

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JANUARY 11, 2016**

BE IT REMEMBERED: That on Monday, January 11, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Don Morrison, Vice President; Rex Gilliland, Judy Stone, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

REORGANIZATION

Bill Githens moved to nominate Jon Van Vactor as President of the Council for 2016.

Don Morrison moved to nominate Judy Stone as President of the Council for 2016.

Jon Van Vactor deferred the nomination to Judy Stone. Rex Gilliland moved to nominate Don Morrison as Vice President of the Council for 2016. **Don Morrison moved to nominate Judy Stone as President and Rex Gilliland moved to nominate Don Morrison as Vice President of the Council for 2016. Motion carried 7-0.**

Bill Githens moved, second by Heath Thornton, to appoint Judith Stone as the Council representative to MACOG for 2016. Motion carried 7-0.

Rex Gilliland moved, second by Steve Harper, to appoint Don Morrison as the Council representative to 4-H Board for 2016. Motion carried 7-0.

Don Morrison moved, second by Rex Gilliland, to appoint Jon Van Vactor as the Council representative to EMA Board for 2016. Motion carried 7-0.

Rex Gilliland moved, second by Heath Thornton, to appoint Judy Stone as the Council representative to Unsafe Building Committee for 2016. Motion carried 7-0.

Don Morrison moved, second by Heath Thornton, to appoint Bill Githens and Steve Harper as the Council representatives to Personnel Committee for a two year term ending in 2017. Motion carried 7-0.

Members arranged the following liaison assignments for the coming year:

| | | | |
|----------------------------|---------------------|-------------------------------|------------|
| Assessor | Gilliland | Comm Correction | Van Vactor |
| Auditor | Thornton | Coroner | Gilliland |
| Building Inspector | Morrison | EMA | Van Vactor |
| Bldgs & Grounds | Gilliland | Extension | Morrison |
| Circuit Court | Van Vactor | Health | Stone |
| Clerk | Harper | Highway | Githens |
| Commissioners | Githens & Stone | LEPC | Gilliland |
| Marshall Starke | Morrison | Superior Court #1 | Gilliland |
| MC Tourism | Steve Harper | Superior Court #2 | Harper |
| Merit Board | Thornton & Morrison | Solid Waste | Van Vactor |
| Museum | Harper | Surveyor | Githens |
| Plan Commiss/BZA | Morrison | Tech. Committee | Harper |
| Probation | Githens | Treasurer | Gilliland |
| Prosecutor | Thornton | Veteran Service | Van Vactor |
| Recorder | Githens | Weights & Measures | Stone |
| Sheriff/ Jail | Thornton & Morrison | | |

Bill Githens moved, second by Heath Thornton, to accept the liaison assignments for 2016. Motion carried 7-0.

Don Morrison moved, second by Heath Thornton, to appoint Judy Stone and Bill Githens as the Council representatives to the 911 Committee for 2016. Motion carried 7-0.

H. J. UMBAUGH & ASSOCIATES

Paige Sansone, CPA Partner with H. J. Umbaugh & Associates appeared before the Board to answer questions related to the 5-Year Comprehensive Financial Plan Agreement submitted to the Commissioners and Council for approval. Ms. Sansone stated that there are thirteen major operating funds that will be reviewed; 2014 and 2015 will be analyzed and a three year projection will be prepared. Ms. Sansone further stated that many units have been impacted by circuit breaker losses and reserve funds are being reduced. H. J. Umbaugh will identify funding gaps and identify solutions to bridge those gaps; possibly using funds that are not currently being utilized providing a comprehensive look. Commissioner Overmyer stated that the Board of Commissioners have approved the agreement contingent upon the cost not to exceed \$25,000; further stating that the Commissioners will need an additional appropriation as it was not included in the budget.

Heath Thornton moved, second by Don Morrison, moved to support H. J. Umbaugh & Associates Agreement for a 5-Year Comprehensive Financial Plan at a cost not to exceed \$25,000. Motion carried 7-0.

PROSECUTOR

Prosecutor, Nelson Chipman, requested approval to fill the Deputy Prosecutor vacancy.

Rex Gilliland moved, second by Steve Harper, to approve the request to fill the Deputy Prosecutor position. Motion carried 7-0.

HEALTH DEPARTMENT

Director, Wes Burden, requested approval to fill the Public Health Nurse full-time position which will be vacated this Friday. **Heath Thornton moved, second by Rex Gilliland, to approve the request to fill the Public Health Nurse full-time position. Motion carried 7-0.**

TREASURER

Treasurer, Penny Lukenbill, requested support to outsource tax bills for the upcoming year to Thompson Reuters due to legislative changes in tax mailing deadline. Thompson Reuters will be able to send tax bills two or three days earlier, scrub address through the National Change of Address Service, track address changes and also provide an audit verification of the tax bills to allow us to compare the number of bills printed to our records. Ms. Lukenbill stated the cost last year for Marshall County to prepare and mail 35,500 tax statements was \$17,500 and took a full week of five employees working 8 hours per day to print, stuff and mail the tax bills. The proposed contract for tax bill preparation is estimated at \$21,000 which is \$4,000 more than budgeted. If approved an additional appropriation would be submitted in the amount of \$5,300 to cover all expenses. **Jon Van Vector moved, second by Bill Githens, to support outsourcing the tax bill preparation to Thompson Reuters. Motion carried 7-0.**

PROBATION DEPARTMENT

Chief Probation Officer, Mary Jane Walsworth, requested approval to fill the Family & Service Counselor position which will be vacated February 4th. **Jon Van Vector moved, second by Rex Gilliland, to approve the request to fill a Family & Service Counselor position. Motion carried 7-0.**

COMMUNITY CORRECTIONS

Director, Ward Byers, requested an amendment to the 2016 Salary Ordinance for Fund 1122 Community Corrections Grant Fund to include the salaried Community Corrections Officer PT and to amend the job description department title from Court Services to Community Corrections Grant Fund. **Heath Thornton moved, second by Rex Gilliland, to amend the 2016 Salary Ordinance to include the Community Corrections Officer PT in Fund 1122 Community Corrections Grant Fund and change the job description department title to reflect Community Corrections Grant Fund. Motion carried 7-0.**

ELECTION BOARD

Clerk, Deb VanDeMark, came before the Board to seek approval to move to a Vote Center. The four steps to become a Vote Center are: (1) Unanimous approval by the County Election Board; (2) Commissioner Approval; (3) Democratic and Republican Chairman Approval; and (4) Majority approval of Council. Once all approvals have been received a Plan will be prepared for public meeting and then allow thirty days for public input. Once the plan is adopted it is sent to the Indiana Election Division sixty days prior to an election. Ms. VanDeMark presented a Resolution that has been approved by the County Attorney and will present it to the Commissioners at their next regular meeting. **Steve Harper moved, second by Bill Githens to approve Marshall County moving to a Vote Center. Motion carried 7-0.**

ORDINANCE 2016-1(1)
ADDITIONAL APPROPRIATIONS

Coroner: **Bill Githens** moved, second by **Heath Thornton**, to approve the additional appropriation request of \$2,379 into Other Capital Outlays. Motion carried 7-0.

EMA: **Don Morrison** moved, second by **Rex Gilliland**, to approve the additional appropriation request of \$2,992 into Wages-Department Head. Motion carried 7-0.

CAGIT Special Legislation - Jail: **Bill Githens** moved, second by **Heath Thornton**, to approve the additional appropriation request of \$10,000 into Repair Buildings and Structures. Motion carried 7-0.

Sex/Violent Offender Admin.: **Jon Van Vactor** moved, second by **Bill Githens**, to approve the additional appropriation request of \$11,000 into Wages-Turnkey/Dispatcher PT and \$900 into Employer Social Security. Motion carried 7-0.

Auditor: The Auditor additional request of \$6,000 is withdrawn.

ORDINANCE 2016-2(1)
TRANSFER REQUESTS 2015 YEAR END

Treasurer: **Don Morrison** moved, second by **Rex Gilliland**, to approve the transfer request of \$200 from Wages-Clerical into Wages-Deputies. Motion carried 7-0.

Surveyor: **Heath Thornton** moved, second by **Steve Harper**, to approve the transfer request of \$1 from Wages-Clerical into Wages-Department Head. Motion carried 7-0.

Museum: **Rex Gilliland** moved, second by **Steve Harper**, to approve the transfer request of \$34 from Travel/Mileage into Wages-Clerical. Motion carried 7-0.

Superior Court No. 2: **Steve Harper** moved, second by **Heath Thornton**, to approve the transfer request of \$100 from Wages-Overtime into Wages-Law Clerk. Motion carried 7-0.

CAGIT Special Legislation: **Steve Harper** moved, second by **Bill Githens**, to approve the transfer request of \$251.31 from Wages-Overtime into Employer Social Security. Motion carried 7-0.

Certified Shares: **Don Morrison** moved, second by **Bill Githens**, to approve the transfer request of \$1,000 from Wages-Detective Sgt.; \$1,000 from Wages-First Sgt; \$1,697.14 from Wages-Security Officers into Wages-Holiday Pay for a total of \$3,697.14. Motion carried 7-0.

Health: **Rex Gilliland** moved, second by **Steve Harper**, to approve the transfer request of \$1 from Wages-Health Officer into Wages-Clerical. Motion carried 7-0.

Statewide 911: **Steve Harper** moved, second by **Don Morrison**, to approve the transfer request of \$1,138.10 from Wages-Overtime into Wages-Holiday. Motion carried 7-0.

Community Corrections Project Income Fund: **Rex Gilliland** moved, second by **Steve Harper**, to approve the transfer request of \$366.76 from Worker's Compensation into PERF. Motion carried 7-0.

Historical Society: **Steve Harper** moved, second by **Don Morrison**, to approve the transfer request of \$152 from Employer Social Security into Wages-Clerical PT. Motion carried 7-0.

WIC: **Steve Harper** moved, second by **Heath Thornton**, to approve the transfer request of \$275 from Group Health Insurance into Wages-Department Head; \$20 from Group Life Insurance into PERF; \$577 from Group Health Insurance; \$1,040 from Wages-Nurse; \$52 from Printing and Advertising into Wages-Clerk PT for a total of \$1,669. Motion carried 7-0.

ORDINANCE 2016-2(2)
TRANSFER REQUESTS

Treasurer: Rex Gilliland moved, second by Bill Githens, to approve the transfer request of \$300 from Repair Furniture and Equipment into Office Equipment. Motion carried 7-0.

Drug-Free Community: Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$9,500 from Admin Fee into Treatment; and \$1,386.45 from Criminal Justice into Prevention and Education. Motion carried 7-0.

Commissioner Overmyer requested permission to address the Council inquiring if a different policy is going to be established concerning transfers between a major budget categories, which opened up comments from the floor. The concerns expressed were that budgets are prepared six months prior to the budget year and cannot anticipate what the needs will be and feel that they, the elected officials and department heads, are not trusted with their budgets. Concern was also expressed that claims would not be paid in a timely fashion.

Councilman Harper replied that the Commissioners approve the claims and claim payment has not been delayed. He further indicated that he has spent time this past month reviewing transfers over the last few years and noted in previous years there have been transfers on the Ordinance within the same major budget classification and all Personal Services (Category 10) transfers were submitted for approval. He further stated that the State does not require reconciliation until year end; therefore, Council is not holding up any payment. Trust runs both ways and Council will not allow a utility bill to not be paid because the line item is short.

Treasurer, Penny Lukenbill stated that the state has been silent on this issue and Marshall County does not have a written policy.

Councilman Van Vactor explained that the Council painstakingly reviews each line of each budget in an open meeting. All transfers are reviewed by Council (past and present) whether silently or by Ordinance. Concern was expressed that the County has agreed to spend \$25,000 on a Comprehensive 5-Year Financial Plan; how will Council know that the plan is being followed.

Jon Van Vactor moved, second by Steve Harper, to require all transfers come before Council for approval. Motion failed for lack of majority vote 3-4 with Heath Thornton, Rex Gilliland, Don Morrison and Judy Stone voting no.

Steve Harper moved, second by Jon Van Vactor, to require all transfers within the same category \$5,000 and over to come before Council for approval. Motion carried 4-3 with Heath Thornton, Don Morrison and Judy Stone voting no.

AUDITOR'S REPORT

December 14, 2015 Minutes: Steve Harper moved, second by Bill Githens, to approve the minutes of the December 14, 2015 meeting. Motion carried 7-0.

2016 Salary Ordinance Amendment: **Heath Thornton moved, second by Steve Harper, to approve the 2016 Salary Ordinance Amendment for WIC and Community Corrections Grant Fund. Motion carried 7-0.**

COUNCIL ITEMS

Councilmember Thornton stated that he is excited and looking forward to the financial plan H. J. Umbaugh is preparing.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Steve Harper moved, second by Bill Githens, to adjourn the meeting at 10:43 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, FEBRUARY 8, 2016**

BE IT REMEMBERED: That on Monday, February 8, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Rex Gilliland, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

SHERIFF

Sheriff, Matt Hassel presented the 2016 Sheriff Commissary Budget for review and approval. Sheriff Hassel explained that he has reviewed the prior three years and is submitting the budget in an effort to better utilize the fund in an efficient manner and to expedite purchases. Sheriff Hassel stated that the only change that may occur is a reduction in revenue from Telemate due to the new FCC regulations on the amount charged for inmate phone usage. **Jon VanVactor moved, second by Rex Gilliland, to accept the 2016 Commissary Budget, as presented. Motion carried 7-0.**

Sheriff Hassel stated that during budget hearings last year the Building Maintenance Budget was reduced by \$25,000 and the funds would be utilized out of the CAGIT Certified Shares-Jail for maintenance of the correctional facility. \$10,000 has been appropriated to complete the roof repair, drop ceiling in dispatch and also a secure box slide through between the jail and the dispatch center to allow documents to be easily exchanged. Council suggested submitting an additional appropriation in the amount \$15,000 to cover the remaining costs to maintain the correctional facility.

PROBATION DEAPRTMENT

Chief Probation Officer, Mary Jane Walsworth, requested approval to advertise and fill the vacant Receptionist position. **Steve Harper moved, second by Bill Githens, to approve the request to advertise and fill the vacant Receptionist position. Motion carried 7-0.**

CLERK

Clerk, Deb VanDeMark, informed the Council that a Deputy Clerk has resigned, effective Friday, February 12, 2016 and requested approval to advertise and fill the vacancy. **Bill Githens moved, second by Don Morrison, to approve the request to fill the Deputy Clerk position which will be vacated Friday, February 12, 2016. Motion carried 7-0.**

ORDINANCE 2016-1(2)
ADDITIONAL APPROPRIATIONS

Prosecutor: Jon VanVactor moved, second by Rex Gilliland, to approve the additional appropriation request of \$9,128.66 into Confiscated Funds. Motion carried 7-0.

Commissioner: Don Morrison moved, second by Steve Harper, to approve the additional appropriation request of \$25,000 into Professional Services. Motion carried 7-0.

Commissioner: Rex Gilliland moved, second by Bill Githens, to approve the additional appropriation request of \$7,000 into Vehicle Lease. Motion carried 7-0.

Pre-Trial Diversion (Prosecutor): Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$3,912.29 into Expert Services. Motion carried 7-0.

CAGIT Special Legislation: Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$8,750 into Office Equipment for the IRecord System. Motion carried 7-0.

CAGIT Certified Shares-Sheriff: Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$16,856.22 into Employer PERF and \$95,210.37 into Employer Social Security. Motion carried 7-0.

CAGIT Certified Shares-Jail: Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$103,923.46 into Employer PERF and \$70,983.44 into Employer Social Security. Motion carried 7-0.

Statewide 911: Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$38,187.35 into Employer PERF. Motion carried 7-0.

Community Corrections Grant Fund: Heath Thornton moved, second by , Rex Gilliland to approve the additional appropriation request of \$60,000 into Wages-Department Head; \$43,000 into Case Manager/Field Officer; \$15,499 into Community Corrections Officer PT; \$11,700 into Employer Social Security; \$15,330 into Group Health Insurance; \$150 into Group Life Insurance; \$4,000 into Employer PERF; \$1,000 into Workers Compensation; \$1,000 into Unemployment Compensation; \$4,000 into Travel/Mileage; \$1,000 into Office Supplies; \$7,000 into Vehicle Supplies; \$5,000 into Field Supplies; \$45,000 into Professional Services; \$300 into Dues and Subscriptions; \$500 into Printed Forms; \$4,000 into Maintenance and \$22,000 into Miscellaneous Service. Motion carried 7-0.

Community Transition Fund: Heath Thornton moved, second by Bill Githens, to approve the additional appropriation request of \$20,000 into Professional Services. Motion carried 7-0.

DEA Forfeiture: Jon VanVactor moved, second by Steve Harper, to approve the additional appropriation request of \$15,000 into Vehicle Purchase; \$5,000 into Training; \$5,000 into Equipment and \$5,000 into Computer Software. Motion carried 7-0.

ORDINANCE 2016-2(3)
TRANSFER REQUESTS

Treasurer: Don Morrison moved, second by Jon VanVactor, to approve the transfer request of \$125 from Office Supplies; \$5,600 from Tax Statements and \$500 from Postage into Contractual Services. Motion carried 7-0.

AUDITOR'S REPORT

January 11, 2016 Council Minutes: Rex Gilliland moved, second by Steve Harper, to approve the Council minutes of the January 11, 2016 Council meeting. Motion carried 7-0.

COUNCIL ITEMS

Argos Public Library Board of Trustees is requesting replacement of Board Member, Thelma Mullins, with Ronald Rensberger, term ending June 30, 2016. **Heath Thornton moved, second by Don Morrison, to approve the appointment of Ronald Rensberger to the Argos Public Library Board of Trustees, term ending June 30, 2016. Motion carried 7-0.**

Council Member, Heath Thornton, requested a joint Council and Commissioner work-session be scheduled to discuss the financial options within the next month. A work-session was tentatively scheduled for Thursday, March 3, 2016 at 8:30 am.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Steve Harper moved, second by Heath Thornton, to adjourn the meeting at 9:40 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MARCH 14, 2016

BE IT REMEMBERED: That on Monday, March 14, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Rex Gilliland, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor 1st Deputy, Tori Stull. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

PERSONNEL COMMITTEE - EMA

Tori Stull, Human Resources Administrator, on behalf of the Personnel Committee presented the request to add a new Deputy Director position to Emergency Management. Ms. Stull explained that this position would serve as security for the County building and be able to assist Clyde or act in his absence. The position would be eligible for the current Performance Grant Salary Reimbursement up to 50% as long as the individual meets the requirements as listed in the job description.

Commissioner, Deb Griewank stated that the Board of Commissioners are in support of adding this position and are responsible for the safety of the employees. Currently the court security officers tour the County building twice a day, but according to Indiana Code, the Sheriff is not required to secure this building because court is not being held in the building. Ms. Griewank stated that the grant is for a calendar year January through December and would like Council to proceed with accepting this position looking forward to a future hire date of January, 2017. Waggoner, Irwin and Scheele and Consultants recommended a salary range of \$37,327 - \$39,489. Discussion was held concerning the scheduling of this individual to cover evening meetings, uniform attire, being a Sheriff's special deputy and openly carrying a weapon. **Heath Thornton moved, second by Steve Harper, to accept the Deputy Director position and move forward with the position contingent upon the 50% Performance Grant Salary Reimbursement. Motion carried 6-1 with Jon Van Vactor voting no.**

SHERIFF

Sheriff, Matt Hassel, stated that a long-time court security officer is retiring May 31st and is requesting approval to advertise and fill the court security officer position. **Rex Gilliland moved, second by Bill Githens, to approve the request to advertise and fill the Court Security Officer position. Motion carried 7-0.**

HEALTH

Wes Burden stated that the check engine light on the 2001 Ford Taurus, purchased with grant monies, is indicating vapor emission control components and is rusting out. Mr. Burden has some rollover monies available and is requesting permission to apply for a Local Health Maintenance Grant to replace this vehicle and has already received the Commissioners support. **Jon Van Vactor moved, second by Heath Thornton, to allow the request to apply for a Local Health Maintenance Grant to lease a new vehicle. Motion carried 7-0.**

CLERK

Clerk, Deb VanDeMark, informed the Council that a Deputy Clerk is retiring after 18 years of service effective June 1st and would like approval to advertise and fill the vacancy prior to June 1st. **Bill Githens moved, second by Don Morrison, to approve the request to fill the Deputy Clerk position prior to the retirement date of June 1, 2016. Motion carried 7-0.**

ORDINANCE 2016-1(3)

ADDITIONAL APPROPRIATIONS

Treasurer: Don Morrison moved, second by Bill Githens, to approve the additional appropriation request of \$5,400 into Contractual Services. Motion carried 7-0.

Probation: Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$5,000 into Urinalysis Supplies. Motion carried 7-0.

CAGIT Special Legislation: Jon Van Vactor moved, second by Bill Githens, to approve the additional appropriation request of \$15,000 into Repair Buildings & Structures. Motion carried 7-0.

AUDITOR’S REPORT

February 8, 2016 Council Minutes: Jon Van Vactor moved, second by Heath Thornton, to approve the Council minutes of the February 8, 2016 Council meeting. Motion carried 7-0.

COUNCIL ITEMS

Council Member, Heath Thornton, stated that the EMA Deputy Director salary was not set earlier in the meeting. It was determined that it would be set at budget time.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Bill Githens moved, second by Jon Van Vactor, to adjourn the meeting at 9:25 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, APRIL 11, 2016

BE IT REMEMBERED: That on Monday, April 11, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Rex Gilliland, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Kathy Bottorff questioned Council member, Bill Githens, about his advertising that there is a plan already in place to take care of roads without raising taxes and questioned if it will be presented in a public meeting. Councilman Githens explained that he believed she was mistaken, there is not a plan in place and further stated that he believed that Council can come up with a plan without raising taxes and that it would be presented in a public meeting.

Jerry Chavez, President of the Marshall County Economic Development Committee, formally invited Council to the Bourbon Community Center at 10:00 a.m. on Tuesday, April 12th for a press announcement.

PLYMOUTH MUNICIPAL AIRPORT

Dave Lattimer, on behalf of the Board of Aviation, presented the Council with an annual update on the Plymouth Municipal Airport, indicating it is a spoke in the wheel of economic development of Marshall County. The Plymouth Municipal Airport is the only airport in Marshall County. Although it is a municipal airport he feels it is important for County Council and Commissioners to know what is happening. Last year they had a 2.3 million dollar project to rebuild and widen the runway; they came in under budget by a quarter of million dollars, which will be spent on drainage at the east end on the north side. This year they have a major FAA project to rehabilitate hangar taxiways. The Aviation Board is in the process of reviewing bids for the Automated Weather Observing System (AWOS). Solar panel installation is being worked on and the septic system is being funded in order to connect to the city sewer system. The master plan for the airport is being updated. The FFA required runway is 75' wide by 5,000' long and the Aviation Board will be approaching the County in a few years to request closure of a road in order to lengthen the runway. The airport is the welcome wagon to the community and is working diligently to improve for the business community of Marshall County.

EMA

EMA Director, Clyde Avery, requested permission to apply for the Hazard Mitigation Plan Update Grant. This is a reimbursable grant not to exceed \$16,656.06 and requires a cost share match of \$5,552.02. The cost share match can be a soft match, meaning that as long as we have representatives from the various jurisdictions participating in the planning team meetings, use of their time will offset the dollar amount of the match required. An additional appropriation will be required if participation by the entities is not acquired.

Jon Van Vactor moved, second by Bill Githens, to allow permission to apply for a Hazard Mitigation Plan Reimbursable Grant and approve Ordinance 2016-9 to establish fund 8810 for the EMA Mitigation Grant. Motion carried 7-0.

COMPREHENSIVE FINANCIAL PLAN
BY H. J. UMBAUGH AND ASSOCIATES

Paige Sansone, CPA presented the Marshall County Comprehensive Financial Plan for years 2014 – 2018 in order to assist the County with developing a plan to fund multiple capital projects over the next three years, evaluate the County’s projected financial position and develop a financial planning model that can be updated as the needs arise and priorities change. Ms. Sansone provided fund descriptions and uses, noting that not all funds can be used for Highway costs, but some operating costs may be shifted from one fund to another.

Ms. Sansone made the following observations and options concerning the following funds:

GENERAL FUND

Observations: Strong cash reserves over the last two years (over 50% of disbursements); recurring disbursements are estimated to exceed receipts in future years by an average of \$86,400.

Options: Match budgeted disbursements with estimated annual receipts; shift additional jail operating costs from General to CAGIT Special Legislation Fund; review special revenue funds to identify potential shifting of costs to other funds from General; review fees and charges to ensure that the costs of providing services are recovered; transfer reserves over 50% to Rainy Day or use for one-time capital project (\$1,500,000).

CAGIT SPECIAL LEGISLATION FUND

Observations: Over the last two years cash reserves have averaged 324% of disbursements; this fund could take on additional jail operating costs of up to \$745,000 per year while still maintaining a 250% cash reserve.

CAGIT COUNTY CERTIFIED SHARES

Observations: Cash reserves have averaged 45% of disbursements over the last two years; this fund can continue to support County operations.

CUMULATIVE BRIDGE

Observations: Cash reserves have averaged 71% of disbursements over the last two years; Capital projects drive the changes to cash reserves for this fund; the County has \$18,000,000 of bridge replacements that are needed over the next several years – will need to consider other funding sources (debt issuance).

CUMULATIVE CAPITAL DEVELOPMENT

Observations: At the end of 2015, the ending cash in this fund was \$947,000; this fund can provide resources for the planned capital items and still have a 50% cash reserve at the end of 2018.

Options: Reestablish the tax rate to the maximum rate of \$0.333 (current rate is \$.0169); the maximum rate could generate additional tax dollars of \$400,000 (net of circuit breaker loss); the fund could be utilized to pay for capital items budgeted from other funds.

HEALTH

Observations: Cash reserves over the last two years have averaged 203% of disbursements; the budget for 2016 is 12.5% higher than actual disbursements in 2015; cash reserves are expected to decline over the next three years by \$5,200 per year; this fund has room for one-time capital purchases and improvements for the Health Department of up to \$520,000; matching budgeted disbursements with estimated annual receipts will prevent declining cash balances.

LOCAL ROAD AND STREET

Observations: Cash reserves over the last two years have averaged 46% of disbursements; Supplement distribution of LOIT in 2016 of \$835,000 must be used for road projects; this fund could pay for a one-time road project of up to \$890,000 and still maintain a 50% cash reserve; as an alternative, this fund could purchase capital outlays originally budgeted from the Motor Vehicle Highway Fund.

MOTOR VEHICLE HIGHWAY

Observations: Cash reserves over the last two years have averaged 36% of disbursements; the County received \$1,400,000 from INDOT in 2014 and 2015 for US 31 relinquishment with one more receipt of \$1,400,000 expected for 2016; beginning in 2017, this fund will have a structural budget deficit of over \$500,000.

Options: Establish a Wheel Tax\Surtax, deposited into Motor Vehicle Highway Fund to support Highway Department operations; shift capital outlays and other allowable costs to the Local Road and Street Fund, Cumulative Capital Development Fund, and\or Rainy Day Fund; match budgeted disbursements to estimated annual receipts to avoid declining cash reserves.

Wheel Tax\Surtax estimated revenue:

Minimum rates: \$5 Wheel Tax and \$7.50 Surtax - \$238,900 County Unit Share

Middle rates: \$40 Wheel Tax and \$25 Surtax - \$962,600 County Unit Share

Maximum rates: \$80 Wheel Tax and \$50 Surtax - \$1,930,400 County Unit Share

REASSESSMENT

Observations: Cash reserves over the last two years have averaged 233% of disbursements; reserves are expected to decline over the next three years by an average of \$92,000 per year; capital items could be purchased from Cumulative Capital Development or Rainy Day to balance the disbursements to estimated annual receipts; review other special revenue funds to determine if costs from this fund could be shifted.

STATEWIDE 911

Observations: Cash reserves declined from 77% to 39% from 2014 to 2015 (\$276,000 decline in cash); reserves are expected to decline over the next two years by an average of \$118,000 per year; three additional dispatchers (\$180,000 annually) as proposed cannot be supported from current resources in this fund; if no action is taken, this fund's cash balance could be depleted as early as 2018.

Options: Shift property tax from General to Statewide 911 – this may require a budget adjustment for General to offset the revenue reduction; Shift capital outlays and other allowable costs to Cumulative Capital Development and\or Rainy Day; Match budgeted disbursements to estimated annual receipts to prevent decline in cash reserves.

RAINY DAY

Observations: At the end of 2015, this fund had an ending cash balance of \$3,300,000; Supplemental distribution of LOIT in 2016 of \$278,000 may be used for any purpose; this fund can be used for one-time non-recurring expenditures; it should not be used for recurring budgetary items.

In summary, capital projects totaling \$1.9 million can be funded from cash-on-hand, Special CAGIT Legislation could take on annual jail operating costs up to \$745,000 per year, Cum Cap Development could generate additional revenue of \$400,000 annually by reestablishing the rate. In the short term, Statewide 911 and Motor Vehicle Highway will require action. The general and reassessment funds will need to be monitored for declining cash.

ORDINANCE 2016-1(4)

TRANSFER OF APPROPRIATIONS

Community Corrections Project Income Fund: Rex Gilliland moved, second by Heath Thornton, to approve the transfer request of \$7,000 from Community Correction Officer into Substance Abuse Instructor. Motion carried 7-0.

AUDITOR'S REPORT

March 14, 2016 Council Minutes: Jon Van Vactor moved, second by Heath Thornton, to approve the Council minutes of the March 14, 2016 Council meeting. Motion carried 7-0.

Commissioner Kevin Overmyer, stated that after listening to Paige's presentation and in anticipation of funds coming back from the State on May 1st, requested that Council consider the \$250,000 going into the Rainy Day fund be transferred into the Highway Fund for the roads this year and of the \$1,500,000 surplus shift \$1,000,000 into the Highway so we can start getting some of roads fixed. Commissioner Overmyer stated that they will be driving some of the roads this Friday and put a plan together identifying the roads. The Highway will then begin grading and leveling. They will also be working at hiring someone to pave the roads because they do not have the people or machinery to do that type of work. Commissioner Overmyer also indicated that he does not believe they have much choice other than implementing LOHUT due to the revenues going down and asks for Council's consideration at the May meeting.

COUNCIL ITEMS

Councilwoman, Judy Stone stated she would like to go on the record stating that after being involved with Umbaugh & Associates, she can see where Council can move money and is not against doing so. Commissioners brought this to Council's attention a year ago and she said at that time she would be willing to take money out of the Rainy Day Fund to fund the Highway. Noting that she knows when she enters Marshall County from other counties by the condition of the roads and does not need a sign. Further stating that the roads are getting worse and the Highway is doing what they can to be passable. She echoes Commissioner Overmyer's statement to consider a public hearing on some sustainable funding for the Highway Department and does not believe continued transfers are sustainable.

Council Member, Heath Thornton, questioned the rate of the wheel tax and suggested scheduling another work session to discuss funding and Commissioner Overmyer’s requests. Don Morrison stated “no” and Judy Stone thanked Councilman Thornton for asking, but stated they would not.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Jon Van Vactor moved, second by Heath Thornton, to adjourn the meeting at 10:23 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MAY 9, 2016

BE IT REMEMBERED: That on Monday, May 9, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 6:00 p.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Rex Gilliland, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Les McFarland, President of the Bourbon Town Council, explained that the local cities and towns came together as a group in an effort to discuss bidding projects together in an effort to save taxpayers money and pool their resources. Mr. McFarland invited a County Council representative and a Commissioner representative to attend their next meeting at the Bremen Town Hall on Friday, May 20th at 6:00 p.m.

Tim Harman, Indiana State Representative, indicated that in March he had completed a financial analysis regarding roads and funding for the joint Council and Commissioner work-session. Mr. Harman explained that the State will be offering \$84 million geared toward smaller communities with a 50% buy-in requirement. In reviewing the April Council minutes, the Umbaugh Financial Report stated that \$745,000 a year was collected in addition to the amounts being used for the jail; the General fund is expected to collect \$86,000, for a combined total of \$831,000. The comprehensive plan calls for a highway road expense of \$850,000 annually leaving the highway funding approximately \$19,000 short. Representative Harman stated that funds could be moved from CAGIT and the General fund into roads to cover the shortfall. In addition, the County will receive \$1.1 million in LOIT Excess Distribution; \$1.4 million for US 31 Relinquishment; Rainy Day beginning balance was \$3.3 million; and, the combined beginning balance of Motor Vehicle Highway and Local Road & Street funds is \$2 million, which could fund the roads. There is the possibility of 50% grant match for communities with a population under 50,000 and Marshall County has a population of 47,000, which places us in a good position for this funding. In addition, the State Legislature is working to provide additional funding from the gas tax into the Motor Vehicle Highway fund. Mr. Harman commended the Council for the County's present financial status.

Stephanie Thomas of 7th Road informed the Council that she is opposed to the wheel tax. The situation on 7th Road has not improved and maintenance has not been done up to standards. The current administration has blamed the road conditions on the prior administration, but last week maintenance on the road was hit and miss when filling potholes. Ms. Thomas stated that the money is not being spent wisely.

ABATEMENT REQUEST

Headsight, Inc. files Compliance with Statement of Benefits Personal Property, Form CF-1: Personal Property to request abatement for the property located at 4845 3B Road, Bremen. **Rex Gilliland moved, second by Steve Harper, to approve the Headsight, Inc. abatement. Motion carried 7-0.**

Gramm Holding Company, LLC files Compliance with Statement of Benefits Real Estate Improvements, Form CF-1: Real Property to request abatement for the property located at 4845 3B Road, Bremen. **Don Morrison moved, second by Heath Thornton, to approve the Gramm Holding Company, LLC abatement. Motion carried 7-0.**

WIC

Auditor, Julie Fox on behalf of Annette Osborn stated that the State of Indiana has allowed a salary increase for State employees to be retroactive to January 1, 2016; therefore, WIC is requesting the pay increase as adopted by Council for the 2016 budget year and Ordinance 2016-3(3) Amending Salary Ordinance 2015-15 was presented for approval. **Jon Van Vector moved, second by Steve Harper, to approve Ordinance 2016-3(3) Amending Salary Ordinance 2015-15 retroactive to January 1, 2016. Motion carried 7-0.**

CLERK

Clerk, Deb VanDeMark, submitted the Summary of Primary Election Results stating that voter turnout was at 41.29%. Ms VanDeMark also submitted a current Election Board Budget Status Report and indicated that she would need additional funding for the General Election which include the Microvote ballot build, election poll worker pay and poll worker meals. Ms. VanDeMark explained that four polling sites only had one poll pad and due to the long lines an additional pad would be necessary at each polling site. An estimate was presented in the sum of \$5,980 from KnowInk.

Clerk VanDeMark further indicated that some of the machines have not been upgraded since 2005 and introduced Steve Shamo of MicroVote and presented an estimate for 94 Infinity 4.1 upgrade with desktop computer in the sum of \$134,138 and 3 Minuteman Entrust 1500 UPS for EMS 4.1 in the sum of \$666 for a total cost of \$134,804. Steve Shamo of MicroVote explained to the Board that there is a capacity limit on the tally card which was pushed to the limit due to the additional number of delegates, precinct committeemen and the number of precincts added to each machine for vote center implementation. The upgrade will provide greater functionality, an extended warranty, inverse screens and capacity for all ballots on one machine. If approved, the machines will be ready for use in the General Election and paid out of the 2017 budget.

Councilman, Steve Harper (prior Election Board President) indicated the machines were purchased in 2005 and contained 1990's technology and the Election Board spoke of upgrades over the years knowing they were pushing the machines limits. **Steve Harper moved, second by Jon Van Vector to approve the purchase of four additional poll pads from the 2016 budget and proceed with the purchase of the Infinity upgrade to be paid out of the 2017 budget. Motion carried 7-0.**

Ms. VanDeMark requested to be placed on the Commissioners agenda for review of the MicroVote and KnowInk contracts.

PERSONNEL COMMITTEE

Tori Stull, Human Resources Administrator, on behalf of the Personnel Committee presented a request to add an additional security officer to the Sheriff's Department. Ms. Stull explained that this position would serve as security for the County Building stating that the Personnel Committee and Commissioners have approved this request. Councilman Harper further explained that it would be more homogenous to have this position in the Sheriff's Department, wearing a recognizable uniform, stating the Sheriff handles these duties on a daily basis and that it was a unanimous decision by the Personnel Committee. The rate of pay would be the same as the current security officers and would be fully funded by the Sheriff's Department in the 2017 budget. Councilman Thornton questioned the status of the EMA Deputy Director position and noted the grant matching reimbursement as a cost savings. Councilman Harper reported that the position would not be duplicated and would be determined by Council at the budget hearings as to which budget would fund the position. **Jon Van Vactor moved, second by Bill Githens, to allow the Sheriff to place the security officer position into the 2017 budget request. Motion carried 7-0.**

Ms. Stull withdrew the Community Correction PT Substance Abuse Officer request until the Personnel Committee had the opportunity to meet again to review the position description.

SHERIFF

Sheriff, Matt Hassel, requested support to proceed with lowering the lobby ceiling in the jail. The estimated cost is \$14,010.38 and an additional appropriation would be submitted next month out of the building maintenance fund, if approved. **Jon Van Vactor moved, second by Bill Githens, to allow the Sheriff to proceed with lowering the lobby ceiling in the jail at an estimated cost of \$14,010.38. Motion carried 7-0.**

COMMISSIONERS

Health Department Relocation: Commissioner, Kurt Garner, explained that the Prosecutor is out of space and it has been charged to the Commissioners to find a suitable location. Commissioner Garner indicated that they have looked at moving either the Extension office or the Health Department out of the County Building and have determined that it makes better sense to move the Health Department. The Community Resource Center is the logical location as there may be additional services in the Community Resource Center that the public could access. This move would provide the Prosecutor the entire west side of the first floor of the County Building. Commissioner Garner indicated that the Board of Commissioners approved the move at their May 2nd meeting. The Community Resource Center would cost approximately \$12 per square foot with an additional move out expense; further indicating that we are fortunate the Umbaugh Report states the Health Department has the funds.

Wes Burden presented his concerns regarding the additional costs that are incurred with a move. The Health Department will need a generator. The refrigerators that were purchased with grant money will cost approximately \$900 to move and recalibrate. Mr. Burden also expressed concern about being able to remain on the county server, currently they have all of their data stored on DocuWare and understands that there will be additional costs to convert to a web-based program, further indicating that the Health Department does populate layers on the GIS website and may possibly lose two program licenses at a cost of \$7,000 and suggested that a meeting be held with Michael Marshall, IT Director, to address these concerns. In addition, there are security, HIPAA and parking availability concerns.

Councilman Gilliland thanked Commissioner Garner stating that he appreciates the study that has taken place and that the move is not being done on a whim. Further stating he understands that employees do not want to move and there will be glitches and expenses. Commissioner Garner requested Council's blessing to move forward and begin working on the design stating it would likely be the end of the year before completion. The building manager put a rough plan together based on the current Health Department layout; for 2,000 square feet it would cost between \$100,000 to \$120,000 and approximately \$49 per square foot for the buildout. The architect will work with the Health Department Director to design the space.

Prosecutor Nelson Chipman explained that the Prosecutor's office moved to the County Building from the Sheriff's Department 23 years ago and at that time there were seven offices and three entrances and now they have five offices and two entrances; there were three part-time prosecutors and now they have four full-time prosecutors; there were two child support employees and now there are three full-time and two part-time child support employees; there were four full-time staff and one part-time staff and now there are six full-time and one part-time deferral secretary and the addition of the victims assistance coordinator. There is one interview room with filing cabinets and copiers, the library also serves as the intern's workstation, part-time employee clerical workstation, shred room and temporary file storage, lunch and deposition room. There are now nine cubicles with a reception area, a kitchenette and we have also commandeered two offices in the Probation Department for files and rent a large storage bin for files. The comment that the employees are tripping over each other is accurate. Prosecutor Chipman stated that they are very grateful for what it is taking to push this forward. **Rex Gilliland moved, second by Bill Githens, to allow the Health Department to move forward with moving to the Community Resource Center. Motion carried 7-0.**

Highway Department 2016 Road Program: Jason Peters, Highway Supervisor, presented two maps, the first highlighting the projects that can be done with the \$850,000 which has been budgeted this year. The second map highlights the projects they would like to complete this year at an additional cost of \$5 million which includes the addition of grant funds. In order to receive grant funds, it would need to be new money to receive the match. Mr. Peters further stated that Mrs. Thomas was correct, pot holes have been patched and within a few days' new holes have developed as the bases are not solid to withstand the traffic and the asphalt is thin. Mr. Peters further stating that all potholes on the road are not filled at the same time, the larger ones are done first and then they come back and fill the smaller holes because the larger holes are a priority. The theory behind grinding the road one year and repairing the next year is to allow the road to compact for a year prior to chip and sealing the following year. Councilman Thornton asked if the projects that can be completed with the current budget can be completed with the employees at the Highway Department and Mr. Peters replied that they can do it all and in fact can complete more of the work and estimated that only \$1.5 million would be spent on subcontractors. Councilman Thornton also asked for a plan for the roads that are ground and Mr. Peters stated that it depends upon funding. Commissioner Griewank asked Council to remember that the streets within the small towns and communities will also need to be maintained and looked at down the road. Mr. Peters stated that the County was lucky this year that we did not have as harsh of a winter as we did last year and that we need to take full advantage of that luck.

City & Town Resolutions: Commissioner, Kevin Overmyer, presented resolutions from the Towns of LaPaz, Bremen and Bourbon which stated that they are all in favor of adopting LOHUT and CEDIT taxes; the Town of Culver voted 4-1 in favor of adopting both LOHUT and CEDIT; and, the City of Plymouth also voted 6-1 in favor of adopting both LOHUT and CEDIT taxes. Commissioner Overmyer stated that the Highway Department would use a portion of the \$1.1 million to receive additional grant monies and MACOG would assist in preparing the grants, which may be completed

as early as August or September dependent upon the number of grant applications MACOG has to work on. Commissioner Overmyer requested that the Council consider having a public meeting to implement LOHUT and CEDIT, and also requested support from Council to provide the additional 25% for the maximum grant match. Councilman Van Vactor asked Commissioner Overmyer what amount the Commissioners are looking for as a sustainable rate for LOHUT and Commissioner Overmyer suggested starting at \$40. Councilman Githens questioned how much revenue the County would receive on a \$40 rate LOHUT rate and from CEDIT and Commissioner Overmyer stated that last year LTAP estimated that on \$1.5 million in total taxes collected, \$900,000 would be distributed to the County and \$600,000 would be distributed to the taxing units.

Jon Van Vactor moved, second by Heath Thornton, to approve the 25% distribution from Fund 7315-LOIT 2016 Special Distribution into Fund 1229-LOIT Special Distribution for road funding. Motion carried 7-0.

Rex Gilliland moved, second by Jon Van Vactor, to schedule a public input hearing for the consideration of implementation of a LOHUT and CEDIT taxes. Motion carried 6-0-1 with Steve Harper abstaining.

AUDITOR'S REPORT

ORDINANCE 2016-1(5)

ADDITIONAL APPROPRIATIONS

Plan Commission: Ralph Booker presented a request for an additional appropriation for the part-time clerical position. **Jon Van Vactor moved, second by Rex Gilliland, to approve the additional appropriation request of \$1,730.10 into Wages Clerical. Motion carried 7-0.**

WIC: Bill Githens moved, second by Don Morrison, to approve the additional appropriation request of \$500 into Wages-Department Head; \$500 into Wages-CPA; 497.89 into Wages-Clerk PT; \$114.59 into Employer Social Security and \$112 into Employer PERF. Motion carried 7-0.

ORDINANCE 2016-2(5)

TRANSFER OF APPROPRIATIONS

Treasurer: Don Morrison moved, second by Bill Githens, to approve the transfer request of \$110 from Office Supplies into Office Equipment. Motion carried 7-0.

Highway: Bill Githens moved, second by Heath Thornton, to approve the transfer request of \$4,300 from Equipment Rental into Sodium Chloride (Salt). Motion carried 7-0.

Reassessment: Jon Van Vactor moved, second by Bill Githens, to approve the transfer request of \$3,000 from Consulting Services into Computer Software. Motion carried 7-0.

April 11, 2016 Council Minutes: Heath Thornton moved, second by Bill Githens, to approve the Council minutes of the April 11, 2016 Council meeting. Motion carried 7-0.

COUNCIL ITEMS

2017 Salary Recommendation: **Jon Van Vactor moved, second by Bill Githens to recommend to Elected Officials and Department Heads to prepare the 2017 Statement of Wages & Salaries to include a three percent raise for full-time employees. Motion carried 7-0.**

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Don Morrison moved, second by Bill Githens, to adjourn the meeting at 8:02 p.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, MAY 31, 2016

BE IT REMEMBERED: That on Monday, May 31, 2016, the Marshall County Council met for a public input hearing at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 6:00 p.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Rex Gilliland, Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

Council President Stone thanked everyone for attending the meeting to hear public input on the Local Option Highway User Tax (LOHUT/Wheel Tax) and the County Economic Development Income Tax (CEDIT). Council President Stone instructed that anyone interested in speaking before the Board needed to complete the sign-in sheet and stated protocol will be to call individuals alternating between a person that is in favor of the taxes and one that was not in favor of the taxes, directing that each individual would be limited to three minutes, adding that this Council is interested in hearing from everyone wishing to speak.

PUBLIC INPUT

James Bradley, Plymouth – In favor. Mr. Bradley stated that he works for the County Highway Department and he knows that they struggle each year finding enough money; that it would be nice to have a little extra money to do the things that they would like to do and complete what needs to be done.

Stephanie Thomas, Plymouth – Not in favor. The breakdown on the five-million-dollar financing didn't break down. The pot holes on her road are still not being filled correctly and the Highway Department is continuing to only fill some of the potholes. Until they can spend the money wisely, she is not in favor of any additional funding.

Mike Delp, Plymouth – In favor. Mr. Delp stated that he appreciates the Council having the public input and hearing from the citizens and businesses. As a Councilman for the City of Plymouth, they voted in favor of supporting the taxes be imposed. As an individual and business owner, he is in favor of the additional funding to fix the roads and believes we need a sustainable income so that we can keep our roads in better shape.

John Thomas, Plymouth – Not in favor. Mr. Thomas stated that there is no doubt that the roads need fixed, but believes the amount of money that is currently being collected is sufficient. Mr. Thomas stated that he has nine vehicles and does not understand how some of the vehicles can be penalized. Further stating that one small segment of society will be singled out with the payment of these taxes as some individuals would be exempt from paying the tax and until the tax is collected across the board, he is not in favor of any additional taxes.

Joe Skelton, Bremen – In favor. Mr. Skelton stated that if you want things done, you have to pay for it.

Darlene Flora, Walkerton – Not in favor. Ms. Flora stated that she and her husband live on a limited income and if this tax is imposed she is not sure how they would come up with the funds to pay their portion. It seems like we continue to tax, tax, tax and the roads and repairs are terrible. The County needs to live within their budget also, and not have the first solution to every problem be to tax the individual.

Sean Surrisi, Culver – In favor. Mr. Surrisi stated that as an individual, he is in favor of both the CEDIT and LOHUT and believes there a lot of good things going on in the County right now and that we are in a good position to keep moving forward. Stating that we really need to invest in our roads and economic development.

Joe Toth, Bremen – In favor. Mr. Toth stated that he is in favor but does not feel that the repairs are being done correctly, because from 3rd Road to 106 the road was painted, then they covered it up with coating and then they repainted it, stating that there were places that weren't asphalted. Further agreeing with Ms. Thomas' statement, that "the potholes are not being filled correctly" – stating this is a waste of money and they need to manage the Highway Department and money correctly.

Dave Gibson, Culver – In favor. Mr. Gibson believes it is difficult in a meeting like this to completely understand the complexities of what we are talking about, because in a broader sense the roads are very critical and require funding. Mr. Gibson stated that the fact of the matter is, we need to have better roads in this community and supports both tax initiatives, more importantly, putting Marshall County in the position to be competitive. We are one of the few counties that do not have the CEDIT, which is very minimal and will provide in excess of two million dollars for economic development. Implementing these taxes would set an example that the County is moving forward, intends to be competitive and has the resources to do so.

Shannon King, Plymouth – Not in favor. Mr. King stated that the Plymouth Town Council does not speak for him. As a disabled veteran he does not make a lot of money and is supporting his children. The additional taxes are not affordable and he is totally against the taxes.

Ralph Booker, Plymouth – In favor. Mr. Booker contends that we are already paying for the tax whether we pass this tax or not. We are paying this tax through bent rims, faulty tires, and cars going out of alignment because of the roads; by passing the taxes we would be competitive and have economic development.

Ron Kline, Plymouth – Not in favor. Mr. Kline thinks they are barking up the wrong tree. Consider why the roads are being torn up; back in the 1940s and 1950s tractors weighed 4,000 pounds, combines weighed 60,000 and now you have 40,000 pound tractors and 80,000 pound semis. Mr. Kline stated that if you want to tax, tax the people that need to be taxed, tax the farm ground. Further stating that you need to get your ducks in a row and that the money is not being used very wisely.

Mike Miley, Plymouth – In favor. Mr. Miley stated that he is currently serving as President of the Plymouth Industrial Corporation and their Board has been studying the importance of the CEDIT and LOHUT taxes. Mr. Miley is here this evening to support the passage of these taxes at the earliest opportunity, because they feel that it is in the best interest of the community.

Deborah Kline, Plymouth – Not in favor. Ms. Kline stated that they are being taxed tremendously and does not feel that they are getting anything for it. Ms. Kline is not in favor of the taxes.

Mark Senter, Plymouth – In favor. Plymouth Mayor, Mark Senter stated that the City of Plymouth Common Council was asked to endorse the idea of a LOHUT, after much discussion there was a 6-1 non-binding vote in favor. Indiana Association of Cities and Towns (IACT), Michiana Council of Governments (MACOG) can all speak to the quality of life here in Marshall County: Centennial Park, River Festival, Farmers Market, Blueberry Festival, the towns are trying their best to attract tourists to our communities, nicer roads to get there would be a huge plus. Last fall they held the ribbon cutting ceremony at the beautiful new round-a-bout sign and Veterans Parkway, but with a bad road from the round-a-bout north to LaPaz. This ties into the County Economic Development Tax and he believes the additional funding would help MCEDC and it would bring our region up to the next level. Both taxes are long term investments in the community, taking care of itself and being prepared to take advantage of business and attraction opportunities moving forward. Mayor Senter finished by stating that the City of Plymouth respectfully asks the County to consider implementing both LOHUT and CEDIT taxes.

Dennis Thornton, Bremen – Not in favor. Mr. Thornton thanked the Council for the job they do, stating it is not easy. Mr. Thornton appreciated the comment about fixing two potholes and leaving two and had spoken with Commissioner Griewank last year when the bridge was closed over State Road 6 about the semis using 1st Road which runs from 331 to the County Line, east and west, and is the longest single continuous road in Marshall County, further stating that it will shake your teeth and wonders why 1st Road isn't mentioned by the Highway Department to be fixed. Mr. Thornton stated that he has an issue with the management in this County and has reviewed Tim Harmon's findings and questions why jail funds aren't going into the Highway. Mr. Thornton stated that the money we have needs to be spent wisely, make it work, when we see it working then we might need some more, but not until it can be justified.

Brian Meek, Plymouth – In favor. Mr. Meek stated that he lives in Plymouth; is a large business owner in Culver; does see the condition of the roads and hears from their 350 employees. Mr. Meek stated that he attended the Council meeting where Jason Peters identified the need for five million dollars. Mr. Meek stated that the money needs to come from somewhere and this is the only viable solution he has heard, CEDIT and LOHUT taxes both play a role and what is on the table is a solution to find the funding. Mr. Meek stated that his only concern is the LOHUT range and the plan needs to be clear and the needs identified.

Thor Hebner, Plymouth – Not in favor. Mr. Hebner recited the Republican Party platform and stated that he personally thought it was a great document. Mr. Hebner agrees that Mr. Harmon has identified funds that could be used for the roads and the State government has passed laws to bring monies back to the local governments to fund the roads, believing that we need to see what is coming from the State of Indiana before implementing LOHUT or CEDIT. Mr. Hebner does not believe the government is the way to develop business, business is the way to develop business. The Marshall County Economic Development Corporation (MCEDC) believes they have a good idea; then MCEDC should come together with a business plan, get the capital and then reap the benefits from their ideas and not expect the taxpayers to fund it for them.

John DeSalle, Plymouth – In favor. Mr. DeSalle stated that he can hear the frustration in the room and expressed that the Council has a very difficult job to do. Mr. DeSalle wants the community to grow and prosper; representing a fairly large business in Marshall County; that the county roads need to improve; we have not made an investment over the years and the roads have paid the price for it. In response to county economic development, Mr. DeSalle is constantly looking for additional help; indicating that it is difficult to attract skilled labor; that economic development is important; agrees

with the prior speaker that government does not belong in the private business, but is in favor of implementing these taxes solely to invest in the county, county roads and county bridges. If the investment is not made the roads will decline, population will decline; business will move out; and he does not wish this for Marshall County.

Darryl Holycross, Plymouth – Not in favor.

Don Fox, Culver – In favor. Mr. Fox stated that he and his wife are both full time residents of Culver. Tracy Fox runs an independent business and Don works at the Academies; represents the Academies to the Economic Development Corporation; and is personally a member of the Culver Plan Commission. They have written to the Council previously supporting the LOHUT and CEDIT and note the following three points: (1) unanimous agreement that the roads are deteriorating along with bridges; (2) the economic development opportunities are going to be what separates counties that grow and prosper in Indiana from those that die and wither and away; (3) these are long term challenges and they cannot be fixed over a year, two or three. Others have spoken about alternative options, but none are sustainable year after year. Mr. Fox stated that it troubles him to raid the Rainy Day Fund and believes those funds are in the event of a future recession, not to fix the roads. CEDIT and LOHUT are two tools that the State legislature has given to the county and to specifically this body to use for the very purposes being discussed tonight. Mr. Fox stated that it will take moral political courage to vote for both of these measures, but it is what the towns, County Commissioners and residents have asked you to do by the adoption of their resolutions.

Evan Gast, Lakeville – Not in favor. Mr. Gast stated that looking back over the last twenty years and seeing how things have been run: it is his understanding that the County spent \$250,000 to pave Old US 31 to four lanes – bad decision; allowed the State to push off the four lane highway up to the St. Joseph County line – bad decision; now you have four lanes of at least four miles and a bridge to take care of; as retirees, Mr. & Mrs. Gast have learned to spend money differently. Mr. Gast stated that it is rumored that the County is planning to grind up fifty percent of the County roads, this would be a bad decision. Mr. Gast understands that with the wheel tax the County would get the first chunk of the money and the rest would go to the State – bad decision. This County is anti-union, we do not have high paying jobs, industries come in and build warehouses hiring forklift operators and we cannot keep doing that.

Fred Lintner, Culver – In favor. Mr. Lintner stated that he was a County Councilman for twelve years and anytime there is talk of raising taxes, it is a tough decision to make. Mr. Lintner stated that everyone agrees that the roads are in bad shape and they are not getting any better. The primary concern of the Council has to be the safety and welfare of the citizens of this county. The county has talked about the wheel tax for years and years, and we need to ask ourselves how much of the Rainy Day Fund are we willing to spend on the roads and is it sustainable. Mr. Lintner stated that when he was on the Council they were in desperate need of a new jail, so they passed a tax of a quarter percent. The state legislature promises to come in and help, he believes it will be a one-time affair and a small percentage of what is needed and there is no guarantee that you will get it anyway. Mr. Lintner knows that it is not easy to raise funds and the roads are not going to get any better and reaffirmed Mr. Booker's statement that we are already paying the tax anyway.

Tim Harman, Bremen – Not in favor. State Representative Harman stated that he cannot explain this in three to five minutes, so on Thursday, June 9th at 7 p.m. at the Plymouth Public Library he will be voicing his concerns of the additional taxes and invites the public and officials to join him. He understands that the roads need to be fixed, but stresses that we can do this without a tax increase and

the numbers say that we can do that. Mr. Harman apologized that he misspoke about the short term monies, he stated that there is \$7.3 million and in fact, there is almost \$14 million. The 2016 current cash balance plus what is expected to be received is where you are going to get nearly \$14.1 million dollars. Rainy Day is \$3.3 million; LOIT refund \$1.1 million; US 31 Relinquishment \$1.4 million; current Highway budget of \$850,000; excess collected on the jail tax in general fund is roughly \$850,000; the Highway accounts have a beginning cash balance of \$2 million; the Certified Shares Fund of \$1.3 million; Cumulative Capital Development \$0.9 million; Cum Bridge Fund has \$0.9 million, this backs up what he has been saying that there is excess reserves in some of our monies. There is \$14.1 million in short-term money and he is not saying that all the money should be spent at once, but some could be used for the short-term funding of the roads. Mr. Harman then explained an opportunity to receive one million in matching grant funds. The 2013 General Assembly did make good on their promises, they increased the Motor Vehicle Highway (MVH) account and attempted to do it again in 2016, but it was not a budget year. The 2017 Speaker of the House has made the commitment to raise local government revenues for road funds with a sustainable long term number. Council President Stone asked Mr. Harman if by State statute they are allowed to spend the \$14.1 million. Mr. Harman replied that he spoke to DLGF today who indicated "yes, you can spend the money". Ms. Stone then asked if Mr. Harman was in favor of spending the Rainy Day Fund down to \$2 million. Mr. Harman stated that the Council has to feel comfortable with the numbers. Ms. Stone pointed out that Special Jail CAGIT can only be spent on the operation of the jail. Mr. Harman stated that was true, but you could also shift the regular CAGIT funds that you are spending on the jail to the Special Jail CAGIT which would free up \$745,000. Mr. Harman stated that the State would like entities to be creative with money instead of raising taxes and that legislature will be collaborating on a bill regarding road funding.

Greg Miller, Bremen - In favor. Mr. Miller stated that he is in favor of both taxes; but can talk specifically to CEDIT as the Bremen Council Board Representative and can tell you that they have a very capable staff and are looking forward to this funding so that we can keep the county moving in the right direction.

Pete Peuquet, Bremen. Mr. Peuquet stated that in regards to the wheel tax, the people who may have an issue are retired or have other issues and that they cannot afford these expenses. Mr. Peuquet suggested that the Council look at something like was done with the conservancy districts and tax the individual one time rather than for every vehicle. Mr. Peuquet stated that he was not opposed to the wheel tax, but from the budget stand point we need to look at the other funds and maybe do it in a much smaller scale and look at the performance. Mr. Peuquet stated that he has been involved in economic development since 1968; brought over 1,600 businesses to northern Indiana; 18,000 jobs; developed 14 different industrial parks; without any outside monies from any governmental agency. It is a business to business operation that induces the business to come to the community. Mr. Peuquet stated it is nice to promote your community, but does not believe you will bring in the high paying jobs unless somebody else helps you, such as a business or developer. Mr. Peuquet stated that he has been opposed to CEDIT for other types of reasons for which the funds were not legitimately spent, were a waste of tax payer dollars and definitely is opposed to it.

Chad Barden, Plymouth – In favor. Mr. Barden has heard a lot of comments tonight about the inefficient use of money, but when he looks at his house, if he had to replace the roof on his house and is given \$10 to do it, chances are he is going to be upset with the quality of that roof. The same effect and cause here with the roads and our infrastructure in Marshall County. When you drive the roads in any direction it is clear when you leave Marshall County because the roads get better. When you look at a map with the counties that use these two funding mechanisms it is very clear that we are

an island. The cost of road maintenance is growing faster than almost any other construction cost. Mr. Barden asked if we do not pass the provisions that are given to us by the State legislature, why the Department of Transportation would provide us with anything other than bare bones support. Mr. Barden urged the Council to please take the necessary leadership role and use the tools that are made available.

Bruce Smith, Walkerton – Not in favor. Mr. Smith stated that what he has seen here tonight, is that the individuals who have businesses are for this and the common folk are not for this. Mr. Smith is asking why we don't tax the businesses a little extra to get the money that you need. A lot of people have talked about management and funds. Mr. Smith stated that since his road was torn up in August, he has been coming on a regular basis and cannot get an answer from the Board of Commissioners. Mr. Smith began speaking to Mr. Harman since August and even Mr. Harman is puzzled as to how the money is being used. Mr. Smith stated that the commissioners have told him that the State of Indiana is not giving them enough money, but it seems that every time Mr. Harman tried to speak, he was cut off. Mr. Smith stated that the common wage in this County is lower than surrounding counties. Mr. Smith stated that the roads are a problem, but there is no real plan for the tax that he knows of and has researched wheel tax over the last days and everyone who has a registered vehicle will get taxed, all of the money will go to the State and then be divided between the county, cities and towns. Mr. Smith feels that the folks out in the country will be on the back burner. He further indicated that he was pleased when his road was chip and sealed and then they came in and tore it up because it wasn't maintained properly. Mr. Smith stated that he does not blame the workers, but the management and someone needs to be accountable. Mr. Smith is opposed to the tax, but if it is passed it is his hope that there is a three-year limit and rated where people can afford it with a limit on each household. If that was the approach he feels they may get what they want.

Dan Tyree, Plymouth – In favor. Mr. Tyree stated the Plymouth Community Schools operates 36 buses and in the winter the Highway crew does a fantastic job of getting the roads cleared. Mr. Tyree stated that several years ago the State changed the law that they are required to keep the buses on the roads for twelve years rather than ten years and it is very difficult as much as their buses are driven on the deteriorated county roads and have taken a beating. Mr. Tyree stated that he is in favor of both taxes and has empathy for those individuals on a fixed income.

Jason Hall, Plymouth – Not in favor. Mr. Hall stated that he is completely against this tax and does not see a reason to shell out more money. Mr. Hall stated the brand new 7th Road cost us \$2 million, and asked why we needed a new road when we cannot maintain the roads we have. \$250,000 was spent on Michigan Road, which was a complete disaster. Mr. Hall stated that \$350,000 was spent out of the Rainy Day fund for Metronet and he has not seen any businesses come in from that.

Jesse Bohannon, Bremen - Not in Favor. Mr. Bohannon stated that he is disappointed that both of these issues were being discussed at the same time because they are two very different issues. Mr. Bohannon stated that there is a plan provided by Mr. Harman and hopes that the individuals will listen and consider some creative options to fix our road problems. In regards to the CEDIT, Mr. Bohannon expressed concern as he does not believe it is the proper role of government to take money from the citizens and give it to businesses. Mr. Bohannon would encourage the Council to vote against new taxes.

Stan Klotz, Bremen – Not in Favor. Mr. Klotz stated that the lack of money was not the problem over the last years, it was that there was no plan. Mr. Klotz stated that there is money to get started on fixing the roads. He provided the council members an article from Michael Hicks, Director of

Receipts and Economics at Ball State University and the CEDIT is an economic development and is not the way to go and points out alternatives.

Todd Samuelson, Plymouth. Mr. Samuelson said that he is not here to speak in favor or against but as a partner with Umbaugh Financial to answer any questions regarding the financial plan. Mr. Samuelson applauds the Council and Commissioners for requesting the plan. Mr. Samuelson indicated that if you look at recent history, the State through a variety of changes in law have made it pretty clear that local communities need to participate in the solution. Communities are struggling to find sustainable solutions. Through the collaborative effort work with the County in trying to identify where Marshall County is going and what resources are available, the financial plan identifies that needs outweigh resources currently. Some fund balances that have been referenced can be utilized, but Umbaugh Financial is a strong proponent of maintaining adequate reserves. There was reference to the county jail earlier by Mr. Litner, Mr. Samuelson stated that he recalls the promises that were made; what the taxes were about; understands how expenses can be moved from the CAGIT to free up some general fund monies; that was an option identified in their plan, but this solution is not everlasting. There are constant changes that need to be considered. There is a plan identifying that in 2027 there would be enough money to pay the jail bonds off and strongly encourages that it be concept rather than written in concrete as changes may come from the State implementing additional requirements on local units. Mr. Samuelson stated that the process that the County has gone through is appropriate in terms of identifying what requirements you have coming in terms of what is needed to get our roads and bridges up to where people think they should be. Applying funds that are currently on hand can be part of the solution, but not a long-term sustainable solution, in their opinion. Mr. Samuelson stated that it is the opinion of Umbaugh Financial, based on history, that the solutions will need to come locally and the State will be a partner in that.

Council President Stone asked Mr. Samuelson if the make-up of the CEDIT is changing July 1st. Mr. Samuelson stated that the legislature changed the income tax structure in 2015 and effective July 1st Indiana will be referred to as a single income tax State. The CEDIT is no longer available, but the concept is still there and the single income tax is available starting July 1st. In Marshall County we have a 1% CAGIT and .25% for the county jail for a total of 1.25%, under the new income tax the county jail is not considered and the maximum that can be considered is 3.75%. Within that maximum is a break down into two pieces: a maximum rate of 1.25% for property tax relief, which Marshall County does not have, leaving 2.5% of the 3.75% available for the expenditure component of the maximum rate there is a maximum of 1.5% that could be considered for Marshall County. The Council has a much larger role even if the rate does not change as the Council can direct how those funds are allocated. If you change how those dollars are allocated, there are three buckets: certified distribution, public safety and economic development. Depending upon what bucket you put those dollars into affects how the units share will differ.

Council President Stone stated that the Council has the opportunity to pass the wheel tax/sur tax tonight, if so chosen. The Council has a lot to think about.

Councilmember Thornton indicated that according to the Department of Local Government Finance website, Marshall County's medium household income is a third out of all the counties in the surrounding area.

Council President Stone thanked everyone for coming and for being very polite and orderly.

ADJOURNMENT

With no further business to come before the Council, **Jon Van Vactor** moved, second by **Bill Githens**, to adjourn the meeting at 7:29 p.m. Motion carried 7-0.

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Rex Gilliland

Steve Harper

Bill Githens

Heath Thornton

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JUNE 13, 2016

BE IT REMEMBERED: That on Monday, June 13, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton, Jim Masterson and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

Commissioner Kurt Garner informed the Board that the Commissioners are applying for the Community Crossings Grant made available by INDOT for highway funding. The estimates for the project are being prepared and Commissioners are requesting confirmation that LOIT funds may be used as the counties matching grant portion. Highway Supervisor, Jason Peters, is working with MACOG on the project list and hopes to have the grant turned in before the next Council meeting. The project list is based on economic development and the following roads will be included on the project list: Union Road, Elm Road, 7th Road (connecting to King Road), Fir Road, Plymouth-Goshen Road (north of U.S. 6), Muckshaw Road as well as finishing the bridge project leading into LaPaz. Ms. Stone questioned what the time frame would be to receive the grant monies. Mr. Garner stated that the grant is due at the end of July and there is a 30-day response time and it is possible that it could go into next budget year. Mr. Garner further stated that each project will be submitted individually, rather than bundled. **Bill Githens moved, second by Heath Thornton, to dedicate the special distribution LOIT monies as the County match for the INDOT grant.**
Motion carried 7-0.

Commissioner Garner reminded the Board that a five-million-dollar road plan has been presented and the Highway Department will still have to request funding from the Rainy Day fund to keep the projects moving.

State Representative, Tim Harman, 2940 Sycamore Lane, Bremen, congratulated Jim Masterson and thanked Council for their service and praised the officials for doing their job. Mr. Harman stated that he put out information based on the details that have been provided. Further stating that if the Highway wanted to spend \$4 - \$5 million he believes it is in their funds to do so, based on the budget, LOIT, relinquishment and cash reserves. In looking at the years ahead, Mr. Harman believes that by using CAGIT surplus there are ways to get the funding without a tax increase. The 2017 General Assembly will address Motor Vehicle Highway funding.

CULVER STELLAR COMMUNITIES

Jonathan Leist, Culver Town Manager, on behalf of the Town of Culver informed the Council that the Town of Culver is one of three finalists for the Stellar Community designations with the State. This designation comes with an award to be placed in a special category and you no longer compete

with every other community for state grants. Grant applications are due by July 1st and the Town of Culver is required to submit a strategic investment plan detailing all of the projects submitted as part of the application, which include a bike/walking trail, housing projects and renovation to the beach lodge. Mr. Leist requested a letter of support from the County Council and will be also seeking a letter of support from the Commissioners. **Bill Githens moved, second by Jim Masterson to show support to the Town of Culver by submitting a letter to the Stellar Communities Review Committee. Motion carried 7-0.**

ABATEMENT REQUEST

Faulkner Fabricating, Inc. files Compliance with the Statement of Benefits Personal Property, Form CF-1: Personal Property and Compliance with Statement of Benefits Real Estate Improvements, Form CF-1/Real Property to request abatement for the property located at 4050 Lincoln Highway, Bourbon, Indiana. **Heath Thornton moved, second by Steve Harper, to approve the Faulkner Fabricating, Inc. abatement. Motion carried 7-0.**

Indiana Tool & Manufacturing Co., Inc. files Compliance with Statement of Benefits Personal Property, Form CF-1: Personal Property to request abatement for the property located at 6100 N. Michigan Street, Plymouth, Indiana. **Bill Githens moved, second by Don Morrison, to approve the Indiana Tool & Manufacturing Co., Inc. abatement. Motion carried 7-0.**

PERSONNEL COMMITTEE

Steve Harper explained that the Personnel Committee has made a recommendation to combine the entry level salary and advanced level salary for the Information Systems GIS Manager and PC Helpdesk Technician into a range. This change will allow the Department Head to offer a new hire a salary amount equal to their skills. **Jon Van Vactor moved, second by Bill Githens, to approve Ordinance 2016-3(4): Amending Salary Ordinance 2015-15 which consolidates the GIS Manager and PC Helpdesk Technician salaries into a range. Motion carried 7-0.**

TOWN OF ARGOS

Jim Burroughs, Utility, Park and Street Superintendent for the Town of Argos and Commissioner President, Kevin Overmyer, informed Council that he was before the Board of Commissioners to discuss fiber optics and the Town of Argos partnering with Rochester Telephone Company to bring broadband to their community. The Commissioners approved support of \$75,000 to go towards the Town of Argos project. The Town of Argos has paid \$200,000 towards this project. The broadband will cover State Road 110 to Argos and along State Road 331 to Bourbon and will service all the individuals in that area. Commissioner Overmyer further stated that the broadband will service the new industrial park and hopes to attract additional business. Commissioner Overmyer suggested that the funds be used from the Rainy Day fund and will be asking for an additional appropriation in the July meeting for this project. Councilman Van Vactor stated that it was a cost saving benefit for the County to invest in the Metronet as the County paid for conduit from the county line to the city limits and in return is receiving fiber service which connects all County offices. Councilman Van Vactor questioned the benefit that the County would receive. Commissioner Overmyer stated that the benefit would be to draw new business to the County. Jim Burroughs further indicated that the Metronet is dark fiber, requires a provider, and was too expensive to bring to the industrial park, but that Rochester Telephone Company was less expensive as they are closer and a provider. Mr. Burroughs explained that \$630,000 was a loan from their own electric and utility funds to purchase the 75 acre shovel ready site. Councilman Thornton explained that the Town of Bremen saw the

need 8-10 years ago when the hospital was built and they made the investment, but if this is approved he questioned if Bremen and other communities would come back to the County for a return on their investment. Jerry Chavez of Marshall County Economic Development explained that they are waiting on industry to be interested prior to developing a TIF district.

SUPERIOR COURT NO. I

Rhonda Ferguson, Court Administrator, came before Council and explained a 2017 large budget request for the purchase of a new copier estimated at \$7,000 - \$9,000 and maintenance contract.

ORDINANCE 2016-1(6) **ADDITIONAL APPROPRIATIONS**

CAGIT Special Legislation: Jon Van Vactor moved, second by Steve Harper, to approve the additional appropriation request of \$14,000 into Repair Buildings & Structures. Motion carried 7-0.

ORDINANCE 2016-2(6) **TRANSFER OF APPROPRIATIONS**

EMA: Jon Van Vactor moved, second by Steve Harper, to approve the transfer request of \$1,500 from Machinery and Equipment into Contractual Services. Motion carried 7-0.

Community Corrections: Don Morrison moved, second by Heath Thornton, to approve the transfer request of \$15,000 from Wages-Department Head into PT Substance Abuse Officer. Motion carried 7-0.

Marshall County Solid Waste: Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$3,000 from Equipment Repair into Equipment and the transfer request of \$2,000 from Misc. Equipment into Office & Warehouse Supplies. Motion carried 7-0.

AUDITOR'S REPORT

May 9, 2016 Council Minutes: Bill Githens moved, second by Heath Thornton, to approve the Council minutes of the May 9, 2016 Council meeting. Motion carried 6-0-1, with Jim Masterson abstaining.

Auditor Julie A. Fox informed the Council that the State Called Conference for County Councils of Indiana will be held on June 18th.

COUNCIL ITEMS

Councilman Thornton questioned if there would be a budget workshop between budget hearing and budget adoption or if each member reviewed the budgets individually.

Councilman Thornton indicated that he attended the State Convention on Saturday and believes there are fine candidates on the ticket.

Council Members welcomed new board member, Jim Masterson.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Jon Van Vactor moved, second by Heath Thornton, to adjourn the meeting at 9:54 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Steve Harper

Bill Githens

Heath Thornton

James Masterson

Attest: _____
Julie A. Fox, Auditor

MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, JULY 11, 2016

BE IT REMEMBERED: That on Monday, July 11, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton, Jim Masterson and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input.

SURVEYOR

Surveyor, Larry Fisher, came before Council and explained a 2017 large budget request for the purchase of a new large format copier and plotter, estimated at \$16,000. Mr. Fisher explained that they currently have a large format Xerox copier that was purchased in 2007 capable of printing 36" width. Xerox is no longer making large format copiers and if this machine goes down, parts are limited. Mr. Fisher further explained that they rely on the 20-year-old HP color plotter that is in the I.T. Department and HP is no longer manufacturing these machines. Mr. Fisher received an estimate from Océ in the amount of \$12,400 for a black and white plotter, which is capable of scanning to color and an estimate from Canon for a large format color copier in the sum of \$3,390. Mr. Fisher explained that with the combination of these two machines they would be able to print any document in black and white or color. Mr. Fisher indicated that the large format copier is used by many departments within the county, but largely by the surveyor and plan commission. Mr. Fisher stated that he added \$16,000 to the Surveyor's 2017 budget request so in the event these machines go down, they can continue to work. Council Member Van Vactor asked Mr. Fisher how long the prices are good. Mr. Fisher stated that the representative told him through the end of this year.

ARGOS PUBLIC LIBRARY

Jane Hall, Director of the Argos Public Library Board, submitted a letter requesting Ronald Rensberger be re-appointed to the Argos Public Library Board of Trustees for the term beginning July 1, 2016 and ending June 30, 2020. **Don Morrison moved, second by Bill Githens, to approve the appointment of Ronald Rensberger to the Argos Public Library Board of Trustees, for the term beginning July 1, 2016 and ending June 30, 2020. Motion carried 7-0.**

MAINTENANCE

Maintenance Supervisor, Doug Masterson and Commissioner Overmyer explained that the elevators in the courthouse are old and need to be replaced. They presented an estimate from Otis Elevator Company in the sum of \$165,000; \$80,000 for the north elevator and \$85,000 for the south elevator. Mr. Masterson explained that if the elevators go down, it will affect the courts. Mr. Overmyer stated if both elevators were down that would cause an ADA compliance issue and individuals have been stuck on the elevator. Mr. Masterson explained that Otis will work with the county schedule and will take five days to replace each elevator and all of the work would be done during work hours. Council Member Githens questioned paying one hundred percent of the contract upfront. Mr. Masterson stated that Otis is a good company to work with and may be willing to do fifty percent upfront and

fifty percent at completion. Council Member Thornton asked if warranties would be covered under the current contract. Mr. Masterson stated that they would be covered. **Jon Van Vector moved, second by Bill Githens, to allow Maintenance to proceed with a request for an additional appropriation of \$165,000 from the Rainy Day fund to repair the courthouse elevators. Motion carried 7-0.**

Mr. Doug Masterson stated that the chiller in the county building is original from 1981. Mr. Masterson explained that when the chiller went down a year or two ago it was suggested that the unit be replaced and opted to repair the unit at that time. Mr. Masterson stated that the unit is working now after more repairs, but needs to be replaced. Mr. Masterson submitted two estimates to replace the unit, OJS in the sum of \$139,000 and Dynamic Mechanical Services in the sum of \$93,631 and the unit can be replaced in a week. Mr. Masterson explained that the estimate from Dynamic is a realistic estimate and they are very reasonable with prices and are pleased with their work. Commissioner Overmyer stated that the cost was placed in the 2017 budget request to replace the chiller and the maintenance supervisors are required to come into the building on the weekends to confirm that the unit is working. The technology in the new unit activates an alert which would be sent to email if the unit shut down for any reason. Mr. Masterson stated that they would like to have the unit replaced in the spring of 2017.

PERSONNEL COMMITTEE

Tori Stull on behalf of the Personnel Committee came before the Board to request a change in the position title for Community Corrections from Substance Abuse Officer to Substance Abuse Interventionist, as well as a change to the Salary Ordinance to accurately reflect the position title. **Jim Masterson moved, second by Heath Thornton, to approve the change to the Substance Abuse Interventionist position description and Ordinance 2016-3(7): Amending Salary Ordinance 2015-15. Motion carried 7-0.**

ORDINANCE 2016-1(7)

ADDITIONAL APPROPRIATIONS

Election Board: **Steve Harper moved, second by Jon Van Vector, to approve the additional appropriation request of \$750 into Meals Poll Workers; \$6,700 into Election Poll Workers; and \$2,350 into Database Review. Motion carried 7-0.**

Weights and Measures: **Jon VanVector moved, second by Bill Githens, to approve the additional appropriation request of \$1,350 into Vehicle Maintenance Supplies. Motion carried 7-0.**

Rainy Day: **Jon VanVector moved, second by Steve Harper, to deny the additional appropriation request of \$75,000 into Metronet Project. Motion carried 5-2 with Judy Stone and Jim Masterson voting yes.**

ORDINANCE 2016-2(7)

TRANSFER OF APPROPRIATIONS

Recorder: **Heath Thornton moved, second by Bill Githens, to approve the transfer request of \$100 from Repair Furniture into Office Furniture. Motion carried 7-0.**

Superior Court No. I: **Steve Harper moved, second by Bill Githens, to approve the transfer request of \$1,200 from Office Furniture and Fixtures and \$1,000 from Office Equipment into Expert Witness for a total of \$2,200. Motion carried 7-0.**

AUDITOR'S REPORT

May 31, 2016 Council Minutes: **Bill Githens moved, second by Don Morrison, to approve the Council minutes of the May 31, 2016 Council meeting. Motion carried 7-0.**

June 13, 2016 Council Minutes: **Jim Masterson moved, second by Heath Thornton, to approve the Council minutes of the June 13, 2016 Council meeting. Motion carried 7-0.**

Auditor Fox informed the Board that all of the 2017 department budget requests have been received and are being finalized along with the projected salary numbers.

COUNCIL ITEMS

Commissioner, Kurt Garner, informed the Board that an additional appropriation would be forthcoming from the Highway Department for the Rainy Day fund in the sum of \$830,000 and submitted an outline of the additional funding along with pictures of completed projects. Mr. Garner stated that as of last week there was \$100,000 remaining in the Highway budget for road repair and they have \$830,000 worth of projects to complete. The Highway Department needs to continue working and are asking for the full \$830,000 so that a cushion remains in the fund. Mr. Garner stated that the two main projects are Muckshaw Road south of State Road 10 and the Lake of the Woods dam. Mr. Garner explained that Lake of the Woods dam is the responsibility of the county because there are a series of culverts under the road that lead to the dam. Heath Thornton requested clarification on the Muckshaw Road repair indicating that today \$350,000 was requested for this project and it was his understanding that the project estimate was \$150,000. Mr. Garner stated that the project was broken into two parts and it is less expensive to close the road and complete the entire project. Commissioner Overmyer clarified that \$150,000 is material and matting, the remaining is for the additional work, there is 400' of steep ditch on the west side of the road and the road is falling into the ditch. The area is classified as a wetland, so they do not want to move the ditch and are opting to repair the culverts and road. The repair work would require the closing of Muckshaw Road for a few weeks and they would like to complete it before the start of the school year. Commissioner Garner stated that they have already committed the LOIT funds to match for the Community Crossings Grant which has a July 29th deadline and they should know in August which projects they can do through next year. Councilmember Van Vactor asked if \$500,000 would suffice, noting all of the additional appropriation requests that were made just today out of the Rainy Day fund. Commissioner Garner replied yes, but they would probably have to come back for another additional appropriation, further stating that the LOIT fund may have \$200,000 remaining which they will not know until they have received bids for Muckshaw Road. Council President Stone stated that Muckshaw is in need of repair. Commissioner Overmyer stated that with the chip and seal that has been done it is pushing out the bottom of the road due to the weight and it is dangerous to travel on in icy conditions as the guard rail is at the top of the road. Commissioner Garner stated that he appreciates Council Member Van Vactor's comment, but would like to be able to get the work done while the weather is good. Council President Stone suggested that the \$830,000 could be divided between the General and Rainy Day funds. **Heath Thornton moved, second by Jim Masterson to recommend an additional appropriation be submitted in the sum of \$330,000 from the Rainy Day fund and \$500,000 from the General fund. Motion carried 7-0.**

Council President Stone stated that the Central Dispatch Board has asked that she serve as the Council Representative and asked the Councils' blessing. **Don Morrison moved, second by Jim Masterson to appoint Judy Stone as the Council representative to the Central Dispatch Board for a term of one year. Motion carried 7-0.**

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Heath Thornton moved, second by Jon Van Vactor, to adjourn the meeting at 9:54 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Steve Harper

Bill Githens

Heath Thornton

James Masterson

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL MEETING
MONDAY, AUGUST 8, 2016**

BE IT REMEMBERED: That on Monday, August 8, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton, Jim Masterson and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

No public input.

SUPERIOR COURT II

Judge Dean Colvin explained that an additional appropriation was submitted in the sum of \$6,000 to fund the Law Clerk line through 2016 and requested Council to approve the funding.

PERSONNEL COMMITTEE

Tori Stull on behalf of the Personnel Committee came before the Board to present the following favorable recommendations:

Buildings and Grounds: Additional custodian. Steve Harper stated that it was not an unreasonable request and suggested determination could be made at the budget hearing.

Community Corrections: Pre-Trial Quality/Assurance Coordinator, approval of position description and wage recommendation: This is a new full-time position Waggoner, Irwin & Scheele classified as a PAT, FLSA non-exempt with a compensation range is \$19 - \$23 per hour. The State approved the salary budget of \$42,000 per year and the position is fully grant funded. It is stipulated that if the grant is discontinued, the position will also be discontinued. **Bill Githens moved, second by Heath Thornton, to approve the Pre-Trial/Quality Assurance Coordinator position description. Motion carried 7-0.**

Steve Harper moved, second by Jim Masterson, to approve the Pre-Trial Quality/Assurance Coordinator salary range of \$19.00 - \$23.00 per hour. Motion carried 7-0.

Community Corrections: Substance Abuse Interventionist PT, approval of position description and wage recommendation: This is a new part-time position and the description was based on the approved full-time position description. The recommended hourly rate of pay is \$24.24. **Bill Githens moved, second by Heath Thornton, to approve the Substance Abuse Interventionist PT position description. Motion carried 7-0.**

Steve Harper moved, second by Bill Githens, to approve the Substance Abuse Interventionist PT hourly pay rate of \$24.24. Motion carried 7-0.

Building Commission: Building Commissioner, approval of position description as updated. **Bill Githens moved, second by Heath Thornton, to approve the Building Commissioner position description. Motion carried 7-0.**

Sheriff: Jail Sergeant, approval of position description and wage recommendation: This is a new full-time position Waggoner, Irwin & Scheele classified as a POLE, FLSA non-exempt. The recommended hourly rate of pay is \$19.70 based on 2016 wages. It was explained that three current Turnkey/Dispatchers would fill these positions and would not be replaced. **Bill Githens moved, second by Steve Harper, to approve the Jail Sergeant position description. Motion carried 7-0.**

Bill Githens moved, second by Heath Thornton, to approve the Jail Sergeant hourly pay rate of \$19.70. Motion carried 7-0.

SHERIFF

Sheriff Matt Hassel submitted the six-month Commissary Report. Sheriff Hassel explained that changes will need to be made to the fund due to new federal government guidelines, they are expecting a reduction of \$20,000 - \$25,000 from Telmate who currently provide the inmate visitation and phone call service.

Sheriff Hassel requested permission to allow the Auditor to create a new fund for Central Dispatch. This fund would collect the revenues from the intergovernmental units participating in Central Dispatch. A budget will be presented for 2017, which is mainly for an additional two or three employees. **Steve Harper moved, second by Bill Githens to approve the creation of the Central Dispatch Fund 1230. Motion carried 7-0.**

Sheriff Hassel stated that a full-time Turnkey/Dispatcher will be retiring effective August 26th and requested permission to replace the employee. **Don Morrison moved, second by Jim Masterson to allow the Sheriff to replace the full-time Turnkey/Dispatcher. Motion carried 7-0.**

Stan Brown, Manager, Client Actuarial Services for McCready and Keene, Inc. submitted the Actuarial Study Report for the plan year beginning January 1, 2016. The study examines the 2017 county funding requirements, explaining the effects if the plan's long term expected asset earnings actuarial assumption were to be decreased from 6.00% to 5.00% or to 4.00%. Mr. Brown also submitted a Second Amendment to Marshall County Police Retirement Plan, which provides for a Deferred Retirement Option Program (DROP), which is fiscally neutral to the plan to add, and also adds the "Unmarried Pre-Retirement Death Benefit" also without a fiscal impact as the actuarial assumptions used to determine the county funding requirement assumes that all active participants are married. Sheriff Hassel stated that the Merit Board has passed both amendments. **Jim Masterson moved, second by Jon Van Vactor, to approve the Second Amendment to the Marshall County Police Retirement Plan. Motion carried 7-0.**

Tom Brown, Vice President and Senior Trust Officer with 1st Source Bank stated that he has been involved with the Marshall County pension fund for twenty-five years. Mr. Brown reported that the Moody report was published this morning on public pensions. The dynamic present now is the lower interest rates and Marshall County has always been conservative. Mr. Brown stated that the lower you set the assumed rate of return the better chance you have of meeting that mark and guaranteeing your finances. In their discussions with the Merit Board they stated that they have to start recommending an increased rate of stock market investments to get to the 6 percent rate of return or reduce the assumed rate of return.

ASSESSOR

Assessor Debbie Dunning requested a waiver of the 90-day reduction in pay for transferred employee, Kelly Einspahr. **Don Morrison moved, second by Jim Masterson, to approve the waiver of the 90-day reduction in pay for Kelly Einspahr. Motion carried 7-0.**

HOMESTEAD DAIRY

Jerry Chavez of the Marshall County Economic Development Corporation presented the Board with the Homestead Dairy Tax Abatement Application and Resolution 2016-10; Resolution of Marshall County, Indiana Declaring Certain Real Estate to be Within an “Economic Revitalization Area” Pursuant to Indiana Code 6-1.1-12.1 et seq. Floyd Houin, owner of Homestead Dairy LLC, explained to the Board that Homestead Dairy is a second generation, family owned and operated business with a long history in Marshall County. The Houin family dairy farm began in 1945 with nine cows; he and his brother bought the farm in 1979 with a vision of 1000 acres and 1000 cows per family and have continued to grow the business. The planned expansion represents new opportunities for Homestead Dairy and its next generation. Capital expenditure in machinery and equipment is expected to be \$8 million and expansion plans for the automated milking facility are expected to be \$6 million. Capital investment will increase efficiency and profits. **Steve Harper moved, second by Heath Thornton, to approve Resolution No. 2016-10; Resolution of Marshall County, Indiana Declaring Certain Real Estate to be Within an “Economic Revitalization Area” pursuant to Indiana Code 6-1.1-12.1 et seq; a public hearing to be convened on September 12, 2016 at 10:00 a.m. Motion carried 7-0.**

Mr. Chavez commented that there is a ground breaking event tomorrow morning at 10:30 a.m. for INDOT’s state of the art maintenance facility.

ORDINANCE 2016-1(8)

ADDITIONAL APPROPRIATIONS

Council: **Bill Githens moved, second by Jim Masterson to approve the additional appropriation request of \$1,000 into Travel/Mileage. Motion carried 7-0.**

Commissioners: **Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation request of \$250,000 into Bituminous; and \$250,000 into Stone, Gravel, & Aggregate. Motion carried 7-0.**

Superior Court No. II: **Jon VanVactor moved, second by Bill Githens, to approve the additional appropriation request of \$6,000 into Wages-Law Clerk. Motion carried 7-0.**

Community Correction Grant Fund: **Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$32,000 into Wages-Substance Abuse Instructor PT; \$43,000 into Wages-Pre-Trial/Quality Assurance Coordinator; and \$7,000 into Employer PERF. Motion carried 7-0.**

Motor Vehicle Highway: **Jon VanVactor moved, second by Steve Harper, to approve the additional appropriation request of \$4,637 into Other Operating Supplies; \$38,688 into Bituminous; and \$168,217.85 into Vehicle Maintenance Supplies. Motion carried 7-0.**

Rainy Day: **Jon VanVactor moved, second by Heath Thornton, to approve the additional appropriation request of \$165,000 into Bituminous and \$165,000 into Stone, Gravel & Aggregate. Motion carried 7-0.**

Rainy Day: **Bill Githens moved, second by Jim Masterson, to approve the additional appropriation request of \$165,000 into Repair Buildings and Structures. Motion carried 7-0.**

Local Health Department Trust Account: **Steve Harper moved, second by Jim Masterson, to approve the additional appropriation request of \$5,000 into Vehicle Lease. Motion carried 7-0.**

ORDINANCE 2016-2(8)
TRANSFER OF APPROPRIATIONS

Superior Court No. I: **Steve Harper moved, second by Bill Githens, to approve the transfer request of \$2,000 from Wages-Overtime into Unified Law Library. Motion carried 7-0.**

Cum Bridge: **Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$5,000 into Equipment Rental and \$42,849.34 into Drainage Projects for a total of \$47,849.34 from 7th Road Construction. Motion carried 7-0.**

Community Correction Project Income Fund: **Jim Masterson moved, second by Don Morrison, to approve the transfer request of \$30,000 from Wages-Department Head into Wages-Substance Abuse Instructor. Motion carried 7-0.**

AUDITOR'S REPORT

July 11, 2016 Council Minutes: **Jon Van Vactor moved, second by Bill Githens, to approve the Council minutes of the July 11, 2016 Council meeting. Motion carried 7-0.**

Auditor Fox reminded the Board that the 2017 budget hearing is scheduled for Tuesday, August 16th.

COUNCIL ITEMS

No items.

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Bill Githens moved, second by Heath Thornton, to adjourn the meeting at 10:16 a.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Steve Harper

Bill Githens

Heath Thornton

James Masterson

Attest: _____
Julie A. Fox, Auditor

MARSHALL COUNTY COUNCIL
2017 BUDGET HEARINGS
FIRST READING - AUGUST 16, 2016

The budget hearing was called to order by President Judy Stone. Also present were Vice President Don Morrison, members Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton, Jim Masterson; and Auditor Julie A. Fox. The meeting was opened with the Pledge of Allegiance.

MARSHALL COUNTY SOLID WASTE BUDGET

Marianne Peters, Program Director, noted that the Hazardous Material Specialist includes two current employee salaries and has requested an additional \$10,000 for a new part-time administrative assistant position. The Solid Waste Board has reviewed and approved the \$319,575 budget, and the second reading and adoption by the County Council will take place at 9:00 a.m. on September 12, 2016. **Steve Harper moved, second by Don Morrison, to accept the Solid Waste budget as presented on first reading. Motion carried 7-0.**

ARGOS COMMUNITY SCHOOLS BUDGET

Jennifer Lee, Argos Community Schools Treasurer, presented the 2016 Argos Community Schools budget. Ms. Lee stated the advertised tax rate last year was 1.4436, this year it was advertised at 1.4558; the maximum levy is \$2,154,434; the advertised budget is close to last year at \$6,045,179. Ms. Lee explained the general fund budget has been reduced and will be adjusted based on the actual ADM counts received in September and that the school board has approved the proposed budget. **Heath Thornton moved, second by Bill Githens to accept the budget for Argos Community Schools as presented on first reading. Motion carried 7-0.**

President Stone stated that the estimated property tax collections civil maximum levy is \$9,284,773, CAGIT County Certified Shares revenues are expected to be \$3,268,740 and property tax cap credit is estimated by the State at \$505,462, which means there is a half of million dollars less to spend due to property tax caps. Salaries were requested to be submitted with a 3% increase.

COMMISSIONER RECOMMENDATIONS

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

- 1) Recommended a 3% salary increased based upon the Umbaugh Financial Report.
- 2) Advantage Health Plan is exiting the Indiana health insurance market and our insurance representative, Gibson Insurance, is seeking options for 2017. It was estimated for budget purposes to increase health insurance costs by 15% anticipating a final health insurance recommendation by mid-September.

BUDGET DISCUSSIONS

Commissioners Overmyer and Garner presented the following budgets:

Commissioners: The total budget submitted is \$4,282,838. The changes in the Commissioners General fund are economic development \$150,000, which was divided last year between the General and Rainy Day funds; Bowen Center increase is driven by the assessed valuation of the County; \$8,000 was requested for the Neighborhood Center; and professional services reduced to \$36,000.

Drainage Board: The total budget submitted is \$8,200.

Rainy Day Fund: The total budget submitted is \$1,150,000 which includes \$500,000 for Bituminous, \$500,000 for Stone, Gravel & Aggregates, and \$150,000 for Economic Development Projects to support economic development projects being completed within the County.

Cum Cap Development (CCD): The total budget submitted is \$860,000. A discussion was held regarding the withdrawal of the highway equipment request of \$350,000 and the additional Software Maintenance request of \$450,000. Discussion was also held regarding the following projects being completed in 2016 from CCD funding: Museum roof, County Building chiller, Highway generator and Election Board voting machines.

Buildings and Grounds: The total budget submitted is \$725,854. Doug Masterson and Gary Masterson stated that there are five full-time employees and are requesting an additional Custodian. Commissioner Overmyer commended the Maintenance Department for completing more of the projects in-house as opposed to outsourcing work.

Highway Admin. Mgr. Laurie Baker and Commissioner Overmyer submitted the following budgets:

Highway: The total submitted Highway Budget is \$5,458,024 and Ms. Baker estimated revenues to be \$5.25 million, which includes revenues from MVH, LRS and \$1.4 million in reimbursements. The \$1.4 million is earmarked for vehicle lease.

Highway - Administration: The total budget submitted is \$138,724 for the operation of the office.

Highway - Maintenance and Repair: The total budget submitted is \$2,479,204. Requests included: increase in Stone, Gravel & Aggregates to \$550,000; Bituminous to \$550,000; Paint to \$38,500 and Road Signs to \$26,400. Equipment Rental remained in the sum of \$8,000.

Highway – General & Undistributed: The total budget submitted is \$2,840,096. Ms. Baker and Commissioner Overmyer explained that the \$850,000 for Road Building was intended to be a request from CAGIT as the Highway fund cannot sustain the amount and requested it be removed.

Cum Bridge: The total budget submitted is \$641,959. Equipment rental of \$25,000 for the repair of a culvert. Commissioner Overmyer commended the Highway Department for completing more of the projects in-house as opposed to outsourcing work.

Local Roads and Streets: The total budget submitted is \$430,000 for Stone, Gravel & Aggregates and Bituminous.

Sheriff Matt Hassel presented the following budgets:

CAGIT Special Legislation – Correctional Facility: The total budget submitted is \$2,878,448. The CAGIT Special Legislation – Correction Facility budget includes seventeen employees (moved nine employees from General fund). Office Equipment was increased to \$5,000 and Computer Equipment was increased to \$25,000 for an additional console computer equipment. Computer Software was increased to \$51,000 for MCT software maintenance.

CAGIT County Certified Shares: State Legislation mandated that this fund be incorporated back into the General fund.

Sheriff: The total budget submitted is \$2,070,837. Requests included: \$34,762 for an additional Security Officer, increase uniform costs to \$700, Vehicle Purchase increase to \$111,966 for four vehicles with the option of purchasing one vehicle from Extradition fund.

Jail: The total budget submitted is \$1,495,528. Wages-Turnkey/Dispatcher was decreased by three employees and moved to Wages-Jail Sergeant.

Extradition/Sheriff Assistance: The total budget submitted is \$60,000. Sheriff Hassel indicated that the Vehicle Purchase line could be reduced to \$28,500.

Misdemeanant-County Corrections: The total budget submitted is \$54,000. Equipment Maintenance & Repair was increased to \$5,000.

Sex/Violent Offender Administration: The total budget submitted is \$11,900 for Wages-Turnkey/Dispatchers PT.

Statewide 911: The total budget submitted is \$670,039.

Central Dispatch: The total budget submitted is \$203,706. Includes three employees and may be reduced to two depending upon funding which is derived from MOUs with the local units.

Lake Enforcement DNR Grant: The total budget submitted is \$54,700.

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

Clerk Deb VanDeMark presented the following budgets:

Clerk: The total budget submitted is \$476,027. Clerk VanDeMark stated that Wages-Longevity could be reduced by \$1,200 to \$5,500.

Voter Registration: The total budget submitted is \$35,889.

Election Board: The total budget submitted is \$170,657. Voting Machines increased to \$140,118, which may be paid out of Cum Cap Development. 2017 is not an election year.

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

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

Treasurer: Treasurer Penny Lukenbill submitted a total budget of \$158,616. Ms. Lukenbill explained Wages-Clerical was increased to \$15,000 for training of new personnel and explained that the County Training Fund can be utilized. Tax Statements funding moved to Contractual Services of \$11,000 for outsourcing printing and mailing of tax bills.

Recorder: Recorder Marlene Mahler submitted a total budget of \$105,705.

Recorders Perpetuation Fund: Ms. Mahler submitted the three-year plan for the Recorder's Perpetuation Fund as required under statute, reviewing the proposed projects, including indexing software updates and replacement of computers on a 6-year rotation. The fund balance is currently \$42,178 with an estimated monthly income of \$5,000. Phase III scanning and microfilming deed books from 1969 to 1986 a total cost of \$62,529 and will require \$108,713 to complete the project. Ms. Mahler stated the next project to begin this fall will be imaging and indexing cemetery records. Ms. Mahler explained the Honor Rewards program, initiated and funded by software vendor Fidlar, provides discounts from local retailers to participating veterans. Ms. Mahler also explained the Auto Property Fraud Alert, which notifies participating property owners when a recorded transaction occurs in their name.

RECESS TAKEN AT 10:40 A.M. - RECONVIENED AT 11:00 A.M.

Surveyor: Surveyor Larry Fisher submitted a total budget of \$186,897. Office Equipment was increased to \$15,900 for a large format printer and plotter. Vehicle Repair was increased to \$1,500.

Coroner: Coroner Bill Cleavenger submitted a total budget of \$62,444. Mr. Cleavenger explained the overall reduction in the submitted budget is due to Wages-Emergency Deputies & Matrons line reduced by \$1,600; the Board Certified Pathologist fee of \$1,500 per autopsy cut costs in half; there is no longer an assessed room charge by the hospital; Vehicle Maintenance and Repair was reduced to \$1,500 as the vehicle is parked at the Sheriff's Department and only used for calls, which has reduced fuel charges.

LEPC: John Grolich submitted a total budget of \$31,300. Mr. Grolich stated that he is implementing the first responder training. Mr. Grolich thanked Council Member Thornton for expressing an interest in replacing prior Council Member Rex Gilliland on the LEPC Board. Council clarified that Jim Masterson is the current LEPC Council Representative.

Assessor Deb Dunning submitted the following budgets:

Assessor: The total budget submitted is \$172,511. Including four employees at Level III certification. Ms. Dunning requested modification in the submitted budget to reduce Wages-Longevity to \$1,700 and increase Wages-Certifications to \$7,000.

Sales Disclosure-County Share: The total budget submitted is \$6,750. The fund balance is \$33,685.

Reassessment: The total budget submitted is \$423,131. Including four employees. Ms. Dunning requested modification in the budget to increase Wages-Longevity to \$3,600 and to reduce Wages-Certifications to \$5,000.

Prosecutor, Nelson Chipman presented the following budgets:

Prosecutor: The total budget submitted is \$501,274.

Pre-Trial Diversion: The total budget submitted is \$325,300. The Prosecutor uses this fund to supplement his clerical budget and provide training and equipment for area police agencies. Donations are provided to the Casey Center which provides services to underage victims, DARE, ISP Holsters and purchase of unmanned aerial vehicles.

Marshall County DTF #1: The total budget submitted is \$30,000.

Prosecutor IV-D: The total budget submitted is \$91,945. This budget is funded by child support incentive funds and pays six part-time clerical employees.

Extension: Director Karen Richey submitted a total budget of \$233,479. Office Supplies increased to \$12,000 due elimination of copier maintenance costs. Office Furniture & Equipment increased to \$3,000 to replace 15-20 chairs.

Director Ralph Booker presented the following budgets:

Plan Commission: The total budget submitted is \$120,654. Wages-Clerical increased to \$3,000. Wages-Secretaries increased to \$18,096. Mr. Booker explained the need for additional clerical personnel.

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

Building Inspector: Director Chuck DeWitt submitted a total budget of \$62,797. Ralph Booker expressed his disappointment in the wage recommendation from Waggoner, Irwin & Scheele.

Information Systems: Director Michael Marshall submitted a total budget of \$151,332. Wages-Longevity reduced to \$3,600.

Cum Cap Development: Mr. Marshall explained the additional Software Maintenance expense of \$450,000.

LUNCH RECESS AT 11:54 A.M. – RECONVIENED AT 1:30 P.M.

Director Linda Rippy submitted the following budgets:

Museum: The total budget submitted is \$105,422.

Historical Society: The total budget submitted is \$39,000.

Director Ward Byers submitted the following budgets:

Community Corrections Grant Fund: The total budget submitted is \$284,454.

Community Transition Fund: The total budget submitted is \$20,000.

Community Corrections Project Income: The total budget submitted is \$284,754. Mr. Byers stated that the Vehicle Lease will be paid out of the Project Income fund.

Drug Free Community: The total budget submitted is \$60,000. The budget is funded by fines from alcohol and drug countermeasures and provides grants as mandated by state law for treatment, education and prevention of drug issues.

Probation Officer James Pheibush presented the following budgets:

Probation: The total budget submitted is \$624,384. Mr. Pheibush explained that Wages-Probation Officer was increased to include an additional Probation Officer; Probation Officer salaries will be increased according to the State pay schedule; and funded for several years by the Adult Probation Administrative and Supplemental Adult Probation.

Adult Probation Administrative: The total budget submitted is \$152,034. State-mandated pay increases are paid from this fund, which does not generate sufficient revenues to cover the costs. The Judges have agreed to supplement the Probation General Fund for the Probation Officer pay.

Supplemental Adult Probation: The total budget submitted is \$21,450. The Judges have agreed to supplement the Probation General Fund for the Probation Officer pay.

Weights & Measures: Director Jerry Huss submitted a total budget of \$19,446. Mr. Huss explained that there is a slight increase in Field Instruments.

EMA: Director Clyde Avery submitted a total budget of \$53,100. Increases include: Deputy Director to \$37,327; Wages-Overtime increased to \$8,000; Uniforms/Clothing increased to \$250; Contractual Services increased to \$3,000. Mr. Avery explained that the additional funding is for a new position, Deputy Director along with associated costs and the Identification System purchased by grants is no longer supported by the grant fund. Mr. Avery stated that fifty percent of the Deputy Director's salary would be reimbursed by grants if training requirements are met, which is a condition of employment.

Director Wes Burden presented the following budgets:

Health Department: The total budget submitted is \$426,420. Mr. Burden explained that the rent line item had not been added to the budget and the line item increases were requested due to the unknown costs of the move to a new location.

Local Health Maintenance: The total budget submitted is \$33,989. State funding is used to supplement the salary of the Sanitarian/Environmentalist and pay part-time staff.

Local Health Department Trust Account: The total budget submitted is \$25,384. Mr. Burden explained that Vehicle Lease of \$4,742 has been approved by the State.

Health Department-Grant Application Requests

Director Burden requested permission to apply for the Local Health Grant. **Steve Harper moved, second by Bill Githens, to proceed with the grant application for Local Health Maintenance. Motion carried 7-0.**

Director Burden requested permission to apply for the Local Health Department Trust Account Grant. **Jim Masterson moved, second by Heath Thornton, to proceed with the grant application for Local Health Department Trust Account. Motion carried 7-0.**

WIC: Director Annette Osborn submitted a total budget of \$215,071. Ms. Osborn indicated that the State is allowing the County recommended salary to be included in the budget this year thus eliminating the requirement to appear before Council to request a retro-active Salary Ordinance Amendment. Office Equipment increased to \$600 for a used copy machine which eliminated Equipment Maintenance Contract.

Auditor Julie Fox submitted the following budgets:

Auditor: The total budget submitted is \$ 287,225. Auditor Fox explained that Wages-Deputies was increased to allow a raise for the Assistant Property Records Deputy, the revised job description and salary request need to go before the Personnel Committee.

Plat Mapping: The total budget submitted is \$18,800.

Auditor Ineligible: The total budget submitted is \$6,000. Auditor Fox explained that these monies came from taxes paid by taxpayers who improperly received the homestead deduction, it is a non-reverting fund, and distributions shall be made upon appropriation and may be used for expenses of the Auditor. The current fund balance is \$29,181.27.

County Officials Training Fund: Funding is generated from Recorders' fees for state-mandated training for the Auditor, Clerk, Recorder, Surveyor and Treasurer, with \$1,000 budgeted for each of these elected officials.

Convention & Visitors Bureau Presentation: Executive Director, Corine Humes presented an informational packet of brochures promoting Marshall County's local attractions and business. The CVB has a 2017 budget of \$357,300 as approved by their Tourism Board.

Superior Court # 2: Judge Dean Colvin submitted a total budget of \$622,718.20 which reflects a ten percent increase across the board. Judge Colvin presented options for an additional Law Clerk. Increases in several line items were discussed, including a request for Office Furniture and Fixtures for ergonomically correct reconfiguration of the current office layout into a modular system and updated monitors in the courtroom for videoconferencing.

Superior Court #1: The total budget submitted is \$309,218.

Circuit Court: The total budget submitted is \$250,899.

Soil & Water: The total budget submitted is \$32,997.

Veterans Service Officer: The total budget submitted is \$36,139.

Council: Council submitted a total budget of \$56,244. Wages-Per Diem was increased to \$600 for MACOG meetings. President Stone stated that in many of the past years Council has not taken the wage increase.

DISCUSSION

President Stone indicated that \$1.1 million needs to be cut from the General Fund requested budgets. Council members scheduled a work-session for Wednesday, September 7th at 8:30 a.m.

ADJOURNMENT

With no further business to come before the Council, **the 2017 budget hearings were adjourned at 2:46 p.m. upon motion by Bill Githens, seconded by Jon Van Vactor. Motion carried 7-0.**

The Council will meet at 9:00 am on Monday, September 12, 2016 to adopt the Solid Waste and Argos Community Schools budgets, perform the non-binding review of unit budgets, and adopt the 2017 county budgets.

Judy Stone, President

Don Morrison, Vice President

Jon Van Vactor

Steve Harper

Bill Githens

Heath Thornton

James Masterson

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
MEETING AND BUDGET ADOPTION
MONDAY, SEPTEMBER 12, 2016**

BE IT REMEMBERED: That on Monday, September 12, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and James Masterson; and County Auditor Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

UNIT BUDGET ADOPTION

As required by state statute, the Solid Waste Management and Argos Community Schools budgets were submitted to Council for adoption. The Council had previously reviewed the budgets at a public hearing on August 12, 2016.

Solid Waste Management: Marianne Peters was present for the review. **Steve Harper moved, second by Don Morrison, to approve the 2017 Solid Waste management budget in the amount of \$319,575 under Ordinance #2016-19 on second reading. Motion carried 7-0.**

Jon Van Vactor moved, second by Jim Masterson, to adopt the 2017 Solid Waste Management budget in the amount of \$319,575, under Ordinance #2016-19 on third reading. Motion carried 7-0.

Argos Community Schools: Jennifer Lee was present for the review. **Don Morrison moved, second by Bill Githens, to approve the 2017 Argos Community Schools budget in the amount of \$5,890,891, under Ordinance #2016-18 on second reading. Motion carried 7-0.**

Steve Harper moved, second by Heath Thornton, to adopt the 2017 Argos Community Schools budget in the amount of \$5,890,891, under Ordinance #2016-18 on third reading. Motion carried 7-0.

FAULKNER FABRICATING

Jerry Faulkner and Paula Johnson appeared on behalf of Faulkner Fabricating requesting a waiver of non-compliance regarding the tax abatement stating that this is the first year for filing and were unclear as to the filing deadlines. **Jon Van Vactor moved, second by Bill Githens, to approve Resolution No. 2016-12 Resolution of the County Council of Marshall County Approving Waiver of Non-Compliance with Tax Abatement Requirements Pursuant to I.C. 6-1.1-12.1-9.5. Motion carried 7-0.**

COMMISSIONERS

Commissioner Kurt Garner and Brent Martin of SRKM Architecture submitted bids for the Health Department relocation construction at the Community Resource Center. Commissioner Garner

indicated that the bids were twenty percent higher than anticipated due to the additional square footage of 23.78' for the flex office space and additional storage. The following bids were received:

| Bidder | Base Bid | Alt. #1 Conduit | Alt. #2 Generator |
|--------------------------|-----------------|------------------------|--------------------------|
| Easterday Construction | \$182,495.00 | \$6,200.00 | \$9,500.00 |
| Michiana Contracting | \$185,945.00 | \$5,355.00 | \$12,500.00 |
| DT Construction Services | \$152,627.00 | \$3,105.00 | \$13,995.00 |
| 7Gen Construction | \$202,547.00 | \$6,307.00 | \$16,477.00 |

Brent Martin suggested accepting the base bid from DT Construction Services in the amount of \$152,627.00. Commissioner Garner stated that he will be speaking with St. Joseph Regional Medical Center on the potential cost sharing of the generator and Metronet.

Council Member Harper questioned the estimated moving costs, new furniture and additional expenses. Commissioner Garner stated that those costs have not been established. Council Member Stone questioned the timeframe for completion of the project. Brent Martin indicated it was contingent upon Council's vote but anticipated completion would be 90 days after the contract is signed. Council Member Van Vactor asked what the monthly expenses would be once the Health Department moved. Commissioner Garner stated that cleaning three times per week and all utilities except the telephone is included in the monthly rent and indicated that there will need to be a decision made concerning the cost sharing of rent between the Health fund and General fund. Brent Martin explained that there will be an infrastructure and fiber cost to run the conduit from the center of Plymouth to the CRC; however, the County should not incur a monthly charge for the service because of the County's initial investment in the Metronet.

Ralph Winters, Vice President of the Community Resource Center Board, explained that Dr. Ron Liechty's original vision was to provide a facility to meet the needs of the less fortunate individuals in the community.

Wes Burden, Health Department Director, stated that the decisions have been made and his staff is not happy about being in the basement without windows. Mr. Burden stated the monthly telephone bill is \$120 and that the budgeted telephone expense of \$3,000 includes connection for the iPads currently used by the office.

Council Member Harper stated that it is a difficult decision and the Commissioners have a direction to go, but would be more comfortable if there were final costs available. Commissioner Garner stated that according to the Umbaugh Financial Report the Health Department has built a reserve of \$400,000 that may be used.

Steve Harper moved, second by Jon Van Vactor, to approve to support the move and funding of the build-out for the Health Department relocation to the Community Resource Center. Motion carried 6-1 with Heath Thornton voting no.

PERSONNEL COMMITTEE

Tori Stull on behalf of the Personnel Committee came before the Board to present the following favorable recommendations:

Probation Department: To vacate the Receptionist position and add an additional Secretary to the salary ordinance. **Bill Githens moved, second by Jim Masterson, to approve the request to vacate the Probation Department Receptionist position and add an additional Secretary to the salary ordinance effective this date. Motion carried 6-1 with Judy Stone voting no.**

Auditor: To approve the updated position descriptions for Deputy Auditor/General Claims, Deputy Auditor/Payroll, Deputy Auditor/Settlement Deputy, Deputy Auditor/GIS and Property Records, First Deputy Auditor-Human Resources Administrator and Deputy Auditor/Property Records. Based on the salary review for Deputy Auditor/Property Records by Waggoner, Irwin & Scheele it was recommended that the wage be increased to equal the Payroll Deputy and General Claims Deputy to \$17.60. **Bill Githens moved, second by Jim Masterson, to approve the Auditor job descriptions and salary increase of Property Records Deputy to \$17.60 per hour effective this date. Motion carried 7-0.**

HEALTH DEPARTMENT

Wes Burden requested a waiver of the 90-day probationary pay for employee, Angie Wilson, who has worked part-time in the Health Department since approximately 2006. **Jon Van Vactor moved, second by Bill Githens to approve the waiver of the 90-day probationary pay for Angie Wilson effective this date. Motion carried 7-0.**

ADDITIONAL APPROPRIATIONS

PROSECUTOR: **Jon Van Vactor moved, second by Bill Githens, to approve the additional appropriation request of \$1,710 into Wages-Investigator Victim Assistant. Motion carried 7-0.**

INFORMATION SYSTEMS: **Jon Van Vactor moved, second by Heath Thornton, to approve the additional appropriation request of \$1,300 into Wages-Longevity. Motion carried 7-0.**

SUPERIOR COURT NO. 2: **Bill Githens moved, second by Heath Thornton, to approve the additional appropriation request of \$2,000 into Office Furniture & Fixtures. Motion carried 7-0.**

CAGIT CERTIFIED SHARES: **Jon Van Vactor moved, second by Jim Masterson, to approve the additional appropriation request of \$57,540 into Prisoner Care. Motion carried 7-0.**

TRANSFER REQUESTS

CAGIT CERTIFIED SHARES: **Jon Van Vactor moved, second by Bill Githens, to approve the transfer request of \$2,910.58 from Vehicle Maintenance into Video Cams. Motion carried 7-0.**

AUDITOR'S REPORT

August 8, 2016 minutes: **Jon Van Vactor moved, second by Jim Masterson, to approve the minutes of the August 8, 2016 meeting. Motion carried 7-0.**

August 16, 2016 minutes: **Bill Githens moved, second by Don Morrison, to approve the minutes of the August 16, 2016 meeting. Motion carried 7-0.**

HOMESTEAD DAIRY

Floyd Houin, Homestead Dairy, and Jerry Chavez, Marshall County Economic Development Corporation, came before Council to request approval for Resolution 2016-13 designating an economic revitalization area and to approve the term and percentage of tax abatement of Homestead Dairy. A PowerPoint presentation of the robotic dairy facility project was provided and Mr. Houin stated that six additional employees would be hired. Mr. Chavez explained that the original request for a five year abatement has been changed to a ten year abatement with a sliding scale as detailed on page two of Resolution No. 2016-13. **Steve Harper moved, second by Bill Githens, to approve Resolution No. 2016-13: Resolution of the Marshall County Council Confirming the Adoption of a Declaratory Resolution Designating Certain Real Estate to be within an "Economic Revitalization Area" for Purposes of Real and Personal Property Tax Abatement Pursuant to Indiana Code 6-1.1-12.1 et seq. for Homestead Dairy, LLC. Motion carried 7-0.**

BUDGET REVIEW AND DISCUSSIONS

The General Fund budget requests total \$13,477,729. The anticipated General Fund revenue is \$12,004,341. Council then conducted their second review of the county budgets and made the following reductions:

Commissioners: Health insurance reduced \$225,000; Professional Services reduced \$14,000; Insurance reduced \$130,000; Neighborhood Center reduced \$8,000; Employer Social Security reduced \$339; Postage reduced \$10,000.

Rainy Day: Stone, Gravel & Aggregates reduced \$500,000; Bituminous reduced \$500,000; Economic Development Projects reduced \$150,000.

Cum Cap Development: Highway Equipment reduced \$350,000.

Building Maintenance: Wages-Custodians reduced \$28,687; Repair Buildings & Structures reduced \$160,000. Museum roof, Highway generator and County Building chiller to be completed in 2016.

Motor Vehicle Highway – Highway General: Road Building reduced \$850,000.

CAGIT Special Legislation: Council President Stone stated that due to legislative changes to the CAGIT County Certified Shares Fund, the Sheriff duplicated several budgeted lines in this fund and the General Fund. Wages-Overtime reduced \$21,900; Wages-Longevity reduced \$3,400; Wages-Holiday Pay reduced \$27,375; Wages-Turnkey/Dispatchers reduced \$344,670; Wages-Turnkey/Dispatchers PT reduced \$58,007; Employer Social Security reduced \$34,117; Group Health Insurance reduced \$77,059; Group Life Insurance reduced \$175; Employer PERF reduced \$49,950; Office Supplies reduced \$10,000; Janitorial Supplies reduced \$12,000; Uniforms/Clothing reduced \$5,400; Prisoner Supplies reduced \$15,000; Equipment Maintenance Contract reduced \$27,000; Radio Repair reduced \$5,000.

Sheriff (CAGIT County Certified Shares – Sheriff): An additional security officer has been added to this budget. Uniforms/Clothing reduced \$1,250; Vehicle Purchase reduced \$57,000; Vehicle Accessories reduced \$10,000.

Jail (CAGIT County Certified Shares – Jail): Wages-Turnkey/Dispatchers PT reduced \$5,000; Prisoner Meals reduced \$170,000; Prisoner Care reduced \$120,000.

Statewide 911: Group Health Insurance reduced \$2,975; 911 Equipment Lease reduced \$20,000.

Central Dispatch: Wages-Turnkey/Dispatcher reduced \$38,297; Employer Social Security reduced \$3,950; Group Health Insurance reduced \$9,827; Group Life Insurance reduced \$75; Employer PERF reduced \$5,784.

Clerk: Wages-Longevity reduced \$1,200.

Election Board: Office Supplies reduced \$2,000; Voting Machines reduced \$140,118. Voting machines and poll pads to be paid for in 2016.

Surveyor: Office Equipment reduced \$15,900. Plotter to be paid for in 2016.

Assessor: Wages-Longevity reduced \$1,700.

Prosecutor: Training reduced \$1,000.

Extension: Office Supplies reduced \$4,000; Travel/Mileage reduced \$1,000; Office Furniture & Equipment reduced \$1,500.

Plan Commission: Wages-Secretary reduced \$18,096.

Building Inspector: Wages-Department reduced \$9,332; Vehicle Repair reduced \$1,240.

Information Systems: Wages-Longevity reduced \$2,400.

Superior Court No. I: Wages-Department Head reduced \$5,000; Pauper Counsel reduced \$1,515; Office Equipment reduced \$9,500. Copier to be paid for in 2016.

Superior Court No. II: Wages-Department Head reduced \$5,000; Wages-Receptionist reduced \$25,760.50; Wages-Court Administrator reduced \$145; Wages-Court Reporter reduced \$146; Wages-Court Bailiff reduced \$119; Wages-Administrative Assistant reduced \$145; Wages-Deputy Clerk/Criminal Division reduced \$111; Wages-Deputy Clerk/Civil Division reduced \$111; Wages-Court Security Officer reduced \$141; Wages-Law Clerk reduced \$55,000; Office Supplies reduced \$660; Office Machine Supplies reduced \$440; Jury Supplies reduced \$33; Jury Meals reduced \$33; Uniforms/Clothing reduced \$110; Pauper Counsel reduced \$6,000; Equipment Maintenance Contract reduced \$385; Computer Programming reduced \$110; Postage reduced \$27.50; Dues & Subscriptions reduced \$220; Printing & Advertising reduced \$10; Printed Forms reduced \$110; Repair Furniture & Equipment reduced \$110; Grand & Petit Jurors reduced \$275; Office Furniture & Fixtures reduced \$26,500; Office Equipment reduced \$10,000; Unified Law Library reduced \$550.

Circuit Court: Wages-Department Head reduced \$5,000; Court Appointed Doctors reduced \$750; Pauper Counsel reduced \$2,500; Equipment Maintenance & Repair reduced \$1,000.

Probation: Wages-Probation Officers reduced \$34,908; Vehicle Repair reduced \$1,000.

Adult Probation Administrative: Wages-Probation Officers reduced \$17,454.

EMA: Wages-Administrative Assistant reduced \$37,327; Ammunition/Flares reduced \$150.

The General Fund budget total has been reduced to \$12,004,341.

Ordinance 2016-3(8)

Ordinance 2016-3(8): Amending Salary Ordinance 2015-15 – Auditor Property Records Deputy: **Jon Van Vactor moved, second by Bill Githens, to approve Ordinance 2016-3(8): Amending Salary Ordinance 2015-15, Auditor Property Records Deputy to \$17.60 per hour effective this date. Motion carried 7-0.**

Ordinance 2016-3(7)

Ordinance 2016-3(7): Amending Salary Ordinance 2015-15 – Probation Secretaries: **Heath Thornton moved, second by Bill Githens, to approve Ordinance 2016-3(7): Amending Salary Ordinance 2015-15, 3 Secretaries at \$15.58 per hour and 0 Receptionist at \$13.69. Motion carried 6-1 with Judy Stone voting no.**

2017 WAGES

Council discussed a three percent (3%) pay raise for department heads, elected officials and full-time employees; Part-time wages will not receive an increase; and Probation Officer wages are adjusted as mandated by the State. Council President Stone stated that the Commissioners will be providing Council salary recommendations on the Department of Labor requirements at the next Council meeting. **Jim Masterson moved, second by Jon Van Vactor, to approve a three percent (3%) raise for all full-time employees, elected officials and department heads, excluding Probation Officers, effective January 1, 2017. Motion carried 7-0.**

CLOSING COMMENTS

The budget adoption hearing is continued until October 10, 2016 at 9:00 a.m. at the Marshall County Building, 112 W. Jefferson Street, Room 203, Plymouth, Indiana, to allow for final adjustments into Gateway and the preparation of the budget ordinance. **Heath Thornton moved, second by Bill Githens, to continue the budget adoption hearing until October 10, 2016 at 9:00 a.m., Marshall County Building, 112 W. Jefferson Street, Room 203, Plymouth, Indiana. Motion carried 7-0.**

ADJOURNMENT

After the appropriate documents had been signed, and with no further business to come before the Council, **Heath Thornton moved, second by Steve Harper, to adjourn the meeting at 1:26 p.m. Motion carried 7-0.**

Judy Stone, President

Don Morrison, Vice President

Bill Githens

Heath Thornton

Steve Harper

James Masterson

Jon Van Vactor

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
MEETING AND BUDGET ADOPTION
MONDAY, OCTOBER 10, 2016**

BE IT REMEMBERED: That on Monday, October 10, 2016, the Marshall County Council met in a public meeting at the County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Heath Thornton and James Masterson; and County Auditor Julie A. Fox. Council member, Bill Githens was not present. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

MARSHALL COUNTY ECONOMIC DEVELOPMENT CORPORATION

Jerry Chavez, President/Chief Executive Officer, outlined the Marshall County Economic Development Corporation 2015 Annual Report through a PowerPoint presentation. Mr. Chavez explained the recent announcements in Marshall County. INDOT Maintenance Facility, the project scope has a capital investment of \$7.2 million; Homestead Dairy, the largest automated dairy in the nation with a project scope of \$6 million for building, \$8 million for equipment; Pretzels, Inc. has purchased the commerce building, the project scope includes a buildout of \$6.325 million, machinery of \$12.1 million and will employ 60-65 individuals; Regional Cities/Marshall County Investment provided funding to community projects which include the Aquatic Center, E-Center, Housing, Manufacturing Centers and Green Trails, which is specific to Culver; Workforce Development will be completing a survey that will help address Immediate Needs, Short Term Needs and Long Range Needs.

TOWN OF BOURBON

Auditor Fox stated that a request was received to remove the Town of Bourbon from the agenda.

FAULKNER FABRICATING

Jerry Faulkner, Faulkner Fabricating and Jerry Chaves, President/Chief Executive officer of the Marshall County Economic Development Corporation appeared on behalf of Faulkner Fabricating, 4050 Lincoln Highway, Bourbon, Indiana, to request approval of establishing a revitalization area for purposes of tax abatement. In order to keep up with customer demand, the last building project is being doubled by adding a 42,0000 square foot addition to the north side of the existing buildings at a cost of \$960,000 with new coding equipment purchase of \$216,730 and are proposing adding five new employees. **Steve Harper moved, second by Heath, to approve Resolution No. 2016-14 Resolution of the County Council of Marshall County Declaring Certain Real Estate to be Within an Economic Revitalization Area Pursuant to I.C. 6-1.1-12.1 Faulkner Fabricating, Inc.**
Motion carried 6-0.

COMMUNITY CORRECTIONS

Director, Ward Byers, requested a retroactive waiver of the 90-day probationary pay for employee, Sherri Platt, who has recently transferred into Community Corrections from the Probation

Department on October 3, 2016. **Jon Van Vactor moved, second by Jim Masterson to approve the waiver of the 90-day probationary pay for Sherri Platt retroactive to October 3, 2016. Motion carried 6-0.**

SUPERIOR COURT NO. 1

Rhonda Ferguson, Court Administrator, presented three quotes for the purchase of a new copier from Adams Remco, Kyocera and Canon. Ms. Ferguson explained that the copiers were within a \$1,000 range and that they would prefer the mid-range model of Adams Remco Savin C3004 (\$6,546.76) with outer finisher (\$708.74) and annual maintenance contract (\$601.77) for a total sum of \$7,857.27. Ms. Ferguson explained that an additional appropriation will be submitted for the November meeting.

ADDITIONAL APPROPRIATIONS ORDINANCE 2016-1(10)

AUDITOR: Steve Harper moved, second by Heath Thornton, to approve the additional appropriation request of \$554 into Wages-Deputies. Motion carried 6-0.

SURVEYOR: Jon Van Vactor moved, second by Steve Harper, to approve the additional appropriation request of \$3,390 into Office Equipment and \$12,420 into Plotter both pending contract approval by the Commissioners. Motion carried 6-0.

SUPERIOR COURT NO. 2: Jon Van Vactor moved, second by Jim Masterson, to approve the additional appropriation request of \$3,500 into Unified Law Library. Motion carried 6-0.

CUM CAP DEVELOPMENT: Jon Van Vactor moved, second by Heath Thornton, to approve the additional appropriation request of \$265,000 into Repair Building & Structures (Museum roof, Highway generator and County Building chiller). Motion carried 6-0.

CUM CAP DEVELOPMENT: Jim Masterson moved, second by Heath Thornton, to approve the additional appropriation request of \$2,200 into Machinery & Equipment (ID printer). Motion carried 6-0.

CUM CAP DEVELOPMENT: Steve Harper moved, second by Don Morrison, to approve the additional appropriation request of \$142,000 into Voting Machines (voting machine upgrades and four poll pads). Motion carried 6-0.

HEALTH: Steve Harper moved, second by Jon Van Vactor, to approve the additional appropriation request of \$180,000 into Professional Services (CRC construction and lease). Motion carried 5-1 with Heath Thornton voting no.

LOIT SPECIAL DISTRIBUTION: Jim Masterson moved to approve the additional appropriation request of \$813,937.72 into HMA Project Expense. Motion died for a lack of a second.

LOIT SPECIAL DISTRIBUTION: Steve Harper moved, second by Jon Van Vactor, to modify and approve a total of \$1,000,000 for the Community Crossing Grant Match, modifying the HMA project expense additional appropriation request from \$813,937.72 to \$700,000 and to approve the additional appropriation request of \$300,000 into Apple Road Bridge project expense. Motion carried 4-2, Judy Stone and Don Morrison voting no.

TRANSFER REQUESTS ORDINANCE 2016-2(10)

RECORDER: Don Morrison moved, second by Heath Thornton, to approve the transfer request of \$410 from Office Supplies and \$240 from Equipment Maintenance Contract for a total sum of \$650 into Repair Equipment. Motion carried 6-0.

CLERK: Heath Thornton moved, second by Don Morrison, to approve the transfer request of \$706 from Repair Furniture & Equipment into Office Equipment. Motion carried 6-0.

CAGIT SPECIAL LEGISLATION (Sheriff): Jon Van Vactor moved, second by Don Morrison, to approve the transfer request of \$12,000 from Prisoner Care into Repair Buildings & Structures. Motion carried 6-0.

AUDITOR’S REPORT

September 12, 2016 minutes: Jon Van Vactor moved, second by Jim Masterson, to approve the minutes of the September 12, 2016 meeting. Motion carried 6-0.

Amending Salary Ordinance 2016-3(6): Jon Van Vactor moved, second by Heath Thornton, to approve the Amended Salary Ordinance 2016-3(6) modifying the title of Jail Sergeant to Turnkey/Dispatcher Sergeant. Motion carried 6-0.

COUNCIL ITEMS

2017 Marshall County Council Meeting Schedule: Jon Van Vactor moved, second by Jim Masterson, to approve the following 2017 Marshall County Council Meeting Schedule:

| <u>MEETING DATE AT 9:00 A.M.</u> | | <u>ADDITIONAL REQUESTS DUE - BY 12:00 NOON</u> | |
|----------------------------------|-----------------|--|--------------|
| Monday | January 9 | Wednesday | December 14 |
| Monday | February 13 | Wednesday | January 18 |
| Monday | March 13 | Wednesday | February 22 |
| Monday | April 10 | Wednesday | March 22 |
| Monday | May 8 | Wednesday | April 19 |
| Monday | June 12 | Wednesday | May 17 |
| Monday | July 10 | Wednesday | June 21 |
| Monday | August 14 | Wednesday | July 19 |
| Tuesday | August 22 | DEPT BUDGET SUBMISSION | |
| Monday | September 11 | Wednesday | August 16 |
| Monday | October 9 | Wednesday | September 20 |
| Monday | November 13 | Wednesday | October 18 |
| Monday | December 11 | Wednesday | November 15 |
| Friday | December 29 | IF NEEDED | |
| Monday | January 8, 2018 | No Additional Requests Heard | |
| | | Wednesday | December 20 |

Motion carried 6-0.

BUDGET REVIEW AND DISCUSSIONS

The budget adoption is hereby continued from September 12, 2016.

ORDINANCE 2016-20

Ordinance 2016-20: Ordinance for Appropriation and Tax Rates. The 2017 Marshall County total budget is \$19,728,876; General fund total budget is \$12,003,776; Tax Levy is \$9,337,513; and Tax Rate is 0.3721. Heath Thornton moved, second by Steve Harper, to adopt Ordinance 2016-20: Ordinance for Appropriation and Tax Rates. Motion carried 6-0.

COMMUNITY CROSSINGS GRANT FUND

Julie Fox, Auditor, explained that while at Auditor’s Conference last week instruction was given by State Board of Accounts to establish a Community Crossings Grant fund in the 9000 series in order to receipt the County match, State match and track expenditures. Jon Van Vactor moved, second by Steve Harper, to approve the establishment of a Community Crossings Grant fund, receipt the

County funding approved match from 1229 LOIT Special Distribution, receipt the State match and track expenditures. Motion carried 6-0.

ADJOURNMENT

After the appropriate documents had been signed and with no further business to come before the Council, **Jon Van Vactor moved, second by Jim Masterson, to adjourn the meeting at 10:04 a.m. Motion carried 6-0.**

Judy Stone, President

Don Morrison, Vice President

Bill Githens

Heath Thornton

Steve Harper

James Masterson

Jon Van Vactor

Attest: _____
Julie A. Fox, Auditor

**MINUTES
MARSHALL COUNTY COUNCIL
SPECIAL MEETING
TUESDAY, NOVEMBER 29, 2016**

BE IT REMEMBERED: That on Tuesday, November 29, 2016, the Marshall County Council met for a special meeting at the Marshall County Building, Room 203, 112 W. Jefferson Street, Plymouth, Indiana, at 9:00 a.m. pursuant to the call of the County Auditor. Present were the Honorable Judy Stone, President; Don Morrison, Vice President; Jon Van Vactor, Steve Harper, Bill Githens, Heath Thornton and James Masterson; and County Auditor, Julie A. Fox. The meeting was opened with the Pledge of Allegiance and the business at hand was heard.

PUBLIC INPUT

There was no public input.

DEPARTMENT OF LABOR

Council President Stone explained that the purpose of today's meeting is to review Council's decision that was made at the November 14, 2016 meeting which adjusted the employee exempt status under the Department of Labor threshold of \$47,476 to non-exempt status, allowing those who work overtime to be compensated. On November 22nd, Texas U.S. District Court Judge Amos Mazzant issued a nationwide temporary injunction, blocking the U.S. Department of Labor (DOL) from implementing new overtime pay rules scheduled to take effect on December 1, 2016.

Heath Thornton moved, second by Don Morrison, to adjust those employees moved to non-exempt status back to exempt status. Motion carried 7-0.

ORDINANCE 2016-21

Marshall County Salary Ordinance 2016-21: Jon Van Vactor moved, second by Bill Githens, to approve Ordinance 2016-21: An Ordinance Fixing the Salaries of all Officers, Deputies, Assistants and Employees and Fixing the Number of Deputies, Assistants and Other Employees for Each Office, Department, Commission or Agency as Required by IC 36-2-5-3, for the Calendar Year 2017. Motion carried 7-0.

CASA GRANT REQUEST

Chastity Keller, Executive Director of CASA, requested permission to apply for the GAL/CASA Matching Grant in the sum of \$10,804.35, which includes a county cash match of \$9,183.70 along with an in-kind contribution of \$1,620.65. **Steve Harper moved, second by Heath Thornton, to allow Chastity Keller, Executive Director, to apply for the GAL/CASA Matching Grant in the sum of \$10,804.35. Motion carried 7-0.**

TRANSFER REQUESTS ORDINANCE 2016-2(12)

RECORDER: Heath Thornton moved, second by Jim Masterson, to approve the transfer request of \$710 from Office Supplies and \$3 from Office Machine Supplies into Wages-Clerical in the total sum of \$713. Motion carried 7-0.

RECORDER: Heath Thornton moved, second by Steve Harper, to approve the transfer request of \$297 from Office Machine Supplies, \$80 from Travel/Mileage, \$15 from Training, \$59 from Repair Furniture and Equipment and \$58 from Office Furniture into Wages-Deputy in the total sum of \$509. Motion carried 7-0.

CORONER: Jim Masterson moved, second by Don Morrison, to approve the transfer request of \$500 from Vehicle Repair into Wages-Emergency Deputy/Matron. Motion carried 7-0.

ELECTION BOARD: Steve Harper moved, second by Heath Thornton, to approve the transfer request of \$580 from Election Poll Workers into Employee Poll Workers. Motion carried 7-0.

SUPERIOR COURT NO. II: Bill Githens moved, second by Jon Van Vactor, to approve the transfer request of \$301.53 from Uniforms/Clothing, \$1,000 from Printed Forms, \$87.97 from Office Machine Supplies into Office Furniture and Fixtures in the total sum of \$1,389.50. Motion carried 7-0.

SUPERIOR COURT NO. II: Jon Van Vactor moved, second by Jim Masterson, to approve the transfer request of \$1,232 from Dues and Subscriptions into Office Furniture and Fixtures. Motion carried 7-0.

CIRCUIT COURT: Heath Thornton moved, second by Don Morrison, to approve the transfer request of \$2,000 from Grand and Petit Jurors, \$1,414.42 from Office Furniture and Fixtures, \$500 from Office Equipment and \$3,828.98 from Unified Law Library into Pauper Counsel in the total sum of \$7,743.40. Motion carried 7-0.

CAGIT CERTIFIED SHARES: Bill Githens moved, second by Jim Masterson, to approve the transfer request of \$7,500 from Wages-Clerical PT into Wages-Overtime. Motion carried 7-0.

HEALTH: Steve Harper moved, second by Jim Masterson, to approve the transfer request of \$8,400 from Unsafe Buildings into Office Equipment. Motion carried 7-0.

AUDITOR'S REPORT

November 14, 2016 minutes: Heath Thornton moved, second by Bill Githens, to approve the minutes of the November 14, 2016 meeting. Motion carried 6-0-1. Judy Stone abstained.

COUNCIL ITEMS

No Council items.

ADJOURNMENT

With no further business to come before the Council, Bill Githens moved, second by Jim Masterson, to adjourn the meeting at 9:15 a.m. Motion carried 7-0.

Judy Stone, President

Don Morrison, Vice President

Bill Githens

Heath Thornton

Steve Harper

James Masterson

Jon Van Vactor

Attest: _____
Julie A. Fox, Auditor