

**GRANT COUNTY COUNCIL
REGULAR SESSION
September 16, 2015**

The Grant County Council met in regular session on Wednesday, September 16, 2015 at 6:00 p.m. in the Council Chambers.

1. Call to order

President McWhirt called the meeting to order at 6:01 p.m.

2. Prayer

Councilman Conner led in prayer.

3. Pledge of Allegiance

Councilman Leming led the pledge of allegiance.

4. Roll Call

In attendance were Council members Jim McWhirt, Shane Middlesworth, Michael D. Conner, Tresa Baker, Mark Leming and Frank Hix. Also present were Council Attorney Phil Stephenson, Auditor Roger A. Bainbridge, Chief Deputy Tammy Miller, Assistant Chief Deputy Chris Hancock and Executive Secretary Sharon Kirkwood. Mike Scott was absent.

5. Approval of Minutes

Councilwoman Baker moved to approve the minutes of August 19, 2015 as presented. Second by Councilman Leming; motion carried 5-0.

6. Auditor's Report

Auditor Bainbridge reported on the Health Insurance Fund. The 2015 report versus the 2014 report shows a \$427,000 to \$536,000 so we have lost \$109,000 to last year's benchmark. That is a concern that needs to be watched. The balance is behind and getting further behind compared to last year. The General Fund Balance Report is showing very similar to last years. If the C.O.I.T. and Pension Fund were added that would bring another \$500,000 to the balance.

7. New Business

A. Superior Court I - Transfer

Judge Todd was unable to attend. President McWhirt stated the amount was under the threshold. The transfer moves \$155.03 to equipment for the purchase of new headsets.

Councilwoman Baker moved to approve the transfer of \$155.03 from Repair to Equipment 1000-201-3000.65 to Equipment 1000-201-4000.41 as presented. Second by Councilman Leming, there was no public input. Motion carried 5-0.

B. County Sheriff- Additional

Captain Kevin Pauley, Grant County Sheriff's Department, requested an additional appropriation in the amount of \$12,417.71 for gas. The Sheriff's Department purchases gas and other offices use it. The other offices are then charged back with the money paying back the General Fund. The additional should take care of the gas account until the end of the year.

Councilwoman Baker moved to approve the additional appropriation in the amount of \$12,417.71 for the Sheriff's Gas account 1000-005-2000.20 as presented. Second by Councilman Middlesworth; there was no public input. Motion carried 5-0.

C. County Highway – Transfer and Additional

David White, Grant County Highway Superintendent, requested transfers for tires, garage & motor supplies, uniforms and telephone. The transfers will help cover expenses for the rest of the year. The transfers are as follows:

From		To		Amount
1176-531-2000.22	Salt	1176-533-2000.22	Tires	\$ 13,000
1176-532-4000.13	Pavement Marking	1176-533-2000.31	Garage Supp	\$ 30,000
1176-531-1000.22	Buy Out Days	1176-533-1000.31	Uniforms	\$ 5,000
1176-531-1000.22	Buy Out Days	1176-530-3000.24	Telephone	\$ 100

Councilman Middlesworth moved to approve the transfers as presented. Second by Councilman Leming; there was no public input. Motion carried 5-0.

Superintendent White requested \$100,000 to purchase a Total Patcher T-7500 Machine. This particular model will patch and crack seal when fully equipped. There was a crew cab truck that was wrecked. The insurance paid and the amount went to the Highway Fund. The rest of the additional is for 2 new crew cab trucks.

Councilman Leming moved to approve the \$100,000 for equipment as requested. Second by Councilman Middlesworth; there was no public input. Motion carried 5-0.

D. County Clerk – Vacancy and Transfers
Carolyn Mowery, Grant County Clerk, requested permission to fill a 2nd deputy position that pays \$23,363. Due to the uncertain health issues of Mrs. Cartwright a new person needs to be hired for the work on elections. The new full-time person will be expected to learn all about elections. The new hire would need to happen as soon as possible.

Councilman Middlesworth moved to approve the hiring of a 2nd deputy with annual salary of \$23,363 as requested and to be effective as soon as possible. Second by Councilwoman Baker; there was no public input. Motion carried 5-0.

Clerk Mowery requested transfers from dues and personal services to handle the storage of records Marion City Court. A place to store records is also a huge problem. Once it’s decided where to store the records then whether to purchase shelving or filing cabinets will be chosen. The transfers are as follows:

From		To		Amount
1000-001-3000.91	Dues	1000-001-2000.11	Office Supplies	\$ 120
1000-001-1000.11	Personal Serv	1000-001-2000.11	Office Supplies	\$ 1,880
1000-001-1000.11	Personal Serv	1000-001-2000.12	Official Records	\$ 500
1000-001-1000-11	Personal Serv	1000-001-4000.41	Equipment	\$10,000

Councilwoman Baker moved to approve the transfers as presented. Second by Councilman Middlesworth; there was no public input. Motion carried 5-0.

E. Community Corrections - Vacancies
Cindy McCoy, Director of Correctional Services, requested permission to fill a vacancy.

F. Non-Binding Budget Reviews

A. Non-Binding Budget Reviews
President McWhirt presented the non-binding reviews. President McWhirt, “This is a process that the Department of Local Government Finance requires us to do in compliance with property tax reform. We are required to review the budgets. All of the units in the county are required to submit their information online by September 1st on the Gateway site. Then we are to review each budget comparing 2015 and 2016, comparing the levies and tax rates for those 2 years. Our requirement is to review and give them a non-binding recommendation or review to the units involved. It’s important to remember the information we are looking at is not comparing apples to apples at all. The actual budget, levy and rate for 2015 is compared to the proposed budgets, levies and rates for 2016. So everyone needs to understand what is put out there for 2016 will be diminished by the D.L.G.F. as they do their reviews. There are 36 different units that we have to review.”

County Average Total Proposed Budget Increase Percentage 1.70%
County Average Total Proposed Levy Increase Percentage 16.50%

There were 5 entity representatives in attendance: Bryce Coryea for Center Township, Mary Eckerle for Marion Public Library, Nancy Bryant for Gas City Public Library, and Linda Magers for Fairmount Public Library.

	<u>Budget % to change</u>	<u>Levy % to change</u>	<u>Tax Rate % to change</u>
<u>Entity</u>	<u>2015 – 2016</u>	<u>2015-2016</u>	<u>2015 – 2016</u>
Center Township	7.10%	19.98%	26.95%
City of Jonesboro	13.99%	6.32%	24.28%

Eastbrook Schools	-4.74%	35.84%	55.43%
Town of Fairmount	-100.00%	-100.00%	-100.00%
Fairmount Public Library	2.23%	4.19%	4.11%
Fairmount Township	0.00%	8.75%	21.91%
Town of Fowlerton	-100.00%	-100.00%	-100.00%
Franklin Township	0.00%	8.88%	31.71%
City of Gas City	6.26%	2.58%	28.21%
Gas City Public Library	2.60%	3.16%	21.40%
Green Township	0.82%	7.55%	23.89%
Jefferson Township	7.34%	7.27%	23.18%
Jonesboro Public Library	2.40%	-100.00%	-100.00%
Liberty Township	30.60%	30.84%	54.22%
Madison-Grant Schools	.26%	18.93%	50.86%
City of Marion	7.75%	11.34%	13.64%
Marion Schools	-4.69%	21.06%	28.05%
Marion Public Library	2.57%	2.58%	20.70%
Town of Matthews	13.03%	2.60%	21.23%
Matthews Public Library	-100.00%	-100.00%	-100.00%
Mill Township	-1.95%	-13.45%	-13.91%
Mississinewa Schools	2.52%	21.74%	62.31%
Monroe Township	-100.00%	-100.00%	-100.00%
Oak Hill United Schools	10.20%	24.22%	55.28%
Pleasant Township	-----	-100.00%	-100.00%
Richland Township	-100.00%	-100.00%	-100.00%
Sims Township	-0.59%	-100.00%	-100.00%
Town of Swayzee	6.75%	3.78%	22.10%
Swayzee Library	2.60%	4.29%	22.72%
Town of Sweetser	79.85%	90.36%	103.98%
Town of Upland	-100.00%	-100.00%	-100.00%
Upland Public Library	-----	-----	-----
Town of Van Buren	3.27%	4.17%	22.56%
Van Buren Library	2.60%	5.21%	23.86%
Van Buren Township	12.02%	21.44%	36.50%
Washington Township	-----	10.21%	29.56%

Councilman Conner moved to give a favorable review to all taxing units' budgets including Upland Public Library even though they did not submit any budget, rate or levy for non-binding review. Second by Councilman Middlesworth; there was no public input. Motion carried 5-0. President McWhirt asked if the units would be notified of the council's recommendation. Auditor Bainbridge stated the units would be notified via mail tomorrow.

President McWhirt thanked all those who attended.

8. Old Business

A. 2016 Budget - Discussion and Potential Action Regarding Various Budget Matters

President McWhirt presented a list of items from budget discussions. The items were reviewed one at a time with the President McWhirt offering options to council members. Discussion ensued with no action taken. The items are as follows:

General Fund

- 1- Extension Office – contractual services includes 3 full time positions. Do we revert to 2.5 full time positions like we had in 2013 and prior years?
- 2- County Clerk – The request for Election Board contractual services includes \$5,900 to pay Micro Vote for election services. Do we keep this in the budget?
- 3- County Clerk – The clerk has requested an increase in Overtime/Part-time appropriation from \$23,243 to \$30,000. Do we approve this request?
- 4- County Sheriff – The sheriff is requesting to reduce the number of clerks in his office from 6 to 5 and increasing the salary of each clerk by unequal amounts that brings the pay of each clerk to the same amount (excluding longevity). His rationale is that the remaining clerks will be accepting additional duties-absorbing the duties of the forfeited position. Do we approve this request?
- 5- County Sheriff – The sheriff is requesting an increase of his salary from \$92,000 to \$115,000 (23,000 25%) Do we grant this request?

- 6- County Sheriff – The appropriation needed for 2016 is \$713,977. Do we include this appropriation within this budget, or move it to the C.O.I.T. Fund, which is where we included it in 2015?
- 7- Veterans Affairs – do we eliminate the administrative assistant position we added last year?
- 8- Public Defenders – We need to be sure to comply with State compensation requirements to ensure that we receive proper and complete reimbursement of expenses.
 - a. Do we approve the requested pay increase for the public defender salaries from \$28,442 to \$29,657 (1,233 – 4.3%)? If we approve the requested pay increases do we continue to pay for mal-practice insurance? The appropriation request for 2016 is \$6,000.
 - b. Do we approve the requested increase in the chief public defender’s salary from \$102,000 to \$103,000 (\$1,000 – 1.0%)?
 - c. Do we approve the requested salary increase for the secretary from \$26,266 to \$27,266 (\$1,000 – 3.8%)?
 - d. Do we approve the requested salary increase for the investigator from \$33,619 to \$34,619 (\$1,000 – 3.0%)
- 9- Emergency Medical Services – Mr. Ashcraft has requested substantial raises for the 3 full-time drivers because they are currently trained, and so spend some time doing so, to code and bill services. According to our schedules the pay increases would be from \$19,945 to \$27,040 (\$7,095 – 35.6%) Do we approve that request?
- 10- Reassessment Fund – A question has arisen as to what is the appropriate amount that we are paying as additional compensation to the assessor and to his staff members that have earned Level II and Level III certifications. What are we required to pay to be in compliance? Are we paying an amount that would permit us to reduce the amount we pay? How do we handle this after we understand our options?
- 11- Health Fund – Dr. Kennedy has requested to use the Local Health Department Trust Fund (#1206) to provide additional larger raises to some members of his staff. If we approve any raises, do we permit this?
- 12- Health Insurance – Dr. Kennedy has requested to use the Local Health Department Trust Fund #1206 to provide additional/larger raises to some members of his staff. If we approve any raises, do we permit this?
- 13- Health Insurance – We need to know the amount for which the County General Fund needs to transfer to the Health Insurance fund to keep the fund in a solid financial position. Last year we appropriated the following:

General Fund	\$ 346,000
CEDIT Fund	\$1,704,675
COIT Fund	\$1,372,405
Total	\$3,423,080

Note: This does not include other funds that pay toward the total transfer, such as the Motor Vehicle Highway Fund and the Health Fund.
- 14 - CEDIT Fund – According to the Form 4B that we have been presented, the CEDIT Fund could accommodate \$1,200,000 in appropriations for 2016. That would leave an operating balance of only 14 as of December 31, 2016. Last year we appropriated \$1,715,000 in this fund. That is a reduction of \$515,000.
- 15 -COIT Fund – According to the Form 4B that we have been presented, the COIT Fund could accommodate \$5,098,000 in appropriations for 2016. That would leave an operating balance of only \$584 as of December 31, 2016. Last year we appropriated \$5,102,000 in this fund. That is a reduction of \$4,000.
- 16- Review of Financial Position- I asked Tammy Miller to prepare revised Form 4B analyses using the following criteria:
 - a. Include the amounts that we have approved for categories 2 through 7.
 - b. Include the amounts for salary increases that we are required to pay for 2016, including those for the Sheriff’s Department, the Community Corrections staff members, and the public defenders. (We are committed to 3% raises to all units, except administrative personnel, in the Sheriff’s Department. We are committed to 2% raises to the administrative unit of the Sheriff’s Department.
 - c. Include the 2015 salaries and wages for all other county employees.

The operating balance for the combination of the General fund, the Health Fund, the Reassessment Fund, and the Cumulative Bridge Fund was \$798,132 on the original From 4B analysis prepared by Tammy. That analysis uses \$828,107 as the projected circuit breaker loss.

The operating balance for the combination of the General Fund, the Health Fund, the Reassessment Fund, and the Cumulative Bridge Fund is \$851,498, a difference \$1,649,630. That analysis uses \$828,107 as projected circuit breaker loss as well. I believe we should use a higher number for projected circuit breaker losses. I suggest that we use \$1,000,000.

We may have to appropriate additional expenses in the General fund due to lower amounts available for budgeting in the CEDIT and COIT funds. The difference is \$519,000.

We may also have to increase the amount we appropriate for transfers to the Health Insurance Fund.

A more accurate operating balance of the combination of the 4 funds could be:

\$ 851,498

-\$171,893 – additional Circuit Breaker Losses

-\$519,000 – Reduced appropriations in CEDIT and COIT

\$160,605 – more accurate operating balance

17- Other questions to consider:

- a. Do we reduce salaries / wages?
- b. Do we stop paying employees' share of PERF
- c. Do we eliminate positions?
- d. Are there any revenue adjustments we can make?
- e. Do we reduce the Cumulative Bridge Fund budget?

9. Reports, Resolutions, Communications and General Discussion

There were no reports.

A special budget meeting will be held on October 7, 2015 at 6:00 p.m.

The next regular meeting will be held on October 21, 2015 at 6:00 p.m.

10. Adjournment

The meeting ended at 7:37 p.m.

COUNCIL MEMBERS:

JIM McWHIRT, PRESIDENT

SHANE MIDDLESWORTH

MIKE SCOTT

MARK LEMING

TRESA BAKER

MICHAEL D. CONNER

ATTEST:

FRANK HIX

ROGER A. BAINBRIDGE
AUDITOR