

COUNTY COUNCIL REGULAR MEETING – APRIL 9, 2001

An executive session was held to discuss litigation matters relative to the Board. It is hereby certified by the Johnson County Council that no subject matter was discussed in this executive session other than the subject matter specified in the public notice.

The meeting was called to order by Vice-President, Charles Canary.

I. ROLL CALL

The following members were present: Brent Waltz, Ron West, Daniel Dennis, and Pam Young. John P. Wilson was present as the Council's Attorney. Richard Mason and Keith Wright were not present.

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. APPROVAL OF 4/9/01 AGENDA

Mrs. Young requested to add under "New Business", discussion of the White River Government Center and noted the request from Magistrate Court for an additional appropriation has been withdrawn. Mr. Waltz suggested that the discussion of the personnel discussion be limited to a certain period of time. Mr. Dennis moved to approve the agenda as presented including the requests submitted. Mr. West seconded the motion that carried unanimously.

V. APPROVAL OF 3/12/01 MINUTES

Mrs. Young moved to approve the minutes as presented. Mr. West seconded the motion that carried unanimously.

VI. PUBLIC COMMENTS

Brenda Jones-Matthews, County Clerk, appeared to request that if the personnel discussion on the agenda comes before the Council after 9:30 or 10:00 p.m. that a special meeting be scheduled for the discussion or tabled until the next meeting. Mr. Waltz agreed with Mrs. Jones-Matthews.

VII. JOHNSON COUNTY PUBLIC LIBRARY – CAPITAL PROJECTS FUND

Beverly Martin, Johnson County Public Library Director, appeared to discuss the proposed plan by the Library Board to continue with the seventh year of their Library Capital Projects Fund. According to Section 6 of IC 20-14-13 once the Library Board has passed a resolution adopting a proposed plan for the fund, the County Council must then hold a public hearing and either reject or approve the plan. The Library Board will hold a public hearing and meeting to adopt the Library Capital Projects Fund Plan on April 17, 2001. She requested that the County Council hold a public hearing on the plan at the May 14th Council meeting.

Mr. West asked if the Library Board has their construction plans completed for review. Ms. Martin responded "no" however they do have a planning document that she would be glad to share with the Council. Mr. West also asked if their buildings could be shared by other government agencies. She responded "yes".

VIII. SALARY ORDINANCE AMENDMENTS, ADDITIONAL APPROPRIATIONS, REDUCTIONS, & TRANSFERS:

Mr. Dennis moved to approve the following requests as presented.

APPROVAL OF THE SALARY ORDINANCE (144) AMENDMENTS

- #105-117.8 - \$34,839.00 to \$31,600.00 (3-09-01)
- #124-126.2 - \$22,664.00 to \$23,799.00 (4-09-01)
- #124-127.1 - \$26,237.00 to \$22,664.00 (3-22-01)
- #124-127.3 - \$26,114.00 to \$27,420.00 (3-09-01)
- #136-113.1 - \$20,953.00 to \$22,001.00 (5-06-01)
- #136-114.0 - \$20,953.00 to \$22,001.00 (4-19-01)
- #140-122.3 - \$22,664.00 to \$23,799.00 (4-20-01)
- #206-131.0 - \$23,181.00 to \$24,339.00 (3-21-01)
- #204-142.0 - \$24,339.00 to \$23,181.00 (3-22-01)
- #217-112.0 - \$37,150.00 to \$39,000.00 (3-07-01)
- #204-125.2 - \$26,008.00 to \$27,308.00 (3-29-01)

VETERANS SERVICE OFFICE – (120)

From: #120-320.0 – Equipment Repair & Maintenance (\$ 300.00)
To: #120-410.0 – Office Equipment \$ 300.00

SUPPLEMENTAL ADULT PROBATION – (297)

From: #297-211.0 – Office Supplies (\$ 1,000.00)
To: #297-470.0 – Office Equipment \$ 1,000.00

INSPECTION & TESTING – (276)

From: #276-110.0 – Part-time Jail Inspector (\$ 10,000.00)
To: #276-320.0 – Johnson County Development Corp. \$ 10,000.00

Mrs. Young seconded the motion that carried unanimously.

HEALTH & HEALTH MAINTENANCE – (210) (214)

Louise Brinkman, Director of Nursing, appeared to request an hourly rate of \$11.81 per hour for a part-time nursing assistant and a transfer of funds to cover the cost. She explained that their full-time nursing assistant is retiring after 23 years of service however has agreed to continue on a part-time basis. She also requested a transfer of funds in the Health Maintenance Fund.

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Mrs. Young moved to approve the requests as presented including the hourly rate of \$11.81 per hour for the part-time nursing assistant. Mr. Waltz seconded the motion that carried unanimously.

From: #210-118.0 – Salary Nursing Assistant	(\$ 5,000.00)
From: #210-119.1 – Immunization Clinic Coordinator I	(\$ 10,000.00)
To: #210-117.0 – Part-time Nurse/Nursing Assistant	\$ 15,000.00
From: #214-158.0 – Physicians	(\$ 1,840.00)
To: #214-410.0 – Environmental Equipment	\$ 1,840.00

Councilman, Keith Wright arrived at the meeting.

PARK – (128)

Tim Davis, Park Superintendent, appeared to request an hourly rate of \$8.00 per hour for a part-time Horse Park Secretary and a transfer to cover the cost. He explained that the full-time secretary was on disability and unable to return to work. The part-time position would work in the Horse Park Office during the horse show season and in the Park Office during the winter months. He also requested a transfer of funds for the rental of portable stalls for the Horse Park season due to an increase in the number and size of shows this season. In the past the Park Department has paid over \$14,000.00 to rent portable stalls for the weekends. The increase of shows will generate additional funds for the County because the rental of stalls and arenas is deposited into the County General Fund. The Park Board of Directors has discussed these issues and is considering requesting the construction of a new 100-stall barn for the future instead of renting the stalls.

Mr. Dennis moved to approve the requests as presented including an hourly rate of \$8.00 for the part-time Horse Park secretary. Mr. West seconded the motion that carried unanimously.

From: #128-122.0 – Horse Park Secretary	(\$ 15,000.00)
To: #128-119.1 – Part-Time	\$ 9,000.00
To: #128-325.0 – Operating Expense	\$ 6,000.00
From: #128-112.0 – Horse Park Manager	(\$ 7,000.00)
To: #128-325.0 – Operating Expense	\$ 7,000.00

COMMUNITY CORRECTIONS/JUVENILE – (216)

Richard Pfifer, Chief Adult Probation, appeared on behalf of Community Corrections to request an additional appropriation in the amount of \$12,000.00 for part-time employees.

Mrs. Young moved to approve the request as presented. Mr. West seconded the motion that carried unanimously.

#216-110.0 – Part-Time Employees	\$ 12,000.00
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COURT IMPROVEMENT GRANT/CASA – (344)

Donna Sipe, Court Administrator, appeared to request an additional appropriation in the amount of \$1,356.53 for two CASA volunteers and two local attorneys for mediation training.

Mr. Dennis moved to approve the request as presented. Mr. Waltz seconded the motion that carried unanimously.

#344-301.0 – Training	\$ 1,356.53
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CRISIS INTERVENTION GRANT – (338)

Michelle Leach, Prosecutor's Office Manager, appeared to request an additional appropriation in the amount of \$5,919.53 for operating supplies.

Mrs. Young noted that the salary was increased and is being paid from this grant however the County General Fund is paying for the benefits.

Mr. Dennis moved to approve the request as presented. Mr. Wright seconded the motion that carried five to one, Mrs. Young voted nay.

#338-210.0 – Operating Supplies	\$ 5,919.53
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PROSECUTOR DEFERRAL PROGRAM – (327)

Ms. Leach requested that line item #327-120.0 Deferral Diversion Assistant COMOT III, Step I (\$18,722.00) be upgraded to Legal Assistant/Paralegal COMOT II, Step I (\$20,953.00). This position will assist the newly hired attorney in the Prosecutor's Office.

Mr. Waltz moved to approve the request as presented. Mr. Wright seconded the motion that carried five to one, Mrs. Young voted nay.

#327-120.0 – Legal Assistant/Paralegal	\$ 2,231.00
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DRAINAGE BOARD – (119)

Doug Lechner, County Surveyor, appeared to request an additional appropriation in the amount of \$15,000.00 for the General Drain Improvement (GDI) Fund. He explained that the GDI fund is an account that legal drains can borrow from for improvements to them because of not having sufficient money to do so. Once the ditch tax is collected each year the money is transferred to GDI to pay the legal drains debt. Some ditches do have enough funds for improvements however this fund is for the ones that do not. In the past the county has approved funds in the amount of \$30,000.00 each year for the GDI Fund.

Mr. Dennis moved to approve the request as presented. Mrs. Young seconded the motion that carried unanimously.

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#119-410.0 – General Drain Improvement (GDI) Fund \$ 15,000.00

SHERIFF – (105)

J. D. Richards, County Sheriff, appeared to request an hourly rate of \$10.00 for a part-time employee to assist with the computers.

Mr. Waltz asked what type of computer work would the employee be doing. Malinda Sutton, Computer Administrator/Payroll Clerk for the Sheriff's Department, explained the employee will be and has ran computer cabling, phone lines and will assist her with the computers.

Mrs. Young suggested that the expenditure of paying the employee to run the cabling for the newly renovated jail be paid from the bond proceeds or perhaps a reimbursement to county general.

Ms. Sutton responded that RQAW the jail architects told them that running of the cables lines were not included in the specifications.

Mr. Waltz moved to table the request of the hourly rate until the next County Council meeting until further information is obtained. Mr. Dennis seconded the motion that carried four to two, Mrs. Young and Mr. West voted nay.

Sheriff Richards requested a reclassification for line item #105-127.5- Payroll Clerk/Computer Adm. from a COMOT II Step V \$25,469.00 to a PAT IV Step V \$30,292.00. He read a letter from Robert Norris, Computer Supervisor that recommended the position be reclassified as a Professional, Administrative, and Technological (PAT) position. Sheriff Richards explained they are adding an additional Windows NT Server onto the existing network as well as approximately 45 laptop computers for merit personnel. As the Computer Administrator she will be required to maintain the additional equipment and add additional software as needed.

Malinda Sutton, Computer Administrator/Payroll Clerk, appeared to explain the type of duties she is performing and will be doing in the future.

Mrs. Young commented she could not understand how the Sheriff's Department is receiving the laptop computers since the bonds for the communication system has not been sold at this time. She suggested that if this position is a computer administrator it should be part of the Computer Services Department.

The request was not approved due to a lack of motion.

Sheriff Richards requested \$7,000.00 for Office/Other Equipment to replace a computer file server at the Sheriff's Department.

Mr. Dennis suggested the funds should be transferred from another line item to cover the expenditure. Mrs. Young suggested using Commissary Funds or request from the Board of Commissioners from the Cumulative Capital Development Fund.

The request was not approved due to a lack of motion.

COMPUTER SERVICES – (141)

Robert Norris, Computer Services Director, appeared to request additional appropriations in the amount of \$45,000.00 for professional services. He explained that \$30,000.00 is to purchase new digital aerial photographs of the entire county. The last photos taken were in 1996 and are now seriously outdated. The digital photos will become part of the County's geographical information system (GIS), plus will be used in the upcoming reassessment to verify the presence and location of improvements.

Mr. Dennis moved to approve \$30,000.00 for the digital aerial photographs. Mr. Wright seconded the motion that carried unanimously.

#141-399.0 – Professional Services \$ 30,000.00

Mr. Norris requested \$15,000.00 to contract with an Internet development and hosting company to maintain the Johnson County website. The current county website is mostly a static one, providing only the basic information about Johnson County Government. Website development has grown far beyond what we are now offering the public, and by using the services of a professional development company; the county can offer more current information, downloadable forms, online database searching, and more. More and more people are using the Internet every day. He received as estimated from Innovative Education for an initial setup fee of \$4,500.00 and the cost of service is estimated to be \$1,500.00 per month. He did contact some other vendors for estimates and they have not responded to him at this time.

Some of the categories of services that can be provided on the Internet are:

- Disaster Management Plans
- Dates and Times of Meetings, Minutes of Meetings
- Images of Important Documents, such as Ordinances, Comprehensive Plan, etc.
- Links to Other Government Agencies
- Links to All Local Chamber of Commerce sites
- Employment Opportunities in County Government (Job Postings)
- Promotion of Historical Study and Genealogy
- Enticement of Prospective Business Opportunities in Johnson County
- Feedback to Elected Officials through E-mail

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Mr. Waltz commented he feels this type of service is needed for Johnson County and feels a competitive process such as quotes from other vendors needs to be considered. He recommended that Mr. Norris fulfill the bidding requirements for professional services and select the lowest and best vendor.

Mr. Dennis moved to approve \$15,000.00 for professional services and for Mr. Norris to choice the best vendor. Mr. Waltz seconded the motion.

Mr. West commented that before funds are appropriated the specifications need to be developed first.

Mr. Canary suggested that Mr. Norris have all the quotes from the vendors and return to the Council for the funds next month.

Mrs. Young remarked that perhaps some type of restructure should be done within the Computer Services Department so that this service could be provided in house.

Mr. Dennis withdrew his motion and Mr. Waltz withdrew his second. Mr. Dennis moved to table the request until the next Council meeting. Mr. Waltz seconded the motion that carried unanimously.

AUDITORS PLAT MAP MAINTENANCE – (904)

Mr. Dennis moved to approve the following requests. Mr. West seconded the motion that carried unanimously.

#904-310.0 – Professional Services	\$ 3,000.00
#904-440.0 – Office Equipment	\$ 2,500.00

IX. OLD BUSINESS

Deborah Shutta, County Auditor, reported she received the Interlocal Agreement between the Drainage Board and The Town of Trafalgar for signatures that was approved at the last month Council's meeting.

X. NEW BUSINESS

Johnson County Solid Waste – Resolution Approving CAGIT Distribution

Melinda Antell, Solid Waste Director, appeared to request the County Adjusted Gross Income Tax (CAGIT) distribution approval for the 2002 fiscal year. She explained that the Solid Waste District Board approves their budget and the revenue generated is approximately half from Property Taxes and the other from the CAGIT distribution.

Mrs. Young, who serves on the Solid Waste District Board, reported that for the year 2000 the District received \$94,493.00 in Certified Shares and \$10,937.00 in Property Tax Replacement Credit, which is the CAGIT distribution. The special CAGIT distribution in January of 2001 was \$25,520.00.

Mr. Dennis noted that the distribution of CAGIT was approved when the District was first formed and has received it every year since that time. He feels that Solid Waste is able to generate their funds through property taxes and this money should be distributed to the general funds of the various county units in Johnson County. Johnson County financially needs the extra revenue in the county general fund.

Mrs. Young commented that the District provides several good services to the community and if the distribution were not approved, services would need to be cut. Mrs. Young moved to approve the CAGIT distribution for 2002. Mr. West seconded the motion.

After some discussion concerning the salaries the motion was not approved due to the vote of three to three, Mr. Dennis, Mr. Wright, and Mr. Waltz voted nay.

Sonoco Flexible Packaging – Tax Abatement - Compliance with Statement of Benefits

A representative from Sonoco Flexible Packaging appeared to request the approval of the compliance with statement of benefits on the tax abatement that was approved several years ago.

Mrs. Young asked what type of product does the company produce. The representative responded the produce packaging for the flexible markets. She questioned if the company is involved in any type of environmental programs in Johnson County to help reduce materials going to the landfills. He responded several products produced at the plant are recycled but they are not involved in any county programs.

After some discussion concerning the compliance form, Mr. Dennis moved to approve the request as presented. Mr. West seconded the motion that carried unanimously.

Interlocal Agreement for the Town of Edinburgh to Share Mapping Data

Mr. Dennis moved to approve the agreement as presented. Mr. Waltz seconded the motion that carried unanimously.

Discussion of the White River Government Center

Mrs. Young reported she attended the White River Growth and Development Task Force Meeting on March 29th and the White River Township Trustee; Daniel Maples spoke of the proposed Government Center. She learned at the meeting that \$267,000.00 has been approved from the Build Indiana Fund and they have \$160,000.00 in their fund for the purchase of the land. The Trustee informed the task force attendees that there would not be any increases in taxes and no bond issue to construct the building. They were also informed that because of good communication between the Commissioners and Council that it had been determined that satellite offices should be provided in the new center for a court, planning department, and health department. She as a Council member was never notified of the proposal and could not understand

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why the White River Township Board has not appeared before the Council to discuss the proposed county office space. She requested that they appear at the next Council meeting for discussion.

Mr. West remarked that he has served on the White River Task Force for almost two years and the Government Building was not a topic of discussion. He is not opposed of the trustee having an adequate office but to have satellite offices is another issue.

Mr. Waltz stated he does not believe that satellite offices in White River Township is a high priority from a fiscal point but that Mr. Maples needs to be commended for his efforts in the project.

Mr. Wright commented he feels that satellite offices in White River Township could be a benefit to the county such as the highway department.

After some discussion Mrs. Young suggested inviting Mr. Maples to attend the Council Meeting in May for discussion.

Personnel Discussion

Mr. Canary distributed his thoughts and ideas on the salary and wage issue to the Council as follows:

Anniversary Dates: Changes should be made to reflect anniversary changes in a timelier manner. At this point, he feels the Council needs to get closer to the actual hire-in date. He is opposed to quarterly or semi-annually. This would possibly be easier to implement and easier on payroll. If a different payroll system is needed to accomplish this, then he proposed that adequate funding be provided.

Elected Official and First Deputies: Council needs to visit the issue of elected officials. The Council has said for some time that they would take care of the elected officials but it has never been addressed. First Deputies should be on a percentage of the elected official. However, if the elected official's salary is not updated on a regular basis, deputy's salaries will be as much as first deputies.

Job Descriptions: The descriptions are very important, but maybe there are too many different classifications. The elected officials and department heads should be included in this determination along with the Council. Job descriptions and salary ranges should be based on the system currently in place to allow as smooth transition as possible.

Longevity: He feels that this is very important to reward and keep long-term employees. If an employee is not working up to potential and expectations then that is a situation to be taken care of in the respective office, and longevity would not be an issue. He feels that a set amount should be given for longevity.

Other Thoughts: All the changes should be based on the availability of funds. The Council needs to be competitive with other government agencies in salaries. He feels the Council should look for additional funding sources that may offset some of the existing budgets. This could be done without increasing property taxes and affecting the levy. The Council may need the assistance of an uninterested party for job descriptions and duties of employees. How does the Council stop all of the disputes regarding increases in pay?

After some discussion the Council concurred to send a memorandum to all the offices to perform a salary exercise based upon a certain percentage to include the steps and without including the steps.

There being no further business, Mr. Dennis moved to adjourn the meeting. Mr. West seconded the motion that carried unanimously.