COUNTY COUNCIL
March 10, 2016

I. **CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday March10, 2016 to consider additional requests in excess of the Budget allowed for 2016, and to conduct such other business as may be properly brought before the Council.

II. **ROLL CALL:** Council members present were John K. Pratt, President; Larry Gambaiani, Vice President; Rick Patton, Roy Wrightsman, Jack B. Butler, James E. Howard, Thomas E. Stambaugh, Pam Adams; Auditor and Rusty Ratcliff; 3rd Deputy Auditor. Also present were Diana Hazlett, Katie Potter, Chad Gordon, Mike Strack, Mary Jo Harkrider, Justin Cole, Terry Hensley, Mary Alice Gregg, Jamie York and Melanie Willhite.

III. **READING OF THE MINUTES:** Minutes for the regular meeting held on February 11, 2016 were approved upon a motion made by Jack B. Butler and seconded by Rick Patton.

IV. **ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper February 24th, 2016. Council President John K. Pratt reviewed the appropriations from written requests submitted by Auditor, Pam Adams. Thus, the following ordinance was adopted: WHEREAS: it has been determined it is now necessary to appropriate more money than was appropriated in the annual budget for 2016, BE IT ORDAINED, by the County Council of Parke County, Indiana, for the expenses of said County government, the following additional sums of money are hereby appropriated and ordered set out of the funds herein specified, subject to the law governing the same: Larry Gambaiani made a motion to approve the additional appropriations as advertised on February 24th, 2016 and the motion was seconded by Jack B. Butler and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
RDC West Central Parke TIF District Fund		
Major Budget Classification / Other Services & Charges / Service Contracts 4500-00-03-5080	$ 1,000.00	**$ 1,000.00**
Total for RDC West Central Parke TIF District Fund	**$ 1,000.00**	**$ 1,000.00**
RDC Central Parke TIF District Fund		
Major Budget Classification / Other Services & Charges / Service Contracts 4502-00-03-5080	$ 2,500.00	**$ 2,500.00**
Total for RDC Central Parke TIF District Fund	**$ 2,500.00**	**$ 2,500.00**
Emergency Planning and Right to Know Fund		
Major Budget Classification / Other Services & Charges / Training & Travel 1152-00-03-5020	$ 5,900.00	**$ 5,900.00**
Major Budget Classification / Other Services & Charges / Service Contracts 1152-00-03-5080	$ 9,000.00	**$ 9,000.00**
Major Budget Classification / Other Services & Charges / Publications 1152-00-03-5090	$ 150.00	**$ 150.00**
Major Budget Classification / Capital Outlays / Equipment 1152-00-04-7020	$ 3,000.00	**$ 3,000.00**
Total for Emergency Planning and Right to Know Fund	**$ 18,050.00**	**$ 18,050.00**
Prosecutor's Pre-Trial Diversion Fund		
Major Budget Classification / Capital Outlays / Equipment 1182-00-04-7020	$ 5,000.00	**$ 5,000.00**
Total for Prosecutor's Pre-Trial Diversion Fund	**$ 5,000.00**	**$ 5,000.00**
Forfeitures & Seizures Fund		
Major Budget Classification / Capital Outlays / Equipment 4904-00-04-7020	$ 7,000.00	**$ 7,000.00**
Total for Forfeitures & Seizures Fund	**$ 7,000.00**	**$ 7,000.00**
Alternative Dispute Resolution Fund		
Major Budget Classification / Personal Services / Administration 2200-00-01-1100	$ 3,435.36	**$ 3,435.36**
Total for Alternative Dispute Resolution Fund	**$ 3,435.36**	**$ 3,435.36**
Family Court Grant Fund		
Major Budget Classification / Other Services & Charges / Mediation & Counseling 9104-00-03-5140	$ 1,975.00	**$ 1,975.00**
Total for Family Court Grant Fund	**$ 1,975.00**	**$ 1,975.00**

V. TRANSFER OF FUNDS: The Council approved the request for the transfer of funds on a motion by Roy Wrightsman and seconded by James E. Howard. The following resolution was adopted.

TRANSFERS

Be it resolved, the Parke County Council hereby approves the following request for transfer:

Amount:	$2,500.00
From:	1138-00-02-3101
	Cumulative Capital Development / Supplies / Operating Supplies - Sheriff
To:	1138-00-03-5044
	Cumulative Capital Development / Other Services & Charges / Uniform Equipment
Amount:	Maintenance

VI. JURY PAY: The Auditor presented the Parke County Clerk's certification of jury fees collected for February 2016, and requested $128.26 be transferred into the Jury Pay Fund, pursuant to IC 33-19-8-8. Rick Patton made the motion to direct the Auditor to transfer the jury fees collected in the amount of $128.26 from the County Users Fund to the Jury Fee Fund. The motion was seconded by Thomas E. Stambaugh and unanimously carried.

VII. OTHER BUSINESS: On motions made by Thomas E. Stambaugh and seconded by James E. Howard and unanimously carried; the Council took the following actions:

- Town of Marshall, in the amount of $73.41 to account number 1170-00-03-5060, Public Safety County Share / Other Services & Charges / Vehicle Maintenance Sheriff.
- HCC Public Risk, in the amount of $1,326.57 to account 1000-19-03-5060, General / Sheriff Department / Other Services & Charges / Vehicle Maintenance.
- HCC US Specialty Insurance Company, in the amount of $11,521.79 to account number 1170-00-03-5060, Public Safety County Share / Other Services & Charges / Vehicle Maintenance Sheriff.
- The Council was presented with the Auditor's February 2016 Monthly Financial Statement for review.
- The Council reviewed the Wabash River Heritage Corridor Commission Meeting Agenda, Child Adult Resource Services: e-Recycling Days, Annual Report Email from County Extension Director (CED) and the County Income Tax Quarterly Report.

VIII. GENERAL BUSINESS:

- Sheriff Justin Cole presented the Council with the 2015 Annual Jail Report for review.
- Cole also presented the Council with the Jail Inspection Report dated February 29, 2016 for review. The Jail Inspector requested the county perform a Staff Analysis Study.
- Cole also reported to the Council the Jail's Report of Collections. In March the Sheriff billed $29,260.00 for housing of inmates.
- Cole noted the installation of the new water booster system would be finalized either today or tomorrow. The new system should last a minimum of 20 years and is large enough to support any future expansion of the jail facilities.
- Assessor Katie Potter informed the Council that assessments for 2016 payable in 2017 new construction has been completed.
- Potter advised the Council her office has received Department of Local Government Finance (DLGF) approval of the Sales Disclosure File. The Assessor's office will now proceed with the Ratio Study.
- Potter made the Council aware of the potential need to do an additional appropriation in the Reassessment Fund before the end of the year. In 2015 the fund was depleted before all 2015 invoices were paid to Tyler Technologies. Potter is concerned a similar situation will occur in 2016 and an additional appropriation will need to be done to remedy it.
- Recorder Mary Jo Harkrider reported she would be meeting with a vendor, Simplifile.
- IT Contractor Randy Cleaver presented the Council with two options to address the failing Circuit Court, Probation and Clerk's office (Courthouse 2nd floor) server.
  - Option 1: Spend approximately $10,000.00 for a new server for the 2nd floor offices.

  In the written statement presented to the Council, Cleaver stated the 2nd floor doesn't really need an independent server as the majority of their work is internet based and the server is predominantly used for internet connection, document storage and back-up.
  - Option 2: Combine the 2nd floor server with the server currently housed in the Auditor's office.

        - The server in the Auditor's office will handle the additional load from the 2nd floor offices, but will need additional memory.
        - Cleaver presented the Council with a quote from Matrix Integration. The quote consisted of a one-time charge of $2,174.00 for Barracuda Backup Server 390, an annual fee of $436.00 for Annual Maintenance & Support and an annual fee of $478.00 for Instant Equipment Replacement.
        - The current back-up tapes being used with the server in the Auditors office are not large enough to house the additional information from the 2nd floor offices. However, the Barracuda back-up box will be able to back up all of the data for all of the current offices, as well as the 2nd floor offices, making the tape system unnecessary.
        - The quote also included an option for 200GB of Cloud storage service at an annual cost of $1,034.00. The data would be backed up in two different Cloud locations, which Cleaver said would be very beneficial in the event that the server ever become corrupted with a virus. Cloud storage would allow the County to restore the back-up files with clean uncorrupted data.
    - The Council advised Cleaver to proceed with Option 2.
- Clerk Diana Hazlett advised the Council that with the Town of Rockville election coinciding with the County's election there will be an additional four (4) sets of poll books to be staffed. Hazlett indicated she feels it will be necessary to hire additional poll workers to ensure voters are not forced to wait in line for longer periods of time than they currently do. Hazlett has not spoken with County Election Board members Randy Wright or Bill Ferguson regarding this matter, but felt she should bring it to the Council's attention and stated she believes there will be funds available to transfer within the Election Budget to pay the additional poll workers if the County Election Board agrees with her recommendation.
- Hazlett informed the Council of seven additional voting machines to be used during the election.
- EMS Director Terry Hensley reported on the status of Med 3 Ambulance. Mace Ford of Terre Haute is currently has the vehicle and is replacing the blown head gasket. The estimated cost of the repair is $4,500.00 and the work should be completed within two weeks. Hensley stated repairs to the vehicle are being paid from the vehicle maintenance appropriation, which will potentially require Hensley to request an additional appropriation before the end of the year.
- Treasurer Mary Alice Gregg stated her office is ready to begin the process to get 2015 payable in 2016 property tax bills sent to the printer. Gregg said spring tax installments are due May 10th, 2016 and fall tax installments are due November 10th, 2016. This year the dates fall on normal business days for the County, so there will be no adjustment to the due dates.

IX. COMMITTEE REPORTS: No Committee reports were submitted.

X. NEW BUSINESS:

- The Council reviewed a memo from the State of Indiana announcing the State's mileage reimbursement rate has been reduced to thirty-six cents (.36¢) per mile. This prompted the Council to discuss the County's current mileage reimbursement rate of fifty cents (.50¢) per mile. Larry Gambaiani made a motion to adopt a new County mileage reimbursement rate of forty cents (.40¢) per mile for employees who are traveling on County business using their personal vehicles. James E. Howard seconded the motion, and the motion carried unanimously. The last review of the County's mileage reimbursement was in March of 2013, going forward the Council will review the County rate more frequently.
- The Council was presented information regarding the Association of Indiana Counties, Inc. (AIC) 2016 West Central District Meeting, which will be held on Tuesday, April 19, 2016 at The Inn at DePauw & Event Center. Auditor Pam Adams requested Council members to advise her if they wish to attend to enable her to submit their registration information.

XI. OLD BUSINESS:

- The following additional appropriation request as published in the newspaper January 27, 2016 was tabled at the February 11th, 2016 Council Meeting pending additional information. Council President John K. Pratt reviewed the appropriation from written request re-submitted by Auditor, Pam Adams. Thus, the following ordinance was adopted: WHEREAS: it has been determined it is now necessary to appropriate more money than was appropriated in the annual budget for 2016, BE IT ORDAINED, by the County Council of Parke County, Indiana, for the expenses of said County government, the following additional sum of money is hereby appropriated and ordered set out of the fund herein specified, subject to the law governing the same: Jack B. Butler made a motion to approve the additional appropriation as advertised on January 27th, 2016 and the motion was seconded by Larry Gambaiani and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
S.C.R.A.M. (Secure Continuous Remote Alcohol Monitoring) Fund		
Major Budget Classification / Other Services & Charges / Services Contracts 2502-00-03-5080	$ 10,000.00	**$ 10,000.00**
Total for S.C.R.A.M. (Secure Continuous Remote Alcohol Monitoring) Fund	**$ 10,000.00**	**$ 10,000.00**

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John K. Pratt, President	
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Larry Gambaiani, Vice President	
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Jack B. Butler	
_____	_____
James E. Howard	
_____	_____
Rick Patton	
_____	_____
Thomas E. Stambaugh	
_____	_____
Roy Wrightsman	

ADJOURNMENT: Having no further business to come before the Council, the motion to adjourn was made by Jack B. Butler and seconded by Thomas E. Stambaugh. The meeting adjourned at 9:46 a.m.

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John K. Pratt, President

ATTEST:

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Pam Adams, Auditor