

**WABASH COUNTY COUNCIL MEETING**

The Wabash County Council met in session on Monday, December 4, 2017 in the Commissioner’s Meeting Room of the Wabash County Courthouse. Chairman Jeff Dawes called the meeting to order at 5:00 P.M. Seven Council members were present: Dawes, Randy Curless, Matthew Mize, Matt Dillon, Lorissa Sweet, Philip Dale, and Kyle Bowman. Bowman opened with a word of prayer and Dawes led in the Pledge of Allegiance. The proceedings of the meeting were recorded by the County Auditor’s office.

Chairman Dawes requested that those present silence their cell phones and stated that all public comments regarding agenda and non-agenda items are permitted and encouraged.

The first order of business was to approve the minutes of the October 23, 2017 Council meeting and the minutes of the Solid Waste budget hearing. Dillon made a motion to approve the minutes. Dale seconded the motion and it passed by a 6-0 vote with one abstention from Sweet who was absent from the Oct. 23rd meeting.

The next order of business was the transfer of funds requests. Present for these requests was Highway Superintendent John Martin. No one was present to represent the Circuit Court.

**TRANSFER RESOLUTION  
2017-09 & 10**

Whereas, it has been determined that it is now necessary to transfer money from one fund to another fund per IC 36-2-7-5.11(c); 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, 2017, the following sums of money are hereby transferred and ordered set apart out of the two funds herein named and for the purposes herein specified, subject to the laws governing the same:

**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.

**COUNTY GENERAL FUND #1000**

**DECREASE: Circuit Court**

	Amount Requested	Amt. Approved	AYE	NAY
Office Supplies #1000-21100.000.0035	\$415.00	\$415.00	7	0
Software & Supplies #1000-22000.000.035	\$385.00	\$385.00	7	0
Education #1000-30110.000.0035	\$200.00	\$200.00	7	0

**INCREASE: Circuit Court**

	Amount Requested	Amt. Approved	AYE	NAY
Part-time Employee #1000-11903.000.0035	\$1,000.00	\$1,000.00	7	0

Explanation: Submitted by Judge Robert McCallen: The transfer will assist with a deficiency in the part-time account due to extra assistance needed with security on Monday afternoons because of the high volume of inmates being brought over to court for hearings.

Dillon made a motion to approve the request for a transfer of funds as requested. Curless seconded the motion and it passed by a 7-0 vote.

**COUNTY HIGHWAY FUND #1176****DECREASE: Capital Outlay**

	Amount Requested	Amt. Approved	AYE	NAY
Trucks #1176-40431.000.0040	\$12,000.00	\$12,000.00	7	0

**INCREASE: Other Services & Charges**

	Amount Requested	Amt. Approved	AYE	NAY
Equipment Repairs #1176-13000.000.0040	\$12,000.00	\$12,000.00	7	0

Explanation: Submitted by Highway Superintendent John Martin: Unexpected costs for equipment repairs beyond the additional appropriation requested. Need to fund the negative account balance.

Curless made a motion to approve the request for a transfer of funds as requested. Dillon seconded the motion and it passed by a 7-0 vote.

The next order of business was to address the additional appropriations requests. Present for the requests were: Highway Superintendent John Martin, Sheriff Bob Land, Commissioner Barry Eppley, and Solid Waste Director Jen Rankin. No one was present to represent the Probation department.

**ADDITIONAL APPROPRIATIONS**  
**ORDINANCE #2017-08**

**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, 2017 the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:**

	Requested	Appropriated	AYE	NAY
Stone/Gravel #1176-23400.000.0039	\$50,000.00	\$50,000.00	7	0
Road Equipment repairs #1176-30713.000.0039	\$20,000.00	\$20,000.00	7	0

Explanation submitted by Highway Superintendent John Martin: Due to the extra chip & seal mileage, this account has gone into the negative to date. We have covered 85 miles of road this year versus 60 plus miles last year. The additional appropriation will result in a positive account balance as well as buy sand that may be needed yet this year. Due to repairs needed on the department's front end-loader which is used daily and is 20 years old, this account has gone into the negative to date. The additional appropriation will result in a positive account balance.

Dillon made a motion to approve the request. Dale seconded the motion and it passed by a 7-0 vote.

<b>COUNTY GENERAL FUND– #1000</b>				
<b>JAIL</b>	<b>Requested</b>	<b>Appropriated</b>	<b>AYE</b>	<b>NAY</b>
Janitorial Supplies #1000-21600.000.0033	\$6,700.00	\$6,700.00	7	0
Food for Prisoner Meals #1000-28600.000.0033	\$6,700.00	\$6,700.00	7	0
Water Expense #1000-30530.000.0033	\$5,000.00	\$5,000.00	7	0
Sewage Expense #1000-30540.000.0033	\$3,000.00	\$3,000.00	7	0

Explanation submitted by Sheriff Bob Land: These amounts make up the Community Corrections reimbursement of expenses because of sharing the building and the utilities with the Jail. These amounts have been deposited to the General Fund as a revenue, but now need to be additionally appropriated into the Jail budget.

Dale made a motion to approve the request. Curless seconded the motion and it passed by a 7-0 vote.

Sheriff Land supplied Council with inmate transfer figures for the year and reported that legislation for an increase to the inmate housing per diem to counties is pending at the State. He stated that this would probably increase the prisoner housing cost charged to Wabash County by other counties for the housing of our prisoners. He reported that two new jail officers have been hired and two new deputies are to be hired soon.

<b>COMMISSIONERS</b>	<b>Requested</b>	<b>Appropriated</b>	<b>AYE</b>	<b>NAY</b>
Inmate Medical #1000-30232.000.0029	\$8,000.00	\$8,000.00	7	0
Inmate Transfers #1000-30331.000.0029	\$85,000.00	\$85,000.00	7	0
Exam of Records #1000-30890.000.0029	\$3,300.00	\$3,300.00	7	0

Explanation submitted by County Auditor Marcie Shepherd: We need the additional appropriation into the inmate accounts in order to get them out of the negative. Could not pay invoices from the LIT Public Safety Fund because the balance was not adequate since the distributions are deposited monthly.

The exam of records account does not have enough money remaining to pay the expense of the audit of the Town of Roann. This expense is reimbursable to the County from the December tax distribution to the local governmental units.

Dillon made a motion to approve the request. Curless seconded the motion and it passed by a 7-0 vote.

Commissioner Eppley reported that figures are being compiled for the purchase of an existing building or the construction of a building for the relocation of the County Health Department and the housing of the County Coroner's office.

**COUNTY SPECIAL DISTRIBUTION FUND- #4801**

	<b>Requested</b>	<b>Appropriated</b>	<b>AYE</b>	<b>NAY</b>
Computer Maintenance Contracts #4801-30502.000.0000	\$9,000.00			

Explanation submitted by County Auditor Shepherd: There is not enough money remaining in the fund to pay for computer maintenance contracts through the end of the year. **PER AUDITOR SHEPHERD: THIS REQUEST IS WITHDRAWN.** Explanation by Auditor Shepherd: An internal transfer was made to correct the account because of an error in claims payment discovered in this account. Currently have enough money in the account for year end.

**JUVENILE PROBATION USER FEES FUND #2150**

	<b>Requested</b>	<b>Appropriated</b>	<b>AYE</b>	<b>NAY</b>
Group Health Insurance #2150-17300.000.0000	\$100.00	\$100.00	7	0

Explanation submitted by Chief Probation Officer, Sara Lochner: We have estimated that there will not be enough money to cover the group health insurance expense for the remainder of the year.

Curless made a motion to approve the request. Dillon seconded the motion and it passed by a 7-0 vote.

**WABASH COUNTY SOLID WASTE MANAGEMENT DISTRICT FUND**

	<b>Requested</b>	<b>Appropriated</b>	<b>AYE</b>	<b>NAY</b>
<b>PERSONAL SERVICES</b>				
Medical Insurance	\$5,700.00	\$5,700.00		
Unemployment Tax	500.00	500.00		
PERF	200.00	200.00		
<b>OTHER SERVICES</b>				
Legal Services	650.00	650.00		
Property/Liability Insurance	1,239.00	1,239.00		
Water/Sewage	500.00	500.00		
Electricity	500.00	500.00		
Public Education	3,548.00	3,548.00		
<b>Total:</b>	<b>\$12,837.00</b>	<b>\$12,837.00</b>	<b>7</b>	<b>0</b>

Explanation submitted by Solid Waste Director, Jen Rankin:

Medical Insurance: increase of \$2,400 deductible paid and increase in cost of insurance

Unemployment Tax & PERF: 2017 salaries were not approved at time of budget preparation

Public Education: to re-allocate retail sales

Property/Liability Insurance, Water/Sewage, and Electricity: unexpected increases in these costs.

Legal Services: unexpected additional consulting fees

Dillon made a motion to approve the request. Sweet seconded the motion and it passed by a 7-0 vote.

The next order of business were salary ordinance amendments. Auditor Shepherd explained that the additional pay to the probation employees within the 2017 salary ordinance amendment is for teaching classes to probationary offenders and is paid by the Community Corrections/Court RRP Grant.

**AMENDMENT #2017-2A TO THE 2017 SALARIES AND WAGE ORDINANCE**

Whereas: Public Law No. 231 requires County Council to fix salaries of County Officials and Employees for the year:

SEC.1. BE IT ORDAINED by the Wabash County Council of Wabash County, Indiana that the salaries and wages of the County Officials and Employees and its institutions for the year ending December 31, 2017 are as follows:

<u>FUND AND TITLE OF POSITION</u>	<u>ADDITIONAL AMOUNT OF PAY</u>
<u>COMMUNITY CORRECTIONS RRP GRANT FUND #9106</u>	
Part-time Coordinator #9106-11509.017.0000	
A. Hay – CC Grant employee	\$356.25
M. Striker – CC Grant employee	\$856.25
M. Kurtz – Probation officer	\$668.75
C. Teddy – Probation officer	\$268.75

Purpose of additional pay: Teaching classes for “Moving On” grant at \$25.00/hr.

Dated this 4<sup>th</sup> day of December, 2017.

AYE	NAY
Jeff Dawes, Chairman	None
Randy Curless	
Matthew Mize	
Lorissa Sweet	
Matt Dillon	
Philip Dale	
Kyle Bowman	

Attest: Marcie Shepherd, Wabash County Auditor

Dillon made a motion to suspend the rules regarding the need for two readings of an ordinance and to vote on the ordinance after the 1<sup>st</sup> reading. Curless seconded the motion and it passed by a vote of 7-0. Dillon made a motion to approve the 2017 Amended Salary Ordinance as presented. Sweet seconded the motion and it passed by a 7-0 vote.

In regard to the amendment to the 2018 Salary Ordinance, Auditor Shepherd directed Council to the copy of the Personnel Administration Committee recommendations from the committee meeting on November 7<sup>th</sup>. She explained that the amended ordinance reflects the recommendations to the 2018 Salary Ordinance effective January 1, 2018. After questions from Council, County Coordinator Jim Dils explained that the Circuit & Superior Courts’ Administrative Assistant, Court Reporters and Court Bailiffs would be receiving a 5.6% increase for 2018 as compared to the 1% increase for all other county

employees because of the request and explanation from Judge McCallen and Judge Springer and as recommended by the Committee. Commissioner Eppley stated that a comprehensive wage & salary analysis needs to be done prior to 2019 since it has been nine years since the original wage & salaries rating system was initiated. It was also noted that an additional appropriation request would need to be submitted to Council after January 1, 2018 in order to fund the additional money needed for the increases as listed in the 2018 amendment.

**AMENDMENT #2017-3A TO THE 2018 SALARIES AND WAGE ORDINANCE**

Whereas: Public Law No. 231 requires County Council to fix salaries of County Officials and Employees for the year:

**SEC.1. BE IT ORDAINED** by the Wabash County Council of Wabash County, Indiana that the salaries and wages of the County Officials and Employees and its institutions for the year ending December 31, 2018 are as follows:

<u>FUND AND TITLE OF POSITION</u>	<u>ANNUAL PAY AMOUNT</u>
<u>COUNTY GENERAL FUND</u>	
Circuit Court – Court Reporter #1000-11310.000.0035	\$33,972.00
Circuit Court – Assistant Court Bailiff #1000-11408.000.0035	\$33,972.00
Superior Court – Administrative Assistant #1000-11212.000.0036	\$33,972.00
Superior Court – Court Reporter #1000-11310.000.0036	\$33,972.00
Superior Court – Court Bailiff #1000-11409.000-0036	\$33,972.00
Sheriff – First Deputy Secretary #1000-11901.000.0005	\$32,960.00
Jail – Records Clerk #1000-11901.000.0005	\$32,960.00
Prosecutor – Secretary #1000-11500.000.0008	\$33,319.00
Prosecutor IV-D - Investigator 1 #1000-11304.000.0009	\$33,319.00
Commissioners – Custodian #1000-12202.000.0029	\$40,000.00

Dated this 4<sup>th</sup> day of December, 2017.

AYE	NAY
Jeff Dawes, Chairman	None
Randy Curless	
Matthew Mize	
Lorissa Sweet	
Matt Dillon	
Philip Dale	
Kyle Bowman	

Attest: Marcie Shepherd, Wabash County Auditor

Dillon made a motion to suspend the rules regarding the need for two readings of an ordinance and vote on the amendment to the ordinance after the 1<sup>st</sup> reading. Dale seconded the motion and it passed by a vote of 7-0. Curless made a motion to approve the 2018 salary ordinance amendment as presented. Mize seconded the motion and it passed by a 7-0 vote.

Council reviewed:

October 2017 Auditor & Treasurer Financial Reports

October 2017 Wabash County Solid Waste Mgmt. District Income & Expense Statement

With no other business to come before the Wabash County Council, the meeting was adjourned. Council's organizational meeting for the new year is scheduled for Monday, January 8, 2018 at 5:00 P.M. The regularly scheduled monthly Council meeting is Monday, January 22, 2018 at 5:00 P.M.

**The following individuals also attended the December 4th Council meeting:**

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

Deputy Auditor B.J. Grube, County Commissioners Barry Eppley and Brian Hauptert, County Coordinator Jim Dils, Attorney Mark Frantz, County Coroner Susie Lewis, Wabash Plain Dealer reporter Mackenzie Klemann, and The Paper reporter, Emma Rausch.