

Steuben County Council  
May 12, 2014

The Steuben County Council met in special session Monday, May 12, 2014. Present were Dan Caruso, F. Mayo Sanders, Ruth Beer, Sara Tubergen, Linda Hansen, John Ingledue and Richard Shipe. President Shipe asked for a moment of silence to recognize Highway Superintendent, Kenny Penick's passing over the past weekend. Richard Shipe called the meeting to order.

Judge Fee, Superior Court, was present to request additional funding for his Psychiatric & Medical evaluation line item. We budget \$1,000.00 each year and it is unusual that we have exceeded the budget this soon in the year. We have overspent the account, we have pending payments of over \$400.00 that have not yet been paid. We have unbilled evaluations that are complete but not invoiced yet that total to over \$1,000.00 and we also have evaluations ordered but not completed or billed yet. We are going to need more money. This isn't something we can avoid spending or cut corners on. I have requested \$6,000.00 as a ball park figure estimating need through the remainder of 2014. Judge Fee also commented in support of the additional appropriation request being proposed by Prosecutor Hess today. Fee stated he understands his request is coming from user fee money unlike other requests from the general fund money. Fee urged council to give Hess the funding necessary for his prosecuting attorneys. Fee said from experience these individuals work very hard and deserve the additional.

Additional	\$6,000.00	1000-201-3000.03	Psychiatric & Medical
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F. Mayo Sanders made a motion to approve the additional, Sara Tubergen seconded and the motion carried with seven (7) ayes.

Mike Hess, Prosecuting Attorney, came before county council to request an additional appropriation of \$10,000.00 to Pre-trial Diversion fund for special compensation. Hess stated that no raises have been given to these two Prosecuting Attorneys in the last three years. Hess submitted the following information to justify the need. Increase in high profile cases has resulted in more work for them. Jeremy and I have to delegate cases (including some high level felony cases) to the Deputies to allow sufficient time for us to prepare for murders and other high profile cases. As an office we are trying more jury trials than ever before. Deputies are trying cases.

Travis alone has tried 6 jury trials in the last calendar year. Increased Responsibilities. In addition to handling more serious cases, I have given them the additional responsibility of answering officer questions and obtaining search warrants during the evenings and weekends. During the weeks that they are responsible for that, they are on call 24 hours a day. Have not received raises since they began working here. Their positions require professional degrees and as a result they have large student loan debts. The more experience they obtain, the more valuable they become to our office. They also become more attractive to those in private practice. If we aren't able to at least keep up with the cost of living increase we are going to lose them. Sara Tubergen commented that Mike is not going to be here next year so he obviously feels this is important even though he would not have to deal with it. Hess stated he just doesn't want to leave the next Prosecutor with the burden. It's isn't fair to any of them. Linda Hansen stated she thinks that Mike's situation is a little different. This need is due to the increase in high profile cases in the county. Hess agreed. Sara Tubergen moved to approve the additional, Linda Hansen seconded and the motion carried with seven (7) ayes. The amount breakdown for wage increase. Travis- \$4,900.00 increase (3 Y2 yrs exp) 6 approx \$57,400, Nick - \$3,200.00 increase (2 Y2 yrs exp) 6 approx \$55,700.

Additional	\$10,000.00	2511-000-1000.30	Special Compensation
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Frank Charlton, Building/Plan Director came before county council again to request a decision for the Plan Commission BZA Appointment. The candidates have been reviewed at numerous previous meetings. Those seeking the appointment are Bruce A. Watson, 35 Lane 201 Lake Minifenokey, Fremont, IN 46737; Kevin Stockwell, 6205 S 600 W, Hudson, IN 46747; Steven C. Mayer, 120 Lane 585 Lake James, Fremont, IN 46737; Douglas Coolman, 6265 W 200 N, Angola, IN 46703. F. Mayo Sanders asked for the breakdown of the present membership of the BZA how many are lake, agriculture and community? Charlton stated we have 12 members on the board right now, three (3) are lake residents, one (1) is agriculture and the rest reside within the cities and towns. Rick Shipe recused himself due to his relationship with one of the candidates. John Ingledue made the motion to appoint Kevin Stockwell to the position, Ruth Beer seconded. F. Mayo Sanders stated that in reviewing the applicants he notes that 3 of the 4 are lake residents and Sanders said he feels the council needs to even the number of agricultural and lake residential members. Sanders stated that Bruce Watson has great credentials and he would be good to have on the board at some point in the future. Sara Tubergen asked what percentage of the zoning petitions are lake residential versus agriculture and cities and towns. Charlton stated that approximately 70% are lake residents requesting variances due to the small lot sizes we have around most of our lakes. Most people requesting variances don't want to meet their setbacks. That's why most of the petitions are lake residential. Caruso asked how much technical background is required for members of this board. Charlton said he feels a technical background isn't required. The BZA members need to understand the county building and planning codes and use common sense when making their decision. Charlton stated that the BZA is a judiciary board that makes decisions on what is allowed and will the decision harm the neighbor. Charlton takes all members to the location for a site survey of the property as well as the code review versus what the property owner is requesting. No decisions are made at the site, it is all discussed during the petition hearing. Shipe asked if there were any more questions before he called for a vote. With none being heard, the vote was called and the motion to appoint Kevin Stockwell was passed by four (4) ayes, two (2) nays and one (1) abstained. Stockwell was appointed to serve a (4) year appointment.

Richard Shipe presented a proposed pay increase to the council for their review and consideration. Shipe stated that Linda Hansen and the County Auditor worked together to provide the numbers. Auditor Koomler is looking for a recommendation for what she can send to the department heads to give them guidance in the budget request process.

Linda Hansen stated that the county council's number one priority is to providing services to the residents of Steuben County. Council talks a lot about putting emphasis on salaries to bring our people up to a competitive wage but we haven't done it. Hansen explained that she took the old study and removed Step 1 and made Step 2 the new Step 1 and then she created a new Step 6 for those who have been sitting out there for 15 years since 2002 are also going to receive an increase. Hansen created a worksheet by department presenting how we got to the numbers to include the steps that were coming up to be paid in 2015 were not ignored, they were also included. As the study gets pushed up, then everyone receives an increase. Hansen said she feels the best way to fund this would be to use that \$1,000,000.00 that council has been budgeting in the Commissioners Insurance line item over the years. Commit the money necessary to provide a fair wage. This is a one-time adjustment and we won't be having everyone receiving an increase next year and we will be back in step process. Then each year can decide how much additional we are going to put on the study and if any other adjustments are deemed necessary. My argument will continue to be that percentage wages all they do is feed the top of the food chain and those that are on the bottom are ignored and don't receive raises. The original intent of the wage study was to insure everyone gets a competitive wage.

Before when a person retired the next person would receive the same wage as I was making when I left. If we let this study go away those who have built longevity will be frozen forever and they are never going to reach that point. I think we can work with the study, fix it and make it workable and we can't ignore the employees need for additional money. Department heads are the ones to make the decision. They haven't been complaining too much. If you look at AIC comparison of similar sized counties, we are keeping pace with elected officials and department heads but lagging behind in wages to our employees. I think we need to put the emphasis back on the employees. They need to be recognized, they all deserve it. We are so blessed to have so many hard working dedicated people in county government. I just want to see everyone, not just part of them, but everyone to be recognized. We need to do it for them. Sara Tubergen agreed with most everything that Hansen stated. But she wants to be certain the county can sustain itself by inserting this expense into the long range financial plans. Where is this going to take us? If we are increasing expenses without increasing income, we need to see long-term effect to our financial plan. Hansen said if we commit to it we are simply changing our priorities. The million that we have had in our health insurance has been rolling back into county general surplus. We need to start using part of that funding to benefit our county employees. If we are going to commit the money needed to carry out this plan we will still have 656,000.00 in the insurance line item that we can roll back to surplus this first year. We need to quit arguing about whether we have the money to give raises or not. It's right here, we have done our due diligence of having enough surplus to maintain and now we are going to commit that million to our people and our wages and we are not going to argue about it at the beginning of session any more. It's simply there. Tubergen said if it is there she is all for it but she wants it put into our financial plan to see that we can see where it takes us in the future. F. Mayo Sanders said he thinks council has to a degree. We are at a point the State is going to come in and tell us we have too large of a surplus. We need to start thinking of ways to use this money to the advantage of our people. Hansen said we have done an excellent job of making sure we have operating balance. We are in a place to change our focus. We have made sure we have a savings account large enough to sustain. As long as we don't do too many additional with high dollar amounts I think we can sustain this for a long time.

Shipe said what we are looking for today is direction for Kim to provide to the departments. Tubergen wants this money plugged into the financial plan and we have to let the financial advisor know what our plans are and make sure we can do this long term. Hansen said he is already aware of the million we have been doing this for at least three years now we are just changing the focus. Caruso said that money is being set aside already we are just changing how we are going to process it. Caruso asked how many times we have discussed this need over the last year. The turnover, not having money to give raises, non-competitive wage scale is a very real thing and people have strong viable options to make more money. We have lost so much money with the high rate of turnover and loss in productivity due to having to retrain new employees just to lose them to a county or business that pays a more competitive wage. Caruso said he would like to see more work toward coordinating this with having an HR person on board. F. Mayo Sanders said he wants to see us get away from the standpoint that Steuben County is the training county for everyone around us and doing this will cut down on some departments coming in on large dollar additional requests as well. Hansen said the focus needs to stay with the departments. The department heads need to be the ones to control their department. It's the department head's job to make sure their people are doing the job, and content. Every department head can find a way to lift morale and make the workplace a better place to be but it has to stay in their domain. If they need an evaluation system, then let's help by providing them with the tools necessary to evaluate their own employees. Ruth Beer is happy with the way we have addressed the issue our department heads have been saying that they have difficulty hiring quality people due to not being able to provide a competitive starting wage. I also am pleased that this plan addresses those people who have so much knowledge and so many years of experience. Those people save us so much money because they know their jobs. I think this is a good way to compensate everyone. I don't see how we can hand pick certain people or certain departments to receive wage increases. If we want harmony and to have everyone working in the same direction then I believe this is the best way to do this. For those special fund budgets we need to find a way to get them the money they need because those budgets don't have the extra money to provide for this type of increase. John Ingledue said he believes we need to reward our employees who have stayed with us.

Michelle Herbert, Clerk, requests a transfer of \$100.00 from overtime to part-time help line item. Ruth Beer moved to approve, Mayo Sanders seconded and the motion carries with seven (7) ayes.

Transfer \$100.00                      From: 1000-001-1000.40 Overtime                      To:    1000-001-1000.41 Part-time

Tim Troyer, Sheriff, request an additional appropriation of \$600.00 for the Employee drug Testing/vaccination supply line item # 1000-005-2000.14. F. Mayo Sanders moved to approve, Dan Caruso seconded and the motion carried with seven (7) ayes.

Additional                      \$600.00                      1000-005-2000.14                      Employee Drug Testing/Vaccination

Marcia Seevers submitted a request for transfer of funds to cover a license fee for the Assessor to have view only access to the Treasurer's system. Ruth Beer made a motion to approve the transfer, Linda Hansen seconded and the motion carried with six (6) ayes. Dan Caruso left the meeting prior to the vote.

Transfer \$2,000.00      From: 1000-008-1000.41 Pt-time Help      To: 1000-008-3000.03 X-Soft

Ken Lowden came before county council to request additional funding to pay to run and connect fiber optics from outside the gate to the tower at Old State Rd 1 and the second location at the North Hamilton tower as an additional part of the Iman project. Richard Shipe asked if this will be paid back in short term. The Commissioners visited both sites this past weekend to view the project. Ron Smith stated that the funds are to be reimbursed to the county. Richard Shipe asked if the money will come back to the major moves fund. Sara Tubergen advised that the money will come back to an endowment fund that the county will have control of. Ronald Smith stated the county will have to request the use of those funds. Shipe asked if there are funds available outside of major moves to pay for the fiber optics. Tubergen stated that at this time there are no funds being returned to the endowment fund. Linda Hansen moved to approve, John Ingledue seconded and the motion carried with six (6) ayes.

Additional      \$ 9,060.00      1172-203-3000.01      I-Man Project (fiber optic wiring)

Jennifer Sharkey was present to explain the request to transfer funds within the Major Moves budget. The request is being made for the purpose of funding road construction projects needed throughout the county. F. Mayo Sanders made the motion to approve the transfer, Ruth seconded and the motion carried with six (6) ayes.

Transfer \$125,000.00

From: 1172-533-4000.01 Highway Holdover Rd Construction  
To: 1172-000-3000.01 Rd Repair/Construct/Equip

Jennifer Sharkey was present to answer any questions regarding the requests for additional appropriations submitted by Kenny Penick. Sharkey explained that the funds are needed to repair and replace equipment and roadways damaged during the rough winter. Linda Hansen made the motion to approve the following additional appropriations. F. Mayo Sanders seconded and the motion carried with six (6) ayes.

Additional      \$ 25,000.00      1176-533-2000.23 Garage & Motor Supplies  
Additional      \$ 25,000.00      1176-533-3000.53 Truck & Tractor Repair  
Additional      \$300,000.00      1176-533-4000.15 MVH Mach-Equip-Repair

Sharkey also advised council that Kenny Penick had previously discussed the need for additional money to pay for gas and fuel. We currently have \$59,390.00 in that line item and it is likely that we will be requesting additional funds before the end of the 2014 budget year.

Ronald Smith advised council that the Commissioners have decided not to take any more requests to chip and seal roads that are currently gravel. This was being done at the request of the property owners along those roads at their own cost. An example of a road in very bad repair is 200 E between Metz Road and Hanselman Road. That road is a total disaster. Those people did pay the money to have this done but the road is not holding up and is full of pot holes. Sara Tubergen asked why the road isn't lasting. Smith stated that this is due to the agriculture equipment being run on those roads. The county has made the decision not to continue this practice. Chip & seal project costs have skyrocketed from what was \$8,000.00 per mile to \$80,000.00 per mile.

Vicky Meek came before the council to discuss a personnel situation with them and ask for their permission to hire Meek stated she has had an open Paramedic spot since last December 2013. Since then we have been filling the opening with full-time and part-time people within the department. She stated she has had no good qualified Paramedic applicants. She would like the council to approve permission to open the job up to an Advanced EMT position. We have one Advanced EMT and the starting wage for an EMT is 15.67 and she currently pays her part-time EMT \$14.10. What I need is to make that wage \$14.25 which is in between the two hourly rates we are currently paying. Meek wants to change the Paramedic Position that is open to the EMT position which is a larger pool of people. The money would need to be transferred from Paramedic to the EMT line item. Mayo Sanders made a motion to approve, Linda Hansen seconded and the motion carried with six (6) ayes.

Vicky Meek also notified council that next week she is presenting service awards to some of her employees who have extended length of service to the county. Meek said she has three employees with 30 years, two with 20 and three with 15 years of services with the EMS Department.

Jennifer Sharkey presented council with a report on the CR 200 N-827 Project status. Sharkey stated that the county is looking at continuing with improvements beginning at Kelly Green Drive running East through the intersection project at 200 N and SR 827 500' East of that intersection. Then the City of Angola will continue with their part of the project from the city limits East on 200 N to Kelly Green Drive. The County Commissioners and the City of Angola have entered into an inter-local agreement to request federal funds to complete the intersection project. We had a study done in 2009 along that corridor which broke it down into 4 phases and this would be Section 4 of that study. Sharkey submitted a cost breakdown of the estimated cost breakdown of the project. We did have an engineering firm help us with determining these numbers so that we knew we were on track for our submittal to

INDOT for the Federal Funds application. We are going for the 80/20 program where we get 80% reimbursed from the federal government and of the 20% which is the local government's responsibility, 10% will be the County and 10% will be the City of Angola. With the county acting as the lead agency we would be required to handle all of invoice payments up front and then get reimbursed 10% from the City. The County Auditor agrees that this is the most efficient way to handle the process. With that plan the county will be required to budget a larger portion. Ultimately the county will be paying \$351,700.00 for the 3.5 million dollar project. We have the commissioner's approval to move forward and I would like to request your consideration to support of the project as well before the County submits our application for Federal Funding. The application is due by 5 PM today and we should receive our notice sometime in June. Commissioner, Ron Smith stated that in the past election it was brought up that the County has not been an active player with the City. Smith said he believes the county has been an active player and we have entered into several inter-local agreements and this is another great example. F. Mayo Sanders agreed that we have always worked with the City in regard to these types of projects.

John Calloway came before Council to present a letter regarding making the Steuben County Airport a profit center for the county. The letter includes some complaints, some wishes, some questions and an offer to run the airport as the FBO. Calloway stated the airport manager is a county position and it should be opened up for bids. I have been told the contract expires December 31, 2014 and the contract automatically renews for another 5 years at that time. I have been to the county Board of Commissioners, Board of Aviation and I feel as a taxpayer something needs to be done. Calloway asked who audits the FBO's finances and makes sure they are doing everything they can do for the county. Richard Shipe said those are two different questions. The Board of Aviation submits all of their claims for payment through the County Auditor's Office. As far as seeing if they are doing everything they can for the county, the Board of Aviation Commissioners are charged with that responsibility. Calloway said that in the last 5 years there has been no improvement and as a taxpayer he would like to have the opportunity for somebody to rewrite the contract and get somebody new in there. Calloway said the County should be having a profit center out there. Right now the FBO can make \$84,000.00 per year with \$36,000.00 being paid from the county. The FBO can make another \$4,000.00 per month before the county gets the 25% portion and there is a problem there, the county should be receiving 25% of the next \$1,000.00. All of the utilities are paid for, there is no incentive to turn down the thermostat and there is no incentive to make money out there. Richard Shipe asked if Mr. Calloway has taken this to the County Commissioner's. Calloway has talked to the Commissioners, the Board of Aviation but the Council holds the check book, you appropriate the money. I need your office to work with the Commissioners and the Board of Aviation to get the contract rewritten to get a new FBO in there who will do something for the county. Shipe stated that the Council appropriates the money but we don't make rules and regulations. This is up to the County Commissioners and if they make the request to the Council to change the budget at the airport, then it would come before this board to vote on it. The Council can't make policy changes like that. The county commissioners are the ones who will have to initiate any changes. F. Mayo Sanders agreed this will have to come through the Commissioners by initiating a change to the Board of Aviation membership. Sanders feels Calloway should be working with the Aviation Board and Commissioners at this time. Calloway stated he has tried that several times. Calloway said he will have to get on the aviation board in order to make the changes he wants to see out there. Calloway said he will not let this issue rest, he is going to proceed to change things at the airport and he thinks the county could be making money and they are not.

Auditor's Treasurer monthly comparison report was approved by motion from Linda Hansen, seconded by F. Mayo Sanders seconded and the motion carried with six (6) ayes.

Sara Tubergen pointed out her name was misspelled on page two of the April 8th Council minutes. Tubergen made a motion to approve the minutes with corrections, and seconded by Ruth Beer. The motion carried with five (5) ayes, F. Mayo Sanders abstained.

John Cline spoke to the council to provide any information the county council members may have regarding Mr. John Calloway's statements and complaints. Just to set the record straight, as a board member and an event director for the balloons aloft. I feel we have gone from a rating of zero to between 7 and 8. In February of 2014 the board submitted their quarterly financial report to the commissioners and Commissioner Smith made the comment that he was amazed of what we have accomplished in such a short amount of time. When I say we, I include the county for their help to improve and maintain the airport. For John Calloway to come in here to indicate that we have not done anything to improve the airport, it is just a lie. He has not only been to the commissioners twice the board of aviation several times and now to the county council. In my opinion what we have accomplished out there in the last several years beginning with the County giving \$25,000 for a fuel tank to accommodate transient pilots on a 24/7 basis. For John Calloway to nose his way in on everyone's success to come in and criticize us is beyond me, he is taking advantage of everything we have done.

Ruth Beer asked if the Board was planning on putting the contract up for bids. The contract has already been taken care of and John Cline indicated another five years and John has accepted the renewal of his contract for an additional five (5) years. The contract is a ten (10) year contract broken into two, five-year segments. The previous airport manager GPI had a contract that was renewed every 10 years. When they were dismissed, and we opened the bidding up to anyone who was interested in becoming and FBO operator/manager we divided that into two, 5-year segments. John was elected to be our FBO/Manager and at the half-way point of his 10 year contract, John has the option to not continue or to add another five years on. He opted to continue for the additional five (5) years.

Mr. George Fifer was present and read from the contract. The contract was renewed on 14<sup>th</sup> of May 2013. It wasn't really renewed because on the original contract dated 2009, Lessee shall furnish fuel for heating the office building and water used for the building, lessee shall pay for any electrical energy and pay for all electrical anywhere on the airport grounds as it deems necessary. Last year Mr. Calloway came to the commissioners in April of 2013 and he made a proposal which shows he was willing to invest to in the maintenance building out at the airport and he guaranteed over a five (5) year period provide an income to the county. Looking at this strictly from a financial point of view let's separate the personalities, the letters that I have written I looked at as a citizen on the standpoint of a

taxpayer who's tax money is being spent on a \$1.6 million building that isn't generating any income. The gentleman is saying that from a financial point of view, there are opportunities to generate more income. As a republican administration you should be interested in generating more money. Calloway isn't saying the airport isn't improving it is strictly from the standpoint that income isn't being generated. Fifer said he doesn't think it is necessarily a lie, but a major concern on the part of a taxpayer that they aren't generating enough money at the airport to offset the costs. The budget is a major consideration and with presidential politics it should be a consideration. You are going to have to make up a shortfall we the taxpayers are going to have to pay it.

Richard Shipe, the community is still looking to try to see the worth of that facility and it's up to us to show them that worth. Whether it is a return on investment or a return in economic development that is what they are looking for. Cline stated he had made numerous presentations in preparation for the county council to appropriate the money out there and not once did he ever state that there would ever be a return on investment financially in dollars and cents. Every presentation he made his statement was there would be an increase in the economic viability of the community. If Mayo Sanders had had to be transported into Kendallville, there would have been no one there to refuel the plane. The point is he was there when Mayo arrived and he took care of Mayo and the airplane. John Cline stated that John Calloway has a financial interest and says he wants to and guarantees that he will be able to turn a profit in dollars and cents but whether I run it or John or anyone else it isn't going to happen and it was never alluded to in any presentation.

John Ingledue asked what hours the airport is open. John Cline said the airport is open every day 24/7 hours a day and it is because of the investment the county made in the fuel system years ago. The building is open from 8-5 for 7 days per week except in the winter. It is open Monday through Friday and isn't open on weekends in the winter.

Linda Hansen said we have never doubted your competence or the commitment that this board has to the process but the issue that has come up by phone calls for those of us who deal with the fiscal end of this. We have always had a good working relationship and we need to keep it. We sat through how many meetings with you developing the plan and all of us being on board and all of us had copy of the contract and then the contract got rewritten without our knowledge or input. To have the contract rewritten that financially impacts your budget where most of the fuel costs had been picked up by the airport. This didn't set well with Hansen that the county council didn't know this was coming. The council read the contract and we knew what the circumstances were going to be when this building was completed. We got blindsided by how much we were going to have to pick up in fuel costs to heat and cool that building. That part of it didn't set well with Hansen or her constituents. We didn't see that coming. We are hearing through the grapevine and the newspapers that the contract is being rewritten and the fuel costs are going to be picked up by the county taxpayers. Cline said they didn't see the high cost of fuel coming either.

Correspondence received:

DLGF Pilot Program for more thorough non-binding review of budgets  
Commissioner's letter re 2015 budget increase for CCD Fund  
SC Soil & Water Conservation District. Minutes from the March 5, 2014 meeting.  
Blackburn & Green Notice of Torte Claim  
Surtax Wheel-tax update must be done before the end of June deadline

F. Mayo Sanders made the motion to adjourn, the motion carried with six (6) ayes.

Steuben County Council

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Richard Shipe

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F. Mayo Sanders

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Dan Caruso

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Ruth Beer

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Sara Tubergen

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Linda Hansen

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John Ingledue

Attest: \_\_\_\_\_  
Kim Koomler, Steuben County Auditor