

## **COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001**

The meeting was called to order by President, Richard Mason.

### **I. ROLL CALL**

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

### **II. PLEDGE OF ALLEGIANCE**

### **III. INVOCATION**

### **IV. APPROVAL OF 8/13/01 AGENDA**

Mrs. Young asked to add under new business information pertaining to the Office of Family and Children Services and Association of Indiana Counties (AIC). Mrs. Young moved to approve the agenda as presented with the two additions under new business. Mr. Waltz seconded the motion that carried unanimously.

Mr. Waltz reported that County Commissioner, James Rhoades asked him to convey to the Council, Mr. Rhoades' apologies for not being able to attend the meeting.

Mr. Mason reported that John P. Wilson, Council's Attorney was in Terre Haute and will try to attend the meeting.

### **V. APPROVAL OF 7/09/01 MINUTES**

Mrs. Young moved to approve the minutes as presented. Mr. Waltz seconded the motion. Mr. Dennis asked if under Council's Budget on page 11 if the overtime was to be removed. The consensus was the minutes were correct to remove the overtime in the Council's budget. The motion carried unanimously.

### **VI. PUBLIC COMMENTS**

There were no public comments.

### **VII. SALARY ORDINANCE AMENDMENTS, ADDITIONAL APPROPRIATIONS, REDUCTIONS, & TRANSFERS:**

#### **CUMULATIVE CAPITAL DEVELOPMENT – (254)**

##### **Purchase/Acquisition/Design Land (Animal Shelter)\$175,000.00 (see July 9<sup>th</sup> minutes)**

William Walker, County Commissioner, appeared to request an additional appropriation for the animal shelter and to answer any questions.

Mr. Wright commented there has been a lot of discussion on building at the current location and asked if that was a feasible option. Mr. Walker responded "no" due to the extra ground needed for the animal shelter and the area is in a flood plain. Mr. Wright asked if through construction could the ground be filled with dirt and built upon. Mr. Walker stated that is a possibility, however the cost could be very high and the county should keep the ground for future growth.

Mr. Canary commented his original idea was that the new shelter should be built at the current location however the additional costs for construction and fill-in dirt might not be the best location. He feels the county should look to build the shelter on ground that the county currently owns.

Mr. West stated he has spent the month calling and visiting several animal shelters. He did comment he visited the animal shelter in Hamilton County and they provided him literature on building new shelters and programs. He feels the county should focus on the best care for the animals and increasing the adoption rate. The parcel of ground seems to be the focal point and everyone has lost site of the real purpose. If access and visibility are key ingredients to adoption of the animals, perhaps the location should be in the northern part of the county. The total cost of the project needs to be considered first such as the building, operating amounts, and staffing. With spending so much time on purchasing the particular ground in the Franklin's industrial area, it has only delayed the project. The animal shelter's design request that was submitted to the Johnson County Community Foundation states that the amount would be \$75.00 per square foot. He noted that according to national know architects the average construction cost for an animal shelter is approximately \$150.00 per square foot of building area and that is double the amount requested previously. He stated he is in favor of building the best animal shelter in the best location as expediently as possible and bigger is not always better unless more animals are adopted. The first step should be to approve funds for the design and cost, then look for the best location.

Mr. Walker remarked they are at the point of needing an architect to design the building and provide the construction costs. If the funds are approved for the purchase of the property, Franklin City will need to decide if the shelter can be built at the location due to zoning.

Mr. Waltz commented he feels the full Council is in favor of building a new animal shelter the only contention is the location. If the City of Franklin should reject the rezoning of the land the county needs to have other locations; however, the proposal before the Council at this time is to approve \$175,000.00 for purchase and design of the new animal shelter.

Mr. Walker commented the Commissioners have searched for several sites over the past few years and feel the proposed location is the best site. If the land is not approved for a variance of zoning then they will have to find another location.

Mrs. Young commented she feels the county needs to employ a professional to provide what is financially feasible. She noted a possible location of the animal shelter could be at the fairgrounds. Mr. Walker responded that Mr. Canary did note the fairgrounds location to him however a new entrance would need to be considered and the zoning of the property. The land that was previously considered for a new entrance of the fairgrounds may not be available now. Mrs. Young commented the county already has two entrances into the fairgrounds.

**COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001 – (Cont.)**

Joseph Pitcher, County Attorney, appeared stating that the fairgrounds property is zoned plan unit development and there would probably be a lot of opposition if the animal shelter being built there.

Mr. Canary moved to appropriate \$50,000.00 for an architect to design an animal shelter. Mr. West seconded the motion.

Mrs. Young noted that she requested information from Commissioner James Rhoades on architectural responses they have received and an analysis on why they chose Design House for the services. She has not received Mr. Rhoades' response. Mr. Walker responded that Design House was the lowest proposal and they have kennel design experience.

Barbara Dunn Steer from the Humane Society appeared to speak about grants for the animal shelter. She indicated that several grants were available however you need to have a project established. Some of the grants are for building and staffing a facility.

Mr. Waltz commented he is concerned on the additional operation and staffing of a new shelter and he was glad to hear that there are grants available for that.

Ms. Dunn Steer remarked that the Humane Society and the county could work together to accomplish several goals. She noted that she has not found anyone who is willing to give funds to just a government organization.

Mr. Wright asked if there are available grants for building, personnel, and programs; also are they recurring or a one-time thing.

Ms. Dunn Steer responded some grants are recurring and there are grants for building, personnel, and education.

The motion was denied in a three to four vote, Mr. Waltz, Mr. Mason, Mr. Wright, and Mr. Dennis voted nay.

Mr. Waltz moved to approve \$175,000.00 for the purchase/acquisition/design for the animal shelter. Mr. Dennis seconded the motion that carried four to three, Mrs. Young, Mr. Canary, and Mr. West voted nay.

#254-421.0 – Purchase/Acquisition/Design Land (Animal Shelter) \$175,000.00

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

**APPROVAL OF THE SALARY ORDINANCE (144) AMENDMENTS**

#101-115.2 - \$20,953.00 to \$22,001.00 (8-30-01)  
#105-128.9 - \$ 5,758.00 to \$ 4,737.00 (7-19-01)  
#124-128.4 - \$24,988.00 to \$22,664.00 (7-05-01)  
#124-162.0 - \$22,909.00 to \$21,818.00 (6-28-01)  
#124-127.2 - \$27,550.00 to \$22,664.00 (7-12-01)  
#124-127.8 - \$23,799.00 to \$22,664.00 (7-06-01)  
#137-113.0 - \$27,420.00 to \$28,792.00 (7-16-01)  
#140-122.1 - \$26,237.00 to \$22,664.00 (7-10-01)  
#140-123.3 - \$22,664.00 to \$23,799.00 (8-06-01)  
#204-142.0 - \$23,181.00 to \$24,339.00 (8-14-01)  
#901-113.0 - \$23,034.00 to \$18,948.00 (7-19-01)

**Assessing Level II Certification:**

#111-112.0 - \$22,756.00 to \$23,256.00 (7-1-01)

**PLEASANT TOWNSHIP ASSESSOR – (112)**

From: #112-360.0 – Equipment Repair & Maintenance (\$ 147.16)  
To: #112-410.0 – Office Equipment \$ 147.16

**INSPECTION & TESTING – (276)**

From: #276-110.0 – Part-time Inspector (\$ 3,548.43)  
To: #276-320.0 – Johnson County Development Corp. \$ 3,548.43  
#276-320.0 – Johnson County Development Corp. \$11,451.57

**WIC – (215)**

#215-113.2 – Clinic Assistant \$ 2,615.00  
#215-113.1 – Registered Dietitian \$ 360.00  
#215-161.0 – Social Security \$ 176.00  
#215-172.0 – PERF \$ 52.53  
#215-114.0 – Insurance \$ 17.17  
#215-217.0 – Office Supplies \$ 10,793.00  
#215-323.0 – Travel & Training \$ 357.00  
#215-340.0 – Equipment Repair & Maintenance \$ 255.00  
#215-372.0 – Rent/Utilities \$ 832.00  
#215-350.0 – Professional Services \$ 185.45  
#215-410.0 – Office Equipment \$ 1,000.00

**SUPPLEMENTAL JUVENILE PROBATION – (296)**

#296-410.0 – Office Equipment \$ 1,796.00

**VICTIM ASSISTANCE PROGRAM – (300)**

#300-111.0 – Project Director \$25,154.34 \$ 12,577.00  
#300-142.0 – Social Security \$ 962.00  
#300-143.0 – PERF \$ 1,006.00  
#300-144.0 – Insurance \$ 764.00

**COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001 – (Cont.)**

**PRETRIAL DIVERSION PROGRAM – (286)**

#286-210.0 – Office Supplies \$ 727.33

-Request approval of a \$132.00 daily room rate for a conference

**PROSECUTORS DEFERRAL PROGRAM – (327)**

#327-311.0 – Franklin City Court \$ 10,237.50

#327-320.0 – Community Corrections \$ 12,000.00

**JUVENILE ACCOUNTABILITY – (356)**

#356-201.0 – Operating Expenses \$ 3,000.00

#356-310.0 – Professional Services \$ 14,000.00

#356-410.0 – Equipment \$ 3,000.00

**TITLE –V TRUANCY II – (363)**

#363-111.0 – Casemanager \$24,923.00 to \$26,168.00 \$ 506.00

#363-112.0 – Caseofficer (\$ 8,726.00)

#363-113.0 – Part-time \$ 2,250.00

#363-142.0 – FICA (\$ 456.22)

#363-143.0 – PERF (\$ 657.64)

#363-144.0 – Insurance (\$ 1,000.00)

**COMMUNITY CORRECTIONS ADULT PROJECT INCOME – (209)**

#209-133.0 – Casemanager \$27,477.00

Mr. Canary seconded the motion that carried unanimously.

**HIGHWAY & BOARD OF COMMISSIONERS – (202) & (122)**

**Highway Director**

William Walker, Commissioner, appeared to request for the position Highway Director to be in the Special Occupation Category (SO) with a total annual salary of \$66,115.00. He stated that in 1999 Waggoner, Irwin, Scheele, (human resource consultants) recommended the position be in the SO category which is still in the PAT category.

Mrs. Young stated that the recommendation that was made from the firm in 1999 was there were two potential ways to address the situation:

A) Move the position to the SO category. An analysis of salary data for comparable jobs would indicate what salary would be in line with the current labor.

B) Do not re-classify the position. The job is in the highest PAT pay grade, and other positions in that grade are your top administrators. These positions are expected to take on new programs, duties, and responsibilities as a result of being one of the top administrative positions.

Mr. Walker commented the recommended salary for the Highway Director position moved to the SO category was at midpoint to be \$49,950.00. He noted that by adding the fleet maintenance program to the highway department it has saved the county a lot of money by not needing to construct a garage for repairs and identify several vehicles that where not on the insurance policy.

Mr. Canary noted that the personnel committee recommended the position be moved to the SO category however when the request for an increase in salary was brought before the Council the position was given additional compensation based upon the consultants recommendation and not re-classified.

Joseph DeHart, Commissioner, appeared stating the Board of Commissioners recently requested John Price (highway director) to research and find out what the consultants recommend.

Mrs. Young noted the consultants recommended the \$49,950.00 for the position and Mr. Price was given that amount in January of 2000. Mr. DeHart responded that the range for the SO category is different now from the one in 1999. Mrs. Young stated that everyone else is being paid according to market analysis from 1998.

Mr. Wright commented that the request before the Council now is a current recommendation from the consultant for the remainder of the year for the position.

Mr. DeHart stated they couldn't expect Mr. Price to work 50 to 60 hours a week for the amount of money he is currently making.

Mr. Canary remarked all other employees are based upon the market analysis from 1998 and this position if approved would be at 2001 market value. He would prefer to address the request at the budget hearings.

Mr. West commented when the fleet maintenance program was removed from the various county offices and added to the Highway Director there was not a decrease in pay to the other offices. According to the outline of the Highway Director's additional duties it states the county attorney previously handled the duties. Mr. West feels perhaps the county attorney should do the duties. He is concerned what happens if Mr. Price leaves and the next director is not as ambitious. Perhaps the workload should be distributed to other employees.

Mr. Canary feels the vehicle should be taken into consideration as a portion of compensation. Mr. Wright mentioned the vehicle compensation could be in the recommended salary from the consultant.

Mr. Walker noted that the vehicle is not used for personal use.

Mr. Waltz agreed with Mr. Canary concerning various benefits such as a vehicle and those perks should be calculated into the equation of compensation. The vehicle in this particular situation is being used for business only.

**COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001 – (Cont.)**

Mr. Waltz moved to approve the request of \$66,115.00 for the Highway Director.

Discussion was held on the various memos received from Waggoner, Irwin, Scheele on the classification and compensation analysis for the Highway Director.

Mrs. Young stated that Mr. Price signed a contract with the firm for their service and in her opinion that is outside the scope of his duties and responsibilities as the highway director. There have been other elected officials that have been condemned for entering into contracts without the approval of the Board of Commissioners.

Mr. Waltz requested a parliament procedure to the previous question.

Mr. DeHart responded the Commissioners asked for Mr. Price to contact the consultants.

Mr. Waltz asked Mr. Price if he signs other contracts or letter of engagements with the permission of the Commissioners. Mr. Price responded "yes" he signs letter of engagements.

Mr. West asked Mr. Waltz if he would consider the midpoint salary for the highway director in the amount of \$55,779.00.

Mrs. Young noted that the consultant's figures are at 100% of market value and all the other employees are at 87%.

Mr. Waltz amended his motion to change the highway director's position to the SO category and the total compensation of \$55,779.00 and address the salary at the budget hearings for 2002. He included in the motion to transfer the additional funds needed from line item #202-113.0 (salary engineer). Mr. West seconded the motion.

Mr. Wright noted that by not approving the requested amount the Council might face the possibility of having to hire a Fleet Manger's position. He mentioned that Mr. Price was awarded the State of Indiana Highway Director for the year 2000.

The motion carried five to two, Mr. Wright and Mrs. Young voted nay.

#202-111.0 - \$45,584.00 to \$50,414.00

#122-128.0 - \$ 5,365.00

Total Salary: \$55,779.00

**S.T.O.P GRANT – (340)**

Michelle Leach, Prosecutor's Office Manager, appeared to answer any questions concerning the request for line item #340-110.0 – Deputy Prosecutor \$40,410.00 with an additional appropriation of \$ 20,205.00 and line item #340-110.1 – Legal Assistant/Paralegal \$21,979.00 and an additional amount of \$ 10,989.50.

Mrs. Young questioned how the benefits are being paid. Ms. Leach responded the general fund is paying the benefits. Mrs. Young asked if the Prosecutor's discretionary funds could pay the benefits or reduce the salaries. Ms. Leach stated she was informed earlier in the day that the grant has been reduced by 25% and she will need to amend the amounts however she does not have the figures at this time.

Mr. Dennis moved to table the request until the September Council meeting. Mr. Waltz seconded the motion that carried unanimously.

**VICTIM ASSISTANCE CRISIS INTERVENTION – (342)**

Mr. Dennis moved to table the request until the September Council meeting. Mr. Waltz seconded the motion that carried unanimously.

**TREASURER – (103)**

Jan Richhart, County Treasurer, appeared to request an additional appropriation in the amount of \$5,000.00 for clerical assistants. She noted the additional amount has been included in the proposed budget for 2002.

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

#103-114.0 –Clerical Assistants

\$ 5,000.00

**MAGISTRATE COURT – (136)**

Richard Tandy, Magistrate Judge, appeared to request an additional appropriation in the amount of \$13,500.00 to pay public defenders, interpreting services, and psychological evaluations from the professional services line item. He explained when he became Judge in 2001 there were two invoices from 2000 that had not been paid until 2001. That created a shortage in the line item. He has had to hire interpreting services for court cases about every week.

Mr. Canary commented the county might have to hire an individual for interpreting services to handle all the courts and sheriff's department.

Mr. Wright moved to approve the request as presented. Mr. Canary seconded the motion that carried unanimously.

#136-301.0 – Professional Services

\$ 13,500.00

**BOARD OF COMMISSIONERS – (122)**

Joe Pitcher, County Attorney, appeared to request an additional appropriation for telephones in the amount of \$36,000.00. He explained there has been a minimum increase of \$1,000.00 in the cost of the monthly telephone service as well as other expenses. They are currently meeting with Sprint and another vendor to explore the possibility of a new telephone system.

**COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001 – (Cont.)**

Mr. Dennis moved to approve the request as presented. Mr. West seconded the motion that carried six to one, Mr. Wright voted nay.

#122-324.0 – Telephone & Telegraph \$ 36,000.00

Mr. Pitcher requested an additional appropriation in the amount of \$96,000.00 for professional services. He explained they received unexpected invoices for workers compensation and had to transfer the funds from professional services. Now they are requesting to replace the transferred amount. Monroe Guarantee (workers compensation carrier) canceled the policy in May and the county had to desperately search for a new carrier (Liberty Mutual). That forced the county in a state assigned risk pool, which came with a drastic increase in premiums and surcharges. The estimated increase for next year is from \$101,000 to over \$200,000 annually. Government employees are one of highest risk industries (police, highway workers, maintenance).

Frank McCain, Conesco Risk Management, appeared explaining they are hoping that the increase of premiums will only be for a year. The bad loss issues specifically the mold issues should be resolved this year.

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

#122-303.0 – Professional Services \$ 96,000.00

Mr. Pitcher requested \$22,900.00 for professional liability and casualty to pay an outstanding Scottsdale Insurance invoice and that they anticipate additional invoices for the remainder of the year in the amount of \$10,024.00. They also have a malpractice invoice for the Health Department for \$8,000.00.

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

#122-342.0 – Professional Liability & Casualty \$ 22,900.00

**COMPUTER SERVICES – (141)**

Mr. Waltz moved to approve the following request as submitted. Mrs. Young seconded the motion that carried unanimously.

#141-399.0 – Professional Services \$ 2,750.00

**SHERIFF – (105) JAIL – (124) COURTHOUSE SECURITY – (126)**

J. D. Richard, Sheriff, appeared to request an additional appropriation in the amount of \$25,000.00 for overtime in the Sheriff's budget. He noted the current balance is approximately \$933.00 they are spending approximately \$11,000.00 a month in overtime. He suggested perhaps it might be cheaper to hire additional staff instead of paying overtime.

Mr. Mason asked if reserve officers are filling in for some of the deputies. Sheriff Richards responded they work mainly on weekends.

Mr. Waltz asked if in the past was the reserve program more aggressive and does that have an impact on the overtime.

Terry McLaughlin, Reserve Commander, appeared stating in the past the reserve program had several more reserves and "yes" that does effect the overtime.

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

#105-165.0 – Overtime \$ 25,000.00

Sheriff Richards requested an additional appropriation in the amount of \$20,000.00 for overtime in the Jail's budget.

Mrs. Young requested at the July Council meeting for the Sheriff to provide a status report on the safe keepers. Sheriff Richards apologized for not providing the information however will see that it is done.

Mrs. Young moved to transfer from line item #124-340 (hospital & medical) \$20,000.00 to overtime. Mr. Canary seconded the motion.

Mr. West asked with the new twelve correctional officers that were approved would there still be a need for that amount of overtime. Sheriff Richards responded it would be approximately another 30 days before the new CO's are able to work alone.

The motion was denied by a three to four vote, Mr. Waltz, Mr. Wright, Mr. West, and Mr. Dennis voted nay.

Sheriff Richards requested an additional \$1,500.00 for overtime in the Courthouse Security budget for the officers that have had to work in the evenings for security.

Mr. Waltz asked what kind of events are the security officers working that are being requested by department heads or office holders. Sheriff Richards stated night meetings at the Annex such as Planning & Zoning. Mr. Waltz stated he thought the security officer's primary purpose was to protect the Courts where tempers are sometimes heated. Sheriff Richards stated that it was not the intent for the officers to be court bailiffs; they are to be totally county courthouse security.

Mr. Canary moved to transfer \$1,000.00 from #126-340.0 (training) and \$500.00 from #126-241.0 (wearing apparel). Mrs. Young seconded the motion that carried four to three, Mr. Waltz, Mr. Wright, Mr. Dennis voted nay.

From: #126-340.0 – Training (\$ 1,000.00)

**COUNTY COUNCIL REGULAR MEETING – AUGUST 13, 2001 – (Cont.)**

From: #126-251.0 – Wearing Apparel (\$ 500.00)  
To: #126-199.0 – Overtime \$ 1,500.00

Sheriff Richards asked the Council what they suggest he does about the Jail's overtime that was denied.

Mr. Waltz commented he recommended that the Sheriff explore other avenues such as the reserve deputies, shift differential, and the additional CO's that were approved to get the overtime cost lower.

Mrs. Young noted that when the funds were approved for the two CO's from the County Misdemeanant Fund last month she had requested that the Sheriff return in August to request the insurance to be paid from this fund also. The request was not made and she asked that he request the insurance for the September meeting.

**COMMUNITY CORRECTIONS JUVENILE PROJECT INCOME – (216)**

Deana McMurray, Community Corrections Director, appeared to request the approval of a salary from the Juvenile Project Income budget for a casemanager that was moved from the Title-V Truancy Grant.

Mr. Dennis noted the Auditor, Deborah Shutta is and has been concerned about the fund running in the red.

She explained since the last Council meeting Mrs. Shutta requested Community Corrections to provide four things to her. The first being the amount of outstanding fees, where the funds will be coming from, letters of commitment, and the date the funds will be received. Ms. McMurray said she could provide the first two requests, however the letters of commitment and the date the funds will be received she is still working on. She reported that the Community Corrections Advisory Board is reviewing the fee amounts because of the cash flow shortage and Mr. Dennis' concern of the three community corrections employees that are still being funded from the general fund.

She stated the request before the Council is funded by the Office of Family & Children.

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

#216-114.0 – Casemanager \$24,923.00

Mr. West noted that he requested last month from Ms. McMurray a Profit & Loss statement and has not received one.

**VIII. OLD BUSINESS**

**Approval of the Johnson County Police Retirement Updated Plan**

Mr. Dennis moved to table until the September Council meeting. Mr. Waltz seconded the motion that carried unanimously.

**IX. NEW BUSINESS**

**Approval for an Amendment to the County Travel Ordinance**

Mr. Canary moved to approve the amendment for mileage and the claim form submission timeframe for reimbursement. Mrs. Young seconded the motion that carried unanimously.

**Approval of an Interlocal Agreement for the Town of New Whiteland and Johnson County**

Mr. Waltz moved to table the request until the September Council meeting due to the Council Attorney not being present. Mr. Wright seconded the motion that carried unanimously.

**Office of Family & Children (OFC)**

Mrs. Young reported the tax rate for OFC would be increasing approximately \$.07. She distributed the maximum levy and budgets for 2000 and 2001. The Johnson County OFC still has one of the lowest rates in the state. The director has requested for the 2002 Budget Hearings to be heard first on August 23<sup>rd</sup> in the afternoon. The director also needs to transfer funds from one line item to another and asked if she needs to appear before the Council. Richard Mason, Council President, feels the request should go before the Council.

**Association of Indiana Counties**

Mrs. Young reported she has been asked to serve on the AIC Tax & Finance Committee. She has attended one meeting so far and if any of the Council members has any thoughts or concerns to contact her.

Mrs. Young requested open discussion concerning the formal request on behalf of the County Council made by Mr. Waltz to the Board of Commissioners concerning the fleet vehicles being paid from the Cumulative Capital Development Fund that was never discussed at a Council meeting.

Mr. Mason commented the Commissioners requested a formal request from the Council and he asked Mr. Waltz to do it. He did not think any of the members would have a problem with the request and they only had a week to do so.

Mr. Waltz apologized for not contacting Mrs. Young however he did speak to the rest of the members because there was not another Council meeting schedule.

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