

DECEMBER 7, 2009

Wabash County Council met in regular session on Monday, December 7, 2009 at the Wabash County Courthouse. Prayer was offered by Gary Nose. Vice-Chairman James Kaltenmark called the meeting to order at 5:00 P.M. with six members present: Jim Kaltenmark, Gary Nose, Ted Little, Daryl Evans, Claude Markstahler and Randy Curless. Mike Ridenour was not in attendance. The proceedings of the meeting were recorded by Wabash County Auditor Jane Ridgeway.

The first order of business was to review the minutes of the October 26, 2009 meeting. Curless made a motion to approve the minutes as written; his motion was seconded by Markstahler and passed by a 6-0 vote.

The next order of business was to address the Additional Appropriation requests as advertised:

**ADDITIONAL APPROPRIATIONS
ORDINANCE 2009 NO X**

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

SEC. 1, Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
COUNTY GENERAL FUND 0001				

CORONER 0001-0007

0001-0007-03-431-012 Other Services and Charges				
– Autopsies	\$5,000.00	\$5,000.00	6	0

This request is for autopsies and lab work on autopsies; over and above the current balance of the appropriation.

Coroner Carol Whitesel stated there were 15 or more autopsies in 2009. Whitesel stated more invoices have been received since this additional was submitted and additional funds may be requested at the beginning of the 2010 year. Markstahler made a motion to approve \$5,000 for autopsies and lab work expenses; his motion was seconded by Evans and passed with a 6-0 vote.

PLANNING COMMISSION 0001-0022

0001-0022-Personal Services				
– Part Time Secretary	\$ 170.00	\$ 170.00	6	0

This is to cover cost for three (3) days of training time for new Secretary to work with retiring Secretary. With the reduced wage for the ninety (90) day period for new employees, the additional appropriation amount requested to complete the 2009 payroll will be recovered and exceeded in 2010.

Little made a motion to approve request for \$170 for three (3) days of training; his motion was seconded by Nose and passed with a 6-0 vote.

WABASH COUNTY POLICE PENSION FUND 0022

0022-0000-05-451-001 Personal Services

- Sheriff's Pension Fund \$ 4,249.00 \$ 4,249.00 6 0

This request is for October 2009 – 209 Claims @ \$13.00 for Superior Court, 114 Claims @ \$13.00 for Circuit Court and Secretary's Report.

Markstahler made a motion to approve request for \$4,249 for October claims and secretary's report; his motion was seconded by Curless and passed by a 6-0 vote.

COMMUNITY CORRECTIONS 0036

0036-0000-02-422-051 Supplies

- Miscellaneous Supplies \$19,500.00 \$19,500.00 6 0

We are financially able to assist with some of the costs that the Sheriff's Department incurs on our behalf. Therefore, I am respectfully requesting that we be allowed to contribute \$19,500 from our project income to the "Miscellaneous Supplies" line item in our budget to contribute towards the day to day cost of operating our Work Release Center and office space in the basement of the jail. This number is based on the calculation of the number of additional inmates and staff in the building as a result of our program.

Community Corrections Director Jeff Hobson stated this is the fourth year Community Corrections has had the funding available to assist the Sheriff's Department. The funds to be given come from user fees and the requested amount has not changed over the four (4) years. Sheriff Leroy Striker stated each year he and Hobson analyze the numbers and then set an agreed amount that Community Corrections gives to the Sheriff's Department. Evans made a motion to approve request for CC to contribute \$19,500 to the Sheriff's Department; his motion was seconded by Curless and passed with a 6-0 vote.

H1N1 INFLUENZA VACCINE FUND 0190

0190-2009-02-422-047 Supplies

- Nursing Supplies \$10,388.00 \$10,388.00 6 0

0190-2009-03-431-065 Other Services & Charges

- Contractual Services \$ 7,000.00 \$ 7,000.00 6 0

0190-2009-03-432-023 Other Services & Charges

- Travel Expense \$ 2,000.00 \$ 2,000.00 6 0

The Public Health Emergency Response Grant will be used for the H1N1 influenza virus clinic. The purpose of this funding is to assist the local Health Department as they begin to prepare to vaccinate citizens within our county. This concludes the 1st and 2nd phase of the contract; the total so far being \$35,176.00. Appropriation was approved for \$15,788 on 9/8/09.

Kathy Carter-Lower, Deputy Registrar/Office Manager of the Health Department, and Dr. Dean Gifford, Health Officer, discussed the H1N1 second phase grant. Little asked who the contractual services are with. Carter-Lower stated it is as needed; there is no one set company. Carter-Lower stated contractual services are set at \$13.00 per hour. Nose inquired if all the grant money would be spent by the end of the 2009 year. Carter-Lower stated this is

a contract grant agreement with the State until July of 2010. Auditor Ridgeway stated any amount not paid out by December 31, 2009 will be encumbered in 2010. Carter-Lower stated county employees are not being paid overtime for work hours toward the H1N1 clinics; they will receive compensatory time. Gifford stated 2,400 doses have been used in Wabash County. Gifford stated the demand for the vaccine has fallen and only 50% who need it are actually getting it. The vaccine is available for priority groups. Today it was available at daycare and health care facilities in Wabash. Tomorrow will be the second round shots for the children who need a second dose. Markstahler made a motion to approve the request for \$19,388 for the H1N1 reimbursement grant; his motion was seconded by Curless and passed by a 6-0 vote.

This was presented to the Wabash County Council, read in full and adopted on the 7th day of December, 2009 by the above aye and nay vote.

The next order of business was to address Transfer Resolutions No. 2009-27, No. 2009-28, No. 2009-29, No. 2009-30, No. 2009-31, and No. 2009- 32:

TRANSFER RESOLUTION
NO. 2009-27

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
DECREASE:				
COUNTY GENERAL FUND – WABASH COUNTY EXTENSION OFFICE				
0001-0020-04-444-042 Office Equipment	\$181.70	\$181.70	6	0

SEC. 2 WHEREAS, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

INCREASE:				
COUNTY GENERAL FUND – WABASH COUNTY EXTENSION OFFICE				
0001-0020-03-421-011 Supplies	\$85.84	\$85.84	6	0
0001-0020-03-432-023 Mileage	\$95.86	\$95.86	6	0

We had considered a shredder but are using one that County Coordinator Jim Dils had and have it in a shared space. We do need more mileage, envelopes and cardstock.

Little made a motion to approve the transfer of \$181.70 from Office Equipment to Supplies \$85.84 and Mileage \$95.86; his motion was seconded by Nose and passed by a 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

TRANSFER RESOLUTION
NO. 2009-28

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
DECREASE:				
COUNTY HIGHWAY FUND				
0002-0040-02-422-021 Gasoline & Oil	\$27,500.00	\$27,500.00	6	0

SEC. 2 WHEREAS, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

INCREASE:				
COUNTY HIGHWAY FUND				
0002-0038-01-413-073 Hospital Insurance	\$27,500.00	\$27,500.00	6	0

This is the amount needed to pay insurance premiums, at the current rate, for the remainder of 2009.

Evans made a motion to approve the transfer of \$27,500 from Gasoline & Oil to Hospital Insurance; his motion was seconded by Little and passed with 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

TRANSFER RESOLUTION
NO. 2009-29

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
DECREASE:				
COUNTY GENERAL FUND -CORONER				
0001-0007-04-444-040 Computer Equipment	\$1,000.00	\$1,000.00	6	0
0001-0007-02-422-020 Photo Supplies	\$ 30.88	\$ 30.88	6	0

SEC. 2 WHEREAS, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

INCREASE:

	COUNTY GENERAL FUND- CORONER			
0001-0007-03-431-012 Autopsies	\$1,030.88	\$1,030.88	6	0

This request is to reconcile for year end expenses.

Little made a motion to approve the transfer of \$1,000 from Computer Equipment and \$30.88 from Photo Supplies to Autopsies; his motion was seconded by Curless and passed with a 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

**TRANSFER RESOLUTION
NO. 2009-30**

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
	CO GENERAL FUND –VETERANS SERVICE			
0001-0025-01-412-013 Wages - Assistant	\$400.00	\$400.00	6	0

DECREASE:

INCREASE:

	CO GENERAL FUND –VETERANS SERVICE			
0001-025-04-444-042 Office Equipment	\$400.00	\$400.00	6	0

This request is to replace two (2) office chairs in the Veterans Service Office.

Markstahler made a motion to transfer \$400 from Wages – Assistant to Office Equipment; his motion was seconded by Nose and passed with a 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

**TRANSFER RESOLUTION
NO. 2009-31**

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
DECREASE:				
CO GENERAL FUND –COURTHOUSE COMPLEX				
0001-0032-03-436-067 Lawn Care	\$562.15	\$562.15	6	0
0001-0032-03-436-068 Parking Lot Repair	\$416.27	\$416.27		

SEC. 2 WHEREAS, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

INCREASE:				
CO GENERAL FUND –COURTHOUSE COMPLEX				
0001-0032-02-422-016 Janitorial Supplies	\$978.42	\$978.42	6	0
This request is to reconcile year-end expenses.				

Curless made a motion to approve the transfer of \$562.15 from Lawn Care and \$416.27 from Parking Lot Repair to Janitorial Supplies; his motion was seconded by Evans and passed by a 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

TRANSFER RESOLUTION

NO. 2009-32

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

SEC. 1 Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby transferred and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	Amount Requested	Amount Appropriated	AYE	NAY
DECREASE:				
CO GENERAL FUND –COMMISSIONERS				
0001-0029-03-439-099 Wards of County & State Institutions	\$15,158.95	\$15,158.95	6	0

SEC. 2 WHEREAS, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

INCREASE:				
CO GENERAL FUND –COMMISSIONERS				
0001-0029-01-413-075 Unemployment	\$15,158.95	\$15,158.95	6	0

This request is to cover unemployment charged by State for the remainder of 2009.

Commissioner Scott Givens said with the Federal government's extension for unemployment laws; Wabash County had to pick up previous employees benefits. Nose made a motion to approve transfer of \$15,158.95 from Wards of County & State Institutions to Unemployment; his motion was seconded by Markstahler and passed by a 6-0 vote.

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

OTHER BUSINESS

Community Corrections Wage Increase Request, Jeff Hobson:

Hobson presented a copy of a resolution from the Community Corrections Advisory Board regarding the current three percent (3%) salary increase request. Hobson stated his budget was submitted to the DOC in November of 2008 and at that time no salary increases had been requested; but a letter from the State gave them permission to request the increase. Hobson stated they then changed the budget submission adding a 3% salary increase as allowed by the CCAB. Because CC runs on a (State) fiscal grant cycle and not the normal calendar year followed by the county, they did not receive the 2% wage increase along with other county employees on January 1, 2009. Little stated refusing the increase is like "we are going back to impose on Community Corrections something after the fact". Little said he would feel comfortable giving the raises only with the understanding that next year CC and the CCAB work within the county's set salary policies. Nose stated there have to be checks and balances. The State has already reduced a lot of personnel and given no salary increases for state employees. Hobson stated the question is "Does Council have the power to decide salary issues?" Nose stated according to our attorney's interpretation of Indiana Codes 11-12-2-3.5 and 36-2-5-3(a), (c) and 36-2-5-2(b): we do. Hobson stated his attorney is advising him that this is not true according to his interpretation of I.C. 11-12-2-3.5(b), 36-2-5-3(d) and all of the requirements set forth in I.C. 11-12-1-1 and 35-38-2.6-2. Nose stated 12/13/2004 all employees of CC got a raise six (6) months after starting employment. CC is already ahead. Hobson stated he did not get a raise for that year. Sheriff Leroy Striker stated this increase, six (6) months after employment, was done because the salaries were put at the lowest level at the time due to a limited budget. That raise was only to bring the salaries up to where they should have been to begin with. Kaltenmark requested Downs obtain the advice of the Attorney General. Hobson stated he had attempted to contact the Attorney General's office and was told no response would be given. Little made a motion to approve the three percent (3%) wage increase as Community Correction submitted in their budget for fiscal year July 1, 2009 to July 31, 2010. This would increase salaries retroactive to July 1, 2009. Little's motion was seconded by Markstahler with the understanding that the CCAB and CC follow suit with the policies and procedures that are set and

adopted by the Council from this time forward. It passed with a 4-2 vote. (With Markstahler and Nose opposed). Hobson stated he and the CCAB would work with the Council in the future. Council agreed the resolution presented by Hobson is not to be addressed. Nose moved the State should handle the salary issues and bypass the Council's involvement; there was no second, the motion died.

Wabash County Budget & Salary Ordinances:

Little made a motion to amend the 2009 Salary and Wages Ordinance in include the 3% salary increase for Community Correction employees (this will be retroactive to July 1, 2009); his motion was seconded by Curless and passed by 6-0 vote.

AMENDED
2009 SALARIES AND WAGES ORDINANCE #85-13-2009
WABASH COUNTY

WHEREAS: Public Law No. 231 requires County Councils to fix salaries of County Officials and Employees for the year 2009:

SEC.1. Be it ordained by the Wabash County Council of Wabash County, Indiana, that the salaries and wages of County Officials and Employees and its institutions for the year ending December 31, 2009 as follows:

Position	Department	
	COMMUNITY CORRECTIONS	
DIRECTOR	Jeff Hobson	\$23,576.50
ADM ASSIST	Kandy Barker	\$15,145.50
FIELD OFFICER		\$15,448.50
FIELD OFFICER		\$15,448.50
CASE MANAGER		\$15,448.50
Part Time		
Detention	\$14.00 - \$16.97 hr	\$18,750.00
Part Time Work Release	\$14.00 - \$16.97 hr	\$7,500.00

Evans made a motion to approve the 2010 Budget & Salary Ordinance and incorporate the new Salary Schedule and Compensation Policies as presented in the work study completed by Waggoner, Irwin, Scheele & Associates; his motion was seconded by Little and passed by a 6-0 vote.

ORDINANCE 85-14-2009

**AN ORDINANCE ADOPTING COUNTY OF WABASH, INDIANA
SALARY SCHEDULE AND COMPENSATION POLICIES**

WHEREAS the County of Wabash, Indiana is an Equal Opportunity Employer, and

WHEREAS it is the intent of Wabash County, Indiana to comply with applicable federal and State of Indiana employment laws and regulations, and

WHEREAS Indiana Code 36-2-5-3, Section 3. (a) establishes that the county fiscal body shall fix the compensation of officers, deputies, and other employees whose compensation is payable from the County General Fund, County Highway Fund and County Health Fund or any other fund from which the County Auditor issues warrants for compensation. This includes the power to:

- (1) fix the number of officers, deputies, and other employees;
- (2) describe and classify positions and services;
- (3) adopt schedules of compensation; and
- (4) hire or contract with persons to assist in the development of compensation, and

WHEREAS Wabash County contracted with a professional human resources consulting firm to conduct a job classification and compensation study and Fair Labor Standards Act (FLSA) audit, and

WHEREAS, the Wabash County Council wishes to establish compensation schedules and pay policies;

NOW THEREFORE, it is ordained as follows:

A. The attached FLSA exempt and non-exempt classifications are hereby adopted for the purposes of calculating overtime for employees holding non-exempt positions; employees holding exempt positions are not eligible for FLSA overtime or FLSA compensatory time.

B. The Wabash County Personnel Policy, dated July 1, 1996, Revised 2006, is hereby adopted by reference; compliance with such policies are a term and condition of County employee compensation; County employees are entitled to pay for leave policies specified in the Wabash County Personnel Policy; and the County Auditor shall not issue pay warrants for paid leave not specified in the Wabash County Personnel Policy;

C. The attached schedule of regular pay rates and overtime pay rates shall be established and implemented as approved on the 7th day of December, 2009 and shall be in full-force and effect on January 1, 2010.

D. The following job classification and compensation maintenance system is hereby adopted.

Job Descriptions

The attached job descriptions are adopted as the official job descriptions for all County positions. As new jobs are added, and as reorganizations occur and jobs change, there must be a way to

write and update job descriptions, evaluate them, and insert them into the appropriate pay grade. This maintenance plan was developed to ensure that the new Wabash County job classification system is kept up-to-date and useful through time.

Maintaining the job classification system for COMOT, LTC, PAT, POLE, and SO jobs involves establishing a series of procedures. These guidelines will provide for an on-going review of job classifications and compensation schedules upon request of elected officials, department heads, and employees. Provisions for adding or deleting positions to the system are also specified.

Job Classification Based On Position Descriptions

The basis for the classification system is the job description. It is a written statement for each job and contains the following information:

Title of position

Department in which the position exists

Job Category (COMOT, LTC, PAT, POLE or SO)

Date Written: Date Revised: (documents a record of the job)

FLSA Status: (documents exempt/non-exempt status for overtime)

Statement of Duties: (specifies key dimensions of the job)

Jobs in any one category cannot be compared to jobs in another category. For example, COMOT jobs cannot be compared to PAT jobs. The factor evaluation system only compares a position to jobs within the same job category.

All positions within a job category were classified by assigning numbers (points) to the job description. These points are called “factor evaluation points” and were assigned to each job description.

After points were assigned to each position, “classes” of jobs were grouped within each job category. Classifications were compared to salaries and wages to assure there is pay equity among all positions. Factor guide charts were used by the factor team in arriving at the total factor evaluation points.

Wabash County Personnel Administration Committee

It is recommended that a 5-member Wabash County Personnel Administration Committee be created and be responsible for overseeing maintenance of the job classification and pay plan. The committee shall consist of two (2) council members, one (1) commissioner, the County Coordinator, and the County Auditor. This committee serves in an advisory capacity and is responsible for overseeing job review procedures and making job reclassification and pay policy recommendations to the County Council.

All requests shall be heard by the full Council after the committee has completed its review and formed its recommendation. The County Coordinator shall prepare notices of the Personnel

Administration Committee meetings and transcribe committee meeting minutes, and records of votes and recommendations. The County Coordinator shall serve as committee coordinator.

Job Review/New Position Requests

There are two occasions when a job description should be reviewed:

1. When a position becomes vacant. The department head should review the job description for possible changes before either hiring a new person, or, alternatively, eliminating the position.
2. When a reorganization of an office occurs and there is “significant” shifting of duties among positions; or when “substantial” new duties are added/deleted to an existing job.

Following the installation of the new job classification, elected officials and department heads will be provided information on making job reviews and new position requests for committee review. Normally, such requests can be made prior to budget hearings, and again, after the first of each year when the salary ordinance is in force. Reclassification requests for existing positions shall not be reviewed more than once in a twenty-four month period.

Reclassification of a position may not be filed within the first twelve months of a new employee’s tenure as a County employee. New position and/or new employees’ requests that are disapproved shall not be reconsidered by the committee for a period of twelve months from the date of original submission.

New positions and/or employees that are approved shall not be considered for reclassification for a period of twelve months from the date of the original submission.

Policies and Procedures

It is recommended that maintenance policies and procedures be adopted by the County Council with the salary ordinance during budget hearings.

When adopting these procedures, special attention must be made to ensure that standard forms and procedures are used by elected officials, department heads, and employees requesting an action of the Committee.

Procedures for Reclassification of a Position or Reorganization of an Office

The following reclassification/reorganization of office review procedures are established to provide a systematic method to process such requests. Offices or departments submitting a request shall use the following steps to make reclassification/office reorganization requests:

STEP 1: Secure “Job Classification Review Form” and a copy of the official job

description adopted by the County Council for the position(s) being reviewed from the Wabash County Coordinator.

- STEP 2: Complete and return “Job Classification Review Form,” including supporting documentation to the County Coordinator. Proposed revisions to the job description should be indicated on the description and be included as part of the supporting documentation.
- STEP 3: The “Job Classification Review Form” and supporting documentation will be submitted to the Personnel Administration Committee by the County Coordinator. The committee will hear a presentation by the department head or elected official and shall decide whether to submit the request to the Council management consultants for their review and recommendation.
- STEP 4: If requested by the committee, the Council consultants may conduct an assessment, including but not limited to, the following: reviewing the department's organizational plan, evaluating the factor evaluation points for the position, considering the probable impact on the County's overall classification system and the fiscal impact, and suggesting alternative methods to perform proposed job functions.
- STEP 5: An Assessment Report will be prepared by Council consultants and submitted to the County Coordinator for distribution to the committee and the department head or elected official.
- STEP 6: The Personnel Administration Committee shall review and evaluate the reclassification/office reorganization request, supporting documentation, and assessment report; and submit recommendation for approval/disapproval to the County Council.
- STEP 7: The County Council shall review all pertinent information and make a final determination for approval/disapproval.

Procedures for Adding a New Position and/or New Employee

The following new position and/or new employee review procedures are established to provide a systematic method to process such requests. Offices or departments submitting a request shall use the following steps to make new position/new employee requests:

- STEP 1: Secure “New Position/Employee Request Questionnaire” form from the County Coordinator.

- STEP 2: Complete and return questionnaire, including supporting documentation to the County Coordinator. The department head or elected official shall submit a draft job description as part of the supporting documentation.
- STEP 3: The Personnel Administration Committee will hear a presentation by the department head or elected official and shall decide whether to submit the request to the Council management consultants for their review and recommendation.
- STEP 4: If requested by the committee, the Council consultants may conduct an assessment, including but not limited to, the following: reviewing the department's organizational plan, evaluating the factor evaluation points for the position, considering the probable impact on the County's overall classification system and the fiscal impact, and suggesting alternative methods to perform proposed job functions.
- STEP 5: An Assessment Report will be prepared by Council consultants and submitted to the County Coordinator for distribution to the committee and the department head or elected official.
- STEP 6: The Personnel Administration Committee shall review and evaluate the new position/employee request, supporting documentation, and assessment report; and submit recommendation for approval/disapproval to the County Council.
- STEP 7: The County Council shall review all pertinent information and make a final determination for approval/disapproval.

Proposals for Reorganization of a Department

Proposals for reorganization of a department/office must be filed with the Personnel Administration Committee and processed according to these procedures. Offices or departments submitting such requests to the committee will be subject to an organizational assessment of office or department operations.

This may involve considering alternative methods for accomplishing the proposed job functions (reorganization, part-time, independent contracting, adjustment of work hours/shifts, equipment, new technologies, etc.).

Recruitment and Hiring

When a job is vacant and the hiring process begins, the following steps should be taken:

- STEP 1: The job description is reviewed and changes made, pursuant to the Steps above.
- STEP 2: Consistent with the job description, the department head determines the minimum qualifications for the position, as well as any preferred qualifications. These are included on the job description, which will be used in posting.

STEP 3: The job description and salary is distributed through normal County recruitment channels used by the department head, consistent with EEO guidelines, until the position is filled.

EFFECTIVE DATE

This Ordinance shall be in full force and effect after its adoption by the Wabash County Council.

ADOPTED this 7th day of December, 2009 to be included in the 2010 Salaries & Wages Ordinance by Fund/Acct/Position/Employee/Salary or Wages, as follows:

**2010 SALARIES AND WAGES ORDINANCE
85-14-2009 WABASH COUNTY**

WHEREAS: Public Law No. 231 requires County Councils to fix salaries of County Officials and Employees for the year 2009 and Employees for 2010:

SEC.1. Be it ordained by the Wabash County Council of Wabash County, Indiana, that the salaries and wages of County Officials and Employees and its institutions for the year ending December 31, 2010 are as follows:

Fund/Acct. #	Position	Employee	@ 26 pays	Annual
A0001-0001-01-412-011	Clerk	L. Draper	\$1,461.77	\$38,006.00
A0001-0001-01-412-013	Deputy/Bookkeeper	Chamberlain	\$1,049.25	\$27,280.58
A0001-0001-01-412-012	Deputy	J. Lengel	\$1,018.69	\$26,486.00
A0001-0001-01-412-012	Deputy	R. Unger	\$1,018.69	\$26,486.00
A0001-0001-01-412-012	Deputy	T. Ehret	\$1,018.69	\$26,486.00
A0001-0001-01-412-012	Deputy	E. Martin	\$509.35	\$13,243.00
A0001-0001-05-451-002	Clerk's IV-D	E. Martin	\$509.35	\$13,243.00
A0001-0001-01-412-012	Deputy	K. Bever	\$1,018.69	\$26,486.00
A0001-0001-01-412-012	Deputy	T. Wendt	\$1,018.69	\$26,486.00
A0001-0001-01-412-012	Full-time Cleric Hourly	M. Miracle	\$254.65	\$6,621.00
A0001-0001-05-451-002	Clerk's IV-D	M. Miracle	\$764.04	\$19,865.00
A0001-0001-01-412-027	First Deputy Pay		\$38.46	\$1,000.00
A0001-0018-01-412-011	Election Board Members (3) @ \$1000.			\$3,000.00
A0001-0018-01-412-012	Clerical Assistants			\$1,000.00
A0001-0018-01-412-019	Clerk/Board Secretary	L. Draper	\$38.46	\$1,000.00
A0001-0018-01-412-013	Absent Voter Board			\$6,500.00
A0001-0018-01-412-014	Canvassing Board			\$350.00
A0001-0018-01-412-018	Precinct Board Members			\$28,500.00
A0001-0018-01-412-081	Mechanic & Trans			\$1,000.00
A0001-0019-01-412-011	Clerk/Voter Registration	L. Draper	\$58.27	\$1,515.00
A0052-0000-01-412-019	PT Deputy /Perp. Fund	Cartwright	\$700.00	\$18,200.00
A0001-0002-01-412-011	Auditor	J. Ridgeway	\$1,538.46	\$40,000.00
A0001-0002-01-412-013	Deputy/Bookkeeper	B. Grube	\$1,049.25	\$27,280.58
A0001-0002-01-412-012	Deputy/AP	J. Gillespie	\$1,018.69	\$26,486.00
A0001-0002-01-412-012	Deputy/Tax	R. LaSalle	\$1,018.69	\$26,486.00
A0001-0002-01-412-012	Deputy/Deeds	M. Shepherd	\$1,018.69	\$26,486.00

DECEMBER 7, 2009 CONTINUED

A0001-0002-01-412-012	Deputy/Payroll	L. Conrad	\$1,049.25	\$27,280.58
A0001-0002-01-412-015	Deputy/GIS PT	R. Guenin	\$407.46	\$10,594.00
A0001-0002-01-412-019	PT Deputy Hourly			\$10,200.00
A0001-0002-01-412-027	Chief Deputy Pay	J. Gillespie	\$38.46	\$1,000.00
A0001-0002-01-412-019	Clerical Hourly			\$1,500.00
A0001-0003-01-412-011	Treasurer	S Shaw	\$1,461.77	\$38,006.00
A0001-0003-01-412-012	Deputy Treasurer	L. Layman	\$1,018.69	\$26,486.00
A0001-0003-01-412-027	First Deputy Pay	L. Layman	\$38.46	\$1,000.00
A0001-0003-01-412-019	Clerical Hourly			\$10,000.00
A0001-0004-01-412-011	Recorder	N. Gribben	\$1,461.77	\$38,006.00
A0098-0000-01-412-013	Deputy Recorder /Perp. Fund	Friedersdorf	\$1,018.69	\$26,486.00
A0001-0005-01-412-011	Sheriff	L. Striker	\$3,076.92	\$80,000.00
A0001-0005-01-412-012	Chief Deputy	S. Hicks	\$1,533.62	\$39,874.00
A0001-0005-01-412-014	Det. Capt.	R. Monce	\$1,485.62	\$38,626.00
A0001-0005-01-412-015	Sergeant	R. Miller	\$1,431.92	\$37,230.00
A0001-0005-01-412-015	Sergeant	J.T. Guenin	\$1,431.92	\$37,230.00
A0001-0005-01-412-015	Sergeant	M. Davis	\$1,431.92	\$37,230.00
A0001-0005-01-412-016	Deputy	R. Nordman	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	D. Iden	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	B. Duecker	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	T. Rzasz	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	R. Chambers	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	A. Payne	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	J. Clark	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	R. Baker	\$1,343.19	\$34,923.00
A0001-0005-01-412-016	Deputy	D. Hurst	\$1,343.19	\$34,923.00
A0001-0005-01-412-019	Secretary	C. Rich	\$1,098.46	\$28,560.00
A0001-0005-01-412-020	Overtime			\$10,000.00
A0001-0005-01-412-021	Emergency Deputies			\$10,000.00
A0001-0005-01-412-078	Court Appearances			\$2,000.00
A0001-0005-01-412-081	Merit Board			\$1,500.00
A0001-0006-01-412-011	Surveyor	C. Slee	\$1,423.58	\$37,013.00
A0001-0006-01-412-022	Cert Ditches/Cornerstone	C. Slee	\$96.85	\$2,518.00
A0001-0006-01-412-014	Asst. Surveyor	K. Grumpp	\$1,098.46	\$28,560.00
A0001-0006-01-412-020	Overtime	K. Grumpp		\$624.00
A0001-0006-01-412-017	PT Field Help			\$100.00
A0001-0006-01-412-019	Surveyor Clerical Hourly			\$2,600.00
A0012-0000-01-412-017	Perp. Fund Clerical Hourly			\$1,500.00
A0001-0007-01-412-011	Coroner	C, Whitesel	\$400.15	\$10,404.00

DECEMBER 7, 2009 CONTINUED

A0001-0008-01-412-011	Pros. Attorney	W. Hartley	\$192.31	\$5,000.00
A0001-0008-01-412-012	Ch Deputy/PT	K. Lynn	\$200.88	\$5,223.00
A0001-0008-01-412-013	Deputy/PT	A. Plummer	\$1,728.96	\$44,953.00
A0001-0008-01-412-014	Investigator	T. Weaver	\$1,049.27	\$27,281.00
A0001-0008-01-412-015	Secretary-Pros	T. Burnsworth	\$1,096.88	\$28,519.00
A0001-0008-01-412-017	Victim Asst. Coordinator.	B. Cordes	\$1,018.69	\$26,486.00
A0101-0001-01-412-016	Pretrial Div Secretary	C. Evenson	\$1,018.69	\$26,486.00
A0001-0009-01-412-011	Child Sup Officer	A. Plummer	\$814.15	\$21,168.00
A0001-0009-01-412-012	Investigator	L. Voorman	\$1,049.27	\$27,281.00
A0001-0009-01-412-013	Investigator	D. Tiffany	\$1,049.27	\$27,281.00
A0001-0009-01-412-023	Investigator	G. Ball	\$1,049.27	\$27,281.00
A0001-0010-01-412-011	Co. Assessor	K. Schenkel	\$1,461.77	\$38,006.00
A0001-0011-01-412-014	Assessor Level II	K. Schenkel	\$38.46	\$1,000.00
A0001-0010-01-412-012	Deputy Assessor	C. Paul	\$1,018.69	\$26,486.00
A0001-0010-01-412-015	Deputy Level II	C. Paul	\$19.23	\$500.00
A0001-0010-01-412-013	Wages PT/ Personal Property			\$2,500.00
A0001-0010-01-412-012	Deputy Assessor	B. Conner	\$1,018.69	\$26,486.00
A0001-0010-01-412-015	Assessor Level II	B. Conner	\$38.46	\$1,000.00
A0001-0010-01-412-012	Deputy Assessor	J. Schuler	\$1,018.69	\$26,486.00
A0001-0010-01-412-015	Deputy Level II	J. Schuler	\$19.23	\$500.00
A0001-0010-01-412-016	Twp. Level II	2 @ 1000		\$2,000.00
A0001-0023-01-412-083	PTABOA Board Members			\$2,000.00
A0001-0020-01-412-011	Extension Office Mgr	S. Haynes	\$1,018.69	\$26,486.00
A0001-0020-01-412-019	Secretary/PT	S. Anguilm	\$392.31	\$10,200.00
A0001-0020-01-412-018	Wages-Summer Help			\$3,360.00
A0001-0021-01-412-013	Soil & Water Coordinator.	P. Collins	\$930.54	\$24,194.00
A0001-0022-01-412-011	Planning Adm./Director	M. Howard	\$1,411.89	\$36,709.20
A0001-0022-01-412-013	Secretary/PT	T. Blair	\$497.85	\$12,944.00
A0001-0022-01-412-021	Board Members			\$4,860.00
A0001-0024-01-412-011	Drainage Board Member	B. Hauptert	\$64.14	\$1,667.67
A0001-0024-01-412-011	Drainage Board Member	S. Givens	\$64.14	\$1,667.67
A0001-0024-01-412-011	Drainage Board Member	B. Eppley	\$64.14	\$1,667.67
A0001-0024-01-412-012	Secretary	K. Grumpp	\$43.42	\$1,129.00
A0001-0024-01-412-016	Sub Board Member			\$150.00
A0001-0024-01-412-019	Clerical Hourly			\$50.00
A0001-0025-01-412-011	Veterans Service Off	M. Reed	\$459.38	\$11,944.00

DECEMBER 7, 2009 CONTINUED

A0001-0025-01-412-013	Deputy/PT	T. Snyder	\$247.08	\$6,424.00
A0001-0026-01-412-011	Weights & Meas. Inspector	J. Vogel	\$400.00	\$10,400.00
A0001-0029-01-412-011	1st Dist Commissioner	B. Hauptert	\$686.73	\$17,855.00
A0001-0029-01-412-011	2nd Dist Commissioner	S. Givens	\$686.73	\$17,855.00
A0001-0029-01-412-011	3rd Dist Commissioner	B. Eppley	\$686.73	\$17,855.00
A0001-0029-01-412-020	County Coordinator	J. Dils	\$1,617.00	\$42,042.00
A0001-0029-01-412-022	Comm. Custodian	R. Smith	\$1,171.81	\$30,467.00
A0001-0029-01-412-018	Animal Warden	S. Cox	\$1,128.54	\$29,342.00
A0001-0029-01-412-014	Asst Warden	K. Moore	\$686.88	\$17,859.00
A0001-0029-01-412-019	PT Asst Warden	A. Bolden	\$313.85	\$8,160.00
A0001-0032-01-412-016	Courthouse Custodian PT	R. Sriver		\$15,000.00
A0001-0032-01-412-019	Help/Hourly			\$2,500.00
A0001-0030-01-412-012	Council Members (7)	7 @ \$4,451.29	7 @ 171.20	\$31,159.00
A0001-0031-01-412-011	EMA Director	B. Brown	\$1,293.05	\$33,619.20
A0001-0031-01-412-014	Adm. Asst./PT	R. Guenin	\$611.23	\$15,892.00
A0001-0033-01-412-011	Commander	M. Henderson	\$1,365.62	\$35,506.00
A0001-0033-01-412-012	Matron/Cook	P. Cooper	\$1,333.85	\$34,680.00
A0001-0033-01-412-013	Asst Comm	C. Staggs	\$1,252.64	\$32,568.60
A0001-0033-01-412-013	Asst Comm	D. Coburn	\$1,252.64	\$32,568.60
A0001-0033-01-412-013	Asst Comm	S. Dillon	\$1,252.64	\$32,568.60
A0001-0033-01-412-015	Jail Officer	K. Montgomery	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	D. Johnson	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	D. Corn	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	V. Vance	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	T. Thomas	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	R. Grinstead	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	C. Delong	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	D. Bailey	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	M. Castro	\$1,212.23	\$31,518.00
A0001-0033-01-412-015	Jail Officer	VACANT	\$1,212.23	\$31,518.00
A0001-0033-01-412-018	E911 Director	S. Beeks	\$1,263.19	\$32,843.00
A0001-0033-01-412-016	Chief Dispatcher	M. Dazey	\$1,263.19	\$32,843.00
A0001-0033-01-412-017	Dispatch	B. Blue	\$1,214.38	\$31,574.00
A0001-0033-01-412-017	Dispatch	T. Monce	\$1,214.38	\$31,574.00
A0001-0033-01-412-017	Dispatch	R. Morris	\$1,214.38	\$31,574.00
A0001-0033-01-412-017	Dispatch	T. Eubank	\$1,214.38	\$31,574.00
A0001-0033-01-412-019	Records Clerk	E. Gidley	\$1,098.46	\$28,560.00
A0001-0033-01-412-020	Overtime			\$12,000.00
A0001-0033-01-412-021	PT Cooks/Hourly.			\$25,000.00
A0001-0033-01-412-022	PT Jail Off/Dispatch/Hourly			\$40,000.00

DECEMBER 7, 2009 CONTINUED

A0160-0000-01-412-013	Commissary FT Hourly	M. Fuller	\$874.30	\$22,731.80
A0001-0035-01-412-011	Circuit Ct Judge	R McCallen III	\$192.31	\$5,000.00
A0001-0035-01-412-013	Court Reporter	C. Stoup	\$1,096.88	\$28,519.00
A0001-0035-01-412-014	Bailiff	M. Lundmark	\$1,096.88	\$28,519.00
A0001-0035-01-412-025	Sec Officer	BJ Cantrell	\$1,162.85	\$30,234.00
A0001-0035-01-412-024	PT Clerical			\$2,600.00
A0001-0036-01-412-011	Superior Ct Judge	C. Goff	\$192.31	\$5,000.00
A0001-0036-01-412-013	Ct. Reporter	C. Striggle	\$1,096.88	\$28,519.00
A0001-0036-01-412-014	Bailiff	S. Kingston	\$1,096.88	\$28,519.00
A0001-0036-01-412-025	Sec Officer	J. McDonald	\$1,205.31	\$31,338.00
A0001-0036-01-412-035	Petit Jurors			\$2,000.00
A0001-0036-01-412-037	Witness Fees			\$100.00
A0001-0036-01-412-019	PT Reporter / PT Security Officer			\$3,000.00
A0001-0036-01-412-031	Judge Pro Tem			\$500.00
A0001-0037-01-412-011	Ch Probation Officer	D. Duggan	\$2,358.96	\$61,333.00
A0001-0037-01-412-014	Probation Officer	K. Cullum	\$1,711.15	\$44,490.00
A0001-0037-01-412-014	Probation Officer	T. Hanes	\$1,555.65	\$40,447.00
A0001-0037-01-412-014	Probation Officer	S. Lochner	\$1,555.65	\$40,447.00
A0001-0037-01-412-014	Probation Officer	B. Swihart	\$1,555.65	\$40,447.00
A0001-0037-01-412-014	Probation Officer	M. Kelley	\$1,125.69	\$31,332.92
A0001-0037-01-412-014	Probation Officer	J.Boardman	\$1,555.65	\$42,623.90
A0001-0037-01-412-013	Office Mgr	J. Nance	\$1,087.71	\$28,280.58
A0001-0037-01-412-012	Adm. Assist	K. Pegg	\$1,018.69	\$26,486.00
A0060-0000-01-412-019	Adult Probation PT Hourly	K. Roth		\$10,000.00
A0061-0000-01-412-015	Juvenile Day Reporting	T. Cavins	\$1,049.25	\$27,280.58
A0167-0000-01-412-011	Probation Officer	A. Schucknecht	\$1,482.14	\$38,535.72
A0167-0000-01-412-025	PT Security/Hourly.	T. Niccum		\$1,950.00
A0002-0038-01-412-011	Highway Supervisor	P. Amones	\$1,737.92	\$45,186.00
A0002-0038-01-412-012	Highway Foreman	J. Martin	\$1,356.04	\$35,257.00
A0002-0038-01-412-014	Highway Clerk	M. Bever	\$1,157.69	\$30,100.00
A0002-0039-01-412-011	Driver/Operator	M. Rehak	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	A. Burton	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	M. Wood	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	J. McKee	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	D. Custer	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	R. Harber	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	B. Black	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	T Reahard	\$1,234.65	\$32,101.00

DECEMBER 7, 2009 CONTINUED

A0002-0039-01-412-011	Driver/Operator	E. Webb	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	T. Sams	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	J. Weimann	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	K. Snyder	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	T. Teague	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	VACANT	\$1,234.65	\$32,101.00
A0002-0039-01-412-011	Driver/Operator	VACANT	\$1,234.65	\$32,101.00
A0002-0039-01-412-020	Overtime	Dr/Operators		\$25,000.00
A0002-0039-01-412-013	Sign Foreman	M. Wright	\$1,234.65	\$32,101.00
A0002-0039-01-412-020	Overtime	Sign Foreman		\$2,000.00
A0002-0040-01-412-011	Mechanics	J. Lawson	\$1,292.81	\$33,613.00
A0002-0040-01-412-011	Mechanics	K. Highley	\$1,292.81	\$33,613.00
A0002-0040-01-412-020	Overtime	Mechanics		\$6,000.00
A0002-0040-01-412-012	Laborers/Night Watchman			\$39,923.00
A0010-0000-01-412-011	Health Officer	J. Gifford		\$6,000.00
A0010-0000-01-412-013	Deputy/Registrar	K. Carter-Lower	\$1,018.69	\$26,486.00
A0010-0000-01-412-015	Nurse	J. Skeans	\$1,249.19	\$32,478.99
A0010-0000-01-412-016	Environ. Sanitarian	J. Swango	\$1,168.27	\$30,375.00
A0010-0000-01-412-017	Food Sanitarian	L. Dannacher	\$1,028.62	\$26,744.00
A0010-0000-01-412-018	Nurse Asst.	L. Foust	\$601.68	\$15,643.64
A0010-0000-01-412-021	Deputy Adm. Coordinator.	L. Ellis	\$816.63	\$21,232.42
A0113-0000-01-412-018	Health Maintenance Nurse	L. Foust	\$601.56	\$15,640.55
A0147-0000-01-412-021	Deputy Adm. Coordinator.	L. Ellis	\$135.48	\$3,522.60
				Jan – June 2010
A0036-0000-01-412-011	Comm. Corrections Director	J. Hobson	\$1,813.58	\$23,576.50
A0036-0000-01-412-012	Adm. Assist	K. Barker	\$1,165.04	\$15,145.50
A0036-0000-01-412-013	Field Officer	S. Burns	\$1,188.35	\$15,448.50
A0036-0000-01-412-014	Case Manager	R. Gatchel	\$1,188.35	\$15,448.50
A0036-0000-01-412-015	Case Manager	M. Striker	\$1,188.35	\$15,448.50
			\$14.00 –	
A0036-0000-01-412-018	PT Home Detention		\$16.97 Hr	
			\$12.00 –	
A0036-0000-01-412-019	PT Work Release		\$16.97 Hr	

Approved with the 2010 Budget on the 8th day of September, 2009.

State Action for 2010 Budget:

Ridgeway stated a public budget hearing was held at 1:00 P.M. today by the Department of Local Government Finance (DLGF). There were no objections to the 2010 Proposed Budget (1782) submission so it should be approved as presented. Ridgeway requested a resolution to reduce the Highway MVH Fund and the Cum Bridge Fund. Amones stated the MVH was cut by \$226,790 but can be offset by

reductions of \$230,000 in 2009 by trucks that will not be purchased this year. Amones stated Highway can reduce a total of \$1,758,885 in the 2009 Cum Bridge Fund appropriations from projects that have been completed or will not be funded by the State. That, along with eliminating \$532,000 in the proposed 2010 budget (which was a duplication of an appropriation this year) will total reductions of \$2,291,885 and will more than offset the DLGF cuts of \$1,873,091 in the Cum Bridge Fund. Amones stated in the past there was an average balance of \$3 million in the Cum Bridge Fund, \$4 million in Local Road & Street Fund and \$2 million in MVH Fund; the State is slowly taking this away. Markstahler made a motion to approve a resolution for the reduction of the Highway –MVH Fund and Cumulative Bridge made by the State; his motion was seconded by Evans and passed with a 6-0 vote. Amones stated he had opened a line item for bridge rehabilitation for bridge #175 at Richvalley, but the application was denied by the State; the funds totaling the above mentioned \$532,000 will not be needed. Amones stated they did the project as an “in house” project. It was completed in three (3) weeks and three (3) days. Nose made a motion to approve a resolution for a Budget Reduction Appropriation for 2010 totaling \$532,000 from Cumulative Bridge; his motion was seconded by Markstahler and passed with a 6-0 vote.

RESOLUTION NO. 2009-85-6

WHEREAS, it has been determined that it is now necessary to appropriate LESS money than was appropriated in the 2009 ANNUAL BUDGET; NOW, THEREFORE:

Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2009 the following additional sums of money are hereby REDUCED and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	REDUCTION Requested	Amount Reduced	AYE	NAY
DECREASE:				
COUNTY HIGHWAY FUND				
0002-0040-04-445-043 Capital Trucks/Tractors	\$230,000.00	\$230,000	6	0
CUMULATIVE BRIDGE FUND				
0003-0000-03-439-055 Design Bridge 505	\$ 79,987.00	\$ 79,987.00	6	0
0003-0000-03-439-056 Eng & Design Bridge 165	\$ 99,000.00	\$ 99,000.00	6	0
0003-0000-04-447-059 Construction Bridge 505	\$ 878,135.00	\$878,135.00	6	0
0003-0000-04-447-060 Construction Bridge 165	\$ 500,000.00	\$500,000.00	6	0
0003-0000-04-447-064 Construction Bridge 175	<u>\$ 202,763.00</u>	<u>\$202,763.00</u>	6	0
TOTAL REDUCTIONS CUM. BRIDGE FUND	<u>\$ 1,759,885.00</u>			

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

RESOLUTION NO. 2009-85-7

WHEREAS, it has been determined that it is now necessary to appropriate LESS money than was appropriated in the 2010 ANNUAL BUDGET; NOW, THEREFORE:

Be it ordained by the Wabash County Council of Wabash County, Indiana, that for the expense of said county government and its institutions for the year ending December 31, 2010 the following additional sums of money are hereby REDUCED and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

	REDUCTION Requested	Amount Reduced	AYE	NAY
DECREASE:				
CUMULATIVE BRIDGE FUND				
0003-0000-04-447-064 Construction Bridge 175	\$532,000.00	\$532,000.00	6	0

This was presented to the Wabash County Council, read in full, and adopted on the 7th day of December, 2009, by the above aye and nay vote.

Wabash County Police Pension Plan

County Attorney Steve Downs stated IRS rules mandate that the WC Police Pension Fund be finalized by December 31, 2009. Striker stated if this is not submitted, Wabash County will incur penalties from the State. Downs stated there are two questions to address:

- 1) Definition of the employer; currently the Sheriff’s Department is set as employer. It was set up that way in 1972 when the plan was first adopted. Plan Trustee, McCreedy & Keene, Inc stated in a letter that they have no problem with changing and recognizing the County as the employer.
- 2) Cost of living (COLA) increases for retired employees: At what age does the county discontinue pension coverage? Under the current plan the age is set to allow COLA up to 65, 66 or 67 depending on date of birth. Council adopted this in June of 2008 - Striker stated a retiree obtains COLA until unreduced Social Security benefit is obtained at 65, 66 or 67. These ages are established by the Social Security Administration. Little stated he thought the intent was to go to age 62. Markstahler said he is concerned that the fund could be depleted as set. Nose inquired how the fund is doing this year; are we simply paying into the fund the appropriation? Auditor Ridgeway stated this year we are under-funded. There are not enough to funds to cover the appropriation from today. Ridgeway stated this will be encumbered in January from the Clerk’s collections; bank fees and actuarial fees have been paid from the fund also. Little made a motion to change section 2.1 employer definition from Sheriff’s Department to Wabash County; Curless seconded - Little made a motion to change section 6.08...the age to discontinue COLA from age 65, 66 or 67 to specific age 62. The motion and second were interrupted by Striker who stated this cannot be changed without the approval of the Merit Board, Merit Deputies and the Sheriff’s Department. Striker also said this will only change the pension plan for those hired after January 1, 2009; not those who currently are part of the program. Downs stated changes must be in conjunction with the Merit Board, Merit Deputies, the Sheriff’s Department and the County Council. Council can send this back to the Merit Board, for review. Downs stated it is not cast in concrete and they can be changed if need be. You can change how this affects those not yet a part of this program. But those who currently are a part of this program you cannot lower their benefits. Nose

asked why this was brought to the Council. Striker stated as Downs had said this must be done and signed by December 31, 2009 by the Council or Wabash County will be penalized by the IRS. Ridgeway stated the June 23, 2008 minutes stated Council amended the plan to lower retirement age from 55 to 50 and that COLA would be received until Social Security retirement age – it does not specify the actual retirement age in the minutes. Curless made a motion to approve as submitted with the understanding that the concerns: (1) changing Sheriff's Department as employer to Wabash County and (2) Kaltenmark and Striker will take this back to Merit Board to consider reducing and setting the retirement age from 65, 66 or 67 to 62; his motion was seconded by Evans and passed with a 5-1 vote. Markstahler opposed.

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Ridgeway stated there is \$13,000 in fees and actuary fees that were not part of the actual payments into the Sheriff's Pension Fund which is why it is underfunded. Ridgeway stated with this being a separate fund, until the Clerk's Office collects more fees, this fund will be under funded. Ridgeway asked if the Sheriff's Department processes claims for the City of Wabash. Major Deputy Sheriff Steve Hicks stated yes they serve several for the City of Wabash. Ridgeway stated the City should be designating on their monthly report which funds are for process serving; a portion should be placed into the Sheriff's Pension Fund. Ridgeway stated she would look into the matter.

NOTE:

Little made a motion to adjourn the December 7, 2009 meeting; his motion was seconded by Evans and passed with a 6-0 vote.

The following individual attended the December 7th Council meeting:

**If any names are spelled incorrectly, we apologize.*

Marti Striker
Kandy Barker
Shane Burns
Ryan Gatchel
Sheila Rhoades

The next meeting will be the re-organization meeting for the 2010 Council on January 25, 2010 at 5:00 P.M. on the second floor of the Wabash County Courthouse.