

COUNTY COUNCIL

July 13, 2017

- I. CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, July 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; Jack B. Butler, James E. Howard, Rick Patton, Thomas E. Stambaugh, Roy Wrightsman; Rusty Ratcliff, 3rd Deputy Auditor and Brandy Asher, 2nd Deputy Auditor. Larry Gambaiani was absent. Also present were Mike Strack, Mary Alice Gregg, Katie Potter, Kim Shorter, Greg Mitchell, Larry Bemis, Stacie Jeffries and Sheriff Justin Cole.
- III. READING OF THE MINUTES:** Minutes for the regular meeting held on June 8th, 2017 were approved upon a motion made by Jack B. Butler and seconded by Roy Wrightsman.
- IV. ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper June 28th, 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: Roy Wrightsman made a motion to approve the additional appropriation requests as advertised on June 28th, 2017. The motion was seconded by Thomas E. Stambaugh and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
Local Roads & Streets Fund		
Major Budget Classification/Supplies/Bituminous Material – 1169-00-02-3100	23,754.99	23,754.99
Local Roads & Streets Total	23,754.99	23,754.99
Highway Fund		
Major Budget Classification/Miscellaneous & Undistributed/ Capital Outlays/Buildings & Grounds – 1176-03-04-7050	2,002.00	2,002.00
Highway Fund Total	2,002.00	2,002.00

- V. TRANSFER OF FUNDS:** Roy Wrightsman made a motion to approve the request for the transfer of funds as listed below. The motion was seconded by Rick Patton and the following resolution was adopted.

TRANSFERS

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

Amount: \$ 1,000.00
From: 1216-00-03-5080
Auditor's Ineligible Homestead Deduction Fund/Other Services & Charges/Service Contracts
To: 1216-00-04-7020
Auditor's Ineligible Homestead Deduction Fund/Capital Outlays/Equipment
Amount: \$ 869.00
From: 1216-00-01-1501
Auditor's Ineligible Homestead Deduction Fund/Personal Services/Extra Clerical
To: 1216-00-04-7020
Auditor's Ineligible Homestead Deduction Fund/Capital Outlays/Equipment

VI. OTHER BUSINESS:

- The Council received the following reports and letters for review:
 - Auditor's Monthly Financial Statement.
 - Wabash River Heritage Corridor Commission.
 - Arsee Engineers, Inc. Meeting Reports # 6 & 7, and Field Reports # 8, 9, 10 & 11
 - Pavement Management Plan Checklist from Local Technical Assistance Program.
 - Letter from the United Way regarding employees volunteering.
 - State Board of Accounts Memorandum: Stay of the Implementation of MVH Forms and Procedures pursuant to Public Law 218-2017 (HEA 1002).

VII. JURY PAY: The Auditor presented the Parke County Clerk's certification of jury fees collected for June 2017, and requested \$91.86 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 \$91.86 from the County Users Fund to the Jury Fee Fund. The motion was seconded by James E. Howard and unanimously carried.

VIII. COMMITTEE REPORTS:

- Parke County Redevelopment Commission (RDC) – Roy Wrightsman
 - Had a discussion on the Rockville sewer study, they are attempting to keep phase one's cost at \$1,000,000.00.
 - The Montezuma sewer project is ongoing. Invoices have begun to be received, however, they were not submitted in time for the RDC meeting.
 - The Council received a notice from the RDC announcing the release of all of the assessed value for the 2017 assessment date to the taxing units within the East Central Parke Economic Development Area. The Council received a second notice announcing there is no excess assessed value that may be allocated to respective taxing units from the West Central Parke Economic Development Area and the Central Parke Economic Development Area.
- Planning and Zoning Commission – Jack B. Butler
 - New construction building permits for the month of June are at approximately \$600,000.00.
 - Have found an issue with a certain group of contractors telling customers there is no need to file for a building permit. The point of a building permit is to inform the County of new structures in need of being added to the tax roll. All construction over 200 square feet requires a building permit. There may or may not be a charge for the permit, but the permit is required.

IX. NEW BUSINESS:

- Parke County Sheriff Justin Cole:
 - Announced National Night Out will be on August 3rd, 2017 at the Parke County Fairgrounds. Cole requested the Council give the Sheriff's Department permission to use the Commissary Fund to assist in paying invoices accrued from National Night Out. Cole stated he believed this has been done in the past. Roy Wrightsman made a motion to allow the Sheriff's Department to use the Commissary Fund to assist in paying invoices accrued from National Night Out. The motion was seconded by Jack B. Butler and carried unanimously.
 - Informed the Council that the air conditioning unit used to cool two blocks is being installed, the cost was approximately \$8,000.00. In addition the unit which cools the server room is still in need of replacement, however, Cole does not have an estimate at this time.
 - Discussed with the Council the damages done to a patrol car. The car is a three year old Taurus. Cole believes the car is salvageable.
- Parke County Assessor Katie Potter:
 - The Department of Local Government Finance has reviewed the personal property/real estate data file submission from the Assessor and found the file to be in compliance.
- Park Manager Greg Mitchell:
 - The Park has signed a contract with Myers Engineering, Inc to begin working on the Septic Design per Indiana State Department of Health (ISDH) Technical Data Sheets, dated 04/10/17.
 - The Council has advised Mitchell to use his current budget to pay the engineers, however, Mitchell is to inform the Council once the budget is near depletion so the Council can assist with the remaining balance.
- Parke County Clerk Stacie Jeffries
 - Informed the Council of a new leak dripping on the Clerk's safe, Jeffries has made Courthouse Custodian Don Pruner aware of the situation.
- The Council received a letter from the State of Indiana Bureau of Motor Vehicles (BMV) indicating if there will be changes made to the Wheel and Surtax will an ordinance must be adopted and received by the BMV on or before September 1, 2017 to be effective on January 1, 2018.

X. OLD BUSINESS:

- Big Inch Abatement – Katie Potter:
 - Potter and Auditor Pam Adams collaborated on numbers for the abatement.
 - Confirmed with Planning Commission Administrator, Cassie Wittenmyer, Big Inch did not file for building permits for any new buildings or additions in the past few years.
 - Building #3, 10,000 square foot free-standing building, was picked up by the assessor during re-assessment. The building first shows up for the 2016 pay 2017 taxing cycle.
 - Building#1, 9,800 square foot expansion of existing fabrication, was picked up by the assessor when Tyler Technologies re-visited the factory on May 17, 2017. The improvement first shows up for the 2018 pay 2019 taxing cycle.
 - Building#2, 8,700 square foot expansion of existing fabrication, has not been constructed, therefore has not been picked up by the assessor.

- Potter and Adams recommendation to the Council was to grant the 100% abatement on Building #1 for tax cycle 2016 pay 2017 taxing cycle with no additional abatement given due to no other improvement being on the taxes for this cycle.
- Pratt suggested in the future the Council may want to include verbiage regarding the need to acquire building permits to future abatement approvals.
- Jack B. Butler made a motion to approve a 100% abatement on the 10,000 square foot building and the 9,800 square foot expansion for the 2017 pay 2018 tax cycle. The motion was seconded by Thomas E. Stambaugh and carried unanimously.
- Roy Wrightsman made a motion to submit to the Department of Local Government Finance (DLGF) the Council's decision to take future levy growth from property taxes and the local income tax levy tax rate will remain frozen at 0.65%. The motion was seconded by Thomas E. Stambaugh and carried unanimously.
- Wrightsman informed the Council the County's Form 1's and 16-Line Statements have been entered into the Gateway. A five percent increase was included to cover increased cost of the County's health insurance. Wrightsman will meet with Auditor Adams later this month to work on revenue projections. The County will also need to budget for the 2018 election. Wrightsman should have a clearer understanding of where the County is with its 2018 budget by the Council's August meeting.
- Highway Superintendent Randy Norman has expressed interest in purchasing two boom mowers for the Highway Department. With the approval of an additional appropriation, the mowers could be purchased from the CEDIT fund. The Council agreed to have an additional appropriation in the amount of \$20,000.00 submitted to them at the August meeting to pay for the purchase of two new boom mowers. Wrightsman will tell Norman to go before the Commissioners and request to purchase the mowers.

AYE

NAY

John K. Pratt, President

(absent)
Larry Gambaiani, Vice President

(absent)

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 9:37 a.m.

John K. Pratt, President

ATTEST:

Pam Adams, Auditor