

COUNTY COUNCIL

April 13, 2017

- I. CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, April 13, 2017 to consider additional requests in excess of the Budget allowed for 2017, 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 Greg Mitchell, Mark Spelbring, Mike Strack, Katie Potter, Larry Bemis, Justin Cole and Jason Frazier.
- III. READING OF THE MINUTES:** Minutes for the regular meeting held on March 9, 2017 were approved upon a motion made by Roy Wrightsman and seconded by Thomas E. Stambaugh.
- IV. ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper March 29, 2017. 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 2017, 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 appropriation requests as advertised on March 29, 2017. The motion was seconded by Jack B. Butler and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
CAGIT Certified Shares Fund		
Major Budget Classification/Other Services & Charges/Prisoner Medical & Dental 1110-00-03-6052	30,000.00	30,000.00
Total for CAGIT Certified Shares Fund	30,000.00	30,000.00
Local Coordinating Council Fund		
Major Budget Classification/Other Services & Charges/Prevention 1148-00-03-6050	18,525.59	18,525.59
Major Budget Classification/Other Services & Charges/Intervention – Treatment 1148-00-03-6051	18525.00	18525.00
Major Budget Classification/Other Services & Charges/Justice 1148-00-03-6052	18,524.00	18,524.00
Major Budget Classification/Other Services & Charges/Professional Services 1148-00-03-6053	7,800.00	7,800.00
Major Budget Classification/Other Services & Charges/Administrative Services 1148-00-03-6053	1,000.00	1,000.00
Major Budget Classification/Other Services & Charges/Anti-Meth 1148-00-03-6054	1,134.40	1,134.40
Total for Local Coordinating Council Fund	65,508.99	65,508.99
Firearms Training Fund		
Major Budget Classification/Supplies/Operating Supplies 1156-00-02-3100	5,000.00	5,000.00
Total for Firearms Training Fund	5,000.00	5,000.00
Plat Book Fund		
Major Budget Classification/Other Services & Charges/Service Contracts 1181-00-03-5080	8,000.00	8,000.00
Total for Plat Book Fund	8,000.00	8,000.00
K-9 Donation Fund		
Major Budget Classification/Capital Outlays/Equipment 4113-00-04-7020	636.18	636.18
Total for K-9 Donation Fund	636.18	636.18

V. TRANSFER OF FUNDS: None presented.

VI. OTHER BUSINESS:

- Adams presented the Council with the March 2017 Monthly Financial Report and the 2017 Parke County Circuit Breaker Report for review.

VII. JURY PAY: The Auditor presented the Parke County Clerk's certification of jury fees collected for March 2017, and requested \$121.01 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 \$121.01 from the County Users Fund to the Jury Fee Fund. The motion was seconded by Jim Howard and unanimously carried.

VIII. COMMITTEE REPORTS:

- Redevelopment Commission (RDC) – No meeting was held.
- Planning and Zoning Commission – Jack B. Butler reported on the meeting.
 - Planning and Zoning has \$170,000.00 in construction permits up through April 12, 2017.
 - The board denied re-zoning requests from 2 property owners. One property was for the mechanic's garage on New Discovery and the other was the Wholesale Produce Market located at 100 North off of 41.
 - John K. Pratt inquired about a Bellmore property on U.S. Highway 36 east of Indiana State Road 59. Complaints have been raised regarding the condition of the property. Butler confirmed the owners did have a Farm Market Permit, however, Cassie Wittenmyer is aware of the property and working on resolving the property's issues.

IX. NEW BUSINESS:

- Parke County Park & Rec. Supervisor Greg Mitchell:
 - Provided an update on the status of the Rockville Lake Park septic system.
 - Received the first update from the State on March 8, 2017. The State requested ten additional borings.
 - The boring was done on April 3, 2017. At that time it was also determined there would not be enough space to install a traditional finger system. The alternatives to the finger system would be to install either a sand line system or a full elevated sand mound system.
 - The rough estimate for the new septic system is \$100,000.00, however, this was estimated without any input from an engineer. Myers Engineering has previously worked with the Park and Mitchell would like to work with them on the Septic project.
 - The State approved the use of the older shower house located on the modern loop, however, its use will be limited to toilets and sinks. The newer shower house located on the north side is fully operational.
 - The Park currently functions with only one dump station, however, Mitchell is checking into the feasibility of an additional dump station being installed.
 - Roy Wrightsman asked Mitchell about the progress on the Master Plan for the Park. Mitchell stated he has attempted to work on the Plan, but put it on hold due to other Park projects needing attention. Wrightsman inquired if the lack of a Master Plan for the Park would remove the County's ability to receive grants to help pay for the septic project. Mitchell stated the lack of a completed Master Plan does not remove all opportunities to obtain grants, however, it would significantly reduce the number of grants for which the County can apply. Wrightsman stated it is imperative the Master Plan be completed to ensure every avenue can be explored to help fund the project.
 - John K. Pratt instructed Mitchell to take the next step of hiring the engineer. Pratt also advised having the engineer review the State's findings.
 - Roy Wrightsman advised Mitchell to keep the Council updated on the continuation of the septic project, Wrightsman stated this is necessary for the Council to make plans regarding funding for the project.
- Parke County Assessor Katie Potter
 - Wrapping up the final segment of this four-year cyclical re-assessment. The final segment includes Raccoon, Jackson and Union townships.
 - Form 11's have been mailed to taxpayers. Some areas had an increase in value.
 - Potter is having Tyler re-evaluate some neighborhoods for comparable properties. Potter wishes to re-visit neighborhood boundaries to increase the accuracy of assessment on a property when compared to other properties within its neighborhood. Potter believes this will make things more fair and equitable.
 - Potter wishes to address the issue of individuals not obtaining a building permit prior to building. She believes most individuals neglect obtaining a permit due to lack of knowledge, not for fraudulent reasons. Potter feels running a notice in the paper informing the general public of when a building permit is necessary could be beneficial.
- Parke County Sheriff Justin Cole
 - Reported year to date invoicing, in the amounts of \$86,000.00 for Department of Corrections (DOC) and Out-of-County inmates, and also collecting \$31,000.00 for Firearms Permits.
 - Informed the Council that the State could potentially increase the amount paid for inmate holding from \$35.00 per day to \$50.00 per day.

- Was contacted by Howard County to inquire if Parke County could hold 45 inmates on their behalf. Cole was unable to oblige the request.
- The Jail's capacity for housing inmates is 92, the jail is currently holding 64. The cost to feed prisoners is between \$1.75 and \$2.36 per inmate per day. Wrightsman feels it would be advantageous to increase the number of out of county inmates in order to generate additional revenue. Cole raised concerns over the current prisoner meals budget. Pratt asked Auditor Pam Adams to research additional funding for the Jail's prisoner meals budget.
- Rockville Clerk-Treasurer Mark Spelbring
 - Came before the Council to inquire if they would be willing to meet with the Towns to discuss how the Local Income Tax is allocated. Pratt responded with the Council is open to a discussion. There is flexibility on how to allocate the funds, however, the County has obligated the LIT EDIT for Courthouse renovations and has also recently adopted an increase to the Cumulative Capital Development rate. Pratt feels any further increases would not be well received.
- Treasurer Mary Jo Harkrider requested Pam Adams to inform the Council that the file for the 2016 pay 2017 Property Tax bills has been sent to the printer. Tax bills should be mailed on Monday, April 17th, 2017, but will definitely be mailed no later than April 19, 2017 as required by law.
- Parke County Auditor Pam Adams
 - Beginning in January of 2017 CAGIT Certified Shares are longer in a separate fund, and will once again being receipted into the County General Fund. At the end of 2016 the CAGIT Certified Shares Fund had an unexpended and unencumbered balance. Adams stated these funds can be appropriated in 2017, however at the end of 2017 any remaining unexpended and unencumbered balance must be transferred to the General fund. Adams recommended that an additional appropriation for prisoner meals be processed from the CAGIT Certified Shares Fund for the 2017 budget year.
 - Adams informed the Council there was an issue with some parcel data in the County's Global Information System (GIS) map, there was an omission of parcel lines and incomplete parcel information. Plat office personnel are currently working to resolve the issues before the system goes live.
- The Council was presented with information regarding Association of Indiana Counties, Inc. West Central District Meeting being held on Tuesday, May 16, 2017. Adams requested for Council members wishing to attend to advise her prior to April 25th, 2017 in order to enable her to submit registration information. Adams also informed the Council of a potential education session being held prior to the meeting, Adams will update the Council regarding the education session as additional information becomes available. All Council members indicated they will attend.
- The Council signed a letter expressing their support of HB 1002, the Council directed Adams to distribute the letter to Indiana District 23 Senator Phillip Boots; Indiana District 42 Representative Alan Morrison and Indiana District 44 Representative James Baird.
- Adams presented the Council with the Pre-Construction Meeting Report #1 and Field Report #1 on the Courthouse Mansard Roof project.
- Adams advised the Council that Parke County Highway Department Administrative Assistant Paula Peterson will be retiring at either the end of 2017 or in January of 2018. This is a Board of Commissioners appointed position and due to the complexity of the responsibilities for this position, the Commissioners would like to hire someone to begin on June 5th, 2017 to train with Peterson. The Board has also included a request for the Council to set compensation in budget year 2017 for the newly appointed Administrative Assistant/Clerical position to be at the same amount as a 1st Deputy in the Courthouse receives, together with an appropriate amendment to the 2017 Parke County Salary Ordinance.

In order to fund the new employee who will be training with Peterson from June 5th, 2017 through December 31st, 2017, Highway Supervisor Randy Norman submitted a request for a reduction of appropriation within the Foreman account number by \$14,000.00 and to put it into the Clerical account number.

Jack B. Butler made a motion to adopt **Resolution 2017-03** Same Day, Same Meeting; the motion was seconded by Larry Gambaiani and carried unanimously.

Parke County Resolution 2017-03 was presented for the Council's consideration. **Resolution 2017-03** authorizes the reduction in appropriation number 1176-02-01-1127 County Highway/Maintenance and Repairs/Personal Services/Foreman in the amount of \$14,000.00 and an increase to appropriation number 1176-01-01-1500 County Highway/Administrative/Personal Services/Clerical in the amount of \$14,000.00. Jack B. Butler made a motion to adopt **Parke County Resolution 2017-03** and to amend the 2017 Parke County Salary Ordinance to include and fund the position of a County Highway Clerical position. Larry Gambaiani seconded the motion and it carried unanimously.

- The Council reviewed a letter from IN911 Statewide 911 Board which was sent to inform the County of a suspension to the County's 911 fee distribution. Per the letter the County is not in compliance with IC 36-8-16.7-38(c) and the County's funds will be held in escrow until such time as the County is in compliance with Indiana Code. The Council questioned Amy Hensley about the letter to which she stated Commissioner Jim Meece contacted the 911 Board and the issue lies between our vendor and the State's vendor. Hensley believes the issue may be resolved at this time.
- The Council discussed the States equalization of the 1% AV Property Tax Relief Credit (PTRC). This PTRC is applied to residential properties that have a Homestead Deduction in place, and was enacted to offset revenue losses caused when the State Inventory Tax went away. The credit amount used to vary between taxing units in the County, with some units receiving less than 1% PTRC and others receiving 100% PTRC. This year the State determined the 1% AV PTRC would be equal for all taxing units within a County. In 2017 properties in Parke County with a Homestead Deduction will receive a 35.793% PTRC for the 1% AV portion of their property. It is important taxpayers understand this is a change to the application of the PTRC and not a change to the status of their homestead deduction(s).

X. OLD BUSINESS: None presented.

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NAY

John K. Pratt, President

Larry Gambaiani, Vice President

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 Roy Wrightsman, the meeting adjourned at 10:10 a.m.

John K. Pratt, President

ATTEST:

Pam Adams, Auditor