

COUNTY COUNCIL

June 8, 2017

- I. CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, June 8, 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; Pam Adams, Auditor; Rusty Ratcliff, 3rd Deputy Auditor and Council Attorney Bob Clutter. Larry Gambaiani was absent. Also present were Katie Potter, Mark Williamson, Larry Bemis, Mike Strack, Mary Jo Harkrider, Justin Cole, Jason Frazier, Paula Peterson and Stacie Jeffries.
- III. READING OF THE MINUTES:** Minutes for the regular meeting held on May 11, 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 May 24, 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 May 24, 2017 with the exception of the General Fund and LOIT Special Revenue requests. The motion was seconded by Jack B. Butler and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
General Fund		
Major Budget Classification/Other Services & Charges/Service		
Contracts 1000-14-03-5080	6,000.00	0.00
Total for General Fund	6,000.00	0.00
Local CAGIT Certified Shares Fund		
Major Budget Classification/Other Services & Charges/Trial		
Professional Services 1110-00-03-5084	6,000.00	6,000.00
Major Budget Classification/Other Services & Charges/Trial		
Professional Services 1110-00-03-6051	25,000.00	25,000.00
Total for Local CAGIT Certified Shares Fund	31,000.00	31,000.00
Local Roads & Streets Fund		
Major Budget Classification/Supplies/Bituminous Materials		
1169-00-02-3100	16,820.14	16,820.14
Total for Local CAGIT Certified Shares Fund	16,820.14	16,820.14
LOIT Special Revenue Fund		
Major Budget Classification/Supplies/Bituminous Materials		
1229-00-02-3111	547,902.06	0.00
Total for LOIT Special Revenue Fund	547,902.06	0.00

- V. TRANSFER OF FUNDS:** Roy Wrightsman made a motion to approve the request for the transfer of funds and an amendment to the 2017 Parke County Salary as listed below. The motion was seconded by Jack B. Butler and the following resolution was adopted.

TRANSFERS

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

Amount: \$2,000.00
From: 1000-03-01-1100
General Fund/Auditor/Personal Services/1st Deputy
To: 1000-03-01-1501
General Fund/Auditor/Personal Services/Extra Clerical

Amount: \$2,000.00
From: 1000-03-01-1700
General Fund/Auditor/Personal Services/Plat Assistant
To: 1000-03-01-1501
General Fund/Auditor/Personal Services/Extra Clerical

Amount: \$2,600.00
From: 1000-04-03-5080
General/Treasurer/Other Services & Charges/Service Contracts
To: 1000-04-01-1501
General/Treasurer/Personal Services/Extra Clerical

Amount: \$10,000.00
 From: 1138-00-02-3101
 CCD/Supplies/Operation Supplies-Sheriff
 To: 1138-00-03-5060
 CCD/Other Services & Charges/Vehicle Maintenance-Sheriff
 Amount: \$400.00
 From: 2200-00-01-1100
 Alternative Dispute Resolution/Personal Services/Administrator
 To: 2200-00-03-5020
 Alternative Dispute Resolution/Other Services & Charges/Training & Travel

Amendment to the 2017 Parke County Salary Ordinance:

Appropriation Number	Fund/ Department	Position	Original Amount Approved	Amended Amount
1000-03-01-1100	General / Auditor	1st Deputy	\$25,350.00	\$23,350.00
1000-03-01-1700	General / Auditor	Plat Assistant	\$24,450.00	\$22,450.00
1000-03-01-1501	General / Auditor	Extra Clerical	\$ 0.00	\$ 4,000.00
1000-04-01-1501	General / Treasurer	Extra Clerical	\$ 2,750.00	\$ 5,350.00

VI. OTHER BUSINESS:

- Adams presented the Council with the May 2017 Monthly Financial Report for review.
- Arsee Meeting Reports 4 and 5 plus Field Reports 4, 5, 6 and 7 regarding the Courthouse roof renovations were also reviewed by the Council.
- The Council reviewed a letter from United Way regarding Success By 6 Coalition.
- Justin Cole submitted a request through the Auditor for re-appropriation, in the amount of \$4,717.32 to account number 1170-00-03-6052, Public Safety/Other Services and Charges/Prisoner Medical & Dental. Thomas E. Stambaugh made a motion to re-appropriate \$4,717.32 into account number 1170-00-03-6052, Public Safety/Other Services and Charges/Prisoner Medical & Dental. The motion was seconded by James E. Howard and carried unanimously.

VII. JURY PAY: The Auditor presented the Parke County Clerk’s certification of jury fees collected for May 2017, and requested \$120.28 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 \$120.28 from the County Users Fund to the Jury Fee Fund. The motion was seconded by James E. Howard and unanimously carried.

VIII. COMMITTEE REPORTS:

- Redevelopment Commission (RDC) – John K. Pratt
 - Released the East Central TIF district’s Assessed Valuation (AV) back to the taxing units as there are no current plans for development within the area.
 - The town’s portion of the Montezuma sewer project is in progress, the portion within the TIF area will begin in the near future. The project is estimated to take three (3) months.
 - Discussed the plan for the Rockville Waste Water project which proposes a line from Anderson Street to Scott Pet Products. The Town of Rockville would also like to increase the size of the line running between the Parke County Jail to Howard Avenue, however, this may not be a project eligible to be supported by TIF funds.
 - Partnership office will be moving from its current location to the Parke Hotel building where previously the Community Action office was located.
- Planning and Zoning Commission – Jack B. Butler
 - Permits are still actively being filed.
 - Granted approval for the erection of two cell towers: one near Hollandsburg and the other in Mansfield. The next step for the project will be to receive approval from the Board of Zoning Appeals.
- Courthouse Security Meeting – John K. Pratt
 - Reviewed the Wave Plus Duress System proposal. The proposed system consists of a physical button for each Courthouse office, a digital button for every computer in the Courthouse and a radio box in the Probation office which could transmit to dispatch and police cars. The Committee also discussed the need for a new camera system within the Courthouse.
 - The committee unanimously agreed to forward a recommendation to the Commissioners to include both the duress system and camera system in the next year’s budget. Pratt recommended that the committee prioritize the systems due to potential funding constraints.

It was determined the duress system would be prioritized over the camera system since the Courthouse currently has a camera system in place.

- After discussion it was decided to not make any policy recommendations at this time regarding firearms on Courthouse premises. Judge Sam A. Swaim plans to make a local rule prohibiting firearms in the Courtroom. Swaim will examine a metal detector from the Sheriff's Department received from Clark County to decide if it should be installed outside the Courtroom doors.
- Discussed the County's ability to hire a security officer for the Courthouse, the situation is complicated by two issues. The County's part time rate is \$10.00 per hour, however, in other Counties and locations this position pays between \$20.00 and \$25.00 per hour. Also the individual would need to be a certified police officer and cannot hold another paid position with Parke County Units of Government.
- Will schedule another mock training exercise for the Courthouse employees. Swaim and Chief Probation officer Laird Thompson would like the mock training exercise to be an annual occurrence.

IX. NEW BUSINESS:

- Parke County Highway Administrative Assistant Paula Peterson presented the Council with a Letter of Intent for the Community Crossings Grant for their consideration. Jack B. Butler made a motion to approve the letter as presented. Roy Wrightsman seconded the motion and it carried unanimously.
- Parke County Assessor Katie Potter advised the Council that personal property values have been entered into the Assessor's system; assessment Form 113's have been mailed to taxpayers and have until July 17, 2017 to respond and the Department of Local Government Finance (DLGF) has approved the County's Cyclical Reassessment plan for 2018-2022.
- Parke County Treasurer Mary Jo Harkrider indicated the spring 2016 pay 2017 tax installment has been collected. The Treasurer's office is currently working on certifying collections to the Auditor.
- Parke County Sheriff Justin Cole reported that per the Council's recommendation at last month's meeting the number of out-of-county inmates being held at the Jail has been increased.
- Cole also made the Council aware of new legislation taking effect January 2018 which requires providing insurance to reserve officers in the event they become injured or sick through the course of performing their official duties. Auditor Pam Adams plans to meet with Karla Losin of Branson Insurance prior to budget submissions to discuss some of the technicalities.
- Parke County Clerk Stacie Jeffries told the Council E-filing begins today, and the State is here to train the clerk's staff on the system. Jeffries also said she is attending Clerk's Conference next week and will receive information regarding changes to the fines and fees schedule.
- Parke County Auditor Pam Adams
- Personal Property Abatements
 - The Council discussed the submission of Form CF-1 for Timberland Resources and Form CF-1 for Parke County Veneer. Auditor Pam Adams reached out to both companies to inform them of the Council's meeting and invite them to attend. Mark Williamson attended the meeting on behalf of Timberland Resources. Jim Garrard of Parke County Veneer contacted Adams via e-mail (notice was too short for him to send a representative); copies of the e-mail was presented to the Council.
 - The Assessor's office mailed Form 113/PP Notice of Assessment/Change on May 22, 2017 to Parke County Veneer. The document informed the company of an assessed value of deduction changing from \$499,620.00 to \$0.00.
 - Wrightsman noted the SB-1 submitted by Timberland Resources originally estimated the project would employ 94 employees with \$3,600,000.00 in salaries. The actual numbers are 117 employees hired with \$4,200,000.00 in salaries. Timberland Resources has gone above and beyond their original estimates.
 - Concerns were raised over Parke County Veneer currently being closed for the last few months. According to Williamson and the e-mail submitted by Garrard the plant is currently only employing one employee, however, it is expected to be fully operational in the next 60-90 days. The plant is currently shut down due to issues with its sister plant in Horn Lake, Mississippi. Parke County Veneer was producing product which was sent to the Mississippi plant for further processing. Issues with the Mississippi plant being unable to process the product from Parke County Veneer was creating a surplus situation. The issues with the Mississippi plant have been resolved and production at Parke County Veneer should resume shortly.
 - Attorney Bob Clutter reminded the Council economic incentives are important for encouraging companies to build within the County. The County must be prepared to use these tools if it wishes to obtain new business. Clutter also cautioned the County about getting a reputation as being difficult to work with when it comes to economic incentives.

- Wrightsman suggested giving Parke County Veneer the benefit of the doubt, however, if the issues still persists next year it would be a different story.
- Roy Wrightsman made a motion to find both Timberland and Parke County Veneer in compliance and grant them both their 2017 pay 2018 abatements. Thomas E. Stambaugh seconded the motion and it carried unanimously.
- Real Estate Abatement
 - Tyler Technologies visited the Big Inch site and determined the changes to Building# 2 did not exist, however, Buildings# 1 and 3 both were completed.
 - The Council decided to table the Big Inch CF-1 until the July Council meeting to allow the Auditor and Assessor time to calculate partial abatement figures for the Council.
- LIT Levy Freeze
 - After a discussion led by Roy Wrightsman regarding the pros and cons of thawing the LIT Levy Freeze, the Council determined they would “thaw”. Attorney Bob Clutter asked if the Council wanted him to prepare the resolution and the Council indicated they would.
- Auditor Pam Adams informed the Council of Parke County Night at the Terre Haute REX Baseball game on Friday, June 23rd, 2017. Parke County residents with a photo I.D. receive a dollar off admission, and Parke County Board of Commissioner President Jim Meece will throw out the first pitch.

X. OLD BUSINESS:

- The Council received approval from the DLGF to re-establish the County’s Cumulative Capital Development (CCD) fund. The DLGF approves the levying of a tax in the amount of three and three tenths cents (\$0.033) on each one hundred dollars (\$100.00) of assessed valuation for 2017 and thereafter until the rate is reduced or rescinded. To obtain the rate, the County must advertise and adopt the rate and the appropriate levy amount as part of its 2018 budget in compliance with the provisions of IC 6-1.1-17-3.

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 Rick Patton, the meeting adjourned at 10:24 a.m.

John K. Pratt, President

ATTEST:

Pam Adams, Auditor