

September
23

DELAWARE COUNTY COUNCIL MEETING
~~August 23~~, 2014 9:00a.m.
DELAWARE COUNTY COMMISSIONERS COURTROOM
CALL TO ORDER
PLEDGE
AGENDA POSTED
ROLL CALL

Present; Councilman Alexander, Councilwoman Chambers, President Jones, Councilman Matchett, Councilman Quakenbush, Councilman Nemyer, Councilman Spangler, Attorney, Ms. Amanda Dunnuck, Auditor, Ms. Judy Rust, Recording Secretary, Ms. Denise Smith

APPROVAL OF MINUTES

MOTION: Councilman Nemyer motioned to approve August 23, 2014 Council meeting minutes.

SECOND: Councilman Quakenbush
Motion PASSED UNANIMOUSLY

COMMITTEE REPORTS

Tax Abatements-none

Appointments-The opened Civic Authority Board appointment will be discussed at a future Council meeting.

Insurance-none

Personnel-Ms. Nancy Larson, Human Resource Director, presented the 90/180 days completion for three employees.

MOTION: Councilman Nemyer motioned to approve the request.

SECOND: Councilman Matchett
Motion PASSED UNANIMOUSLY

MEMORANDUM

TO: DELAWARE COUNTY COUNCIL
 FROM: HUMAN RESOURCES
 DATE: AUGUST 26, 2014
 RE: SUMMARY OF ADJUSTMENT REQUESTS

Individual	Line Number	Department	Requesting Dept. Head	Requested Change/Action	Effective Date
Melissa Masship	138-8112	Courts	Judge Cowling	Completed 180 Days of Service Adjust to Full Position Base - \$ 30,311.00	08/02/14
Darrel Nichols	138-4118	Courts	Judge Wolf	Completed 180 Days of Service Adjust to Full Position Base - \$ 30,311.00	08/26/14
Tina Poe	400-A109	Highway	Chris McCammon	Completed 90 Days of Service Adjust to 30% of range - \$37,422.00	07/21/14

**RESOLUTION TO COVER SHORTFALL IN FUNDING
 RESOLUTIONS 2014-039**

MOTION: Councilman Nemyer motioned to approve Resolution 2014-039, Shortfall in Funding.

SECOND: Councilman Quakenbush
 Motion PASSED UNANIMOUSLY

RESOLUTION TO COVER SHORTFALL IN FUNDING

WHEREAS, Delaware County Council appropriated funds for the calendar year 2014 and is experiencing a shortfall in the collection of property taxes to cover said funding; and

WHEREAS, to address said shortfall, the County can reduce the appropriated funds in the Resessment Fund in the amount of Fifty Two Thousand Dollars and 00/100 (\$52,000.00).

THEREFORE, BE IT RESOLVED by the County Council of Delaware County, State of Indiana, that:

1. The appropriation for the Resessment Fund shall be reduced in the amount of Fifty Two Thousand Dollars and 00/100 (\$52,000.00).
2. That said funds shall be used by the County Council to address the financial shortfall that the County is experiencing;
3. That said Resolution shall take effect upon signing of the same.

ADOPTED THIS 23 DAY OF September, 2014.



Mike Jones, Council President



Kevin Nemyer, Council Member



Rick Spangler, Council Member



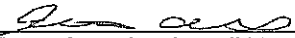
Mary Chambers, Council Member



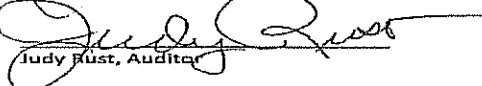
Chris Matchett, Council Member



Ron Quakenbush, Council Member



Scott Alexander, Council Member



Judy Rust, Auditor

**RESOLUTION TO COVER SHORTFALL IN FUNDING
RESOLUTION 2014-040**

MOTION: Councilman Nemyer motioned to approve Resolution 2014-040, Shortfall in Funding.

SECOND: Councilman Quakenbush

Ms. Amanda Dunnuck, Council Attorney, said this was discussed in the Budget meetings; the numbers came from the Auditor's Office. This is cuts from August 26, 2014 and is not cuts made in Budget hearings with exception of salaries.

Motion PASSED UNANIMOUSLY

RESOLUTION NO. 2014-040

RESOLUTION TO COVER SHORTFALL IN FUNDING

WHEREAS, Delaware County Council appropriated funds for the calendar year 2014 and is experiencing a shortfall in the collection of property taxes to cover said funding; and

WHEREAS, to address said shortfall, the County can reduce the appropriated funds in the County General Fund in the amount of Two Hundred Thirteen Thousand Two Hundred and Seventy Two Dollars and 58/100 (\$213,272.58).

THEREFORE, BE IT RESOLVED by the County Council of Delaware County, State of Indiana, that:

1. The appropriation for County General shall be reduced in the amount of Two Hundred Thirteen Thousand Two Hundred and Seventy Two Dollars and 58/100 (\$213,272.58)
2. That said funds shall be used by the County Council to address the financial shortfall that the County is experiencing;
3. That said Resolution shall take effect upon signing of the same.

ADOPTED THIS 23 DAY OF September, 2014.



Mike Jones, Council President



Rick Spangler, Council Member



Chris Matchett, Council Member



Scott Alexander, Council Member




Kevin Nemyer, Council Member



Mary Chambers, Council Member



Ron Quakenbush, Council Member



Judy Rust, Auditor

**FINANCIAL
COUNTY GENERAL**

Ms. Rust, Auditor, read aloud the requests.

MOTION: Councilwoman Chambers motioned to approve Sheriff Interdiction Revenue 1000-6502 for \$4791.94.

SECOND: Councilman Alexander
Motion PASSED UNANIMOUSLY

OTHER

MOTION: Councilman Spangler motioned to approve Rainy Day County Assessor 1186 for \$132,213.66.

SECOND: Councilman Nemyer
Councilman Alexander said the Finance Committee decided to leave the decision up to Council.

President Jones said Council wants to conserve the Rainy Day Fund as much as possible. Jones realizes that Mr. Carmichael is in need of the money but the Assessor's office has had to dip into Rainy Day twice already.

Motion PASSED UNANIMOUSLY

MOTION: Councilman Nemyer motioned to approve Assessor 1188 Reassessment for \$1374.76.

SECOND: Councilman Matchett
Councilman Quakenbush said that budget is in the negative of \$25,684.

Mr. Carmichael said the Resolution passed at the beginning of the meeting will cover that.

Motion PASSED UNANIMOUSLY

9:13 a.m.

MOTION: Councilman Quakenbush motioned to approve Engineering Department Cumulative Bridge for \$560,000.

SECOND: Councilman Nemyer
Favorable recommendation at Finance meeting
Motion PASSED UNANIMOUSLY

MOTION: Councilman Quakenbush motioned to approve Highway 202 for \$60,000.

SECOND: Councilman Nemyer
Favorable recommendation at Finance meeting
Motion PASSED UNANIMOUSLY

MOTION: Councilman Nemyer motioned to approve Infant Mortality Grant CFDA for \$37,067.43.

SECOND: Councilman Matchett
Favorable recommendation at Finance meeting
Motion PASSED UNANIMOUSLY

**TRANSFER
COUNTY GENERAL**

Mr. Joe Winkle, 911 Director, presented changes in the transfer amount previously turned in.

MOTION: Councilman Nemyer motioned to amend with like reductions, per Mr. Winkle the transfer amount. (See below).

SECOND: Councilman Alexander
Motion PASSED UNANIMOUSLY

MOTION: Councilman Nemyer motioned to approve transfer of Prosecutor, (See below).

SECOND: Councilman Matchett
Motion PASSED UNANIMOUSLY

MOTION: Councilman Nemyer motioned to approve transfer of Auditor, (See below).

SECOND: Councilman Spangler
Motion PASSED UNANIMOUSLY

OTHER

9:21 a.m.

MOTION: Councilman Nemyer motioned to approve transfer of Reassessment, (See below).

SECOND: Councilman Quakenbush
Motion PASSED UNANIMOUSLY

ADDENDUM

MOTION: Councilman Nemyer motioned to approve transfer of Jail 145, (See below).

SECOND: Councilman Alexander
Motion PASSED UNANIMOUSLY

**TRANSFER
COUNTY GENERAL**

MOTION: Councilman Nemyer motioned to approve transfer of EMS, (See below).

SECOND: Councilman Matchett
Motion PASSED UNANIMOUSLY

ADDENDUM

MOTION: Councilman Nemyer motioned to approve transfer of Commissioners, (See below).

SECOND: Councilman Matchett
Motion PASSED UNANIMOUSLY

MOTION: Councilman Matchett motioned to approve financial, transfer, addendums and amend salary ordinance.

SECOND: Councilman Nemyer
Motion PASSED UNANIMOUSLY

NEW BUSINESS

9:28 p.m.

Mr. Will Statom, Voters Registration, presented the letter from Human Resources. Mr. Statom said the ordinance pertains to Election Room workers and not Voter Registration workers. Mr. Statom feels that the pay should be based on experience and number of years working at Delaware County and should be \$12 per hour. The ordinance does not apply.

Ms. Dunnuck said the date on the below letter stated December 30, 2014. Money will have to be placed in the line item should Council decide to pay through December 30, 2014.



DELAWARE COUNTY DEPARTMENT OF HUMAN RESOURCES

100 W. Main Street, Room 309 • Muncie, Indiana 47305
Telephone (765) 741-3397 • Fax (765) 281-5831

August 27, 2014

Ms. Kristy Eller
2125 PINEHURST DR
Yorktown, In 47386

ORIGINAL

Dear Ms. Eller:

As you may know, recent changes in the economy have forced us to make some difficult decisions within the Delaware County Government. In order for the county government to succeed in the future, we must decrease our budget by decreasing some of our workforce from full time to part time.

Therefore, it is with regret that I inform you that your Full Time position has been reduced to a Part Time position, effective December 30, 2014. At that time you will no longer be carried on our health insurance. Anthem will notify you about COBRA insurance coverage. COBRA continuation coverage is a continuation of Plan coverage when coverage would otherwise end because of a life event known as a "qualifying event."

According to Ordinance NO. 2013-022, Part Time hours cannot exceed 29 hours per week.

According to Ordinance NO. 2012-014A, your hourly pay will be \$10.00 per hour.

Please let us know if we can assist you during your transition.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Larson".

Nancy Larson
Human Resources Director

cc: Will Statom

"An Equal Opportunity Employer"

ORIGINAL

- d. Part Time 4
 - i. Pay rate of \$15.00 per hour.
 - ii. Types of Jobs: Accounting, bookkeeping, payroll, legal secretaries, court related clerical positions requiring advanced computer skills, positions that affect County liabilities.
 - iii. High school or GED required, advanced education and/or degree, minimum of 2 years previous applicable experience required.
- e. Part Time 5
 - i. Pay rate of \$10.00 per hour with the maximum amount per week that is approved/set by the Delaware County Election Board.
 - ii. Types of Jobs: Specifically Election Room Deputy Clerks, positions that are governed by specific laws and judicial rules, office experience, basic computer skills/data entry, answer phones, must have multitasking abilities.
 - iii. Must have a high school diploma or GED.
- f. Part Time 6
 - i. Pay rate of \$12.00 per hour with the maximum amount per week that is approved/set by the Delaware County Election Board.
 - ii. Types of Jobs: Specifically Election Room Deputy Commissioners, positions that are governed by specific laws and judicial rules, office experience, basic computer skills/data entry, answer phones, must have multitasking abilities.
 - iii. Must have a high school diploma or GED.

- 2. That any part-time employees in Part Time level 1-4 that is employed in a department that works on a 32 hour work week shall be able to work up to 30 hours; a department that works on a 40 hour work week shall be able to work up to 38 hours; and a department that works on a 36 hour work week shall be able to work up to 34 hours.
- 3. All employees who are classified as full-time/salaried/hourly employees, as provided in Delaware County Salary Ordinance as approved and amended from time to time, shall be entitled to receive benefits as are offered by the county. Such employees, if their positions otherwise qualifies under applicable law, shall work a maximum of forty (40) hours per week before qualifying for overtime pay/compensatory time.
- 4. The departments requesting part-time positions shall file their request along with a proposed job description to the human resource department. Upon review the job description, requirements for the job and the duties, the human resource director shall assign the level. The Department Head can appeal the assigned level to the personnel committee if there is a dispute.
- 5. Upon the assignment of the level for the job description, the same shall be submitted to the Delaware County Council for final approval.
- 6. This ordinance shall be included as part of the Delaware County Salary Ordinance as approved and amended from time to time.

OTHER

9:31 a.m.

Councilman Alexander said he knows there are deadlines with Ameresco and discussions to resolve it as recent as the past week-end. Alexander said we owe everyone a decision that was involved with the process and there seems to be unanimous support.

President Jones said this will not be discussed at the Council meeting, however, President Jones will talk with Ameresco after the meeting.

ADJOURN

MOTION: Councilman Quakenbush motioned to adjourn.

SECOND: Councilwoman Chambers

Motion PASSED UNANIMOUSLY

Budget hearings will reconvene at 9:30 a.m. Tuesday, September 23, 2014. The budget will not be adopted at today's meeting. The Budget hearings will extend to Council's regular meeting in October 28, 2014.

MOTION: Councilman Quakenbush motioned to except that he Budget hearings will be approved October 28, 2014 at the regular Council meeting.

September 2014 Council meeting

SECOND: Councilman Nemyer
 Motion PASSED UNANIMOUSLY

ORIGINAL

WHEREAS: It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget;
 SECTION 1, THEREFORE: Be it ordained by the County Council of Delaware County, Indiana, that for the expenses of said municipal corporation for the following additional sums of money are hereby appropriated and ordered set apart out of the several funds for the purposes herein specified subject to the laws governing the same.

FINANCIAL AGENDA FOR THE DELAWARE COUNTY COUNCIL 9/23/2014		
COUNTY GENERAL	REQUESTED	APPROPRIATED
SHERIFF INTERDICTION REVENUE 1000-6502		
CAPITAL OUTLAYS		
444 Equipment 1000-129-144	4,791.94	4791.94
TOTAL	4,791.94	4791.94
OTHER		
RAINY DAY COUNTY ASSESSOR 1186		
SUPPLIES		
211 Paper/ink	7,651.58	7651.58
OTHER SERVICES AND CHARGES		
314 Contractual Services	120,000.00	120,000
312 Form 11 Mailing	4,562.08	4,562.08
TOTAL	132,213.66	132,213.66
ASSESSOR 1188 REASSESSMENT		
PERSONAL SERVICES		
Salaries and Wages		
177 1188/177 Long/short term disability	31.84	31.84
112 1188/693/112 PERF	1,342.92	1342.92
TOTAL	1,374.76	1374.76
ENGINEERING DEPARTMENT CUMULATIVE BRIDGE		
CAPITAL OUTLAYS		
1135-400-5-20000-085 Bridge 85	360,000.00	360,000
1135-400-5-20000-226 Bridge 226	100,000.00	100,000
1135-400-5-20000-800 Bridge Inspections	100,000.00	100,000
TOTAL	560,000.00	560,000

ORIGINAL

WHEREAS: It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget:

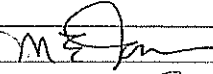
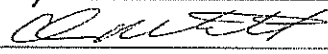
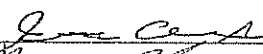
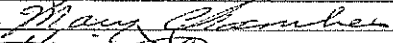
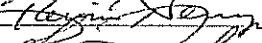

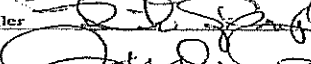
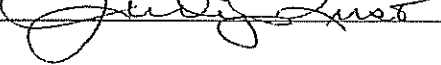
SECTION 1. THEREFORE: Be it ordained by the County Council of Delaware County, Indiana, that for the expenses of said municipal corporation for the following additional sums of money are hereby appropriated and ordered set apart out of the several funds for the purposes herein specified subject to the laws governing the same.

TRANSFER AGENDA FOR THE DELAWARE COUNTY COUNCIL MONTH OF SEPTEMBER 23 2014

COUNTY GENERAL		
JUSTICE CENTER 1000-124		
PERSONAL SERVICES		
Salaries and Wages		
124/A131 Comm Tech	8,522.08	8,522.08
124/A132 Comm Tech	1,075.00	1,075.00
124/108A Comm Tech	2,234.20	2,234.20
124/126A Comm Tech	1,841.30	1,841.30
124/109A Comm Tech	1,461.06	1,461.06
124/A117 Comm Tech	-1,202.64	-1,202.64
124/131 Comm Tech	-11,008.88	-11,008.88
TOTAL	0.00	0.00
PROSECUTOR		
PERSONAL SERVICES		
Salaries and Wages		
137 Investigator	-13,589.68	-13,589.68
A137 Investigator	13,589.68	13,589.68
TOTAL	0.00	0.00
EMS		
PERSONAL SERVICES		
Salaries and Wages		
120 Advanced EMT	-16,860.64	-16,860.64
A120 Advanced EMT	16,860.64	16,860.64
TOTAL	0.00	0.00
AUDITOR		
PERSONAL SERVICES		
Salaries and Wages		
A104 Paymaster	-10,300.08	-10,300.08
B104 Paymaster	10,300.08	10,300.08
TOTAL	0.00	0.00
OTHER		
REASSESSMENT		
PERSONAL SERVICES		
Salaries and Wages		
196 Part-time	1,950.00	1,950.00
181 1188/693/181 Board of Appeals	-1,950.00	-1,950.00
TOTAL	0.00	0.00

1176 HIGHWAY 202			ORIGINAL
OTHER SERVICES AND CHARGES			
1176-202-5-30000-341 Workmans comp	60,000.00		60,000
TOTAL	60,000.00		60,000
INFANT MORTALITY GRANT CFDA 93.994, FUND 8146			
PERSONAL SERVICES			
Salaries and Wages			
8146 000 5 10000 198 Part time salary	34,400.00		34400.00
8146 000 5 10000 171 FICA	2,667.43		2667.43
TOTAL	37,067.43		37067.43
President Jones			
Vice-President Matchett			
Councilman Alexander			
Councilwoman Chambers			
Councilman Nemyer			
Councilman Quakenbush			
Councilman Spangler			
Auditor Rust			

ORIGINAL

ADDENDUM FOR SEPTEMBER 2014		
SECTION 1, THEREFORE: Be it ordained by the County Council of Delaware County, Indiana, that for the expenses of said municipal corporation for the following additional sums of money are hereby appropriated and ordered set apart out of the several funds for the purposes herein specified subject to the laws governing the same.		
JAIL 145		
PERSONAL SERVICES		
Salaries and Wages		
145/126 Payroll	-900.00	-900.
145/A107 Payroll	-1500.00	-1500.
145/A119 Payroll	-500.00	-500.
145/A117 Payroll	-1300.00	-1300.
145/A125 Payroll	-2800.00	-2800.
145/A134 Payroll	-6800.00	-6800.
145/A141 Payroll	-8800.00	-8800.
145/C111 Payroll	-7700.00	-7700.
145/C150 Payroll	-1000.00	-4000.
145/007 Clothing Allowance	-500.00	-500.
145/028 Clothing Allowance	-500.00	-500.
145/197 Jail Overtime	38300.00	38300
TOTAL	0.00	0
President Jones		
Vice-President Matchett		
Councilman Alexander		
Councilwoman Chambers		
Councilman Nemyer		
Councilman Quakenbush		
Councilman Spangler		
Auditor Rust		

ORIGINAL

ADDENDUM FOR SEPTEMBER 2014

SECTION 1, THEREFORE: Be it ordained by the County Council of Delaware County, Indiana, that for the expenses of said municipal corporation for the following additional sums of money are hereby appropriated and ordered set apart out of the several funds for the purposes herein specified subject to the laws governing the same.

COMMISSIONERS 1000 153 5 00000

PERSONAL SERVICES

Salaries and Wages

198 Part-time 6,000.00

173 Health Insurance -68,000.00

OTHER SERVICES AND CHARGES

386 Institutional Care 62,000.00

TOTAL 0.00

6000.
-68000.
62,000
-

President Jones

Vice-President Matchett

Councilman Alexander

Councilwoman Chambers

Councilman Nemyer

Councilman Quakenbush

Councilman Spangler

Auditor Rust

[Handwritten signatures for each official listed on the left]