

COUNTY COUNCIL

November 14, 2019

- I. CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, November 14th, 2019 to consider additional requests in excess of the Budget allowed for 2019, 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; Jack B. Butler, James E. Howard, Rick Patton, Thomas E. Stambaugh, Roy Wrightsman, Laura J. Fischer; Auditor and Rusty Ratcliff; 3rd Deputy Auditor. Also present were Justin Cole, Rhonda Montgomery, Donna McVay, Julie Lanzone, Mike Strack, Jim St Clair, Katie Potter, Kim Shorter, Jim Meece, Larry Bemis and Christie Jacob.
- III. READING OF THE MINUTES:** Minutes for the regular meetings held on September 12th, 2019 and October 10th, 2019 were approved upon a motion made by Roy Wrightsman and seconded by Larry Gambaiani.
- IV. ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper October 30, 2019. Council President John K. Pratt reviewed the appropriations from written requests submitted by Auditor, Laura J. Fischer. 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 2019, 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 October 30, 2019 with the exception of two as listed below. The motion was seconded by James E. Howard and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
Drug Court Vending Machine Fund		
Major Budget Classification/Supplies/Operating Supplies 4913-00-03-5080	2,135.00	2,135.00
Total for Drug Court Vending Machine Fund	2,135.00	2,135.00
Motor Vehicle Highway		
Major Budget Classification/Capital Outlays/Equipment 1176-03-04-7020	42,535.03	0.00
Total for Motor Vehicle Highway (Denied – Re-Appropriation)	42,535.03	0.00
General Fund		
Major Budget Classification/Sheriff/Other Services & Charges/Prisoner Medical & Dental 1000-19-03-6052	20,000.00	0.00
Total for General Fund (Denied – Addressed in Res 2019-24)	20,000.00	0.00
Bullet Proof Vest-Sheriff Fund		
Major Budget Classification/Capital Outlays/Police Equipment 9111-00-04-7020	6,895.92	6,895.92
Total for Bullet Proof Vest-Sheriff Fund	6,895.92	6,895.92
CASA Donation Fund		
Major Budget Classification/Other Services & Charges/Misc Expense 4104-00-03-4010	1,500.00	1,500.00
Total for CASA Donation Fund	1,500.00	1,500.00
EMA Vehicle 2016 DEOB Grant Fund		
Major Budget Classification/Capital Outlays/Equipment 9157-00-04-7020	22,462.00	22,462.00
Total for EMA Vehicle 2016 DEOB Grant Fund	22,462.00	22,462.00
Sheriff Dept Upgrade Computer Fund		
Major Budget Classification/Capital Outlays/Equipment 9158-00-04-7020	87,150.00	87,150.00
Total for Sheriff Dept Upgrade Computer Fund	87,150.00	87,150.00

Parke EMA-AED 2019 Grant Fund

Major Budget Classification/Capital Outlays/Equipment

9159-00-04-7020

3,732.22

3,732.22

Total for Parke EMA-AED 2019 Grant Fund

3,732.22

3,732.22

V. **TRANSFER OF FUNDS:** The Council approved the request for the transfer of funds on a motion by Larry Gambaiani and seconded by Jack B. Butler. The following resolution was adopted.

TRANSFERS

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

Amount: \$4,000.00
From: 1170-00-01-1501
Public Safety/Personal Services/Special Events
To: 1170-00-03-5061
Public Safety/Other Services & Charges/Vehicle Maintenance

Amount: \$10,000.00
From: 1000-16-01-1801
General/Ambulance/Personal Services/Certified EMT's
To: 1000-16-01-1802
General/Ambulance/Personal Services/Part-time EMT's

Amount: \$10,000.00
From: 1000-16-01-1804
General/Ambulance/Personal Services/Overtime Salaries
To: 1000-16-01-1802
General/Ambulance/Personal Services/Part-time EMT's

Amount: \$242.50
From: 1219-00-01-1500
Parks & Rec/Personal Services/Clerical
To: 1219-00-01-1504
Parks & Rec/Personal Services/Watchman

Amount: \$757.50
From: 1219-00-01-1500
Parks & Rec/Personal Services/Clerical
To: 1219-00-01-1505
Parks & Rec/Personal Services/Gateman

Amount: \$516.50
From: 1219-00-01-1506
Parks & Rec/Personal Services/Fieldman
To: 1219-00-01-1505
Parks & Rec/Personal Services/Gateman

Amount: \$910.00
From: 1000-03-02-3010
General/Auditor/Supplies/Office Supplies
To: 1000-03-03-5020
General/Auditor/Other Services & Charges/Travel

Amount: \$10,000.00
From: 1000-19-04-7020
General/Sheriff/Capital Outlays/Equipment
To: 1000-19-03-6052
General/Sheriff/Other Services & Charges/Inmate Medical

Amount: \$5,000.00
From: 1138-00-02-3101

To: CCD/Supplies/Operating Supplies-Sheriff
1138-00-03-5060
Amount: CCD/Other Services & Charges/Vehicle Maintenance-Sheriff
\$220.00
From: 1000-19-01-1120
To: General/Sheriff/Personal Services/Maintenance Supervisor
1000-19-02-3010
Amount: General/Sheriff/Supplies/Office Supplies
\$1,475.78
From: 1000-19-01-1114
To: General/Sheriff/Personal Services/Dispatchers
1000-19-01-1500
Amount: General/Sheriff/Personal Services/Administrative Assistant
\$859.51
From: 1000-19-01-1114
To: General/Sheriff/Personal Services/Dispatchers
1000-19-01-1118
Amount: General/Sheriff/Personal Services/Dispatch Supervisor
\$1,216.27
From: 1000-19-01-1116
To: General/Sheriff/Personal Services/Jail Officers
1000-19-01-1113
Amount: General/Sheriff/Personal Services/Jail Commander
\$1,756.28
From: 1000-19-01-1116
To: General/Sheriff/Personal Services/Jail Officers
1000-19-01-1119
Amount: General/Sheriff/Personal Services/Jail Office Sergeant
\$1,417.05
From: 1000-19-01-1116
To: General/Sheriff/Personal Services/Jail Officers
1000-19-01-1115
Amount: General/Sheriff/Personal Services/Cook
\$3,663.50
From: 1000-19-01-1116
To: General/Sheriff/Personal Services/Jail Officers
1000-19-01-1000
Amount: General/Sheriff/Personal Services/Sheriff
\$1,023.04
From: 1000-19-01-1111
To: General/Sheriff/Personal Services/Deputies
1000-19-01-1100
Amount: General/Sheriff/Personal Services/Chief Deputy
\$676.95
From: 1000-19-01-1114
To: General/Sheriff/Personal Services/Dispatchers
1000-19-01-1110
Amount: General/Sheriff/Personal Services/Detectives
\$1,123.74
From: 1000-19-01-1116
To: General/Sheriff/Personal Services/Jail Officers
1000-19-01-1118
Amount: General/Sheriff/Personal Services/Patrol Sergeant

Amount: \$17.24
 From: 1000-06-02-3020
 General/Surveyor/Supplies/Postage
 To: 1000-06-03-5020
 General/Surveyor/Other Services & Charges/Travel
 Amount: \$27.00
 From: 1000-14-01-1210
 General/Circuit Court/Personal Services/Per Diem-Petit Jurors
 To: 1000-14-01-1205
 General/Circuit Court/Personal Services/Assistant Probation Officer

VI. JURY PAY: No Jury Pay was submitted to the Council

VII. OTHER BUSINESS:

- **Parke County Resolution 2019-24** was presented for the Council’s consideration. **Resolution 2019-24** authorizes the following existing appropriations to be reduced and/or increased in the following amounts:

<u>General Fund</u>	Amount of Reduction Requested
1000-15-03-5110 Commissioners/Other Services & Charges/Liability Insurance	\$ 20,000.00
TOTAL	\$ 20,000.00

<u>Re-appropriate</u>	Increase Appropriation
1000-19-03-6052 Prisoner Medical and Dental	\$ 20,000.00
TOTAL	\$ 20,000.00

Roy Wrightsman made a motion to adopt **Parke County Resolution 2019-24**. Jack B. Butler seconded the motion and it carried unanimously.

- Roy Wrightsman made a motion to approve the following amendments to the 2019 Parke County Salary Ordinance:

Fund/Appropriation Number	Department	Position	Amount Approved	Amount Amended
<u>General</u> 1000-14-01-1210	Circuit Court	Per Diem-Petit Jurors	\$ 300.00	\$ 273.00
1000-14-01-1205	Circuit Court	Asst. Prob. Officer	\$ 39,712.00	\$ 39,739.00

Thomas E. Stambaugh seconded the motion and it carried unanimously. The amendments will be advertised in the local paper.

- Highway Supervisor Randy Norman submitted a request through the Auditor’s office for re-appropriation, in the amount of \$42,535.03 to account number 1176-03-04-7020, MVH/General & Undistributed/Capital Outlays/Equipment. Roy Wrightsman made a motion to re-appropriate funds as requested. Jack B. Butler seconded the motion and it carried unanimously.
- Roy Wrightsman will be e-mailing all department heads regarding the 2019 into 2020 encumbrances. The e-mail will include documents for logging the encumbrances and instructions for completing and submitting the encumbrances to the Auditor and Council. The Auditor’s office will calculate the salary encumbrance and the departments will be responsible for any other encumbrances for their office. The encumbrances will be due to the Auditor by January 15, 2020 and the Council will take action on the encumbrance in their February 2020 meeting.

- The Council set a year-end meeting for December 30, 2019 at 9:00 a.m. in the Auditor's office. The meeting will be called in case of any last minute issues with which the Council would need to deal. If there are not issues in need of the Council's attention, the meeting will be cancelled.

VIII. COMMITTEE REPORTS:

- Economic Redevelopment Commission – Jim Meece:
 - Revolving loans were discussed.
- Plan Commission – Jack B. Butler:
 - Butler requested the paper state the requirement to obtain a building permit from the County on any new building project over 200 square feet or on any building project that changes the foot print of an existing building. The Planning and Zoning Office should be contacted if it is in question whether or not the individual needs to obtain a building permit. The permit fee is \$50.00 opposed to the \$500.00 fine for not obtaining the permit. Permits can be applied for Monday through Friday in the Courthouse, if the Planning and Zoning office is closed for any reason, the Assessor's office will accept applications for permits. Filing permits with the County does not apply for property within incorporated towns.
- Courthouse Security Committee – John K. Pratt
 - There are discussion to have the Indiana State Police hold a training seminar for County employees.
 - The Committee is working on having a second mock-shooting in the Courthouse. No date has been set.
 - Jim St Clair inquired if the Courthouse has a concealed weapon policy. Jim Meece said currently there is not one, but it is a conversation the Commissioners need to have.
 - The Courthouse duress system test was a success.

IX. NEW BUSINESS:

- **Parke County Commissioners – Jim Meece**
 - The County will be paying a company to treat the Courthouse lawn over the next year. The lawn is in bad shape due to the Covered Bridge Festival and killing off a weed infestation. The initial treatment will cost \$2,600.00 and will be deducted from Parke County Inc.'s \$25,000.00 allotment for Covered Bridge invoices. The re-seeding of the lawn has been delayed due to the combination of the weather and two festival shacks not being removed. The Commissioners may consider a fine for shacks which are not removed from the Courthouse lawn in a timely manner after the Covered Bridge Festival concludes.
 - Estimates are being received by the County for adding a sprinkler system to the Courthouse lawn. Meece & Custodian Don Pruner have determined there is enough room in the Courthouse budget to pay for half the system and inquired if the Council would be able to come up with funds to pay for the other half. If the Commissioners determine the sprinkler system is required the Council would see what they can do regarding the second half of the payment.
 - No bids were received for the removal of the evergreen tree on the Northwest corner of the Courthouse. There are additional trees around the Courthouse the Commissioners wish to remove to get them away from the foundation.
 - There are plans to remove the concrete slab on the Northeast corner of the square.
 - Interviews for the vacated Emergency Management position will be held on November 14, 2019 at 5:00 p.m. in a special executive meeting. The decision will not be made that night. Meece feels the Commissioners should seek input from the various fire chiefs, Sheriff & ambulance director first.
 - Once the snow and ice is off the Courthouse the white flood lights on the clock tower will be switched out for colored lights.
- **Parke County Ambulance Director – Julie Lanzone**
 - The year-to-date run volume & Covered Bridge Festival volume numbers were provided along with the 2019 collections numbers. 2019 collections are \$46,671.92 ahead of 2018 collections.

- Lanzone provided the Council with information from IU Health regarding “surprise billing.” The County prides itself on charging fair prices for services rendered by the ambulance service. The County does not practice “surprise billing.”
- The next ambulance breakfast will be on November 24, 2019 at 9:00 a.m. All Council members are invited to attend.
- **Parke County Sheriff – Justin Cole**
 - The Council received the Sheriff’s collection & housing numbers for the Jail. Fountain and Montgomery Counties are responsible for a significant portion of these numbers.
 - The Sheriff provided a letter explaining to the Council his desire to use funds from the Asset Forfeiture Equitable Sharing Program fund. He wishes to use these funds to assist with the purchasing of two new vehicles.
- **Parke County Extension Office – Christie Jacobs**
 - Youth in Government day will be held on December 13, 2019.
 - The Council is invited to attend the Extension Board Annual Dinner. The dinner will be on December 17, 2019 at 6:30 in the 4-H Building.
 - 4-H enrollment for 2020 is now open.
- **Parke County Coroner – Donna McVay**
 - Year-to-date, the Coroner has had twenty nine (29) cases. This year will be the office’s largest number of cases on record.
- **Parke County Auditor – Laura J. Fischer**
 - The final numbers for the 2020 Covered Bridge Festival were provided for the Council’s review. The 2020 numbers were down \$2,545.00 from 2019.
 - Fischer informed the Council of the potential problem of some salary lines falling short on encumbrances moving from 2019 into 2020. The problem seems to be a re-occurring problem from years past which were never adjusted. The Council instructed the Auditor to work with department heads to calculate any needed transfers.

X. OLD BUSINESS: None presented.

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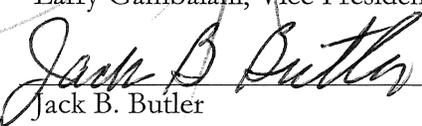
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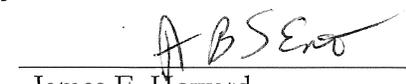
 John K. Pratt, President



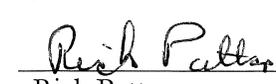
 Larry Gambaiani, Vice President



 Jack B. Butler



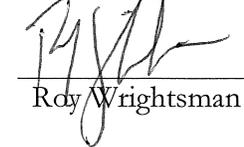
 James E. Howard



 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 Thomas E. Stambaugh. The meeting adjourned at 10:14 a.m.



John K. Pratt, President

ATTEST:

Laura J. Fischer, Auditor