

The Rush County Council met for the regular Rush County Council meeting on Wednesday, December 12, 2018 at 9:00 a.m. with County Council Members Gerald Mohr, Charles Smith, Warren Norris, Marvin Hedrick, Scott Barnes, and Steve McCorkle, Jodi Harr, Auditor and County Attorney Leigh Morning in attendance. Councilwoman Janet Kile was absent.

Council Chairman Gerald Mohr called the meeting to order at 9:00 a.m.

Minutes of the November 7, 2018 regular meeting were approved with a motion from Charles Smith and seconded by Marvin Hedrick. All were in favor. Motion carried.

Minutes of the November 20, 2018 special meeting were approved with a motion from Steve McCorkle and seconded by Warren Norris. All were in favor. Motion carried.

### **HEALTH DEPARTMENT**

Health Board President Tai Morrell, NP was present to give an update on the reorganization of the Health Department. Currently the Nurse Supervisor of the Health Department is out on medical leave. Staff Nurse Dixie Meyer is taking care of all nursing services with the help of Home Health Aide Debbie Johnson.

The department has looked at the possibility of sharing a nurse between the health department and the jail. She does not think this is going to work. The county would have to cut some home health services and she does not recommend cutting services from those who are dependent on them.

Some goals for the department are to become more user friendly by providing a way to apply for licenses and permits on line and to work on recruiting more doctors and nurses to work locally.

Julia Apple reported she is working with a state environmentalist from Shelby County as her mentor and working on the backlog of septic permits.

Councilman Barnes commented it is enlightening to see the Health Department moving forward. The council knew there were issues within the department and the council did a good job of addressing it.

### **LIBRARY BOARD**

Steve McCorkle made the motion to reappoint Lou Starkey to her final four year term on the Rushville Public Library Board. Warren Norris seconded. Motion carried.

### **E911**

County Attorney Leigh Morning presented an Interlocal Agreement between the City of Rushville and County of Rush. The purpose of the agreement is for the county to pay \$102,726.00 from E911 funds to the City of Rushville for city E911 dispatch salaries in 2019.

This was approved by the council in the 2019 E911 Budget. Charles Smith made the motion to approve the Interlocal Agreement. Scott Barnes seconded. Motion carried.

### **EXTENSION OFFICE**

The Extension Office requested a transfer in their county general budget from account 20010 supplies to 30037 computer lease in the amount of \$200.73. Steve McCorkle made the motion to approve the requested transfer. Warren Norris seconded. Motion carried.

In the 2019 budget, Will Schakel's salary was moved to a contracted service. After directions from the State Board of Accounts at the October State Board of Accounts County Auditor meeting, Auditor Harr reported that due to the structure of Schakel's working relationship with Rush County, he would need to remain an employee. She requested Schakel's salary for 2019 be set at the 2018 rate times the one percent raise that county employees received for a total of \$26,890.00. This is a part time position working approximately twenty hours per week. He will be paid an hourly rate of \$25.86. His total hours worked during 2019 cannot result in him being paid more than the allotted \$26,890.00. Marvin Hedrick made the motion to approve this pay as requested. Scott Barnes seconded. Motion carried. Transfers will need to be done in January to move the salary from the contract line into the salary line.

### **2018 SALARY ORDINANCE**

The Sheriff has hired a replacement for the retiring jail secretary. She will be working along the side of the current jail secretary for two to three months. It is requested the 2018 Salary Ordinance be amended to add a line for Jail Secretary to work forty hours per week at an hourly pay of \$15.30. This is a full time position. Upon the retirement of the current jail secretary, there will only be one jail secretary. Marvin Hedrick made the motion to approve the change to the 2018 Salary Ordinance. Scott Barnes seconded. Motion carried. In January a transfer will need to be done to appropriate money into the new jail secretary line.

### **2019 SALARY ORDINANCE**

Auditor Jodi Harr presented the 2019 Salary Ordinance for approval of the council. The salaries are set according to the 2019 budgets approved by the county council in September. She has spoken to incoming Sheriff Allan Rice and updated the changes for his administration within the Sheriff Department. Those changes at this time include Chief Deputy, Lt. Deputy, and adding the new Jail Secretary to the jail budget. There will be changes to the Jail Commander and Jail Matron at a later time. Charles Smith made the motion to adopt the 2019 Salary Ordinance as presented. Steve McCorkle seconded. Motion carried.

### **SHERIFF**

Sheriff Jim Cowan presented an update on his department. There are currently sixty three inmates housed at the jail. There have been a few more plumbing issues. There is still a plumbing problem within the secretary's office. QPH is continuing to work on finding a solution.

Chairman Mohr thanked Sheriff Cowan for his service to Rush County and working with the council.

## **RECORDER**

Recorder Kevin Spilman requested permission to purchase a new computer server for his office system. The cost is approximately \$15,000.00. He has the funds in the Recorder Perpetuation Fund to cover the expense. Marvin Hedrick approved the request. Steve McCorkle seconded. Motion carried.

## **COMMISSIONERS**

Chairman Paul Wilkinson noted that the State Board of Accounts will be here next week to conduct a two year audit of county finances. He requested the council approve the Auditor to hire extra help if needed during this time.

## **COMMUNITY FOUNDATION**

Kristi Amos with the Rush County Community Foundation reported the Foundation has been awarded a two to one matching opportunity from the Lily Foundation. It will be for funds raised through December 31, 2020. The donations must go to unrestricted funds. She encouraged everyone to donate and to also apply for the local grants.

## **HR**

HR Director Tony Personett reported the Commissioners approved the new wage classification schedule and vacation policies. The policies are effective immediately for new hires and effective January 1, 2020 for current employees. He will be meeting with each individual employee over the next couple of weeks.

## **AUDITOR**

Steve McCorkle made the motion to authorize Auditor Jodi Harr to make transfers for the end of the year and bring them to the January 2019 meeting for Council approval. Scott Barnes seconded. Motion carried.

Auditor Harr requested permission to hire a past employee to help with end of the year procedures if needed at the hourly rate of current office employees. With the State Board of Accounts being here and already being short staffed, she will need the help.

Harr also requested the Council consider giving her back the full time financial deputy that was eliminated when the HR Director was hired. She understands that she agreed to not replace this position in order to have an HR Director but time has shown that was a poor decision. She tried to do what the council has asked all offices to do by looking to see if responsibilities can be reassigned as employees leave. For six months she reassigned duties but it did not work. The current staff is busy with their current responsibilities and cannot process financial needs and payroll on a regular basis. Currently Harr is processing payroll, all tax distributions, budget transfers/adjustments, investments and receipts as needed. This is against internal control policies and she cannot do this indefinitely. She is to be the overseer of the responsibilities within her office not the doer. The State Board of Accounts would certainly give us an audit comment because of this. Discussion was held as to whether a part time person can do payroll. Harr's concerns are that especially for payroll you want an employee to be in that position for long term. Part time employees seem to leave at the opportunity of a full time position offering.

She feels there is enough work for them to be busy full time. Some responsibilities will be payroll processing, monthly-quarterly-annual tax distributions including payroll tax, local income tax and property tax, processing interest and investments, budget preparations, budget transfers and possibly helping the HR Director as his position evolves. It is important that you have one person doing these responsibilities and another person auditing their work. Harr has spoken with the Treasurer about sharing a position but because of the financial aspect of both offices sharing a position would not work. Conversation was held regarding possibly outsourcing payroll processing.

Finally Harr commented we have to look to the future when she will not be in the Auditor's office whether it be two years or six years. It is not wise to depend on one person to know and do such an important and necessary part of county work. We have to get someone in the office who will stay long term to learn the finances of the county especially because elected officials change and you need stability in the processing of your finances.

Harr asked the Council to help her find a solution to this. She does not have time to train someone for the next four to six weeks but she would like to address this at the beginning of the year.

### **RECORD STORAGE**

Marvin Hedrick asked Commissioner Chairman Paul Wilkinson where they are on finding solutions for the record storage problem. Wilkinson commented the commissioners are looking at possible solutions.

### **EMA**

Chuck Kemker was unable to attend. Steve McCorkle has spoken to Kemker and has the following information to share. There are no EMS issues at this time. The radio communication system has been installed and is in the process of being tested now. Kemker expects delivery of the new EMA trailer by the end of the year. Solid Waste Director Carole Yeend asked where Kemker intends to store the new trailer. He has maxed out his storage space at the White Felt Building. Sheriff Cowan believes the new trailer will replace two of the existing trailers.

Scott Barnes formally thanked Chairman Gerald Mohr for his valuable service to Rush County and the County Council. All agreed.

The next county council meeting will be held on Wednesday, January 9, 2019 at 9:00 a.m.

Steve McCorkle moved to adjourn the county council meeting. Marvin Hedrick seconded the motion. Motion carried

\_\_\_\_\_/retired 12-31-18/  
Gerald Mohr, Chairman

\_\_\_\_\_/Warren Norris/  
Warren Norris

\_\_\_\_\_/Charles Smith/  
Charles Smith

/Janet Kile/  
Janet Kile

/Marvin Hedrick/  
Marvin Hedrick

/Scott Barnes/  
Scott Barnes

/Steve McCorkle/  
Steve McCorkle

ATTEST:

/Jodi Harr/  
Jodi Harr, Auditor