

ALLEN COUNTY COUNCIL MEETING MINUTES
MARCH 13, 2014
8:30 AM

The Allen County Council met on Thursday, March 13, 2014 at 8:30 am in the Discussion Room at Citizens Square. The purpose of the meeting was for additional appropriations, transfer of funds in excess of the current budget, grants and any other business to come before Council.

Attending: Robert A. Armstrong, Larry L. Brown, William E. Brown, Kevin M. Howell, and Darren E. Vogt. Absent: Roy A. Buskirk and Tom A. Harris.

Also Attending: Tera Klutz, Auditor; Nick Jordan, Chief Deputy Auditor; Jackie Scheuman, Finance and Budget Director and Becky Butler, Administrative Assistant.

The meeting was called to order by President Darren Vogt with the Pledge of Allegiance and a moment of silent prayer.

Darren Vogt: Good morning everyone. If you have noticed, we are down two Council members. Councilman Harris is out of town and Councilman Buskirk's car is stuck in his driveway. That is what happens when you live rural, sometimes. Make sure you silence all of your electronic devices, please. First on the agenda is the approval of the February 20th meeting minutes. Are there any additions or corrections?

Larry Brown: Offer a motion to approve the minutes from February 20, 2014.

Bob Armstrong: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). Next is Auditor Klutz with the financial report.

Tera Klutz: Thanks, Darren. We are still in the process of calculating the 2014 taxes. We sent our abstract down to the State yesterday morning and we are waiting for approval. If we get approval, we are going to be able to adjust some of the numbers on your financial statements. With that said, we are about 16.5% through the year, at the end of February, and our Miscellaneous Revenue, we have collected about twelve percent. It is still on track because of the timing of when we receive certain revenue.

Darren Vogt: Great. Are there any questions on the financial report? Not hearing any, is there a motion to accept those?

Larry Brown: So moved.

Bob Armstrong: Second.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). Nick, can you give the unemployment rate?

Nick Jordan: Good morning, Council. On your agenda you see November and December. Next Friday they will release the most recent rates which will still be a month or two behind. These are the same from the previous month. The only adjustment is the November Indiana which has been revised from 7.2% to 6.7%.

Darren Vogt: Great. That is the lowest unemployment rate I have seen in a long time. Council, are there any questions on that? With that, we are going to have some minor adjustments to the agenda and I will just take those as they come. With that we have the Sheriff's Department with a salary ordinance for a Confinement Officer, POLE 3/2, with a salary of \$35,192.

Dave Gladieux: Good morning, Council, Dave Gladieux with the Sheriff's Department.

Mary Rian: Mary Rian, Allen County Compensation Specialist.

Dave Gladieux: We came in front of the Personnel Committee with a request to add a Confinement Officer spot replacing a Civilian K9 Trainer who recently retired. We filled that K9 Trainer spot with a regular Officer. We are saving about \$20,000.

Darren Vogt: Mary, do you have anything to add to this?

Mary Rian: Basically, through the chain of events, they are going to need another Confinement Officer since they took an Officer from the Jail.

Darren Vogt: From a finance standpoint, you are going to have that money within your own budget?

Mary Rian: It will save money. This Officer was a POLE 4 and the Confinement Officer is a POLE 3.

Darren Vogt: Okay, great. Council, are there any other questions on this?

Bill Brown: I will make a motion to approve a salary ordinance for a new employee, Confinement Officer, POLE 3/2, with an annual salary of \$35,192.

Bob Armstrong: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). With that, we are on to the Coroner's Department and the Auditor is going to handle that.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tera Klutz: The Coroner purchased a copier last year that came from Supplies. When he scheduled his maintenance fees, he assumed it would also be in Supplies but technically he needs to pay that out of a 300 Series. He is asking for this transfer.

Darren Vogt: Does everyone understand that? Good, then we need a motion for the transfer.

Bob Armstrong: I will make a motion that we transfer \$1,050 from Supplies to Maintenance Agreements.

Kevin Howell: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). Human Resources is next.

Jackie Scheuman: Good morning, Jackie Scheuman, Auditor's Office. Janette Jacquay, the HR Director, was detained this morning and asked me to take care of this for her. They hired an internal candidate for an open position and the person was at a Step Six. It was after the budget and the budget was at a Step Two. Being a smaller department, there is no way that she can absorb that additional cost. She is asking for an additional appropriation.

Darren Vogt: Does everyone understand that? There was an internal position that moves someone up the pole and this is something to where that range would come into play. This person came from where?

Jackie Scheuman: The Sheriff's Department.

Darren Vogt: So will you make sure that this automatically gets added to their allocation for next year?

Jackie Scheuman: Yes. We go through the agendas at the budget time to make sure that we have this added to their allocation.

Darren Vogt: Great. Council, are there any questions?

Larry Brown: I will offer a motion to approve the request from Human Resources for HR Generalist/Recruiter in the amount of \$9,995.

Kevin Howell: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). Next is Superior Court.

Nick Jordan: Jerry is not going to be here. We are amending a salary ordinance for the Director of Criminal Division Services. She has moved to a different position. The

ALLEN COUNTY COUNCIL MEETING MINUTES

previous salary ordinance was set at \$76,496 and they want to amend it to say "up to \$76,496" to give them some leeway to hire someone less than that, if need be.

Darren Vogt: Does everyone understand that? We are not going over and above. They want to go below, if needed. Is there a way to do that within every situation or every budget or not? Does that make sense? That would give them the leeway right off the bat.

Tera Klutz: I think the easiest way to do that is to put "up to" in the general salary ordinance when you adopt it every year at budget time. The thing is, if it goes lower, it will be up to that lower amount then. Anything written in the salary ordinance, if you want specific ranges, you had talked about ranges but you didn't like that. You didn't want them to be able to raise it without coming back to you. This would be the same situation. Once it went down, in order to go higher, they would have to come back to you because it would say "up to" the lower amount. If they put them in at \$52,000, it would be up to \$52,000 because the salary ordinance is this long two-page thing. We could say "up to the amounts written in" on the attached pages.

Darren Vogt: We will talk through that at budget time. Council, are there any further questions on the Superior Court scenario? Not hearing any, we need a motion.

Larry Brown: I will offer a motion to approve Superior Court's request amending the pay range for the Director of Criminal Division Services from EXEC \$76,496 to a range up to \$76,496. This is retroactive to March 3, 2014.

Bob Armstrong: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Buskirk and Harris absent). With that, the Oversight Permitting Board...

Nick Jordan: Did Roy withdraw that?

Darren Vogt: Yes.

Nick Jordan: The only problem is that there are invoices that need to be paid. I am currently liquidating existing P.O.'s to pay those invoices. This will push it back two months before I will be able to come and get an appropriation and possibly I would have liquidated the P.O.'s to the full extent. At the beginning of this year I had \$52,000 appropriated for existing P.O.'s. They have signed another contract and earmarked an amount for DPS. DPS has had invoices come through which I did not have an appropriation set aside for and so I have reduced existing P.O.'s to pay some of DPS' invoices. Without this appropriation, invoices could potentially sit if I reduce these P.O.'s to zero for the next couple of months.

Darren Vogt: In theory it will be thirty days, right?

Nick Jordan: You won't meet until mid-April.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: We can appropriate at that point in time. I think we are okay with that.

Tera Klutz: I just want to make a note to the Permitting Board that you are not allowed to sign a contract unless you already have the appropriation. They have already messed up.

Darren Vogt: I think I would just rather hold and wait till we have that conversation. I know Roy was planning on giving an update. Let's go ahead and withdraw that and put it on the agenda for next month. The same is with the Merit Pay discussion. That conversation is still moving forward. The Personnel Committee had a discussion on it and we are working with the Commissioners to figure out a way and to move forward with designing some sort of program. There is more to be discussed on that. It is still in the infancy stages but we will work through that. Is that a fair assessment of our conversation?

Larry Brown: I would say so.

Darren Vogt: Council, I hate to tell you this but that is the end of our agenda. I wanted to let you know that I got a text this morning from Beth that the Single County Executive bill passed out of both Houses, 60 to 26 and 40 to 8. It will now go to the Governor. The citizens of Allen County will have the ability to decide if we go to a Single County Executive or not regardless of the Commissioners or this Council. It will be up to the taxpayers of the community which is probably the best scenario possible.

Larry Brown: Did she mention what was in the bill regarding Council representation?

Darren Vogt: I don't think she did.

Tera Klutz: It is nine districts.

Darren Vogt: That is the last I had heard and I don't think it was amended.

Tera Klutz: There will be no At-Large.

Darren Vogt: It will be all district-related. Are there any liaison reports or upcoming events?

Bill Brown: Approval to waive the reading on any matter approved today for which it may be deemed necessary for the County Council meeting of March 13, 2014.

Bob Armstrong: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 5-0-2 (Buskirk and Harris absent).

ALLEN COUNTY COUNCIL MEETING MINUTES

Bob Armstrong: Move to adjourn.

Larry Brown: Second.

Darren Vogt: All in favor please signify by saying aye. Opposed like sign. The motion carries 5-0-2 (Buskirk and Harris absent). There being no further business the meeting was adjourned at 8:44.