

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY JANUARY 13, 2014**

BE IT REMEMBERED: That on Monday, January 13, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**REORGANIZATION**

**John Benedict moved, seconded by Jon Van Vactor, to retain Matt Hassel as President and Don Morrison as Vice President for 2014. Motion carried 7-0.**

**Don Morrison moved, seconded by Steve Harper, to appoint Judith Stone as the Council representative to MACOG for 2014. Motion carried 6-0-1, with Ms. Stone abstaining.**

Members arranged the following liaison assignments for the coming year:

<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>	Harper
<b>Clerk</b>	Harper	<b>Personnel</b>	Van Vactor & Stone
<b>Commissioners</b>	Benedict & Stone	<b>Plan Commiss/BZA</b>	Morrison
<b>Coroner</b>	Gilliland	<b>Probation</b>	Benedict
<b>Court Services</b>	Van Vactor	<b>Prosecutor</b>	Hassel
<b>Circuit Court</b>	Van Vactor	<b>Recorder</b>	Benedict
<b>Superior Court #1</b>	Gilliland	<b>Sheriff/ Jail</b>	Hassel & Morrison
<b>Superior Court #2</b>	Harper	<b>Solid Waste</b>	Van Vactor
<b>EMA</b>	Van Vactor	<b>Surveyor</b>	Benedict
<b>Extension</b>	Morrison	<b>Tech. Committee</b>	Harper
<b>Health</b>	Stone	<b>Treasurer</b>	Gilliland
<b>Highway</b>	Benedict	<b>Veteran Service</b>	Van Vactor
<b>LEPC</b>	Gilliland	<b>Weights &amp; Measures</b>	Stone

**CLYDE AVERY, EMA DIRECTOR**

**SUB-GRANT AGREEMENT APPLICATION**

Mr. Avery requested approval to apply for a \$3,100 SHP reimbursable grant to purchase radio and CAD equipment for the emergency operations center. Under the guidelines enacted by the Council and Commissioners, all grant applications must be presented to both bodies before they are submitted to the granting agency. The Commissioners approved the application at their January 10 meeting.

**Jon Van Vactor moved, seconded by Rex Gilliland, to approve the application for the \$3,100 reimbursable grant for the Emergency Management Agency. Motion carried 7-0.**

**PROBATION DEPARTMENT**  
**WAIVER OF PROBATIONARY PERIOD**

On behalf of the Probation Department, James Pheibush presented a request to waive the probationary period for Guadalupe Frias, who has filled the full-time Receptionist position as of January 6. Ms. Frias has been a part-time Probation Department employee since May of 2004 and has performed many of the same duties during that time.

**John Benedict moved, seconded by Judith Stone, to waive the probationary period for Receptionist Guadalupe Frias. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**Cum Cap Development Fund: Jon Van Vactor moved, seconded by Steve Harper, to approve the additional appropriation request for the Cum Cap Development Fund into the Metronet project line. Motion carried 6-0-1, with Ms. Stone abstaining because her husband owns real estate along the proposed route.**

**Rainy Day Fund: Jon Van Vactor moved, seconded by Steve Harper, to approve the additional appropriation request for the Rainy Day into the Metronet project line. Motion carried 6-0-1, with Ms. Stone abstaining because her husband owns real estate along the proposed route.** The Auditor recommended establishing a Metronet Project Fund to receive revenues from the various sources and to pay expenditures for the project. She will consult with the County Attorney for specifics.

**TRANSFERS**  
**2013 BUDGET**

**General Fund:**

- **Treasurer: Rex Gilliland moved, seconded by Don Morrison, to approve the transfer of \$50 from Clerical to Deputies in the Treasurer budget. Motion carried 7-0.**
- **Prosecutor: Steve Harper moved, seconded by Judith Stone, to approve the transfer of \$1,061 from Secretaries to Longevity in the Prosecutor budget. Motion carried 7-0.**
- **Commissioners: John Benedict moved, seconded by Don Morrison, to approve the transfer of \$606 from Group Health Insurance to Dental Insurance in the Commissioners' budget. Motion carried 7-0.**

**CAGIT Certified Shares: John Benedict moved, seconded by Rex Gilliland, approve the transfer of \$3,946 from Captain to Holiday Pay in the Certified Shares-Sheriff budget, and \$1,342 from Longevity to Holiday Pay in the Jail budget. Motion carried 7-0.**

**Corrections: Steve Harper moved, seconded by Judith Stone, to approve the transfer of \$210 from Jail Equipment, \$469 from Kitchen Equipment, \$61 from Radios and Accessories, totaling \$740 to Prisoner Care; and to transfer \$206 from Janitorial Supplies, \$349 from Prisoner Supplies, and \$205 from Live Scan, totaling \$760 to Prisoner Care. Motion carried 7-0.**

**Cum Bridge: Judith Stone moved, seconded by Don Morrison, to approve the transfer of \$92 from Social Security to PERF in the Cum Bridge budget. Motion carried 7-0.**

**Local Health Department Trust: Steve Harper moved, seconded by John Benedict, to approve the transfer of \$410.60 from Health Educator to Part-time Assistant Nurse in the Local Health Department Trust Fund. Motion carried 7-0.**

**Statewide 911: Rex Gilliland moved, seconded by Judith Stone, to approve the transfer of \$308 from Longevity to PERF, and \$246 from Longevity to Overtime in the Statewide 911 budget. Motion carried 7-0.**

**Jail CAGIT:** Jon Van Vactor moved, seconded by Steve Harper, to approve the transfer of \$945 from Unemployment to PERF, and \$311 from Turnkey/Dispatcher to Part-time Turnkey/Dispatcher in the Jail CAGIT fund. Motion carried 7-0.

#### 2014 BUDGET

**Prosecutor:** Don Morrison moved, seconded by Judith Stone, to approve the transfer of \$28,666 to IVD Caseworker Supervisor, and \$53,025 into IVD Caseworkers, totaling \$81,691 from Secretaries. Motion carried 7-0.

**Pre-Trial Diversion:** Steve Harper moved, seconded by Rex Gilliland, to approve the transfer of \$12,500 from Clerical to Full-time Clerical in the Pre-Trial Diversion budget. Motion carried 7-0.

**Prosecutor IVD:** Steve Harper moved, seconded by Judith Stone, to approve the transfer of \$12,500 from Clerical to Full-time Clerical in the Prosecutor IVD budget. Motion carried 7-0.

#### AUDITOR'S REPORT

December 17, 2013 Minutes: Two typographical errors were noted involving vote tallies.

**John Benedicts moved, seconded by Jon Van Vactor, to approve the minutes of the December 17, 2013 meeting as corrected. Motion carried 7-0.**

Resolution 2014-01-Transfer of Reassessment Fund 0123 balance: The Auditor requested approval for a resolution authorizing rolling the remaining balance of \$58,414.49 in the 2012 Reassessment Fund 0123 into the 2017 Reassessment Fund 0124 as directed by the Department of Local Government Finance.

**Don Morrison moved, seconded by Judith Stone, to approve Resolution 2014-01 to roll the balance in Reassessment 0123 of \$58,414.49 into Reassessment 0124. Motion carried 7-0.**

2013 Salary Ordinance Amendment: The Auditor submitted an amendment for the 2013 salary ordinance to correct where the PTABOA members will be paid. The original ordinance indicated the board members would be paid from Reassessment, but they have been budgeted in the Assessor's General Fund budget for 2013.

**Don Morrison moved, seconded by Jon Van Vactor, to approve the salary ordinance amendment allowing PTABOA members to be paid from the Assessor's budget in the General Fund. Motion carried 7-0.**

#### 2014 SHERIFF SALARY CONTRACT

The Auditor presented the proposed 2014 Sheriff salary contract with Tom Chamberlin for \$82,215.38, a 2% increase over 2013. The Commissioners approved the contract January 10.

**Rex Gilliland moved, seconded by Jon Van Vactor, to approve the 2014 Sheriff salary contract with Tom Chamberlin for \$82,215.38. Motion carried 7-0.**

#### COUNCIL ITEMS

Koontz Lake Regional Sewer District appointment: In December, Council considered the appointment of Starke County resident Ronald Armstead to the Koontz Lake Sewer board, but tabled action on the appointment hoping to find a Marshall County resident to fill the position. The County Attorney has advised that the appointee is required only to be a freeholder within the district, and does not have to be a county resident. Since Council cannot find a Marshall County resident willing to serve, they agreed to appoint Mr. Armstead to fill the vacancy.

**Judith Stone moved, seconded by Rex Gilliland to appoint Ronald Armstead to the Koontz Lake Regional Sewer District Board from January 1, 2014 through December 31, 2015. Motion carried 7-0.\***

Commissary Report: Sheriff Chamberlin has submitted the 2013 Commissary Report for consideration.

**Jon Van Vactor moved, seconded by John Benedict, to accept the 2013 Commissary report as submitted by the Sheriff. Motion carried 7-0.**

**COUNCIL COMMENTS**

Mr. Benedict announced he will not seek another term on the Council. Members expressed regrets and appreciation for his service.

Mr. Van Vactor thanked the EMA, Highway and Sheriff Departments for their efforts during the recent storm.

Mr. Hassel thanked members for trusting his leadership and will put his best efforts toward maintaining smooth and timely meetings for the coming year.

**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 9:42 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**\*Michael McKenna of the KLRSD board advised that the board amended their bylaws to provide for a 2-year term for this appointment in order to return to staggered terms. Subsequent appointments will be 4-year terms.**

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, FEBRUARY 10, 2014**

BE IT REMEMBERED: That on Monday, February 10, 2014, 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; Rex Gilliland, Steve Harper, Judith Stone and Jon Van Vactor, members; and Penny Lukenbill, Auditor. Absent was member John Benedict. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**CLYDE AVERY, EMA DIRECTOR**

**GRANT APPLICATIONS**

Mr. Avery requested approval to apply for two grants. The first is the 2013 Emergency Management Performance Grant in the amount of \$5,179.77, in recognition of exceeding the number of assessment points. The reimbursable grant will be used to purchase three iPads for damage assessment, 50 emergency alert radios for distribution to the public, and educational materials. He has requested an additional appropriation for \$5,180. The second is an advance grant of up to \$4,000 through Indiana Department of Homeland Security to hire an independent contractor to develop an exercise to analyze the effectiveness of our EOC. Mr. Avery noted that there is no guarantee that the county will receive this grant, and will seek an additional appropriation if successful. The Commissioners approved the applications at their January 21 meeting.

**Jon Van Vactor moved, seconded by Don Morrison, to approve the applications for the \$5,179.77 reimbursable grant and the \$4,000 advance grant for the Emergency Management Agency. Motion carried 6-0.**

**SHERIFF TOM CHAMBERLIN**

**PERSONNEL REPLACEMENT**

Sheriff Chamberlin requested approval to replace retiring merit officer Larry Snyder.

**Jon Van Vactor moved, seconded by Don Morrison, to approve replacement of a merit officer position in the Sheriff's Department. Motion carried 6-0.**

**LINE SERGEANT POSITION**

The Sheriff also proposed increasing the number of Line Sergeants to three and reducing the number of patrol officers by one to 13. He will transfer funds from the Patrol Officer line to Line Sergeant in March. He will also present the request to the Merit Board.

**Jon Van Vactor moved, seconded by Judith Stone, to approve a salary ordinance amendment increasing the number of Line Sergeants to three and reducing Patrol Officers to 13. Motion carried 6-0.**

**CULVER EDUCATIONAL FOUNDATION**

**ECONOMIC DEVELOPMENT BONDS**

County Attorney Jim Clevenger explained that in 2000, the County was the conduit for a \$25 million economic development bond issue to construct and upgrade several facilities at Culver Military Academy. The Culver Educational Foundation is proposing to refinance and reissue the outstanding bonds to Northern Trust. He introduced counsel for the Culver Educational Foundation Neil Steinbart of Barnes and Thornburg, who explained that the bonds are not a County obligation and that Culver repays the bonds with their own funds. Rather than extending

Culver's existing letter of credit, Northern Trust will purchase the bonds and hold them for ten years, thereby eliminating several financial risk factors and reducing expenses.

In order to effect the refinancing, it will be necessary for the County to amend the original financing documents with unanimous approval from the Council. Barnes and Thornburg will prepare the documents and file the required notices with the IRS.

Mr. Clevenger advised that bond counsel at Ice Miller has confirmed that the amended loan agreement will have no financial effect on the County. He then presented Ordinance 2014-01 providing County consent to refinance the bonds and authorizing the Commissioners to execute the necessary documents.

**Rex Gilliland moved, seconded by Don Morrison to suspend the rules and approve on first, second and third readings Ordinance #2014-01. Motion carried 6-0.**

### **NEAL HAECK – HIGHWAY UPDATE**

Mr. Haeck was present to provide updates on various Highway Department matters.

Personnel: The Sign and Parts positions have absorbed additional duties, and he will be updating the job descriptions. He is also considering the addition of two positions in anticipation of the significant additional work resulting from the relinquishment of old US 31. He utilized a part-time person to assist with snow plowing this winter and may need to transfer funds into that line to pay the mowing crew supervisor this summer.

Overtime: He originally budgeted \$50,000 for overtime for the entire year, and has already spent \$96,897, and has requested an additional \$68,000 and another transfer for \$68,000 to Overtime. Mr. Haeck explained that he checks roads in the middle of the night and decides to call in crews by 3:00 am, and they usually plow from 4 am until dark. The mandatory overtime policy requires all employees to work, and when a full crew is not needed, voluntary overtime is offered on a rotating basis. Crews often sleep at the garage for convenience, but are not paid for doing so. The department ran out of salt three weeks ago, and since there is no more available, they are using a mixture of sand and Boost, which provides good melting qualities.

Hickory Road Bridge: For the past few years, Mr. Haeck has applied for federal funding for 80% of the \$2.1 million Hickory Road Bridge replacement project, and was recently notified that we will receive \$1,658,000. Our 20% match will be \$420,000, and we will soon begin the process to select a project engineer.

7th Road construction: Bids were let February 5, with Phend and Brown submitting the low bid of \$5,192,175.57. Our 20% match will be \$1,038,435, and Mr. Haeck plans to use \$700,000 from Cum Bridge, \$200,000 from Highway and \$100,000 from Local Road and Street. He is anticipating approximately \$400,000 in reimbursements for the right-of-way purchases, but we will not receive those funds before the match monies are due.

In response to several Council questions, Mr. Haeck advised he has included three trucks in the 2014 budget, and that the older fleet requires many repairs. He has submitted expenses to the EMA for possible FEMA reimbursement, but has not yet included figures from the most recent storm.

Council members expressed their appreciation to the Highway Department employees for their hard work this winter under extreme conditions.

### **ADDITIONAL APPROPRIATIONS**

**Argos Community Schools:** The Council is required to adopt the Argos Schools budget and must also approve their additional appropriation requests. Corporation Treasurer Jennifer Lee explained that an additional \$15,000 was needed from the Rainy Day Fund to pay IRS obligations.

**Judith Stone moved, seconded by Don Morrison, to approve the additional appropriation request of \$15,000 from the Rainy Day Fund for Argos Community Schools. Motion carried 6-0.**

**Pre-Trial Diversion:** The \$6,100 requested from Pre-Trial Diversion will complete the 2014 funding of an existing Deputy Prosecutor position as previously agreed to by the Prosecutor.

**Rex Gilliland moved, seconded by Steve Harper, to approve the additional appropriation request of \$6,100 for Pre-Trial Diversion into the Deputy Prosecutor line. Motion carried 6-0.**

**Prosecutor IVD Fund:** A total of \$5,030 was requested to fund the increased wages for the reclassified IVD Caseworker Supervisor and two IVD Caseworkers.

**Don Morrison moved, seconded by Judith Stone, to approve the additional appropriation of \$1,715 into IVD Caseworker Supervisor and \$3,315 into IVD Caseworkers from the Prosecutor IVD Fund. Motion carried 6-0.**

**Highway:** Steve Harper moved, seconded by Jon Van Vactor to approve the additional appropriation of \$60,000 to Highway Repair and Maintenance Overtime and \$8,000 to Highway General Overtime. Motion carried 6-0.

**Historical Society:** Judith Stone moved, seconded by Don Morrison to approve the additional appropriation of \$3,000 to Social Security in the Historical Society Fund. Motion carried 6-0.

**EMA PERFORMANCE GRANT:** Jon Van Vactor moved, seconded by Steve Harper, to approve the additional appropriation of \$5,180 to Grant Expenditures in the EMA Performance Grant Fund. Motion carried 6-0.

**EMA Grants:** Jon Van Vactor moved, seconded by Steve Harper, to approve the additional appropriation of \$3,100 to Grant Expenditures in the EMA Grants Fund. Motion carried 6-0.

### **APPROPRIATION REDUCTIONS**

**General Fund – Superior Court 2:** A reduction in appropriations of \$1,000 was requested to correct a calculation error in Wages-Court Security Officer.

**Steve Harper moved, seconded by Jon Van Vactor, to reduce the Wages-Court Security Officer appropriation in the 2014 Superior Court 2 budget by \$1,000. Motion carried 6-0.**

**Extradition Fund:** A reduction in appropriations of \$25,000 in the Vehicle Purchase line was requested because the vehicle was purchased from the 2013 budget.

**Jon Van Vactor moved, seconded by Judith Stone, to reduce the Vehicle Purchases line by \$25,000 in the 2014 Extradition budget. Motion carried 6-0.**

### **TRANSFERS**

**Highway:** Jon Van Vactor moved; seconded by Steve Harper, approve the transfer of \$60,000 from Stone, Gravel and Aggregates to Overtime in the Highway Repair and Maintenance budget, and \$8,000 from Highway Equipment to Overtime in the Highway General budget. Motion carried 6-0.

**Cum Bridge:** Jon Van Vactor moved, seconded by Steve Harper, to transfer \$4,000 from Stone, Gravel and Aggregates to Overtime in the Cum Bridge budget. Motion carried 6-0.

### **2013 BUDGET TRANSFERS**

**General Fund – Probation:** Rex Gilliland moved, seconded by Judith Stone, to approve the transfer of \$14.00 from Secretaries to Office Administrator in the 2013 Probation budget. Motion carried 6-0.

**Clerk ARRA IVD Fund:** Judith Stone moved, seconded by Jon Van Vactor, to approve the transfer of \$380 Office Supplies to Social Security in the 2013 Clerk ARRA IVD budget. Motion carried 6-0.

**AUDITOR'S REPORT**

January 13, 2014 Minutes: Don Morrison moved, seconded by Judith Stone, to approve the minutes of the January 13, 2014 meeting as presented. Motion carried 6-0.

**CONFLICT OF INTEREST STATEMENT**

**JUDITH STONE**

Ms. Stone presented for acceptance a conflict of interest statement she has filed with the Clerk and the State Board of Accounts, reflecting her interest in properties that could be affected by the Metronet project.

**Don Morrison moved, seconded by Steve Harper, to accept the Conflict of Interest Statement from Judith Stone. Motion carried 5-0-1, with Ms. Stone abstaining.**

**COUNCIL MATTERS**

Council members briefly discussed the 2013 Court Services report, expressing appreciation to Ward Byers for providing the information.

**Judith Stone moved, seconded by Steve Harper, to accept the 2013 Court Services report. Motion carried 6-0.**

**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 Steve Harper, to adjourn the meeting at 10:22 am. Motion carried 6-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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



**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, MARCH 10, 2014**

BE IT REMEMBERED: That on Monday, March 10, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**PROSECUTOR DAVE HOLMES**

**COPIER PURCHASE**

Mr. Holmes advised that the Canon copier he recently purchased for his office was insufficient for his office needs despite the vendor's representation, and it has been returned for a full refund of the \$7,645 purchase price. He has since purchased a new higher-capacity unit that better suits the needs of his office. Mr. Holmes stated that his office provides a high-volume of copies to attorneys and police agencies, but do utilize scan and email whenever possible to reduce copy and postage costs. The price of the new unit is \$16,952, and the additional cost will be paid from Pre-Trial Diversion and the Prosecutor's ARRA IVD Fund.

**CLYDE AVERY, EMA DIRECTOR**

**GRANT APPLICATIONS**

Mr. Avery requested approval to apply for a grant to reimburse the county for 50% of his 2013 salary and benefits.

**Judith Stone moved, seconded by Rex Gilliland, to approve the grant application for reimbursement of the EMA director's 2013 salary and benefits.**

**Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**Circuit Court: John Benedict moved, seconded by Don Morrison, to approve the additional appropriation request of \$9,000 into Professional Services in the Circuit Court budget. Motion carried 7-0.**

**Probation: Judith Stone moved, seconded by Rex Gilliland, to approve the additional appropriation request of \$5,000 into Urinalysis Supplies in the Probation Department budget. Motion carried 7-0.**

**Clerk IVD ARRA Fund: Jon Benedict moved, seconded by Don Morrison, to approve the additional appropriation of \$480 into Professional Services in the Clerk's ARRA IVD budget. Motion carried 7-0.**

**TRANSFERS**

**Certified Shares-Sheriff: Steve Harper moved, seconded by Jon Van Vactor, to approve the transfer of \$29,640 from Patrol Officers to Line Sergeant in the Sheriff Certified Shares budget. Motion carried 7-0.**

**Highway: The County's 20% match for the \$5.2 million 7<sup>th</sup> Road project is \$1,038,000, which must be paid before INDOT will issue a notice to proceed. Mr. Haeck originally budgeted \$200,000 in Highway and \$700,000 from Cum Bridge for the match, but the Cum Bridge fund balance cannot support the entire \$700,000 expenditure. He proposed transferring \$75,000 from Highway Equipment in the Highway budget and \$50,000 each from Stone and Gravel and**

Bituminous in the Local Road and Street budget. He is applying for \$344,000 in reimbursements for the right-of-way purchases, and will replenish the respective funds when we receive the reimbursements.

**Jon Van Vactor moved, seconded by John Benedict, approve the transfer of \$75,000 from Highway Equipment to 7<sup>th</sup> Road Construction in the Highway budget, \$50,000 from Stone, Gravel and Aggregates and \$50,000 from Bituminous to 7<sup>th</sup> Road Construction in the Local Road and Street budget. Motion carried 7-0.**

Reimbursements for the right-of-way acquisition are actually a grant through the US Department of Transportation, and therefore Council and Commissioner approval is required to apply for the reimbursements.

**Jon Van Vactor moved, seconded by Steve Harper, to approve Mr. Haeck's application to apply for \$344,000 in grant monies to reimburse the county for the 7<sup>th</sup> Road parcel acquisition. Motion carried 7-0.**

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

February 10, 2014 Minutes: **Don Morrison moved, seconded by Rex Gilliland, to approve the minutes of the February 10, 2014 meeting as presented. Motion carried 6-0-1, with Mr. Benedict abstaining due to his absence from that meeting.**

Annual Report: The Auditor distributed copies of the 2013 Annual Report which has been submitted to the State Board of Accounts and advertised in the county's newspapers.

Grant identification: The Auditor also advised that she is working with the various agencies and State Board of Accounts to add the CFDA grant number to all EFTs and checks when the monies represent grant proceeds.

#### **COMMISSIONER KEVIN OVERMYER METRONET PROJECT UPDATE**

Mr. Overmyer advised that the bid documents will be going out this week for the conduit installation, and the Commissioners and Plymouth Redevelopment Commission will meet on April 7 to receive the bids. They will be taken under advisement until they can be reviewed for award. The County Attorney is working on several memoranda of understanding between Marshall and St. Joseph Counties and the City of Plymouth, and Mike Miley of Gibson has been reviewing our insurance coverage. Ms. Stone advised that the Common Construction Wage Committee for this project met last week.

#### **ANNUAL JAIL REPORT**

Council members recently received the 2013 Annual Jail Report.

**Jon Van Vactor moved, seconded by John Benedict, to accept the 2013 Annual Jail Report. Motion carried 7-0.**

#### **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 9:33 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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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, APRIL 14, 2014**

BE IT REMEMBERED: That on Monday, April 14, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**CLYDE AVERY, EMA DIRECTOR**  
**GRANT APPLICATION**

Mr. Avery requested approval to apply for grant funds up to \$25,000 from the 2014 Homeland Security Grant program to upgrade the current 800 MHz communications to the state-mandated P25 system. The new platform will accommodate more users and remaining funds could be used to purchase new radios for local emergency agencies.

**John Benedict moved, seconded by Rex Gilliland, to approve the Emergency Management Agency application for a reimbursable Homeland Security Grant of up to \$25,000. Motion carried 7-0.**

**DAVE LATTIMER-PLYMOUTH AIRPORT**  
**UPDATE**

On behalf of the Plymouth Board of Aviation Commissioners, Mr. Lattimer discussed their updated five-year Capital Improvement Plan. He emphasized that while the facility is funded by Plymouth taxpayers, it is the only municipal airport in the county and utilized by every community. Currently, 23 aircraft are based there with six more on the waiting list.

Mr. Lattimer noted that the original buildings and runways were built in the 1960s, and nothing has been built since. However, they are awaiting FAA approval for several proposed projects to upgrade facilities, including lengthening and widening runways, and reconfiguring and rebuilding ramps. The projects are funded 90% by FAA, with 5% paid by the State and 5% by local governments.

Mr. Lattimer stated that they have been unsuccessful in several past attempts to secure a weather station, but they have now have met the FAA threshold of 500 instrument approaches, and are hopeful that they will approve the project this year. He noted that surrounding airports all have weather stations, and they are hopeful that those who left this airport for that reason will return. If the FAA approves the project, Plymouth will provide funding and seek reimbursement.

**MARSHALL COUNTY ECONOMIC DEVELOPMENT**  
**KEVIN BERGER**

Mr. Berger highlighted excerpts from the 2013 annual report. The past year saw significant business retention and expansion efforts, including Kessler Crane, American Containers, Nishikawa and Bremen Castings, resulting in job retention and growth. Twenty-seven entrepreneurs participated in the ongoing partnership with the North Central Indiana Small Business Development Center. The groundbreaking was recently held for the Garmong

Construction shell building project, with an anticipated completion date of early October, and they continue to work with Argos to develop 75 acres into a shovel-ready site. The quarterly County Development for the Future workshops for communities were very successful, fostering a unique spirit of cooperation among the various towns. MCEDC is also assisting with training in partnership with area schools to address the skilled worker shortage. The board is looking forward to working with the new executive director, who will begin his duties in April.

Mr. Berger thanked the Council for their support, particularly for helping fund the Metronet project, and noted that high-speed access is an important piece of infrastructure and will be a valuable economic development tool.

**CLERK JULIE FOX**  
**PERSONNEL REPLACEMENT**

Ms. Fox advised that two long-time employees will be retiring this year. Carolyn Hampson has worked for the county for over 20 years, and is retiring in May. Linda Starr has 18 years with the County and will retire September 30. The Clerk requested approval to post the two positions in order to have replacements as soon as possible after each retirement. Council members thanked Ms. Hampson and Ms. Starr and for their valuable service.

**Jon Van Vactor moved, seconded by Don Morrison, to approve the replacement of two positions in the Clerk's office. Motion carried 7-0.**

**CLERK'S WAGES**  
**VOTER REGISTRATION BUDGET**

Ms. Fox stated there is a discrepancy between the Voter Registration budget and the salary ordinance regarding the Clerk's stipend. The budget adoption minutes show Council approved the Clerk's Wages line at \$2,000, but the salary ordinance indicates \$1,800. The Auditor researched the budget hearing and adoption recordings and found that the Council mentioned decreasing that budget line by \$200 but took no formal action to reduce the line. After discussion, Council members felt that the salary ordinance should agree with the approved budget.

**John Benedict moved, seconded by Jon Van Vactor, to approve an amendment to the salary ordinance increasing the Clerk's Wages in the Voter Registration budget to \$2,000. Motion carried 7-0.**

**BANK CHARGES**

Ms. Fox also advised that the Clerk's Trust Account has been held with Key Bank, which has traditionally waived their service fees; however, they are no longer waiving the fees. Interest earned is too low to net the fees out, and the bank is deducting them directly from the account each month. To date, \$950 has been deducted, and the account must be reimbursed. Council recommended that she transfer funds from a funded line in her budget into a services line in order to reimburse the bank account.

Ms. Fox noted that the account carries a balance of \$1 million, with approximately 1,300 transactions per month. Mr. Benedict stated that the service fees are very high, and that local banks might welcome the account. The Clerk is researching options.

**ADDITIONAL APPROPRIATIONS**

**Highway: Rex Gilliland moved, seconded by Judith Stone, to approve the Highway Department request for an additional appropriation of \$150,000 to Vehicle Maintenance Supplies. Motion carried 7-0.**

**Commissioners: A \$3,500 error in the 4-H Contributions in the Commissioners’ budget has been perpetuated since 2012, making it appear that the 4-H premiums portion of the contribution was \$7,000 rather than \$3,500. The Auditor recommended a reduction in appropriation for this portion of the Commissioners budget.**

**Judith Stone moved, seconded by John Benedict, to reduce the 4-H Contribution line in the Commissioners’ budget by \$3,500. Motion carried 7-0.**

**AUDITOR’S REPORT**

**March 10, 2014 Minutes: Steve Harper moved, seconded by Don Morrison, to approve the minutes of the March 10, 2014 meeting as presented. Motion carried 7-0.**

**Copier purchase: The Auditor will request an additional appropriation at the May meeting for \$8,000 from the Auditor’s Ineligible Homestead Deductions Fund to purchase a copier for her office.**

**Homestead Deductions update: Homestead deductions have been removed from approximately 1,200 properties on which the deduction was not verified. Property owners who qualify for the deduction must re-file and provide the appropriate identification.**

**ADJOURNMENT**

Following the day’s regular business, all documents and ordinances were signed, and with no further business to come before the council, **John Benedict moved, seconded by Judith Stone, to adjourn the meeting at 10:03 am. Motion carried 7-0.**

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

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**Don Morrison, Vice President**

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**John Benedict**

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**Rex Gilliland**

\_\_\_\_\_  
**Steve Harper**

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

\_\_\_\_\_  
**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, MAY 12, 2014**

BE IT REMEMBERED: That on Monday, May 12, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public comment.

**HEADSIGHT, INC. ABATEMENT**

**CF-1 APPROVAL**

Brenda Hochstetler of Anderson and Co. presented the CF-1 for Headsight, Inc., showing compliance with the statement of benefits for their abatement. The company moved to their new building in December, 2013 and has met their projection of an additional six employees over three years.

**Don Morrison moved, seconded by Judith Stone, to approve the CF-1 for Headsight, Inc. abatement. Motion carried 7-0.**

**METRONET PROJECT**

**INTERGOVERNMENTAL AGREEMENT WITH CITY OF PLYMOUTH**

County Attorney Jim Clevenger presented the agreement establishing the partnership between the County and City to install conduit to provide fiber optic broadband services. The agreement has been approved by the City Council and County Commissioners, and now must be approved by the County Council. The public/private venture with St. Joseph Valley Metronet, St. Joseph Regional Medical Center and Hoosier Racing Tire will require a joint board of five members – one representative each from the Commissioners, County Council, City Council, Mayor and a private entity.

During discussion, Mr. Clevenger clarified that the County has no obligation to fund connections for other towns in the county, but they might be approached to do so, and that any profits would go to maintain the conduit. Mr. Benedict felt that the project had changed from the original proposal providing for a three-chambered conduit to installation of two chambers, and was concerned whether this would provide sufficient capacity for future growth. It was Ms. Stone's opinion that the 144 pairs of strands would be more than adequate for future growth to towns. **Steve Harper moved, seconded by Jon Van Vactor, to approve the intergovernmental agreement with the City of Plymouth for the Metronet project. Motion carried 5-1-1, with Mr. Benedict voting nay, and Ms. Stone abstaining due to her husband's ownership of real estate in the path of the conduit.**

**Don Morrison moved, seconded by John Benedict, to appoint Steve Harper as the Council representative to the Metronet board. Motion carried 7-0.**

Mr. Van Vactor asked for confirmation that the meetings would be open to the public, and the Auditor offered to research the matter.

**WES BURDEN – HEALTH DEPARTMENT**  
**PERSONNEL REPLACEMENT REQUEST**

Mr. Burden requested approval to replace Jerry Fussel, an Assistant Administrator, who has accepted a job in another county.

**Judith Stone moved, seconded by John Benedict, to approve replacement of the Assistant Administrator position in the Health Department. Motion carried 7-0.**

**SHERIFF TOM CHAMBERLIN**  
**PRISONER CARE ADDITIONAL**

Sheriff Chamberlin explained that after the 2014 budgets were approved, he entered into a contract with Quality Correctional Care for medical, dental, pharmaceutical and mental health services at a cost of \$12,166 per month. He originally budgeted \$107,000 for Prisoner Care, which now has a balance of approximately \$41,000 remaining. He indicated he will need an additional \$50,000 to finish out the year, and proposed an additional appropriation from either the CAGIT Certified Shares or County Corrections. After discussion, the Council recommended taking the additional from Certified Shares and will consider the additional at the June 9 meeting.

The Sheriff stated he is pleased with the services provided by QCC, and that the arrangement has enabled him to reduce security risks and liability by drastically reducing the number of prisoner transports to obtain medical treatment. He noted that contract costs for 2014 were based on 170 prisoners per day, but next year's costs will be based on 122 prisoners a day.

**ADDITIONAL APPROPRIATIONS**

**Auditor's Ineligible Homestead Deduction Fund: Don Morrison moved, seconded by Judith Stone, to approve the request for an additional appropriation of \$8,000 to Capital Outlays in the Auditor's Ineligible Homestead Deduction Fund to purchase a copier. Motion carried 7-0.**

**Court Services:** Ward Byers requested an additional appropriation of \$6,285 to purchase case management software from CSI to streamline record keeping for the Court Services programs. He also requested \$1,725 for the first year's maintenance, and will budget this amount annually in Court Services. The Commissioners approved the purchase and maintenance agreement at their May 5 meeting.

**Judith Stone moved, seconded by Jon Van Vactor, to approve additional appropriations in the Court Services budget of \$6,285 into Computer Software and \$1,725 into Software Maintenance. Motion carried 7-0.**

**WIC:** Annette Osborn explained that the state WIC administration did not allow wage increases for 2014 at the time budgets were approved in September. They have now approved the increases, resulting in the following additional for the WIC budget: Department Head Wages - \$938; PT Nurse Wages - \$667; PT Clerk Wages- \$760; Employer PERF - \$103; Employer Social Security - \$181; Longevity - \$2,000; and BF Peer Counselor - \$133.

**Judith Stone moved, seconded by Steve Harper, to approve additional appropriations in Personal Services of the WIC budget totaling \$4,782. Motion carried 7-0.**

Ms. Osborn also requested approval to apply for the 2015 WIC grant through the USDA.

**Jon Van Vactor moved, seconded by Rex Gilliland, to allow Annette Osborn to apply for the 2015 WIC grant. Motion carried 7-0.**

**EMA Grants:** Clyde Avery requested an additional appropriation from the EMA Grants Fund of \$3,276.45 to purchase 911 backup equipment for the Emergency Operations Center. The funds have been left over since 2004, despite several attempts to return them to the state.



**Judith Stone moved, seconded by John Benedict, to approve the additional appropriation of \$3,276.45 in the EMA Grants fund into Machinery and Equipment. Motion carried 7-0.**

**TRANSFER**

**General Fund – IT: Jon Van Vactor moved, seconded by Rex Gilliland, to approve the transfer of \$1,200 from Wages-PC Technician to Longevity in the IT budget. Motion carried 7-0.**

**AUDITOR’S REPORT**

**April 14, 2014 Minutes: Don Morrison moved, seconded by Judith Stone, to approve the minutes of the April 14, 2014 meeting as presented. Motion carried 7-0.**

**Voter Registration salary amendment:** The Auditor presented for signatures the salary ordinance amendment changing the Clerk’s wages in Voter Registration to \$76.92 bi-weekly. The change was approved at the April 14 meeting.

**WIC salary amendment:** The Auditor also presented a salary ordinance amendment reflecting the WIC increases previously approved in this meeting.

**Steve Harper moved, seconded by Jon Van Vactor, to approve the salary ordinance amendment for the WIC wage increases. Motion carried 7-0.**

**COUNCIL MATTERS**

Mr. Hassel suggested inviting Department Heads to the June meeting to discuss anticipated increases in excess of \$10,000 in their 2015 budgets. Members offered congratulations to Bill Githens on his primary election win.

**ADJOURNMENT**

Following the day’s regular business, all documents and ordinances were signed, and with no further business to come before the council, **Jon Van Vactor moved, seconded by Judith Stone, to adjourn the meeting at 10:03 am. Motion carried 7-0.**

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

\_\_\_\_\_  
**Don Morrison, Vice President**

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**John Benedict**

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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, JUNE 9, 2014**

BE IT REMEMBERED: That on Monday, June 9, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

Commissioner Jack Roose requested time to present his reasons for not supporting the purchase of an asphalt zipper machine for the Highway Department. While he agrees that the roads are in bad condition, he stated that a new superintendent may be hired very soon and feels that person should have the decision on major equipment purchases. He said he is not convinced that this equipment is what is needed to do the job, and expressed concern about how long the roads have to sit before the final pavement or chip and seal is applied.

In response to a question from Ms. Stone, Mr. Roose stated he feels that the new superintendent has more experience than the two supervisors in place now.

**ROBERT BOWEN, JUDGE SUPERIOR COURT #1**  
**ADDITIONAL APPROPRIATION**

Judge Bowen explained that Superior Court #1 Court Administrator Barb Dunlap is retiring August 1, and he has requested an additional appropriation of \$1,300 to pay her replacement during a two-week training period.

**Steve Harper moved, seconded by Judith Stone, to approve additional appropriation request of \$1,300 for Court Administrator in the Superior Court #1 budget. Motion carried 7-0.**

He also requested waiver of the 90-day probationary period since the replacement is a current long-time employee of the Clerk's office.

**Judith Stone moved, seconded by John Benedict, to reduce the 90-day probationary period and 90% probationary pay to two weeks for the incoming Court Administrator. Motion carried 7-0.**

**PERSONNEL REPLACEMENT REQUESTS**

Recorder: Marlene Mahler advised that First Deputy Joyce Wilson is retiring August 31 after 15 years of service, and requested approval the position. She will also require an additional appropriation to cover the benefits payout.

**Steve Harper moved, seconded by Don Morrison, to approve replacing the position of First Deputy Recorder. Motion carried 7-0.**

Clerk: On behalf of Clerk Julie Fox, Deputy Clerk Tori Stull requested approval to replace a Support Deputy position.

**Judith Stone moved, seconded by Rex Gilliland, to approve replacing a Support Deputy position in the Clerk's office. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

Museum: An additional of \$2,121 was requested to cover the benefits payout for retiring Archive Manager Judy McCollough.

**Don Morrison moved, seconded by Judith Stone, to approve the additional appropriation of \$2,121 for the Archive Manager in the Museum budget. Motion carried 7-0.**

Linda Rippy also requested a waiver of the probationary period for incoming Archive Manager Karen Rettinger, who has been a part-time employee of the museum for many years.

**Rex Gilliland moved, seconded by Don Morrison, to waive the 90-day probationary period for Karen Rettinger, the incoming Archive Manager. Motion carried 7-0.**

**Certified Shares-Jail: John Benedict moved, seconded by Jon Van Vactor, to approve the additional appropriation of \$50,000 to Prisoner Care in the Certified Shares-Jail budget. Motion carried 7-0.**

#### **TRANSFERS**

**Assessor: Rex Gilliland moved, seconded by John Benedict, to approve the transfer of \$726 from Printing and Advertising to Office Equipment in the Assessor's budget to purchase a folding machine. Motion carried 7-0.**

**Election Board: Steve Harper moved, seconded by Don Morrison, to approve the transfer of \$420 from Election Poll Workers to Employee Poll Workers in the Election Board budget. Motion carried 7-0.**

**Certified Shares/Sheriff: Jon Van Vactor moved, seconded by Rex Gilliland, to approve the transfer of \$11,000 from Patrol Officers to Overtime. Motion carried 7-0.**

#### **PROPOSED HIGHWAY EQUIPMENT PURCHASE**

Commissioner Kevin Overmyer and Jason Peters from the Highway Department were present to discuss the purchase of an Asphalt Zipper machine for major road repairs. County roads have suffered major damage as a result of the past harsh winters, and the roads in the northern portions of the county are the worst, with large potholes and crumbling pavement attributed to the different soil types in those areas. Mr. Peters explained that the ideal solution would be to take up the road and completely rebuild it from the base up, but the cost is prohibitive. Several county officials recently attended a demonstration of the Asphalt Zipper, which grinds up the pavement and lays it back down, rebuilding the base by recycling in place. The base has to sufficiently harden before any final surface such as pavement or chip and seal can be applied. While the base surface is rough, it can be driven on and is better than the massive potholes and crumbling surfaces. Mr. Peters estimated that the machine could do at least a mile per day, but they would probably only do sections at a time rather than an entire road, concentrating on the worst portions first.

Mr. Peters stated that only two companies have this type machine, and while they are very similar, the Asphalt Zipper includes a trailer for easier transport. Road Hog has requested an opportunity to demonstrate their machine, and several members expressed an interest in attending the demonstration.

Mr. Overmyer requested a recommendation from Council for either an additional appropriation from the Rainy Day Fund to purchase the equipment outright, or paying for the purchase over five years, with interest. The first payment would be due at the end of 2015, with no penalty if paid off early. He reminded Council that the County will receive \$4.2 million over the next three years for the relinquishment of US 31, but the first payment likely will not come before the end of the year.

After discussion, Council agreed that they preferred spreading the purchase out over five years, rather than appropriating money from the Rainy Day Fund.

Mr. Overmyer stated he wanted to clarify that a new superintendent will not be hired within the next few days and Michigan Road will not be fog sealed this year because of the 7<sup>th</sup> Road construction.

#### **HEALTH DEPARTMENT** **UNSAFE BUILDING EXPENSE**

Wes Burden advised that the Health Department will be demolishing an unsafe building at an estimated cost of \$12,500. There is currently only \$7,500 in that line item, and he will be requesting an additional appropriation of \$5,500 for the July meeting.

#### **PERSONNEL COMMITTEE REPORT**

HR Deputy Debbie Palmer reported on the June 4 Personnel Committee meeting. The following changes in job descriptions were recommended:

- Museum Archive Manager –minor changes
- WIC RD Coordinator – minor changes to comply with state guidelines
- Case Manager I/Operations - had not been updated since 2000
- Addition of new Court Services Part-time Community Corrections Case Manager
- Sheriff Process Server – additional duties include transporting detainees and requiring handgun training and licensing.

**John Benedict moved, seconded by Steve Harper, to approve the updated job descriptions as recommended by the Personnel Committee. Motion carried 7-0.**

The Sheriff had also requested a recommendation on reducing the number of Process Servers and increasing the number of Patrol Officers, but the committee felt that those decisions should be made by the Council at budget time, rather than by the Personnel Committee.

The committee also discussed increasing the number of miles necessary to travel to qualify for county reimbursement for an overnight stay prior to a one-day meeting. It was agreed to leave the policy at 50 miles, but to further consider future changes.

#### **DEPARTMENTAL BUDGET CONSIDERATIONS**

**Plan Commission:** Ralph Booker advised that the county van is used by several departments and has limited availability to the Plan Department and is requiring more costly repairs. He suggested that the County consider retaining a trade-in when departments replace vehicles.

**Surveyor:** Larry Fisher is considering replacing his 1996 Jeep and 2009 pickup with a four-wheel drive crew truck. While he usually keeps vehicles at least ten years, he no longer needs two and would like to trade for a more versatile and practical vehicle.

**Highway:** Jason Peters explained that since 2004, the department has been working with 8 fewer employees –6 drivers and 2 heavy equipment operators – and it has affected the road programs. He anticipates requesting 2 drivers and 1 operator for 2015, and would like to replace a New Holland tractor and a pay loader, but no additional trucks. The US 31 relinquishment will require additional miles of maintenance, and much of the resulting expense will be paid with the settlement monies from INDOT. Mr. Peters will provide an updated equipment list to members.

**Sheriff:** 911 Supervisor Matt Pitney reported that the current 10-year old 911 system is obsolete and must be replaced. He has received three quotes for the equipment from Digital Telecom (used by the state) for \$87,000, ERS for \$169,000 and CenturyLink for \$159,000. All three

systems are similar, but the ERS and CenturyLink costs do not include backup. The new system will be IP-based and hosted off site, which provides for database management of cellular and land lines, re-routing calls and remote repairs. This system is now in use in Fulton and Kosciusko, and functions could be moved to one of those counties if necessary. The current maintenance costs of \$12,000 may be reduced.

Sheriff Chamberlin advised he will request \$108,000 for four patrol vehicles. In light of Mr. Booker's previous request, he is considering retaining one of the trade-ins for county use. He also stated he has consolidated several jobs over the last several years, and will propose eliminating one process server and adding a merit officer. All first and second shift officers would serve court papers, and he estimated that there would be approximately \$15,000 in additional costs, which does not include vehicle expenses.

**Court Services:** Ward Byers advised he will be requesting a Case Manager I, a position that has not been funded for several years. The position would be utilized in both the Drug and Alcohol and Home Detention programs and provide a backup to his position. The total cost of the position is \$41,349, including benefits, and he has discussed the matter with Judge Colvin. He will also be contracting part-time help in Professional Services.

Mr. Byers is working to maintain a healthy operating reserve, and will reduce budgeted lines he has not been using in order to work in the full-time position. The program currently has 35 on home detention, and 130 in the Drug/Alcohol program, either in MCDAP or referred for treatment.

**Recorder:** Ms. Mahler advised that new legislation requires the Recorder to develop a proposed spending plan for the Records Perpetuation Fund and present it to Council. The fund still does not require appropriation.

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

**May 12, 2014 Minutes: Don Morrison moved, seconded by Judith Stone, to approve the minutes of the May 12, 2014 meeting as presented. Motion carried 7-0.**

**Budget information:** The Auditor advised she is sending out budgets this week and they are to be returned by July 1. She noted the following increases for 2014: PERF rate - 11.2%; Bowen Center contribution-\$289,070; and Sheriff Pension-\$226,654. She also noted that 2015 contains 27 pay periods, and that department heads have been instructed to divide annual wages by 27, rather than adding an extra pay period. The increase in the Health Insurance will not be available until October, but the Commissioners and HR are working closely with the Healy Group to negotiate the best rates.

Council advised department heads to use 3% as a guideline for wage increases for budgeting purposes, but emphasized that the final increase most likely will not be 3%.

#### **ADJOURNMENT**

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the council, **Rex Gilliland moved, seconded by Judith Stone, to adjourn the meeting at 10:50 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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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, JULY 14, 2014**

BE IT REMEMBERED: That on Monday, July 14, 2014, 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 and Jon Van Vactor, members; and Penny Lukenbill, Auditor. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public input.

**ANNETTE OSBORN – WIC COORDINATOR**  
**REGISTERED NURSE JOB TITLE CHANGE**

Requested changing the Registered Nurse designation in the WIC salary ordinance to the state designation Certified Professional Authority (CPA), which would allow more flexibility in filling the position with either a registered nurse or qualified nutritionist. The position remains part time and there is no change in the hourly rate.

**John Benedict moved, seconded by Don Morrison, to change the title of the Registered Nurse position to Certified Professional Authority. Motion carried 7-0.**

**WES BURDEN – HEALTH DEPARTMENT**  
**GRANT APPLICATION APPROVALS**

Wes Burden requested approval of three grant applications for the Health Department. The first is for \$11,442 to purchase a smart board which could be used in the Emergency Operations Center and other Point of Delivery sites for alternative communications. A separate fund would be established for this grant. The second application is for \$33,139 in the Local Health Maintenance Fund, \$20,000 of which will be applied toward the Food Sanitarian position, with the remainder applied to wages and social security for a part-time nurse and clerk. The third application is for \$25,094 in funding for the Local Health Department Trust for a part-time immunization nurse and part-time health educator.

**Jon Van Vactor moved, seconded by Rex Gilliland, to approve the requests from the Health Department for grant applications for \$11,442 in a new fund, \$33,139 for Local Health Maintenance, and \$25,094 for Local Health Department Trust. Motion carried 7-0.**

**PERSONNEL COMMITTEE RECOMMENDATIONS**

The Personnel Committee met on July 10 to consider two new job descriptions for the Highway Department to reflect the new management restructure planned by the Commissioners. Commissioner Deb Griewank explained that the new positions of Supervisor of County Highways and Administrative Manager will divide the duties of the Superintendent position, with the Supervisor also assuming the duties of the General Foreman.

The Personnel Committee unanimously recommended that the job descriptions and recommended salaries of \$45,339 for the Supervisor and \$37,564 for the Manager be approved by the Council. Both exempt positions are appointed by the Commissioners and will report directly to that board.

**Judith Stone moved, seconded by Jon Van Vactor, to approve the positions in the Highway Department of Supervisor of County Highways at \$45,339 annually, and Administrative Manager at \$37,564 annually. Motion carried 7-0.**

#### **ADDITIONAL APPROPRIATIONS**

**Court Services:** An additional totaling \$21,384 was requested for wages and benefits for a Case Work Manager in Court Services.

**Rex Gilliland moved, seconded by John Benedict, to approve the additional appropriation of \$15,000 for Wages – Case Work Manager, \$1,200 in Social Security, \$3,400 in Health Insurance, \$84 in Life Insurance and \$1,700 in PERF in the Court Services Budget. Motion carried 7-0.**

**Highway:** Jason Peters explained that the additional appropriation for \$55,000 for Paint is needed to stripe several roads, and the \$300,000 in Vehicle Maintenance Supplies would re-appropriate fuel reimbursements from various departments and organizations.

**Jon Van Vactor moved, seconded by Steve Harper, to approve additional appropriations of \$55,000 to Paint and \$300,000 to Vehicle Maintenance Supplies in the Highway budget. Motion carried 7-0.**

**Health Department:** Wes Burden requested an additional appropriation in the Health Department budget of \$5,000 to Unsafe Buildings to complete the extermination and demolition of an unsafe property. A lien will be placed on the property to collect the total cost of \$11,985.

**Judith Stone moved, seconded by John Benedict, to approve the additional appropriation of \$5,000 to Unsafe Buildings in the Health Department budget. Motion carried 7-0.**

#### **TRANSFERS**

**Auditor:** Don Morrison moved, seconded by Rex Gilliland, to approve the transfer of \$500 from Repair Furniture and Equipment to Office Equipment in the Auditor's budget to purchase a punch attachment for the new copier. Motion carried 7-0.

**Treasurer:** Jon Van Vactor moved, seconded by Judith Stone, to approve the transfer of \$579 from Tax Statements to Equipment Maintenance in the Treasurer's budget. Motion carried 7-0.

**Veteran's Service Office:** Jon Van Vactor moved, seconded by John Benedict, to approve the transfer of \$500 from Other Capital Outlays to Travel/Mileage in the Veteran's Service Office budget. Motion carried 7-0.

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

**June 9, 2014 Minutes:** Don Morrison moved, seconded by Steve Harper, to approve the minutes of the June 9, 2014 meeting as presented. Motion carried 7-0.

**June 23, 2014 minutes of the joint Council and Commissioners meeting:** Rex Gilliland moved, seconded by John Benedict, to approve the minutes of the June 23, 2014 meeting with the Commissioners as presented. Motion carried 6-0-1, with Mr. Hassel abstaining due to his absence from that meeting.

**2015 Health Insurance premiums:** The Healy Group has advised the Commissioners that the county's health insurance premiums may increase as much as 25% for 2015. The company is researching several options to negotiate the best rates and keep the increases as low as possible, but the employee contribution may increase from the current \$1 per year.

**27 Pays:** The Auditor explained that the 27<sup>th</sup> pay actually consists of an extra pay period, and that we cannot just divide annual wages by 27 as originally thought since our salary ordinance provides for pay rates and not annual wages. She will advise department heads that she will recalculate all wage statements, using the 2014 pay rates and adding the extra pay to department budgets.



## COUNCIL ITEMS

Sheriff's Pension Plan amendment: The amendment submitted by McCreedy and Keene is reflects a non-substantive change to the maximum annual benefit amount and does not affect benefits calculations or contributions. The merit board has approved the amendment, which must also be approved by the Council.

**Jon Van Vactor moved, seconded by Steve Harper, to approve the First Amendment to the Marshall County Police Retirement Plan. Motion carried 7-0.**

Commissary Report: **Jon Van Vactor moved, seconded by Steve Harper, to accept the Sheriff's Commissary Report for January 1 through June 30, 2014. Motion carried 7-0.**

CF1-ITAMCO: Mr. Morrison recently visited ITAMCO and verified that they were in substantial compliance with the statement of benefits in connection with their abatement.

**John Benedict moved, seconded by Don Morrison, to approve the CF1 for ITAMCO. Motion carried 7-0.**

Bremen Library Board appointment: Joyce Graybill's term expired on June 30, and the library board has recommended her reappointment. She has agreed to serve another term.

**Jon Van Vactor moved, seconded by Rex Gilliland, to reappoint Joyce Graybill to the Bremen Library Board of Trustees for the period from July 1, 2014 through June 30, 2018. Motion carried 7-0.**

## LEONARD ISBAN – PLYMOUTH BOYS AND GIRLS CLUB

### FUNDING REQUEST

As an advocate of the Boys and Girls Club, Mr. Isban encouraged the Council to increase the county's contribution to the club, which relies largely on fundraisers and donations to support their \$300,000 annual budget. The program serves approximately 800 children throughout the county, and focuses on teaching discipline, behavior and personal responsibility. The Commissioners include \$16,500 in their budget, donating \$5,500 to each of the three clubs in the county, and Mr. Isban challenged the county to meet the City of Plymouth's donation of \$25,000.

## ADJOURNMENT

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the council, **Rex Gilliland moved, seconded by Judith Stone, to adjourn the meeting at 9:58 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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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, AUGUST 11, 2014**

BE IT REMEMBERED: That on Monday, August 11, 2014, 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 and Jon Van Vactor, members; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public input.

**SUPERIOR COURT 2**

**WAIVER OF PROBATIONARY PERIOD**

Judge Dean Colvin has requested a waiver of the 90-day probationary period for the new Court Administrator. The employee has worked in the Probation Department for over 11 years and has extensive experience with the court system.

**Don Morrison moved, seconded by Rex Gilliland, to waive the probationary period for the incoming Court Administrator in Superior 2. Motion carried 7-0.**

**LAURA MANN – HEMINGER HOUSE**

**FUNDING REQUEST**

Ms. Mann gave a brief history of the Heminger House, a short-term shelter for victims of domestic violence and abuse. Over the years, the program has served 952 women and children, and averages 11 clients per day. Operational costs are approximately \$3,000 per week, funded completely by donations and grants. Over the past year, the program has lost a \$65,000 grant due to state and federal funding cuts, leading to an uncertain future for the shelter. Ms. Mann asked the Council to consider a \$12,000 donation to assist with operations until other grant options can be explored. Mr. Gilliland suggested the Prosecutor may have available funds, and Mr. Hassel suggested that she submit a request to the Commissioners.

**PERSONNEL REPLACEMENT REQUESTS**

**SHERIFF TOM CHAMBERLIN**

Sheriff Chamberlin requested approval to replace up to four full-time turnkey/dispatcher positions at the jail.

**John Benedict moved, seconded by Judith Stone, to approve replacement of up to four turnkey/dispatcher positions at the jail. Motion carried 7-0.**

**MARY JANE WALSWORTH-PROBATION DEPARTMENT**

Ms. Walsworth explained the Adult Probation Secretary has taken the position of Court Administrator in Superior 2, and the current Receptionist has moved to the Secretary position. She requested approval to replace the Receptionist position.

**Rex Gilliland moved, seconded by Don Morrison, to approve replacement of the Receptionist position in the Probation Department. Motion carried 7-0.**

### **ADDITIONAL APPROPRIATIONS**

**Cum Bridge:** An additional appropriation of \$252,000 was requested for the 7<sup>th</sup> Road Construction line, which is in the negative after making the final payment for land acquisition and paying project engineering fees. Laurie Baker reported we should be receiving \$413,000 in reimbursements by the end of the month.

**Jon Van Vactor moved, seconded by John Benedict, to approve the additional appropriation of \$252,000 for 7<sup>th</sup> Road Construction in Cum Bridge. Motion carried 7-0.**

**WIC:** Judith Stone moved, seconded by Don Morrison, to approve an additional appropriation of \$2,015 to Office Supplies and \$50 to Telephone in the WIC budget. Motion carried 7-0.

### **TRANSFERS**

**Coroner:** Rex Gilliland moved, seconded by Steve Harper, to approve the transfer of \$150 from Morgue Supplies to Office Supplies.

**Maintenance:** Jon Van Vactor moved, seconded by John Benedict, to approve the transfer of \$27,030 from Custodians to Maintenance/Custodians in the Maintenance budget. Motion carried 7-0.

**Highway:** Jon Van Vactor moved, seconded by Steve Harper, to approve the transfer of \$14,448 from Department Head to Administrative Manager; and \$16,641 from General Foreman and \$800 from Department Head to Supervisor of County Highways. Motion carried 7-0.

Rex Gilliland moved, seconded by John Benedict, to approve the transfer of \$1,971 from Seasonal wages to Laborer. Motion carried 7-0.

Don Morrison moved, seconded by Judith Stone, to approve the transfer of \$28,792 from Assistant Highway Clerk to Highway Clerk. Motion carried 7-0.

**Lake Enforcement:** John Benedict moved, seconded by Rex Gilliland, to approve the transfers of \$1,000 from Storage and \$2,000 from Administrative Fee to Vehicle Maintenance Supplies. Motion carried 3-0.

**Reassessment:** Jon Van Vactor moved, seconded by Don Morrison, to transfer \$4,500 from Consulting Services to Office Equipment. Motion carried 7-0.

### **AUDITOR'S REPORT**

**July 14, 2014 Minutes:** Jon Van Vactor moved, seconded by Judith Stone, to approve the minutes of the July 14, 2014 meeting as presented. Motion carried 7-0

### **COUNCIL ITEMS**

**Salary ordinance amendment:** The previous amendment requested by WIC erroneously increased the hourly rate by 3%. The revised amendment reduces the increase to 2%.

**John Benedict moved, seconded by Jon Van Vactor, to approve the salary ordinance amendment setting the WIC increase at 2%. Motion carried 7-0.**

**Comprehensive Emergency Plan letter of agreement:** The Emergency Plan has been recently updated and the Council must now accept the plan by letter of agreement.

**Jon Van Vactor moved, seconded by Rex Gilliland, to authorize Matt Hassel to sign the letter of agreement accepting the updated Comprehensive Emergency Plan. Motion carried 7-0.**

**ADJOURNMENT**

Following the day's regular business, all documents and ordinances were signed, and with no further business to come before the council, **John Benedict moved, seconded by Judith Stone, to adjourn the meeting at 9:40 am. 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**

**MINUTES  
MARSHALL COUNTY COUNCIL MEETING  
AND BUDGET ADOPTION  
MONDAY, SEPTEMBER 8, 2014**

BE IT REMEMBERED: That on Monday, September 8, 2014, 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 19, 2014. **Solid Waste Management: John Benedict moved, seconded by Steve Harper, to adopt the 2015 Solid Waste Management budget in the amount of \$316,925, under Ordinance #2014-05. Motion carried 7-0.**

**South West Lake Maxinkuckee Conservancy District: Judith Stone moved, seconded by Rex Gilliland to adopt the 2015 South West Lake Maxinkuckee Conservancy District budget in the amount of \$163,600, under Ordinance #2014-06. Motion carried 7-0.**

The Conservancy board now consists of elected members, and all subsequent budgets will be adopted by the board, rather than by the County Council. However, they will be subject to the non-binding review process.

**Argos Community Schools: Jennifer Lee explained that adjustments were made within the Capital Projects budget, but the total remained the same.**

**Steve Harper moved, seconded by Don Morrison, to adopt the 2015 Argos Community Schools budget in the amount of \$6,075,057 under Ordinance #2014-04. Motion carried 7-0.**

**JAMES PHEIBUSH-PROBATION DEPARTMENT  
PERSONNEL REPLACEMENT REQUEST**

Mr. Pheibush requested approval to replace the receptionist position which has become vacant as a result of the full-time employee returning to part-time.

**Jon Van Vactor moved, seconded by John Benedict, to approve the replacement of the full-time receptionist position in the Probation Department. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**Coroner: Bill Cleavenger requested a total of \$26,500 to meet outstanding invoices on several cases.**

**Rex Gilliland moved, seconded by Judith Stone, to approve additional appropriations of \$21,000 into Autopsy Expense, \$4,000 into Toxicology, \$1,000 into Radiology, and \$500 into Morgue Supplies in the Coroner's budget. Motion carried 7-0.**

**Surveyor: Mr. Fisher requested an additional \$27,000 to purchase a new vehicle to replace two older ones in his department, but feels the final cost will be less. He received a quote from Oliver Ford for \$25,523 less trade-in, but is waiting on another quote for comparison.**

**John Benedict moved, seconded by Jon Van Vactor, to approve the additional appropriation of \$27,000 into Vehicle Purchase in the Surveyor's budget. Motion carried 7-0.**

**Rainy Day Fund:** This additional will appropriate the \$125,000 received from Trinity Health Systems for the Metronet project.

**Steve Harper moved, seconded by John Benedict, to approve the additional appropriation of \$125,000 into the Metronet Project line in the Rainy Day Fund budget. Motion carried 7-0.**

#### TRANSFER REQUESTS

##### General Fund:

- **Surveyor:** Don Morrison moved, seconded by Judith Stone, to approve the transfer of \$175 from Office Machine Supplies and \$175 from Office Furniture Repair to Office Supplies. Motion carried 7-0.
- **Superior Court #1:** Rex Gilliland moved, seconded by Judith Stone, to approve the transfer of \$1,000 from Computer Supplies to Court Appointed Drs., and \$1,000 from Office Machine Supplies to Law Library. Motion carried 7-0.

**Cum Bridge:** John Benedict moved, seconded by Judith Stone, to approve the transfer of \$700 from Heavy Equipment Operator to Longevity. Motion carried 7-0.

**Lake Enforcement:** Rex Gilliland moved, seconded by Steve Harper, to approve the transfer of \$3,000 from Seasonal Wages to Overtime. Motion carried 7-0.

**Jail CAGIT:** John Benedict moved, seconded by Rex Gilliland, to approve the transfer of \$500 from Turnkey/Dispatcher Wages to Longevity. Motion carried 7-0.

#### AUDITOR'S REPORT

**August 11, 2014 minutes:** Steve Harper moved, seconded by Judith Stone, to approve the August 11, 2014 minutes as presented. Motion carried 7-0.

**August 19, 2014 Budget Hearings minutes:** Don Morrison moved, seconded by John Benedict, to approve the minutes of the August 19, 2014 hearings for the 2015 Budget. 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 2015 budgets was 2.7%, with a County Growth Quotient of 2.9%, and the budgets and levies were shown as a percentage of total. Budgets of schools drawing from multiple tax units were pro-rated according to the percentage of assessed valuation in each particular unit. The Auditor reminded Council members that the figures can be misleading since all the budgets reflect initial proposed amounts, and the proposed levies were calculated on 85% of last year's net assessed values, and Mr. Hassel advised that one-time large purchases could skew budgets. The Council then reviewed the individual unit budgets and made recommendations. They also reviewed all school budgets, but are not required to make recommendations.

**All Bourbon Township Units:** Proposed budgets in all Bourbon Township units totaled \$12,017,395, above the CGQ at 5.25%, with combined proposed tax rates of \$3.7508.

- **Bourbon Township:** Budget of \$227,000 increased by .89%, below the State Growth Quotient (SGQ) by 1.81%. The proposed levy of \$109,141 increased by 4.71%. **Rex Gilliland moved, seconded by Judith Stone, to favorably recommend the 2015 Bourbon Township Budget. Motion carried 7-0.**

- **Bourbon Public Library:** Budget of \$210,300 increased by 2.69%, at the State GQ. The proposed levy of \$100,795 increased by 2.7%. **John Benedict moved, seconded by Rex Gilliland, to favorably recommend the 2015 Bourbon Public Library budget. Motion carried 7-0.**
- **Town of Bourbon:** Budget of \$1,369,750 decreased 7.29%. The proposed levy of \$739,503 increased by 7.14%. **Don Morrison moved, seconded by Judith Stone, to favorably recommend the 2015 Town of Bourbon budget. Motion carried 7-0.**
- **Triton Schools:** Budget of \$10,210,345 increased by 24.71%, due to increases in the Capital Projects and Bus Replacement funds. The proposed levy of \$3,428,421 increased 100.68%.

**All Center Township Units:** Proposed budgets in all Center Township units totaled \$50,555,282, an increase of 10.81%, with combined proposed tax rates of \$3.1200.

- **Center Township:** Budget of \$721,481 increased 29.51% due to a 71% large increase in Cum Fire. The proposed levy of \$318,140 increased 2.49%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2015 Center Township budget. Motion carried 7-0.**
- **Plymouth Public Library:** Budget of \$1,810,000 increased 1.69%, and the proposed levy of \$1,130,000 increased by 7.04%. **Judith Stone moved, seconded by Don Morrison, to favorably recommend the 2015 Plymouth Public Library budget. Motion carried 7-0.**
- **City of Plymouth:** Budget of \$11,436,816 increased 3.97%, above the SGQ by 1.27%. The proposed levy of \$5,992,857 increased 3.4%. **Rex Gilliland moved, seconded by Judith Stone, to favorably recommend the 2015 City of Plymouth budget. Motion carried 7-0.**
- **Plymouth Community Schools:** Budget of \$36,586,985 increased 4.97%, 2.27% over the SGQ. The proposed levy of \$8,921,820 increased by 15.74%.

**All German Township Units:** Proposed budgets in the German Township units totaled \$20,474,151, over the SGQ at 13.025%, with combined proposed tax rates of \$3.5014.

- **German Township:** Budget of \$544,600 increased 9.99%, due to an increase in Rainy Day. The proposed levy of \$290,370 increased by 5.95%. **Judith Stone moved, seconded by John Benedict, to favorably recommend the 2015 German Township budget. Motion carried 7-0.**
- **Bremen Public Library:** Budget of \$758,197 increased by 2.70%, at the SGQ. The proposed levy of \$446,000 increased 4.98%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2015 Bremen Public Library budget. Motion carried 7-0.**
- **Town of Bremen:** Budget of \$5,905,115 increased by 42.41%, due to a large Redevelopment project. The levy of \$3,384,989 increased 50.52%. **Rex Gilliland moved, seconded by John Benedict, to favorably recommend the 2015 Town of Bremen budget. Motion carried 7-0.**
- **Bremen Community Schools:** Budget of \$13,266,239 increased by .66%, below the SGQ, and the proposed levy of \$3,334,210 increased 10.05%.

**All Green Township Units:** Proposed budgets in all Green Township units totaled \$7,944,793, over the SGQ at 3.78%, with combined proposed tax rates of \$4.3906.

- **Green Township:** Budget of \$99,152, increased 2.96%, above the SGQ. The proposed levy of \$54,723 increased 7.40%. **Steve Harper moved, seconded by Don Morrison, to favorably recommend the 2015 Green Township budget. Motion carried 7-0.**
- **Argos Public Library:** Budget of \$304,600 increased 2.63%, below the SGQ. The proposed levy of \$156,694 increased 8.49%. **Don Morrison moved, seconded by Judith Stone, to favorably recommend the 2015 Argos Public Library budget. Motion carried 7-0.**
- **Town of Argos:** Budget of \$1,465,984 increased 10.27%, and the proposed levy of \$763,680 increased by 16.97%. **Rex Gilliland moved, seconded by Steve Harper, to favorably recommend the 2015 Town of Argos budget. Motion carried 7-0.**



- **Argos Community Schools:** Budget of \$6,075,057 decreased .75%, and the proposed levy of \$1,839,159 increased by 12.56%.

**North Township and LaPaz:** Proposed budgets for North Township and LaPaz units totaled \$13,565,208, above the SGQ at 51.163%, with combined proposed tax rates of \$2.7911.

- **North Township:** Budget of \$290,000 increased 1.47%, below the SGQ, and the proposed levy of \$182,500 increased by 2.92%. **John Benedict moved, seconded by Don Morrison, to favorably recommend the 2015 North Township budget. Motion carried 7-0.**
- **Town of LaPaz:** Budget of \$601,884 increased 148.38% due to the MVH budget. The proposed levy of \$112,600 increased by 6.5%. **John Benedict moved, seconded by Judith Stone, to favorably recommend the 2015 Town of LaPaz budget. Motion carried 7-0.**
- **Union-North Schools:** Budget of \$12,673,324 increased 3.63%, above the SGQ, and the proposed levy of \$2,889,720 increased by 7.30%.

**All Polk Township Units:** Proposed budgets in all Polk Township units totaled \$16,790,419 with combined proposed tax rates of \$1.4811.

- **Polk Township:** Budget of \$274,150 increased 28.02%, reflecting an increase in the Fire Equipment Debt. The proposed levy of \$205,420 increased by 10.73%. **Rex Gilliland moved, seconded by Judith Stone, to favorably recommend the 2015 Polk Township budget. Motion carried 7-0.**
- **John Glenn Schools:** Budget is \$16,516,269, a 5.69% increase, and the levy of \$4,048,808 increased 12.96%.

**All Tippecanoe Township Units:** Budgets in Tippecanoe Township totaled \$10,336,795, with a combined tax rate of \$1.5433, and 1.36% below the SGQ.

- **Tippecanoe Township:** Budget of \$126,450 decreased by 26.07%, and the levy of \$75,246 increased 4.41%. **Steve Harper moved, seconded by Don Morrison, to favorably recommend the 2015 Tippecanoe Township budget. Motion carried 7-0.**
- **Triton Schools:** Budget of \$10,210,345 increased by 24.71%, due to increases in the Capital Projects and Bus Replacement funds. The proposed levy of \$3,428,421 increased 100.68%.

**Total Union Township and Culver:** Budgets in all Union Township-Culver units totaled \$15,233,913, down 4.05%, with a combined proposed tax rate of \$1.7199.

- **Union Township:** Budget of \$345,025 decreased 34.76%. The proposed levy of \$258,422 increased 3.39%. **John Benedict moved, seconded by Steve Harper, to favorably recommend the 2015 Union Township budget. Motion carried 7-0.**
- **Culver Public Library:** Budget of \$837,012 increased 2.63%, below the SGQ. The proposed levy of \$523,494 increased 9.31%. **Don Morrison moved, seconded by Judith Stone, to favorably recommend the 2015 Culver Public Library budget. Motion carried 7-0.**
- **Town of Culver:** Budget of \$2,109,815 increased by 8.47%, due to increases in Park & Recreation and CCD. The proposed levy of \$1,195,000 increased 20.56%. **John Benedict moved, seconded by Judith Stone, to favorably recommend the 2015 Town of Culver budget. Motion carried 7-0.**
- **Culver Community Schools:** Budget of \$11,942,061 increased 7.48%. The proposed levy of \$4,954,546 increased 35.39% due to increases in Capital Projects and Debt Service.

**All Walnut Township Units:** Including Town of Argos, Argos Library and Argos Schools, proposed budgets totaled \$7,965,641, a 3.66% increase, with a combined proposed tax rate of \$4.4292.

- **Walnut Township:** Budget of \$120,000 increased 2.49%. The proposed levy of \$90,550 increased 6.44%. **Rex Gilliland moved, seconded by Steve Harper, to favorably recommend the 2015 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 \$50,583,801, an increase of 34.6%, with combined proposed tax rates of \$3.1498.

- **West Township:** Budget of \$750,000 increased 127.79%, due to an increase in Cum Fire. The \$258,200 levy increased 7.21%. **Judith Stone moved, seconded by John Benedict, to favorably recommend the 2015 West Township budget. Motion carried 7-0.**

<b>Summary:</b>	Total Township Budgets:	\$ 3,497,858	average increase 14.509%
	Total Library Budgets	\$ 3,920,109	average increase 2.63%
	City and Towns Budgets	\$ 22,799,364	average increase 34.368%
	Total School Budgets	\$107,280,680	average increase 6.627%

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 reductions:

**Rainy Day Fund:** Economic Development - \$20,000; Repair Buildings and Structures - \$100,000;

**Highway:** Social Security - \$50,000. Mr. Overmyer advised that the Highway has now received the first \$1.4 million from the state for the US 31 relinquishment. The County will also be responsible for maintaining the portion of the old highway within the LaPaz town limits, but there is nothing in writing yet with Town of LaPaz. Council agreed to one additional Heavy Equipment Operator and one additional Driver.

**Buildings & Grounds:** Part-time Maintenance - \$10,000.

**Sheriff General Fund:** Council discussed moving the Sheriff's Pension, PERF and Social Security obligations for Sheriff and Jail employees from the General Fund to the Certified Shares budget, but agreed to wait until all other reductions are made in the General Fund.

**Certified Shares (Sheriff):** Holiday Pay - \$8,000; Patrol Officers - \$47,067; Prisoner Supplies - \$5,000; Contractual Services - \$5,000; Computers - \$10,000.

Sheriff Chamberlin asked for the Council's rationale in denying the additional patrol officer, stating he felt that the amount of overtime indicates the need for another officer. Mr. Hassel stated that hiring an additional patrol officer would require an additional patrol vehicle, fuel, uniforms and supplies. Ms. Stone stated that CAGIT revenues are not increasing and the fund cannot support an additional officer.

Council asked for the Sheriff's plan for vehicle purchases. He plans to trade four or five vehicles, with the County retaining a Ford Fusion for other county departments to use. He does keep two vehicles for patrol spares and two for use by the Reserves.

Sheriff Chamberlin explained that the Quality Correction Care contract will be funded from several sources: \$100,000 from Certified Shares, \$20,000 from County Corrections and \$30,000 from the Jail CAGIT. However, the \$30,000 was inadvertently omitted from the original CAGIT budget and will require an additional appropriation after January 1.

By consensus, Council members agreed to transfer the Sheriff Pension obligation of \$216,859 from the General Fund to Certified Shares, which will be done by additional appropriation after January 1.

**Jail CAGIT:** Overtime was reduced by \$10,000.

**911:** Holiday Pay - \$4,400; Computer Equipment - \$5,000; Repair Furniture & Equipment - \$5,000.

**Prosecutor:** Office Administrator - \$990; Secretaries - \$23,634. The Full-Time Clerical position of \$24,880 will be funded equally from Pre-Trial Diversion and IVD Deputy Prosecutor; Deputy Prosecutor - \$28,000 (to be funded from Pre-Trial Diversion and IVD); Travel and Mileage - \$1,000.

**Pre-trial Diversion:** Additional will be requested after January 1 for \$6,000 for the Deputy Prosecutor and \$12,440 for the full-time Clerical position.

**Prosecutor IVD:** Additional will be requested after January 1 for \$22,000 for the Deputy Prosecutor and \$12,440 for the full-time Clerical position.

**Probation:** Probation Officers - \$31,456

**Clerk:** Longevity- \$900

**Voter Registration:** Clerk Wages- \$260

**Election Board:** Election Board Wages - \$300

**Assessor:** PTABOA Wages - \$300

**Circuit Court:** Office Furniture and Fixtures - \$1,500; Office Equipment - \$1,000

**Superior Court #1:** Grand and Petit Jurors - \$5,000; Travel & Mileage - \$500;

**Superior Court #2:** Travel & Mileage - \$500; Dues& Subscriptions - \$500; Printed Forms - \$1,000; Computer Programming - \$1,000;

**Surveyor:** Vehicle Purchase - \$25,000; Vehicle Repairs - \$1,500

**Extension:** Travel & Mileage - \$1,000

**EMA:** Training (EOC exercise) - \$3,000

### **2015 WAGES**

Council discussed rising health insurance costs, and requiring employees to pay a larger portion of their healthcare premiums. They agreed it has become necessary to increase that amount from the current \$1.00 per year to the 5% allowable under the Affordable Health Care Act. Based on the current annual premium of \$6,576 for each employee, the 5% employee share would be \$328 annually, or \$27.40 per month.

**Rex Gilliland moved, seconded by Judith Stone, to require each employee who receives county health insurance coverage pay 5% of the premium cost. Motion carried 7-0.**

Council then discussed a pay increase to partially offset the increased cost of the health-care coverage, and agreed on a \$300 flat increase for full time employees.

**Judith Stone moved, seconded by Steve Harper, to grant a \$300 flat increase to full-time county employees for the 2015 budget year. Motion carried 7-0.**

### **BUDGET ADOPTION**

After reductions and additions and adjusting for the \$300 wage increase, the General Fund budget stands at \$8,677,613.

**Jon Van Vactor moved, seconded by John Benedict, to adopt the 2015 General Fund Budget in the amount of \$8,677,613 and all special fund budgets as reduced, as reflected in Ordinance #2014-03. Motion carried 7-0.**

### **2015 SALARY ORDINANCE**

**Steve Harper moved, seconded by Rex Gilliland, to approve the 2015 Salary Ordinance, which includes a \$300 flat increase for full-time employees, and provides that employees will pay 5% of the actual health care premium each year. Motion carried 7-0.**

### **RAINY DAY FUND INTEREST**

Council discussed returning the interest earned on the balance in the Rainy Day Fund each month to the fund, rather than depositing it into the General Fund.

**Judith Stone moved, seconded by Jon Van Vactor, to direct the Treasurer to calculate the interest earned on the balance in the Rainy Day Fund each month and receipt it into the Rainy Day Fund. 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 suggested researching other methods to fund economic development.

**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 12:10 pm. Motion carried 7-0.**

**2015 BUDGETS**

**GENERAL FUND**

**Clerk of the Circuit Court**

Approved Budget

Personal Services	\$456,735
Supplies	\$ 12,500
Other Services	\$ 12,084
Capital Outlays	\$ 0
<b>CLERK BUDGET</b>	<b>\$481,319</b>

**Auditor:**

Approved Budget

Personal Services	\$280,886
Supplies	\$2,500
Other Services	\$8,900
Capital Outlays	\$ 0
<b>AUDITOR BUDGET</b>	<b>\$292,286</b>

**Treasurer**

Approved Budget

Personal Services	\$122,239
Supplies	\$8,000
Other Services	\$14,750
Capital Outlays	\$0
<b>TREASURER BUDGET</b>	<b>\$144,989</b>

**Recorder**

Approved Budget

Personal Services	\$99,064
Supplies	\$3,100
Other Services	\$3,500
Capital Outlays	\$0
<b>RECORDER BUDGET</b>	<b>\$105,664</b>

**Sheriff**

Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$0
Capital Outlays	\$0
<b>SHERIFF BUDGET</b>	<b>\$0</b>

**Surveyor**

Approved Budget

Personal Services	\$160,460
Supplies	5,150
Other Services	\$3,175
Capital Outlays	\$0
<b>SURVEYOR BUDGET</b>	<b>\$168,785</b>

**Coroner**

Approved Budget

Personal Services	\$30,723
Supplies	\$4,150
Other Services	\$39,000
Capital Outlays	\$0
<b>CORONER BUDGET</b>	<b>\$73,873</b>

**Assessor**

Approved Budget

Personal Services	\$165,391
Supplies	\$1,500
Other Services	\$2,000
Capital Outlays	\$0
<b>ASSESSOR BUDGET</b>	<b>\$168,891</b>

**Prosecutor**

Approved Budget

Personal Services	\$382,218
Supplies	\$7,620
Other Services	\$106,290
Capital Outlays	\$10,000
<b>PROSECUTOR BUDGET</b>	<b>\$506,128</b>

**Voter Registration**

Approved Budget

Personal Services	\$33,208
Supplies	\$1,500
Other Services	\$1,540
Capital Outlays	\$0
<b>VOTER REGISTRATION BUDGET</b>	<b>\$36,248</b>

**Extension**Approved Budget

Personal Services	\$91,322
Supplies	\$10,000
Other Services	\$126,445
Capital Outlays	\$0
<b>EXTENSION BUDGET</b>	<b>\$227,767</b>

**Veterans Service Officer**Approved Budget

Personal Services	\$33,042
Supplies	\$1,050
Other Services	\$1,500
Capital Outlays	\$800
<b>SERVICE OFFICER BUDGET</b>	<b>\$36,392</b>

**County Council**Approved Budget

Personal Services	\$63,878
Supplies	\$0
Other Services	\$1,200
Capital Outlays	\$0
<b>COUNCIL BUDGET</b>	<b>\$55,078</b>

**Election Board**Approved Budget

Personal Services	\$25,700
Supplies	\$9,360
Other Services	\$40,679
Capital Outlays	\$0
<b>ELECTION BOARD BUDGET</b>	<b>\$75,739</b>

**Drainage Board**Approved Budget

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

**Commissioners**Approved Budget

Personal Services	\$2,115,476
Supplies	\$22,500
Other Services	\$1,601,339
Capital Outlays	\$0
<b>COMMISSIONERS BUDGET</b>	<b>\$3,739,315</b>

**BZA**Approved Budget

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

**Plan Commission**Approved Budget

Personal Services	\$92,937
Supplies	\$800
Other Services	\$8,200
Capital Outlays	\$0
<b>PLAN COMMISSION BUDGET</b>	<b>\$101,937</b>

**Information Technology**Approved Budget

Personal Services	\$142,093
Supplies	\$1,250
Other Services	\$7,500
Capital Outlays	\$0
<b>IT BUDGET</b>	<b>\$150,843</b>

**Building Maintenance**Approved Budget

Personal Services	\$190,247
Supplies	\$60,650
Other Services	\$181,000
Capital Outlays	\$20,500
<b>BUILDING MAINT BUDGET</b>	<b>\$442,397</b>

**Museum**Approved Budget

Personal Services	\$92,051
Supplies	\$4,500
Other Services	\$7,355
Capital Outlays	\$0
<b>MUSEUM BUDGET</b>	<b>\$103,906</b>

**Superior Court #1**Approved Budget

Personal Services	\$119,763
Supplies	\$12,500
Other Services	\$149,100
Capital Outlays	\$4,700
<b>SUPERIOR COURT #1 BUDGET</b>	<b>\$286,063</b>

**Superior Court #2**Approved Budget

Personal Services	\$261,883
Supplies	\$11,600
Other Services	\$184,550
Capital Outlays	\$7,000
<b>SUPERIOR COURT #2 BUDGET</b>	<b>\$465,033</b>

**Circuit Court**Approved Budget

Personal Services	\$114,733
Supplies	\$4,750
Other Services	\$117,181
Capital Outlays	\$12,500
<b>CIRCUIT COURT BUDGET</b>	<b>\$249,164</b>

**Probation**Approved Budget

Personal Services	\$456,178
Supplies	\$20,000
Other Services	\$114,850
Capital Outlays	<u>\$0</u>
<b>PROBATION BUDGET</b>	<b>\$591,028</b>

**Weights & Measures**Approved Budget

Personal Services	\$16,263
Supplies	\$600
Other Services	\$1,200
Capital Outlays	<u>\$0</u>
<b>WEIGHTS &amp; MEASURES</b>	<b>\$18,063</b>

**Building Inspector**Approved Budget

Personal Services	\$44,066
Supplies	\$5,190
Other Services	\$3,170
Capital Outlays	<u>\$0</u>
<b>BUILDING INSPECTOR BUDGET</b>	<b>\$52,426</b>

**EMA**Approved Budget

Personal Services	\$42,066
Supplies	\$3,200
Other Services	\$2,900
Capital Outlays	<u>\$3,000</u>
<b>EMA BUDGET</b>	<b>\$51,166</b>

**Soil and Water**Approved Budget

Personal Services	\$34,763
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
<b>SOIL AND WATER BUDGET</b>	<b>\$34,763</b>

**GENERAL FUND TOTAL: \$8,677,613****SPECIAL FUNDS****CAGIT Certified Shares-0110 – Sheriff & Jail**Approved Budget

Personal Services	\$2,200,711
Supplies	\$372,250
Other Services	\$185,500
Capital Outlays	<u>\$132,000</u>
<b>CAGIT CERT SHARES BUDGET</b>	<b>\$2,890,461</b>

**Reassessment-0124**Approved Budget

Personal Services	\$201,601
Supplies	\$1,500
Other Services	\$66,624
Capital Outlays	<u>\$112,828</u>
<b>REASSESSMENT BUDGET</b>	<b>\$382,553</b>

**Sales Disclosure Fund-0153**Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$4,350
Capital Outlays	<u>\$3,900</u>
<b>SALES DISCLOSURE BUDGET</b>	<b>\$8,250</b>

**County Training Fund - 0156**Approved Budget

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

**Plat Mapping-0170**Approved Budget

Personal Services	\$12,000
Supplies	\$300
Other Services	\$2,000
Capital Outlays	<u>\$1,000</u>
<b>PLAT MAPPING BUDGET</b>	<b>\$15,300</b>

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

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

**Probation User Fees-0504**Approved Budget

Personal Services	\$20,050
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
<b>PROBATION USER FEES BUDGET</b>	<b>\$20,050</b>

**Administrative Probation Fees-0506**Approved Budget

Personal Services	\$141,131
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
<b>ADMIN PROBATION FEES</b>	<b>\$141,131</b>

**Pre-Trial Diversion-0511**Approved Budget

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

**Court Services-0523**Approved Budget

Personal Services	\$167,485
Supplies	\$2,600
Other Services	\$105,075
Capital Outlays	<u>\$2,500</u>
<b>COURT SERVICES BUDGET</b>	<b>\$277,660</b>

**Extradition-0525**Approved Budget

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

**County Corrections-0526**Approved Budget

Personal Services	\$0
Supplies	\$0
Other Services	\$26,500
Capital Outlays	<u>\$27,000</u>
<b>COUNTY CORRECTIONS</b>	<b>\$53,500</b>

**Highway Administration-0702**Approved Budget

Personal Services	\$116,150
Supplies	\$2,700
Other Services	\$15,500
Capital Outlays	<u>\$3,500</u>
<b>HIGHWAY ADMIN BUDGET</b>	<b>\$137,850</b>

**Highway Repair & Maintenance-0702**Approved Budget

Personal Services	\$1,124,126
Supplies	\$1,047,500
Other Services	\$500
Capital Outlays	<u>\$0</u>
<b>REPAIR &amp; MAINTENANCE</b>	<b>\$2,172,126</b>

**Highway General & Undistributed-0702**Approved Budget

Personal Services	\$659,841
Supplies	\$620,000
Other Services	\$484,855
Capital Outlays	<u>\$505,000</u>
<b>GENERAL &amp; UNDISTRIBUTED</b>	<b>\$2,269,696</b>
<b>ALL HIGHWAY BUDGETS</b>	<b>\$4,579,672</b>

**Local Road & Street-0706**Approved Budget

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

**Cum Bridge-0790**Approved Budget

Personal Services	\$119,901
Supplies	\$454,378
Other Services	\$132,900
Capital Outlays	<u>\$744,500</u>
<b>CUM BRIDGE BUDGET</b>	<b>\$1,451,679</b>

**Health Department-0801**Approved Budget

Personal Services	\$351,005
Supplies	\$14,600
Other Services	\$30,184
Capital Outlays	<u>\$800</u>
<b>HEALTH DEPT BUDGET</b>	<b>\$396,589</b>

**Health Maintenance-0807**Approved Budget

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

**Local Health Dept Trust-0808**Approved Budget

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

**CLERK IVD-0853**Approved Budget

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

**Prosecutor IVD-0854**Approved Budget

Personal Services	\$59,000
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
<b>PROSECUTOR IVD BUDGET</b>	<b>\$59,000</b>

**Lake Enforcement – 1138**Approved Budget

Personal Services	\$36,100
Supplies	\$6,600
Other Services	\$12,000
Capital Outlays	<u>\$0</u>
<b>LAKE ENFORCEMENT BUDGET</b>	<b>\$54,700</b>

**Drug Free Community-1142**

<u>Approved Budget</u>	
Personal Services	\$0
Supplies	\$0
Other Services	\$60,000
Capital Outlays	<u>\$0</u>
<b>DRUG FREE COMM. BUDGET</b>	<b>\$60,000</b>

**LEPC-1160**

<u>Approved Budget</u>	
Personal Services	\$0
Supplies	\$0
Other Services	\$33,500
Capital Outlays	<u>\$2,000</u>
<b>LEPC BUDGET</b>	<b>\$35,500</b>

**Statewide 911-1222**

<u>Approved Budget</u>	
Personal Services	\$540,316
Supplies	\$0
Other Services	\$97,000
Capital Outlays	<u>\$87,000</u>
<b>STATEWIDE 911 BUDGET</b>	<b>\$724,316</b>

**Prosecutor ARRA-IVD - 1435**

<u>Approved Budget</u>	
Personal Services	\$0
Supplies	\$4,525
Other Services	\$3,988
Capital Outlays	<u>\$0</u>
<b>PROSECUTOR ARRA IVD</b>	<b>\$8,513</b>

**Cum Cap Development-2391**

<u>Approved Budget</u>	
Personal Services	\$0
Supplies	\$0
Other Services	\$364,000
Capital Outlays	<u>\$60,000</u>
<b>CUM CAP DEVELOP BUDGET</b>	<b>\$424,000</b>

**Rainy Day Budget \$135,000**

**WIC-4225**

Personal Services	\$129,818
Supplies	\$3,000
Other Services	\$43,200
Capital Outlays	<u>\$0</u>
<b>WIC BUDGET</b>	<b>\$176,015</b>

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**Matt Hassel, President**

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**John Benedict**

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**Steve Harper**

**Rainy Day-2395**

<u>Approved Budget</u>	
Personal Services	\$0
Supplies	\$0
Other Services	\$135,000
Capital Outlays	<u>\$0</u>

**Marshall County DTF #1-4604**

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

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

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

**Jail CAGIT-4618**

<u>Approved Budget</u>	
Personal Services	\$523,874
Supplies	\$0
Other Services	\$1,225,000
Capital Outlays	<u>\$0</u>
<b>JAIL CAGIT BUDGET</b>	<b>\$1,748,874</b>

**Historical Society - 4619**

<u>Approved Budget</u>	
Personal Services	\$39,000
Supplies	\$0
Other Services	\$0
Capital Outlays	<u>\$0</u>
<b>HISTORICAL SOCIETY</b>	<b>\$39,000</b>

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**Don Morrison, Vice President**

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**Rex Gilliland**

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**Judith Stone**



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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, OCTOBER 13, 2014**

BE IT REMEMBERED: That on Monday, October 13, 2014, 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 and Jon Van Vactor, members; and Auditor Penny Lukenbill. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public input.

**MARSHALL COUNTY CLERK'S OFFICE**  
**PERSONNEL REPLACEMENT REQUEST**

On behalf of Clerk Julie Fox, Tori Stull requested approval to replace a vacant Deputy Clerk position.

**Rex Gilliland moved, seconded by Don Morrison, to approve replacing the vacant Deputy Clerk position in the Clerk's Office. Motion carried 7-0.**

**RECORDER MARLENE MAHLER**  
**WAIVER OF PROBATIONARY PERIOD**

Ms. Mahler requested a waiver of the 90-day probationary period for the new Deputy Recorder, who began working part-time in the office in July and transitioned to full-time hours in September while training with the previous Deputy Recorder. During discussion, Mr. Benedict favored waiving the probationary period since the employee has been working for nearly 90-days, but the majority felt that the probationary period should only be waived when a long-time part time employee moves to a full-time position.

**Jon Van Vactor moved, seconded by Steve Harper, to deny the Recorder's request to waive the probationary period for the Deputy Recorder. Motion carried 6-1, with Mr. Benedict voting no.**

**CLYDE AVERY – EMA DIRECTOR**  
**GRANT APPLICATION REQUEST**

Mr. Avery advised that the county will receive \$8,425.29 in grant funds from Indiana Homeland Security for exceeding the required number of certification points. He requested approval to apply for the reimbursable grant to purchase recording equipment and a phone for the EOC. However, the equipment is not yet on the state's approved equipment list and as an alternative, he could use the funds to hire a contractor to develop a functional exercise to test the EOC emergency plan and purchase educational materials.

**Judith Stone moved, seconded by John Benedict, to approve the Emergency Management Agency request to apply for a reimbursable Emergency Management Performance Grant of \$8,425.29. Motion carried 7-0.**

Mr. Avery also advised that the county has been approved for a \$20,000 grant for the radio upgrade to the state-mandated P25 platform.

### **ADDITIONAL APPROPRIATIONS**

**Superior Court 2:** Judge Dean Colvin presented his request for an additional \$30,000 in Pauper Counsel to cover anticipated needs for the remainder of the year. The additional funding will cover the increase in the Pauper Counsel contracts and several cases that required additional appointed representation. Mr. Gilliland noted that the judges carefully screen individual defendants' needs before granting pauper representation.

**John Benedict moved, seconded by Jon Van Vactor, to approve the additional appropriation of \$30,000 to Pauper Counsel in the Superior Court 2 budget. Motion carried 7-0.**

**Certified Shares:** The additional appropriation for Sheriff Overtime will be offset by a reduction in appropriations in Jail Overtime.

**Rex Gilliland moved, seconded by John Benedict, to approve the additional appropriation of \$3,000 for Sheriff-Wages Overtime in Certified Shares. Motion carried 7-0.**

**Highway:** The unusual amount of overtime last winter created a shortfall in PERF in Repair & Maintenance and General & Undistributed, and Laurie Baker requested a \$25,000 additional to complete the 2014 budget year.

**Jon Van Vactor moved, seconded by Judith Stone, to approve an additional appropriation of \$18,000 in Repair and Maintenance, and \$7,000 in General and Undistributed in the Highway budget. Motion carried 7-0.**

An additional of \$2,545 was requested for the Parts Manager line which was depleted as a result of paying out benefits to a retiring employee.

**Jon Van Vactor moved, seconded by Rex Gilliland, to approve the additional appropriation of \$2,545 in Wages-Parts Manager in the Highway budget. Motion carried 7-0.**

**Cum Bridge:** The extra overtime issue also created a \$2,435 shortfall in PERF in the Cum Bridge budget.

**Judith Stone moved, seconded by John Benedict, to approve an additional appropriation of \$2,435 in Overtime in the Cum Bridge Fund.**

**Rainy Day Fund:** This additional was requested to appropriate the \$250,000 contribution from St. Joseph County for the Metronet project.

**Steve Harper moved, seconded by Don Morrison, to approve the additional appropriation of \$250,000 into the Metronet Project line in the Rainy Day Fund budget. Motion carried 7-0.**

**WIC:** Don Morrison moved, seconded by Steve Harper, to approve an additional appropriation of \$900 to Office Equipment in the WIC budget to purchase a copier. Motion carried 7-0.

### **REDUCTION IN APPROPRIATIONS**

**Certified Shares:** John Benedict moved, seconded by Jon Van Vactor, to reduce the Jail-Wages Overtime by \$3,000 in the Certified Shares budget. Motion carried 7-0.

### **TRANSFERS**

**Auditor:** Don Morrison moved, seconded by Rex Gilliland, to approve the transfer of \$125 from Printed Forms to Office Equipment in the Auditor's budget. Motion carried 7-0.

**Recorder:** Don Morrison moved, seconded by Judith Stone, to approve the transfer of \$700 from Repair Furniture to Office Equipment in the Recorder's budget. Motion carried 7-0.

**Extension:** Don Morrison moved, seconded by Steve Harper, to approve the transfer of \$1,149 from Computer Supplies to Office Equipment in the Extension budget. Motion carried 7-0.

**Commissioners:** John Benedict moved, seconded by Rex Gilliland, to approve the transfer of \$13,000 from Insurance to Legal Services in the Commissioners' budget. Motion carried 7-0.

**Maintenance:** Doug Masterson explained that Maintenance requested a transfer of \$13,150 to purchase a Skid Steer with pallet forks to assist in unloading salt and paper deliveries. They currently borrow equipment from the Highway, but need a heavier duty unit which will also be used for snow removal.

**Judith Stone moved, seconded by Don Morrison, to approve the transfer of \$13,150 from Repair Buildings & Structures to Machinery & Equipment. Motion carried 7-0.**

**Superior Court 1:** Judith Stone moved, seconded by Rex Gilliland, to approve the transfers of \$1,000 from Law Clerk, \$640 from Juror Supplies, \$2,700 from Juror Meals, and \$6,600 from Grand/Petit Jurors, totaling \$10,940 to Pauper Counsel. Motion carried 7-0.

**Certified Shares:** John Benedict moved, seconded by Jon Van Vactor, to approve the transfer of \$2,500 from Part-time Cook to Full-time Cook in the Certified Shares-Jail budget. Motion carried 7-0.

**Lake Enforcement:** Jon Van Vactor moved, seconded by Rex Gilliland, to approve the transfer of \$1,000 from Seasonal Wages and \$1,000 from Social Security, totaling \$2,000 to Overtime. Motion carried 7-0.

**Statewide 911:** Jon Van Vactor moved, seconded by Don Morrison, to approve the transfers of \$2,000 from Social Security to PERF, and \$4,506.67 from Computer Equipment to Training. Motion carried 7-0.

**WIC:** Steve Harper moved, seconded by Jon Van Vactor, to approve the transfer of \$389 from Equipment Maintenance to Equipment. Motion carried 7-0.

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

**September 8, 2014 Minutes:** Steve Harper moved, seconded by Rex Gilliland, to approve the minutes of the September 8, 2014 meeting as presented. Motion carried 7-0

The Auditor also presented the completed salary ordinance for signatures.

**AIC awards:** At the recent annual conference of the Association of Indiana Counties, Marshall County received two special recognitions: Council member Rex Gilliland was named Outstanding County Council member by the Indiana County Councils Association, and the County received the Local Government Cooperation Award for the Metronet project.

#### **COUNCIL ITEMS**

On behalf of the Council, Mr. Hassel congratulated Mr. Gilliland on receiving the Outstanding Council Member award.

Mr. Gilliland brought to the Council's attention a media report that the State Board of Accounts will be reducing the number and frequency of audits for some local government units due to budget and staff cuts. He suggested that the County may want to prepare for the possibility of having to hire a private firm to perform audits.

#### **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 Don Morrison, to adjourn the meeting at 9:58 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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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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

**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, NOVEMBER 10, 2014**

BE IT REMEMBERED: That on Monday, November 10, 2014, 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; and members Rex Gilliland, Steve Harper, Judith Stone and Jon Van Vactor, and Auditor Penny Lukenbill. John Benedict was absent. The meeting was opened with the Pledge to the Flag.

**PUBLIC INPUT**

There was no public input.

**ADDITIONAL APPROPRIATIONS**

**Argos Community Schools:** Since the County Council is required by statute to adopt the school corporation budget, they must also approve all additional appropriations. Financial Officer Jennifer Lee explained that in order to transfer several General Fund obligations to the Rainy Day Fund, they have requested an additional in their Rainy Day Fund and a reduction in the General fund. School officials are hopeful that the General Fund balance will improve significantly next year under the leadership of Interim Superintendent Russ Mikel.

**Don Morrison moved, seconded by Rex Gilliland, to approve the additional appropriation for the Rainy Day Fund of \$140,000 for Argos Community Schools. Motion carried 6-0.**

**Steve Harper moved, seconded by Judith Stone, to approve a reduction in the General Fund appropriations of \$120,000 for Argos Community Schools. Motion carried 6-0.**

**ADDITIONAL APPROPRIATIONS**

**Clerk:** The Clerk withdrew her request for an additional appropriation of \$4,000.

**Superior Court 1:** Jon Van Vactor moved, seconded by Judith Stone, to approve additional appropriations of \$1,200 in Court Administrator Wages, \$1,300 in Overtime and \$10,000 in Pauper Counsel in the Superior Court 1 budget. Motion carried 6-0.

**Cum Bridge:** Jon Van Vactor moved, seconded by Rex Gilliland, to approve an additional appropriation of \$175,000 in 7<sup>th</sup> Road Construction in Cum Bridge. Motion carried 6-0.

Ms. Baker indicated that nearly all reimbursements have been received for the project.

**Clerk's Records Perpetuation Fund:** Judith Stone moved, seconded by Don Morrison, to approve the additional appropriation of \$4,000 for Microfilming in the Clerk's Records Perpetuation Fund. Motion carried 6-0.

**TRANSFERS**

**Clerk:** Steve Harper moved, seconded by Jon Van Vactor, to approve the transfer of \$2,950 from Wages-Deputies to Bank Service Fees in the Clerk's budget. Motion carried 6-0.

**Extension:** Don Morrison moved, seconded by Steve Harper, to approve the transfer of \$129 from Dues & Subscriptions to Professional Improvement in the Extension budget. Motion carried 6-0.

**Commissioners:** Judith Stone moved, seconded by Don Morrison, to approve the transfer of \$35,000 from Health Insurance, and \$35,000 from Social Security, totaling \$70,000 to PERF in the Commissioners' budget. Motion carried 6-0.

**Buildings & Grounds:** Steve Harper moved, seconded by Rex Gilliland, to approve the transfer of \$300 from Equipment Maintenance Contracts to Machinery & Equipment in the Buildings and Grounds budget. Motion carried 6-0.

**Superior Court 1:** Judith Stone moved, seconded by Jon Van Vactor, to approve the transfer of \$100 from Reporter Per Diem to Clerical Wages in the Superior Court 1 budget. Motion carried 6-0.

Jon Van Vactor moved, seconded by Don Morrison, to approve the transfer of \$100 from Bailiff Per Diem to Clerical Wages in the Superior Court 1 budget. Motion carried 6-0.

Jon Van Vactor moved, seconded by Judith Stone, to approve the transfer of \$350 from Office Supplies to Law Library in the Superior Court 1 budget. Motion carried 6-0.

**CAGIT:** Jon Van Vactor moved, seconded by Steve Harper, to approve the transfer of \$3,000 from Social Security and \$5,000 from Health Insurance, totaling \$8,000 to PERF in the CAGIT budget. Motion carried 6-0.

**Certified Shares:** Jon Van Vactor moved, seconded by Rex Gilliland, to approve the transfer of \$6,000 from Wages-Patrol Officers, and \$3,000 from Longevity, totaling \$9,000 into Wages-Overtime in the Certified Shares-Sheriff budget. Motion carried 6-0.

Jon Van Vactor moved, seconded by Rex Gilliland, to approve the transfer of \$900 from Wages-Turnkey/Dispatchers to Longevity in the Certified Shares-Jail budget. Motion carried 6-0.

**Statewide 911:** Jon Van Vactor moved, seconded by Steve Harper, to approve the transfer of \$4,973 from Office Equipment, and \$3,000 from Equipment Lease, totaling \$7,973 to PERF in the Statewide 911 budget. Motion carried 6-0.

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

**October 13, 2014 Minutes:** Judith Stone moved, seconded by Don Morrison, to approve the minutes of the October 13, 2014 meeting as presented. Motion carried 6-0.

**2015 Meeting schedule:** Council will keep the meeting schedule of 9:00 am on the second Monday of each month.

Steve Harper moved, seconded by Judith Stone, to approve the 2015 County Council meeting schedule. Motion carried 6-0.

#### **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 Don Morrison, to adjourn the meeting at 6:55 pm. 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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**Rex Gilliland**

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**Steve Harper**

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**Judith Stone**

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**Jon Van Vactor**

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



**MINUTES**  
**MARSHALL COUNTY COUNCIL MEETING**  
**MONDAY, DECEMBER 8, 2014**

BE IT REMEMBERED: That on Monday, December 8, 2014, 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; and 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.

**COREY HUMES, EXECUTIVE DIRECTOR**

**MARSHALL COUNTY CONVENTION & VISITORS BUREAU**

Ms. Humes distributed copies of the 2015 CVB budget for Council review and approval. She noted that the \$340,450 budget is approximately \$3,000 less than the 2014 budget, and advised that the CVB's biennial audit is scheduled for 2015.

**Judith Stone moved, seconded by Don Morrison, to approve the 2015 Marshall County Convention & Visitors Bureau budget as presented in the amount of \$340,450. Motion carried 7-0.**

**ADDITIONAL APPROPRIATIONS**

**Circuit Court:** Judge Curt Palmer withdrew his request for an additional \$5,000 for Pauper Counsel, and discussed the probable need for an additional in 2015. A change in the trial rules now requires the courts to offer pauper counsel to every juvenile delinquent. The courts contract with only three public defenders, making it necessary to hire other attorneys to represent the juveniles. He advised that the court can enter a judgment against the parents for reimbursement to the public defender fund.

Judge Palmer had also requested an additional of \$1,299 for Equipment Maintenance and Repair.

**John Benedict moved, seconded by Rex Gilliland, to approve the additional appropriation of \$1,299 to Equipment Maintenance and Repair in the Circuit Court budget. Motion carried 7-0.**

**EMA:** EMA Director Clyde Avery requested an additional of \$39,000, to appropriate a payment from Sprint for the re-banding of the EMA's 850 MHz radios. He will use the funds to purchase a repeater system and recording system for the EOC.

**Jon Van Vactor moved, seconded by Steve Harper, to approve the additional appropriation of \$39,000 to Machinery and Equipment in the EMA budget. Motion carried 7-0.**

**Sex Offender Registration Fees:** Jon Van Vactor moved, seconded by Judith Stone, to approve an additional appropriation of \$573 to Computer Equipment in the Sex Offender Registration Fund. Motion carried 7-0.

**DOUG MASTERSON, MAINTENANCE SUPERVISOR**

**CIRCUIT COURT REMODELING ISSUE**

Mr. Masterson advised that there is an outstanding invoice of \$26,000 for the Circuit Court Room remodeling project due to unsatisfactory work on the flooring, and it will not be paid until the contractor and vendor resolve the matter. However, if the bill is not paid by the end of the year, he will need to request an additional appropriation for the 2015 budget.

**TRANSFERS**

**Recorder:** Don Morrison moved, seconded by Judith Stone, to approve the transfer of \$800 from Wages-Clerical to Wages-Deputies in the Recorder's budget. Motion carried 7-0.

**Voter Registration:** John Benedict moved, seconded by Steve Harper, to approve the transfers of \$1,200 from Travel/Mileage into Wages-Overtime - \$300, and Office Supplies -\$900 in the Voter Registration budget. Motion carried 7-0.

**Election Board:** Steve Harper moved, seconded by Don Morrison, to approve the transfer of \$3,140 from Election Poll Workers to Office Supplies in the Election Board budget. Motion carried 7-0.

**Election Board:** Steve Harper moved, seconded by Don Morrison, to approve the transfer of \$3,140 from Election Poll Workers to Office Supplies in the Election Board budget. Motion carried 7-0.

John Benedict moved, seconded by Judith Stone, to approve the transfer of \$320 from Election Poll Workers to Employee Poll Workers in the Election Board budget. Motion carried 7-0.

**Plan Commission:** Judith Stone moved, seconded by Steve Harper, to approve the transfer of \$650 from Per Diem to Wages-Clerical in the Plan Commission budget. Motion carried 7-0.

**Buildings & Grounds:** Rex Gilliland moved, seconded by John Benedict, to approve the transfer of \$7,800 from Maintenance Part-time to Maintenance/Custodian in the Buildings and Grounds budget. Motion carried 7-0.

**Superior Court 1:** Steve Harper moved, seconded by Jon Van Vactor, to approve the following transfers in the Superior Court 1 budget: \$180 from Wages-Jury Commissioners to Wages-Clerical; \$500 from Expert Witness Fees to Wages-Overtime; \$500 from Grand & Petit Jurors to Unified Law Library; \$250 from Travel/Mileage to Unified Law Library. Motion carried 7-0.

**CAGIT:** Jon Van Vactor moved, seconded by John Benedict, to approve the transfer of \$10,000 from Group Health Insurance to Wages-Part-time Turnkey Dispatcher in the CAGIT Correctional Facility budget. Motion carried 7-0.

**Certified Shares:** Jon Van Vactor moved, seconded by John Benedict, to approve the transfer of \$5,000 from Wages-Line Sgt. to Wages-Overtime in the Certified Shares-Sheriff budget. Motion carried 7-0.

**Clerk's Perpetuation Fund:** Judith Stone moved, seconded by Jon Van Vactor, to approve the transfer of \$5,000 from Wages-Clerical to Microfilming in the Clerk's Perpetuation Fund budget. Motion carried 7-0.

**Cum Bridge Fund:** Jon Van Vactor moved, seconded by Don Morrison, to approve the transfer of \$24,154 from Culverts, Tile & Sewer Pipe to 7<sup>th</sup> Road Construction in the Cum Bridge budget. Motion carried 7-0.

**Highway:** Judith Stone moved, seconded by Jon Van Vactor, to approve the following transfers in the Highway budget: Administration: \$1,228 from Wages-Department Head to Wages-Administrative Manager/Supervisor; Repair & Maintenance: \$1,461 from Wages-Truck Drivers to Wages-Supervisor of County Highways; \$7,322 from Wages-Truck Drivers to Wages-Heavy Equipment Operators; General & Undistributed: \$15,000 from Social Security to Vehicle Maintenance Supplies; and \$45,283 from Insurance to Bituminous. Motion carried 7-0.

**Statewide 911:** John Benedict moved, seconded by Jon Van Vactor, to approve the transfer of \$1,500 from Wages-Communication Supervisor and \$3,000 from Wages-Turnkey/Dispatchers, totaling \$4,500 to Wages-Overtime in the Statewide 911 budget. Motion carried 7-0.

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

**November 10, 2014 Minutes:** Don Morrison moved, seconded by Steve Harper, to approve the minutes of the November 10, 2014 meeting as presented. Motion carried 6-0-1, with Mr. Benedict abstaining due to his absence from that meeting.

**COUNCIL APPOINTMENTS**

**ABC:** Maria Keller has agreed to serve another year on the Alcoholic Beverage Commission. **Rex Gilliland moved, seconded by Judith Stone, to appoint Maria Keller to the Alcoholic Beverage Commission through December 31, 2015. Motion carried 7-0.**

**Lake of the Woods Regional Sewer Board:** Council members received a letter from Kevin Hines requesting consideration for reappointment to the Lake of the Woods Sewer District Board for another four-year term.

**John Benedict moved, seconded by Judith Stone, to appoint Kevin Hines to the Lake of the Woods Sewer Board from January 1, 2015 through December 31, 2018. Motion carried 7-0.**

**Argos Library Board of Trustees:** Library Director Jane Hall has advised that Julia Campbell does not wish to be reappointed to the board, and recommended the appointment of Barbara Peden to fill the position.

**John Benedict moved, seconded by Jon Van Vactor to approve the appointment of Barbara Peden to the Argos Library Board of Trustees from January 1, 2015 through December 31, 2018. Motion carried 7-0.**

**Plymouth Library Board of Trustees:** Library Director Susie Reinholt submitted a letter recommending the reappointment of Carol Beiter to the board.

**Don Morrison moved, seconded by Steve Harper, to approve the reappointment of Carol Beiter to the Plymouth Library Board of Trustees from January 1, 2015 through December 31, 2018. Motion carried 7-0.**

**COUNCIL COMMENTS**

Council members expressed their appreciation to outgoing Auditor Penny Lukenbill for her service the past seven years. She also thanked the Council for their dedication and cooperation. Council members also thanked John Benedict for his years of dedicated service and wished him well upon his retirement from the Council.

**ADJOURNMENT**

Following the day’s regular business, all documents were signed, and with no further business to come before the council, **John Benedict moved, seconded by Jon Van Vactor, to adjourn the meeting at 9:45 am. Motion carried 7-0.**

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**Matt Hassel, President**

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**Don Morrison, Vice President**

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**Jon Benedict**

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**Rex Gilliland**

\_\_\_\_\_  
**Steve Harper**

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**Judith Stone**

\_\_\_\_\_  
**Jon Van Vactor**

**Attest** \_\_\_\_\_  
**Julie A. Fox, Auditor**