

Council Members Ann Brown, Bill Northcutt, James Hancock, Nancy Cripe, Jamie Rough and Al Auffart met in Regular Session on the 12<sup>th</sup> day of December 2013 at 8:30 a.m. to conduct business pursuant to the laws of Carroll County and the State of Indiana. Steve Pearson was absent. The meeting was opened with the Pledge of Allegiance.

Minutes of the November 21, 2013 meeting were unanimously approved. JR/BN

#### REPORTS:

**TREASURER:** The Treasurer distributed the November 30<sup>th</sup> cash sheet. The Treasurer certified settlement to the Auditor on December 5<sup>th</sup>. There was a 96% tax collection rate for 2013.

**AUDITOR:** The Auditor stated her office was working on settlement and hoped to write checks the first part of next week. The County received \$11,500.00 as reimbursement from the Northwest Indiana Solid Waste District for the Recycling Center. The 1782 Notice for budget year 2014 has been received and returned; now waiting on the budget order.

**FINANCIAL REPORT:** Jamie Rough stated that after reviewing the financial reports, most departments are in the 80 – 90% range and everything looks in line. Ann Brown pointed out that EMS receipts were up significantly over last year and investments were significantly lower. Bill Northcutt will give the year-end report in January.

#### NEW BUSINESS:

**Area Plan Commission:** Kathy Mylet and Donnie Shockley distributed a handout for an APC part-time position. The position is on an as needed basis, no benefits and not to go over \$5,000 per year. Mylet has completed the job description form and the Auditor will send it to Wagoner, Irwin, Scheele for them to prepare. The position will need to be added to the salary ordinance and also an additional will need to be advertised in 2014. Nancy Cripe moved to approve the position; Al Auffart seconded; passed unanimously. Motion to amend the salary ordinance for \$9.75 per hour for a total of \$5,000.00 was made by Nancy Cripe and seconded by Al Auffart; motion passed unanimously.

Donnie Shockley brought up the fact that he is to be paid for APC board meetings. The Council will ask attorney Abigail Diener to review the code and to also determine if the Ag Extension Agent should also be entitled to payment.

**Carroll County Jail:** Sheriff Burns had a bid from Culligan of \$7,813.00 to purchase, install and remove the old water softener. Being no time to advertise for an additional; Jim Hancock discussed transferring the money in CAGIT from tax caps to a line for the water softener.

Sheriff Burns reported the jail laundry has been installed in the garage and everything is working.

Sheriff Burns has not heard back from the electrical contractor but he does know the rebate would only be \$1,600; not as much as previously thought. He feels the project needs to be reevaluated and determine if it is really cost effective to go with LED lights. Switching out to T-8s will probably be more in labor than parts.

**Over 65 Insurance:** The Auditor explained that presently 3 employees over 65 are reimbursed monthly for the Medicare and supplemental insurance premiums. It has come to her attention that this is unlawful and can carry some penalties. The salary of the individuals could be increased to cover the monthly premiums, or the County could do nothing and just offer them the same health insurance coverage as all other employees. The Auditor was instructed to give the information to the Commissioners and let them decide how they want to handle the situation.

**1782 Notice for 2014:** A copy of the 1782 Notice was provided for each Council Member; all budgets were approved with the exception of Local Road and Street; that budget needs to be reduced to \$679,258.00 from

\$750,000.00 requested. The State determined there would not be sufficient income to support the requested budget.

**2014 Council:** Being no new Council members for 2014, Al Auffart made a motion of James Hancock for President. Being no other nominations James Hancock was unanimously elected President.

Ann Brown nominated Al Auffart for Vice President; Bill Northcutt nominated Jamie Rough for Vice President. After vote by show of hands; Al Auffart was elected Vice President for 2014.

The list of 2014 Council meetings was presented, using the 3<sup>rd</sup> Thursday of each month with the exception of May when it is moved to the 4<sup>th</sup> Thursday to allow for the Spring Auditor's Conference and the December meeting was moved to the 2<sup>nd</sup> Thursday to accommodate the deadline for additional appropriations being submitted to the State. A December 30<sup>th</sup> meeting was included if needed. Jamie Rough made a motion to approve the meeting dates as presented; Bill Northcutt seconded; passed unanimously. All meetings are scheduled for 8:30 a.m. and will be held in the Commissioners' Room.

**Rainy Day:** Nancy Cripe made a motion to move 10% of the original County General budget to Rainy Day, or \$430,168.00; Ann Brown seconded; passed unanimously.

Motion was made by Nancy Cripe to move 10% of the CAGIT budget or \$145,541.00. Ann Brown seconded; passed unanimously.

At the January meeting the Council will discuss the amount to hold in Rainy Day; Hancock asked the members to consider setting holding either 20 or 25% of the budget in 2014.

**Appointments:** The following appointments were unanimously approved:

- Delphi Public Library, 4 year term – Janet Smith AA/BN
- Redevelopment Commission, 1 year terms – Ann Brown and Jim Payne NC/JR
- Alcohol Board, 1 year term – Louis Nance NC/AB
- PTABOA, 1 year term – Rita Darnell and Jim Malady JR/BN

**TRANSFERS:** The following transfers were unanimously approved:

From	Department	To	Amount	Approved
Copier Maint.	Soil & Water	Postage	\$265.42	JR/NC
Copier Maint.	Soil & Water	Office Supplies	\$36.04	JR/NC
Copier Maint.	Soil & Water	Ed Materials	\$27.97	JR/NC
4-H Bldg Blacktop	Cum Cap	4-H Bldg door	\$2,200.00	AB/NC
Flora EMS Garage	Cum Cap	AmbInlc Garage	\$43,730.80	JR/AB
Legal Services	Commissioners	Internet	\$200.00	AB/JR
Unemployment	CAGIT	Telephone	\$2,410.00	BN/AA
Ordinance Enforce	CAGIT	Bldg Liability	\$353.00	BN/AA
Retirement		Gp Health Ins	\$35,000.00	
Ordinance Enforce			7,000.00	BN/AA
Carroll Manor Indg	CAGIT		10,000.00	
			\$52,000.00	
Mileage	Election	Postage	\$138.00	JR/AA
Mileage			\$1,500.00	
Animal Testing	Health		\$500.00	AB/NC
		Retirement	\$2,000.00	
Seasonal/PT	Highway	Truck Drivers	\$2,100.00	
		Garage & Mech	\$630.00	NC/JR
Drug Test Kits			\$133.02	
Printing			\$144.92	
Pick Up Prisoners	Sheriff's Office		\$526.13	AA/JR
Deputies			\$4,112.08	
		Radio Cont	\$4,916.15	
Sheriff's Reserves			\$870.00	
Merit Board	Sheriff's Office		\$195.00	AA/JR
Uniforms			\$200.00	
		Auto Repair	\$1,265.00	
PT Dispatch	Jail	Cook	\$2,419.94	NC/JR
Training	Jail	Janitorial Sup.	\$200.00	NC/JR
Furniture, etc.			\$3,000.00	
Training	Jail		\$500.00	NC/JR
		Meals/Prisoners	\$3,500.00	

Furniture, etc. Bldg Maint. Equip. Repair	Jail		\$279.66 \$1,114.20 <u>\$1,071.32</u> \$2,465.18	NC/JR
Utilities	4-H Building	Operate Sup.	\$1,000.00	AB/BN
Home Det. Provid.	Supplemental Adult Probat.	Retirement	\$2,500.00	NC/JR
Utilities	Carroll Manor	Building Repair	\$2,500.00	NC/BN
Office Supplies Lawn Supplies	Courthouse		\$97.53 <u>\$105.16</u> \$202.69	NC/JR
Printing/Paper	Treasurer	Office Supplies	\$127.54	NC/JR
Maint. Contract Comp. Equipment Printing/Paper	Treasurer		\$75.00 \$306.00 <u>\$500.00</u> \$881.00	NC/JR
		Postage		

Encumbrances:

Department	Account Number	Account Name	Amount	Approved
Highway	1138-000-4000.56	Flora EMS Bldg	\$5,500.00	JR/AB
Extension Off.	1000-011-3000.61	4-H and Youth	\$614.24	JR/BN
Soil & Water	1000-750-1000.02	Part Time Help	\$1,101.50	NC/AB
Commissioners	1000-068-3000.15	Meet/Mileage	\$500.00	JR/NC
Health Dept	1159-000-1000.81	Board Meetings	\$500.00	NC/AA
Sales Dis.	1131-000-3000.01	Train Expenses	\$89.88	NC/BN
Cum Cap	New line for door	4-H Bldg Door	\$2,200.00	AB/NC
Highway	1176-533-1000.22	Group Ins	\$25,000.00	AB/JR
E-911	1222-000-1000.24	Group Ins	\$10,000.00	
Carroll Manor	4900-000-1000.10	Group Ins	\$15,000.00	
CAGIT	7311-000-1000.23	Group Ins	\$62,000.00	
CAGIT	7311-000-4000.02	DLZ Jail Study	\$4,125.00	JR/NC
Area Plan	1180-000-1000.05	Board Members	\$270.00	

**Board Member Payment:** The Auditor explained that with the required employee reporting that is necessary, if board members are paid 6 months or more apart, the employee is considered a new employee and new hire paperwork and reporting is necessary. The Council will ask the Council Attorney to prepare an ordinance that board members are to be paid quarterly so they do not have to be reprocessed each time.

**OLD BUSINESS:**

**Advertised Additional:**

The following additional was unanimously approved:

- \$34,877.40 from County General to Joint Courts for Public Defender fees. NC/BN

**Salary Ordinance:** Upon motion made by Jamie Rough and second by Nancy Cripe, it was a unanimous decision to change the salary ordinance as follows:

- Correct the Jail Matron salary
- Add lines to the Sheriff's Department to allow for the Sheriff and other deputies to work the DNR Marine Patrol Grant
- Add line for Surveyor to be paid for APC board meetings
- Add line for Area Plan for a part-time clerical position

**Other Topics:**

- The Council unanimously voted to sign resolution 2013-06 declaring its interest in the purchase of an alternate site for construction of a north ambulance station. The motion was made by Al Auffart and seconded by Nancy Cripe.

**Committee Reports:**

- Ann Brown reported that the ambulance garage was finished; final inspection and walk-through will be Friday. An open house is being scheduled for Saturday, January 11, 2014 from 1:00 to 3:00 p.m.

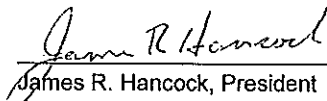
- Jamie Rough made a recommendation to form a committee prior to the 2015 budget meetings, to study board member pay.
- Ann Brown reported that the committee has been working on gathering information from other counties on their county manager type positions. The committee has met with the past Whitley County Coordinator and the next step is to interview counties and ask questions about their position. The committee will write a description for the position and recommend a salary. The position will be approved by the Commissioners and the Council at a joint meeting.
- Jamie Rough shared that the print management study was coming to an end and would be submitted to the Commissioners soon. The preliminary study recommends eliminating 43 machines. Ann Brown suggested that the funds be appropriated to do the job. The Recorder will not be in the study due to the contract she has and the equipment needed. Leases are affordable with 5 year contracts; both companies bidding for the job already have accounts in the Courthouse.
- Committee appointments will be handed out at the January meeting for outside organizations and department liaisons.

**Dates to Remember:**

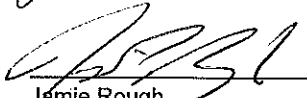
- December 16<sup>th</sup> Courthouse Employee Christmas luncheon from 12:00 to 1:00 p.m.

There being no further business to bring before the Carroll County Council, motion to adjourn was made by Jamie Rough and seconded by Nancy Cripe; passed unanimously. The next regular Council meeting will be held at 8:30 a.m. on Thursday, January 16, 2014.

**CARROLL COUNTY COUNCIL:**

  
 \_\_\_\_\_  
 James R. Hancock, President

*Absent*  
 \_\_\_\_\_  
 Nancy S. Cripe

  
 \_\_\_\_\_  
 Jamie Rough

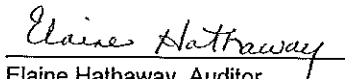
  
 \_\_\_\_\_  
 Joe Bill Northcutt

  
 \_\_\_\_\_  
 Al Auffart

  
 \_\_\_\_\_  
 Ann Brown

*Absent*  
 \_\_\_\_\_  
 Steve Pearson

**ATTEST:**

  
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 Elaine Hathaway, Auditor