

Council Members Al Auffart, Ann Brown, James Hancock, Steve Pearson, Jamie Rough, Jason Scott, Carol Clawson and Council Attorney Rafael Ramirez met in Regular Session on the 15th day of October, 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 September 17, 2015, regular meeting approved. SP/JS

REPORTS:

Treasurer: The Treasurer distributed the Treasurer's daily balance of cash and depositories for September 2015. Report show all funds balance. County investments remain the same other than the \$200,000 Reassessment has been reinvested for a one year term instead of 6 months. The county has received over \$700,000 in taxes. The tax sale on September 18, 2015 was successful in all but 4 properties were sold. Total received from the sale was \$139,429.73; of that \$46,031.89 were taxes, penalties, sale costs and sewer liens.

Auditor:

- NWISWD Grant Funds - Notice was sent to Northwest Indiana Solid Waste District for grant fund balances. The Commissioner's are asking for 15% of Transfer Operator salary and 90% of recycle salary as reimbursable.
- Snipes reported on all outstanding concerns presented at the previous Council meeting.
 - o Snipes asked Ramirez on an update for contracted employees. He will address later in the meeting.
 - o Snipes asked clarification for the Resolution 2015 -- 08 transfer policy. Ramirez noted the Council is responsible to present a policy.
 - o The EDIT budget will be EDC at \$146, 747, Chamber at \$15,000 and Highway \$205,209. This will be presented at the Commissioner's meeting on October 16th.
 - o Snipes noted the Community Correction job descriptions are not ready to present to the Council. They are at Kent Irwin's office for review.
 - o Questions were asked concerning surplus funds from the property tax sale. Snipes noted these funds must sit in the surplus fund for 3 years in order to be redeemable. After that time, these funds may be moved to the general fund.
 - o Snipes presented the 2015 salary ordinance as updated at the last meeting. All changes have been made.
 - o Grant funds - The EMA grant fund needs to stay in that fund. Snipes shared an email from Lori Rogers SBoA in regards to grant funds.
 - o Dormant funds - There was a question regarding dormant funds and the ability to transfer to the general fund. Snipes shared an example ordinance received from the Clinton County Auditor. In order to move dormant funds, Council would need to identify each fund, note the fund number and amount on the ordinance and approve in order to move to the general fund.
 - o E911 budget merit increase bucket was short by \$1,528. The Council will look at this during budget workshop.
 - o Snipes presented the completed 2016 budget in a new format. Snipes presented the Form 4 for 2016. The tax rate in 2015 was .3710 and 2016 rate is .3646.

Financial Report: Jason Scott reviewed the financials with Council members. He noted a negative balance on the tax sale. Snipes will look into this negative number. Al Auffart will present financials for the November Council meeting.

TRANSFERS:

Department	From	To	Line Item # From/To	Amount Requested	Amount Approved	Motion Carried
Soil and Water	Copier Maintenance 1000-750.3000.31	Education Materials 1000- 750-3000.22	1000-750.3000.31 to 1000-750- 3000.22	344.00	S. Pearson JA. Brown	unanimous
<i>Justification:</i>	Needing to order event materials for current school year.					
Health Department	Part Time Nurse 1159-000.1000.07	Temporary Clerical 1159-000 1000.06	1159-000.1000.07 to 1159- 000.1000.06	300.00	No motion ***see below notes	
<i>Justification:</i>	Additional funds to pay for temp clerk so Health Department staff may attend a conference.					

Park Board	Park Attendants 1000-801.1000.01	Repair and Maintenance 1000- 801.3000.52	1000-801.1000.01 to 1000- 801.3000.52	2000.00	J. Hancock/ S. Pearson	Yah - C.C., S.P., J.H., J.S, Nay A.B., J.P., A.A., Passed
<i>Justification:</i> Maintenance work on windows						
Veteran's Service Office	Burial of Soldiers 1000-012.3000.85	Computer Software 1000- 012.4000.42	1000-012.3000.85 to 1000- 012.4000.42	175.00	A. Brown/ S. Pearson	unanimous
Veteran's Office	Veteran's Memorials 1000-012.3000.86	Computer Software 1000- 012.4000.42	1000-012.3000.86 to 1000- 012.4000.42	175.00	A. Brown/ S. Pearson	unanimous
<i>Justification:</i> The Computer fund currently has \$75.11. There is a software renewal cost of \$399.00 due October 27, 2015 for the Vetraspec software that is used to file claims to the VA electronically. A grant request could possibly be used to pay for this, but it was not processed as requested. Invoiced attached.						
Sheriff	Fuel 1000- 005.2000.70	Radio Equipment 1000- 005.3000.01	1000-005.2000.70 to 1000- 005.3000.01	\$4,500.00	J. Scott/ A. Brown	unanimous
<i>Justification:</i> Money needed to pay yearly contracts.						
Transfer Station	Refuse Disposer 1000-503.3000.01	Operator 1000- 503.1000.01	1000-503.3000.01 to 1000- 503.1000.01	\$4,000.00	J. Hancock/ A. Brown	unanimous
<i>Justification:</i> To pay the current operator her salary the rest of the year. This fund is short due to pay out of previous operator, vacation, personal time, comp time.						
Statewide E911	Director 1222- 000.1000.01 to PT Communications 1222-000.1000.03	PT Communications 1222- 000.1000.03	1222-000.1000.01 to 1222- 000.1000.03	\$5,000.00	Lack of Motion	
<i>Justification:</i> Funding for the remainder of 2015						
Contractual E911	Director Salary 4901-000.1000.01	Communications 4901- 000.1000.02	4901-000.1000.01 to 4901- 000.1000.02	\$5,513.00	Lack of Motion	
<i>Justification:</i> This money was moved in February to support the Director Salary until the fund was setup in Contractual E911. It needs moved back to financially support the FT Communications.						
Contractual E911	Director Salary 4901-000.1000.01	Office Supplies 4901- 000.2000.60	4901-000.1000.01 to 4901- 000.2000.60	\$3800.00	A. Auffart / S. Pearson	Motion died
<i>Justification:</i> Replace chairs for the communication officers. The current chairs are broken. They need to be ergonomically correct due to 24/7 usage						
Highway Department	Other Road Equipment 1176-533.4000.43	Repair Parts 1176-533.2000. 31	1176-533.4000.43 to 1176-533.2000. 31	\$20,000.00	S. Pearson/ J. Hancock	unanimous
<i>Justification:</i> Additional funds to cover unexpected equipment/truck repair costs.						
Custodian	Repair/ Bldg 1000-161.3000.52	Furniture/Fixtures 1000- 161.4000.40	1000-161.3000.52 to 1000-161.4000.40	4,000.00	J. Hancock/ J. Scott	unanimous
<i>Justification:</i> Install new whole house water softener						
Custodian	Light Bulbs 1000-161.2000.72	PT Help/Extra Events 1000- 161.1000.03	1000-161.2000.72 to 1000-161.1000.03	700.00	J. Hancock/ J. Scott	unanimous
<i>Justification:</i> We've spent 2027.82 YTD for extra events. Extra event checks received go to general fund. Council approved \$1,500 for extra events; we still have 2 weddings and holiday events to pay for this year.						
Carroll Manor 4900	Utilities 4900- 000.3000.41	Food 4900- 000.2000.70	4900-000.3000.41 To 4900-000.2000.70	7,800.00	S. Pearson/ J. Scott	unanimous
<i>Justification:</i> Our increased census has caused the shortage in food budget						
Carroll Manor 4900	Advertising 4900-000.3000.21	Repair of Building 4900- 000.2000.80	4900-000.3000.21 To 4900-000.2000.80	1,000.00	S. Pearson/ J. Scott	unanimous
<i>Justification:</i> Increases census saved on advertising and trying to be proactive; would like to move to repair of building.						
Carroll Manor 4900	Lawn Maintenance Supplies 4900-000.3000.71	Office Supplies 4900- 000.2000.60	4900-000.3000.71 To 4900-000.2000.60	300.00	S. Pearson/ J. Scott	unanimous
<i>Justification:</i> We were unable to complete landscaping plans for this year and since we have depleted office supplies and needed new calculators, we are asking for 300.00 transfer.						

Carroll Manor 4900	Lawn Maintenance Supplies 4900-000.3000.71	Medical Supplies 4900- 000.2000.11	4900-000.3000.71 To 4900-000.2000.11	200.00	S. Pearson/ J. Scott	unanimous
<i>Justification:</i> Install new whole house water softener						
Health Department	1206- Local Tobacco Settlement	Personal Health Supplies 1206- 000.2000.42	1206-000.6300 to 1206-000.2000.42	8,0000.00	J. Hancock/ S. Pearson	unanimous
<i>Justification:</i> To cover personal health supplies						

****Health Department** – An add must be placed in the Comet by the 21st of September for the \$300.00 additional for the Health Department in order to pay a part time clerical salary. A special session will be held October 22, 2015 at 8:30 to approve the job description and additional appropriation.

ADDITIONAL APPROPRIATION: The Council approved the following to be advertized in the Comet:

Department	Account Number	Title	Amount Requested
Probation	2101-000.3000.02	Drug Testing	\$6,000
Health Department	1159-000.1000.06	PT Clerical	\$300.00

OLD BUSINESS:

- **Ordinances and Resolution:** This is a work in progress. Update at the next meeting.
- **Carroll County Health Department:** Health Department submitted a letter to the Council concerning salary for the 1168 000.1000.01 Part Time Health Maintenance Sanitarian of \$1,605. J. Sturdivant discussed that moving the \$1,605 would require all monies generated from this line must return to the grant fund and not the general fund. Rough requested the Health Department share the grant information to the Council prior to submitting to the state in next year.
- **Additional Appropriation:** Resolution 2015- 13 for \$200,000 additional Highway 1176 appropriation was presented. A. Brown motioned to accept resolution 2015 -- 13; A. Auffart seconded and passed unanimously.

NEW BUSINESS:

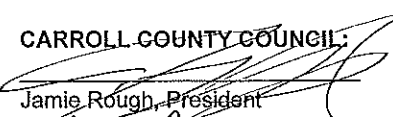
- **Approval of 2016 Budget** – Snipes presented the 2016 Budget and Form 4. A. Brown motioned to accept Form 4 and move forward to submit to the DLGF; J. Hancock seconded and passed unanimously.
- **Approve Job Description Veterans Full Time** – The Veteran Officer's job description was presented for Full Time status. J. Hancock motioned to approve this position for full time; J. Scott seconded and passed unanimously.
- **Public Safety/PSAP LOIT** – This topic will be discussed at the next meeting.
- **AIC Conference** - This topic will be discussed at the next meeting.
- **Indiana Packer's Abatement** – The tax abatement for IPC was presented by Laura Walls from Economic Development. This abatement would require a resolution. S. Pearson motioned to table this discussion until the November meeting; A. Brown seconded and passed unanimously.
- **Sheriff's Retirement Plan** – Sheriff Leazenby presented an amendment to the Sheriff's Retirement Plan that states upon the death of a deputy prior to the age of 55, the survivor would receive benefits. This amendment would cost \$1,900 per year.
- **The Letter** – R. Ramirez presented a letter to the Council written by Ramirez and Rough requesting a special session with the Carroll County Commissioners. Several topics were identified to discuss. The goal is to discuss matters at hand and reach an amicable agreement on all issues. Rough is trying to build a bridge between both boards. A. Brown motioned to send the letter to the Commissioners with noted additions and deletions. S. Pearson seconded and passed unanimously.
- **Flora Library** – The Council representative to the Flora Library is up for a new 4 year term. A. Brown motioned for Teresa Zinn to represent the Council for the Flora Library; J. Hancock seconded and passed unanimously.

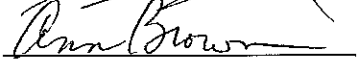
DATES TO REMEMBER:

Special Session will be October 22, 2015 at 8:30 a.m.

Next regularly scheduled Council meeting will be November 19, 2015, at 8:30 a.m.

CARROLL COUNTY COUNCIL:


Jamie Rough, President


Ann Brown


Al Auffart


James Hancock