

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, APRIL 8, 2013

BE IT REMEMBERED: That on Monday, April 8, 2013, 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, Rex Gilliland, Steve Harper, Judith Stone and Jon Van Vactor; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

PUBLIC INPUT

There was no public input.

AUDITOR PENNY LUKENBILL
PERSONNEL REPLACEMENT REQUEST

The Auditor requested approval to replace the Claims Deputy, Charlotte Leighton, who will be leaving June 5.

Don Morrison moved, seconded by Steve Harper, to approve replacement of the Claims Deputy in the Auditor's Office. Motion carried 7-0.

SHERIFF TOM CHAMBERLIN
PERSONNEL REPLACEMENT REQUEST

Sheriff Chamberlin reported that Chief Records Clerk Linda Secor is retiring May 1 and requested replacement of that position. In the near future, he intends to combine the Office Manager, Records Clerk and Bookkeeper into one position, and has submitted the proposed job description to the HR Deputy. Wagner, Irwin and Sheely will analyze the duties of the new position and recommend a pay range, after which the Personnel Committee will review both and make a recommendation to the Council. HR will ask Wagner, Irwin and Sheely to expedite the process as much as possible.

Judith Stone moved, seconded by John Benedict, to approve replacement of the Chief Records Clerk in the Sheriff's Department. Motion carried 7-0.

ADDITIONAL APPROPRIATIONS

GIS Enhanced Access Fund: On behalf of the Commissioners, Deb Griewank explained that they requested \$24,500 from this fund to assist with combining the digital data processing center for security purposes. The IT Department will purchase a new server rack from their budget.

Jon Van Vactor moved, seconded by Rex Gilliland, to approve the additional appropriation request for \$24,500 into Repairs and Maintenance in the GIS Enhanced Access budget. Motion carried 7-0.

The Commissioners reported that the heating/cooling system update should be completed by the end of the week, and that the window replacement project was finalized last fall.

Auditor's Ineligible Deduction Fund: The Auditor requested a \$5,000 additional appropriation into Clerical to provide funds for training the new Claims Deputy.

John Benedict moved, seconded by Judith Stone, to approve the additional appropriation request for \$5,000 into Clerical in the Auditor's Ineligible Deduction Fund. Motion carried 7-0.

Clerk ARRA IV-D Fund: Rex Gilliland moved, seconded by Don Morrison, to approve the additional appropriation request of \$2,350 into Office Supplies and \$4,000 into Travel and Mileage in the Clerk ARRA IV-D budget. Motion carried 7-0.

TRANSFER

Health Department: Wes Burden and Health Educator Sandy Reed were present to discuss the Health Department's transfer request of \$1,600 from Utilities to Wages and Social Security for the Health Educator. Mr. Burden explained that the focus in public health is changing to prevention and education efforts in achieving a healthier lifestyle. As Health Educator, Ms. Reed makes presentations to schools, service organizations and the media in an effort to raise awareness of lifestyle choices in personal and public health. She distributed a statistical report reflecting the county's health rankings in various categories.

Judith Stone moved, seconded by Don Morrison, to approve the transfer of \$1,450 to Health Educator and \$150 to Social Security, totaling \$1,600 from Utilities. Motion carried 7-0.

AUDITOR'S REPORT

March 11, 2013 Minutes: Don Morrison moved, seconded by John Benedict, to approve the March 11, 2013 minutes as presented. Motion carried 7-0.

Road funding legislation update: As it now stands, the road funding provision in the Senate version of the state budget would require counties to enact a Local Option Highway User Tax of at least half of the \$40.00 maximum, or risk having their MVH distributions frozen at the 2013 levels. Council members expressed their reluctance to enact a wheel tax.

SALARY ORDINANCE AMENDMENTS

Law Clerk: Following Council approval at the March 11 meeting, an amendment to the salary ordinance was presented to reflect the change in the law clerk hourly pay range of \$11.37-\$18.00 per hour.

WIC RD Coordinator: The State has advised that funds are available to reinstate the WIC Coordinator hourly rate to \$22.17 as originally designated in the 2013 salary ordinance.

Steve Harper moved, seconded by Rex Gilliland, to approve the salary ordinance amendment designating the hourly rate for the WIC RD Coordinator at \$22.17. Motion carried 7-0.

BOURBON LIBRARY BOARD APPOINTMENT

Mr. Hassel received a recommendation from the Bourbon Library Director and Board to reappoint Norma Montgomery for a four-year term.

John Benedict moved, seconded by Steve Harper, to appoint Norma Montgomery to the Bourbon Library Board of Trustees for a four-year term, beginning May 1, 2013 through April 30, 2017. Motion carried 7-0.

COUNCIL COMMENTS

Mr. Hassel presented his views on the Commissioners' recent actions to no longer require the EMA director to attain EMPG points, which would result in his total salary being absorbed by the General Fund. He explained that as an incentive for each county to have an EMA director, the state offered to reimburse half of their salary if they met certain state standards. He was concerned that if the director is no longer required to meet those, we might not be as ready as we should be in a disaster, and that it might affect receiving other grants and federal disaster reimbursements. He asked the Council to consider these issues prior to budget discussions.

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 John Benedict, to adjourn the meeting at 9:50. Motion carried 7-0.**

Matt Hassel, President

Don Morrison, Vice President

John Benedict

Rex Gilliland

Steve Harper

Judith Stone

Jon Van Vactor

Attest: _____
Penny Lukenbill, Auditor

MARSHALL COUNTY COUNCIL
2014 BUDGET HEARINGS
FIRST READING - AUGUST 20

The budget hearing was called to order by President Matt Hassel. Also present were Vice President Don Morrison, members John Benedict, Rex Gilliland, Steve Harper, Judith Stone, and Jon Van Vactor; 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

The 2014 budget of \$316,925 is approximately \$1,000 less than 2013, and the estimated levy is \$295,000 compared to the current levy of \$273,554. 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 9.

SOUTH WEST LAKE MAXINKUCKEE
CONSERVANCY DISTRICT BUDGET

The conservancy's 2014 budget of \$149,012 will not require a levy. The properties included in the district are now being billed for the exceptional benefits assessment, which is applied to debt service. Second reading and adoption by the Council will take place at 9:00 am on September 9.

ARGOS COMMUNITY SCHOOLS BUDGET

Superintendent Julie Lauck and Treasurer Jennifer Lee presented the 2014 Argos Community Schools budget. The General Fund budget, which is now funded through the state, was reduced, and the Transportation budget increased as a result of the anticipated purchase of two new buses. The advertised total of all budgets is \$6,478,466, with an advertised levy of \$2,198,357. Second reading and adoption will take place at 9:00 am on September 9.

COMMISSIONER RECOMMENDATIONS

Commissioners Jack Roose and Deb Griewank presented the board's recommendations:

- 1) Elected and appointed department heads should continue to request replacement of vacant positions with the Council or Commissioners as appropriate.
- 2) Provide a 3% pay increase for hourly and salaried personnel.
- 3) Continue to be cautious with approving Capital Outlays.

BUDGET DISCUSSIONS

Mr. Hassel stated that the Council would make every effort to adhere to the agenda times particularly since the hearings were condensed into one day. Department heads then came before the Council to present their budgets.

Commissioners – PERF will increase to 11% next year, up from 9 ½%, and since the actual health insurance increase will not be known until September, it is necessary to estimate that budget line. The estimate was based on actual 2013 expenditures, adding the increased premium for the required mental health coverage and a \$5.62 per employee per month fee for the Affordable Care Act, as well as an overall 10% increase. Mr. Roose explained that a safety committee was formed earlier this year to help reduce injuries and resulting worker's comp claims. The budget line will fund hepatitis shots and AED certification for employees. Council recommended re-bidding the trash/recycling service for more competitive pricing.

Drainage Board: The Auditor has proposed returning the duties of the Drainage Board Secretary to

the Auditor's office. As a result, the remaining secretarial duties will be overseen by either the Plan Commission office or the Building Inspector and the position will be paid from either or both of those budgets.

CCD – The budget includes software maintenance and computer equipment requests to be discussed by IT director Michael Marshall.

Rainy Day Fund - The budget includes the County's \$150,000 contribution to the MCEDC, \$50,000 for the ongoing records scanning project, and \$100,000 in Repair Buildings and Structures for unanticipated repairs. The Commissioners indicated that the fund could be used to update the video conferencing equipment which was requested in the Superior 2 budget.

CAGIT – The special jail CAGIT budget includes eight employees, the annual lease-rental payment of \$1,214,000, and \$10,000 in the Professional Services line for our annual disclosure preparation.

Highway and Cum Bridge: Both budgets include matching funds for the 7th Road construction project - \$200,000 in Highway and \$900,000 in Cum Bridge. Our 20% match of the \$6 million project is \$1.2 million, due in February if the project is bid in January. Land acquisition, construction engineering and inspection are all 80% reimbursable through INDOT with federal funds, but we are required to pay up front first. The estimated \$680,000 for right-of-way acquisition was budgeted this year from the Cum Bridge Fund.

Capital Outlays includes \$170,000 for a new truck, but Mr. Haeck said he will delay the decision until we receive our expected reimbursements and the road funding is certain. He noted that we will be receiving approximately \$1.2 million from INDOT for the relinquishment of old US 31, but we will be responsible for maintaining the additional road miles.

The change in the funding formula approved by the legislature this year should increase Highway revenues by approximately \$700,000, which will be used for road building materials.

Buildings and Grounds: The Commissioners did not replace the retiring department head last year, but appointed Doug and Gary Masterson as building supervisors. They reported that the arrangement is working well with some part-time help. Projects for the upcoming year include installation of ADA compliant doors at the Courthouse, museum and jail, refinishing the clock tower, converting all light fixtures to T8, and sidewalk replacement. They are also working with Judge Palmer on the Circuit Court handicapped accessibility improvements at an estimated cost of \$15,000 to \$25,000, which was included in this budget. The other court rooms will also need new carpeting in the near future.

Sheriff – General Fund: Council reduced the following items which were also budgeted in Certified Shares: Vehicle Repair - \$30,000; Vehicle Accessories - \$18,000; Radar Units - \$2,000; Radios and Accessories - \$3,000; Video Cams - \$5,000.

Certified Shares: Mr. Van Vactor suggested using the Continuing Education Fund for training, removing \$7,000 from the Training line. The budget includes \$21,600 in Computer Equipment to replace 18 aging laptops, and the Sheriff is considering the use of iPads instead. He has also requested three vehicles from Certified Shares for \$80,511 and a transport van from Extradition for \$25,000, and plans to trade in three older vehicles for interceptors or trucks. Mr. Van Vactor questioned the \$20,000 in Vehicle Accessories which remained the same as the 2013 budget, stating that the accessories line should be reduced since the Sheriff was purchasing fewer cars. Sheriff Chamberlin explained that the transport van will require a prisoner screen and light bar, which Ms. Stone suggested should come from Extradition. The Sheriff agreed to check on whether the fund can be used to purchase accessories.

The County recently contracted with Quality Correctional Care to provide inmate medical care for \$135,000 per year, which will be partially funded from the \$55,000 in Prisoner Care.

County Corrections: The \$20,000 budgeted for Part-time Nurse will be transferred to Prisoner Care to help fund the QCC contract.

Statewide 911: The \$5,000 in Computer Equipment will be used to gradually replace older computers, which will then be transferred to administration.

Jail CAGIT: IT Director Michael Marshall was present to explain the Sheriff's request for \$170,000 to replace the jail's computer system. The servers that operate the jail management, CAD, Integrator and Intel systems run 24-hours a day, and after six years they are approaching end of life. In addition, the AV system is obsolete and incompatible with new hardware. He noted that as technology changes and hardware ages, the system must be replaced about every five years.

Prosecutor –Prosecutor David Holmes again discussed reclassifying three employees from Secretaries to Caseworkers, stating that their duties include more than secretarial work, such as monitoring child-support cases, administering paternity testing, and enforcing support orders. Revised job descriptions had been submitted to Wagner, Irwin and Scheele, but he disagreed with their determination that they were not substantially different enough to warrant reclassification and increased pay. The Secretaries line was over-budgeted by \$28,682, and if Council ultimately allows the reclassification, the increased pay will be funded from the IVD Fund. The Auditor will check on the positions and pay scale in other counties.

Mr. Holmes had also presented a request to the Personnel Committee to move a part-time clerical position to full-time and included \$12,600 for half of the wages for that position. The Office Administrator wages were increased by nearly 9% rather than the recommended 3%, resulting in an over budget of \$2,058.

The budget also includes the full amount of the Great Lakes Laboratory contract, which was formerly shared with the sheriff.

IVD: – The IVD budget is funded by child support incentives money and pays six part-time clerical employees and \$22,000 of one deputy prosecutor position.

Pre-Trial Diversion – This fund is used to supplement the Prosecutor's clerical budget and in the past has included partial funding for a deputy prosecutor position.

LEPC: The committee has applied for a grant to conduct a hazardous material flow study, and increased the Data Management line accordingly.

Probation – Probation Officer salaries will be increased according to the state pay schedule, and the increases will be funded by Probation Administrative Fees and Probation User Fees. Chief Probation Officer Mary Jane Walsworth explained the increase in Urinalysis to \$10,000 is due to additional testing for synthetic meth. She had also requested \$16,000 to purchase a new copier, and Council suggested that she check with the judges to see if the purchase could be taken from Probation User Fees.

Ms. Walsworth then discussed the need for an additional probation officer at \$30,829, stating that it is now a necessity rather than an option. She stated that the number of meth cases is exploding, and that the vast majority end up on probation, and that changes in the sentencing law have increased the number of probationers. The time consuming paperwork for pre-sentence investigations and risk assessments make it difficult to make necessary home visits and meet continuing education requirements. She offered to reduce \$8,000 in PT Clerical to apply to the additional probation officer wages, and felt that the Jail CAGIT funds could also be used. Mr. Hassel recommended that she make a similar presentation to the judges.

Administration Probation User Fees: State-mandated pay increases are paid from this fund, which does not generate sufficient revenues to cover the costs. Mr. Gilliland noted that the fees should

be increased. The intern line pays for a college intern who helps cover for the probation officers.

Clerk of the Circuit Court - Clerk Julie Fox explained that the increase in her Overtime budget is to hire additional part-time employees to keep part-time hours under 56 hours per pay period. Travel and Mileage was also increased to cover her participation in the new statewide ISETS system and two state court committees. She also requested \$500 in Capital Outlays to purchase a scanner upgrade, but may not need it if the state will certify her current copier for use as a scanner.

Election Board – The Clerk increased the per-diem for the Absentee Voter board from \$65 to \$70, resulting in an increase of \$1160, and also increased the Election Board pay from \$1,000 to \$1,200 per member, a \$1,200 increase. The Clerical line was increased from \$400 to \$3,100, and Ms. Fox indicated she had reduced the Clerk’s Clerical line and placed in in the Election Board. Ms. Stone suggested reducing that line in the Clerk’s budget. Ms. Fox explained she had miscalculated the amount for the Poll Workers for the 2012 election, and had corrected the amount for 2014.

Records Perpetuation Fund: The \$3,000 requested in Capital Outlays is to purchase additional filing cabinets.

IVD – Ms. Fox stated she disagreed with the Auditor’s request to pay social security from the IVD budget for part-time employees paid by the fund.

Health Department – Wes Burden explained that the recent change to iPads resulted in an increase in data costs, reflected in the Telephone line.

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

Local Health Department Trust: Tobacco settlement funds are used to pay a part-time Health Educator.

WIC -Annette Osborn explained that the State did not allow any pay increases or longevity. All expenses of this program are reimbursed by the USDA.

Drug Free Community: Valerie Hite, part-time program coordinator, explained that the budget is funded by fines from alcohol and drug countermeasures. Grants of \$18,750 are awarded as mandated by state law for treatment, education and prevention of drug issues.

Building Inspector: Mr. DeWitt discussed his budget, which increased from \$47,965 to \$128,854. The Administrative Assistant position for \$31,551 and \$1,100 in longevity was placed in the Building Department and Plan Commission budgets to provide an option for using one or both budgets. He also requested \$9,460 in Part-time Clerical for a new part-time position, citing increased paperwork involved with handling building permits for Argos, Bourbon and Bremen, the fees from which generate between \$14,000 and \$16,000. He also requested \$28,358 to purchase a new vehicle to replace the current one with 130,000 miles and in need of tires and brakes in the near future.

Council members then questioned the 17% increase in Mr. DeWitt’s wages. He explained he added increases from the past two years to the former department head’s wages, as well as a 3% increase for 2014. He stated that as a member of the Northern Indiana Building Officials Association, he was the lowest paid and that the equivalent position in cities pays approximately \$47,000. He feels that construction activity has returned to previous levels, and it is time to increase his wages. Council also noted that the Overtime request of \$2,500.

Council asked that he provide a breakdown of the numbers and locations of his inspections for this year in order to compare fees and expenses.

Court Services – Director Ward Byers reported that program revenues are up and he has increased his budget to reflect increased participation. MCDAP has 135 participants and 85 offenders are on home detention, for which they pay \$12.00 per day. He increased Adult Monitoring Fees by \$30,000, Part-Time Clerical to \$7,112 to assist with scheduling, and Urinalysis to cover the

increased number of random screens which are reimbursed by the offender. He is performing more home visits and uses a Probation Department vehicle.

Mr. Byers noted that with the impending sentencing changes, he anticipates more offenders will be placed on probation and home detention. While his budget reflects a substantial increase, he stated he is taking care to preserve the fund balance.

Assessor and Reassessment – Ms. Dunning reported she has reduced Clerical by \$5,000 to reflect the reduced number of satellite locations for personal property assistance. She also increased Overtime by \$2,000, and would prefer to keep that in the same fund from which she pays her deputies.

In the 2015 Reassessment Fund 0124, Ms. Dunning reduced Consulting Services since reassessment will be done in-house, but she did request \$20,000 in that line for assistance for IBTR cases and appraisal fees. She reported that Pictometry will be an invaluable tool for reassessment, and the \$78,000 for the imagery and change finder were paid from Reassessment. The second flight in 2014 will provide imagery only, and a third flight can be delayed or cancelled if there is no funding. We will be converting to cyclical reassessment for 2015 payable 2016, in which 25% of the properties are reassessed each year. She also distributed a report on the projected Reassessment fund balances through 2017.

This is the final year for a budget in the 0123 Reassessment Fund, and any balance remaining at the end of this year will be rolled into the current 0124 Reassessment Fund.

Superior Court #1 – Judge Robert Bowen discussed the substantial increase in Pauper Council from \$70,000 to \$107,000. The courts contract with five public defenders, Superior 1 pays one for ABC felonies, Superior 2 pays for three contracts for misdemeanors and D felonies, and Circuit pays for one for juvenile and CHINS cases. He noted that the judges usually increase the public defender contracts by the same amount as the county employee raises. However, he is proposing to increase the contract amount from \$39,000 each to \$50,000 and increase the hourly rate from \$60 to \$70 for non-contracted public defenders, based on the state public defender program rate. Superior 1 has made 240 total appointments so far this year, 106 of which have been ABC felonies. Forty-eight of those have been assigned to the contracted defender, and 58 have been out-of-contract appointments at the hourly rate.

Under the Public Defender Council guidelines, each public defender is limited to 75 D felonies, and with three under contract we would be limited to 225 D felony appointments per year. Through August 1, Superior 1 has already appointed 134. The guidelines also restrict each public defender to 50 ABC felonies, and the Superior 1 defender is now at 48.

Fulton County participates in the Public Defender Council program and pays \$32,000 to \$64,000 to each of their defenders. Judge Bowen noted that defenders in Superior 1 have approximately twice the caseload as Fulton, and that we would need 18 public defenders if we followed PDC guidelines.

IT - CCD: Michael Marshall reported that his IT Travel and Mileage has increased to cover additional training and trips between the various county buildings. The Cum Cap Development Fund covers maintenance on most of the county's computer programs, including the OSSI maintenance at the jail. However, the maintenance on the 911 computers, the jail's Stratus system, car laptops, and emergency radio system is all outside his budget.

He also reported that he had increased Hardware by \$10,000 to cover miscellaneous equipment and to replace the XP operating system for most of the jail computers and approximately 20% of those in the county building.

Recorder – The only increase in the Recorder’s budget was the proposed 3% wage increase. The Perpetuation Fund pays for supplies and many other expenses, including a \$60,000 copier. Ms. Mahler reported that nearly all records have been scanned and are now being indexed, and the project should be complete by the end of 2014

Treasurer: The Treasurer’s budget is less than last year. Ms. VanDeMark noted that the majority of the Treasurer’s records have been scanned, but will need approximately \$5,000 to finish the project. The Auditor advised that sufficient funds were available in the Rainy Day budget.

Surveyor – Mr. Fisher explained that the increase in Vehicle Repair was to take care of two of his aging vehicles. He also advised that he recently replaced his 20-year old obsolete GPS system, using the Corner Perpetuation Fund to fund half the purchase price.

Coroner – Bill Cleavenger reported that he had increased Autopsy, Toxicology, and Radiology, noting that the number of cases each year is unpredictable, and that the cost of autopsies has increased by \$500 per case. He also proposed adding a State Coroner Board Certified category to Emergency Deputies, which would pay \$75 per case, rather than the current \$42. This would provide a larger pool to draw from, especially for more complex cases and grand jury appearances.

Extension: Karen Richey reported a 2% increase in the contract with Purdue and an increase in the Equipment Maintenance Contract reflects higher usage of the office copier.

Veterans Service Office: Pam Schweizer-Betz explained that her budget had increased by \$700, mainly to cover the cost of required training. She and another VSO share transportation to meetings to reduce expenses. She also noted that Office Supplies increased because she provides veterans with copies of their applications.

EMA: Mr. Avery explained that the increase in Machinery and Equipment will cover equipment purchases reimbursed through grants. We will continue to receive the reimbursement of 50% of his salary and benefits for this year, and may be entitled to some reimbursement for 2014.

Auditor: In addition to a 3% wage increase, Part-time Clerical was increased by \$6,000 to assist with Drainage Board duties.

Superior Court # 2 – Judge Dean Colvin was unable to attend, but discussed increases in his budget in a letter to Council members. He recommended approval of a 3% wage increase and did not request additional staff. He also requested a \$35,000 increase in Pauper Counsel and supported Judge Bowen’s proposal to increase the contract amounts for public defenders for \$50,000.

Judge Colvin also requested \$30,000 in Capital Outlays to upgrade Superior 2’s. He also requested \$11,000 in Equipment Maintenance in the event that the current system requires repair. Council discussed purchasing the upgraded system from Rainy Day and taking the Maintenance from CCD.

Other increases to the Superior 2 budget were \$2,000 additional in the Law Clerk line and wage increases in excess of the recommended 3%.

Plan Commission: Mr. Booker noted that his budget included the Administrative Assistant position which was formerly the Drainage Secretary position, and that Clerical was increased from \$3,000 to cover vacations. Council noted that the Building Department had requested \$9,460 in Clerical, and questioned the \$2,500 Overtime request, noting an identical amount was placed in the Building Department budget, presumably for the same employee. Mr. Booker explained that the secretary attends two evening meetings each month and has been assisting with the on-line permitting project, and has reached the maximum allowable comp time hours. Once the project is up and running overtime should revert to normal levels. Mr. Booker also increased the per diem to

provide \$30 per meeting to two Technical Review Committee members who are not county employees.

Mr. Hassel recommended placing the Administrative Assistant position in the Plan Commission budget, under the supervision of one department head.

Ms. Stone asked Mr. Booker to provide a report of the number of hours he is working for the City of Plymouth under the Memorandum of Understanding.

BZA: No changes from 2013.

Circuit Court – Judge Palmer could not attend the budget hearings, but did send a report to the Council explaining his budget increases. Pauper Counsel increased from \$6,950 to \$85,000 largely due to the increased meth cases involving parents of Children in Need of Services and mental commitment cases. The Judge explained that in the past he has always tried to meet the increases by transferring from appropriated lines, but can no longer cover the expenses in this manner.

The Office Furniture and Fixture line increased from \$3,000 to \$25,000 to cover the cost of handicapped accessibility improvements to the Circuit Court Room, including a ramp, restrooms and new carpeting.

The remodeling costs were also included in the Maintenance budget.

CONVENTION AND VISITORS BUREAU

Executive Director Mike Woolfington presented a report on the CVB's tourism promotion efforts. The executive board approved using a portion of their substantial reserve to enhance marketing efforts, including regional advertising programs and grants for special events and festivals throughout the county.

The CVB is hosting the Blazing BBQ and Bluegrass event September 20 and 21 in Centennial Park, featuring a Kansas City Barbecue Society cook off contest, with entries from Wisconsin, Michigan, Ohio and Indiana. Ongoing events and efforts include:

- North American Ice Fishing Tournament in Culver
- Ads in Midwest Living and Chicago Tribune
- Touchscreen kiosks at toll road visitor plazas
- Mobile tourism apps for smart phones

The CVB will be moving from their current location in the old firehouse on Center Street to the Centier Bank Building on Michigan Street early this fall, and Mr. Woolfington will be retiring at the end of the year. The Council thanked him for all his efforts to promote Marshall County for so many years.

DISCUSSION

Council members discussed prioritizing budget needs, including the request for an additional probation officer, the substantial increase in Pauper Counsel, and the burden that the changes in sentencing and meth epidemic have placed on the county's criminal justice system. Mr. Van Vactor stated that local officials should discuss with legislators the need for the state to increase funding for probation officers and to increase user fees to more realistically offset probation department costs. They noted that the \$160,000 budgeted for Prisoner Meals may be a low estimate given the

large increase in the jail population, and that the new contract for inmate medical care has increased those costs as well.

Ms. Stone proposed taking the \$170,000 for the jail computer system upgrade out of the Rainy Day Fund rather than the Jail CAGIT, but others felt that the upgrade is jail infrastructure and is a legitimate use of the funds.

Council members then discussed at length funding the future corrections and criminal justice needs in the county. Out of the county's total budgets of \$20.6 million, \$7.4 million goes toward criminal justice, and the needs will only increase.

Several members agreed that it may not be possible to meet the goal of removing all operating expenses from the CAGIT budget and placing them in the General Fund budget, and are concerned about how operations will be funded if CAGIT is allowed to expire after the bond issue is paid in 2026. Among the options discussed were allowing CAGIT to remain in place, which would require special legislation, or letting it expire and requesting another Local Option Income Tax for criminal justice and/or corrections. Council also discussed options for adding a new pod to the jail within the next few years, including another bond issue, re-financing the current bond or using available funds in the Jail CAGIT Fund.

The Council had suggested several reductions during the day, but agreed to wait until budget adoption to make final decisions. Mr. Hassel urged members to take the next few weeks to consider the many issues and prioritize the county's needs.

ADJOURNMENT

With no further business to come before the Council, **the 2014 budget hearings were adjourned at 4:10 p.m. upon motion by John Benedict, seconded by Jon Van Vactor. Motion carried 7-0.** The Council will meet at 9:00 am on Monday, September 9, 2013 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 2014 county budgets.

Matt Hassel, President

Don Morrison, Vice President

John Benedict

Rex Gilliland

Steve Harper

Judith Stone

Jon Van Vactor

ATTEST:

Penny Lukenbill, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
AND BUDGET ADOPTION
MONDAY, SEPTEMBER 9, 2013**

BE IT REMEMBERED: That on Monday, September 9, 2013, 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, Rex Gilliland, Steve Harper, Judith Stone, Jon Van Vactor; 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 20, 2013.

SOLID WASTE MANAGEMENT

Rex Gilliland moved, seconded by John Benedict, to adopt the 2014 Solid Waste Management budget in the amount of \$316,925, subject to reductions in Personal Services to reflect the final rate of county pay increases, under Ordinance #2013-10. Motion carried 7-0.

SOUTH WEST LAKE MAXINKUCKEE CONSERVANCY DISTRICT

John Benedict moved, seconded by Don Morrison to adopt the 2014 South West Lake Maxinkuckee Conservancy District budget in the amount of \$149,012, under Ordinance #2013-11. Motion carried 7-0.

ARGOS COMMUNITY SCHOOLS

Steve Harper moved, seconded by Jon Van Vactor, to adopt the 2014 Argos Community Schools budget in the amount of \$6,478,466 under Ordinance #2013-12. Motion carried 7-0.

**SHERIFF TOM CHAMBERLIN
PERSONNEL REPLACEMENT REQUEST**

Sheriff Chamberlin requested approval to replace a merit officer position as a result of a recent retirement.

Don Morrison moved, seconded by Jon Van Vactor, to approve the replacement of a merit officer in the Sheriff's Department. Motion carried 7-0.

**CLERK JULIE FOX
PERSONNEL REPLACEMENT REQUEST**

The Clerk requested approval to replace a Deputy Clerk upon the retirement of Vickie Youst.

Judith Stone moved, seconded by Steve Harper, to approve the replacement of a Deputy Clerk in the Clerk's office. Motion carried 7-0.

PROPOSED OFFICE RENOVATION

Ms. Fox explained that as a result of a federal audit, the Clerk's office must secure the child support area from public access. The child support and traffic areas have been switched, but portions of the

front and center counters must be reconstructed to accommodate the changes. Working with Buildings and Grounds she has secured two estimates for the work, one from Schoberg and Schoberg for \$4,950 and one from Bruce Geldner for \$4,380. The cost of the renovation will be paid out of the Clerk's IVD ARRA Fund.

Mr. Hassel stated that although she has funding available, the project must be approved by the Commissioners. Ms. Fox will present the proposal at their next meeting.

ADDITIONAL APPROPRIATIONS

County Corrections: The Sheriff requested appropriation of the \$15,000 settlement for damages to two stove units as a result of a malfunctioning fire retardant unit at the jail last fall. The funds will purchase two new stove/oven units.

Judith Stone moved, seconded by John Benedict, to approve an additional appropriation of \$15,000 into Kitchen Equipment in the County Corrections budget. Motion carried 7-0.

Court Services: Rex Gilliland moved, seconded by Don Morrison to approve the additional appropriation request of \$5,000 into the Clerical line of the Court Services budget. Motion carried 7-0.

Judith Stone moved, seconded by Rex Gilliland, to approve the additional appropriation request of \$1,000 into the Training line of the Court Services budget. Motion carried 7-0.

TRANSFER REQUESTS

General Fund:

- **Superior Court #1:** John Benedict moved, seconded by Judith Stone, to approve the following transfers in the Superior Court #1 budget: \$180 from Jury Commissioners to Overtime; \$600 from Clerical to Overtime; \$75 from Reporter Per Diem-Venued to Overtime; \$500 from Law Clerk to Overtime; \$1,000 from Computer Supplies to Pauper Counsel; \$1,500 from Office Supplies to Pauper Counsel; \$500 from Office Machine Supplies to Pauper Counsel; \$1,000 from Juror Meals to Pauper Counsel; \$700 from Office Machines to Pauper Counsel; and \$500 from Furniture & Fixtures to Pauper Counsel. Motion carried 7-0.

County Corrections: Jon Van Vactor moved, seconded by Steve Harper, to approve the transfer of \$3,000 from Office Furniture & Fixtures to Janitorial Supplies; and \$2,000 from Office Equipment to Janitorial Supplies. Motion carried 7-0.

AUDITOR'S REPORT

August 12, 2013 minutes: Rex Gilliland moved, seconded by Jon Van Vactor, to approve the August 12, 2013 minutes as presented. Motion carried 7-0.

August 20, 2013 Budget Hearings minutes: Jon Van Vactor moved, seconded by Rex Gilliland, to approve the minutes of the August 20, 2013 hearings for the 2014 Budget. Motion carried 7-0.

2014 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 2014.

Jon Van Vactor moved, seconded by Judith Stone, to approve the CAGIT rate of 1.25% for 2014. Motion carried 7-0.

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

LETTER OF AGREEMENT

Mr. Hassel presented for approval the Letter of Agreement covering the Council's responsibilities and agreement to participate when an emergency plan is activated.

Jon Van Vactor moved, seconded by Don Morrison, to approve the Letter of Agreement for the Marshall County Comprehensive Emergency Management Plan, and authorizing President Matt Hassel to sign on behalf of the County Council. Motion carried 7-0.

CIVIL UNIT BUDGET REVIEWS
AND NON-BINDING RECOMMENDATIONS

Ralph Booker distributed the civil unit budget synopsis grouped by taxing district, including budget and levy information for the schools for a more accurate picture of the county's tax structure. The State Growth Quotient for 2014 budgets was 2.60%, with a County Growth Quotient of 3.10%, and the budgets and levies were shown as a percentage of total. The Auditor reminded Council that the figures are often misleading since all the budgets reflect initial proposed amounts, and the proposed levies are calculated on 85% of last year's net assessed values. Mr. Hassel advised members to be aware of high ticket one-time purchases that could skew budget increases. The Council then reviewed the individual budgets and made recommendations:

All Bourbon Township Units: Proposed budgets in all Bourbon Township units totaled \$7.9 million, above the CGQ at 4.4%, with combined proposed tax rates of \$3.8959.

- **Bourbon Township:** Budget of \$225,000 increased by 5.63%, above the State Growth Quotient (SGQ) by 2.53%. **Rex Gilliland moved, seconded by Jon Benedict, to favorably recommend the 2014 Bourbon Township Budget. Motion carried 7-0.**
- **Bourbon Public Library:** Budget of \$204,795 increased by 2.60%, at the State GQ. **Steve Harper moved, seconded by Don Morrison, to favorably recommend the 2014 Bourbon Public Library budget. Motion carried 7-0.**
- **Town of Bourbon:** Budget of \$1,477,500 increased 9.40%, above the SGQ, due to a large increase in CCD. **John Benedict moved, seconded by Rex Gilliland, to favorably recommend the 2014 Town of Bourbon budget. Motion carried 7-0.**
- **Triton Schools:** Budget of \$8,690,377 decreased by .03%, but the proposed levy is up 45.3% due to increases in the Capital Projects and Bus Replacement funds.

All Center Township Units: Proposed budgets in all Center Township units totaled \$38.1 million, above the CGQ at 8.7% with combined proposed tax rates of \$3.6002.

- **Center Township:** Budget of \$562,467 increased 24.81% due to a 71% increase in the Fire fund. **Judith Stone moved, seconded by John Benedict, to favorably recommend the 2014 Center Township budget. Motion carried 7-0.**
- **Plymouth Public Library:** Budget of \$1,780,000 increased 2%, below the SGQ by .58%. **Don Morrison moved, seconded by Judith Stone, to favorably recommend the 2014 Plymouth Public Library budget. Motion carried 7-0.**
- **City of Plymouth:** Budget of \$11,301,788 increased 3.88%, above the SGQ by 1.28%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2014 City of Plymouth budget. Motion carried 7-0.**
- **Plymouth Community Schools:** Budget of \$35,813,786 increased 4.08%, 1.48% over the SGQ, with a 24.85% increase in the levy.

All German Township Units: Proposed budgets in the German Township units totaled \$20.2 million, over the SGQ at 11.14%, with combined proposed tax rates of \$3.3067.

- **German Township:** Budget of \$537.500 increased 3.99%, above the SGQ. **Steve Harper moved, seconded by Don Morrison, to favorably recommend the 2014 German Township budget. Motion carried 7-0.**

- **Bremen Public Library**: Budget of \$738,297 increased by 2.60%, at the SGQ. **Judith Stone moved, seconded by Steve Harper, to favorably recommend the 2014 Bremen Public Library budget. Motion carried 7-0.**
- **Town of Bremen**: Budget of \$5,672,045 increased by 35.79%, over the SGQ by 33.19%. The increase was due to a \$1.5 million Redevelopment budget. The levy increased 46.89%. **John Benedict moved, seconded by Jon Van Vactor, to favorably recommend the 2014 Town of Bremen budget. Motion carried 7-0.**
- **Bremen Community Schools**: Budget of \$13,276,639 increased by 2.2%, below the SGQ.
- **All Green Township Units**: Proposed budgets in all Green Township units totaled \$8,201,063, over the SGQ at 6.355%, with combined proposed tax rates of \$4.2269.
- **Green Township**: Budget of \$96,302, increased 21.9%, above the SGQ. The increase was due to budgeting the Rainy Day Fund for 2014. **John Benedict moved, seconded by Steve Harper, to favorably recommend the 2014 Green Township budget. Motion carried 7-0.**
- **Argos Public Library**: Budget of \$296,800 increased 2.40%, below the SGQ. **Don Morrison moved, seconded by Rex Gilliland, to favorably recommend the 2014 Argos Public Library budget. Motion carried 7-0.**
- **Town of Argos**: Budget of \$1,329,495 increased .675%, below the SGQ, but the levy increased 31.23%. **Judith Stone moved, seconded by John Benedict, to favorably recommend the 2014 Town of Argos budget. Motion carried 7-0.**
- **Argos Community Schools**: Budget of \$6,478,466 increased .45%, below the SGQ, with a 37.93% increase in the levy.
- **North Township and LaPaz**: Proposed budgets for North Township and LaPaz units totaled \$13,666,937, above the SGQ at 10.063%, with combined proposed tax rates of \$2.4177.
- **North Township**: Budget of \$285,800 increased 2.33%, below the SGQ, with a 35.4% increase in the levy. **Don Morrison moved, seconded by Judith Stone, to favorably recommend the 2014 North Township budget. Motion carried 7-0.**
- **Town of LaPaz**: Budget of \$242,325 decreased 7.85%, under the SGQ. **Rex Gilliland moved, seconded by Steve Harper, to favorably recommend the 2014 Town of LaPaz budget. Motion carried 7-0.**
- **Union-North Schools**: Budget of \$13,138,812 increased 35.71%, above the SGQ, due to increases in General, Transportation and Capital Projects.
- **All Polk Township Units**: Proposed budgets in all Polk Township units totaled \$17,428,051, with combined proposed tax rates of \$2.2313.
- **Polk Township**: Budget of \$214,150 decreased 15%. **Judith Stone moved, seconded by John Benedict, to favorably recommend the 2014 Polk Township budget. Motion carried 7-0.**
- **John Glenn Schools**: Budget is \$17,213,901, a 5.51% increase, over the SGQ.
- **All Tippecanoe Township Units**: Budgets in Tippecanoe Township totaled \$8,861,427, with a combined tax rate of \$1.5485, and 1.65% below the SGQ.
- **Tippecanoe Township**: Budget of \$171,050 decreased by 3.33%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2014 Tippecanoe Township budget. Motion carried 7-0.**
- **Triton Schools**: Budget of \$8,690,377 decreased by .03%, but the proposed levy is up 45.3% due to increases in the Capital Projects and Bus Replacement funds.
- **Total Union Township and Culver**: Budgets in all Union Township-Culver units totaled \$14,551,053, up 15.71%, with a combined proposed tax rate of \$1.4575.

- **Union Township:** Budget of \$528,825 increased 60.81%, above the SGQ, due to the purchase of a new fire truck from Cum Fire. **John Benedict moved, seconded by Judith Stone, to favorably recommend the 2014 Union Township budget. Motion carried 7-0.**
- **Culver Public Library:** Budget of \$815,550 increased 2.39%, below the SGQ. **Rex Gilliland moved, seconded by Steve Harper, to favorably recommend the 2014 Culver Public Library budget. Motion carried 7-0.**
- **Town of Culver:** Budget of \$1,945,026 increased by 5.26%, with a 14.45% increase in the levy. **John Benedict moved, seconded by Rex Gilliland, to favorably recommend the 2014 Town of Culver budget. Motion carried 7-0.**
- **Culver Community Schools:** Budget was \$11,261,652, a decrease of 5.62%, below the SGQ.
- **All Walnut Township Units:** Including Town of Argos, Argos Library and Argos Schools, proposed budgets totaled \$8,221,847, below the SGQ at 2.615%, with a combined proposed tax rate of \$4.1954.
- **Walnut Township:** Budget of \$117,086 increased 6.94%, with a 63.9% increase in the levy due to an increase in the Fire budget. **John Benedict moved, seconded by Jon Van Vector, to favorably recommend the 2014 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 \$49,224,823, an increase of 1.02%, combined proposed tax rates of \$3.6203.
- **West Township:** Budget of \$329,249 decreased 22.34%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2014 West Township budget. Motion carried 7-0.**

Summary:	Total Township Budgets:	\$ 3,067,409	average increase 8.574%
	Total Library Budgets	\$ 3,835,442	average increase 2.402%
	City and Towns Budgets	\$ 21,968,026	average increase 7.858%
	Total School Budgets	\$105,873,633	average increase 6.04%

Council members expressed concern about possible tax-cap losses in the towns where rates are higher, and noted that the majority of taxes still go to the schools. They also thanked Mr. Booker for preparing and presenting the reviews.

BUDGET REVIEW AND DISCUSSIONS

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

Commissioners: Office Machine Supplies - \$5,000; Postage - \$7,000; Dues & Subscriptions - \$2,000; Telephone - \$5,000; Liability Insurance - \$10,000; Utilities - \$5,000

Drainage Board: Clerical - \$300

Buildings & Grounds: Communications Equipment - \$1,500; Part-time Wages - \$10,000. Doug Masterson explained that with the retirement of a custodian, that position will be combined with a maintenance position, allowing a reduction in the part-time wages line.

Sheriff General Fund: Vehicle Repairs - \$30,000; Vehicle Accessories - \$18,000; Radar Units - \$2,000; Radios - \$3,000; Video Cams - \$5,000. These items were also budgeted in CAGIT Certified Shares.

Certified Shares (Sheriff): Training - \$7,000 (will be paid out of Sheriff's Continuing Ed fund); Vehicle Accessories - \$5,000; Overtime was reduced by \$16,000 since the Sheriff is not providing special patrols in LaPaz as anticipated.

County Corrections: \$20,000 in Part-time Nurse will be transferred to Prisoner Care after January 1.

Jail CAGIT: Overtime - \$5,000

Prosecutor: Reductions: Office Administrator - \$2,000; Secretary - \$28,682; Deputy Prosecutor - \$7,000 (to be paid from Pre-Trial Diversion). Mr. Holmes questioned the expertise of the County's HR consultant Wagner Irwin and Scheele in preparing job descriptions and recommending wages. He will request Council approval later to move a part-time Clerk to full-time, and will fund the position from IVD and Pre-Trial Diversion.

Pre-trial Diversion: Additional will be requested after January 1 for \$6,112 for the Deputy Prosecutor and \$12,500 for the full-time Clerk position. The fund will also pay for any wage increases as a result of reclassifying two secretarial positions to Support Clerks.

Probation: Mary Jane Walsworth again emphasized the need for an additional probation officer, stating that the heavy caseload and paperwork make it difficult to adequately perform their job. Following Council's suggestion at the August 20 hearings, she presented her information to the judges, who offered to purchase a new copier from the Probation User Fees Fund if Council agreed to fund an additional officer. She stated that while her annual request for an additional officer has not been approved, other departments have added employees over the past several years. Ms. Walsworth reiterated that the Jail CAGIT could and should be used to fund the position.

Council pointed out that several of the positions that have been approved over the years were being funded out of various discretionary funds. They also stated that under the special CAGIT legislation, the County constructed a jail and not a juvenile facility and that the CAGIT funds could not be used to fund probation officers. They agreed unanimously not to add a Probation Officer to the General Fund or fund the position out of the Jail CAGIT.

After discussion, the following reductions were made in the Probation budget: Probation Officers - \$30,839; Office Supplies - \$500; Equipment Maintenance contracts - \$4,000; Travel and Mileage - \$1,000.

Clerk: Overtime - \$1,000; Office Supplies - \$3,000; Travel & Mileage - \$300.

Voter Registration: Longevity - \$600; Travel & Mileage - \$200; Scanner - \$500.

Election Board: Election Board Wages - \$1,200; Clerical \$2,700; Poll workers - \$3,000. Added \$4,000 not originally budgeted for increase from \$65 to \$70 in the per-diem for Absentee Voter Board.

Superior Court #1: Department Head - \$5,000; Clerical - \$1,000; Pauper Counsel - \$12,000; Grand and Petit Jurors - \$5,000

Superior Court #2: Clerical - \$1,000; Various wage reductions to the maximum 3% increase - \$4,450; Law Clerk - \$2,000; Pauper Counsel - \$18,000; Equipment Maintenance - \$7,500 (to be paid from CCD); Grand and Petit Jurors - \$2,000; Office Equipment - \$30,000 (Video conferencing upgrade will be paid out of the Rainy Day Fund)

Circuit Court: Clerical - \$500; Overtime - \$3,000; Pauper Counsel - \$3,000; Grand and Petit Jurors - \$2,000; Office Furniture and Fixtures - \$22,000 (included in Buildings and Grounds budget); Office Equipment - \$1,000

Building Inspector: Following Council's request at the August 20 meeting, Mr. DeWitt reported on inspections and building permits. In 2012, he performed 1,097 scheduled inspections, 112 homeowner/contractor consultations, 10 health/DCS inspections, 15 unsafe/abandoned properties inspections and four court appearances. There were 317 building permits issued in 2011 and 301 so far for 2013. In 2010 there were 174 contractor registrations, and 300 for 2013, resulting in an increase in fees from \$8,700 to \$15,000. The Building Department is now issuing building permits for Argos, Bourbon and Bremen, resulting in an additional \$3,200 to \$3,500 in revenues. He

explained that although electrical permits are now done on line, the County is still responsible for the inspections. The number of inspections per building permit varies with the size of the construction project, from six or seven for a remodeling project, to 15 or more for new construction projects. Under an interlocal agreement, Culver pays a total of \$50 for all inspections associated with one building permit, often involving more than a dozen inspections, while Bremen pays between \$225 and \$275 for their inspections. Mr. DeWitt said he has supported increasing the inspection fees, but it has been county policy that the inspection program is offered as a service rather than a revenue generator. Council thanked Mr. DeWitt for his report.

Budget reductions: Department Head - \$5,271; Administrative Assistant - \$31,551; Longevity - \$1,100; Clerical - \$9,460; Overtime - \$2,500; Vehicle Maintenance Supplies - \$500; Vehicle Purchase - \$28,358. The Administrative Assistant will be paid out of the Plan Commission budget for 2014, rather than from both budgets. After January 1, \$345 will be transferred from Operating Supplies to Capital Outlays.

IT: Travel and Mileage - \$750; Training - \$1,000.

Coroner: Autopsy Expense - \$4,000. Mr. Cleavenger requested adding a Coroner Board Certified Deputy line to the salary ordinance at \$75 per diem to more fairly compensate certified personnel.

Plan Commission: Clerical - \$2,000; Overtime - \$2,000; Per-diem Wages- \$1,100; Printing and Advertising - \$500.

2014 WAGES

Council then discussed potential pay increases. Mr. Benedict stated he felt a 3% increase was excessive at this time in light of the unknown increases associated with the Affordable Health Care Act. The county pays approximately \$900,000 for employee health insurance premiums from the General Fund, and this could double by 2016. Mr. Benedict stated it may be necessary to increase the employees' share, or revise our coverage. He proposed a meeting with representatives of the Council and Commissioners and the Healy Group to investigate options.

After discussion, Council agreed to a 2% increase for full and part-time employees, adding a Coroner Board Certified Deputy line to the salary ordinance at a per diem of \$75, and increasing the Absentee Voter Board per-diem from \$65 to \$70.

Steve Harper moved, seconded by Jon Van Vactor, to increase wages of all full and part-time employees by 2%, add a Certified Deputy Coroner per-diem of \$75, and increase the Absentee Voter Board per diem to \$70. Motion carried 7-0.

BUDGET ADOPTION

After reductions and additions and adjusting for the 2% wage increase, the General Fund budget stands at \$8,546,828.

John Benedict moved, seconded by Judith Stone, to adopt the 2014 General Fund Budget in the amount of \$8,546,828 and all special fund budgets as reduced, as reflected in Ordinance #2013-14. Motion carried 7-0.

CLOSING COMMENTS

Members thanked each other for their preparation and efforts during the budget process, and expressed appreciation to Mr. Hassel for his leadership and to the Auditor for her assistance and recommendations. Mr. Harper noted his first budget process has been a learning experience. Mr. Van Vactor stated that the process is a good one, and Council will face many challenges ahead, including the covering the costs of keeping inmates. Mr. Gilliland stated that the Council always

tries to do right thing, even though it is not always popular, and Mr. Morrison said that they have worked hard to achieve a good, workable budget.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Jon Van Vactor moved, seconded by John Benedict, to adjourn the meeting at 12:55 pm. Motion carried 7-0.**

2014 BUDGETS

GENERAL FUND

Clerk of the Circuit Court

Approved Budget

Personal Services	\$442,235
Supplies	\$ 14,500
Other Services	\$ 6,184
Capital Outlays	<u>\$ 0</u>
CLERK BUDGET	\$463,019

Auditor:

Approved Budget

Personal Services	\$262,282
Supplies	\$2,500
Other Services	\$8,700
Capital Outlays	<u>\$ 0</u>
AUDITOR BUDGET	\$273,482

Treasurer

Approved Budget

Personal Services	\$118,165
Supplies	\$8,500
Other Services	\$14,150
Capital Outlays	<u>\$0</u>
TREASURER BUDGET	\$140,815

Recorder

Approved Budget

Personal Services	\$96,444
Supplies	\$3,300
Other Services	\$4,100
Capital Outlays	<u>\$0</u>
RECORDER BUDGET	\$103,844

Sheriff

Approved Budget

Personal Services	\$218,323
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
SHERIFF BUDGET	\$218,323

Surveyor

Approved Budget

Personal Services	\$154,203
Supplies	\$5,150
Other Services	\$4,675
Capital Outlays	<u>\$0</u>
SURVEYOR BUDGET	\$164,028

Coroner

Approved Budget

Personal Services	\$29,396
Supplies	\$3,950
Other Services	\$36,850
Capital Outlays	<u>\$0</u>
CORONER BUDGET	\$70,196

Assessor

Approved Budget

Personal Services	\$161,559
Supplies	\$1,500
Other Services	\$2,000
Capital Outlays	<u>\$0</u>
ASSESSOR BUDGET	\$165,059

Prosecutor

Approved Budget

Personal Services	\$358,384
Supplies	\$6,120
Other Services	\$104,665
Capital Outlays	<u>\$10,000</u>
PROSECUTOR BUDGET	\$479,169

Voter Registration

Approved Budget

Personal Services	\$31,975
Supplies	\$1,500
Other Services	\$1,550
Capital Outlays	<u>\$0</u>
VOTER REGISTRATION BUDGET	\$35,025

Extension

Approved Budget

Personal Services	\$86,722
Supplies	\$10,000
Other Services	\$125,395
Capital Outlays	<u>\$0</u>
EXTENSION BUDGET	\$222,117

Veterans Service Officer

Approved Budget

Personal Services	\$31,519
Supplies	\$1,050
Other Services	\$1,200
Capital Outlays	<u>\$1,100</u>
SERVICE OFFICER BUDGET	\$34,869

County Council

Approved Budget

Personal Services	\$49,787
Supplies	\$0
Other Services	\$1,200
Capital Outlays	<u>\$0</u>
COUNCIL BUDGET	\$50,987

Election Board

Approved Budget

Personal Services	\$30,860
Supplies	\$9,360
Other Services	\$42,079
Capital Outlays	<u>\$0</u>
ELECTION BOARD BUDGET	\$82,299

Drainage Board

Approved Budget

Personal Services	\$5,000
Supplies	\$150
Other Services	\$4,050
Capital Outlays	<u>\$0</u>
DRAINAGE BOARD BUDGET	\$9,200

Commissioners

Approved Budget

Personal Services	\$1,960,214
Supplies	\$22,500
Other Services	\$1,592,089
Capital Outlays	<u>\$0</u>
COMMISSIONERS BUDGET	\$3,574,803

BZA

Approved Budget

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

Plan Commission

Approved Budget

Personal Services	\$89,096
Supplies	\$800
Other Services	\$8,050
Capital Outlays	<u>\$1,700</u>
PLAN COMMISSION BUDGET	\$99,646

Information Technology

Approved Budget

Personal Services	\$134,813
Supplies	\$1,250
Other Services	\$7,500
Capital Outlays	<u>\$0</u>
IT BUDGET	\$143,563

Building Maintenance

Approved Budget

Personal Services	\$186,422
Supplies	\$47,650
Other Services	\$180,500
Capital Outlays	<u>\$20,500</u>
BUILDING MAINT BUDGET	\$435,072

Museum

Approved Budget

Personal Services	\$90,245
Supplies	\$4,350
Other Services	\$7,290
Capital Outlays	<u>\$0</u>
MUSEUM BUDGET	\$101,885

Superior Court #1

Approved Budget

Personal Services	\$115,655
Supplies	\$12,500
Other Services	\$116,600
Capital Outlays	<u>\$4,000</u>
SUPERIOR COURT #1 BUDGET	\$248,755

Superior Court #2

Approved Budget

Personal Services	\$247,760
Supplies	\$11,600
Other Services	\$168,650
Capital Outlays	<u>\$7,000</u>
SUPERIOR COURT #2 BUDGET	\$435,010

Circuit Court

Approved Budget

Personal Services	\$109,725
Supplies	\$4,750
Other Services	\$109,883
Capital Outlays	<u>\$15,000</u>
CIRCUIT COURT BUDGET	\$239,358

ProbationApproved Budget

Personal Services	\$447,967
Supplies	\$20,000
Other Services	\$113,850
Capital Outlays	<u>\$16,000</u>
PROBATION BUDGET	\$597,817

Weights & MeasuresApproved Budget

Personal Services	\$15,361
Supplies	\$600
Other Services	\$1,200
Capital Outlays	<u>\$0</u>
WEIGHTS & MEASURES	\$18,161

Building InspectorApproved Budget

Personal Services	\$42,146
Supplies	\$5,245
Other Services	\$2,325
Capital Outlays	<u>\$0</u>
BUILDING INSPECTOR BUDGET	\$49,716

EMAApproved Budget

Personal Services	\$40,208
Supplies	\$3,200
Other Services	\$1,800
Capital Outlays	<u>\$3,000</u>
EMA BUDGET	\$48,208

Soil and WaterApproved Budget

Personal Services	\$33,250
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
SOIL AND WATER BUDGET	\$33,250

GENERAL FUND TOTAL: \$8,546,826**SPECIAL FUNDS****CAGIT Certified Shares-0110 – Sheriff & Jail**Approved Budget

Personal Services	\$2,106,221
Supplies	\$371,050
Other Services	\$148,500
Capital Outlays	<u>\$130,111</u>
CAGIT CERT SHARES BUDGET	\$2,755,882

Reassessment-0124Approved Budget

Personal Services	\$193,094
Supplies	\$1,500
Other Services	\$67,840
Capital Outlays	<u>\$90,250</u>
REASSESSMENT BUDGET	\$352,684

Sales Disclosure Fund-0153Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$3,350
Capital Outlays	<u>\$0</u>
SALES DISCLOSURE BUDGET	\$3,350

County Training Fund - 0156Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$5,000
Capital Outlays	<u>\$0</u>
COUNTY TRAINING FUND	\$5,000

Plat Mapping-0170Approved Budget

Personal Services	\$9,500
Supplies	\$300
Other Services	\$2,000
Capital Outlays	<u>\$1,000</u>
PLAT MAPPING BUDGET	\$12,800

Clerk's Records Perpetuation Fund-0331Approved Budget

Personal Services	\$10,000
Supplies	\$2,000
Other Services	\$6,100
Capital Outlays	<u>\$3,000</u>
CLERK'S REC. PERPET. BUDGET	\$21,100

Probation User Fees-0504Approved Budget

Personal Services	\$19,650
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
PROBATION USER FEES BUDGET	\$19,650

Administrative Probation Fees-0506Approved Budget

Personal Services	\$106,526
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
ADMIN PROBATION FEES	\$106,526

Pre-Trial Diversion-0511Approved Budget

Personal Services	\$80,000
Supplies	\$20,000
Other Services	\$181,200
Capital Outlays	<u>\$25,000</u>
PRE-TRIAL DIVERSION	\$306,200

Court Services-0523Approved Budget

Personal Services	\$133,707
Supplies	\$2,400
Other Services	\$103,500
Capital Outlays	<u>\$2,950</u>
COURT SERVICES BUDGET	\$242,557

Extradition-0525Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$10,000
Capital Outlays	<u>\$25,000</u>
EXTRADITION BUDGET	\$35,000

County Corrections-0526Approved Budget

Personal Services	\$0
Supplies	\$14,000
Other Services	\$66,000
Capital Outlays	<u>\$27,500</u>
COUNTY CORRECTIONS	\$107,500

Highway Administration-0702Approved Budget

Personal Services	\$121,838
Supplies	\$2,650
Other Services	\$14,600
Capital Outlays	<u>\$3,500</u>
HIGHWAY ADMIN BUDGET	\$142,588

Highway Repair & Maintenance-0702Approved Budget

Personal Services	\$986,493
Supplies	\$925,750
Other Services	\$500
Capital Outlays	<u>\$0</u>
REPAIR & MAINTENANCE	\$1,912,743

Highway General & Undistributed-0702Approved Budget

Personal Services	\$582,409
Supplies	\$620,000
Other Services	\$474,950
Capital Outlays	<u>\$505,000</u>
GENERAL & UNDISTRIBUTED	\$2,182,359
ALL HIGHWAY BUDGETS	\$4,237,690

Local Road & Street-0706Approved Budget

Personal Services	\$0
Supplies	\$480,000
Other Services	\$0
Capital Outlays	<u>\$0</u>
LRS BUDGET	\$480,000

Cum Bridge-0790Approved Budget

Personal Services	\$112,029
Supplies	\$380,000
Other Services	\$132,900
Capital Outlays	<u>\$1,045,000</u>
CUM BRIDGE BUDGET	\$1,669,929

Health Department-0801Approved Budget

Personal Services	\$334,417
Supplies	\$14,600
Other Services	\$27,050
Capital Outlays	<u>\$800</u>
HEALTH DEPT BUDGET	\$376,867

Health Maintenance-0807Approved Budget

Personal Services	\$32,139
Supplies	\$0
Other Services	\$1,000
Capital Outlays	<u>\$0</u>
HEALTH MAINT BUDGET	\$33,139

Local Health Dept Trust-0808Approved Budget

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

CLERK IVD-0853Approved Budget

Personal Services	\$5,383
Supplies	\$2,000
Other Services	\$3,389
Capital Outlays	<u>\$0</u>
CLERK IVD BUDGET	\$10,772

Prosecutor IVD-0854Approved Budget

Personal Services	\$93,500
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
PROSECUTOR IVD BUDGET	\$93,500

Lake Enforcement – 1138Approved Budget

Personal Services	\$35,600
Supplies	\$6,600
Other Services	\$12,000
Capital Outlays	<u>\$0</u>
LAKE ENFORCEMENT BUDGET	\$54,200

Drug Free Community-1142

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$75,000
Capital Outlays	<u>\$0</u>
DRUG FREE COMM. BUDGET	\$75,000

LEPC-1160

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$53,500
Capital Outlays	<u>\$2,000</u>
LEPC BUDGET	\$55,500

Statewide 911-1222

Approved Budget

Personal Services	\$503,717
Supplies	\$0
Other Services	\$97,000
Capital Outlays	<u>\$10,000</u>
STATEWIDE 911 BUDGET	\$610,717

Prosecutor ARRA-IVD - 1435

Approved Budget

Personal Services	\$0
Supplies	\$5,000
Other Services	\$5,000
Capital Outlays	<u>\$5,000</u>
PROSECUTOR ARRA IVD	\$15,000

Cum Cap Development-2391

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$326,000
Capital Outlays	<u>\$60,000</u>
CUM CAP DEVELOP BUDGET	\$386,000

Rainy Day-2395

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$300,000
Capital Outlays	<u>\$0</u>
RAINY DAY BUDGET	\$300,000

Matt Hassel, President

John Benedict

Steve Harper

Jon Van Vactor

WIC-4225

Approved Budget

Personal Services	\$124,545
Supplies	\$3,000
Other Services	\$44,835
Capital Outlays	<u>\$0</u>
WIC BUDGET	\$172,380

Marshall County DTF #1-4604

Approved Budget

Personal Services	\$0
Supplies	\$2,000
Other Services	\$16,000
Capital Outlays	<u>\$12,000</u>
COUNTY DTF #1 BUDGET	\$30,000

D.A.R.E.-4606

Approved Budget

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

Jail CAGIT-4618

Approved Budget

Personal Services	\$491,344
Supplies	\$0
Other Services	\$1,224,000
Capital Outlays	<u>\$170,000</u>
JAIL CAGIT BUDGET	\$1,885,344

Historical Society - 4619

Approved Budget

Personal Services	\$32,000
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
HISTORICAL SOCIETY	\$32,000

Don Morrison, Vice President

Rex Gilliland

Judith Stone

Attest: _____
Penny Lukenbill, Auditor