel thanked the Council for their confidence in his leadership by selecting him as President again for the coming year.

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

**ADJOURNMENT**

With no further business to come before the council, **Ralph Booker moved, seconded by Judith Stone, to adjourn the meeting at 9:35 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

Attest: \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY FEBRUARY 13, 2012**

BE IT REMEMBERED: That on Monday, February 13, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President; members John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, and Judith Stone; and Deputy Auditors Kelly Einspahr and Debbie Palmer. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**KAREN RICHEY – EXTENSION OFFICE**  
**PERSONNEL REQUEST**

Ms. Richey advised that the Health and Human Sciences secretary position in the Extension Office is vacant and requested approval to replace the position, which was included in her 2012 budget. **Don Morrison moved, seconded by Rex Gilliland to approve the request to fill the Health and Human Science Secretary position. Motion carried 7-0.**

**SHERIFF TOM CHAMBERLIN**  
**2011 ANNUAL JAIL REPORT**

Sheriff Chamberlin presented the annual jail report and highlighted several cost reduction measures initiated in 2011. 2,085 adults were booked last year, a slight increase over 2010.

1. Transportation costs have been substantially reduced by utilizing the Muncie Juvenile Center and video conferencing.
2. They are utilizing inmate workers for kitchen and maintenance labor.
3. The Bowen Center is providing mental evaluations and regular therapy, which has reduced prescription drug costs.
4. Utility bills have been reduced by limiting showers to two hours a day, five days a week and installing motion-activated light switches.
5. Inmate commissary orders are now processed through an automated ordering system, reducing the amount of time required by jail staff. Commissary sales have increased, resulting in a gross profit of approximately \$11,000 for the last 7 months of 2011. A cash kiosk is also available in the reception area to post bonds.
6. Inmates can purchase additional video visitation time at \$7.50 per hour, and additional meals at \$2.50 each, generating \$10,400 in revenues. Costs are reimbursed to the General Fund and profits go into the Commissary Fund.
7. Meals on Wheels are prepared at the jail for Older Adult Services. Costs are reimbursed to the General Fund and the \$3.25 per-meal profit goes into the Commissary Fund.
8. Beginning April 1, inmates will be able to receive only postcards, which will reduce the time used to search incoming mail for contraband.

He concluded by answering questions about the Meals on Wheels program, and estimated that the jail prepared 8,200 meals last year at a profit of \$3.25 per meal.

Mr. Hassel thanked the sheriff for his comprehensive report.

## **JENNIFER LAURENT - MCEDC DIRECTOR**

### **2012 UPDATE**

Ms. Laurent distributed copies of the 2011 MCEDC summary activity report and discussed some of the organization's programs and strategies. She introduced new associate Derek Spear, who has a background in planning and will serve as their "infrastructure expert". Among other duties, he will analyze data regarding land and infrastructure availability in order to provide valuable information on shovel-ready properties.

The MCEDC continues to focus on developing strategies for business retention, while providing resources and advocacy for existing businesses. Many companies have indicated a need for training in the areas of leadership, team building and certification processes, and are now participating in the Manufacturing Extension Program through Purdue. One of our major weaknesses is the limited work force, a problem common throughout the Midwest. The MCEDC is working with schools and industries to find solutions, and all are encouraged that the new tech school may provide needed workforce development.

They continue to work with the Indiana Economic Development Commission to establish a larger regional footprint, a marketing strategy which encourages collaboration rather than competition to attract business to the area. Ms. Laurent noted that we are competing against other locales who offer more development incentives.

She also will be implementing benchmarking to track the number of jobs created and their economic impact. Ms. Laurent stated she is optimistic about the coming year, and noted that they have received a few inquiries, indicating that companies may be thinking about building once again.

Ralph Booker noted that MACOG has submitted a proposal to INDOT to for assistance in obtaining a fiber connection, which would draw businesses to the county.

Council members thanked Ms. Laurent for her report and her efforts with the MCEDC.

### **ADDITIONAL APPROPRIATIONS**

#### **General Fund:**

**Buildings & Grounds:** Rich Ulrich and Commissioner Jack Roose discussed the additional appropriation request of \$100,000 to complete the windows and doors replacement project in the County Building. In December, the Council approved an additional appropriation of \$175,000 from the 2011 budget, of which only \$70,850 was spent before the end of the year. Consequently, the balance of the project must be appropriated from the 2012 budget. Mr. Ulrich anticipates installation will begin in April, weather permitting, and estimated an energy savings of at least 20%.

**John Benedict moved, seconded by Ward Byers, to approve the additional appropriation request of \$100,000 from the General Fund into the Buildings and Grounds budget to complete the window and door replacement project. Motion carried 7-0.**

**Sheriff:** The Sheriff has received a grant of \$7,669 from the Drug Free fund to purchase equipment, and the amount must be appropriated from the General Fund.

**Don Morrison moved, seconded by John Benedict, to approve the Sheriff's additional appropriation request for \$3,564 to Radar Units and \$4,105 to Deputy Supplies. Motion carried 7-0.**

**WIC: Ward Byers moved, seconded by Ralph Booker, to approve the additional appropriation to the WIC budget of \$3,908 into Rent and \$2,138 into Maintenance Contract. Motion carried 7-0.**

**EMA : Rex Gilliland moved, seconded by Judith Stone, to approve the additional appropriation of \$3,623.18 to Grant Expenditures for the EMPG grant allocation. Motion carried 7-0.**

#### **AUDITOR REPORT**

**February 13, 2012 minutes:** Ms. Stone had previously advised the Auditor that the meeting date on the last page should be February 13. The minutes presented for approval contained the correction.

**John Benedict moved, seconded by Judith Stone, to approve the February 13, 2012 minutes. Motion carried 7-0.**

#### **2011 PLAN COMMISSION/BZA REPORT**

Mr. Booker highlighted the annual Plan Commission/BZA Report. The number of building permits remains down, with the largest numbers in Culver, Bremen and North Township, and revenues remain steady. The department should be able to offer an on-line permit process later this year. Fees have not yet been increased to the towns that use the county building inspector, since that action must come through the commissioners. The Plan Commission is working with towns to adjust their two-mile zoning boundaries to the nearest property line, rather than a straight two-mile radius. Mr. Booker reported that the BZA reviewed more cases than the previous year. Currently, there are more violations involving abandoned properties, which makes it difficult to resolve the issues. Many of these properties have delinquent taxes which could bring them to tax sale, or have violations that are not yet serious enough for health department intervention.

#### **MISCELLANEOUS**

As the Council's liaison to MACOG, Ms. Stone reported she was recently selected 2<sup>nd</sup> Vice President.

#### **ADJOURNMENT**

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the Council, **Ward Byers moved, seconded by Judith Stone, to adjourn the meeting at 10:05 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Ward Byers**

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**Don Morrison, Vice President**

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**Rex Gilliland**

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**John Benedict**

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**Judith Stone**

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**Ralph Booker**

**Attest:** \_\_\_\_\_

**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, MARCH 12, 2012**

BE IT REMEMBERED: That on Monday, March 12, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There was no public comment.

**SHERIFF TOM CHAMBERLIN**

**LAKE ENFORCEMENT FUND TRANSFER REQUEST**

Sheriff Chamberlin was present to discuss his transfer request of \$400 in the Lake Enforcement Fund from Social Security to PERF. He will be using non-merit officers for the lake patrol this summer, making it necessary to fund the PERF line in this budget.

**Judith Stone moved, seconded by Ward Byers, to approve the transfer of \$400 from Social Security to PERF in the Lake Enforcement Fund. Motion carried 7-0.**

**COMMISSIONER KEVIN OVERMYER**

**CAGIT ADDITIONAL APPROPRIATION**

**General Fund – Probation: Don Morrison moved, seconded by Ralph Booker, to approve additional appropriation of \$4,500 into the Probation Department budget, to appropriate grant monies from the Drug Free Community Local Coordinating Council to Urinalysis Supplies. Motion carried 7-0.**

**Special CAGIT: The Commissioners requested an additional appropriation of \$10,000 from the Special CAGIT Fund to cover the purchase of an easement over the Steve Eckard property for the installation of the sewer line to the jail. It was recently discovered that this easement, as well as the one over the AZZ Galvanizing property, was not included in right-of-way purchases prior to installation. The AZZ easement was purchased last fall for \$4,250.**

The county initially offered Mr. Eckhard \$4,250, which he rejected, forcing the matter into the courts. Court-appointed appraisers arrived at a value of \$4,500, which must be deposited immediately with the Clerk. Mr. Eckard can now either accept or reject the offer. Extra funds were requested to cover appraisers' fees of approximately \$2,000, and other contingencies.

**John Benedict moved, seconded by Rex Gilliland, to approve the additional appropriation of \$10,000 into the Special CAGIT budget. Motion carried 7-0.**

**AUDITOR'S REPORT**

**February 13, 2012 Minutes: Ward Byers moved, seconded by Don Morrison, to approve the minutes of the February 13, 2012 meeting as presented. Motion carried 7-0.**

**Annual Report: The Auditor presented the 2011 County Annual Report for the Council's review. No action was necessary.**

**Tax rates: The County has now received 2012 tax rates, work is underway to complete the abstract for a May 10 due date.**



Non-government agencies: The Council will invite representatives from the various agencies supported by the county budget to present updates of their respective organizations prior to budget hearings.

**ADJOURNMENT**

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the Council, **Ralph Booker moved, seconded by Ward Byers, to adjourn the meeting at 9:15 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, APRIL 9, 2012**

BE IT REMEMBERED: That on Monday, April 9, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable: Matt Hassel, President; Don Morrison, Vice President; Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone and Auditor Penny Lukenbill. Council member John Benedict was absent. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There were no public comments.

**SHERIFF TOM CHAMBERLIN**  
**PERSONNEL REPLACEMENT REQUEST**

Sheriff Tom Chamberlin requested approval to fill one vacant full-time turnkey/dispatcher position immediately, and another in August or September. Both positions have been budgeted for 2012.

**Ward Byers moved, seconded by Judith Stone, to approve replacing two full-time turnkey/dispatcher positions at the jail. Motion carried 6-0.**

Sheriff Chamberlin also reported that probationary officers Brandon Cooper and Jonathon Bryant will be elevated to full-time/ full-pay status as of April 18, pending merit board approval.

**AGENCY UPDATES**

Representatives of the various non-for-profit agencies that receive financial support through the Commissioners' budget presented reports on their organizations.

**4H Organizations-\$29,000**

Kim Bates, Treasurer of the Fair Board, Ken Blackford, 4H Council President; and Angie Smith of the Youth Council, discussed the 4H program's activities and goals. Twenty-five clubs include nearly 900 members who are involved in this leadership development and community service organization. Approximately 600 members exhibited 1,800 projects at last year's fair, and 500 youth showed 1,515 animals. More than 300 volunteers contributed over 4,500 hours.

The Commissioners contribution of \$29,000 is used for building maintenance, fair awards and operations. The shingle roof on the exhibit building will be replaced with a metal roof this summer for an estimated \$14,000.

Long-range plans include construction of additional seating for the horse and pony arena and a new 4-H Exhibit/multi-purpose building which could be rented throughout the year to other organizations.

**Boys & Girls Clubs - \$15,000**

**Plymouth/Bremen** – Plymouth club director Billie Treber reported that the Plymouth club has over 500 members, with an average daily attendance of 98. They were one of 100 clubs chosen from over 4600 nationwide as a pilot site for the 2012 Formula for Impact. As part of the 15-club Indiana Alliance of Boys & Girls Clubs, they received a grant from the USDA to provide an

after-school healthy snack and a \$15,000 grant from the Office of Juvenile Justice Prevention to implement a mentoring program.

In its third year, the Bremen club has 190 members, with an average daily attendance of 56. They recently received a \$10,000 grant from BP Oil, and have one-year's budget in reserve. Ms. Treber stated that there is a great deal of support from the Bremen community for the club.

**Culver** – Cory Monnier, Unit Supervisor, and Ginny Munroe, President of the Advisory Committee appeared on behalf of the Culver club. Membership is now at 330, with an average daily attendance of 83, and 29 enrolled in the summer program. Mr. Monnier explained that programming focuses on education, leadership and character development, and health and life skills, with a major emphasis on community service and good citizenship. Their \$156,500 budget is supported by private contributions, fund raisers, grants, United Way, and membership dues. CMA and the Culver Schools also provide vital resources and support to the program.

### **Marshall-Starke Development Center - \$100,000**

Executive Director Mike Lintner reported that Marshall Starke Development Center serves 468 residents of Marshall, Starke and Fulton Counties, and receives proportional financial assistance each county. The center serves 246 adults with disabilities, 130 of whom are county residents, through various programs including employment, training and supported living opportunities which teach daily living skills and foster community participation.

182 three-to-five year olds participate in Head Start programming, 91 of whom are from Marshall County. In addition, 20 families participate in Early Head Start, a home-based program that assists with developing parenting skills.

MSDC transports 41 county residents daily and spends \$110,000 on fuel. An agreement with the county enables them to purchase fuel from the Highway Department, resulting in a savings of 50 cents per gallon. They also contract with Older Adult Services to transport eight of their clients. County dollars help subsidize transportation costs and assist with the employment program.

Marshall Starke employs 185, and the majority of their \$5.5 million budget is supported by State and Federal Reimbursements.

### **Bowen Center - \$266,870**

Jay Baumgartner, Senior VP of Financial Services and Rob Ryan, Marshall County Director provided information on the Bowen Center. As a community mental health facility, Bowen Center provides affordable psychiatric and counseling services in a variety of settings. Their service area includes Huntington, Kosciusko, Marshall, Wabash and Whitley Counties, whose annual support is set by state statute based on assessed valuation. Marshall County's contribution for 2012 was \$266,870, which is outside the maximum levy calculation.

Marshall County locations served 2,016 clients through outpatient psychiatric/counseling services, inpatient/short-term care services and four residential homes, including Shady Rest and Russell House. The Bowen Center fulfills a vital need by making quality services available for lower income clients - 78 % of the families served have incomes less than \$30,000. They

receive referrals from the courts, DCS, and offer a school assistance program which includes risk assessment and two free sessions.

A planned expansion of the Illinois Street location in Plymouth will increase their current staff from 50 to 75. Mr. Ryan also noted that the Bowen Center partners with the Boys & Girls Clubs and Marshall Starke to maximize dollars and services.

### **Older Adult Services - \$7,500**

Jackie Wright, Executive Director, and Angie Stults, board vice president attended on behalf of Older Adult Services. Ms. Wright explained that their operations are supported by a \$140,000 grant from INDOT sponsored by the Commissioners, which requires matching funds. The \$7,500 contribution from the county is used as part of the match, along with the fuel purchase agreement with the Highway Department and the transportation contract with Marshall Starke Development Center. OAS has also received a grant from the Marshall County Community Foundation for matching funds to purchase a new vehicle.

The nine vehicles in their transportation program provided 15,270 one-way trips to transport residents for appointments and errands, including travel to VA facilities in Indianapolis, Ft. Wayne and Marion. Residents over 60 are not charged for trips to doctor appointments, but all others pay a nominal charge of \$3.00.

Older Adult Services also operates the Life Enrichment Center which had 7,500 visits last year and assisted with over 14,000 meals. They also publish the Senior Guide, a list of resources for older adults; sponsor the Senior Expo at the LifePlex in the fall, and host the Peoples University twice a year. Ms. Wright estimated that OAS has contact with at least 60% of citizens over 65.

Ms. Wright noted that the organization partners with Marshall Starke and other agencies to maximize their financial and social impact.

### **Soil & Water Conservation District - \$10,974**

Wanda Norris explained that the Soil and Water Conservation District originally served as a liaison between the Natural Resources Conservation Services and local government, and is provided for in state statute. Today they provide conservation leadership dedicated to improving and sustaining natural resources through education and programming for adults and youth. They sponsor the annual Ag and Cover Crop Field Days, and other programs for soil and forestry stewardship.

The Soil and Water District is funded through State and County governments, and the \$10,974 from the Commissioners supports the secretarial position. An additional \$31,739 is budgeted through the County General Fund to support office operations.

### **Humane Society - \$40,000**

Executive Director Nancy Lunetta reported that the Humane Society handled over 1,200 lost, abandoned or stray animals in 2011. Over the past few years, policy changes have substantially reduced the number of animals being handled at the facility. They accept in-county strays and a very limited number of "owned" animals, and utilize rehabilitation organizations for baby wildlife. They currently house 12 to 14 dogs and 25 to 30 cats per day. Ms. Lunetta

emphasized that they do their best to find homes for animals, and work with several rescue programs.

The Humane Society also sponsors various programs to educate the public and assist pet owners. They work with area veterinarians to provide low-cost spay/neuter services and rabies vaccination clinics, and also provide a "Be Kind" newsletter for first graders.

The County contributes \$40,000 toward operations, and leases the building to them for \$1 per year. Several surrounding towns also pay either a lump sum or a per-animal fee. Four fundraisers throughout the year assist with the balance of their operating costs. Ms. Lunetta noted that many volunteers and private donations enhance services at the shelter.

A cat room was added recently through a private bequest and a grant from the Community Foundation, and future needs include replacement of their 12-year old van.

### **ADDITIONAL APPROPRIATIONS**

**General Fund - Buildings & Grounds** – Rich Ulrich requested an additional appropriation of \$30,000 to clean the limestone on the Court House Annex and County Building, and apply weather seal/water repellent to the Court House masonry. The Commissioners recommended approval of the request.

**Don Morrison moved, seconded by Rex Gilliland, to approve an additional appropriation of \$30,000 for the Buildings & Grounds budget to cover exterior maintenance and restoration work on the Court House, Annex and County Building. Motion carried 6-0.**

Mr. Ulrich advised that several emergency projects have depleted his budget, and several more are either underway or anticipated which will require additional appropriations.

- The Clerk's office has suffered ongoing water damage due to construction deficiencies in the Annex. Repairs to the flashings, drainage system, interior, exterior and subterranean structure could cost up to \$90,000.
- Upgrades to the alarm system will include strobe lights in all meeting areas to meet ADA requirements will cost an estimated \$30,000.
- The Court House clock tower is showing signs of deterioration and will soon need repairs, estimated at \$30,000.

Mr. Ulrich explained that his long-term maintenance program includes a protocol of scheduling perpetual maintenance, and he does try to prioritize repairs in the county's ten buildings. However, the program is often delayed due to emergency repairs or projects scheduled by other offices that must be paid for out of the Maintenance budget.

Several council members suggested increasing the Repair Buildings & Structures line in the 2013 budget to more accurately reflect the repair budget.

**Clerk's Records Perpetuation Fund:** Clerk Julie Fox requested an additional appropriation from the Clerk's Records Perpetuation Fund of \$24,000 to cover expenses related to the records preservation project.

**Ward Byers moved, seconded by Judith Stone, to approve additional appropriations to the Clerk's Records Perpetuation Fund of \$1,000 to Office Supplies, \$1,000 to Professional Services, \$5,000 to Microfilming Services and \$17,000 to Office Equipment. Motion carried 6-0.**

**Clerk's IV-D Fund**– Ms. Fox withdrew the additional appropriation request for \$11,000 from the Clerk's IV-D Fund, preferring to use the Clerk's IV-D ARRA Fund first.

**General Drain Improvement Fund** – Surveyor Larry Fisher requested an additional appropriation of \$6,500 into the General Drain Fund budget to cover minor drain repairs. Statute allows for expending up to \$1,500 per drain, for a total of \$6500, for emergency repairs to drains that are not currently on a maintenance collection schedule. In the past, the Commissioners included an amount in their budget, but it was but rarely used, and Mr. Fisher proposed budgeting this amount in the General Drain Improvement budget for 2013.

**Judith Stone moved, seconded by Don Morrison, to approve the \$6500 additional appropriation from the General Drain Improvement Fund into Minor Drain Repairs. Motion carried 6-0.**

#### **TRANSFERS**

**Assessor:** The Assessor requested a transfer of \$5,000 to cover additional overtime required for reassessment.

**Ward Byers moved, seconded by Rex Gilliland, to approve the transfer of \$5,000 from PTABOA Per Diem to Overtime in the Assessor's budget. Motion carried 6-0.**

**Commissioners:** Due to an increased number of unemployment claims, the Unemployment Compensation line in the Commissioners budget has been depleted. The Auditor estimated that the \$11,000 transfer will pay claims through August, at which time another transfer may be requested.

**Judith Stone moved, seconded by Ward Byers, to approve the transfer of \$11,000 from Group Health Insurance to Unemployment Compensation in the Commissioners' budget. Motion carried 6-0.**

#### **AUDITOR'S REPORT**

**March 12, 2012 Minutes:** Don Morrison moved, seconded by Ward Byers, to approve the minutes of the March 12, 2012 meeting as presented. Motion carried 6-0.

**CAGIT reporting error:** The Auditor reported that a calculation error by the Department of Revenue resulted in the under-distribution of CAGIT revenues in 2011 and the first quarter of 2012, and under-estimated the 2012 certification as well. As a result, the county units will soon receive approximately \$1.5 million for the underpayment for all of 2011 and the first three months of 2012 for certified shares, PTRC and the special Jail CAGIT fund. The state will include interest in their payment.

The revised 2012 CAGIT certification is \$1,934,345, up from the original \$1,673,838. Monies are distributed monthly to counties, who then distribute to local units of government. The May distribution will reflect the increased certified amount.

#### **COUNCIL COMMENTS**

Members commented that the cooperative efforts of the organizations enhance the quality of life in the county. Mr. Booker expressed the hope that the Council and Commissioners can continue to support the organizations.

Mr. Hassel noted that while these organizations do provide a great service, he feels the goal should be self-sufficiency rather than an increased dependence on social organizations for aid.

Council members will set aside time at their May 14 meeting to hear from department heads who are considering major changes or increases in their 2013 budgets.

**ADJOURNMENT**

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the Council, **Judith Stone moved, seconded by Ralph Booker, to adjourn the meeting at 11:05 am. Motion carried 6-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL**  
**MONDAY, MAY 14, 2012**

BE IT REMEMBERED: That on Monday, May 14, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; Members John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**CLERK JULIE FOX**

**PERSONNEL REPLACEMENT REQUEST**

Ms. Fox requested approval to replace a Deputy Clerk position which will become vacant upon the retirement of Barb Wilhelm on June 15. The position has been budgeted for the remainder of the year.

**Judith Stone moved, seconded by Don Morrison, to approve filling Deputy Clerk position in the Clerk's Office. Motion carried 7-0.**

**DEPARTMENT HEADS**

**BUDGET CONSIDERATIONS**

Several department heads appeared before Council to discuss anticipated increases to their 2013 budgets:

Prosecutor: Prosecutor David Holmes reported that the Drug Task Force is being reactivated in an effort to combat increased drug activity in the county. The Bremen and Plymouth Police Departments and the Sheriff's Department will each contribute one officer to the Task Force, which will work in Marshall County with the Indiana State Police. Operations will be funded through the DTF #1 and DEA Forfeiture Funds, both of which require appropriation.

Mr. Holmes also stated that according to a recent inspection by the State Fire Marshall, his office space is too crowded with 16 employees, and he requested first consideration for the Health Department suite if it is ever vacated.

Sheriff: Sheriff Tom Chamberlin reported that the video visitation and security system is six years old and no longer being supported, and he will be requesting upgrades in his 2013 budget. Although he continues to research other companies for competitive pricing, he has received the following estimate from Stanley totaling \$63,655:

- Commander Touchscreen system includes 5 PC's, 5 touchscreen monitors, software and installation at a cost of \$27,855;
- Gatekeeper system which provides logging, intercom and audio recording functions includes 2 servers, 2 audio recording modules, software and installation for \$19,375;
- Video visitation system, including 1 visitation/audio/video switcher, removal, installation and testing for \$19,375.

Council members suggested using the CAGIT Fund to pay for the upgrade.

He will also request \$125,000 for vehicles and plans to purchase four-wheel or all-wheel drive units, citing improved safety and higher visibility. He is considering vehicles equipped as police



vehicles at the point of manufacture, noting they are more expensive, but would be ready to go upon delivery. He plans to keep the old vehicles to use as spares as he did last year. Currently two of those cars are being used by the reserves for security, inmate transport and extra patrols; two are spares in case of mechanical problems with current vehicles, and two are being used for parts. At Ms. Stone's request, he provided a list of all vehicles and mileage.

Surveyor: Surveyor Larry Fisher will request replacement of his ten-year old vehicle. He will also need to replace the obsolete 20-year old GPS system, and plans to use the Corner Perpetuation Fund for the majority of the \$12,000 cost. He will continue to research available systems and ensure effective county-wide coverage.

Buildings & Grounds: Gary Masterson presented several anticipated projects for Buildings and Grounds:

- Improvements to the air-handling system in the County Building, which has two separate HVAC systems. Attempts over the years to regulate and maintain consistent temperatures have been unsuccessful, but OJ Shoemaker is developing a proposal to improve the system.
- Replacement of the snowplow truck currently shared with the Highway Department
- Seal parking lots at the County Building, old jail site and the new jail
- Replace two air conditioning units in the Circuit Court attic. The project may qualify for NIPSCO's energy savings assistance program.

#### **ADDITIONAL APPROPRIATIONS:**

**Buildings and Grounds:** In the absence of Rich Ulrich, Commissioner Kevin Overmyer explained Buildings and Grounds' additional appropriation request of \$144,000, which included:

\$75,000 to repair water damage to the exterior and interior of the Annex;

\$38,000 for repairs to the bell tower, which was last repaired nine years ago and is now showing deterioration. Schoberg has submitted a proposal to repair and repaint several areas, and the Commissioners hope to include an annual inspection;

\$30,000 for the elevator alarm upgrade, required for ADA compliance.

Council expressed concern that Buildings and Grounds has requested \$388,000 in additionals so far this year. Mr. Overmyer explained that all the projects have been necessary to maintain the county's buildings.

**Judith Stone moved, seconded by John Benedict, to approve the additional appropriations request of \$144,000 for the Buildings and Grounds budget to cover ongoing maintenance projects. Motion carried 7-0.**

The County Building window installation will resume after the May 10 tax deadline.

#### **TRANSFERS**

A miscalculation of the Sanitarian/Environmentalist wages resulted in a \$400 shortfall in that line. The position is partially funded by the Local Health Maintenance Fund. Wes Burden requested a transfer of \$400 in the Health Department budget from Computer Maintenance to the Sanitarian/Environmentalist wage line.

**Ralph Booker moved, seconded by Ward Byers, to approve the transfer of \$400 from Computer Maintenance to Wages-Sanitarian/Environmentalist in the Health Department budget. Motion carried 7-0.**

Referring to Mr. Holmes statement earlier in the meeting, Mr. Burden stated that the Health Department has no plans to move.

**AUDITOR'S REPORT**

**April 9, 2012 Minutes: Don Morrison moved, seconded by Judith Stone to approve the minutes of the April 9, 2012 meeting as presented. Motion carried 7-0.**

**PROPOSED PERSONNEL POLICY AMENDMENT**

New ethics legislation involving nepotism and conflict of interest goes into effect July 1, prohibiting elected officials and employees from having direct supervision over a relative hired after July 1, and requiring elected officials to disclose any conflicts of interest they might have if a relative, or a business entity owned by a relative, contracts to provide goods or services to the county.

The County is required to adopt policies implementing the new rules, and will do so by amending the personnel policy. The amendment will be presented to the Commissioners and Council for adoption prior to July 1. Failure to adopt the policy and implement the new rules will result in the DLGF withholding the coming year's budget.

**INTER-COUNTY AGREEMENT WITH STARKE COUNTY**

Commissioner Overmyer presented the renewal of the existing agreement between the Marshall and Starke County Highway Departments providing for the exchange of equipment between the two counties for road improvements. The current agreement has now expired, and requires the approval of the Commissioners and Council in both counties.

**Ralph Booker moved, seconded by Don Morrison, to approve the Inter-County Agreement with Starke County, for the exchange of highway equipment for road improvements. Motion carried 7-0.**

**COUNCIL DISCUSSION**

Council members were pleased that no major increases were anticipated for the 2013 budget, and expressed appreciation to department heads for their economic responsibility.

**ADJOURNMENT**

With no further business to come before the council, **Ralph Booker moved, seconded by Judith Stone, to adjourn the meeting at 9:55 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

\_\_\_\_\_  
**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL**  
**MONDAY, JUNE 11, 2012**

BE IT REMEMBERED: That on Monday, June 11, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; Members John Benedict, Ralph Booker, Rex Gilliland, Judith Stone; and Auditor Penny Lukenbill. Member Ward Byers was absent. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**JAMES PHEIBUSH AND MARY JANE WALSWORTH**  
**PROBATION DEPARTMENT**  
**CARE OF PATIENTS AND INMATES INCREASE**

Mr. Pheibush advised that Probation will need an additional appropriation of \$120,000 to cover juvenile detention costs for the remainder of the year. The original 2012 appropriation was \$95,000, of which nearly \$67,000 has been spent, representing 756 bed days as of May 31. If the current trend continues, the numbers could be the highest in nearly 15 years. The county now contracts with Cedarbridge in Muncie for \$89 per bed day, which includes psychological evaluations and transportation to and from court appearances. He estimated that this has saved the Sheriff \$8,000 in transportation costs so far this year.

Ms. Walsworth explained that the number of bed days needed is always an estimate based on the previous year and that actual numbers often vary widely, making it difficult to accurately predict how much will be needed. In 2000, the county spent \$400,000 for juvenile detention and \$467,000 in 2002. In 2003, the county utilized 600 bed days, and in 2011, used 386 bed days at a cost of \$78,000. There are currently seven juvenile offenders in detention awaiting trial.

Mr. Pheibush expressed his deep concern over the increasing numbers of seriously disturbed juveniles committing more violent crimes. Many are repeat offenders, many are in need of long-term psychological treatment, and many are a danger to the community.

Although they feel \$120,000 is realistic based on projections, Mr. Pheibush offered to request a minimum of \$60,000 and review the situation again in September for additional funds.

Ms. Walsworth stated they will try to keep the costs as low as they can, but it is necessary to keep these dangerous juveniles away from the community.

**SURVEYOR LARRY FISHER**  
**GENERAL DRAIN IMPROVEMENT FUND**  
**URBAN DRAIN CONSTRUCTION**

Mr. Fisher advised that the Drainage Board is considering several major projects which will deplete the General Drain Improvement Fund, used for drain construction and reconstruction projects. Repayment of prior projects is not sufficient to sufficiently increase the GDI balance and maintain the \$100,000 balance needed for working capital for maintenance projects. He explained that major projects are usually repaid over 10 to 15 years, but urban drains and storm sewers can be extended for longer periods, making it difficult to recover sufficient amounts to maintain the GDI balances. Mr. Fisher anticipates requesting an additional appropriation later this year after the

projects are approved. State statute authorizes Council to appropriate funds from the General Fund into General Drain Improvement. As the projects are repaid over time, the General Fund is reimbursed through the settlement process.

#### **ADDITIONAL APPROPRIATIONS:**

**DEA Forfeiture Fund and Drug Task Force #1:** An additional appropriation of \$5,000 from each fund had been advertised to give the Sheriff two options for confidential funds. He indicated he preferred to use DEA Forfeiture.

**Judith Stone moved, seconded by John Benedict, to approve the additional appropriation of \$5,000 into the Confidential Funds line of the DEA Forfeiture Fund budget. Motion carried 6-0.**

**Ralph Booker moved, seconded by Judith Stone, to deny the additional appropriation request from the Drug Task Force #1 Fund. Motion carried 6-0.**

#### **TRANSFERS**

**Ralph Booker moved, seconded by Don Morrison, to approve the transfer of \$3,769 in the Treasurer's budget from Postage to Office Equipment to purchase a copy machine. Motion carried 6-0.**

#### **AUDITOR'S REPORT**

**May 14, 2012 Minutes:** Don Morrison moved, seconded by Rex Gilliland to approve the minutes of the May 14, 2012 meeting as presented. Motion carried 6-0.

#### **ORDINANCE #2012(b) - PERSONNEL POLICY AMENDMENT**

##### **ETHICS PROVISIONS**

To comply with ethics legislation that goes into effect July 1, the Council considered Ordinance #2012-02(b) prepared by the county attorney amending the personnel policy to address nepotism and conflicts of interest. The amendment strikes the previous nepotism provision, and adds Section 2.19 prohibiting elected officials and employees from having direct supervision over a relative hired after July 1; Section 2.20 prohibiting employees from holding elected legislative positions in the same governmental body by which they are employed; and Section 2.21 requiring elected officials to disclose conflicts of interest they might have if a relative, or a business entity owned by a relative, contracts to provide goods or services to the county. The statute requires all elected officials to certify annually to the Commissioners that they are in compliance with the ethics legislation. The certification must also be filed with the Clerk and State Board of Accounts.

**Rex Gilliland moved, seconded by Judith Stone, to suspend the rules and pass on all three readings Ordinance #2012-02(b) Amending the Personnel Policies to include nepotism and conflict of interest provisions as required by law. Motion carried 6-0.**

The Commissioners approved the identical ordinance at their June 4 meeting.

#### **STATEWIDE 911 FUND**

The Auditor discussed the new Statewide 911 Fund that will be implemented July 1, replacing the E911 and Wireless 911 funds. The state will now collect 90 cents for all land line and cell phones, replacing the current county-established land line fee of \$1.53 and the 50 cent fee on cell phones. By statute, the county is guaranteed a "Hold Harmless" amount of \$500,368, which is the average revenue for the past three fiscal years. Claims for goods and services incurred on or before June 30 will be paid from the two existing funds, and as of July 1, all revenues and expenses will go through Fund 1222 - Statewide 911. Remaining balances and budgets will be transferred from the

two existing funds into the new combined fund. Council is not required to establish the new fund by ordinance since it is a statutory fund.

**COUNCIL DISCUSSION**

Mr. Booker noted that Council had not made a recommendation on salary increases for the 2013 budgets. The Auditor advised that since budgets had to be sent prior to the meeting, she had suggested that preparers use a 3% increase, noting that it is less confusing to the overall budget picture to make reductions rather than increases. The County's PERF contribution will increase from 9% to 10½% for 2013, and the Healy Group hopes to have information on the health insurance premium increase by the end of June.

Council members requested an update on the Clerk's ongoing efforts to collect juvenile and adult judgments at the July 9 meeting.

Mr. Hassel confirmed that budget hearings are scheduled for August 27 and 28.

**ADJOURNMENT**

With no further business to come before the council, **Ralph Booker moved, seconded by Rex Gilliland, to adjourn the meeting at 10:00 am. Motion carried 6-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

Attest: \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MARSHALL COUNTY COUNCIL**  
**2013 BUDGET HEARINGS**  
**FIRST READING - AUGUST 27 and 28, 2012**

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

**PUBLIC COMMENT**

Council offered the opportunity for public comment, but there was none.

**SOLID WASTE BUDGET**

Solid Waste Director Mike Good reported that the 2013 budget of \$317,980 is \$4,000 less than 2012, due mainly to efficiencies in the recycling programs. Planned improvements for next year include blacktopping the parking area east of the office building. The Solid Waste Board has reviewed and approved the budget, and the second reading and adoption by the County Council will take place at 9:00 am on September 10.

**SOUTH WEST LAKE MAXINKUCKEE**  
**CONSERVANCY DISTRICT BUDGET**

The conservancy's 2013 budget is \$182,644, \$13,000 less than 2012, and will not require a levy. Rosy Oshry with O.W. Krohn Associates, financial advisors for the conservancy, explained that the properties included in the district are now being billed for the exceptional benefits assessment, which will go toward debt service and to purchase grinder pumps, which will be connected at each owner's expense. Second reading and adoption by the Council will take place at 9:00 am on September 10.

**ARGOS COMMUNITY SCHOOLS BUDGET**

Council is now required by statute to adopt the Argos Community Schools budget since it has an appointed school board. Superintendent Jennifer Lueke and Treasurer Jennifer Lee appeared on behalf of the school. The budget has increased \$82,000 over all from 2012, with a levy increase of 56 cents. Proceeds from a \$2 million bond in 2011 were used for a technology upgrade and to replace the HVAC system, and there are no new major capital projects planned. Ms. Lee explained that school personnel have not received raises for the past three years. The budget was discussed at a school board meeting on August 6, and there were no public comments. A public hearing on the Capital Projects and Bus Replacement Fund will be held in September, offering an additional opportunity for public input. Mr. Hassel offered the opportunity for public comment, but there was no response. Second reading and adoption by the Council will take place at 9:00 am on September 10.

**COMMISSIONER RECOMMENDATIONS**

Commissioner Kevin Overmyer previously reviewed the departmental budgets, and expressed appreciation to the elected officials and department heads for their efforts in presenting responsible budgets. The Commissioners' recommendations included:

**Personnel:**

- 1) A 2% pay increase for hourly and salaried personnel
- 2) No position reclassifications
- 3) Continue to support the salary of one Deputy Prosecutor from IVD and Pre-Trial Diversion Funds for a total of \$28,000
- 4) Pay 100% of the EMA Director's salary to be paid entirely by the County. Currently, 50% of his salary is reimbursed through an EMPG grant based on Mr. Avery achieving the

required number of EMA Capability Assessment points. The Department of Homeland Security continues to increase the number of points required for the reimbursement and they are becoming more difficult to obtain. Mr. Overmyer noted that the arrangement would allow Mr. Avery to devote more time to his job responsibilities within the county.

- 5) Holiday schedule will include 11 holidays. No elections are scheduled for 2013.

**General recommendations:**

- (1) Establish a \$65,000 limit for the purchase of Sheriff vehicles from the Certified Shares Fund, resulting in a \$125,000 reduction in the General Fund
- (2) IT Department will continue to evaluate and recommend all computer replacements and upgrades.
- (3) Encourage department heads to use special funds they might have available to support their general fund budgets
- (4) Purchase vehicles for Surveyor and Maintenance from this year's budget and reduce the 2013 budget accordingly. They have requested additional appropriations which will be considered at the September 10 Council meeting.

**Additional recommendations:**

In order to preserve the maximum levy, the budget should not be reduced below \$8,328,000. Due to the transfer of CAGIT Certified Shares revenues into a separate fund, we will need to receive the maximum levy.

**Miscellaneous:** Jack Roose reported that the windows and doors have now been installed in the County Building, and that automatic openers will be added soon. He is investigating the possibility of a grant through NIPSCO to reimburse the county up to 50% for upgrades to the HVAC system at an anticipated cost of \$400,000 for the County Building and \$800,000 for the Court House. The upgrades in the controls and sensors for chiller and air handlers would be similar to the jail updates and would result in a substantial cost savings.

### **COUNTY BUDGET DISCUSSIONS**

Mr. Hassel stated that the Council would try to adhere to the agenda as much as possible, and Department heads and elected officials were invited to discuss major changes or increases in their budgets.

**Commissioners** – The state has again increased the county's PERF contribution, from 8% to 9 ½% for 2013. A 10% increase in Health Insurance was anticipated in June, but while the actual increase is still unknown, it appears it will be below anticipated levels. As a result, the Commissioners offered reductions of \$25,000 in the Health Insurance line, \$50,000 in Liability Insurance, and \$10,000 in the Telephone line. Mr. Overmyer stated that while the Bowen Center receives an annual statutory increase in their support from the Commissioners, contributions to the other agencies have remained the same for at least 12 years, and proposed the following increases: Humane Society-\$2,000; Older Adult Services-\$500; Boys and Girls Clubs-\$1,500; Marshall Starke Development Center-\$5,000; and 4-H-\$900. The Commissioners' budget will absorb the museum utilities, since utilities for other buildings are also in their budget. There was no increase in the amount, due largely to the extremely low natural gas prices. For the past several years, the county has not participated in the Kankakee River Basin Committee, but will become active again next year upon the recommendation of the Surveyor. The KRBC is a joint board with Marshall, Starke, LaPorte and St. Joseph Counties, and is working on the tributaries of the Yellow River to improve drainage. The budget includes \$7,500 for the county's assessment.

**CCD** – The budget includes software maintenance and computer equipment requests, which will be

discussed later by IT director Michael Marshall.

**Rainy Day Fund** - The budget includes the County's \$150,000 contribution to the Marshall County Economic Development and \$50,000 to continue the records scanning project. The project includes scanning and indexing property transfer books, property record cards, maps, project plans, and Council and Commissioner minutes books

**CAGIT** – The special jail CAGIT budget includes eight employees, and the annual lease-rental payment of \$1,214,000.

**Highway**– Neal Haeck discussed his request for \$300,000 in Capital Outlays to purchase two new trucks. The county will receive \$4.4 million over the next four years for the relinquishment of Old US 31, and will then be required to maintain the additional road miles. He has had several trucks refurbished over the years, and has been able to defer purchasing new vehicles, but will need additional trucks in the near future. He explained that INDOT is still working out the details of the relinquishment. St. Joseph County must also accept their portion of the old highway and may decide to reduce the road to two lanes, and Marshall County will likely follow their lead to keep the road uniform.

He also requested \$3,000 to purchase a copy/fax machine and increased Bituminous by \$20,000. The federal highway sign project will not require a large capital investment in new signs, as the department has had an ongoing sign replacement program in place for many years.

**Cum Bridge**: Construction costs for the 7<sup>th</sup> Road project have been budgeted from the Cum Bridge Fund. Environmental studies are now complete, and land acquisition is the next step, at an estimated cost of \$500,000. The county now has a commitment for sufficient Federal funds to complete the project, requiring a 20% match from the county. He anticipates a January, 2014 bid-letting date, with a March construction date. The Highway Department will resurface 7<sup>th</sup> Road from Linden to King.

No bridge projects are planned for next year, but some work on the Garro Street bridge in Plymouth is anticipated. The Hickory Road bridge was submitted for replacement, but that project turned down.

**Buildings and Grounds**: Rich Ulrich explained that his budget was up 23% to take care of maintenance issues that have been put off for the past several years. His previous budgets have been very frugal but not realistic, and he has had to fund many projects through the additional appropriations process. In the past year, the county has repaired, cleaned and sealed three buildings, replaced doors and windows and retro-fitted elevators in the County Building, and updated the alarm system to comply with ADA requirements. He feels the department can now be more proactive as stewards of the public buildings.

Mr. Ulrich requested that the \$28,000 vehicle purchase request be removed from his budget, as he will be purchasing the new vehicle from this year's funds. He explained that Machinery & Equipment includes compressors and HVAC controls, and Communications Equipment line includes security cameras and upgrades. Mr. Ulrich suggested that one person should be involved in all security systems for the sake of uniformity.

**Clerk of the Circuit Court** - Clerk Julie Fox reduced her Capital Outlays request for \$25,000 to purchase a security system, and explained she is researching ways to utilize the current system. She also removed the \$3,000 request for printers, and plans to purchase them from this year's budget.

**Election Board** – Council pointed out that since there are no elections in 2013, the budget should be reduced where possible. Ms. Fox assisted with eliminating many items directly connected with elections, resulting in total reductions of \$51,480.



**Health Department** – Due to an increase in the number of unsafe buildings, Mr. Burden increased that line by \$4,000. He also included \$30,000 to purchase a vehicle to replace the 1999 Ford Taurus, hopefully with a larger vehicle capable of towing the department’s trailer. He noted an error in Longevity will require an additional appropriation of \$2,500 after the first of the year.

**Local Health Maintenance:** The \$20,000 state grant is used to supplement the salary of the Food Sanitarian.

**Local Health Department Trust:** The settlement funds are used for a part-time Health Educator, in response to increased certification requirements by the state and federal governments.

**IT - CCD:** Software Maintenance was increased to \$300,000 to include a maintenance program for the court room video cameras. Mr. Marshall noted that County pays maintenance on most of the county’s programs, but the Clerk pays for maintenance on the voter registration program, and 911 pays its own as well.

**Recorder** – The NACO dues are now included in the Commissioners’ budget, and the Recorder is using her Perpetuation Fund to fund a large portion of her records scanning project.

**Coroner** – The Coroner’s budget had no large increases, but Mr. Cleavenger reminded Council that the expenses are largely unknown and could require additional appropriations.

**(Recessed at 11:50 am)**

**(Reconvened at 1:15)**

**Circuit Court** – The CASA grant match will increase from \$11,891 to \$18,262 from \$11,891, reflecting an increase in state funding. It was noted that a portion of our match is in the form of in-kind contributions of office space and utilities for the program.

**Court Services** – Due to a substantial drop in revenues this past year, the staff has been reduced to a director and a substance abuse counselor. Steve Pifer explained that the MCDAP and home detention programs are seeing slight increases in revenue. He requested that all positions be retained in the salary ordinance in case revenues increase to the point where they can be filled.

**DARE** – Mr. Hassel reported that the DARE curriculum has been revised to fit with schools’ Core Curriculum.

**Superior Court #1** – Council noted increases to Pauper Counsel and Grand & Petit Jurors.

**Superior Court # 2** – Judge Colvin encouraged the Council to consider a minimum raise of 3% for county employees, who are the face of county government and continue to provide quality services in these difficult economic times.

Judge Colvin then explained increases to the Superior Court #2 budget. Law Clerk was increased by \$2,000 to cover an increase in the hourly rate from \$12 to \$15. Pauper Counsel increased by \$3,000 due to the increasing numbers who need the representation. He now allows assignment of cash bonds for legal costs, which does reduce the numbers somewhat. Mr. Gilliland acknowledged the efforts by all three courts to control these costs. The Unified Law Library line was increased from \$4,000 to \$5,000 to cover the 15% annual increase in subscription costs. He noted that his office is making an effort to hold costs down by combining services and reducing overtime and comp time costs. Because of the case allotment system, Superior 2 his court has more civil cases and he anticipates an increase in jury trials as a result.

The budget included a \$5,000 request in Office Equipment to modify video conferencing equipment and purchase camera system upgrades. The Judge stated that the video arraignment system has been a good investment and a useful tool. The system is now connected with most DOC and out-of-county facilities, reducing prisoner transport costs.

**Probation** – Probation Officer salaries will be increased according to the state-mandated pay

schedule, but the Probation Administrative Fees fund does not generate sufficient revenue to cover the increases. In the past, the judges have agreed to supplement the shortage with the Probation User Fees Fund. The budget also included an additional probation officer at \$29,962, and Mr. Booker stated he feels the User Fees fund can and should be used to hire the additional officer. However, Ms. Wallsworth said that the funds can be used only to supplement salaries, not supplant them.

**Sheriff** – The entire Jail budget and \$1,379,821 of the Sheriff’s budget were transferred from the General Fund to the CAGIT Certified Shares Funds as directed by the State Board of Accounts. The majority of the Sheriff’s portion of the budget discussion focused on the vehicle purchase request of \$125,000. Sheriff Chamberlin distributed copies of the department’s vehicle inventory, listing 11 2008 to 2011 road patrol cars; four 2011 Dodge pickups, one 2011 Dodge Charger; two 2008 Tauruses which will be used for trades; a 2009 spare patrol car; two vehicles that are being used by Reserve officers and one van. He plans to trade one of the 2010 high mileage Crown Vics, and keep the others for use by the Reserves. He explained that there are usually eight vehicles on the department lot – two belong to officers who live out of county and do not take their vehicles home; one is a spare; two are decommissioned and will be traded. If officers are off duty for more than four days, their patrol cars are parked on the lot as well. He proposes to purchase utility vehicles or Tauruses in the \$24,000 to \$28,000 and would like to purchase four vehicles in 2013. Mr. Booker stated that the Commissioners recommendation was to limit the purchase to \$65,000 total. The Sheriff stated that he is required to provide a service, and it is difficult to provide if vehicles are broken down or in poor operating condition.

During the Council’s discussion, Mr. Gilliland cautioned against not replacing enough cars, and encouraged establishing a set rotation program to replace vehicles. Ms. Stone asked what criteria the Sheriff uses for rotating vehicles out, and whether they were based on age or mileage. He explained that 150,000 to 170,000 miles is near the maximum, and that they should be able to keep the Crown Vics for three to four years and the pickup trucks for five years. It was agreed that vehicle purchases should come out of the Certified Shares budget.

In other budget areas, it will be necessary to hire an additional part-time Turnkey/Dispatcher to handle Plymouth dispatch when it is consolidated with the county. Plymouth will reimburse the county \$100,000, and Bourbon, Argos and Culver will pay \$4,500 each. As of September 14, the department will be short one patrol, and the Sheriff will ask for approval to replace the position at the September 10 Council meeting. Contractual Services were reduced by \$9,200, and Maintenance by \$3,000.

**Jail CAGIT:** Includes 8 full time turnkey dispatchers and a lump sum for several part-time positions.

**County Corrections:** The budget included a part-time nurse for 20 hours a week to dispense medications, and help with assessments and day to day issues that must now wait for the weekly doctor visit. The nurse would be an employee of LaPorte Hospital, who would contract with the county in an arrangement similar to the one for the jail physician.

**Statewide 911:** The Sheriff explained that Capital Outlays included \$5,000 in Office Equipment to purchase new chairs and \$5,000 in Computer Equipment to purchase new computer screens.

**Lake Enforcement Fund:** The budget is funded by a \$15,000 DNR grant and a major donation from the Lake Maxinkuckee Association. Mr. Benedict asked the Sheriff for an update on the program. He reported that the participating officers appreciate this different aspect of law enforcement, and the opportunity to educate and interact with the lake community. He feels it has been a good partnership so far.

**Drug Free Community:** Valerie Hite, part-time program coordinator, explained that the budget is

funded by fines from alcohol and drug countermeasures, and issues \$13,000 grants in each of three categories mandated by state law for treatment, education and prevention of drug issues. The budget has been reduced to \$42,000 to reflect decreased revenues.

**EMA:** Mr. Hassel asked for discussion of the Commissioners' recommendation to fund 100% of the director's salary, rather than rely on the EMPG reimbursement. Mr. Avery stated that although he agrees with the concept of properly-trained EMA officials, he spends more time achieving points than performing his EMA duties. Points are granted for seminars, plan development and compliance and require his absence from his office much of the time. Many of the points involve participation from other agencies which is often difficult to achieve and out of his control..

Mr. Byers asked if the arrangement would affect our eligibility for grant monies, and Mr. Avery stated that grant money is slowly drying up and may not be available much longer anyway. Mr. Hassel suggested consideration of a part-time position to assist.

The \$3,300 requested in Capital Outlays is to purchase new batteries for radios

**Assessor and Reassessment** – Ms. Dunning has moved one deputy from the General Fund to Reassessment, but increased Overtime by \$5,000, which Mr. Benedict questioned. By performing reassessment in-house, the assessor does not have to hire outside data entry personnel. Ms. Stone suggested moving \$5,000 of Overtime to Reassessment.

The Assessor is attempting to spend down the old reassessment fund as much as possible in 2013, and any remaining balance at the end of next year will be rolled into the current reassessment fund.

Ms. Dunning stated that Software in the 2015 Reassessment Fund can be reduced by \$22,632, but Health Insurance should be increased by \$871. After the adjustments and adding \$5,000 to Overtime, there is a net reduction to the fund budget of \$16,461. The computer software covers a portion of the proposed pictometry program to aid the ongoing reassessment. She anticipates that the first flight will take place in 2013.

**LEPC:** Mr. Gilliland recognized Gene for voluntary work; present training and planning; exercises.

**Plan Commission:** Council questioned the \$2,000 request in Overtime. Mr. Booker explained that the secretary has been assisting with the on-line permitting project and attends two evening meetings each month, and she has reached the maximum allowable comp time hours.

**BZA:** Mr. Booker noted that he is emailing meeting materials to members, which has reduced costs in that department.

#### **RECESS**

Having completed the day's agenda at 4:10 p.m., **Ward Byers moved, seconded by John Benedict, to recess until 9:00 am August 28, 2012. Motion carried 7-0.**

#### **AUGUST 28, 2012**

#### **PUBLIC COMMENT**

Council offered the opportunity for public comment, but there was none.

#### **BUDGET DISCUSSIONS CONTINUED**

**Prosecutor** –Prosecutor David Holmes again requested reclassification of three employees from Secretaries to Caseworkers, increasing two to \$16.33 per hour, and one as Supervisor at \$17.50 per hour. The positions currently monitor child support cases, work with custodial parents, establish paternity and enforce support orders. Mr. Holmes has requested reclassification several times and

has again provided job descriptions for consideration by Wagner, Irwin and Scheele. The Auditor will monitor the progress of the request. Council suggested using the ARRA IVD fund to pay any wage increases resulting from reclassification.

Mr. Holmes explained that 66% of many of the child support expenses are reimbursed to the county, and he utilizes incentive monies to support his clerical staff.

The Deputy Prosecutor line included the entire salary of one deputy prosecutor, and all but \$20,000 for the second. Council requested that he continue to use \$8,000 from Pre-Trial Diversion along with the \$20,000 from the IVD fund for the second deputy position.

Council questioned the increase in Toxicology from \$19,200 to \$42,000. Mr. Holmes explained that there has been a tremendous increase in testing for synthetic marijuana, and that the Great Lakes Laboratory contract is based on the volume of testing from the previous year. The Sheriff pays half of the contract costs.

**IVD:** – The IVD budget is funded by child support incentives money and pays six part-time clerical employees.

**Pre-Trial Diversion** – This fund is used to supplement the Prosecutor’s clerical budget, support one deputy prosecutor position, and assist local police departments with needed equipment.

**WIC** -Annette Osborn explained that she will request an additional appropriation after the first of the year for \$2500 for travel. The state requires her to attend nutrition seminars, but they are only held outside Indiana. All expenses of this program are reimbursed by the USDA.

**Building Inspector:** Mr. DeWitt increased the Part-time Inspector line to provide more hours, and increased Vehicle Repairs for an aging vehicle. Mr. Gilliland asked if other municipalities pay the county for inspections to partially offset county expenses. Mr. DeWitt stated that the county receives \$50 for each inspection and the revenues have remained steady for the past several years. The county recently agreed to issue building permits for the town of Argos and receive the \$10 permit fee, but will no longer receive the \$50 inspection fee.

**Veterans Service Office:** Mr. Wakeland requested \$3,100 in Capital Outlays to purchase an ID card printer to produce identification cards for county Veterans. Other Capital Outlays increased from \$130 to \$1,200, which will be used to replace flags at the war memorial on the court house lawn, and to maintain the grounds.

**Extension Service** – Karen Richey reported that Purdue has increased their contract by 1% to \$101,850 and their Computer Maintenance fee by \$180. A USDA grant through Purdue funds four part-time personnel to provide nutrition education programming and financial management for families, at no cost to the county. Extension provides office space to support the program.

**Museum:** Office Supplies and Office Machine Supplies had slight increases, and the Repair Furniture & Equipment line increased by \$2,100. The Commissioners’ budget will absorb the Utilities and Insurance expenses in 2013. The majority of proceeds from a large bequest have been deposited with the Community Foundation, and through a Memorandum of Understanding, the County will administer the payroll for a special fund which will allow the museum to add four part-time employees to assist with programming. The remainder of the bequest has been used to purchase computers, servers and scan pro equipment. The Historical Society contributes approximately \$52,000 to the museum’s operations from their own funds.

**Surveyor** – Contingent upon Council approval, Mr. Fisher will purchase his new vehicle from 2012 funds, rather than from next year’s budget, which will result in a \$28,000 decrease in his proposed budget. He has also requested \$6,500 in the Field Instruments line to pay half the cost of replacing

the obsolete 20-year old GPS system, and he plans to use the Corner Perpetuation Fund for the remainder of the cost.

### **CONVENTION AND VISITORS BUREAU**

Executive Director Mike Woolfington appeared before the Council to provide a report on the organization's projects and discuss increases to the CVB budget in the areas of advertising, promotion and a grant program. Revenues are up approximately 10%, and the CVB continues to actively market activities and events in Marshall County.

The North American Ice Fishing Tournament scheduled for last winter in Culver was cancelled due to the warm weather, but it resulted in being able to give grants to several area festivals and organizations throughout the county. Among the projects in which the CVB is involved are:

- Barn Quilts on 100 year-old barns
- Foodie Trail which includes 4 area restaurants
- Farm Markets
- Art and Earth Trail
- Indiana Glass Trail featuring stained glass windows
- America in Bloom
- Culver Wine Fair
- Second Friday in Plymouth
- Landscaping of Lincoln Highway kiosks

The CVB is also active in trade shows, and are considering hosting a BBQ contest. They plan to expand to the entire first floor of the Old Firehouse when the current tenant moves.

The Council thanked Mr. Woolfington for his presentation and efforts to promote Marshall County.

### **DISCUSSION**

The Council then reviewed the items discussed throughout the two days, and ended the hearings with the following reductions:

Clerk:	Office Equipment	3,000	
	Security Systems	25,000	
Sheriff:	Vehicle Repair	10,000	
	Vehicle Purchase	125,000	to be determined from Certified Shares
	Radar Units	1,000	
	Video Cams	5,000	
Surveyor:	Vehicle Purchase	24,000	Purchase in 2012
Assessor	Overtime	5,000	add to Reassessment
Prosecutor:	Secretaries	12,272	add to ARRA IVD
	Overtime	2,000	
	Law Clerk	5,000	
	Deputy Prosecutor	11,923	add \$8,000 to Pre-Trial Diversion
Election Brd:	Wages-Elect. Brd	300	
	Absentee Voter Brd	17,080	
	Meals Poll Workers	5,000	
	Travel/Mileage	1,500	
	Legal Advert.	1,600	
	Poll Workers	25,000	
	Database Review	1,000	

Commissioners:

	Health Insurance	25,000
	Liability Insurance	50,000
	Telephone	10,000
Plan Comm:	Overtime	1,000
Maintenance:	Vehicle Purchase	28,000 purchase in 2012
Museum:	Repair Furn & Equip	2,000
Probation:	Probation Officer	29,926
Bldg Insp:	PT Inspector	200
	Vehicle Repair	<u>360</u>
TOTAL GENERAL FUND REDUCTIONS:		\$427,161

GENERAL FUND BUDGET AFTER REDUCTIONS: \$8,337,239

Council suggested that the Service Officer might be able to use the ID card machine already in use by the county.

**COUNCIL COMMENTS**

Council members expressed appreciation to department heads for submitting responsible budgets, and making their job easier. Mr. Hassel thanked members for their advance work.

**ADJOURNMENT**

With no further business to come before the Council, **the 2013 budget hearings were adjourned at 12:02 p.m. upon motion by Ward Byers, seconded by Judith Stone. Motion carried 7-0.** The Council will meet at 9:00 am on Monday, September 10, 2012 to adopt the Solid Waste, South West Lake Maxinkuckee Conservancy District, and Argos Community Schools budgets, perform the non-binding review of unit budgets, and adopt the 2013 county budgets.

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Matt Hassel, President

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Don Morrison, Vice President

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John Benedict

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Ralph Booker

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Ward Byers

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Rex Gilliland

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Judith Stone

ATTEST:

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Penny Lukenbill, Auditor

**MINUTES**  
**MARSHALL COUNTY COUNCIL**  
**MONDAY, JULY 9, 2012**

BE IT REMEMBERED: That on Monday, July 9, 2012, the Marshall County Council met in a public meeting at 9:00 am in the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; Members John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, and Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**JENNIFER LAURENT, MCEDC EXECUTIVE DIRECTOR**  
**QUARTERLY UPDATE**

Ms. Laurent discussed the organizations ongoing efforts to retain and attract businesses in the area. To assist small businesses and promote entrepreneurship, the MCEDC partners with regional entities such as the Small Business Center in South Bend which offers free counseling and assists small businesses in identifying specific issues. The focus is on building relationships, in addition to funding and services.

They continue to make progress with business retention and expansion, working with regional partners such as Notre Dame to identify issues that are barriers to growth. They are also developing a database of businesses which will result in improved communications and provide information about business to business opportunities, such as identifying local supply chain opportunities.

In an effort to be more competitive, MCEDC recently worked with a marketing consultant to identify why businesses are not choosing to locate here. They found that companies are looking for suitable existing structures rather than building new, and that there is a lack of competitive sites in the county. Although there are many buildings available, most are older, with less than 50,000 square feet, and need extensive renovation. Several communities throughout the state have been successful in attracting new businesses by utilizing a public/private joint venture to construct a modern, customizable shell building for sale or lease. Discussions are currently underway with the City of Plymouth, PIDCO and Garmong Construction, whereby Garmong would build and finance the building and the City would pay the interest on the loan from TIF monies. However, the concept is not without risk - the building could sit empty for a long period and the city could be obligated for the interest for up to ten years. However, the venture is moving forward and those involved are optimistic.

Businesses that have recently announced expansion plans and job growth include Zentis, Coleman Cable, and Culver Tool. Ms. Laurent thanked the Council for their role in Marshall County's business-friendly reputation.

**ADDITIONAL APPROPRIATIONS:**

**Probation – Care of Patients & Inmates:** The Probation Department requested an additional appropriation of \$120,000 into Care of Patients and Inmates to cover anticipated juvenile detention costs through the end of the year.

**Rex Gilliland moved, seconded by John Benedict, to approve the additional appropriation request from the Probation Department for \$120,000 for Care of Patients and Inmates. Motion carried 7-0.**

**Sheriff:** The Sheriff requested an additional appropriation of \$1,500 to appropriate grant monies from Operation Pullover to purchase radar units.

**Ward Byers moved, seconded by Ralph Booker, to approve the \$1,500 additional appropriation request for the Sheriff's Budget into Radar Units. Motion carried 7-0.**

**Highway:** The Highway requested an additional of \$250,000 to re-appropriate fuel reimbursements from various departments and agencies.

**Rex Gilliland moved, seconded by Judith Stone, to approve the \$250,000 additional appropriation for the Highway into Vehicle Maintenance Supplies. Motion carried 7-0.**

#### **APPROPRIATION REDUCTION**

**Superior Court #2:** A check for \$162.03 written from the court's 2011 jury supplies budget line was voided in 2012. The process replaced the amount in the 2012 line item, and the Court requested that the appropriation be reduced to the original 2012 amount.

**Ward Byers moved, seconded by Don Morrison, to approve the reduction in appropriation of \$162.03 in the Jury Meals line in the Superior Court #2 budget. Motion carried 7-0.**

#### **TRANSFER**

**Ward Byers moved, seconded by John Benedict, to approve the transfer of \$150 in the Emergency Management Agency budget from Other Repairs to Machinery and Equipment for the maintenance contract for 800 MHz radios. Motion carried 7-0.**

#### **AUDITOR'S REPORT**

**June 11, 2012 Minutes:** Don Morrison moved, seconded by Judith Stone to approve the June 11, 2012 minutes as presented. Motion carried 6-0-1, with Mr. Byers abstaining due to his absence from that meeting.

#### **STATEWIDE 911 FUND**

The Auditor presented Resolution #2012-05 authorizing the transfer of the fund balances and appropriations from the E911 Fund #1156 and Wireless 911 Fund #1158 to the new Statewide 911 Fund #1222. A copy of the resolution and exhibit detailing the appropriations is attached and made a part of these minutes. Council is not required to establish statutory funds by ordinance.

**John Benedict moved, seconded by Don Morrison, to approve Resolution #2012-05, transferring balances and appropriations from E911 Fund #1156 and Wireless Fund #1158 into Statewide 911 Fund #1222. Motion carried 7-0.**

#### **ORDINANCE #2012-05(b) – AMENDMENT TO PERSONNEL POLICY EMERGENCY EVACUATION PROCEDURES**

The Safety Committee has completed the emergency protection measures policy which includes evacuation procedures, and recommended incorporating a reference into the county's personnel policy. The Auditor presented Ordinance #2012-05(b) prepared by the county attorney, amending the personnel policy to state that county employees shall abide by and follow the emergency measures set forth in the emergency protection measures policy.

**Ward Byers moved, seconded by Judith Stone, to suspend the rules and pass on all three readings Ordinance #2012-05(b) Amending the Personnel Policies. Motion carried 7-0.**



**ARGOS LIBRARY BOARD APPOINTMENT**

The Auditor presented a letter from Jane Hall, Director of the Argos Public Library, requesting the reappointment of Thelma Mullins, 332 W. Walnut, Argos, to the library board.

**John Benedict moved, seconded by Don Morrison, to re-appoint Thelma Mullins to the Argos Public Library Board of Trustees, through June 30, 2016. Motion carried 7-0.**

**BUDGET REMINDERS**

The Council will hold the first reading of the South West Lake Maxinkuckee Conservancy District and Solid Waste budgets on August 27 at 9:00, with second reading and adoption on September 10 at 9:00 am. Statute requires binding review and Council adoption of these budgets.

Non-binding review of all other unit budgets will be held September 10.

**ADJOURNMENT**

With no further business to come before the council, **Ralph Booker moved, seconded by Rex Gilliland, to adjourn the meeting at 9:40 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL**  
**MONDAY, AUGUST 13, 2012**

BE IT REMEMBERED: That on Monday, August 13, 2012, the Marshall County Council met in a public meeting at 9:00 am in the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; Members John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, and Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**SHERIFF TOM CHAMBERLIN**  
**PERSONNEL CHANGE FROM CHIEF DEPUTY TO CAPTAIN**

Sheriff Chamberlin requested a change in the salary ordinance to restore the position of Captain to the Sheriff's budget. First Deputy Ron Babcock is retiring September 14, and the Sheriff plans to fill the vacancy with a merit officer. Qualifications, job description and hourly pay will remain the same, and the merit position does qualify for the Sheriff's pension. The Captain position was removed from the salary ordinance when the Chief Deputy position was added in May, 2011.

Mr. Byers stated that the Council sets the salary ordinance for the entire year and by changing it in mid-year, it not only sets a precedent for other requests, but defeats the purpose of the ordinance. He noted that the Council changed the ordinance mid-year last year when the Sheriff requested the change from Captain to Chief Deputy Sheriff, and the 2012 ordinance was established with that position.

Mr. Hassel and Mr. Gilliland discussed the merits of each position, but agreed it is difficult for the Sheriff to function without either position. Mr. Hassel suggested that in the future both positions should be left in the salary ordinance to allow the Sheriff flexibility in filling the position that best suits the needs of his office. Mr. Gilliland felt the change could be justified since no additional funds were involved and was in favor of amending the ordinance. Mr. Booker stated that the Council has previously changed the salary ordinance in mid-year when situations warranted, and felt they would not be setting a precedent with the change.

**Ralph Booker moved, seconded by Rex Gilliland to approve amending the 2012 salary ordinance to add the position of Captain to the Sheriff's Department. The vote was 4-3, with Morrison, Hassel, Booker and Gilliland voting for and Stone, Benedict and Byers voting against. The motion did not receive the 5-2 majority required to amend the salary ordinance.**

**DISPATCHER POSITION**

Sheriff Chamberlin also requested approval to replace a Dispatcher position which will become vacant August 30.

**Judith Stone moved, seconded by John Benedict to approve the replacement of a dispatcher position. Motion carried 7-0.**

**K-9 UNIT VEHICLE REQUEST**

The Sheriff postponed his request to purchase a new vehicle for the canine unit.

**PROSECUTOR DAVID HOLMES**  
**PERSONNEL REPLACEMENT REQUEST**  
**DEPUTY PROSECUTOR**

Mr. Holmes requested approval to replace a Deputy Prosecutor position which became vacant upon the resignation Cindy Andrews. After the approval of the third deputy position last year, his office has been able to clear the case backload and he would like to continue the progress.

**Ward Byers moved, seconded by Don Morrison, to approve replacing the Deputy Prosecutor position as requested. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS:**

**Drainage Board – Legal Services:** Expenses associated with the recent Crowel appeal have depleted the legal services line. The Indiana Supreme Court recently ruled in favor of the Drainage Board bringing the matter to a conclusion, and no additional legal expenses are anticipated.

**John Benedict moved, seconded by Judith Stone, to approve the additional appropriation request of \$1,500 for Legal Services in the Drainage Board budget. Motion carried 7-0.**

**Victim Assistance:** The final 2011 pay for the Victim Assistance Department Head position was not included in the 2012 budget, and an additional appropriation is necessary to correct the overdrawn line item.

**Ward Byers moved, seconded by Ralph Booker, to approve the additional appropriation request of \$2,476 for Department Head in the Victim Assistance budget. Motion carried 7-0.**

**WIC:** Ward Byers moved, seconded by John Benedict, to approve an additional appropriation of \$215 in the WIC budget for travel. Motion carried 7-0.

**Jail:** The Sheriff withdrew his request for the additional appropriation of \$3,586 to cover the final pay for the bookkeeper position, and instead requested a transfer from Overtime to Bookkeeper.

**John Benedict moved, seconded by Don Morrison, to approve the transfer of \$3,586 from Overtime to Bookkeeper in the Jail budget. Motion carried 7-0.**

**TRANSFERS**

**EMA:** Ralph Booker moved, seconded by Ward Byers, to approve the transfer of \$200 from Vehicle Repairs and \$100 from Printing/Advertising into Other Operating Supplies. Motion carried 7-0.

**Lake Enforcement Fund:** Ralph Booker moved, seconded by Ward Byers, to approve the transfer of \$2,000 from Machinery and Equipment and \$1,000 from Storage to Vehicle Maintenance to cover the increased cost of fuel for the lake patrol boats. Motion carried 7-0.

**AUDITOR'S REPORT**

**July 9, 2012 Minutes:** Don Morrison moved, seconded by Ward Byers, to approve the July 9, 2012 minutes as presented. Motion carried 7-0.

**ORDINANCE #2012-07**

**ESTABLISHMENT OF CAGIT CERTIFIED SHARES FUND**

The Auditor presented Ordinance #2012-07 establishing the CAGIT Certified Shares Fund as directed by the State Board of Accounts. Certified Shares revenues previously deposited into the General Fund and used to support that budget will now be deposited into the new fund and budgeted for 2013.

**John Benedict moved, seconded by Don Morrison, to approve Ordinance #2012-07 establishing the CAGIT Certified Shares Fund. Motion carried 7-0.**

**2013 BUDGET**

The Auditor distributed copies of the General Fund and Special Fund budgets. She pointed out that the new CAGIT Certified Shares Fund will incorporate approximately \$2.5 million of the Sheriff and Jail General Fund budgets for 2013. The State has indicated that the Certified Shares revenue for the coming year will be \$2,736,000.

**BINDING REVIEW AND ADOPTION**

In addition to the adoption of the budgets for South West Lake Maxinkuckee Conservancy District and Solid Waste, statute now requires Council adoption of the Argos Community Schools budget since they have an appointed school board. First reading on all three budgets will be August 27 at 9:00 am, with adoption on September 10 at 9:00 am

**RECORDER MARLENE MAHLER**  
**RECORDS PROJECT UPDATE**

Ms. Mahler provided an update of projects in the Recorder’s Office. With the purchase of a new software system and equipment in 2011 from Records Perpetuation Fund monies, she has been able to reduce annual maintenance costs from \$32,000 to \$7,000-\$7,500, resulting in a savings to the General Fund of \$106,000 over four years. She also utilizes the Perpetuation Fund as much as possible to purchase supplies to reduce her General Fund budget.

All records through 1996 have now been scanned and are available on-line, with the exception of microfilmed records from 1969 to 1996, which Fidar Technologies will start scanning in early September. The \$100,000 cost will be paid from the Perpetuation Fund. Scanning and indexing should be complete by 2014 and available on-line. A digitized backup will be stored off-site. The \$250 monthly charge for on-line access is offset by paid subscriptions of \$720 per month.

The Recorder is also working with the Auditor in a continuing effort to have all county records eventually integrated and online.

**ADJOURNMENT**

Prior to adjournment, Mr. Hassel reminded Council of the budget hearings on August 27 and 28 beginning at 9:00 am.

With no further business to come before the council, **Ralph Booker moved, seconded by Rex Gilliland, to adjourn the meeting at 10:00 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Ward Byers**

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**Don Morrison, Vice President**

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**Rex Gilliland**

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**John Benedict**

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**Judith Stone**

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**Ralph Booker**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES  
MARSHALL COUNTY COUNCIL MEETING  
AND BUDGET ADOPTION  
MONDAY, SEPTEMBER 10, 2012**

BE IT REMEMBERED: That on Monday, September 10, 2012, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone, and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There was no public input.

**UNIT BUDGET ADOPTION**

As required by state statute, the Solid Waste Management, South West Lake Maxinkuckee Conservancy District and Argos Community Schools budgets were submitted to Council for adoption. The Council had previously reviewed the budgets at a public hearing on August 27, 2012.

**SOLID WASTE MANAGEMENT**

**Ralph Booker moved, seconded by John Benedict, to adopt the 2013 Solid Waste Management budget in the amount of \$317,980, subject to reductions in Personal Services to reflect the final rate of county pay increases.**

**SOUTH WEST LAKE MAXINKUCKEE CONSERVANCY DISTRICT**

**John Benedict moved, seconded by Ralph Booker to adopt the 2013 South West Lake Maxinkuckee Conservancy District budget in the amount of \$182,644. Motion carried 7-0.**

**ARGOS COMMUNITY SCHOOLS**

The total proposed budget for Argos Community Schools is \$6,755,486, an increase of 2.73% over 2012, with a tax rate of \$1.4647, compared to \$1.6913 for 2012. Superintendent Jennifer Lueke stated that the Argos School Board is sensitive to the fiscal concerns of the community, and provided students a good basic education. There have been no public comments at previous meetings, and none are anticipated when the Board meets on September 17 to consider the Capital Projects Fund and Bus Replacement Plan.

**Rex Gilliland moved, seconded by Judith Stone, to adopt the 2013 Argos Community Schools budget in the amount of \$6,755,486. Motion carried 7-0.**

**HEADSIGHT, INC. ABATEMENT REQUEST**

Jennifer Laurent, Executive Director of the Marshall County Economic Development Commission, presented a tax abatement request on behalf of Gramm Holdings, LLC/Headsight, Inc., a new research and development manufacturing concern on near Bremen. They are seeking a three-year abatement of \$1.7 million on real property, and five years on equipment and personal property of \$1.4 million. The statement of benefits indicates they expect to create six new jobs with an average salary of \$60,000. The first step is to designate the property as an economic revitalization area, and county attorney Jim Clevenger prepared the appropriate resolution for Council approval and signatures. Council will then set the matter for public hearing to consider the final resolution to

establish the abatement. All affected units will be notified by mail and invited to provide their input at the meeting. After discussion, Council agreed to consider the matter on October 8 at 6:00 pm.

**Ward Byers moved, seconded by Ralph Booker, to set the public hearing on the tax abatement for Headsight, Inc. for October 8 at 6:00 pm. Motion carried 7-0.**

Mr. Benedict suggested taking a few minutes to read the resolution, which had not been distributed previously.

**Ralph Booker moved, seconded by Ward Byers, to approve Resolution #2012-07, declaring property at 4909 3B Road as an economic revitalization area for the purposes of tax abatement for Gramm Holdings, LLC/Headsight, Inc. Motion carried 7-0.**

### ADDITIONAL APPROPRIATIONS

The Council considered the following additional appropriation requests:

**General Fund:** The Commissioners have recommended purchasing new vehicles for the Surveyor and Buildings and Grounds from 2012 funds rather than from the 2013 General Fund budget.

- **Surveyor:** John Benedict moved, seconded by Judith Stone, to approve the additional appropriation request for \$23,612 into Vehicle Purchases in the Surveyor's budget. Motion carried 7-0.
- **Buildings and Grounds:** Ward Byers moved, seconded by Judith Stone, to approve the additional appropriation request for \$20,982 into Vehicle Purchases in the Buildings & Grounds budget. Motion carried 7-0.

**K-9 Fund:** Sheriff Chamberlin requested appropriation of the funds donated for the purchase and training of the K-9 unit.

**Ward Byers moved, seconded by Don Morrison, to approve the additional appropriation into the K-9 budget of \$5,000 into Training, and \$8,072 into Other Capital Outlays. Motion carried 7-0.**

### TRANSFER REQUESTS

**General Fund:**

- **Treasurer:** John Benedict moved, seconded by Ward Byers, to approve the transfer in the Treasurer's budget of \$504 from Tax Statements to Contractual Services to cover copier maintenance. Motion carried 7-0.
- **Buildings & Maintenance:** Judith Stone moved, seconded by Ralph Booker, to approve the transfer of \$200 from Department Head Wages to Longevity to correct a miscalculation. Motion carried 7-0.
- **Jail:** Sheriff Chamberlin explained that due to a sharp increase in food costs and the number of inmates, Prisoner Meals in the jail budget is insufficient for the remainder of the year. He requested a transfer of \$17,000 from Equipment Maintenance, as well as an additional appropriation of \$18,000 which will be considered at the October Council meeting.

**Rex Gilliland moved, seconded by John Benedict, to approve the transfer of \$17,000 from Equipment Maintenance to Prisoner Meals. Motion carried 7-0.**

**Reassessment:** Judith Stone moved, seconded by Don Morrison, to approve the transfer in the Reassessment 0123 Fund of \$2,100 from Unemployment Compensation and \$2,100 from Workers Compensation to Overtime to complete the 2012 reassessment. Motion carried 7-0.

### AUDITOR'S REPORT

**August 13, 2012 minutes:** Rex Gilliland moved, seconded by Ward Byers, to approve the August 13, 2012 minutes as presented. Motion carried 7-0.

August 27 and 28 Budget Hearings minutes: **Ward Byers moved, seconded by Judith Stone, to approve the minutes of the August 27 and 28, 2012 Budget Hearings. Motion carried 7-0.**

CAGIT Tax Rate: The Auditor presented the annual Declaration of Tax Rates for approval and signature, maintaining the County Adjusted Income Tax rate at 1¼% for 2013.

**Don Morrison moved, seconded by Ward Byers, to approve the CAGIT rate of 1.25% for 2013. Motion carried 7-0.**

### **CIVIL UNIT BUDGET REVIEWS AND NON-BINDING RECOMMENDATIONS**

Mr. Booker distributed the civil unit budget synopsis, grouped by taxing district, including budget and levy information for the schools. Although school budgets are not subject to review, Council feels this information is vital for an accurate picture of the county's tax structure. The County Growth Quotient for 2013 budgets was 1.3%, with a State Growth Quotient of 2.8%, and the budgets and levies were shown as a percentage of total. The Auditor noted that all budgets are based on initial proposed amounts, and levies are based on 85% of last year's net assessed values, and are somewhat misleading. Jane Hall, Director of the Argos Library, clarified that the DLGF has instructed libraries to use the State Growth Quotient when calculating their levies and budgets.

The Council then reviewed the individual budgets and made recommendations:

**All Bourbon Township Units:** Proposed budgets in all Bourbon Township units totaled \$7.96 million, with combined proposed tax rates of \$1.72116.

- **Bourbon Township:** Budget of \$213,000 decreased by 4.07%, below the County Growth Quotient (CGQ) by 5.37%.

**Ward Byers moved, seconded by Judith Stone, to favorably recommend the 2013 Bourbon Township Budget. Motion carried 7-0.**

- **Bourbon Public Library:** Budget of \$214,116 increased by 2.44%, below the State GQ by .36%.

**Ralph Booker moved, seconded by Ward Byers, to favorably recommend the 2013 Bourbon Public Library budget. Motion carried 7-0.**

- **Town of Bourbon:** Budget of \$1,350,550 increased 1.88%, below the CGQ by .92%.

**Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2013 Town of Bourbon budget. Motion carried 7-0.**

- **Triton Schools:** Budget of \$8,933,854 increased by 5.17%, and exceeded the CGQ by 3.87%.

**All Center Township Units:** Proposed budgets in all Center Township units totaled \$37.1 million, with combined proposed tax rates of \$3.0263.

- **Center Township:** Budget of \$587,074 increased 602%, due to the fact that several funds were not budgeted in 2012.

**Rex Gilliland moved, seconded by Ward Byers, to favorably recommend the 2013 Center Township budget. Motion carried 7-0.**

- **Plymouth Public Library:** Budget of \$1,744,680 increased .5%, below the SGQ by 2.3%.

**Ward Byers moved, seconded by Don Morrison, to favorably recommend the 2013 Plymouth Public Library budget. Motion carried 7-0.**

- **City of Plymouth:** Budget of \$10,879,762 increased 1.24%, below the CGQ by .06%.

**Ward Byers moved, seconded by Judith Stone, to favorably recommend the 2013 City of Plymouth budget. Motion carried 7-0.**

- **Plymouth Community Schools:** Budget of \$10,184,276 increased 8.38%, 7.08% over the CGQ.

**All German Township Units:** Proposed budgets in all German Township units totaled \$18.7 million, with combined proposed tax rates of \$2.8223.

- **German Township:** Budget of \$517,800 decreased 9.55%, below the CGQ by 10.85%.

**Rex Gilliland moved, seconded by Judith Stone, to favorably recommend the 2013 German Township budget. Motion carried 7-0.**

- **Bremen Public Library:** Budget of \$719,606 decreased by 5.49%, below the SGQ by 8.29%.

**Ward Byers moved, seconded by John Benedict, to favorably recommend the 2013 Bremen Public Library budget. Motion carried 7-0.**

- **Town of Bremen:** Budget of \$4,176,986 increased by 7.16%, over the CGQ by 5.86%. The increase was largely due to a nearly 700% increase in the Local Road and Street budget.

**John Benedict moved, seconded by Judith Stone, to favorably recommend the 2013 Town of Bremen budget. Motion carried 7-0.**

- **Bremen Community Schools:** Budget of \$13,339,560 increased by 4.6%, above the CGQ by 4.49%.

**All Green Township Units:** Proposed budgets in all Green Township units totaled \$8,187,275, with combined proposed tax rates of \$3.612.

- **Green Township:** Budget of \$94,585, increased 19.73%, above the CGQ at 18.43%. Increase attributed to Rainy Day Fund budgeted for 2013.

**Rex Gilliland moved, seconded by Judith Stone, to favorably recommend the 2013 Green Township budget. Motion carried 7-0.**

- **Argos Public Library:** Budget of \$289,841 increased by .76%, below the SGQ by 2.04%.

**Ward Byers moved, seconded by Ralph Booker, to favorably recommend the 2013 Argos Public Library budget. Motion carried 7-0.**

- **Town of Argos:** Budget of \$1,325,546 increased 3.25%, 1.95% above the CGQ.

**Judith Stone moved, seconded by John Benedict, to favorably recommend the 2013 Town of Argos budget. Motion carried 7-0.**

- **Argos Community Schools:** Budget of \$6,755,486 increased 2.73%, 1.43% above the CGQ.

**Total North Township and LaPaz:** Proposed budgets for North Township and LaPaz units totaled \$12,412,933, with combined proposed tax rates of \$2.1271.

- **North Township:** Budget of \$279,300 increased .79%, below the CGQ by .51%.

**Ward Byers moved, seconded by Don Morrison, to favorably recommend the 2013 North Township budget. Motion carried 7-0.**

- **Town of LaPaz:** Budget of \$295,475 decreased 4.31%, under the CGQ by 5.61%.

**Ward Byers moved, seconded by John Benedict, to favorably recommend the 2013 Town of LaPaz budget. Motion carried 7-0.**

- **Union-North Schools:** Budget of \$11,838,158 increased 26.24%, above the CGQ by 24.44%, attributed to increases in debt Service and Capital Projects.

**All Polk Township Units:** Proposed budgets in all Polk Township units totaled \$17,085,004, with combined proposed tax rates of \$1.8265.

- **Polk Township:** Budget of \$251,970 has remained the same since 2010.

**Ward Byers moved, seconded by John Benedict, to favorably recommend the 2013 Polk Township budget. Motion carried 7-0.**



- **John Glenn Schools:** Budget is \$17,085,004, a 16.41% increase, 15.11% over the CGQ.

**All Tippecanoe Township Units:** Budgets in Tippecanoe Township totaled \$9,104,146, with a combined tax rate of \$1.4235.

- **Tippecanoe Township:** Budget of \$170,292 remained the same as 2012.

**Rex Gilliland moved, seconded by Ralph Booker, to favorably recommend the 2013 Tippecanoe Township budget. Motion carried 7-0.**

- **Triton Schools:** Budget of \$8,933,854 increased by 5.17%, and exceeded the CGQ by 3.87%.

**Total Union Township-Culver:** Budgets in all Union Township-Culver units totaled \$15,069.374, with a combined proposed tax rate of \$1.5083.

- **Union Township:** Budget of \$370,314 increased by 24.08, above the CGQ by 22.78%, due to the purchase of a new fire truck from Cum Fire.

**John Benedict moved, seconded by Judith Stone, to favorably recommend the 2013 Union Township budget. Motion carried 7-0.**

- **Culver Public Library:** Budget of \$797,551 decreased 5.09%, below the SGQ by 7.89%.

**Ward Byers moved, seconded by John Benedict, to favorably recommend the 2013 Culver Public Library budget. Motion carried 7-0.**

- **Town of Culver:** Budget of \$1,847,913 increased by 1.51%.

**John Benedict moved, seconded by Judith Stone, to favorably recommend the 2013 Town of Culver budget. Motion carried 7-0.**

- **Culver Community Schools:** Budget was \$15,069,374, with combined proposed tax rates of \$1.5083.

**All Walnut Township Units:** Including Town of Argos, Argos Library and Argos Schools, the total budgets were \$8,438,584, with a combined proposed tax rate of \$3.7994.

- **Walnut Township:** Budget of \$109,486 increased 2.9%.

**Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2013 Walnut Township Budget. Motion carried 7-0.**

**All West Township Units:** Including the City of Plymouth, Plymouth Public Library and Plymouth Schools, the budgets totaled \$48,436,625, with combined proposed tax rates of \$3.0716.

- **West Township:** Budget of \$423,979 increased by 29.37%, due largely to an increase in Cum Fire.

**Rex Gilliland moved, seconded by Ralph Booker, to favorably recommend the 2013 West Township budget. Motion carried 7-0.**

<b><u>Summary:</u></b>	Total Township Budgets:	\$ 2,826,100
	Total Library Budgets	\$ 3,765,794
	City and Towns Budgets	\$ 19,876,232
	Total School Budgets	\$105,398,862

Mr. Hassel expressed concern about possible tax-cap losses in the towns where rates are higher. Others noted that the majority of taxes still goes to the schools. Council members thanked Mr. Booker for his efforts in preparing and presenting the reviews.

### **BUDGET REVIEW AND DISCUSSIONS**

Council then conducted their second review of the county budgets and made additional reductions:

**Election Board:** Reduced \$300 from Election Board per diem;

**Superior Court #2:** Council did not reduce the Law Clerk line, but discussed the rate of pay, including whether the salary should be uniform for the other courts and Prosecutor.

**CAGIT Certified Shares (Sheriff):** Restored \$600 to the Merit Board line to cover per diems;

**Veterans Service Officer:** Mr. Byers is still checking whether the VSO could utilize identification card equipment used in other county offices, or if a private organization could assist.

### **SHERIFF VEHICLES**

Sheriff Chamberlin and Sgt. Dan Butt were present to discuss the need for additional sheriff vehicles in 2013. Sgt. Butt recommended purchasing four vehicles to keep the rotation on schedule, and plans to trade four or five current vehicles. After researching possible replacements, he stated that the safety-enhanced Dodge pickups last longer than cars, but it is difficult to get them as pursuit vehicles. The Dodge Chargers are good interceptors, but their low profiles do not work well on county roads. He currently favors an all-wheel drive Ford interceptor sedan or sport-utility vehicle for approximately \$30,000 each.

The entire \$125,000 vehicle request from the General Fund was removed during initial reductions, and Council discussed using Cum Cap Development and/or the CAGIT Certified Shares funds for the purchase.

**Rex Gilliland moved, seconded by John Benedict, to recommend purchasing all vehicles from the CAGIT Certified Shares Fund in 2013, in an amount not to exceed \$120,000. Motion carried 7-0.**

The final amount and funds to be used for the vehicle purchases will be decided before the end of the year in order to advertise the necessary additional appropriation for the January, 2013 meeting.

### **2013 WAGES**

Council discussed potential pay increases, and agreed that the budget as it currently stands will allow a 3% increase for full and part-time employees. They credited department heads for proposing responsible budgets which provided room for raises.

**Ward Byers moved, seconded by Judith Stone, to increase wages of all full and part-time employees by 3%. Motion carried 7-0.**

### **BUDGET ADOPTION**

After reductions and additions and a 3% wage increase, the General Fund budget stands at \$8,331,335.

**Ralph Booker moved, seconded by Ward Byers, to adopt the General Fund Budget in the amount of \$8,331,335 and all special fund budgets as reduced. Motion carried 7-0.**

### **CLOSING COMMENTS**

During closing comments, members thanked each other for their preparation and efforts during the budget process, and expressed appreciation to the Auditor and Commissioners for their assistance and recommendations. They were also pleased at being able to grant a 3% pay increase, noting that there were several years in the past when an increase was not possible.

Ms. Stone stated she would like to learn more about how the growth quotient is determined.

Mr. Benedict extended thanks to Mr. Hassel for his leadership during the budget hearings.

Mr. Byers stated he had enjoyed his tenure on the Council and encouraged more to become involved in the process.

Mr. Booker noted that the past eight years have been interesting and a good learning experience. Even though he will not be returning to the Council in 2013, he offered assistance with the non-binding review.

Mr. Hassel thanked department heads for their efforts in the budget process, and stated that all are working toward the same goal – being fiscally responsible while providing quality services.

### ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Ralph Booker moved, seconded by Ward Byers, to adjourn the meeting at 12:25 pm. Motion carried 7-0.**

### 2013 BUDGETS

Additions and reductions made in the various budgets are shown in the individual department totals, as well as the overall fund totals.

#### GENERAL FUND

##### Clerk of the Circuit Court

###### Reductions

Capital Outlays \$28,000

###### Approved Budget

Personal Services \$433,870

Supplies \$ 17,500

Other Services \$ 6,084

Capital Outlays \$ 0

**TOTAL BUDGET \$457,454 CLERK**

##### Auditor:

Personal Services \$251,596

Supplies \$2,500

Other Services \$8,550

Capital Outlays \$ 0

**TOTAL BUDGET \$262,646 AUDITOR**

##### Treasurer

###### Approved Budget

Personal Services \$117,869

Supplies \$8,500

Other Services \$16,100

Capital Outlays \$0

**TOTAL BUDGET \$142,469 TREASURER**

##### Recorder

###### Approved Budget

Personal Services \$94,813

Supplies \$3,300

Other Services \$4,100

Capital Outlays \$0

**TOTAL BUDGET \$102,213 RECORDER**

##### Sheriff

###### Reductions

Vehicle Repair \$10,000

Vehicle Purchase	\$125,000	
Radar Units	\$1,000	
Video Cams	\$5,000	
<u>Approved Budget</u>		
Personal Services	\$212,035	
Other Services	\$30,000	
Capital Outlays	<u>\$36,000</u>	
<b>TOTAL BUDGET</b>	<b>\$278,035</b>	<b>SHERIFF</b>

**Surveyor**

<u>Reductions:</u>		
Vehicle Purchase	\$24,000	
<u>Approved Budget</u>		
Personal Services	\$151,521	
Supplies	\$4,350	
Other Services	\$4,150	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$166,521</b>	<b>SURVEYOR</b>

**Coroner**

<u>Approved Budget</u>		
Personal Services	\$28,279	
Supplies	\$4,100	
Other Services	\$35,600	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$67,979</b>	<b>CORONER</b>

**Assessor**

<u>Reductions:</u>		
Overtime	\$5,000	
<u>Approved Budget</u>		
Personal Services	\$158,583	
Supplies	\$1,500	
Other Services	\$2,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$162,083</b>	<b>ASSESSOR</b>

**Prosecutor**

<u>Reductions</u>		
Wages-Secretaries	\$12,272	
Overtime	\$2,000	
Law Clerk	\$5,000	
Deputy Prosecutor	\$11,923	
<u>Approved Budget</u>		
Personal Services	\$351,058	
Supplies	\$6,120	
Other Services	\$69,165	
Capital Outlays	<u>\$10,000</u>	
<b>TOTAL BUDGET</b>	<b>\$436,343</b>	<b>PROSECUTOR</b>

**Voter Registration**

<u>Reductions:</u>		
Wages-Clerk	\$54	
<u>Approved Budget</u>		
Personal Services	\$31,711	

Supplies	\$1,500	
Other Services	\$550	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$33,761</b>	<b>VOTER REGISTRATION</b>

**Extension**

Approved Budget

Personal Services	\$84,990	
Supplies	\$10,000	
Other Services	\$123,350	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$218,340</b>	<b>EXTENSION</b>

**Veterans Service Officer**

Reductions:

Office Supplies	\$500	
Computer Supplies	\$750	
Office Equipment	\$2,600	

Approved Budget

Personal Services	\$31,000	
Supplies	\$1,050	
Other Services	\$900	
Capital Outlays	<u>\$1,600</u>	
<b>TOTAL BUDGET</b>	<b>\$34,500</b>	<b>VETERANS SERVICE OFFICER</b>

**County Council**

Approved Budget

Personal Services	\$48,812	
Supplies	\$0	
Other Services	\$1,200	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$50,012</b>	<b>COUNTY COUNCIL</b>

**Election Board**

Reductions:

Wages-Election Board	\$300	
Wages-Absentee Board	\$17,080	
Poll Workers Meals	\$5,000	
Travel/Mileage	\$1,500	
Legal Advertising	\$1,600	
Poll Workers	\$25,000	
Database Review	\$1,000	

Approved Budget

Personal Services	\$9,700	
Supplies	\$4,000	
Other Services	\$12,939	
Capital Outlays	<u>\$3,000</u>	
<b>TOTAL BUDGET</b>	<b>\$29,639</b>	<b>ELECTION BOARD</b>

**Drainage Board**

Approved Budget

Personal Services	\$36,833	
Supplies	\$150	
Other Services	\$4,050	

Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$41,033</b>	<b>DRAINAGE BOARD</b>

**Commissioners**

<u>Reductions:</u>		
Health Insurance	\$25,000	
Telephone	\$10,000	
Liability Insurance	\$50,000	
<u>Approved Budget</u>		
Personal Services	\$1,898,466	
Supplies	\$26,500	
Other Services	\$1,558,649	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$3,483,615</b>	<b>COMMISSIONERS</b>

**BZA**

<u>Approved Budget</u>		
Personal Services	\$3,000	
Supplies	\$200	
Other Services	\$5,950	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$9,150</b>	<b>BZA</b>

**Plan Commission**

<u>Reductions</u>		
Overtime	\$1,000	
<u>Approved Budget</u>		
Personal Services	\$57,703	
Supplies	\$700	
Other Services	\$7,550	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$65,953</b>	<b>PLAN COMMISSION</b>

**Information Technology**

<u>Approved Budget</u>		
Personal Services	\$132,039	
Supplies	\$1,250	
Other Services	\$9,250	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$142,539</b>	<b>INFORMATION TECHNOLOGY</b>

**Building Maintenance**

<u>Reductions</u>		
Vehicle Purchase	\$28,000	
<u>Approved Budget</u>		
Personal Services	\$207,960	
Supplies	\$47,650	
Other Services	\$180,500	
Capital Outlays	<u>\$22,000</u>	
<b>TOTAL BUDGET</b>	<b>\$458,110</b>	<b>BUILDING MAINTENANCE</b>

**Museum**

<u>Reductions:</u>		
Repair Furn/Equip	\$2,000	
<u>Approved Budget</u>		

Personal Services	\$88,297	
Supplies	\$4,200	
Other Services	\$6,980	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$99,477</b>	<b>MUSEUM</b>

**Superior Court #1**

Reductions:

Grand & Petit Jurors	\$2,000	
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Approved Budget

Personal Services	\$113,177	
Supplies	\$12,500	
Other Services	\$89,600	
Capital Outlays	<u>\$4,000</u>	

<b>TOTAL BUDGET</b>	<b>\$219,277</b>	<b>SUPERIOR COURT #1</b>
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**Superior Court #2**

Approved Budget

Personal Services	\$242,502	
Supplies	\$11,600	
Other Services	\$152,950	
Capital Outlays	<u>\$12,000</u>	

<b>TOTAL BUDGET</b>	<b>\$419,052</b>	<b>SUPERIOR COURT #2</b>
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**Circuit Court**

Approved Budget

Personal Services	\$111,050	
Supplies	\$4,750	
Other Services	\$97,165	
Capital Outlays	<u>\$14,000</u>	

<b>TOTAL BUDGET</b>	<b>\$226,965</b>	<b>CIRCUIT COURT</b>
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**Probation**

Reductions

Probation Officer	\$29,926	
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Approved Budget

Personal Services	\$443,842	
Supplies	\$17,500	
Other Services	\$117,350	
Capital Outlays	<u>\$500</u>	

<b>TOTAL BUDGET</b>	<b>\$579,192</b>	<b>PROBATION</b>
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**Weights & Measures**

Approved Budget

Personal Services	\$15,061	
Supplies	\$600	
Other Services	\$1,200	
Capital Outlays	<u>\$0</u>	

<b>TOTAL BUDGET</b>	<b>\$16,861</b>	<b>WEIGHTS &amp; MEASURES</b>
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**Building Inspector**

Reductions:

Part-time Inspector	\$200	
Vehicle Repair	\$360	

<u>Approved Budget</u>		
Personal Services	\$39,922	
Supplies	\$4,950	
Other Services	\$2,325	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$47,965</b>	<b>BUILDING INSPECTOR</b>

<u>EMA</u>		
<u>Approved Budget</u>		
Personal Services	\$39,420	
Supplies	\$3,200	
Other Services	\$1,600	
Capital Outlays	<u>\$3,300</u>	
<b>TOTAL BUDGET</b>	<b>\$47,520</b>	<b>EMA</b>

<u>Soil and Water</u>		
<u>Approved Budget</u>		
Personal Services	\$32,631	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$2,631</b>	<b>SOIL AND WATER</b>

**GENERAL FUND TOTAL: \$8,331,335**

**SPECIAL FUNDS**

**CAGIT Certified Shares-0110 – Sheriff & Jail**

<u>Reductions:</u>		
Deputy Supplies	\$1,000	
<u>Approved Budget</u>		
Personal Services	\$2,086,650	
Supplies	\$315,050	
Other Services	\$115,500	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$2,517,200</b>	<b>CAGIT Certified Shares</b>

**Reassessment-0123**

<u>Approved Budget</u>		
Personal Services	\$4,200	
Supplies	\$1,500	
Other Services	\$74,821	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$80,521</b>	<b>REASSESSMENT</b>

**Reassessment-0124**

<u>Reductions:</u>		
Computer Software	\$22,332	
<u>Additions:</u>		
Overtime	\$5,000	
Health Insurance	\$871	
<u>Approved Budget</u>		
Personal Services	\$184,836	
Supplies	\$0	
Other Services	\$0	



Capital Outlays	<u>\$80,610</u>	
<b>TOTAL BUDGET</b>	<b>\$265,446</b>	<b>REASSESSMENT</b>

**Sales Disclosure Fund-0153**

<u>Approved Budget</u>		
Personal Services	\$0	
Supplies	\$0	
Other Services	\$2,950	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$2,950</b>	<b>SALES DISCLOSURE FUND</b>

**Plat Mapping-0170**

<u>Approved Budget</u>		
Personal Services	\$9,312	
Supplies	\$300	
Other Services	\$2,000	
Capital Outlays	<u>\$1,000</u>	
<b>TOTAL BUDGET</b>	<b>\$12,612</b>	<b>PLAT MAPPING</b>

**Clerk's Records Perpetuation Fund-0331**

<u>Approved Budget</u>		
Personal Services	\$10,000	
Supplies	\$2,000	
Other Services	\$5,600	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$17,600</b>	<b>CLERK'S RECORDS PERPETUATION FUND</b>

**Probation User Fees-0504**

<u>Approved Budget</u>		
Personal Services	\$20,150	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$20,150</b>	<b>PROBATION USER FEES</b>

**Administrative Probation Fees-0506**

<u>Approved Budget</u>		
Personal Services	\$100,101	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$100,101</b>	<b>ADMINISTRATIVE PROBATION FEES</b>

**Pre-Trial Diversion-0511**

<u>Approved Budget</u>		
Personal Services	\$79,800	
Supplies	\$20,000	
Other Services	\$180,000	
Capital Outlays	<u>\$25,000</u>	
<b>TOTAL BUDGET</b>	<b>\$304,800</b>	<b>PRE-TRIAL DIVERSION</b>

**Court Services-0523**

<u>Approved Budget</u>		
Personal Services	\$124,908	
Supplies	\$2,100	

Other Services	\$70,700	
Capital Outlays	<u>\$700</u>	
<b>TOTAL BUDGET</b>	<b>\$198,408</b>	<b>COURT SERVICES</b>

**Extradition-0525**

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$10,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$10,000</b>	<b>EXTRADITION</b>

**County Corrections-0526**

Approved Budget

Personal Services	\$0	
Supplies	\$15,000	
Other Services	\$68,000	
Capital Outlays	<u>\$29,500</u>	
<b>TOTAL BUDGET</b>	<b>\$112,500</b>	<b>COUNTY CORRECTIONS</b>

**Highway Administration-0702**

Approved Budget

Personal Services	\$116,471	
Supplies	\$2,650	
Other Services	\$14,300	
Capital Outlays	<u>\$3,000</u>	
<b>TOTAL BUDGET</b>	<b>\$136,421</b>	<b>HIGHWAY ADMINISTRATION</b>

**Highway Repair & Maintenance-0702**

Approved Budget

Personal Services	\$968,459	
Supplies	\$315,750	
Other Services	\$500	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$1,284,709</b>	<b>HIGHWAY REPAIR &amp; MAINTENANCE</b>

**Highway General & Undistributed-0702**

Approved Budget

Personal Services	\$593,925	
Supplies	\$599,500	
Other Services	\$271,700	
Capital Outlays	<u>\$335,000</u>	
<b>TOTAL BUDGET</b>	<b>\$1,800,125</b>	<b>HIGHWAY GENERAL &amp; UNDISTRIBUTED</b>
<b>TOTAL HIGHWAY</b>	<b>\$3,221,255</b>	<b>TOTAL ALL HIGHWAY FUNDS</b>

**Local Road & Street-0706**

Approved Budget

Personal Services	\$0	
Supplies	\$480,000	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$480,000</b>	<b>LOCAL ROAD AND STREET</b>

**Cum Bridge-0790**

Approved Budget

Personal Services	\$115,703	
Supplies	\$380,000	

Other Services	\$132,900	
Capital Outlays	<u>\$645,000</u>	
<b>TOTAL BUDGET</b>	<b>\$1,273,603</b>	<b>CUM BRIDGE</b>

**Health Department-0801**

Approved Budget

Personal Services	\$315,963	
Supplies	\$14,550	
Other Services	\$30,450	
Capital Outlays	<u>\$30,800</u>	
<b>TOTAL BUDGET</b>	<b>\$391,763</b>	<b>HEALTH DEPARTMENT</b>

**Health Maintenance-0807**

Approved Budget

Personal Services	\$30,929	
Supplies	\$450	
Other Services	\$1,760	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$33,139</b>	<b>HEALTH MAINTENANCE</b>

**Local Health Dept Trust-0808**

Approved Budget

Personal Services	\$25,094	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$25,094</b>	<b>LOCAL HEALTH DEPT TRUST</b>

**Prosecutor IVD-0854**

Approved Budget

Personal Services	\$85,000	
Supplies	\$0	
Other Services	\$0	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$85,000</b>	<b>PROSECUTOR IVD</b>

**Lake Enforcement – 1138**

Approved Budget

Personal Services	\$36,700	
Supplies	\$5,500	
Other Services	\$9,000	
Capital Outlays	<u>\$2,000</u>	
<b>TOTAL BUDGET</b>	<b>\$53,200</b>	

**Drug Free Community-1142**

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$39,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$39,000</b>	<b>DRUG FREE COMMUNITY</b>

**LEPC-1160**

Approved Budget

Personal Services	\$0	
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Supplies	\$0	
Other Services	\$37,200	
Capital Outlays	<u>\$2,000</u>	
<b>TOTAL BUDGET</b>	<b>\$39,200</b>	<b>LEPC</b>

**Statewide 911-1222**

Approved Budget

Personal Services	\$489,611	
Supplies	\$0	
Other Services	\$97,000	
Capital Outlays	<u>\$10,000</u>	
<b>TOTAL BUDGET</b>	<b>\$596,611</b>	<b>STATEWIDE 911</b>

**Prosecutor ARRA-IVD - 1435**

Approved Budget

Personal Services	\$0	
Supplies	\$5,000	
Other Services	\$5,000	
Capital Outlays	<u>\$10,000</u>	
<b>TOTAL BUDGET</b>	<b>\$20,000</b>	<b>PROSECUTOR ARRA-IVD</b>

**Clerk ARRA-IVD – 1436**

Approved Budget

Personal Services	\$5,000	
Supplies	\$1,000	
Other Services	\$2,589	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$8,589</b>	<b>CLERK ARRA-IVD</b>

**Cum Cap Development-2391**

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$300,000	
Capital Outlays	<u>\$50,000</u>	
<b>TOTAL BUDGET</b>	<b>\$350,000</b>	<b>CUM CAP DEVELOPMENT</b>

**Rainy Day-2395**

Approved Budget

Personal Services	\$0	
Supplies	\$0	
Other Services	\$200,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$200,000</b>	<b>RAINY DAY</b>

**WIC-4225**

Approved Budget

Personal Services	\$126,011	
Supplies	\$4,000	
Other Services	\$57,445	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$187,456</b>	<b>WIC</b>

**Marshall County DTF #1-4604**

Approved Budget

Personal Services	\$0	
Supplies	\$2,000	
Other Services	\$11,000	
Capital Outlays	<u>\$2,000</u>	
<b>TOTAL BUDGET</b>	<b>\$15,000</b>	<b>MARSHALL COUNTY DTF #1</b>

**D.A.R.E.-4606**

Approved Budget

Personal Services	\$0	
Supplies	\$14,000	
Other Services	\$11,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$25,000</b>	<b>D.A.R.E</b>

**Sheriff's Pre-Trial Diversion-4612**

Approved Budget

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

**Jail CAGIT-4618**

Approved Budget

Personal Services	\$490,862	
Supplies	\$0	
Other Services	\$1,214,000	
Capital Outlays	<u>\$0</u>	
<b>TOTAL BUDGET</b>	<b>\$1,704,862</b>	<b>JAIL CAGIT</b>

\_\_\_\_\_  
**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

\_\_\_\_\_  
**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES  
MARSHALL COUNTY COUNCIL MEETING  
MONDAY, OCTOBER 8, 2012**

BE IT REMEMBERED: That on Monday, October 8, 2012, at 6:00 pm, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland; and Auditor Penny Lukenbill. Member Judith Stone was absent. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There was no public input.

**HEADSIGHT, INC. ABATEMENT PUBLIC HEARING**

**Don Morrison moved, seconded by John Benedict, to open the public hearing on the abatement request from Gramm Holdings, LLC. Motion carried 6-0.**

Jennifer Laurent, Executive Director of the Marshall County Economic Development Commission, presented a tax abatement request on behalf of Gramm Holdings, a research and development manufacturing facility near Bremen. They are seeking a three-year abatement of \$1.7 million on real property, and five years on equipment and personal property of \$1.7 million. The statement of benefits indicates they expect to create six new engineering jobs with an average salary of \$60,000.

Owner Richard Gramm explained that his company develops grain head height control sensors and row guidance products. They currently employ ten people, and have grown 50% each year for ten years. He plans to build a new building on his property, and noted that the operation will have an impact on dozens of jobs in the supply chain in the county and surrounding area. The property is zoned Agricultural with Special Exception.

County Attorney Jim Clevenger explained that Council has already designated the entire parcel as an economic revitalization area and will need to approve a confirming resolution to allow the abatement. The company is required to file an annual compliance form indicating that the statement of benefits is being met.

The Auditor confirmed that the notice had been duly advertised and all affected units were notified. The tax impact is approximately \$42,000.

**Ward Byers moved, seconded by Rex Gilliland, to close the public hearing. Motion carried 6-0.**

**Ralph Booker moved, seconded by Rex Gilliland, to approve Resolution #2012-08, Confirming the Adoption of a Declaratory Resolution to establish the abatement for Gramm Holdings, LLC for three years on real property in the amount of \$1.7 million and five years on personal property and equipment in the amount of \$1.7 million. Motion carried 6-0.**

**SHERIFF TOM CHAMBERLIN  
PERSONNEL REQUEST**

Sheriff Chamberlin requested approval to fill a vacant merit officer position resulting from the promotion of Sgt. Dan Butt to Captain. The position has been funded for 2013.

**Ward Byers moved, seconded by Don Morrison, to approve filling a merit officer position in the Sheriff's Department. Motion carried 6-0.**

### **HIGHWAY DEPARTMENT COMP TIME**

Commissioner Kevin Overmyer and Highway Supervisor Neal Haeck were present to request increasing the comp time cap for the Highway Department from 40 to 80 hours. The Highway and Sheriff Departments both work a 40-hour work week, and the comp-time cap for the Sheriff Department is 80 hours. Mr. Haeck explained that employees work a lot of overtime in the winter, and could use the accumulated comp time during warmer weather. He anticipates that increasing the cap would result in a savings of \$28,000 in overtime. He emphasized that the change was not intended to allow employees to bank large amounts of comp time and then cash them out at retirement, but to better manage time and expenses.

### **ADDITIONAL APPROPRIATIONS**

The Council considered the following additional appropriation requests:

#### **General Fund:**

- **Superior Court #1:** Judge Rob Bowen requested an additional of \$10,000 for Pauper Counsel and \$3,000 for Court-Appointed Doctors, to cover increased needs.

**Rex Gilliland moved, seconded by Ward Byers, to approve the additional appropriation of \$10,000 into Pauper Counsel and \$3,000 into Court-Appointed Doctors. Motion carried 6-0.**

- **Jail:** Due to an increase in the jail population, the Sheriff requested \$17,000 in additional funds for Prisoner Meals.

**John Benedict moved, seconded by Rex Gilliland, to approve the additional appropriation of \$17,000 into Prisoner Meals in the Jail General Fund budget. Motion carried 6-0.**

- **Health Department:** Wes Burden explained that the additional clerical was necessary to assist with vaccine clinics and provide clerical help to the Plan Commission while the on-line permitting process is being developed.

**Ward Byers moved, seconded by Don Morrison, to approve the additional appropriation of \$1,580 into the Health Department's Part-time Clerical and \$121 into Social Security. Motion carried 5-0-1, with Mr. Booker abstaining because of his position as Plan Director.**

### **TRANSFER REQUESTS**

#### **General Fund:**

- **Sheriff:** John Benedict moved, seconded by Don Morrison, to approve the transfer in the Sheriff's budget of \$15,715 from Vehicle Purchase to Vehicle Maintenance Supplies to cover increased fuel costs. Motion carried 6-0.

- **Commissioners:**

- 1) Don Morrison moved, seconded by Ward Byers, to approve the transfer of \$1,100 from Insurance to Machinery and Equipment to purchase emergency evacuation stair chairs for the Courthouse and County Building. Motion carried 6-0.

- 2) Rex Gilliland moved, seconded by John Benedict, to approve the transfer of \$25,000 from Insurance to Unemployment Compensation to cover increased unemployment costs. Motion carried 6-0.

- **Plan Commission:** Ward Byers moved, seconded by John Benedict to approve the transfer of \$2,000 from Legal to Part-Time Clerical to cover additional expenses in connection with the

on-line permitting project. Motion carried 5-0-1, with Mr. Booker again abstaining due to his position as Plan Director.

- **County Corrections:** Sheriff Chamberlin explained that due to the increase in the jail population, additional funds are needed to purchase cots, mattresses and uniforms. John Benedict moved, seconded by Ward Byers, to approve the transfer of \$2,000 from Office Furniture and Fixtures, and \$1,500 from Office Equipment into Prisoner Supplies. Motion carried 6-0.
- **Health Department:** Ward Byers moved, seconded by Don Morrison, to approve the transfer of \$450 from Utilities into Vehicle Maintenance to cover increased expenses. Motion carried 6-0.
- **WIC:** Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$71 from Breast-feeding Peer Counselor into Supplies. Motion carried 6-0.

#### **AUDITOR'S REPORT**

September 10, 2012 minutes: Ward Byers moved, seconded by Rex Gilliland to approve the September 10, 2012 minutes as presented. Motion carried 6-0.

#### **2013 SALARY ORDINANCE**

Before approving the 2013 salary ordinance, Council discussed several related issues.

Law Clerk: Council considered Judge Colvin's request to increase the hourly rate for the Superior 2 law clerk to \$15.00, and whether the rate should be the same for all law clerks. Currently, the rates range from \$11.04 in the Prosecutor's office to \$12.70 in Circuit and Superior 2. After discussion, the consensus was to establish a range that reflects the pay in all three offices after the 3% increase for next year.

**Ward Byers moved, seconded by Ralph Booker, to establish an hourly rate range for Law Clerks at \$11.37 to \$13.08 for 2013. Motion carried 6-0.**

Highway comp-time cap: John Benedict moved, seconded by Rex Gilliland, to set the cap on comp time at 80 hours for Highway Department employees who work 40-hours per week. Motion carried 6-0.

Election Board pay: The Auditor explained that the salary ordinance states that the three Election board members are paid \$1,000 per election; however, they are also paid in years with no elections since the board still meets to conduct business such as reprecincting and redistricting. The Auditor recommended changing the wording from "\$1,000 per election" to "\$2,000 annually".

**Ward Byers moved, seconded by Ralph Booker, to approve the change from "\$1,000 per election" to "\$2,000 annually" in Section 0101-062 of the 2013 Salary Ordinance. Motion carried 6-0.**

**Rex Gilliland moved, seconded by Ward Byers, to approve the 2013 salary ordinance with the above changes. Motion carried 6-0.**

After the appropriate documents had been signed, and with no further business to come before the Council, Don Morrison moved, seconded by John Benedict, to adjourn the meeting at 7:05 pm. Motion carried 6-0.



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**Matt Hassel, President**

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**John Benedict**

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**Ward Byers**

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**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

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**Don Morrison, Vice President**

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**Ralph Booker**

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**Rex Gilliland**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, NOVEMBER 13, 2012**

BE IT REMEMBERED: That on Tuesday, November 13, 2012, at 9:00 am, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There was no public input.

**PERSONNEL REPLACEMENT REQUESTS**

**MARY JANE WALSWORTH, PROBATION DEPARTMENT**

Ms. Walsworth requested approval to fill a vacant probation officer position. She advised that two secretaries in the department have bachelor degrees and are qualified for the position. However, the promotion of one employee to Probation Officer would create a vacant secretarial position, and Ms. Walsworth wanted to plan for that contingency as well. The Probation Officer position will be posted in-house, and will then be advertised as requested by the Courts.

**Ward Byers moved, seconded by John Benedict, to approve filling a vacant probation officer position, and to allow replacement of a secretarial position if a vacancy is created by the promotion of a current secretary. Motion carried 7-0.**

**PROSECUTOR**

On behalf of the Prosecutor's Office, Nelson Chipman requested approval to fill a vacant Child Support caseworker position. A full-time employee has requested reduction to part-time, and a current part-time employee has requested moving to full-time. The Prosecutor would like to fill the vacancy with the current part-time employee, but will post the position in-house for five days.

**Judith Stone moved, seconded by Rex Gilliland, to allow the Prosecutor to fill a vacant child support case worker position. Motion carried 7-0.**

Mr. Chipman requested a waiver of the probationary period and pay if the position is filled by the current part-time employee, but Council will consider the request after the position is filled.

**LINDA RIPPY, MUSEUM DIRECTOR**

**APPROPRIATION OF HISTORICAL SOCIETY FUNDS**

Ms. Rippy reported that the Museum plans to hire a part-time person beginning December 1, using the fund established by an agreement between the Historical Society and the County. She will request an additional appropriation for consideration at the December 10 meeting.

She also distributed the Museum and Historical Society's activity report for the third quarter, including a financial summary and board reports. Ms. Rippy and Council members agreed that future quarterly reports could be delivered in written form, and any major issues could be discussed in person.

**CLYDE AVERY, EMA DIRECTOR**  
**EMPG COMPETITIVE GRANT APPROPRIATION**

Mr. Avery advised that the County has again received an EMPG Competitive Grant award of \$4,054, and he requested appropriation of that amount into the EMA Grant Fund. The funds must be spent by February, 2013, and will be used to purchase a Weather Station, a point/tilt/zoom camera for the jail tower and reference materials. The equipment will provide real-time weather information for the county, and be available to the media and the public. Currently, the nearest weather information is provided by the National Weather Service in North Webster. Mr. Avery stated that this may be the final competitive grant.

**Ward Byers moved, seconded by Don Morrison, to approve the additional appropriation request for the EMA Grant Fund for \$4,054. Motion carried 7-0.**

**METRONET PROJECT**

Brent Martin of the T<sup>2</sup> Committee, and several area businesses representatives were present to discuss the possibility of local funding for the Metronet project. He stated that the committee has always considered the broadband fiber optic system a vital component of the economic development effort.

The project involves running fiber optic conduit from Ireland Road on the south side of South Bend to and around Plymouth, with the possibility of eventually extending the system to surrounding towns. Preliminary cost estimates for installation of the conduit are \$2.2 million. Applications for federal grants to fund the entire \$5.5 million cost were unsuccessful, as were requests to INDOT to install conduit in the highway right-of-way. Mr. Martin stated that project funding was now up to local governments, and that several potential subscribers have been identified.

Mary Jan Hedman, Executive Director of St. Joseph Valley Metronet explained that the data carrier hotel in South Bend is one of only two in the entire state. The broadband fiber optic system was installed in 2001 as a public/private partnership between South Bend and seven private concerns. It now consists of 65 miles of conduit, extending as far as Mishawaka, and has 110 organizations connected. Ms. Hedman stated that the Metronet is a vital economic development asset for both current businesses and new development, providing unlimited bandwidth and affordable connectivity for "e-commerce".

Marshall County Economic Development Director Jennifer Laurent stated that prospects are looking for affordable broadband services and that many existing businesses have a global presence and need the services as well. She noted that the high speed fiber optics may not bring immediate results, but the lack of affordable service is a huge drawback to companies looking to relocate.

Gary Miller, IT director for St. Joseph Regional Medical Center, explained that by utilizing the Metronet, their St. Joseph County facilities are saving \$250,000 over commercial carriers. He explained that their health care centers connect to hospitals and doctors throughout the nation, and that "tele-health" comprises 70% of their business. The Metronet has the large capacity bandwidth necessary to accommodate huge volumes of data, allowing real time readings of

diagnostic films and x-rays, as well as video consultations and studies. He estimated they would save \$145,000 to \$150,000 in Marshall County

Ron Clinger, CFO of Niles Lankford & White, stated that their business has many “remote” employees and clients throughout the US and that 75% of their communications are done via email. The internet is central to their business and their growth depends on the most advanced technology. The bandwidth offered by their current carrier is inadequate, and he feels the company is running out of options.

Curt Feece, owner of a local IT support company, stated he has been a long-time advocate of the Metronet as an economic development tool, and feels the Metronet would remove much of the disparity for companies which have locations in both St. Joseph and Marshall Counties.

Marshall County IT Director Michael Marshall stated that affordable broadband fiber optics would offer important global connectivity, and facilitate business continuity and disaster recovery.

Mayor Mark Senter advised that the Plymouth Redevelopment Commission is in the process of committing redevelopment money from all three TIF zones to the project, citing economic development and revitalization opportunities. Plymouth has pledged \$30,000 to cover half the anticipated \$60,000 cost of the preliminary design study, and asked the County to consider helping fund the project.

Commissioner Kevin Overmyer stated that past leadership was farsighted in many projects, including locating the hospital at its present site, construction of the Oakhill Avenue extension, Pioneer Road, and the 7<sup>th</sup> Road project. He feels that the Metronet should be considered as infrastructure, and will probably have to be funded locally. The Commissioners have agreed to contribute \$30,000 for the preliminary study, and he suggested that representatives from the Commissioners and Council meet with the Auditor to discuss funding possibilities.

Mr. Booker noted that although he will be leaving the Council at the end of the year, he feels the Metronet is the most important project that the County has considered and will affect future growth and development.

On behalf of the Council, Mr. Hassel thanked the group for their presentation, and asked them to keep the Council updated.

#### **ADDITIONAL APPROPRIATIONS**

The Council considered the following additional appropriation requests:

**Highway Fund:** Neal Haeck requested an additional of \$600.00 to appropriate refunds into Telephone.

**John Benedict moved, seconded by Judith Stone, to approve the additional appropriation of \$600.00 into the Highway Fund Telephone line. Motion carried 7-0.**

**WIC:** WIC requested an additional appropriation of \$1,300 into Office Rent to reflect an extra month’s rent for their former offices.

Ralph Booker moved, seconded by John Benedict, to approve the additional appropriation of \$1,300 into Office Rent in the WIC Fund. Motion carried 7-0.

### TRANSFERS

#### General Fund:

- Coroner: Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$245 in the Coroner's budget from Emergency Deputies to Deputies to cover a wage miscalculation. Motion carried 7-0.

- Veterans Service Office:

- 1) John Benedict moved, seconded by Judith Stone, to approve the transfer of \$200 from Training to Office Supplies to cover additional purchases. Motion carried 7-0.

- 2) John Benedict moved, seconded by Rex Gilliland to approve the transfer of \$7,000 from Department Head to Contractual Services to pay the contracted employee. Motion carried 7-0.

- Circuit Court: Don Morrison moved, seconded by Judith Stone, to approve Judge Palmer's request to transfer \$500 from Court Appointed Doctors; \$100 from Expert Witnesses; \$3,000 from Equipment and Maintenance; \$500 from Repair Furniture; \$4,000 from Grand and Petit Jurors; \$3,000 from Office Furniture; and \$1,500 from Office Equipment, for a total of \$12,600 into Pauper Counsel. Motion carried 7-0.

- Probation: John Benedict moved, seconded by Don Morrison, to approve the Probation request to transfer \$1,000 from Overtime and \$1,500 from Counselors, for a total of \$2,500 into Clerical. Motion carried 7-0.

#### Probation User Fees:

- 1) Council tabled action on a transfer of \$3,300 to the Intern Wages line. It appeared that the request was to transfer from the General Fund into the Adult Probation Users Fund.

- 2) Don Morrison moved, seconded by Ralph Booker, to approve the transfer of \$271 from Employer Social Security to Intern wages in the Adult Probation User Fees fund. Motion carried 7-0.

Health Department: Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$1,280 from Assistant Nurse, transferring \$1,040 into Health Educator and \$240 into Social Security, to cover additional hours for the health educator. Motion carried 7-0.

Lake Enforcement Fund: John Benedict moved, seconded by Rex Gilliland, to approve the transfer of \$300 from Social Security into Vehicle Maintenance Supplies to cover additional fuel costs. Motion carried 7-0.

Statewide 911: Ward Byers moved, seconded by Rex Gilliland, to transfer \$2,500 from Employer Social Security, \$3,000 from Group Health Insurance, and \$7,000 from Equipment Maintenance Contracts, for a total of \$9,000 into 911 Equipment Lease. Motion carried 7-0.

### CLERK JULIE FOX – ELECTION BOARD BUDGET TRANSFER REQUEST

Ms. Fox requested approval to transfer a total of \$4,020 from various lines in the Election Board budget into Poll Workers to cover election worker expenses. \$2,000 will be transferred from Poll Worker Meals to Poll Workers, with the remainder of \$2,020 from Postage, Travel/Mileage and Legal Advertising.

Rex Gilliland moved, seconded by Ward Byers, to approve the Election Board transfer of \$2,000 from Poll Worker Meals, \$550 from Postage, \$950 from Travel/Mileage, and \$520 from Legal Advertising, for a total transfer of \$4,020 into Poll Workers. Motion carried 7-0.

**AUDITOR’S REPORT**

**October 13, 2012 minutes: Don Morrison moved, seconded by Ward Byers, to approve the October 13, 2012 minutes as presented. Motion carried 6-0-1, with Ms. Stone abstaining due to her absence from that meeting.**

**COUNCIL ITEMS**

**Court Services update:** Judge Colvin has advised that Court Service revenues have increased, enabling that program to reimburse the General Fund \$10,000 for unemployment compensation  
**4-H Fair Board:** Mr. Hassel read a letter from the Fair Board expressing their appreciation for the county’s support during the year.

**2013 meeting schedule:** The proposed 2013 meeting schedule was presented for approval. Mr. Hassel suggested moving the November 12 meeting to 6:00 pm since the meeting coincides with the property tax deadline, and members agreed to the change. The revised meeting schedule is:

- 9:00 am Monday, January 14
- 9:00 am Monday, February 11
- 9:00 am Monday, March 11
- 9:00 am Monday, April 8
- 9:00 am Monday, May 13
- 9:00 am Monday, June 10
- 9:00 am Monday, July 8
- 9:00 am Monday, August 12
- 9:00 am Tuesday, August 20, Wednesday, August 21- Budget Hearings
- 9:00 am Monday, September 9 – Budget Adoption
- 9:00 am Monday, October 14
- 6:00 pm Tuesday, November 12
- 9:00 am Monday, December 9
- 9:00 am Tuesday, December 31 – if necessary

**John Benedict moved, seconded by Rex Gilliland, to approve the 2013 meeting schedule. Motion carried 7-0.**

**ADJOURNMENT**

After the appropriate documents had been signed, and with no further business to come before the Council, **John Benedict moved, seconded by Judith Stone, to adjourn the meeting at 11:00 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**John Benedict**

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**Ralph Booker**

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**Ward Byers**

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**Rex Gilliland**

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**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, DECEMBER 10, 2012**

BE IT REMEMBERED: That on Monday, December 10, 2012, at 9:00 am, the Marshall County Council met in a public meeting at the County Building, Plymouth, Indiana, pursuant to the call of the County Auditor. Present were the Honorable Matt Hassel, President; Don Morrison, Vice President; John Benedict, Ralph Booker, Ward Byers, Rex Gilliland, Judith Stone; and Auditor Penny Lukenbill. The meeting was opened with the Pledge of Allegiance.

**PUBLIC INPUT**

There was no public input.

**DAVID HOLMES, PROSECUTOR**

**WAIVER OF PROBATIONARY PERIOD AND PAY**

Mr. Holmes advised that Amalia Richey was recently hired as a full-time child support caseworker. He requested a waiver of the probationary period and pay since she had been employed in the same position on a part-time basis.

**Judith Stone moved, seconded by Don Morrison, to waive the probationary period and pay for Amalia Richey. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**Local Health Maintenance Fund:** Wes Burden requested the additional of \$2,924 to purchase iPads for the environmentalists and off-site clinic personnel.

**Ralph Booker moved, seconded by Rex Gilliland, to approve the additional appropriation of \$2,924 into Local Health Maintenance Fund Office Equipment. Motion carried 7-0.**

**K9 Fund:** Sheriff Chamberlin requested an additional of \$3,000 to purchase a K9 module for the CAD software.

**Judith Stone moved, seconded by John Benedict, to approve the additional appropriation of \$3,000 into Machinery and Equipment in the K9 Fund. Motion carried 7-0.**

**Historical Society Fund:** Don Morrison moved, seconded by John Benedict, to approve the additional appropriations for the Historical Society Fund of \$900 into Part-time Museum Employees, and \$100 into Social Security. Motion carried 7-0.

**TRANSFERS**

**General Fund:**

- **Clerk:** John Benedict moved, seconded by Rex Gilliland, to approve the transfer of \$5,000 from Office Supplies, \$393 from Publications, and \$3,000 from Office Equipment, for a total of \$8,393 into Security Systems in the Clerk's budget. Motion carried 7-0.
- **Auditor:** John Benedict moved, seconded by Judith Stone, to approve the transfer of \$10 from Overtime to Clerical in the Auditor's budget. Motion carried 7-0.
- **Recorder:** Ward Byers moved, seconded by Don Morrison, to transfer \$200 from Dues and Subscriptions into Office Furniture and Equipment. Motion carried 7-0.
- **Sheriff:** Ralph Booker moved, seconded by Ward Byers, to transfer \$8,000 from Chief Deputy to Holiday Pay in the Sheriff's budget. Motion carried 7-0.



John Benedict moved, seconded by Judith Stone, to transfer \$3,000 from Vehicle Accessories to Vehicle Maintenance Supplies in the Sheriff's budget. Motion carried 7-0.

- **Election Board:** Don Morrison moved, seconded by Ralph Booker, to transfer \$387 from Machine Technicians, \$300 from Per Diem Wages, \$602 from Legal Advertising, \$108 from Repair Furniture and Equipment, for a total of \$2,167 into Absentee Voter Board Wages; and \$40 from Poll Worker Meals into Poll Worker Wages in the Election Board budget. Motion carried 7-0.
- **Drainage Board:** Rex Gilliland moved, seconded by John Benedict, to transfer \$100 from Clerical Wages to Longevity in the Drainage Board budget. Motion carried 7-0.
- **Plan Commission:** Ward Byers moved, seconded by Judith Stone, to transfer \$600 from Printing and Advertising and \$500 from Repair Furniture, for a total of \$1,100 to Office Furniture in the Plan Commission budget. Motion carried 6-0-1, with Mr. Booker abstaining because of his position as Plan Director.
- **Superior Court 1:** Don Morrison moved, seconded by John Benedict, to transfer \$700 from Office Machine Supplies to Law Library; \$850 from Clerical to Pauper Counsel; and \$1,000 from Law Clerk to Pauper Counsel, in the Superior Court 1 budget. Motion carried 7-0.
- **Circuit Court:** Ralph Booker moved, seconded by Judith Stone, to transfer \$600 from Law Library to Equipment Maintenance in the Circuit Court budget. Motion carried 7-0.
- **Probation:** Ralph Booker moved, seconded by Rex Gilliland, to approve the transfer of \$3,300 from Probation Officer Wages to Clerical in the Probation budget. Motion carried 7-0.
- **EMA:** Judith Stone moved, seconded by John Benedict, to approve the transfer of \$300 from Vehicle Repairs and \$250 from Other Repairs, for a total of \$550 to Other Operating Supplies in the EMA budget. Motion carried 7-0.
- **Jail:** John Benedict moved, seconded by Rex Gilliland, to approve the transfer of \$3,220 from Overtime, with \$720 to Longevity and \$2,500 to Holiday Pay in the Jail budget. Motion carried 7-0.

**Reassessment:** Ralph Booker moved, seconded by Ward Byers, to approve the transfer of \$22,958 from Consulting Services, \$10,000 from Legal Services and \$998 from Postage, for a total of \$33,956 to Computer Software in the 2006 Reassessment budget. Motion carried 7-0.

**Court Services:** Judith Stone moved, seconded by John Benedict, to approve the transfer of \$500 from Professional Services to Office Supplies in the Court Services budget. Motion carried 7-0.

**Lake Enforcement Fund:** John Benedict moved, seconded by Don Morrison, to approve the transfer of \$2,200 from Employer Social Security to Storage in the Lake Enforcement Fund budget. Motion carried 7-0.

**Statewide 911:** Judith Stone moved, seconded by Don Morrison, to approve the transfer of \$2,200 from Overtime to Group Health Insurance in the Statewide 911 budget. Motion carried 7-0.

Ward Byers moved, seconded by John Benedict, to transfer \$1,800 from Employer Social Security to Employer PERF in the Statewide 911 budget. Motion carried 7-0.

**WIC: Ward Byers moved, seconded by Rex Gilliland, to approve the transfer of \$998 from Nurse Wages, with \$567 to Office Supplies and \$431 to BF Peer Counselor. Motion carried 7-0.**

**KAREN RICHEY – EXTENSION OFFICE**  
**PERSONNEL REPLACEMENT REQUEST**

Ms. Richey requested approval to fill an upcoming secretarial vacancy in her office. The position has been budgeted for 2013.

**Don Morrison moved, seconded by Ralph Booker, to approve replacement of a secretarial position in the Extension Office. Motion carried 7-0.**

**AUDITOR’S REPORT**

**November 13, 2012 minutes: Rex Gilliland moved, seconded by Ward Byers, to approve the November 13, 2012 minutes as presented. Motion carried 7-0.**

**BOARD APPOINTMENTS**

**ABC Board:** Mr. Gilliland advised that Maria Keller has agreed to serve another term on the ABC Board.

**Rex Gilliland moved, seconded by Don Morrison, to appoint Maria Keller to the Marshall County Alcoholic Beverage Commission for 2013. Motion carried 7-0.**

**Argos Library Board:** Jane Hall, Director of the Argos Public Library, has advised that board member Lora Middleton has submitted her resignation, and recommended the appointment of Julia Kay Campbell to fill the unexpired term.

**Don Morrison moved, seconded by Ward Byers, to appoint Julia Kay Campbell to the Argos Library Board of Trustees to fill the unexpired term of Lora Middleton, through December 31, 2014. Motion carried 7-0.**

**Bremen Library Board:** Mr. Hassel reported that Deanna Beall will be leaving the Bremen Library Board, and Barbara Stillson, a retired Bremen school teacher, has indicated an interest in the appointment. He stated that Joyce Grabil had also previously indicated an interest in serving, and he would like to contact her before making the appointment to see if she is still interested.

**Ralph Booker moved, seconded by Judith Stone, to authorize Matt Hassel to contact Joyce Grabil regarding her interest in serving on the Bremen Library Board. Motion carried 7-0.**

**BZA:** Mr. Booker advised that Don Ecker will be resigning from the BZA, and recommended seeking a replacement from Walnut or Tippecanoe Township. He will ask the BZA for a recommendation. Board member Debbie Griewank has been elected Commissioner, and will be leaving the board as well.

**COUNCIL COMMENTS**

Mr. Hassel welcomed State Representative Elect Tim Harmon, and thanked him for attending the meeting.

Council members Ralph Booker and Ward Byers will be leaving office December 31 and Mr. Hassel invited them to make closing comments. Mr. Booker said that the past eight years had been interesting and provided a better understanding of county government. He stated he has enjoyed working with the other members and commended them for their hard work. He challenged the entire Council to continue their efforts to provide the most efficient and effective government and to keep their minds open to new ideas. Mr. Byers said that he regarded the

past four years as a great educational opportunity, and that he hoped he had contributed to the process.

Council members then individually thanked both for their service, especially acknowledging their valuable input and insight, and their hard work during their terms.

Mr. Hassel reported that Mr. Booker will prepare the 2014 budget reviews for the Council, and stated that the incoming members will have big shoes to fill as they step into their new roles.

Council members also thanked the Auditor for her work during the past year, and the office holders for their efforts in working within their budgets.

**ADJOURNMENT**

After the appropriate documents had been signed, and with no further business to come before the Council, **Ward Byers moved, seconded by Ralph Booker, to adjourn the meeting at 9:55 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

\_\_\_\_\_  
**John Benedict**

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**Ralph Booker**

\_\_\_\_\_  
**Ward Byers**

\_\_\_\_\_  
**Rex Gilliland**

\_\_\_\_\_  
**Judith Stone**

**Attest:** \_\_\_\_\_  
**Penny Lukenbill, Auditor**