

COUNTY COUNCIL REGULAR MEETING – JULY 14, 2003

The meeting was called to order by Brent Waltz, President.

I. ROLL CALL

The following members were present: Richard Mason, Ron West, and Paul Reed. Councilmen Charles Canary, Keith Wright and R.J. McConnell were not in attendance. John P. Wilson was also present as the Council's Attorney.

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

R.J. McConnell arrived at this time.

IV. APPROVAL OF 7/14/03 AGENDA

Mr. Waltz noted some changes to the agenda:

- Animal Shelter Donation Fund (Claims) is withdrawn
- Animal Shelter (Overtime) is withdrawn
- Pleasant Township (request for transfers) add to New Business

Mr. Mason moved to approve the agenda as presented with the changes. Mr. Reed seconded the motion that carried unanimously.

V. APPROVAL OF 6/9/03 MINUTES

Mr. Mason made a motion to approve the minutes as presented. Mr. Reed seconded the motion, which unanimously carried.

VI. PUBLIC COMMENTS

There were no public comments.

VII. DISCUSSION OF THE PURCHASE OF ELECTION VOTING EQUIPMENT

Brenda Jones-Matthews, Clerk, appeared before the Council to discuss the purchase of election voting equipment. She noted she presented the new legislative changes to the Council at their June meeting. Also in attendance was a vendor, Rob McGinnis from Election Systems & Software and a financial consultant, Timothy Holmes from Public Finance.

Mrs. Jones-Matthews stated she was there to ask the Council to give the Commissioners permission to move forward with contracts for purchase of voting equipment. This is being done to be in compliance with the Help America Vote Act of 2002 (HAVA). According to HAVA, the big lever machines and the punch card machines need to be replaced.

Mrs. Jones-Matthews explained that the handouts that were given to the Council members reflected two proposals of leasing and purchasing the equipment. She noted that after consulting with Joe Pitcher, County Attorney, he implied that buying the equipment would be better than leasing based on the interest rates.

Mr. West asked how much of the 2.5 million would be reimbursed by the State. Mrs. Jones-Matthews responded that it could be anywhere from four to eight thousand per precinct. (note: there are 104 precincts)

Mr. Waltz questioned the time of implementation. Mrs. Jones-Matthews commented that this fall's election would be the best time for implementing the new machines because it is a small election.. Mr. McGinnis added that multiple counties would be implementing new machines this fall.

Currently there is about sixteen million dollars sitting in a bank account at the State designated as "early out money", or money available to help the punch card counties convert to the new voting machines. Mr. McGinnis stated that if the implementation of new machines is not done soon, you run the risk of that money not being available.

Mr. Holmes reviewed the proposals with the Council and explained the procedure of payment and how it was set up. Discussion was held on if and when the appropriate time would be to implement the new voting machines.

Mrs. Jones-Matthews noted that it would take at least eight weeks to get the machines and they would need some time for training. She asked that they would give their support in continuing to obtain the new machines by the fall 2003 election.

Mr. West moved to encourage the Commissioners to obtain more information so that an additional appropriation could be requested. Mr. Mason seconded the motion that carried four to one; Mr. Reed voted nay.

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

RECORDER – (104)

Sue Anne Misiniec, Recorder, appeared to request a transfer of funds. Mrs. Misiniec stated the transfers are for part-time help, which is needed due to the heavy workload and for the Chief Deputy's position, which was short due to the payoff of sick/personal time. The extra money in the Interim Deputy is available due to a period of time when there was a vacancy.

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

From: #104-113.3 – Interim Deputy	(\$ 5,969.40)
To: #104-114.0 – Part-time	\$ 5,800.00
To: #104-113.3 – Chief Deputy	\$ 169.40

COMPUTER SERVICES – (141)

Mr. McConnell made a motion to approve the transfer as requested. Mr. Mason seconded the motion, which unanimously carried.

From: #141-410.0 – Office Equipment	(\$ 1,000.00)
To: #141-210.0 – Office Supplies	\$ 1,000.00

COURTHOUSE – (123)

Jack Matthews, Maintenance Supervisor, appeared to request a transfer of funds. Mr. Matthews noted that there would be a shortage due to increases in service contracts and no increase in the budgeted line items. Also, there have been a lot of expenses that were not expected. Mr. Mason asked if this transfer would leave enough money for Utilities for the remainder of the year. Mr. Matthews responded that it would be very close.

Mr. West commented that he didn't question where the money was going to be transferred to, just where it was being transferred from; maybe an additional appropriation would be more appropriate and would give a better picture of how funds were spent throughout the year when budgeting for the following year. Mr. Matthews stated that he has budgeted for the actual costs incurred.

Mr. Mason moved to approve the following transfers as requested. Mr. Reed seconded the motion that failed, three to two; Mr. Waltz and Mr. West voted nay.

Mr. Waltz concurred with Mr. West and commented that to be realistic with the amount budgeted for the year, an additional appropriation request seemed more appropriate. Mr. Mason stated that his intent was to approve the transfers for now so that bills could be paid this month and that next month he expected to see Mr. Matthews again to re-address this issue.

Mr. West made a motion to reconsider the request as presented. Mr. Reed seconded the motion that carried unanimously.

Mr. McConnell called the question, which was voted and passed unanimously.

From: #123-351.0 – Utilities	(\$ 30,789.77)
To: #123-213.0 – Preventive Maintenance Supplies	\$ 10,789.77
To: #123-372.0 – Building Repair & Maintenance	\$ 10,000.00
To: #123-360.0 – Equipment Repair & Maintenance	\$ 10,000.00

Mr. Matthews stated he would be back next month to ask for additional appropriations and to make some transfers.

EMERGENCY MANAGEMENT TRAINING GRANT – (368)

Stephanie Sighting, Administrative Assistant, appeared to request appropriations of grant money.

Mr. Mason moved to approve the appropriation as requested. Mr. Reed seconded the motion that carried unanimously.

#368-310.0 – Professional Services	\$ 2,798.00
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EMERGENCY MANAGEMENT PLANNING GRANT – (369)

Mr. Mason made a motion to approve the request as presented. The motion was seconded by Mr. Reed and carried unanimously.

#369-310.0 – Professional Services	\$ 18,916.89
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BOARD OF COMMISSIONERS – (122)

Joe DeHart, Commissioner, appeared to request an additional appropriation of funds to cover costs incurred for a litigation settlement.

Mr. Reed moved to approve the additional appropriation as requested. Mr. McConnell seconded the motion, which carried unanimously.

#122-342.0 – Professional Liability & Casualty	\$ 99,600.00
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S.T.O.P. GRANT – (335) 7/1/03 – 12/31/03

Michelle Murray, Office Administrator, appeared to request the following additional appropriations for the grants:

#335-110.0 – Deputy Prosecutor	\$ 21,021.28
#335-110.1 – Paralegal/Legal Secretary	\$ 11,433.69

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

VICTIM ASSISTANCE GRANT – (298) 7/1/03 – 12/31/03

Mr. Reed made a motion to approve the request as presented. Mr. Mason seconded the motion that carried unanimously.

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#298-111.0 – Director \$ 18,111.30

VICTIM CRISIS INTERVENTION GRANT – (342) 7/1/03 – 12/31/03

Mr. Mason made a motion to approve the request as presented. Mr. Reed seconded the motion, which unanimously carried.

#342-110.0 – Director \$ 16,500.00
#342-210.0 – Operating Supplies \$ 2,000.00

PROSECUTING ATTORNEY – (108)

No action was taken on this request. It was suggested that other funding be sought.

PROSECUTOR DEFERRAL PROGRAM – (327)

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

#327-315.0 – Travel & Training \$ 7,302.23

Mrs. Murray asked if the motion included the request for an exception to prepay travel expenses before the actual conference takes place. Auditor, Deborah Shutta, stated that the rate needs to be approved also. It was concluded that the motion was to approve the monies and the exception to the travel policy; however no rate was established.

Mr. McConnell approved to pay the rate of \$129.00 for the conference in Marco Island, Florida. Mr. Mason seconded the motion that carried unanimously.

No action was taken on the rate for the New Orleans conference; it was suggested that more information be obtained.

TREASURER – (103)

Janice Richhart, Treasurer, appeared to request an additional appropriation.

Mr. West moved to approve the following requests as presented. Mr. Reed seconded the motion that carried unanimously.

#103-114.0 – Clerical Assistants \$ 8,000.00
#103-199.0 – Overtime \$ 2,000.00

SUPERIOR COURT NO.1 – (132)

Superior Court No. 1, Judge Kevin Barton was present to request some transfers of funds and an additional appropriation. The money requested for professional services is needed for costs incurred by the public defender for the case State vs. Joseph McGrew.

Mr. West made a motion to approve the additional appropriation only. Mr. Reed seconded the motion, which unanimously carried.

#132-301.0 – Professional Services \$ 20,000.00

Mr. West commented that Judge Barton should appear before the Council next month for an additional appropriation of \$3,000.00

OPERATION PULLOVER-SHERIFF – (370)

Sheriff, Terry McLaughlin appeared before the Council and withdrew this request.

SHERIFF & JAIL – (105 & 124)

Mr. Mason moved to approve the transfers and reductions as presented. Mr. Reed seconded the motion, which unanimously carried.

From: #124-130.3 – Correctional Officer (\$ 1,240.27)
To: #124-127.4 – Correctional Officer \$ 1,240.27
From: #105-128.8 – Dispatcher (\$ 504.02)
From: #105-128.5 – Dispatcher (\$ 896.03)
From: #105-128.6 – Dispatcher (\$ 45.24)
From: #105-117.1 – Deputy (\$ 422.01)
From: #105-114.9 – Sergeant (\$ 348.36)
To: #105-163.1 – Part-time Data Entry \$ 2,215.66

REDUCTIONS:

#124-130.7 – Correctional Officer (\$ 1,662.78)
#124-126.4 – Correctional Officer (\$ 2,800.00)
#124-126.5 – Correctional Officer (\$ 1,153.38)
#124-131.1 – Correctional Officer (\$ 1,400.00)

ADDITIONALS:

Mr. Mason made a motion to approve the following request as presented. Mr. Reed seconded the motion that carried unanimously.

#105-127.4 – Claims Clerk/Receptionist \$ 1,662.78

Sheriff McLaughlin stated the request is needed due to paying off sick/personal and vacation time to a former employee.

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Mr. Mason motioned to approve the following request as presented. Mr. Reed seconded the motion that unanimously carried.

#105-128.0 – Communications Coordinator \$ 3,953.38

Sheriff McLaughlin explained that the request is mainly for the Courthouse Security. It entails working Saturdays during the election, staying over for Jury Trials and working longer hours due to one of the Security employees was off work three weeks for medical reasons. Mr. West asked if he has used flex time with the Security Officers. Sheriff McLaughlin responded no, not at this time, especially since there are only two of them.

Mr. Reed moved to approve the following request as presented. Mr. Mason seconded the motion, which carried unanimously.

#126-199.0 – Overtime \$ 1,400.00

Mr. West made a motion to approve the following request as presented. Mr. McConnell seconded the motion that carried unanimously.

#105-322.0 – Postage \$ 2,000.00

Mr. West asked if a transfer could be made from the #903 account (County Medical Care for Inmate Fund) for \$18,000.00. Sheriff McLaughlin concurred and stated he would come back next month with that request. He also noted that with the new computer system (Spillman) they are not capable of tracking to see if inmates have money on the books to pay for things such as medical needs; therefore he has suspended the fees (\$10 for doctor visit; \$5 for prescription) until something can be figured out and that no revenue would be going into this account in the future.

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

#124-309.0 – Hospital & Medical \$ 62,000.00

Sheriff McLaughlin explained that the request is needed for those cases where the doctor recommends that the inmate go elsewhere for treatment.

Mr. Reed made a motion to approve the request as presented. Mr. Mason seconded the motion, which unanimously carried.

#124-315.0 – Professional Services (medical) \$ 5,000.00

IX. OLD BUSINESS

Mr. Waltz recollected that from last month's meeting, a date needs to be established to set up a special meeting to discuss the Wheel Tax. It was the consensus of the Council to establish a date at the August's meeting; noting that sometime in late September would be convenient.

X. NEW BUSINESS

Donna Zelner, Pleasant Township Assessor, appeared to request a transfer of funds.

Mr. Reed moved to approve the transfer as requested. Mr. Mason seconded the motion that carried unanimously.

#112-213.0 – Office Supplies	(\$ 94.00)
#112-410.0 – Office Equipment	\$ 94.00
#112-113.3 – Assistant Deputy	(\$ 475.00)
#112-114.0 – Part-time	\$ 475.00

David Pollard, Representative of the ABC Board, appeared before the Council to inform them he is trying to start a process of notifying members when a violation has occurred and then it could be investigated at their meetings. Currently, members are unaware of any violations that have occurred. It was suggested that a detailed notice be entailed for making determinations.

Mr. McConnell expressed that with departments doing away with or reducing overtime line items, a policy needs to be established for flex time and comp time in compliance with the law; and perhaps the Commissioner's are already working on a uniform policy regarding this matter.

There being no further business, Mr. West made a motion to adjourn the meeting. Mr. Reed seconded the meeting that carried unanimously.