

2002

COUNTY COUNCIL REGULAR MEETING – JANUARY 14, 2002

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

I. ROLL CALL

The following members were present: Ron West, Brent Waltz, Pam Young, Charlie Canary, Daniel Dennis and Keith Wright. John P. Wilson was present as the Council's Attorney.

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. APPROVAL OF 1/14/02 AGENDA

Mr. Mason added a transfer request from the Adult Probation Department to the agenda. Mrs. Young moved to approve the agenda as presented including the addition. Mr. Waltz seconded the motion that carried unanimously.

V. APPROVAL OF 12/3/01 MINUTES

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

VI. PUBLIC COMMENTS

There were no public comments.

VII. NOMINATION AND ELECTION:

Council President

Mr. Waltz nominated Charles Canary for the 2002 Council President. Mr. West seconded the nomination that carried unanimously.

Council Vice-President

Mr. Wright nominated Brent Waltz for the 2002 Vice-President. Mr. Mason seconded the nomination. Mr. Mason moved to close the nominations. Mrs. Young seconded the motion that carried unanimously.

VIII. APPOINTMENTS

Council Attorney

Mr. Canary noted that the Council passed a resolution in 2001 that would allow for request for proposals (RFP) for professional services. He stated that currently the Council does not have any proposals and asked if this should be postponed until the next meeting.

Mr. Mason commented that the current council attorney's fees for 2001 was less than \$4,200.00 and that the resolution states RFP's would be required for services of \$5,000.00 or more. Mr. Mason moved to re-appoint John P. Wilson for the 2002 council attorney. Mr. Wright seconded the motion.

Mr. Waltz moved to amend the motion to include that the expenses for 2002 of the attorney could not exceed \$5,000.00. There was not a second to the amendment.

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Mr. West commented that since the Council approved a resolution to request RFP's for professional services he feels the process should still be done regardless of how much Mr. Wilson was paid in 2001.

The motion to retain John P. Wilson as Council Attorney was approved five to two, Mr. West and Mrs. Young voted nay.

Alcoholic Beverage Commission Board (ABC)

Mr. Canary stated to include the ABC appointment on the February Council Agenda because there were no potential appointees submitted.

County Plan Commission Board

Mr. Wright moved to appoint Richard Mason to serve on the County Plan Commission Board for 2002. Mr. Waltz seconded the motion that carried unanimously.

Edinburgh Wright-Hageman Library Board

Mrs. Young moved to appoint Francis Stotts to the Edinburgh Wright-Hageman Library Board for a term from January 1, 2002 to December 31, 2005. Mr. Mason seconded the motion that carried unanimously.

Property Tax Assessment Board of Appeals - Level II & Free Holder

Mrs. Young moved to appoint Patrick Ball (Level II) and Dwight Howard (Freeholder) for 2002. Mr. West seconded the motion that carried unanimously.

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

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

APPROVAL OF THE SALARY ORDINANCE (144) AMENDMENTS

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| #106-113.2 - \$20,580.00 to \$16,933.00 (12/18/01-12/31/01) | |
| #108-115.2 - \$22,001.00 to \$20,953.00 (12/03/01-12/31/01) | |
| #140-124.7 - \$23,799.00 to \$23,117.00 (12/17/01-12/31/01) | |
| #210-119.2 - \$18,722.00 to \$19,657.00 (11/21/01-12/31/01) | |
| #327-112.0 - \$5,000.00 – (01/01/02) combined with #270-100.0 | |
| #327-116.0 - \$2,500.00 – (01/01/02) combined with #340-110.0 | |
| #124-126.3 - \$24,275.00 to \$25,367.00 (01/01/02) | |
| #124-128.1 - \$25,488.00 to \$28,101.00 (01/01/02) | |
| <u>WIC – (215) 1/1/02 thru 9/30/02</u> | |
| #215-111.0 – Salary Reg. Nurse \$25,732.00 to \$26,238.00 | \$ 506.00 |
| #215-112.0 – Coordinator \$25,672.00 to \$26,248.00 | \$ 756.00 |
| #215-113.0 – Office Manager \$17,394.00 to \$17,741.00 | \$ 347.00 |
| <u>HEALTH MAINTENANCE – (214)</u> | |
| #214-116.0 – Part-time Health Specialist | \$ 20,000.00 |
| <u>TOBACCO FUND – (463)</u> | |
| #463-410.0 – Equipment | \$ 20,000.00 |
| <u>SUPPLEMENTAL ADULT PROBATION – (297)</u> | |
| #297-323.0 – Travel & Training | \$ 13,500.00 |

Mr. Waltz seconded the motion.

Mrs. Young noted that the motion made at the 2002 Budget Hearings does not allow shifting within the Jail's budget so a transfer needs to be done for the salary ordinance amendments made in line items #124-126.3 and #124-128.1. She suggested shifting the necessary funds from line item #124-125.1 because of a reduction in the salary for that position.

Mr. Mason amended his motion to include the shifting of funds for the salary ordinance amendments. Mr. Waltz concurred and the motion carried unanimously.

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| From: #124-125.1 – Correctional Officer | (\$ 3,705.00) |
| To: #124-126.3 – Correctional Officer | \$ 1,092.00 |
| To: #124-128.1 – Correctional Officer | \$ 2,613.00 |

INSPECTION & TESTING – (276) (01/01/02)

David Hirschle, Planning Director, appeared to request the salary approval for the Building Inspector III/Engineer Assistant that the Council requested to be paid from Inspection & Testing instead of the County General Fund. He also requested the benefits associated with the salary and \$10,000.00 for claims. He noted that the salary request included a 5-year step increase for the employee that was tabled by the Council at the March 2001 meeting.

Mr. Hirschle reported the financial status of the Inspection & Testing Fund that had a year-end balance of \$18,000.00 and includes inactive subdivision accounts. He noted that the fund couldn't continue to fund the full-time position and the payment to the Johnson County Economic Development in 2003.

Mrs. Young moved to approve the request as presented. Mr. Mason seconded the motion.

Mr. Wright questioned the salary of \$30,897.00, which includes the 5-year step increase because the salary schedule has been eliminated for 2002. Mr. Wright asked what salary would the employee be paid without the step increase. Mr. Hirschle responded \$28,850.00.

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Mr. Hirschle requested to lower the claims amount from \$10,000.00 to \$8,000.00 so the employee could receive the step increase.

Mr. Waltz stated that if the department can function on \$8,000.00 for claims he did not feel that \$10,000.00 should be approved. Mr. Waltz moved to amend the motion to lower the salary from \$30,897.00 to \$28,850.00 and claims be lowered to \$8,000.00.

Mr. Wright seconded the motion.

Mr. West commented that other departments were allowed the flexibility to shift money to allow for increases in salaries.

The amendment carried six to one, Mrs. Young voted nay. The motion carried six to one, Mrs. Young voted nay.

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| #276-111.0 – Building Inspector III/Engineering Asst. | \$ 28,850.00 |
| #276-142.0 – Social Security | \$ 2,364.00 |
| #276-143.0 – PERF | \$ 2,394.00 |
| #276-210.0 – Claims | \$ 8,000.00 |

CUMULATIVE CAPITAL DEVELOPMENT – (254)

#254-414.0 – Office Equipment \$ 13,400.00

William Walker, County Commissioner and Richard Pfifer, Chief Adult Probation Officer, appeared to request additional appropriations. Mr. Pfifer explained the request of \$10,000.00 is for chairs and one table for the newly renovated offices for probation. The remainder of the funds requested is for a paper shredder for Microfilm (\$1,200.00) and office furniture for the Commissioner's office (\$2,200.00).

Mr. Waltz moved to approve the requests as presented. Mr. Wright seconded the motion.

Mrs. Young suggested the Commissioners use the \$1,000.00 that is already appropriated in their budget for office equipment.

The motion carried unanimously.

#254-427.0 – Capital Improvement Buildings \$ 14,184.00

Jack Matthews, Director of Maintenance, appeared to request an additional appropriation for the replacement of a water exchanger at the Jail.

Mrs. Young asked if there were any funds left from the Jail Bond Proceeds that could pay for this type of expenditure.

Mr. Walker responded he did not know if there were funds left, however the water exchanger was not part of the project.

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

Mr. Matthews reported the unused money from the Annex North renovation, new roofs, and new carpet projects were approximately \$120,000.00 of which reverted back to the Cumulative Capital Development Fund.

#254-450.0 – Computer Integration \$104,554.00

Robert Norris, Computer Services Director, appeared to request an additional appropriation reducing the amount from \$104,554.00 (the amount that reverted back to the fund at the end of the year) to \$34,954.00 because of removing the video arraignment between the courts and the jail. The remaining balance request would be used to complete the computer integration project.

Mr. Wright requested a report on the status of the project.

Mr. Norris explained that in 2001 the following was completed:

- Wireless connection to Law Enforcement Center and Juvenile Detention
- Wireless connection to the Annex North
- Cabling: wiring within each building as needed, fiber optic cables between buildings, cable connectors; transceivers; interface modules.
- Network Hardware: switches; routers; hubs
- Network Servers: email; administration; anti-virus software

Mr. Norris stated that the \$34,954.00 would be used to connect Community Corrections to the network and a few issues at the Juvenile Detention Center. Also the Health Department is requesting to be added to the system. He also feels that some new equipment will need to be purchased.

Mr. Wright asked if most employees are on the countywide email system. Mr. Norris stated that currently there are approximately 400 employee email boxes; however there are a few that share the same workstation.

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Mr. Waltz expressed concern of some departments being connected that he did not feel was as essential as the courts and law enforcement departments.

Mr. Wright noted he has a concern on the amount of ongoing maintenance costs once everything is completed and asked if Mr. Norris if he had a monthly estimated cost.

Mr. Norris responded he does not have an exact amount at this time; he did however include some costs in the 2002 budget. A lot of the equipment has warranties of two to three years.

Mr. Dennis moved to approve the amount as requested. Mrs. Young seconded the motion.

Discussion was held on the usage of email among the county employees and the Acceptable Use Policy that is currently in place.

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

#254-450.0 – Computer Integration - \$34,954.00

SUPPLEMENTAL ADULT PROBATION - (297)

Richard Pfifer, Chief Adult Probation Officer, appeared to request a transfer of funds in the amount of \$2,500.00 from office supplies to office equipment. He explained the funds would be used to purchase office furniture.

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

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| From: #297-211.0 – Office Supplies | (\$ 2,500.00) |
| To: #297-470.0 – Office Equipment | \$ 2,500.00 |

X. OLD BUSINESS

Allowing shifting between line items in the personal services (100 series) for 2002.

After some discussion was held, Mr. Wright moved not to change the current policy of shifting within the personal services without the approval by the Council. He added that the Council might allow the shifting at the end of the year. Mr. Dennis seconded the motion that carried unanimously.

The no transferring or shifting for 2002 in the Jail's Budget (124) that was approved at the budget hearings.

The Council felt by not allowing this would result in a more accurate accounting for the Jail's budget.

Mr. Waltz commented he feels the Sheriff should submit a quarterly report on the commissary funds to the Council.

Mr. Waltz moved to not allow transferring or shifting for 2002 in the Jail's Budget (124) and that a letter be sent to the Sheriff requesting quarterly reports on the Sheriff's Commissary Funds. Mr. Wright seconded the motion that carried unanimously.

Discussion regarding payment of expenditures for capital outlays- Cumulative Capital Development

Mr. Waltz reported he appeared before the Board of Commissioners concerning the expenditures from Cum Cap. The discussion held was that there were two different issues to consider, the first that every single appropriation that could by law be paid from Cum Cap should and the other being expenditures allowed only by a case-by-case basis. The Commissioners have conveyed to him that they appreciate the relationship that has been established between the Council and Commissioners and they will do everything within their financial ability to make sure that fiscal responsibility ranks supreme on all sectors of government. Their preference for expenditures from Cum Cap would remain as the current policy of case-by-case basis.

Mr. Wright commented he feels that Cum Cap expenditures should be used for large long-term expenditure items and he would like to see a maximum dollar amount set before Cum Cap funds are used.

XI. NEW BUSINESS

Mr. Canary requested that the Council's liaisons for the various departments remain the same as last year unless a member has a problem they should contact Mr. Canary.

Discussion of the Request for Proposal (RFP) Resolution

Mr. West commented the resolution that the Council approved for RFP's for professional services was not directed mainly to the Council's Attorney. It is to give the Council the protection for any type of professional service contracts. He hoped that other entities of local government would consider doing the same requirements for professional services. He felt the Council took a step backwards by not having RFP's submitted for the Council's Attorney.

Mr. Waltz noted that the Council agreed upon the amount of \$5,000.00 or more for professional services is when RFP's would be submitted.

Mr. Wright added that having RFP's for professional services does not preserve the integrity of the system.

Mr. West remarked that an RFP reflects costs, ability, past history, tenure, and creative ideas.

Mrs. Young commented the resolution states, "any professional service contract approved by the Johnson County Council that exceeds, or reasonably be expected to exceed \$5,000.00 in any single fiscal year must have had requests for proposals

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sent to more than one service provider”. She feels that more than one year of expenditures for the council attorney should be considered to calculate an average.

Mr. Mason stated he does not feel the appointment of the Council’s Attorney should be part of the RFP resolution. The Council has the authority to appoint whom they feel comfortable with and will represent them accordingly.

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