

REGULAR MEETING RUSH COUNTY COUNCIL DECEMBER 11, 2019

The Rush County Council met for the regular Rush County Council meeting on Wednesday, December 11, 2019 at 9:00 a.m. with County Council Members Charles Smith, Warren Norris, Marvin Hedrick, Carl Harcourt, Ralph Adams, Janet Kile and Scott Barnes, Jodi Harr, Auditor and County Attorney Leigh Morning in attendance. This was a joint meeting with the Rush County Commissioners. Mark Bacon and Paul Wilkinson were in attendance. Bruce Levi was absent.

Chairman Charles Smith called the meeting to order at 9:00 a.m. Mark Bacon called the commissioners to order.

COUNTY FINANCIAL REPORT

Jason Semlar and Caitlin Cheek with Baker Tilly Financial Services were present to give an extensive financial report of county funds along with recommendations as to how the county can finance repairs and renovation to the courthouse. Their presentation included projected cash flows from 2019 through 2022 for General Fund, EDIT Fund, Public Safety LIT Fund, Special Purpose LIT Fund, and Cumulative Capital Development Fund. They then showed an illustration as to how moving some expenses from one fund to another fund will positively affect all funds. Information was given on property tax bonds, the impact property tax bonds would have on property owners, Local Income Tax options, the impact income tax options will have on working Rush County residents, and financing scenarios.

Following the presentation, discussion was held on what the next step is. Commissioner Paul Wilkinson is meeting with a couple of roof vendors to get cost estimates. Discussion was held on whether it is necessary to have a Courthouse Renovation Study Committee. One of the biggest questions the commissioners is getting is when will the financing be available.

Semlar offered to put together an estimated time schedule for both funding options. He will have it for the January Council meeting. Councilman Scott Barnes asked to also see options for length of payment terms scenarios.

MINUTES

Minutes of the regular council meeting on November 13, 2019 were reviewed. Marvin Hedrick made the motion to approve. Ralph Adams seconded. All were in favor. Motion carried.

Minutes of the special council meeting held on November 25, 2019 were reviewed. Warren Norris made the motion to approve the minutes. Carl Harcourt seconded. All were in favor. Motion carried.

COMMUNITY CORRECTIONS

Director Ashley Stevens reported the Indiana State Opioid Grant has been approved. This grant allows for a pre-trial officer to be hired. It covers the salary and benefits for this

position. It also approves \$12,000 for a social service contract. The social service contract will be inclusive of mental health services. Her current field officer is interested in filling this position. If that is the case, she is requesting the Department of Corrections to make the full time field officer a part time position. This new grant has the potential to have funding for two years. Scott Barnes made the motion to approve the new position with the understanding that the grant funds the position. Ralph Adams seconded. All were in favor. Motion carried.

Stevens also requested the following transfers:

- Fund 9104 RCCC Grant Fund
 - From account 10200 Social Security to 10201 health insurance in the amount of \$678.58. Marvin Hedrick made the motion to approve. Janet Kile seconded. All were in favor. Motion carried.
- Fund 2505 RCCC User Fee Fund
 - From account 30193 equipment leasing to 10201 health insurance in the amount of \$3,966.49. Ralph Adams made the motion to approve the transfer. Marvin Hedrick seconded. All were in favor. Motion carried.

AREA PLAN COMMISSION

APC Director Gregg Duke requested a transfer of funds in his county general budget. Ralph Adams made the motion to approve a transfer in the amount of \$600.00 from account 30143 plan consultant to 20010 office supplies. Marvin Hedrick seconded. All were in favor motion carried. Commissioner Paul Wilkinson is scheduling a time with Duke Energy to discuss savings on LED lights within the courthouse.

HEALTH

Julia Apple provided an update of the health department. She requested a transfer in the amount of \$250.00 in the health fund 1159 from account 30000 to account 20077 environmental health. Warren Norris made the motion to approve the transfer. Carl Harcourt seconded. All were in favor. Motion carried.

The part time nurse recently hired gave her notice to quit in January. They will be looking for a replacement.

Two of the employees in the health department have accumulated several hours of comp time. Their budget has money left in part time to pay out some of the comp time hours. It would cut the time due to the employees in half. Marvin Hedrick made the motion to pay out a total of \$1,435.18 in comp time to these two employees. Scott Barnes seconded. All were in favor. Motion carried.

The council requested the Health Department to submit a monthly report of permits issued. She will start this in January.

AUDITOR

Auditor Jodi Harr requested the following transfers:

- Fund 1000 County General Auditor budget:

- From account 10018 part time to 20010 supplies \$1,711.00
- From account 10018 part time to 30002 travel \$120.00
- From account 10018 part time to 30013 contract service \$865.00
- From account 10018 part time to 40002 office equipment \$1,828.00
- Ralph Adams made the motion to approve all four of the above transfers. Warren Norris seconded. All in favor. Motion carried.
- Fund 1150 GIS Electronic Map Generation from account 30067 training to account 20010 supplies in the amount of \$300.00. Scott Barnes made the motion to approve the transfer. Warren Norris seconded. All in favor. Motion carried.
- Marvin Hedrick made the motion to allow the Auditor to make all transfers between accounts for the end of the year. She will bring a list of the transfers to the council meeting in January 2020. Janet Kile seconded. All were in favor. Motion carried.

CLERK

Rush County Clerk Angela Buckley requested a transfer in Fund 1119 Clerk Perpetuation from account 10018 part time to account 20010 supplies in the amount of \$3,000.00. Scott Barnes made the motion to approve the transfer. Carl Harcourt seconded. All were in favor. Motion carried.

ENCUMBRANCES

Janet Kile made the motion to allow Auditor Harr to accept encumbrance forms from department heads to encumber money from the 2019 budget to the 2020 budget as long as there is an invoice attached to the encumbrance form. Marvin Hedrick seconded. All were in favor. Motion carried.

2020 SALARY ORDINANCE

The 2020 Salary Ordinance was presented for the council's approval. It was noted that both of the job descriptions in the Public Defender Office are identical. They should both be COMOT II positions. HR Director Tony Personett has talked to the department head and to the employee. The change was made. Carl Harcourt made the motion to approve Ordinance 2019-11 Salary Ordinance. Ralph Adams seconded. All were in favor. Motion carried.

EMPLOYEE JOB DESCRIPTIONS

Discussion was held on how job description changes are to be handled. Both boards agreed that there needs to be a process in place for all department heads to follow. All agreed to the following procedure:

- Department head will complete an amended job description form and give to the HR Director.
- The HR Director will review and present it to the commissioners.
- The commissioners will review and request it be sent to an independent HR Consultant.

- If the independent HR Consultant suggests that the pay category also be changed, it will be forwarded to the council for their review and approval.

NEW FUNDS

Ordinance 2019-9 creating the RCCC Drug Court Fund 9114 was presented for approval. This is a state grant fund to be managed by Community Corrections. Carl Harcourt made the motion to approve Ordinance 2019-9. Warren Norris seconded. Motion carried.

Ordinance 2019-10 creating the Indiana State Opioid Response Fund 8119 was presented for approval. This is a federal grant to be managed by Community Corrections. Warren Norris made the motion to approve Ordinance 2019-10. Carl Harcourt seconded. Motion carried.

RAINY DAY FUND

After reviewing the end of the year finances, Auditor Harr requested the council consider moving \$100,000.00 from county general fund 1000 to the county Rainy Day Fund 1186. Scott Barnes made the motion to transfer \$100,000 from county general to the rainy day. Ralph Adams seconded. All were in favor. Motion carried.

SHERIFF

Sheriff Allan Rice presented his department update and had the following items to note:

- He presented a letter to the council disclosing the amount that was spent from Commissary fund for the annual awards banquet. The amount was \$1,850.00.
- Presented the commissary financial report and annual financial report for 1/01/19 to 12/01/19. The auditor noted that she will need these reports ran through 12/31/19.
- County auto insurance has reimbursed the total cost of the 2019 Dodge Charger that was totaled. He will be purchasing a 2020 Durango and a 2020 Dodge Charger.
- The Sheriff AP for public use on cellular phones was discussed. The agreement will be presented to the commissioners at their next meeting. The set up cost for the AP will be \$21,975.00. There is a large discount available that will reduce the set up cost to \$7,500.00. The cost is based on the county population. He would like to pay for this out of commissary funds. The annual maintenance fee is \$4,995.00 which will need to be paid from his regular budgets. Scott Barnes made the motion to pay the set-up fee in the amount of \$7,500.00 out of commissary funds. Marvin Hedrick seconded. All were in favor. Motion carried.
- He would like to continue the radio equipment rebate for emergency response departments.

Scott Barnes made the motion to adjourn. Warren Norris seconded. Motion carried.

/Charles Smith/
Charles Smith, Chairman

/Warren Norris/
Warren Norris

/Ralph Adams/
Ralph Adams

