

Steuben County Council
January 12, 2016
Meeting Minutes

The Steuben County Council met in special session at 9:00 AM on Tuesday, January 12, 2016. The meeting was held at 317 South Wayne Street, Suite 2H, Angola IN 46703. Present this day were, President Richard Shipe, Vice President, Ruth Beer, Jim Getz, Dan Caruso, Wil Howard, Ken Shelton and Linda Hansen. Also present were Auditor Kim Koomler and Chief Deputy Auditor, Lori Hickey.

Richard Shipe called the meeting to order.

Richard Shipe announced the first item on the agenda is to elect Council Board Officers. Shipe opened the floor for nominations. Ken Shelton nominated Richard Shipe to serve as President. Dan Caruso seconded the motion. Jim Getz moved to close nominations and Linda Hansen seconded. The motion to elect Richard Shipe as President of the Steuben County Council was carried with a vote of seven (7) ayes. Jim Getz moved to nominate Ruth Beer for Vice President. Linda Hansen seconded. Ken Shelton moved the nominations be closed and Jim Getz seconded. The motion to elect Ruth Beer for Vice President was carried with seven (7) ayes.

Randy Strebis, Steuben County Board of Aviation, came before Council to discuss the two additional appropriation requests. Strebis stated that the \$40,000.00 in Rainy Day funds is needed to purchase the Airport fuel stock to fill the tanks for fuel sales. Strebis said the Board expects to have one of the most competitive fuel prices in the region and the airport will become a fuel stop destination and not a fly over airport as it has been in the past. Strebis explained that the \$35,000.00 being requested from the Airport Grant Clearing Fund is to be used to purchase much needed equipment for the airport. The Board is purchasing an Air Tug at the cost of \$14,000.00 and some used equipment from Mr. John Kline at an approximate cost of \$5,200.00. Jim Getz commented that the Aviation Board meetings have had a much higher attendance than in the past. Getz said, on Saturday, there was a group of pilots and others that came in to help clean up the airport hangers. Getz sees a much more open and positive working environment that he has high expectations for in the near future. Randy Strebis commented that he was very pleased with the turnout at their board meetings as well as the airport clean-up day. Strebis said the Board members hope that by cleaning up the buildings the facilities will be more appealing to potential businesses for rental space. Linda Hansen moved to approve both additional appropriation requests. Ruth Beer seconded and the motion carried with seven (7) ayes.

Rainy Day Fund

Additional \$40,000.00 to: 1186-000-3000.01 Misc. Disbursement Airport Fuel
Airport Clearing Grant Fund – Appropriation to purchase equipment
Additional \$35,000.00 to: 4904-000-4000.15 Mach/Equip/Repair/ Remodel

Jeremy Musser was present today to submit a formal request to the council to increase the appropriation being paid to David Brown by \$5,000.00. Musser explained that the increase will keep Mr. Brown's salary competitive with surrounding and similar size counties around the state. This amount is what is needed to keep someone at Mr. Brown's level of experience. Musser stated that he would like the entire amount to be paid from the Pre-trial Diversion funds. Musser also asked that the salary increase should be made retroactive to the first of the 2016 year. Linda Hansen moved to approve the additional funds to be appropriated to the Pre-trial Diversion Fund and to be paid retroactive to the first of the year. Jim Getz seconded and the motion carried with seven (7) ayes.

Additional \$5,000.00 to: 2511-000-1000.01 Pre-Trial Div. Deputy Prosecutor

Steuben County Council Salary Ordinance Amendment #877 that will attest to their actions increasing the salary to \$60,000.00 for 2016. Ruth Beer moved to approve Ordinance Amendment #877, Wil Howard seconded and the motion carried with seven (7) ayes.

Ordinance Number 877
Steuben County, Indiana

An Ordinance Amending 2016 Salary Ordinance

WHEREAS, Steuben County Council approved its budget for 2016 by passing the Salary Ordinance on September 15, 2015; and,

WHEREAS, the Steuben County Prosecuting Attorney submitted a request to increase David Brown's salary from \$55,000.00 to \$60,000.00 as requested in the 2016 Budget; and,

WHEREAS, the position is currently paid from two (2) funds as follows:

Prosecutor's IV-D Deputy Prosecutor	1000-382-1000.03	\$44,000.00
Pre-Trial Diversion Deputy Prosecutor	2511-000-1000.01	\$11,000.00

WHEREAS, the Steuben County Council has determined that the salary for the Prosecuting Attorney Pre-Trial Diversion Deputy Prosecutor should be increased by \$5,000.00 for the 2016 budget; and, the salary breakdown will be as follows:

Prosecutor's IV-D Deputy Prosecutor	1000-382-1000.03	\$48,000.00
Pre-Trial Diversion Deputy Prosecutor	2511-000-1000.01	\$12,000.00

NOW, THEREFORE, be it ORDAINED by the County Council as follows:

The 2016 Salary Ordinance for the Steuben County 2016 Budget is hereby amended to reflect the above noted salary increase to be effective January 1, 2016.

Ordained this the 12th day of January, 2016.

Steuben County Council

Rick Shipe	Dan Caruso
Wil Howard	Kenneth Shelton
Jim Getz	Linda Hansen
Ruth Beer	Attested by: Auditor, Kim Koomler

Brett Hays, Community Corrections Coordinator came before council to request approval of the State IDOC Grant application for Northeast Indiana Community Corrections LaGrange and Steuben County Shared Grant in the total amount of \$1,449,996.00. Dan Caruso moved to approve the grant application. Ken Shelton seconded and the motion carried with seven (7) ayes.

Brett Hays, Community Corrections Coordinator submitted a request to approve the appropriation of \$12,300.00, funds earned by community corrections under the grant. Linda Hansen moved to approve the following amounts to be appropriated to the Community Corrections Grant. Dan Caruso seconded and the motion carried with seven (7) ayes.

Appropriate: \$10,125.00	To: 9106-255-3000.01 Miscellaneous Disbursement/Community Transit
Appropriate: \$ 2,175.00	To: 9106-255-3000.02 LaGrange Jail CTP

Jennifer Sharkey, Highway Engineer, came before council today to request permission to apply for a Indiana State Department of Health Community-wide Bicycle and Pedestrian Plan in the amount of \$20,000.00 grant. Sharkey said the grant money will be used to pay a consultant onboard to write the plan which will identify bike and pedestrian trail routes for the community and the County Commissioners approved the application at their last meeting. Ruth Beer moved to approve the grant application. Jim Getz seconded. The motion was carried with seven (7) ayes.

Richard Shipe spoke regarding Road Funding that was on the agenda for today's meeting. Shipe said this discussion was taken off of the agenda due to a conversation he had with Representatives Zent and Smaltz. Both urged council to hold off on acting on anything involving LOHUT road funding until after their session is over. Both representatives are pretty confident that there is going to be some road funding come out of this session. Dan Caruso and Wil Howard have been working on road funding options for quite some time. Dan Caruso stated that it is definitely in the county's best interest to hold off until after the 2016 Legislative Session is over.

Emmett Heller, Highway Superintendent, came before council to discuss Highway Truck funding and to formally ask county council to approve the \$165,000.00 from the River Boat Fund. Auditor Koomler advised the county council that the additional request was not received in time to advertise for the January meeting, therefore the funds will not be available until the February meeting. Mr. Heller said he is looking for is a verbal commitment from the county council to approve the funding now so that he can order the chassis now and pay for it after the funds are in place. Richard Shipe asked council if they want him to order the truck before the money is approved or wait. Linda Hansen asked if we are caught in a technicality. Auditor Koomler said yes the money is in the fund but it's not appropriated for expenditure yet. Hansen asked Emmett Heller if the county will save any money by ordering the truck early. Heller said the only thing we will gain is a 30 day window on building the truck. There will be no monetary savings by ordering early. Linda Hansen conceded that this is an appropriate way to spend river boat money. Wil Howard stated the fund typically increases by \$100,000.00 to \$120,000.00 each year. Dan Caruso agreed with Linda Hansen to wait until the money is appropriated before we commit to spend it. Kenneth Shelton asked Emmett if this delay would negatively impact the proposal. Heller said yes it would impact the short term and long term plan for replacement of the truck fleet. Heller directed

council's attention to the comprehensive truck replacement plan for their review. Council discussed other possible funding sources that would be available if the Commissioners and Council are in agreement with the plan and a vision for the future. Those sources are listed as follows: Cumulative Capital Development, Motor Vehicle Highway, County Economic Development Income Tax and Rainy Day Fund. Hansen would like to see the commissioners and council commit to (4) four additional trucks going into 2016.

Richard Shipe announced that the Council has the General Obligation Bond Ordinance #875 on the agenda for first reading. Mr. Kirk Grable is present to review and read the Ordinance #875 for the County Council.

Jim Getz made a motion to approve the first reading of General Obligation Bond Ordinance #875 as presented. Dan Caruso seconded the motion. There being no further discussion, the motion carried with seven (7) ayes. The Ordinance is on file in the County Auditor's office.

STEUBEN COUNTY, INDIANA

ORDINANCE NO. 875

AN ORDINANCE OF THE STEUBEN COUNTY COUNCIL AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS FOR THE PURPOSE OF PROVIDING FUNDS TO PREPAY THE OBLIGATIONS OF THE COUNTY UNDER A LEASE, THE PROCEEDS OF WHICH WERE USED TO ACQUIRE AND INSTALL A PORTION OF THE PUBLIC SAFETY COMMUNICATIONS SYSTEM PROJECT, AND TO PAY THE COSTS OF ISSUANCE OF THE BONDS

Rick Shipe
Wil Howard
Jim Getz
Ruth Beer

Dan Caruso
Kenneth Shelton
Linda Hansen
Attested by: Auditor, Kim Koomler

Gary LeTourneau, Communications Director, presented county council with a brief update on the Motorola Radio Project. LeTourneau informed council that 85 % of the radio equipment has arrived and been placed in a secured storage location within the county. LeTourneau just returned from a four day training session in Schaumburg Illinois along with six engineers from the State of Indiana to fine tune the system on the floor before shipping to Steuben County. February 8th we are scheduled to hold a kick-off meeting of the construction oversight technical committee. Committee members include Dick Marrow, Jen Sharkey, Jim Getz, Lynne Liechty and LeTourneau. The Committee will begin creating the RFP and RFQ specifications and preparing the public notice for the next phase of construction.

Auditor Koomler presented Ordinance Number 876 for consideration. Linda Hansen moved to approve Ordinance #876, Dan Caruso seconded and the motion carried with seven (7) ayes.

Ordinance Number 876
Steuben County, Indiana

An Ordinance Amending 2016 Salary Ordinance

WHEREAS, Steuben County Council approved its budget for 2016 by passing the Salary Ordinance on September 15, 2015; and,

WHEREAS, the Steuben County Soil & Water Conservation staff has experienced a turnover of both employees; and,

WHEREAS, the Steuben County Council has determined it fiscally beneficial to reduce the 2016 budget appropriation amounts for the following positions:

Soil & Water Administrative Coordinator	Reduce by \$1,467.00 to \$29,206.00
Resource Conservationist	Reduce by \$1,264.00 to \$25,564.00

WHEREAS, the Steuben County has also determined that due to an oversight, the salary for the Prosecuting Attorney's Investigator was incorrect and should have received a \$500.00 pay increase for the 2016 budget;

Prosecutor's Investigator	Increase by \$500.00 to \$43,209.00
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NOW, THEREFORE, be it ORDAINED by the County Council as follows:

The 2016 Salary Ordinance for the Steuben County 2016 Budget is hereby amended to reflect the above noted salary reductions and increases effective January 1, 2016.

Ordained this the 12th day of January, 2016.

Rick Shipe
 Wil Howard
 Jim Getz
 Ruth Beer

Dan Caruso
 Kenneth Shelton
 Linda Hansen
 Attested by: Auditor, Kim Koomler

Ruth Beer made a motion to approve the Treasurer/Auditor Monthly Comparison Report. Wil Howard seconded. With no further discussion the motion carried with seven (7) ayes.

Auditor Koomler presented the following accounting adjustments for county council approval. Ruth Beer moved to approve the transfers, Linda Hansen seconded and the motion carried with seven (7) ayes. The adjustments are in accordance with Council Resolution 12-2015-03.

PER RESOLUTION 12-2015-03					
Department	\$ Amount	Acct Name - From	Acct # - From	Acct Name - To	Acct # - To
Co Gen Auditor	\$ 25.75	Overtime	1000 002-1000.40	AB	1000 002-1000.10
Co Gen Coroner	\$ 138.04	Office Supplies	1000 007-2000.10	Lab	1000 007-3000.03
Co Gen Vet's Aff	\$ 396.43	Travel	1000 012-3000.12	Office Supplies	1000 012-2000.10
Co Gen Commissioner	\$ 2,092.27	New Employee Training	1000 068-1000.12	Co Park Superintendent	1000 068-1000.14
Co Gen Commissioner	\$ 109,259.12	Retirement Benefits	1000 068-1000.21	Group Insurance	1000 068-1000.22
Co Gen Comm Ctr Maint	\$ 100.00	Comm Ctr Supplies	1000 161-2000.30	Repair & Maintenance	1000 068-3000.53
Co Gen Comm Ctr Maint	\$ 30.27	Gas & Oil	1000 161-2000.11	Pest Control	1000 161-3000.80
Co Gen Annex Maint	\$ 139.43	Annex Supplies	1000 161-2000.31	Annex Repair & Maint	1000 161-3000.54
Co Gen Comm Ctr Maint	\$ 495.73	Comm Ctr Supplies	1000 161-2000.30	Repair & Maintenance	1000 161-3000.53
Co Gen EMS	\$ 1,500.00	Paramedic	1000 301-1000.09	Extra Help	1000 301-1000.41
Co Gen EMS	\$ 550.00	EMT Personnel	1000 301-1000.02	Paramedic	1000 301-1000.09
Co Gen Jail	\$ 1,112.40	Confinement Officer	1000 380-1000.14	Confinement Maint	1000 380-1000.31
Co Gen Soil & Water	\$ 408.50	Resource Conserv.	1000 750-1000.02	S&W Admin	1000 750-1000.01
Co Gen Subtotal:	\$ 116,247.94				
Board of Aviation	\$ 140.00	Travel	1107 000-3000.12	Operating Supplies	1107 000-2000.11
Aviation Subtotal:	\$ 140.00				
LOIT	\$ 2,954.98	Medical Supplies	1170 301-2000.12	EMS Small Equip.	1170 301-4000.05
LOIT Subtotal:	\$ 2,954.98				
Steuben Co Highway	\$ 50.00	Temp Help	1176 531-1000.16	Seasonal Equip. Oper.	1176 531-1000.15
Highway Subtotal:	\$ 50.00				
Recorder	\$ 0.01	Social Security	1189 000-1000.20	PERF	1189 000-1000.21
Recorder Subtotal:	\$ 0.01				
Central Comm / E-911	\$ 1,170.28	Telecom Tech	1222 000-1000.01	Social Security	1222 000-1000.20
Central Comm / E-911	\$ 2,417.55	Telecom Tech	1222 000-1000.01	Retirement	1222 000-1000.21
Central Comm / E-911	\$ 8,458.23	Telecom Tech	1222 000-1000.01	Overtime	1222 000-1000.40
Central Comm / E-911	\$ 166.84	Telecom Tech	1222 000-1000.01	Extra Help	1222 000-1000.41
Central Comm / E-911	\$ 4,606.13	Group Insurance	1222 000-1000.22	Retirement	1222 000-1000.21
Central Comm / E-911	\$ 11,848.61	Group Insurance	1222 000-1000.22	Overtime	1222 000-1000.40
Central Comm / E-911	\$ 5,000.00	Group Insurance	1222 000-1000.22	Extra Help	1222 000-1000.41
Comm / E-911 Subtotal:	\$ 33,667.64				
Pros Atty / Child Supp	\$ 563.84	PERF	2511 000-1000.21	Social Security	2511 000-1000.20
Pros / CS Subtotal:	\$ 563.84				
Health / Local Health/Maint	\$ 80.56	Social Security	1168 000-1000.20	Annual Carryover/Encumb	1168 000-3000.99
Health / Local Health/Maint	\$ 102.70	PERF (Retirement)	1168 000-1000.21	Annual Carryover/Encumb	1168 000-3000.99
Health / Local Health/Maint	\$ 300.00	Envir. Health Care	1168 000-2000.44	Annual Carryover/Encumb	1168 000-3000.99
Local Health/Maint Subtotal:	\$ 483.26				
Health Dept / LHD Trust	\$ 338.10	Printing	1206 000-2000.02	Annual Carryover/Encumb	1206 000-4000.99
Health Dept / LHD Trust	\$ 96.72	Phone / Data	1206 000-3000.10	Annual Carryover/Encumb	1206 000-4000.99
Health Dept / LHD Trust	\$ 376.94	Travel	1206 000-3000.12	Annual Carryover/Encumb	1206 000-4000.99
Health Dept / LHD Trust	\$ 164.16	Education/Consulting	1206 000-3000.20	Annual Carryover/Encumb	1206 000-4000.99
Health / LHD Trust Subtotal:	\$ 975.92				
Grand Total:	\$ 155,083.59				

Jim Getz moved to approve the December 8, 2015 minutes, Dan Caruso seconded and the motion carried with seven (7) ayes.

Correspondence received: January 4th County Highway Engineer report; Indiana LOHUT power point; Steuben County Highway Dept Four(4) year work Plan; Coroner December report; AIC Legislative Conference attendees are Richard Shipe, Dan Caruso, Ken Shelton, and Wil Howard all plan to attend.

Dan Caruso moved to adjourn.

Steuben County Council

Richard Shipe, President

Jim Getz

Dan Caruso

Wil Howard

Ken Shelton

Linda Hansen

Ruth Beer, Vice President

Attest: _____
County Auditor