

July 16, 2013

BARTHOLOMEW COUNTY COUNCIL
June 11, 2013

The Bartholomew County Council met on June 11, 2013 at 6:00 p.m. in the County Council Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Members present were: President Jorge Morales, Pro-Tem Ryan Lauer, Jim Reed, Bill Lentz, Evelyn Strietelmeier Pence, Rob Kittle & Chris Ogle. Also in attendance was Auditor Barbara J Hackman.

Rob Kittle gave the invocation and led the pledge of allegiance.

The first item on the agenda was the approval of the meeting minutes of May 14, 2013. Chris Ogle motioned to approve the minutes as submitted. Ryan Lauer seconded the motion which passed unanimously.

The next item on the agenda was a request by Judge James Worton of Superior Court 1 for an additional appropriation of \$17,000 for professional services. Judge Worton explained that Mr. Donald Dickherber had served as a public defender prior to his (Mr. Dickherber) retirement. Mr. Dickherber advised Teresa Millions that he had some claims from 2008 and 2009 that he had not been paid for. Judge Worton's office has researched the claims and verified that Mr. Dickherber did complete the work. There was no written agreement or contract, but they were able to verify that the work had been completed and there was no record of payment. Non-written contracts are not a practice of the current administration. Judge Worton is also going to put into place a time frame for the future in which claims must be filed. Jorge Morales read a statement from

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Council Attorney McGillivray that stated after researching the issue; he believes this should be paid by the Council. Rob Kittle asked Judge Worton if, while looking into this, he had found it to be anything other than what it was presented. Judge Worton stated no, it was nothing more than payment not received for work that had been completed. Rob Kittle made a motion to approve the \$17,000 in claims through Riverboat money. Evelyn Strietelmeier Pence seconded the motion. Ryan Lauer stated that he appreciates the fact that the Judge is now requiring written contracts and a time frame for the claims to be turned in. He then asked if the Judge had found that each of these claims were legitimate and proper. Judge Worton stated yes. Evelyn Strietelmeier Pence asked if this was the only one he was aware of. Judge Worton believes so, specifically with this individual, but he is unaware of any others. Chris Ogle asked if he was the only person that had an oral contract. Judge Worton was unaware. The vote was taken and the motion passed unanimously.

President Morales asked Auditor Hackman if they could ask that all the department heads be made aware that they utilize written and signed contracts with the details spelled out. Auditor Hackman stated that the department heads are aware, however, the judges do have the right to enter into contracts. Rob Kittle asked if there could be an instance where a judge would need to enter into a verbal contract in a hurried manner as a result of a trial or something. Judge Worton could not foresee that level of an emergency in which that would be required.

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The next item was the 2013-2014 DOC Grants as presented by Brad Barnes, Director of Court Services & CPO. Director Barnes stated that the Commissioners had signed off on the State DOC contract that provides funding for the Community Corrections and a limited amount for the Day Treatment side. The first amount is \$1,087,560 which includes the DOC Juvenile amount of \$63,631 (not the \$65,540 as shown). He started with the Community Corrections (016) grant. They have had this grant since 1986. It starts July 1, 2013 and runs through June 30, 2014. They have several positions paid from this which include 10 residential staff positions, several Probation Officer positions and an Administrative Assistant position. The amount for the Probation Officers is with the State increase and he has included 4% for the remaining positions. President Morales noted that the insurance amount listed could possibly be more than is currently shown. Chris Ogle asked if the salaries were set by the State. Director Barnes stated that the salaries that list PO next to them are Probation Officers positions and are set by the State. The PO's received a 3.1% base pay increase and then any additional increments for supervisor positions. The 4% increase is for those individuals that are not Probation Officers. Ryan Lauer had a question regarding the insurance increase for 2014 as required by the Public Employee Retirement Fund. Auditor Hackman stated that was the PERF and that increase was included in the figures. Ryan Lauer then asked about the \$65,540 DOC Juveniles. Director Barnes stated that the total amount of \$1,087,560 does include the DOC Juvenile (028) of \$63,631 (instead of the \$65,540 as listed on the agenda). They are discussing \$1,023,929 which is the

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amount of the Community Corrections grant (016). Auditor Hackman stated the amounts again for the Community Corrections (016) of \$1,023,929 and DOC Juvenile (028) amount of \$63,631. She also reminded the Council that Director Barnes is doing this as a courtesy, as he has the authority by Statute to do this without Council approval. President Morales was concerned that they would have enough money to pay the positions including the insurance and retirement amounts if the insurance and retirement amounts increase after the start of this grant (July 1, 2013). Director Barnes stated that when they finish up their fiscal year, they will just barely make it, but they will make it. Rob Kittle commented that this was not something new to Director Barnes or his staff and he (Mr. Kittle) has full confidence in them in managing their money the best that they can. Auditor Hackman stated that the Commissioners had brought 2 options to the Council regarding the insurance funding. At that time, Option 1 would pick up the employees out of Project Income while Option 2 would have County General would pick up those employees or possibly reduce the number of employees. The Commissioners will again be deferring to the Council in dealing with the insurance issues that Director Barnes has been having with the Project Income grant.

Director Barnes continued on with Project Income. They have added another position. In the budget, they also have a secretary position that they have been able to reassign to perform other duties. They have 7 positions that will be funded. They do have some insurance budgeted and they have additional funding coming in for the State early release beds program. Hopefully they can come back at a later date to inform them

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how that is going. They have 10 currently in the program and are expecting possibly 4 more. These funds will help in funding part or all of the insurance. Even if everything stays the same, they would still have a 4% increase due to the insurance. Chris Ogle asked why the insurance was so cheap in this fund. Director Barnes stated that number is only funds that were left. President Morales asked about Secretary #23. Director Barnes stated that she is performing the duties of the Residential Officer #37. Rob Kittle asked about the frequency of the income stream. Director Barnes stated they submit a claim every month. This is not a reimbursable grant; the State sends the money monthly once 25% has been deposited. Jim Reed asked Rob Gaskill about the 4 inmates that are pending a move here. Mr. Gaskill stated that he had accepted one, but by the terms of the agreement, he has the right to refuse them if he does not feel that they meet the criteria. They are all work release people. He explained the process and how their income is divided up. Auditor Hackman stated that it is a user fee fund and after hearing today's discussion she wonders if it is more of a grant. Director Barnes stated that he would get with the Auditor's Office regarding how it should be set up. President Morales asked what happens if they are reduced by a staff member; do they have to accept everyone that comes along. Rob Gaskill stated they do not have to accept everyone. The local work release program is less controlled; however there is a certain number they cannot exceed. He is at the bare bones that he can be as far as staffing in the residential program. He has 3 home detention officers; they have 150 monitors so they see all 150 people. The case manager probation officers divide the number of cases among themselves. President

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Morales stated that they are going to have to make the money meet the demands, of which the insurance is a large part and any increases in it will have to be worked out. They may not be able to fund the benefits for these programs. Director Barnes would appreciate a heads up if that becomes the Council's response. For 27 years they have operated a Community Corrections without County General, CEDIT or any of those funds; the exception being the facilities. When they started the Project Income they didn't believe they could continue to be self-supporting. They have been to this point and that is their goal, but he is uncertain if they can continue that. They have met the benefits with the insurance being the wild card. That concluded the Project Income information. Rob Kittle asked about the unused overtime/shift differential funds. Director Barnes stated it rolls over to the next year.

Evelyn Strietelmeier Pence asked how many people were in the programs currently. Rob Gaskill stated that there are currently 39 people in the system consisting of 10 in DOC Work Release, 9 women in the Women Recovering with a Purpose program and 18 men and 2 women in the local Work Release program. Chris Ogle asked what we net from the Project Income program. They receive \$25 a day and it did not require any additional staff to take on the program. There is a \$1.58 for meals, but the costs are minimal.

Director Barnes moved on to CTP (027). This is inmates that are coming back to our community near the end of their sentence. They run a case manager for those inmates. It is a reimbursable grant that usually brings in \$65,000 to \$70,000. Any extra

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income at the end of the year rolls into Project Income and if they are short funding, then they have to make it up out of the other grant dollars. This position has been there for 13 years with no issues. Evelyn Strietelmeier Pence asked how many people the case manager handles. Director Barnes stated it is an average of 10 to 15 individuals.

Ryan Lauer asked about the insurance funding under Project Income. He asked what they would expect to budget for that. Director Barnes stated they would budget \$50,000 to \$60,000 for the employer portion of the insurance. They have \$13,721 listed because that is the amount that was left in the 100 series with no appropriation. He hopes to get additional funding and then ask for an additional appropriation to utilize those funds. Ryan Lauer asked how much latitude there could be on the Overtime/Shift Differential. Director Barnes stated this year expenses were very close to the actual amount budgeted.

Director Barnes moved on to the Youth Services Center which is actually the Day Treatment Program. This has moved under the Court Services department. This is the same amount that they have had for several years of \$63,631. Evelyn Strietelmeier Pence asked if this was just one person. It is just one person, the coordinator. They do have the insurance budgeted for this position but the good news is this employee has a spouse that works for the County so that spouse picks up the insurance costs, freeing up this amount. Chris Ogle asked what education requirements were required for a case manager for CTP. Director Barnes stated that would be a Probation Officer that would require at least a

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Bachelor Degree. Several of his staff have their Master's Degrees as there is a 5% incentive in pay to hold a Master's Degree.

President Morales stated that he was asking for a 3.1% on the Probation Officers per the State Guidelines and a 4% for the remaining positions. Jim Reed asked what amount would be paid regarding the 4% as their year starts on July 1. Director Barnes stated they would continue at the present pay until the Council decision is made and then it would take effect retroactive to July 1. Rob Kittle wanted to commend Director Barnes and his staff on their ability to stay on top of all the differing responsibilities.

The next item on the agenda was the request for approval of changes to the Job Positions/Descriptions for the Clerk's Office, Voter Registration, County Assessor's Office and Code Enforcement. These are changes based on office reviews by Waggoner, Irwin & Scheele (WIS). They are working to review all the offices and these are the most recent offices completed. These changes are in title only; there is no change in the amounts of the Salary Ordinance. Chris Ogle reiterated that these are just better/updated job descriptions. Rob Kittle made a motion to approve the requests as presented. Chris Ogle seconded the motion which passed unanimously.

The next item on the agenda was the approval of the 2014 Budget Calendar. This had been discussed at the work session. Jim Reed made a motion to approve the 2014 Budget Calendar as submitted. Evelyn Strietelmeier Pence seconded the motion which passed unanimously.

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The next item on the agenda was the updates by Council members of their Commissions and Boards as follows:

Jim Reed had nothing to report.

Ryan Lauer had nothing to report. President Morales asked Ryan Lauer about the system that the Sheriff wants to add so that they can maintain more of the video conferencing files. He (Ryan) has not had an opportunity to get into this yet.

Bill Lentz had nothing to report.

President Morales had his first meeting with the CAMPO. The purpose of the meeting was to approve the by-laws as to how group will work. It will be on the City's website. There was no Plan Commission meeting. Ryan Lauer asked if President Morales could explain how someone could get into the website for submittals for complaints of pot holes and such. President Morales stated that had not been something they had covered and he cannot speak to that.

Evelyn Strietelmeier Pence had attended a Park Board meeting to work on the 2014 budget.

Rob Kittle had nothing to report from Economic Development or LEPC (Local Emergency Plan Committee).

Chris Ogle reported that the Solid Waste Board approved a financial survey to determine if there are any ways to better manage their funds and see if there are any means to make it more profitable. The other two topics were the next bid for the landfill and curbside recycling.

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Auditor Hackman reminded everyone of the E-GIS trainings for the public due to an update to the GIS software.

Auditor Hackman stated that June Settlement was completed in one day with the new software as compared to the old software that required 3 to 5 days.

Evelyn Strietelmeier Pence asked if there had been any information from Heather Pope regarding money back from the TIF. Auditor Hackman stated she had heard nothing from her regarding the TIF.

Auditor Hackman stated that the Roster had been updated and she is hoping to get that on the website. Ryan Lauer asked if the Health Department had posted their report on the website. Auditor Hackman is following up on that.

President Morales stated that Chris Ogle has the invocation and pledge for the next meeting.

The Council had asked that they possibly get new chairs and computer desks for the Council Chambers. The Auditor will be taking those items to the Commissioners for approval.

They will have Cathy Dunn and Greg Fox back to explain the insurance cost changes prior to the budget hearings. Jim Reed asked if there was a determination as to the 120 days. Auditor Hackman stated they do not as of this time. Rob Kittle believes it is work days but Cathy Dunn and Greg Fox think it is calendar days.

Rob Kittle made a motion to adjourn the meeting. Chris Ogle seconded the motion that passed unanimously.

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BARTHOLOMEW COUNTY COUNCIL

By: _____
Jorge Morales, President

By: _____
Ryan Lauer, Pro-Tem

By: _____
Chris Ogle, Member

By: _____
Rob Kittle, Member

By: _____
Evelyn Strietelmeier Pence, Member

By: _____
Bill Lentz, Member

By: _____
Jim Reed, Member

ATTEST: _____
Barbara J. Hackman, Auditor
Bartholomew County