

Council Members Al Auffart, Ann Brown, James Hancock, Steve Pearson, Jamie Rough, Jason Scott and Council Attorney Rafael Ramirez met in Regular Session on the 20<sup>th</sup> day of August, 2015 at 8:30 a.m. to conduct business pursuant to the laws of Carroll County and the State of Indiana.

The meeting was opened with the Pledge of Allegiance.

Minutes of the May 21, 2015, regular meeting approved. SP/JS

Minutes of the June 18, 2015, regular meeting were approved. SP/JS

Minutes of the July 16, 2015 regular meeting were approved. SP/AB

Minutes of the August 6, 2015 joint session were approved. SP/JS

#### REPORTS:

**Treasurer:** The Treasurer Office distributed the Treasurer's daily balance of cash and depositories for July, 2015. She reported the tax sale certified properties have reduced in number from 68 to 45. The tax sale is September 18, 2015 at 1:00 p.m. Myers noted new regulations from the State regarding receipting of payments will be implemented in October 2015. This new process will require payments to be made in the Treasurer's Office; a receipt of collections will be given to the department and forwarded to the Auditor's Office. This will require all Department Managers to identify the account to receipt the payment into. This is all a part of new required internal control measures. There will be a Department Head meeting on September 16, 2015 at 10 a.m. to discuss.

**Auditor:** The Auditor reported the Net Assessed Valuations (NAV) have been submitted to Umbaugh and Associates for review.

**Financial Report:** Jamie Rough presented the July financials. Corrections were noted for the Auditor. Snipes will make corrections and send the corrected Rev and Exp report via email to the Council. Steve Pearson will provide the financial report for the August meeting.

#### OLD BUSINESS:

**Personal Communications Devices:** Attorney Ramirez presented Resolution 2015 -- 03 Policy Regarding Internal Communications to the Council. Ann Brown made the motion to adopt Resolution 2015 -13; Steve Pearson seconded and passed 5 to 1 with Jason Scott being the nay.

#### NEW BUSINESS:

**President's Address to Council:** President Jamie Rough apologized to Council Member Ann Brown for comments made while giving the financial report during the July meeting.

**Resolution for Defunding County Coordinator:** The DLGF requires a County Council signed resolution to defund the coordinator position. Snipes will clarify this with the DLGF for proper form. She will forward response to Ramirez for preparation of documents.

**Pay Cycles:** Rough noted the county payroll cycles for 2015 will be 27 instead of 26 as calculated at the end of 2014. The last pay period of 2015 falls on January 1, 2016 which by personnel policy must be paid on December 31, 2015 making the 27<sup>th</sup> pay for 2015. After much discussion with Department Managers, it was decided payroll is an Auditor function and Snipes will look at all alternatives, discuss with Kent Irwin's office and make the payroll decision.

**Ordinances and Resolutions:** Attorney Ramirez presented Ordinance 2015-09 Blanket Bond to the Council. This Ordinance reflects requirements in SB 393. Al Auffart motioned to adopt Ordinance 2015 -- 09; Jim Hancock seconded and passed unanimously. Ordinance 2015 -- 10 Transfer of Funds was presented. S. Pearson made a motion to table this Ordinance until further review; Jim Hancock seconded and passed unanimously.

#### Transfers:

- Reassessment fund requested a transfer from Contract Appraiser 1188-000.1000.07 to IBTR Attorney 1188-000.3000.06 for \$2,500.00. S. Pearson motioned to accept; Ann Brown seconded and passed unanimously.

- Soil and Water fund requested a transfer from Contractual Engineering Service 1000-750.3000.40 to Part Time Technician 1000-750.1000.02 for \$3,000.00. A. Brown motioned to accept; Jason Scott seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Road Signs 1176-531.2000.70 to Calcium Chloride 1176-531-2000.51 for \$3,000.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH- Highway fund requested a transfer from Communication 1176-533.3000.20 to Calcium Chloride 1176-531.2000.51 for \$3,000.00.
- MVH - Highway fund requested a transfer from Seasonal Part Time 1176-531.1000.12 to Paint 1176-531.2000.53 for \$10,000.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Seasonal Part Time 1176-531.1000.12 to Grader Blades, other 1176-531.2000.54 for \$2,000.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Office Equipment 1176-530.3000.83 to Grader Blades, Others 1176-531.2000.54 for \$800.00 A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Weed Spray 1176-531.2000.52 to Grader Blades, Others 1176-531.2000.54 for \$400.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Dust Control 1176-531.2000.64 to Grader Blades, Other 1176-531.2000.54 for \$800.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- MVH - Highway fund requested a transfer from Custodian 1176-531.1000.50 to Contractual Service and Machines 1176-533.3000.80 for \$1,500.00. A. Brown motioned to accept; S. Pearson seconded and passed unanimously.
- Election Fund requested a transfer from Polling Places 1000-062.3000.61 to HAVA Expenses 1000-062.3000.25 for \$200.00. A. Brown motioned to accept; Al Auffart seconded and passed unanimously.
- 4-H Fairgrounds requested a transfer from Disposal Service 1000-807.3000.60 to Repair 1000-807.3000.50 for \$150.00. Jason Scott motioned to accept; Jim Hancock seconded and passed unanimously.
- County Parks requested a transfer from Housekeeping Supplies 1000-801.2000.71 to Waste/Trash 1000-801.3000.60 for \$200.00. Jim Hancock motioned to accept; Al Auffart seconded and passed unanimously.

The following funds requested an additional appropriation. After further discussion from the Council, a transfer was suggested and the following approved.

- Commissioner's fund requested a transfer from Pool Car 01000-068.3000.53 to Personnel Policy Consulting 1000-068.3000.17 for \$8,000.00. Jim Hancock motioned to accept; A. Brown seconded and passed unanimously.
- CAGIT fund requested a transfer from Ordinance Enforcement 7311-000.3000.19 to Information Technology 7311-000.3000.18 for \$6,000.00. Jim Hancock motioned to accept; A. Brown seconded and passed unanimously.

#### ADDITIONALS TO BE ADVERTISED FOR SEPTEMBER VOTE:

The following additional appropriations were approved for advertising;

Department	Account Number	Title	Amount Requested
CASA	1212.000.3000.20	CASA Advertising materials	\$2,000.00
CASA	1212-000.3000.06	CASA Volunteer Materials	\$1,000.00
Highway/LRS	1169-000.2000.01	Road Repair Materials	\$200,000.00
Surveyor	1000-006	GIS from 2013 approval From Rainy Day	\$14,200.00

**Personnel Committee:** Rough reported on the recent Personnel Committee meeting. Several updates were approved by the Commissioners during the August 17<sup>th</sup> meeting. Included in the changes are: County Coordinator to Auditor throughout the handbook, sick leave to add legal guardian, maximum comp time reduced to 120 hours with some exceptions to safety employees, new employee introductory period reduced from 6 months to 90 days. Rough added the committee would be comprised of 3 voting members, 1

Commissioner, 1 Council and 1 Auditor with an ex officio member being an employee representative. The Auditor will serve as the clerk to the Personnel Committee. The next meeting is October 1, 2015 at 10:00 am.

**Committee Reports:** Jim Hancock reported that he was invited to present the functions of the Council to the Delphi Rotary Club this month. He explained procedures and practices of the Carroll County Council along with charts and handouts. The presentation was well received and he suggested this presentation as an education opportunity for other community organizations.

**Council Appointments:** Rough noted the Council member vacancy due to Council Member Josh Mullin's resignation. A Republican caucus meeting is set for September 2, 2015 at 6:30 p.m. to replace this vacancy. Rough noted Council committee representation to Northwest Indiana Solid Waste District and Metropolitan Planning Organization will need to be filled and voted on at the next meeting due to this vacancy.

There being no further business to bring before the Carroll County Council, Steve Pearson made a motion to adjourn the meeting; Al Auffart seconded; motion passed unanimously.

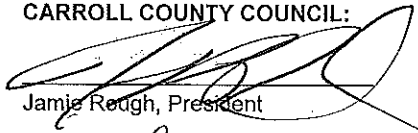
**DATES TO REMEMBER:**

September 10, 2015 Budget Workshop – Commissioner's Room 9:30 a.m.

September 15, 2015 Budget Workshop – Commissioner's Room 8:30 a.m.  
4:00 – 5:00 Non-Binding Review with governmental entities.

Next regularly scheduled Council meeting will be September 17, 2015, at 8:30 a.m. followed by Budget Workshop #3. (If necessary)

**CARROLL COUNTY COUNCIL:**

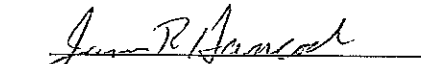
  
Jamie Rough, President


  
Ann Brown

Open Chair

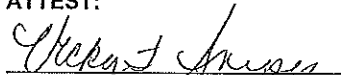
  
Jason Scott

  
Al Auffart

  
James Hancock

  
Steve Pearson

**ATTEST:**

  
Vicky F. Shipps, Auditor