

## KOSCIUSKO COUNTY COUNCIL

### Thursday, January 8, 2004

The Kosciusko County Council met for their regular meeting on Thursday, January 8, 2004 at 7 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN     HAROLD JONES     RON ROBINSON, COUNTY ADMINISTRATOR  
MAURICE BEER   JOHN KINSEY     SUE ANN MITCHELL, COUNTY AUDITOR  
LARRY TEGHTMEYER

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

#### **IN THE MATTER OF 2003 TRANSFER OF FUNDS FOR PROSECUTOR'S OFFICE:**

Dan Hampton representing County Prosecuting Attorney Steve Hearn presented a request for a transfer of funds to cover unexpected expenditures for court trials for the 2003 budget. Hampton requested \$500 be transferred from 100-11516-000-015 Informant Fees and \$100 from 100-11517-000-015 Dues & Subscriptions to 100-11515-000-015 State Witness Fees.

MOTION: LARRY TEGHTMEYER     TO: APPROVE 2003 TRANSFER OF \$600 AS REQUESTED  
SECOND: TOM ANGLIN     \$500 FROM 100-11516-000-015 INFORMANT FEES  
AYES: 5     NAYS: 0     \$100 FROM 100-11517-000-015 DUES & SUBSCRIPTIONS  
MOTION CARRIED     \$600     TO 100-11515-000-015 STATE WITNESS FEES

#### **IN THE MATTER OF REQUEST FOR ADDITIONAL APPROPRIATION FOR PRE TRIAL DIVERSION FUND FOR PART TIME PROSECUTOR:**

Dan Hampton representing County Prosecutor Steve Hearn presented a request for an additional appropriation to be heard at the February Council meeting. He indicated the position was approved at budget time with \$23,068 of the salary to come from the Pre-Trial Diversion Fund. President Jones noted this was money not budgeted at budget time and that it is not general fund money. Official action on this matter will take place at the February Council meeting following proper advertisement.

#### **IN THE MATTER OF REQUEST FOR ADDITIONAL APPROPRIATION FOR INFRACTION DEFERRAL FUND:**

Dan Hampton representing County Prosecutor Steve Hearn presented a request for a second additional appropriation to be heard at the February Council meeting. He indicated the Prosecutor was approached by the Sheriff's Department to request the purchase of equipment for the squad cars. The request is for in car cameras and microphones for twenty patrol squad cars. Hampton noted the microphones would be new technology for the patrolmen. He indicated this request would help in the collection of evidence so all patrol vehicles would have operating cameras to capture the evidence. Hampton indicated there is money available to help meet other law enforcement agencies. The Prosecutor's Office has sent letters to other law enforcement agencies to determine their needs. The estimate for the Sheriff's Department request is \$16,300. Official action will take place at the February Council meeting following proper advertisement. Council member Teghtmeyer noted the cost is under \$1,000 per car.

#### **IN THE MATTER OF 2003 TRANSFER OF FUNDS FOR E911:**

Tom Brindle, Chief Dispatcher, provided a letter requesting the transfer of funds in the amount of \$8,500 from 713-11401-000-000 Overtime to 713-31034-000-000 Telephone. Because of phone expenses in excess of those anticipated, the budgeted amount fell short of the required funding.

MOTION: TOM ANGLIN     TO: APPROVE THE 2003 TRANSFER OF \$8,500 IN 911 BUDGET  
SECOND: JOHN KINSEY     FROM: 713-11401-000-000 OVERTIME  
AYES: 5     NAYS: 0     TO: 713-31034-000-000 TELEPHONE  
MOTION CARRIED

#### **IN THE MATTER OF 2003 TRANSFER OF FUNDS FOR MAINTENANCE FUND:**

A letter of request for a transfer in the amount of \$1,000 was received from the Maintenance Department. They moved funds at the end of the year to cover part time help. They experienced a shortfall of \$1,000 in this fund to finish out the year.

MOTION: TOM ANGLIN     TO: APPROVE THE 2003 TRANSFER OF \$1,000  
SECOND: LARRY TEGHTMEYER     FROM: 100-     -000-006  
AYES: 5     NAYS: 0     TO: 100-11301-000-006 PART TIME  
MOTION CARRIED



KOSCIUSKO COUNTY COUNCIL - 1/8/2004			
Piercetown PD	DARE		\$3,500
Kosciusko Co Sheriff's	DARE		\$9,650
Department			
*K Code Coordinator			\$3,000
<b>PREVENTION &amp;</b>	<b>TOTAL</b>		<b>\$33,450</b>
<b>EDUCATION</b>			
	<b>INTERVENTION &amp; TREATMENT</b>		
Right Start-Right Step	Drug & Alcohol		\$ 2,860
Bowen Center	CD Intensive Outpatient		
Bowen Center	Women's Outpatient		\$ 9,140
Bowen Center	Kosciusko County Women's Jail		
Bowen Center	Adolescent Intensive Outpatient		
24 Hour Club	Rent & Utilities		\$10,000
*K CODE Coordinator			\$ 3,000
<b>INTERVENTION &amp;</b>	<b>TOTAL</b>		<b>\$25,000</b>
<b>TREATMENT</b>			
	<b>LAW ENFORCEMENT &amp; JUSTICE</b>		
Kosciusko County SPOT	Cameras		\$ 3,000
Warsaw PD	4 Patrol Videos		\$ 3,150
Piercetown PD	3 Alco Sensors		\$ 1,125
City/County SWAT Team	Officer Training/Equipment		\$ 5,000
Kosciusko County Reserves	Cannocorder, Camera & Ammo		\$ 6,550
Winona Lake PD	1 Radar/2PBT's		\$ 2,400
Kosciusko County	General Support		\$ 1,000
Joint Gang Task Force			
Milford PD	1 Radar/2 PBT's		\$ 2,400
Mentone PD	Alco/Pro Flashlight/Portable		\$ 1,100
Silver Lake PD	3 Digital/Video		\$ 825
*KCODE Coordinator			\$ 3,000
<b>LAW ENFORCEMENT &amp;</b>	<b>Total</b>		<b>\$29,550</b>
<b>JUSTICE</b>			
*Coordinator total salary	<b>GRAND TOTAL</b>		<b>\$88,000</b>
\$9,000			

**IN THE MATTER OF AUDITOR'S OFFICE GIS COORDINATOR CHANGE OF JOB CLASSIFICATION:**

Auditor Sue Ann Mitchell presented information concerning her request to advance the job classification of the GIS Coordinator position paid from her budget. She noted that Waggoner-Irwin-Scheele was contacted and evaluated the current job description. She noted the savings the county experienced with the job being done by the individual. She noted the county was required to renumber all parcels in the county with a standardized number to be used by the entire State of Indiana. The estimate from vendors for this service was \$3 per parcel. This would have cost the county approximately \$150,000 with it's 50,000+ parcels. The GIS Coordinator wrote a program to do this work automatically. The County paid a part time person at a minimal number of hours to verify the accuracy of the auto numbering. The GIS Coordinator was also called upon to learn the process for the internet sites. The Coordinator has done special coding to make possible the 911 and Sheriff's Department Web Site. The Council asked County Administrator Ron Robinson if the Wage Committee had discussed this issue. Robinson replied he had spoke with two of the Wage Committee but had not reached the third member. Two were in agreement with the advance in position. Council member Teghtmeyer stated he supported the advance in position because of the added technical requirements of the job. Mitchell noted the advancements in the internet and the work it is relieving in the Auditor and Assessor's Office. Council member Kinsey asked about the cost of copies. Mitchell indicated that because the cost of copies must be actual cost per state statute, there is not charge for copies up to 20 and thereafter the cost is \$ .05. This allows a person to get 20 copies for free and does not require the writing of a receipt for those printing under 20 copies. The time taken to write a \$ .25 receipt did not seem to make sense at the time the copy ordinance was written. Council member Teghtmeyer asked County Assessor Laurie Renier and Wayne Township Assessor Kristy Mayer if they had any comments on the reclassification of the GIS Coordinator. Both declined comment. President Jones indicated he felt the letter from Waggoner Irwin Scheele was evidence that the position is underpaid. Mitchell noted that if the current employee left, the county would have to pay that wage to hire a replacement who would then have to learn the entire system.

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MOTION: LARRY TEGHTMEYER TO: APPROVE THE RECLASSIFICATION OF THE GIS  
SECOND: MAURICE BEER GIS COORDINATOR FROM A PAT IV TO A PAT III AT A  
AYES: 5 NAYS: 0 BI WEEKLY SALARY OF((((((((((. )  
MOTION CARRIED

**IN THE MATTER OF TAX DISTRIBUTION FOR 2003:**

Kosciusko County Auditor Sue Ann Mitchell noted the tax dollars collected for 2003 should be distributed in total by the end of January. Those taxpayers paying into Whitko School Corporation will have a tax due date of January 19<sup>th</sup>. It is hoped the 2003 distribution in total can take place by January 30<sup>th</sup>.

**IN THE MATTER OF CONVENTION AND VISITOR'S BUREAU COMMISSION:**

President Jones asked for a report on the CVB Commission from Council member Teghtmeyer. Teghtmeyer reported the Commission had their organizational meeting this week with County Attorney Mike Miner to review their duties. A budget request was made by the Commission previously, but that was tabled by the Council. Teghtmeyer noted they need to have some money to afford themselves attorney fees and other expenditures. He noted the meetings are taking place at the Courthouse in a public place on a monthly basis.  
MOTION: LARRY TEGHTMEYER TO: APPROVE THE APPROPRIATION OF \$4,000 FOR THE  
SECOND: JOHN KINSEY CVB COMMISSION FOR ATTORNEY FEES AND  
AYES: 5 NAYS: 0 OTHER OPERATIONAL EXPENSES.  
MOTION CARRIED

**IN THE MATTER OF CONVENTION AND VISITOR'S BUREAU ORDINANCE AMENDMENT:**

Council member Teghtmeyer noted that some of the language included in Ordinance 01-001 is confusing and is no longer applicable. He noted the ordinance needed to be rewritten to more closely represent what the Council wanted the relationship to be with the Commission and the CVB, Inc. He requested portions of the ordinance be rescinded with a new ordinance being written in detail at a later time. Teghtmeyer apologized for the bringing the issue up with little prior consideration by the Council, but he noted the Commission will meet before the Council meets next month and he does not want to tie the hands of the Commission. He noted the language included in the Ordinance is contrary to the current expectations and wishes of the Council.  
MOTION: LARRY TEGHTMEYER TO: APPROVE THE RESCINDING OF A PORTION OF  
SECOND: JOHN KINSEY ORDINANCE 01-001 WITH IT BEING REWRITTEN AS  
AYES: 5 NAYS: 0 FOLLOWS:  
MOTION CARRIED

**ORDINANCE NO 04-01-001**

AN ORDINANCE AMENDING PREVIOUSLY ESTABLISHED  
LOCAL COLLECTION OF INNKEEPER'S TAX IN  
KOSCIUSKO COUNTY

**WHEREAS**, the Kosciusko County Council, hereinafter referred to as "Council", has adopted the local collection of Innkeeper's Tax pursuant to IC 6-9-19-3 (d) in Ordinance No 94-2 and;

**WHEREAS**, such Innkeeper's Tax is currently in effect in Kosciusko County and being collected by the Kosciusko County Treasurer and;

**WHEREAS**, the Kosciusko County Convention, Recreation and Visitor's Commission herein referred to as "Commission" has been created by the Kosciusko County Commissioners in accordance with IC 6-9-18-5 (a) to promote conventions, visitors, and tourism in Kosciusko County, and;

**WHEREAS**, funds from the Innkeeper's Tax authorized by IC 6-9-18-3 are to be used exclusively to fund the purposes of the "Commission", and;

**WHEREAS**, the actual amounts collected under that tax are unpredictable in nature;  
**THEREFORE, BE IT ORDAINED** by the Kosciusko County Council as follows:

1. The Kosciusko County Council will authorize expenditures of all funds to the "Commission" per IC 6-9-18-6 (b) through the budget process.
2. The "Commission" shall provide on an annual basis to the "Council", as part of the budgeting process, the following:
  - A. A review of the "Commission's" activities for the prior year.
  - B. Year to date expenditures for the current year budget.
  - C. Budget request for the upcoming year on county prescribed forms.
3. The "Council" authorizes the approved expenditure to be paid in four installments. The Auditor in accordance with IC 6-9-18-4 (b) shall issue a warrant directing the County Treasurer to transfer money from the Convention, Visitor, and Tourism Promotion Fund to the

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Kosciusko County Visitor's Commission. Payments will be made in the county claim cycles immediately following April 1, July 1, October 1, and January 1. At each installment date, the money in the fund on that date will be transferred to the "Commission" until the approved budgeted amount is disbursed for the year.

4. Should the funds collected exceed the budgeted amount approved by "Council", the "Commission" may request an additional appropriation in the amount of the excess.
5. Should the funds collected be less than the budgeted amount approved by "Council", the "Commission" understands that only those funds received shall be disbursed. No additional county funding will be used to supplement the budgeted amounts should there be a shortfall.

**IN THE MATTER OF COUNCIL MEMBER ATTENDING CONVENTION AND VISITOR'S BUREAU COMMISSION MEETINGS:**

President Harold Jones thanked Larry Teghtmeyer for his time spent on this issue. He noted he and Brad Tandy had spent considerable time in working on this issue. Council member Teghtmeyer noted he believed it was important for a Council member to continue to attend the CVB Commission meetings at least until re-organization was accomplished. He stated he would not be able to attend the next meeting which will be held on Tuesday, February 3<sup>rd</sup>. He asked if another Council member could attend and help bridge the gap. Council member John Kinsey stated he could attend.

**IN THE MATTER OF INVITATION TO THE COMMISSIONER'S MEETING:**

Commissioner Ron Truex invited the Council to attend the Commissioner's next meeting to be held at 9 AM on January 13<sup>th</sup>.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER

  
JOHN KINSEY

ABSENT \_\_\_\_\_  
CHARLENE KNISPEL

ABSENT \_\_\_\_\_  
BRAD TANDY

  
SUE ANN MITCHELL, AUDITOR

  
LARRY TEGHTMEYER



# KOSCIUSKO COUNTY COUNCIL

## Thursday, February 12, 2004

The Kosciusko County Council met for their regular meeting on Thursday, February 12, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

HAROLD JONES, PRESIDENT	BRAD TANDY
MAURICE BEER	LARRY TEGHTMEYER
JOHN KINSEY	SUE ANN MITCHELL, COUNTY AUDITOR
CHARLENE KNISPSEL	

President Harold Jones called the meeting to order. The pledge was recited and John Kinsey opened the meeting with a prayer.

### IN THE MATTER OF TRANSFER OF FUNDS FOR RECORDERS OFFICE:

County Recorder Lashawn Brumfield submitted a letter requesting to transfer the balance of funds in a deputy position to the part-time position. The purchase of new software for the Recorder's Office has eliminated the need to do their filming in their office. This requires fewer full-time employees.

MOTION:	CHARLENE KNISPSEL	TO: To approve the transfer of funds
SECOND:	LARRY TEGHTMEYER	from 100-11219-000-00 DEPUTY POSITION
AYES:	6	NAYS: 0
		to 100-31001-000-0 PART TIME.
UNANIMOUS		

### IN THE MATTER OF CORONERS REQUEST TO PURCHASE DIGITAL CAMERAS:

Coroner Larry Ladd submitted a letter requesting to use \$1,000.00 from account 100-22049-000-010 Supplies to meet a match for a grant from Kosciusko County Community Foundation for the purchase of four (4) digital cameras. Ladd has also applied for grant money from the County Prosecutor's Office to purchase laptop computers. Remaining funds would be applied back into the Supplies account for future needs. This would require an additional appropriation in the Prosecutor's funds and County General. No motion was made. A decision was tabled until the March meeting when Coroner Larry Ladd could be present to answer questions regarding the grant.

### IN THE MATTER OF ADDING PROCEEDS BACK TO VEHICLES & REPAIRS:

Sheriff Aaron Rovenstine presented a request to add back insurance proceeds to the Sheriff's Department vehicle and repair funds. Checks for \$12,495.00 and \$2,202.50 would be added back to vehicles fund 100-46001-000-019 and \$2,937.45 would be added back to repairs fund 100-35001-000-019.

MOTION:	MARUICE BEER	TO: Approve the add backs to Sheriff's
SECOND:	CHARLENE KNISPSEL	Department funds
AYES:	6	NAYS: 0
		\$12,495.00 to 100-46001-000-019
		\$ 2,202.50 to 100-46001-000-019
UNANIMOUS		\$ 2,937.45 to 100-35001-000-019

### IN THE MATTER OF EXPENDITURES FOR REPLACEMENT VEHICLES:

After approval of the add back to the Sheriff's Department discussion followed regarding replacement vehicles for the Sheriff's department after an accident. Sheriff Rovenstine stated that it would be convenient to have the authority given to the Auditor to issue checks up to a given amount to replace damaged vehicles while they were being repaired. Rovenstine stated that while a department vehicle was in for repair that he purchases reconditioned vehicles for his road officers to use. Mitchell stated that she also agreed that it would be beneficial to the Sheriff's Department and the Auditor's Department for the Auditor to issue the checks. Mitchell stated that the County Commissioners have already set in place that not more than \$25,000.00 can be spent on a vehicle without their prior approval.

MOTION:	BRAD TANDY	TO: Grant authority to the Kosciusko County
SECOND:	JOHN KINSEY	Auditor to add back insurance proceeds for
AYES:	6	NAYS: 0
		replacement vehicles for the Kosciusko County
UNANIMOUS		Sheriff's Department up to \$25,000.000.

### IN THE MATTER OF ADD BACK OF RECEIPTS TO GAS & OIL ACCOUNT:

Sheriff Rovenstine requested that \$1,107.92 be added back into 100-22003-000-019 Gas & Oil fund. This money was received from the Surveyor in payment for gasoline use by the Surveyor's Department.

MOTION:	MAURICE BEER	TO: Approve the add back to Sheriff's
SECOND:	CHARLENE KNISPSEL	Department Gas & Oil fund \$1,107.92
AYES:	6	NAYS: 0
		to 100-22003-000-019
UNANIMOUS		

### IN THE MATTER OF LAW ENFORCEMENT FORFEITURES FUND TRANSFER:

Sheriff Rovenstine presented a letter requesting \$10,000.00 be transferred from monies seized by the Drug Unit into Law Enforcement Forfeitures Capital Outlay 306-40002. Money will be used for vehicle upgrade.



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MOTION: JOHN KINSEY	TO: Transfer \$10,000.00 from forfeitures into
SECOND: BRAD TANDY	Law Enforcement Forfeitures Capital Outlay
AYES: 6 NAYS: 0	306-40002
UNANIMOUS	

IN THE MATTER OF ADDITIONAL APPROPRIATION FOR INFRACTION DEFERRAL:

County Prosecutor Steve Hearn requested an additional appropriation of \$16,300.00 for the Sheriff's Department for vehicle supplies. The money is to be used for installation of cameras and wireless microphones.

MOTION: LARRY TEGHTMEYER	TO: Approve the additional appropriation of
SECOND: BRAD TANDY	\$16,300 to 268-22034-000-000 Vehicle
AYES: 6 NAYS: 0	Supplies Sheriff's Department
UNANIMOUS	

IN THE MATTER OF ADDITIONAL APPROPRIATION PRETRIAL DIVERSION:

County Prosecutor Steve Hearn requested an additional appropriation of \$23,168.72 for the Part-Time Prosecutors position. Auditor Auditor Sue Mitchell stated that currently there is \$71,277.50 in the Pretrial Diversion fund.

MOTION: JOHN KINSEY	TO: Approve the additional appropriation of
SECOND: CHARLENE KNISPEL	\$23,168.72 for 254-10072-000-000 Part-time
AYES: 6 NAYS: 0	Prosecutor
UNANIMOUS	

IN THE MATTER OF ADDITIONAL APPROPRIATION SURVEYOR CORNER PERPETUATION:

Richard Kemper, Kosciusko County Surveyor, presented a request to receive additional appropriation of \$80,000 to install GPS equipment within the county. Kemper states he was originally granted an appropriation of \$60,000 in October and that no funds have yet been spent from this original request. As of the first of the year costs increased for the equipment. Equipment will include the purchase and installation of a base station GPS antenna to be mounted on the roof of the justice building. Auditor Sue Mitchell states that there is currently \$95,918.31 available in the fund.

MOTION: MAURICE BEER	TO: Approve additional appropriation
SECOND: LARRY TEGHTMEYER	Of \$80,000.00 228-44017-000-000
AYES: 6 NAYS: 0	Surveyor's Corner Perpetuation Other
UNANIMOUS	Equipment

IN THE MATTER OF ADDITIONAL APPROPRIATION KOSCIUSKO COUNTY ALCOHOL AND DRUG PROGRAM FEES:

Judge James C. Jarrette presented a request for additional appropriation for \$2,500.00 from the Kosciusko County Alcohol and Drug Program User's Fees. Funds will be utilized for purchasing workbooks for the PRIME program as well as a television, DVD player and television cart. All supplies will be used to conduct the PRIME program classes. Auditor Sue Mitchell states current fund balance is \$34,846.00.

MOTION: LARRY TEGHTMEYER	TO: Approve additional appropriation
SECOND: JOHN KINSEY	of \$2,500.00 for 284-44017-000-000
AYES: 6 NAYS: 0	Alcohol & Drug User Fees Other Equipment
UNANIMOUS	

IN THE MATTER OF SHERIFF'S ANNUAL JAIL REPORT FOR 2003:

C. Aaron Roventstine, Kosciusko County Sheriff, present the 2003 Annual Jail Report. Completion of the jail expansion during 2003 brought count jail bed space to 286. This doesn't include hold cells and two (2) temporary holding tanks.

Total inmate bookings for 2003 were 4005. The top ten are identified as follows:

1. OWI (134 Felony) (183 Per Se) (183 Misd.)
2. FTA (82 Felony) (323 Misd.)
3. Public Intoxication (215 Misd.)
4. Battery (17 Felony) (178 Misd.)
5. Poss. Of Marijuana (35 Felony) (101 Misd.)
6. Check Deception (119 Misd.)
7. Driving While Suspended (86 Misd.)
8. Theft (57 Felony)
9. Resisting/Fleeing Law Enforcement (12 Felony) (32 Misd.)
10. Possession of Narcotic Drugs (28 Felony)

There was one in-custody death of a male inmate in March 2003 which was ruled a natural death by the Kosciusko County Coroner.

There were no escapes or attempted escapes in 2003.



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Programs offered by local treatment services and churches being utilized most consistently by inmates:

- Administration of GED exams through Warsaw High School
- Alcoholics Anonymous (AA) classes
- Parenting/Anger Management classes through Mental Health Association of Kosciusko Co.
- Drug and Alcohol classes through Mental Health Association of Kosciusko Co.
- Bi-weekly Church Services through several local churches
- Female Work Release program

Rovenstine presented a letter from the Indiana Department of Correction that stated Kosciusko County will receive \$49,560.00 of the \$4.1 Million appropriated to the County Misdemeanant Fund for FY 2003-2004. A check in this amount should be sent approximately September 1, 2004.

Rovenstine stated that jail population had increased approximately 11% over last year. Average population is 190-200 prisoners. A rate of \$35.00 per day is being charged to house prisoners from other counties. Discussion followed about how the rate was established. Rovenstine states the charge is based upon the state rate for housing prisoners.

**IN THE MATTER OF INCREASED HOURLY RATE FOR PART-TIME POSTION IN TREASURERS OFFICE:**

Auditor Sue Mitchell presented a request by Kosciusko County Treasurer Stephanie Esenwein to increase the hourly wage of a part-time deputy to \$9.00 per hour. The part-time position is being filled by a prior full-time employee. Mitchell stated the funds were budgeted AT BUDGET TIME due to the fact that the part-time position had been paid at \$9.00 per hour and the person had left the position.

MOTION:	JOHN KINSEY	TO:	Approve the increase of hourly rate
SECOND:	BRAD TANDY		of the part-time deputy in the Treasurer's
AYES:	6	NAYS:	0
			Office to \$9.00 per hour.
UNANIMOUS			

**IN THE MATTER OF FINAL 2003 PROPERTY TAX DISTRIBUTION:**

County Auditor Sue Mitchell states distribution has not been made due to a computer problem that will not allow the funds to balance. She is in the process of trying to distribute \$77 M and have distributed most of this money. The units are being held to find \$1,170.00. The state will not approve the Auditor's Office to go ahead with distribution until it is balanced and the computer company cannot seem to find what the problem is. The Auditor and Deputy Auditor have been working for the past 6 weeks to uncover some of the computer problems but cannot seem to get the issues worked out with the computer company.

**IN THE MATTER OF 2003 COUNTY ANNUAL REPORT:**

Auditor Sue Mitchell presented a copy of the 2003 Annual Report to the Council. Mitchell states that County General is down a little over \$2 M but will receive approximately this amount in distribution.

**IN THE MATTER OF CUMULATIVE FUNDS:**

Auditor Sue Mitchell presented the Council with the Cumulative Fund balances. 2003 actual year end balance were:

Cum Jail \$476,088.10  
Cum Capital Development \$4,425,005.00  
Edit \$ 3,922,643.00

Mitchell states that balances are greater than predicted at budget time. However, there are some spending issues that the county must still address such as voting machines, phone and electric systems in the Court House. Edit monies are sitting at \$2.9 M which is about where the County expected to be. With the Cum monies sitting where they are and if the County continues to build upon these funds each year it would be a possibility to pay the Justice Building off earlier than anticipated and cut interest losses.

**IN THE MATTER OF 2004 CALENDAR FOR TAX BILLING:**

Auditor Sue Mitchell presented a calendar for anticipated tax billing dates. Since figures from Assessors Office were not received by August 2003 the County is behind. Anticipated 2004 tax billing collection date will be around June 15, 2004 if the proposed calendar dates are met. This would mean that distribution would not be until around August 15, 2004. The bottom line is that there will again be a delay in the amount of money that the County will receive and the amount of money being given back to the taxing units.

Discussion followed about what would happen if the calendar dates are not met. Mitchell states that if by the end of July 2004 figures still have not been rolled to the Auditors Office then the Council will need to look at doing a provisional bill just as they did in 2003. Mitchell stated that she hoped this would not happen because this is what caused the delay in the final distribution. Along with this delay there are 1800 appeals waiting to be posted along with a huge number of correction of errors that still need to happen. The bottom line is that if it doesn't happen on the time frame of the calendar a provisional bill will have to be looked at.

Charlene Knispel wanted to know if the Council should send a letter to the taxing units. Mitchell stated that the Auditor's Office had already been talking with taxing units and informed them that distribution would once again be delayed. Mitchell also hoped that she would be able to pull together a meeting with them to discuss what the schedule.

Larry Teghtmeyer questioned why assessed values had not been rolled to the Auditors Office. Mitchell stated that each thing has continued to cause further delays since reassessment in 2003. Mitchell didn't know if applying more staff to the situation would help. Council questioned whether there were county employees able to help without training new employees. Mitchell stated that the Council would be better informed by talking with County Assessor Laurie Renier regarding this issue. It was questioned how long it would take for the county to get back on schedule with tax collection and distribution. Mitchell stated she hoped that within the next year the county would be able to start getting back on target. She also stated the computer company is working on an interface with the Auditor & Assessor Offices which will hopefully help eliminate additional data entry. The Assessor's Office will be able to see the deeds once they are entered by the Auditor's Office and not have to re-enter the deeds.

Council President Harold Jones stated that if there was anything that the Auditor could point out that was needed to help facilitate the process please let the Council know.

**IN THE MATTER OF H.J. UMBAGH REPORT ON PROPOSED REVENUE:**

Auditor Sue Mitchell presented a copy of the Umbaugh report to the Council. Umbaugh did a study on the max levies and what the county would be able to charge. There is only \$4,800.00 that the county will lose in their ability to collect. Mitchell stated that this would not hurt the county at all. The report talks about the various Family and Children Services in different counties and their budgets. Kosciusko County maximum levy before the bill was changed was \$635,000.00 compared to millions budgeted by other counties. Mitchell states that she feels the county should commend Peggy Shively and the group working with her for their efforts and outstanding work. Mitchell has sent a letter to Shively commending their work.

The report shows some preliminary figures on the income that would be generated if the county should adopt a food and beverage tax, local income tax or sales tax.

**IN THE MATTER OF ADDITIONAL EDIT TAX ADOPTION FOR INVENTORY TAX REPLACEMENT:**

Auditor Sue Mitchell states that the Council must make a decision prior to April 1, 2004 about what will be done with the Edit tax. Mitchell gave a copy of the ordinance to the Council and reminded them that it would have to be advertised. Mitchell will advertise for the March meeting. Discussion followed about the maximum amount the tax could be increased. Mitchell stated that the county would set a rate and it would be presented to the state and the state will let the Council know what could be adopted.

**IN THE MATTER OF CVB BUDGET:**

Mitchell stated she had re-advertised the CVB budget. The CVB board has determined that they are not currently ready to approach the Council with a budget until they have a better understanding of what will be expected of them.

MOTION:	LARRY TEGHTMEYER	TO: Table CVB budget approval until
SECOND:	BRAD TANDY	March 2004 meeting.
AYES:	6	NAYS: 0
UNANIMOUS		

**IN THE MATTER OF TRANSFER OF FUNDS FOR CONVENTION AND VISITORS BUREAU:**

Council member Larry Teghtmeyer stated that there is \$29,524.22 that has accumulated over the last two (2) years and needs to be transferred to the CVB Commission to clear the county books. The Council approved releasing the funds, but no appropriation was approved.

MOTION:	LARRY TEGHTMEYER	TO: Transfer accumulated funds to the CVB
SECOND:	BRAD TANDY	Commission for \$29,524.22.
AYES:	6	NAYS: 0
UNANIMOUS		

**IN THE MATTER OF GRANT PROCEDURES:**

Auditor Sue Mitchell requests that she be able to set up a one or two day class for all those county employees involved in grant writing. The class would educate on procedures for submitting grant proposals to the County Council and County Commissioners. Mitchell also stated that she could possibly have a grant writer from Ball State come and teach on how to do the actual grant writing. Mitchell feels that the class is needed because there have been more and more misunderstandings about how grant monies should be administered, who should sign the grants and whether the grant would even be a grant that the county wants to be a part of. Mitchell feels that the Commissioners should be the ones to determine if a grant meets the criteria set by the county. The Council should then be responsible

KOSCIUSKO COUNTY COUNCIL - 2/12/2004

to decide how the monies should be spent. Mitchell believes grants should be approved by both the Commissioners and the Council. Permission is requested to follow through with the class.

John Kinsey asked if Mitchell could have something written up for the next meeting for the Council to approve.

Mitchell stated that the Council had actually adopted a procedure in 2002 and it was just a matter of getting everyone together and informing them of the procedures. A verbal okay was given by the Council.

IN THE MATTER OF MARCH COUNTY COUNCIL MEETING:


Auditor Sue Mitchell stated that due to the fact several County Council members and office holders were not going to be available for the regularly scheduled March meeting and would like to know if the meeting should be rescheduled. It will have to be scheduled at a later date in order to be advertised. The meeting was rescheduled for Wednesday March 17, 2004 at 7:00 pm.

IN THE MATTER OF HIRING FREEZES:

President Harold Jones said that even though the Council does not want to talk about a hiring freeze they would like to start reevaluating whether positions need to be refilled once they are vacated. He would like to discuss this with Ron Robinson County Administrator and the department heads to see if criteria could be established for replacing employees as they leave county employment. Discussion by the council followed and further discussion will be taken up with the County Administrator.

Being no further business to come before the Council, the meeting was adjourned.

KOSCIUSKO COUNTY COUNCIL

  
HAROLD JONES, PRESIDENT


ABSENT  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER

  
JOHN KINSEY

  
CHARLENE KNISPEL

  
BRAD TANDY

  
LARRY TEGTMEYER

ATTEST:

  
SUE ANN MITCHELL, AUDITOR

## KOSCIUSKO COUNTY COUNCIL

### Wednesday March 17, 2004

The Kosciusko County Council met for their rescheduled regular meeting on Wednesday, March 17th at 7 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN	HAROLD JONES	RON ROBINSON,	COUNTY ADMINISTRATOR
MAURICE BEER	JOHN KINSEY	SUE ANN MITCHELL,	COUNTY AUDITOR
CHARLENE KNISPTEL	BRAD TANDY		
LARRY TEGHTMEYER			

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey. Minutes of the February 12, 2004 meeting were approved.

#### **IN THE MATTER OF CONSIDERATION OF INCREASED EDIT RATE:**

President Harold Jones noted the Council was to consider increasing the EDIT rate to off set increases in homestead credit property owner's property tax because of the removal of personal property inventory tax. Jones opened the hearing. Council member Charlene Knispel noted she thought it was best not to increase the EDIT rate and to make up the loss with the tax rate. She felt the county should wait to see what is going to happen at the state level. Council member John Kinsey questioned if the county could wait one year. Jones stated we had had a year of uncertainty from the State Legislature this year. He felt doing nothing might best serve the county. Council member Brad Tandy noted the amount to be raised is small in comparison to the amount being lost. Jones reviewed the options before the Council which included the following:

1. Do nothing.
2. Increase EDIT tax to off set the increase to homestead credit property owners.
3. Reduce spending and perhaps adjust cumulative rates to off set some of the rate increase.

Jones noted that the amount of inventory varies from township to township so the tax impact will be different in each taxing entity. Council member Larry Teghtmeyer felt the state will continue to address the issue. He agreed that waiting made the most sense because the amount that would be raised would be small and would only benefit the property owners that had a homestead credit. Council member Tom Anglin asked if the Council wanted to wait for another year, why was the inventory removal approved. Jones replied that in order to remain competitive with other areas in the state the Council believed it was in the best interest of the county to remove the inventory tax. Jones opened the floor for comments from the audience. Sally McKrill, Clay Township Deputy Assessor, asked if the impact had been considered only for the county rate or if all the various rates that make up tax was considered in the estimated increase of \$.06827. County Auditor Sue Ann Mitchell indicated the estimated rate was calculated based on the average for all townships. Mitchell noted some would increase more, but some would increase less if they had less assessed value attributable to inventory.

MOTION: BRAD TANDY TO: NOT INCREASE EDIT TAX TO OFFSET THE LOSS OF

SECOND: CHARLENE KNISPTEL INVENTORY TAX REVENUE

AYES: 7 NAYS: 0

MOTION CARRIED

County Auditor Sue Ann Mitchell clarified that even though the inventory assessment will be removed, the taxpayers must still report the inventory so the assessed value can be tracked. Failure to file the personal property should result in penalties to the taxpayer for failing to report.

#### **IN THE MATTER OF CORONER TRANSFER OF FUNDS:**

County Coroner Larry Ladd appeared before the Council to request the transfer of \$1,000 from 100-22049-000-010 Other Supplies to the matching grant. The transfer of \$1,000 will be added to the grant amount of \$1,000. The grant will be used to purchase four cameras at a cost of \$500 for the Coroner's Office use. Ladd stated the Coroner's Office has also applied for a grant from the Prosecutor's Office for laptops. Moving this \$1,000 would leave \$1,000 in the Other Supplies account.

MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER OF \$1,000 AS REQUESTED.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF REQUEST FOR ADDITIONAL APPROPRIATION FOR INFRACTION DEFERRAL PROGRAM:**

Prosecutor Steve Hearn presented a request for an additional appropriation for Infraction Deferral Funds for the Winona Lake Police Department for in car videos in the amount of \$ 3,560. This is part of an ongoing program facilitated by the Prosecutor to use local money for local purposes. This program is available to all police departments in the county. Hearn noted the in car cameras should help both the Prosecutor's Office and the defendants. Hearn noted the money is already in the fund. Auditor Mitchell clarified that this not county general funds but are fees collected through court costs.

MOTION: TOM ANGLIN TO: APPROVE THE ADDITIONAL APPROPRIATION FOR  
SECOND: LARRY TEGHTMEYER WINONA LAKE POLICE DEPARTMENT IN THE AMOUNT OF  
AYES: 7 NAYS: 0 \$ 3,560.  
MOTION CARRIED

**IN THE MATTER OF PROSECUTOR'S REQUEST FOR AN ADDITIONAL APPROPRIATION FOR ADDITIONAL IV D POSITION:**

Prosecutor Steve Hearn noted the IV D Child Support Program has been a very difficult situation. He noted the county received in excess of \$ 90,000 for incentive money which must be used to increase the program. He noted that when people express a need for help, they need it now. This is difficult when the backlog is so great. Hearn indicated that 66 2/3% of the funds expended for Title IV D are reimbursed to the county. Because the request was received after the time to advertise for additional appropriations, the appropriation could not be approved. Auditor Mitchell clarified that the money is to come from County General for the new position.

MOTION: CHARLENE KNISPEL TO: APPROVE THE ADDITIONAL CASEWORKER POSITION  
SECOND: BRAD TANDY FOR TITLE IV D WITH THE ADDITIONAL APPROPRIATION  
AYES: 7 NAYS: 0 FUNDING TO BE ADDRESSED AT THE APRIL MEETING.  
MOTION CARRIED

**IN THE MATTER OF INNKEEPERS TAX ORDINANCE AND CVB COMMISSION BUDGET:**

President Harold Jones noted the revised ordinance was presented to clarify the process for disbursement of funds to the CVB Commission. Council member Teghtmeyer requested the code site including recreation be added to the ordinance. Council member Tandy agreed that recreation needs to be added. Teghtmeyer also noted the change to the ordinance will provide monthly funding to the CVB Commission. He further noted that a new budget needs to be submitted by the Commission for approval.

MOTION: LARRY TEGHTMEYER TO: REPLACE THE PREVIOUS INNKEEPERS TAX  
SECOND: BRAD TANDY ORDINANCE WITH THE PROPOSED NEW ORDINANCE  
AYES: 7 NAYS: 0 AND TABLE THE ADDITIONAL APPROPRIATION FOR  
MOTION CARRIED CVB UNTIL SUCH TIME AS A NEW BUDGET IS  
PRESENTED BY THE CVB COMMISSION.

**ORDINANCE NO 04-03-17 INN**

**AN ORDINANCE AMENDING PREVIOUSLY ESTABLISHED  
LOCAL COLLECTION OF INNKEEPER'S TAX IN  
KOSCIUSKO COUNTY**

**WHEREAS**, the Kosciusko County Council, hereinafter referred to as "Council", has adopted the local collection of Innkeeper's Tax pursuant to IC 6-9-19-3 (d) in Ordinance No 94-2 and;

**WHEREAS**, such Innkeeper's Tax is currently in effect in Kosciusko County and being collected by the Kosciusko County Treasurer and;

**WHEREAS**, the Kosciusko County Convention, Recreation and Visitor's Commission herein referred to as "Commission" has been created by the Kosciusko County Commissioners in accordance with IC 6-9-18-5 (a) and IC 6-9-18-4(c) to promote conventions, visitors, and tourism in Kosciusko County with expenditures including, but not limited to, expenditures for advertising, promotional activities, trade shows, special events, and recreation and;; and;

**WHEREAS**, funds from the Innkeeper's Tax authorized by IC 6-9-18-3 are to be used exclusively to fund the purposes of the "Commission", and;

**WHEREAS**, the actual amounts collected under that tax are unpredictable in nature;  
**THEREFORE, BE IT ORDAINED** by the Kosciusko County Council as follows:

Section 1. Pursuant to IC 6-9-18-3 (d) the Kosciusko County Council does hereby ordain that the Kosciusko County Innkeeper's Tax shall be reported on forms approved by the Kosciusko County Treasurer and that said tax shall be paid by those subject to it on a monthly basis to

KOSCIUSKO COUNTY COUNCIL 3/17/2004

the Kosciusko County Treasurer. The Inkeeper's tax shall be paid to the Kosciusko County Treasurer not more than 20 days after the end of the month in which the Inkeeper's Tax is collected.

Section 2. The Treasurer of Kosciusko County is hereby authorized to prepare the necessary documents and establish appropriate procedures for implementation of local collection of Kosciusko County Inkeeper's Tax.

Section 3. The Kosciusko Council will authorize expenditures of all funds to the "Commission" per IC 6-9-18-6-(b) through the budget process. No funds shall be expended without an appropriation.

Section 4. The "Commission" shall provide on an annual basis to the "Council", as part of the budgeting process, the following:

- A. A review of the "Commission's" activities for the prior year.
- B. Year to date expenditures for the current year budget.
- C. Budget request for the upcoming year on county prescribed forms.

Section 5. The "Council" authorizes the approved expenditure to be paid in monthly installments. The Auditor in accordance with IC 6-9-18-4 (b) shall issue a warrant directing the County Treasurer to transfer money from the Convention, Visitor, and Tourism Promotion Fund to the Kosciusko County Convention, Recreation and Visitor Commission on the last day of each month.

Section 6. Should the funds collected exceed the budgeted amount approved by "Council", the "Commission" may request an additional appropriation in the amount of the excess.

Section 7. Should the funds receipted and transferred by less than the budgeted amount approved by "Council", the "Commission" understands that only those funds received shall be disbursed. No additional county funding will be used to supplement the budgeted amounts should be there be a shortfall.

IN THE MATTER OF SOLID WASTE RECEIVING COIT DISTRIBUTIONS FOR 2005:

President Harold Jones presented the annual approval of the "no COIT" resolution for Kosciusko County Solid Waste. This must be approved each year to establish that the Solid Waste District will not receive COIT funds. County Auditor Sue Ann Mitchell noted that to allow the Solid Waste District funds would take away from every other unit that now receives COIT.

MOTION: TOM ANGLIN TO: CONTINUE AS DONE IN THE PASE TO DENY THE

SECOND: JOHN KINSEY SOLID WASTE DISTRICT RECEIVING COIT

AYES: 7 NAYS: 0 DISTRIBUTIONS IN 2005.

MOTION CARRIED

IN THE MATTER OF CONFLICT OF INTEREST FORM FOR REBEKAH LEHMAN:

The Council received a conflict of interest form from Rebekah Lehman, appointee to the Nappanee Public Library. She is employed by the law firm of Kindig & Sloat that represents the Nappanee Public Library.

MOTION: BRAD TANDY TO: APPROVE THE CONFLICT OF INTEREST FORM AS

SECOND: MAURICE BEER PRESENTED.

AYES: 7 NAYS: 0

MOTION CARRIED

IN THE MATTER OF DECLARATORY RESOLUTION FOR ABATEMENT HEARINGAPPROVAL:

Regan Ford representing Symmetry Medical, USA. He noted they are a fast growing company that has recently merged with a UK company. He requested the Council consider the Declaratory Resolution which declares the area of Symmetry as an Economic Revitalization Area. The company does orthopedic design and development. They are asking for a five year abatement for research and development equipment at this time. They are a division of Othy. Council member John Kinsey noted Othy had been a very good employer in the county. The Council will hold a public hearing next month to determine if the abatement will be allowed. This step does not obligate the county at this time. This action is to set the hearing. Council member

Teghtmeyer noted there were to be 34 new employees added. The business is located on Boeing Drive in Plain Township. Council member Teghtmeyer felt this met the criteria for abatement. *Shefer*

MOTION: LARRY TEGHTMEYER TO: APPROVE THE DECLARATORY RESOLUTION

SECOND: BRAD TANDY FOR ESTABLISHING THE AREA FOR TAX ABATEMENT

AYES: 6 NAYS: 1(TOM ANGLIN) PURPOSES.

MOTION CARRIED



**IN THE MATTER OF APPROVAL OF TWO "COMPLIANCE WITH STATEMENT OF BENEFITS" (FORM CF1) FOR WABASH VALLEY ABATEMENT:**

Kosciusko County Auditor Sue Ann Mitchell presented the CF 1 form for Wabash Valley Manufacturing. Mitchell stated the business is in compliance with what she stated they would do in their original applications for abatement. It was noted there are two abatements in place at this time. One began in 1996 and one began in 1998.

MOTION: BRAD TANDY TO: APPROVE THE ABATEMENT INFORMATION PRESENTED  
SECOND: JOHN KINSEY BY WABASH VALLEY  
AYES: 6 NAYS: 0 (TOM ANGLIN)  
MOTION CARRIED

**IN THE MATTER OF COUNTY AUDITOR'S REQUEST TO FILL TWO OPEN POSITIONS IN THE AUDITOR'S OFFICE:**

Kosciusko County Auditor Sue Ann Mitchell presented a letter requesting permission to fill two open positions in the Auditor's Office. She noted she has been holding monthly meetings with the Township Assessors, County Assessor, County Treasurer and her office staff to open the lines of communication. Mitchell noted the receipt of assessed values for 14 of the 17 townships all in one day which indicated the County Assessor does not understand the serious problems caused by the delays in the receipt of assessed values. She noted the need to fill the two positions to expedite the posting of exemptions since township assessed values were not provided on a timely basis. She indicated the Auditor's Office will be concentrating on posting exemptions and establishing assessed values for certification to the Department of Local Government Finance by April 15<sup>th</sup>. Mitchell distributed a proposed tax billing schedule indicating that tax spring tax bills for the county will again be delayed. She noted the appeals total nearly 2000 and that she has received a four foot stack of reassessment corrections of error. She noted that these will cost the county 4% interest. The appropriations are in place for the funding of both these positions. President Jones indicated his support for the request to help expedite the tax billing process.

MOTION: MAURICE BEER TO: APPROVE THE FILLING OF BOTH POSITIONS IN THE  
SECOND: CHARLENE KNISPEN AUDITOR'S OFFICE.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF 2005 BUDGET PREPARATION:**

President Harold Jones indicated the Council made a commitment tonight not to increase the EDIT tax to offset property tax increases. Previously conversations have been held concerning the reduction of funds. He noted there are several funds that are controlled by other people within the county. Jones stated he felt the Council should approach others to see if some funds can be reduced to offset the anticipated increases. Jones felt this should be addressed in the next few months in advance of the 2005 budget process.

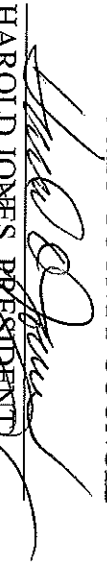
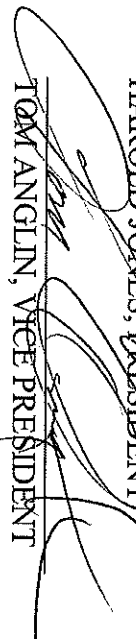
**IN THE MATTER OF COUNTY ASSESSOR REPORT:**




County Assessor Laurie Renier presented information that ten of the 14 township provided the County Auditor were balanced by her and her Chief Deputy on Saturday. She noted that here have not been interfaced but she is working on them. She stated all the assessors would work hard to provide the assessed values for 2005 to the County Auditor by July 1, 2004. President Harold Jones noted he had talked with Laurie the day before the meeting and indicated the Reassessment Fund would be one of the funds the Council will be looking at to offset some of the increases in property tax. Renier distributed information concerning the mobile homes in the county. She noted the process for appeals was that they were filed in her office, then sent to the township assessors for a preliminary hearing. They are then returned to the County Assessor's Office for notification to the taxpayers. If the appeal can not be resolved by the township assessor and the taxpayer then they come before the Property Tax Assessment Board of Appeals. She stated that hearings were being held each Monday for appeals. She noted there are less than 100 appeals outstanding. She noted the appeals previously were not received by the County Assessor. She noted the non profits have also been given to the County Assessor for processing. Council member Teghtmeyer asked if there is anything the Council can do to move the process along. He stated he understood they were working with some difficult situations with the delays of last year. He noted the increased cost of mailing two tax bills plus the disruption to the taxpayer. He asked if there was a need to meet with the assessors to help the understanding of the importance of getting back on schedule. Renier indicated the Council was welcome to come into her office and she would further explain the process. Teghtmeyer noted that if it required moving people around to accomplish the process. Renier stated the Council had her word she would try to get back on track.


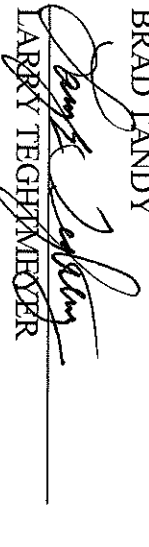


Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT  
  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER  
  
JOHN KINSEY  
  
CHARLENE KNISPEL

ATTEST: ABSENT  
BRAD TANDY  
  
SUE ANN MITCHELL, AUDITOR  
  
LARRY TEGHTMEYER

Following the meeting it was determined to move the next meeting from April 8<sup>th</sup> to April 15<sup>th</sup> because of Spring Break.

**KOSCIUSKO COUNTY COUNCIL  
THURSDAY, APRIL 15, 2004**

The Kosciusko County Council met for their regular meeting on Thursday, April 15, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

HAROLD JONES, PRESIDENT  
MAURICE BEER  
JOHN KINSEY  
CHARLENE KNISPEL  
LARRY TEGHTMEYER  
SUE ANN MITCHELL, COUNTY AUDITOR

President Harold Jones called the meeting to order. The pledge was recited and John Kinsey opened the meeting with a prayer.

**IN THE MATTER OF TRANSFER OF FUNDS FOR TIPECANOE TOWNSHIP ASSESSOR'S OFFICE:**

Tippecanoe Township Assessor Dorothy Biesmeyer submitted a letter requesting a transfer \$20,487.00 from her full time position 100-10235-000-035 to her part-time position 100-11301-000-035 and \$1,500.00 to her overtime account 100-11401-000-035.

MOTION:	LARRY TEGHTMEYER	TO: To approve the transfer of \$21987
SECOND:	MAURICE BEER	FROM 100-10235-000-035 DEPUTY
AYES:	5	NAYS: 0
UNANIMOUS		TO 100-11301-000-035 \$20487 PART-TIME & TO 100-11401-000-035 \$1500 OVERTIME

**IN THE MATTER OF TRANSFER OF FUNDS FOR KOSCIUSKO COUNTY AUDITOR'S OFFICE:**

Sue Ann Mitchell, Kosciusko County Auditor, presented a letter requesting a transfer of \$3000 from Book Binding 100-35002-000-005 to account 100-11401-000-005 Overtime. This transfer will allow payment of some overtime rather than having to allow compensatory time off for the amount of hours being accumulated while appeals, corrections of errors and exemption postings are being done. Mitchell also presented a letter requesting a transfer of funds from two Counter Deputy positions to the GIS Coordinator position to cover the increase in salary approved at the January Council meeting. \$5589.46 to be transferred from 100-11059-000-005 Counter Deputy and \$1065.48 from 100-11059-000-005 Counter Deputy to GIS Coordinator account 100-11161-000-05.

MOTION: JOHN KINSEY  
 SECOND: CHARLENE KNISPEN  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: To approve the transfer of  
 \$3000 FROM 100-35002-000-005 BOOK BINDING  
 TO 100-11401-000-005 OVERTIME &  
 \$5589.46 FROM 100-11064-000-005 COUNTER  
 DEPUTY AND \$1065.48 100-11059-000-005  
 COUNTER DEPUTY TO  
 100-11161-000-005 GIS COORDINATOR

**IN THE MATTER OF TRANSFER OF FUNDS FOR 911 EMERGENCY TELEPHONE SYSTEM:**

Sue Ann Mitchell, Kosciusko County Auditor, present a request to transfer \$1407.22 from Dispatcher 713-10125-000-000 to Warsaw Contract 713-31035-000-000. This is the balance of the salary that was appropriated to insure the county could make the dispatcher's salaries uniform. The Warsaw contract for dispatching was higher than budgeted and additional funds were needed.

MOTION: LARRY TEGHTMEYER  
 SECOND: JOHN KINSEY  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: To approve the transfer of \$1,407.22  
 FROM 713-10125-000-000 DISPATCHER  
 TO: 713-31035-000-000 WARSAW CONTRACT

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR TITLE IV-D CASE WORKER:**

Steve Hearn, Prosecuting Attorney, submitted a letter requesting an additional appropriation of \$19,233 100-11220-000-022 Case Worker. The position is for a Title IV-D Caseworker for the Prosecutor's Office. The additional position was tentatively approved at the March Council meeting. The county will receive monies to off set 66% of the cost of the total compensation and benefit package for the position.

MOTION: JOHN KINSEY  
 SECOND: MAURICE BEER  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: Approve the additional appropriation of  
 \$19,233.00 for 100-11220-000-022 Case  
 Worker.

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR INFRACTION DEFERRAL:**

Chief Deputy Prosecuting Attorney, Daniel Hampton, submitted a letter requesting an additional appropriation of \$2,180.00 for 268-22034-000-000 Vehicle Supplies. The additional monies will be used for the purchase of video equipment for the North Webster Police Department from the Infraction Deferral Fund.

MOTION: CHARLENE KNISPEN  
 SECOND: LARRY TEGHTMEYER  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: Approve the additional appropriation of  
 \$2,180 for 268-22034-000-000 Vehicle  
 Supplies.

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR PRETRIAL DIVERSION:**

Steve Hearn, Prosecuting Attorney, submitted a letter requesting an additional appropriation of \$3,216 FOR 254-00000-000-000 Grant Match. The grant requires a cash match of \$3,216. The excess of the grant approved at \$3400 must be returned because the grant request exceeded the salary paid for the position per the adopted salary grid.

MOTION: LARRY TEGHTMEYER  
 SECOND: JOHN KINSEY  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: Approve the additional appropriation of  
 \$3,216 for 254-00000-000-000 Grant  
 Match.

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR SHERIFF'S DEPARTMENT MILEAGE:**

Sheriff Aaron Rovenstine presented a letter requesting an additional appropriation of \$11,000 for 100-32003-000-019 Mileage/Fuel/Travel. Sue Ann Mitchell, County Auditor, stated that the original request at budget time for this account was \$15000. Rovenstine agreed at that time to reduce this fund by \$4,000 as part of the plan to retain the two Homeland Security officers. In error the appropriation was reduced TO \$4,000 and not BY \$4000.

MOTION: JOHN KINSEY  
 SECOND: MAURICE BEER  
 AYES: 5 NAYS: 0  
 UNANIMOUS

TO: Approve the additional appropriation of  
 \$11000 TO 100-32003-000-019  
 MILEAGE/FUEL/TRAVEL.

**IN THE MATTER OF PURDUE EXTENSION OFFICE QUARTERLY REPORT:**

Joan Younce appeared before the Council and presented the Quarterly Report. Younce stated that there were approximately 1200 in attendance at this year's Ag Day. The office is conducting Master Gardener's classes. The class is a 36 hour class and instruction is being shared with Marshall County. The office now has it's on-sight equipment in place. The equipment allows employees to attend meeting via tele-conference. Younce invited the Council to visit the office and view the equipment. Also given to the Council was a copy of the 2003 Annual report.

**IN THE MATTER OF CVB FUNDING REQUEST:**

Deb Wiggins, President of CVB appeared before the Council requesting \$5000 additional funding for administrative fees and \$25,000 for local grants. Councilman Larry Teghtmeyer stated that he attended the last meeting of the CVB and was confident that all requests presented before the CVB were being carefully reviewed prior to grants being given. Teghtmeyer suggested increasing the funding request so that less frequent appearances could be made before the Council. Wiggins stated that they currently have about \$35,000 in grant requests scheduled to be reviewed. Teghtmeyer suggested an increase in funding for administrative costs to \$10,000 and funding for grants to \$50,000. Wiggins amended her request.

MOTION: LARRY TEGHTMEYER  
SECOND: JOHN KINSEY  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve the request of the CVB for \$10,000 administrative costs and \$50,000 local grants.

**IN THE MATTER OF ABATEMENT HEARING FOR SYMMETRY MEDICAL, INC.:**

Regan Ford representing Symmetry Medical, Inc. appeared before the Council for a determination of abatement approval or denial. Symmetry Medical, Inc. requested abatement for Research & Development equipment with a value of \$500,000. Ford presented a Statement of Benefits to the Council. The traditional abatement period is for 5 years. The Council can resend at any time. There are no environmental concerns. Symmetry is expecting to create 34 new jobs with an expected salary of \$2,000,000.00. The meeting was opened for public comment. There were no comments from the public and the meeting was closed to the public.

MOTION: LARRY TEGHTMEYER  
SECOND: JOHN KINSEY  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve the Symmetry Medical, Inc. abatement request for research and development equipment for \$500,000 for 5 years.

**IN THE MATTER OF CERTIFYING COIT/EDIT RATES TO THE STATE DEPARTMENT OF REVENUE:**

Sue Ann Mitchell, County Auditor, presented the state form which needs to be signed for the COIT/EDIT rates. Proposed rates would remain the same as current. Current COIT .007 and current EDIT .003. Approximate 2004 EDIT collection to be \$3,993,990 with the county share being \$2.1M. Approximate 2004 COIT collection to be \$8,915,284 with the county share being \$3.2M.

MOTION: JOHN KINSEY  
SECOND: MAURICE BEER  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve COIT/EDIT rates and sign form to be submitted to state. COIT to be .007 and EDIT to be .003.

**IN THE MATTER OF SALARY ORDINANCE CHANGE FOR TITLE IV-D CASEWORKER:**

Sue Ann Mitchell, County Auditor, presented a request for a salary ordinance change for Title IV-D Caseworker to be paid in accordance with the salary grid. Funding approved in previous additional appropriation done tonight.

MOTION: JOHN KINSEY  
SECOND: MAURICE BEER  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve salary ordinance change for Title IV-D Caseworker.

**IN THE MATTER OF SALARY ORDINANCE CHANGE FOR PART-TIME PROSECUTOR:**

Sue Ann Mitchell, County Auditor, presented a request for a salary ordinance change for Part-time Prosecutor position wage changed from daily rate of \$227.26 to bi-weekly part-time rate for 2.5 days per week, 5 days bi-weekly for a bi-weekly salary of \$1136.30. The rate of pay is the same but spells out the definition of employment more clearly.

MOTION: JOHN KINSEY  
SECOND: LARRY TEGHTMEYER  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve salary ordinance change for Part-time Prosecutor from daily rate to bi-weekly salary as presented.

**IN THE MATTER OF SALARY ORDINANCE CHANGE FOR ASSISTANT ENGINEER:**

Sue Ann Mitchell, County Auditor, presented a request for a salary ordinance change to reclassify the Assistant Engineer position to Drainage Foreman to more closely reflect duties. Change from a bi-weekly salary to hourly salary because of change in job classification. This reduces the salary. This position was held by a long tenure employee who has retired. Also, reclassify GIS/Draftsman to Drainage Supervisor to more closely reflect duties.

MOTION: MAURICE BEER  
SECOND: JOHN KINSEY  
AYES: 5 NAYS: 0  
UNANIMOUS

TO: Approve salary ordinance change for Assistant Engineer to Drainage Foreman and GIS/Draftsman to Drainage Supervisor as presented.

**IN THE MATTER OF SALARY ORDINANCE CHANGE FOR PART-TIME SECRETARY AND PART-TIME PROBATION OFFICER:**

Sue Ann Mitchell, County Auditor, presented a request for a salary ordinance change to correct an omission in the 2004 Salary Ordinance. This wage is the same wage as allowed for in 2003 but was simply missed in the 2004 ordinance. The money is budgeted.

MOTION:	LARRY TEGHTMEYER	TO: Approve salary ordinance change for
SECOND:	JOHN KINSEY	Part-time Secretary and Part-time Probation
AYES:	5	officer as presented.
NAYS:	0	
UNANIMOUS		

**IN THE MATTER OF SALARY ORDINANCE CHANGE FOR DISPATCHERS:**

Sue Ann Mitchell, County Auditor, presented a request for a salary ordinance change to reflect actual wages to be paid plus chief Dispatcher wage as previously approved by Council.

MOTION:	JOHN KINSEY	TO: Approve salary ordinance change to reflect
SECOND:	LARRY TEGHTMEYER	actual wages paid dispatchers plus Chief
AYES:	5	Dispatcher wage.
NAYS:	0	
UNANIMOUS		

**IN THE MATTER OF TAX SALE NEW RELEASE:**

Sue Ann Mitchell, County Auditor, presented copy of a new release regarding Tax Sale. Mitchell stated that since there had been recent letters to the editor regarding a particular tax sale property and the questions that had risen because of the property being sold, it would be beneficial to the County and the public to clarify the procedure for a property being placed for tax sale. The article addresses the public's most frequently asked questions related to the tax sale.

**IN THE MATTER OF CERTIFIED ASSESSED VALUES FOR 2003 PAY 2004:**

Sue Ann Mitchell, County Auditor, presented information to the Council regarding Certified Assessed Values. Certified Assessed Values will be in the mail by Friday or Monday in keeping the schedule as presented at last months council meeting. Values appear to be down over 2002 pay 2003 because of the loss of out of state inventory.

**IN THE MATTER OF NEWS RELEASE REGARDING TAX BILLS:**

Sue Ann Mitchell, County Auditor, presented a copy of the news release that was given to local papers regarding tax bills.

**NEWS RELEASE: Kosciusko County Late Tax Bills**

Tax bills in Kosciusko County will be delayed for 2004. Property tax bills in Kosciusko County will not be due on May 10<sup>th</sup>, the traditional due date for property tax in the State of Indiana. The schedule for property-tax billing has been delayed in 2004 in part because of the delay in the 2003 tax billing. The Kosciusko county Auditor received assessed values for 2003 payable in 2004 from the County Assessor between March 17-22 of 2004. The Auditor's Office posted exemptions, verified duplicate homestead credits and established TIF information before forwarding the certified assessed values to the Department of Local government Finance. These figures must be submitted to the DLGF for tax rates to be set. Sue Ann Mitchell, Kosciusko County Auditor, is hopeful that tax rates will be set some time in June. She anticipates that Kosciusko county will have a July tax collection date.

Mitchell's best guess for the date to have tax distribution to local taxing entities is sometime in August if there are no surprise delays in the process. Taxing entities will not know their actual approved 2004 budgets until the final rates are received from the DLGF. Fall tax bills should be back on tract with a November 10<sup>th</sup> due date as in prior years.

Assessed values for 2004 payable 2005 are due in the County Auditor's Office from the County Assessor on July 1<sup>st</sup>. Taxing entities must use these certified assessed values to prepare their budget for 2005. The county is hopeful that following these past two years of delay in property-tax bills that the 2005 bills can be issued timely.

**IN THE MATTER OF 1782 NOTICE FOR 2003 PAY 2004 BUDGET APPROVAL:**

Sue Ann Mitchell, County Auditor, stated there may be the need for a special meeting to approve the tax rates if they are received quickly. The 1782 Notice must be approved by the Council before final rates are adopted. This will be the time the Council may want to look at Cumulative Funds to determine where the rates should be set. The next scheduled meeting date is May 13<sup>th</sup>. If the 1782 notice is received prior to the next meeting an extra meeting may be called for.

**IN THE MATTER OF BELL MEMORIAL LIBRARY CUM CAP PROJECTS:**

Sue Ann Mitchell, County Auditor, presented information that a meeting will need to be scheduled in order for Bell Memorial Library to complete their Cum Cap Projects. The paperwork is date sensitive and a meeting will need to take place the first part of the week. Discussion followed and date of May 6<sup>th</sup> at 7pm was selected. Advertisement will be done. At that time the Council may also be able to address the issue of the adoption of the final tax rates.

**IN THE MATTER OF COUNTY GENERAL FINANCIAL STATUS:**

Sue Ann Mitchell, County Auditor, presented the following information:

- Current County General Fund balance is \$3.9M
- Payroll out is approximately \$260,000 bi-weekly
- COIT received is \$266,000 once a month
- Many appeals yet to be paid out (Now that the work on Certified Assessed Values is complete, appeals will again become a priority.)
- Anticipated tax collections is \$5.5M

ALL THE FOLLOWING RATES ARE 02 PAY 03 SINCE 03 PAY 04 HAVE NET BEEN SET

- EDIT fund balance is \$2.9M with \$2.1M to be collected yearly bond payment is \$1.9M
- CCD fund balance is \$4.5M with \$795,000 to be collected yearly rate is .0168
- Reassessment balance is \$2M with \$370,000 to be collected yearly rate is .0078
- CUM Bridge balance is \$3.4M with \$544,000 to be collected yearly rate is .0115
- CUM Jail balance is \$341,000 with \$156,314 to be collected yearly rate is .0033

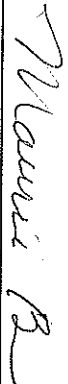
Discussion followed regarding when to address the CUM funds. Workshop vs Regular meeting was discussed. Council members will contact respective departments involved with the CUM funds for input on possible future use of the fund balances. A meeting will be held prior to budget time. The date will be determined later.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

ABSENT  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER

  
JOAN KINSEY

  
CHARLENE KNISPEL

ATTEST:

  
ABSENT  
BRAD TANDY

  
SUE ANN MITCHELL, AUDITOR

  
LARRY TEGHTMEYER

## KOSCIUSKO COUNTY COUNCIL

Thursday, May 6, 2004

The Kosciusko County Council met for a special meeting to accommodate a hearing for the Bell Memorial Public Library Capital Projects hearing on Thursday, May 6<sup>th</sup> at 7 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN	HAROLD JONES
MAURICE BEER	JOHN KINSEY
CHARLENE KNISPSEL	SUE ANN MITCHELL, COUNTY AUDITOR
LARRY TEGHTMEYER	

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

### **IN THE MATTER OF PRIMARY ELECTION CONGRATULATIONS:**

President Harold Jones recognized the election winners for the County Council. He congratulated Tom Anglin, Larry Teghtmeyer, and Bob Sanders as the Republican party nominees for the County Council positions. It was noted that current Council member, Maurice Beer did not seek re-election.

### **IN THE MATTER OF BELL MEMORIAL LIBRARY CAPITAL PROJECTS HEARING:**

President Jones opened the Bell Memorial Library Capital Projects hearing. Lorna Klein representing the Bell Memorial Library, presented information concerning the Mentone library Capital Projects tax approval. Klein stated the Bell Memorial Library Board met on March 29, 2004 to hold their hearing on the adoption of the Capital Projects Rate at \$.0133. She noted there were no remonstrators at the meeting. She outlined several items that are planned expenditures from the fund. She further noted she received their 1782 notice for the 2004 budget. Even though they have moved to their new facility, their budget is \$42,000 less than in 2003. There are still some issues with finishing the facilities. Klein stated the Fire Marshall stated the facility. The room had to be usable which included dry wall, electricity and lighting. There will be no charges for the use of the facility because it is provided by grant. She noted they did a needs assessment to determine hours the facility should be open. She stated the Capital Projects Fund has helped offset the loss in revenue. Council Member John Kinsey indicated he had been down there and the facility was very nice. The floor was opened for those wishing to remonstrate against the proposed Capital Projects Rate. There were no remonstrators. Klein was questioned as to whether the old facility would be sold. She stated the library was doing the proper procedures to dispose of property purchased with tax dollars.

MOTION: TOM ANGLIN

TO: APPROVE THE BELL MEMORIAL LIBRARY CAPITAL

SECOND: JOHN KINSEY

PROJECTS REQUEST AS PRESENTED AT THE RATE OF

AYES: 6 NAYS: 0

\$ .0133.

MOTION CARRIED

### **IN THE MATTER OF 2003 PAY 2004 CERTIFIED ASSESSED VALUES AND TAX RATES:**

Kosciusko County Auditor Sue Ann Mitchell indicated the Auditor's Office certified assessed values by April 19, 2004 after receiving the information from the County Assessor on March 18, 2004. Following a meeting with the tax billing computer company, County Treasurer and staff and Auditor's Office staff, it was determined that a provisional tax bill would be required to insure money was received in the county as quickly as possible. Because Whitley County is waiting on Noble County to finish 2002 pay 2003 before they can complete 2003 pay 2004 and Marshall, Fulton and Elkhart Counties are not sure when they will be able to certify assessed values. The letter has been sent to the Department of Local Government Finance, but approval has not yet been received. The original plan was to do tax billing with a collection date of June 15<sup>th</sup> with distribution to be completed by June 30<sup>th</sup>. Because of the two week delay of the DLGF in providing approval the window of opportunity to do the June 15<sup>th</sup> collection date is no longer an option. The due date for taxes will be June 30<sup>th</sup>. Mitchell indicated the taxing entities will receive excise tax and whatever taxes are available for them as an advance on June 30<sup>th</sup> with the balance due them being paid just as quickly as possible. The tax bills will be based on 45% of the prior year's bill.

### **IN THE MATTER OF 2004 BUDGET CONCERNS:**

County Auditor Sue Ann Mitchell noted the 1782 notice was received by the county on April 28<sup>th</sup>. Requested changes had to be submitted back to the Department of Local Government Finance by May 5<sup>th</sup>. Mitchell made contact with President Harold Jones who advised Council member Larry Teghtmeyer would meet with Mitchell to determine what steps should be taken since the state has indicated the county would have an operating balance of \$1.3 M. Mitchell stated she was instructed to reduce the Cumulative Jail Fund collections to around \$50,000 (moving \$100,000), the Cumulative Bridge Funds to around \$180,000(moving \$400,000) and the Cumulative Reassessment funds to around \$165,000 (moving \$200,000). With reductions in those funds, the county's projected operating balance would be \$2M. The total county rate was finalized at

\$ .1710. Council member Teghtmeyer questioned the revenue estimates from the State of Indiana. Mitchell related that no new estimates for COIT have been received. It was Mitchell's understanding that due to legislation passed, the county would be receiving their actual COIT collections this year. It is unclear if that is happening since no reports on revenue have been received from the Department of Revenue. Mitchell was asked to follow up with the DLGF representative for the area to request they attend a Council meeting to explain why we continue to experience decreases in revenue. Mitchell indicated hope that this problem would clear itself up when correct information on COIT and Excise Tax are received. She also noted this is a temporary one time fix. Cumulative rates can be increased following the proper procedures for next year. Council member Teghtmeyer indicated he believed it would be important to study the trends on the 16 line statements for the last three years to see where we are with revenues. Mitchell stated this year would not be "business as usual" during this budget session. Teghtmeyer felt the estimated income for last year was not correct. Mitchell reminded the Council that we have been operating with estimated figures for two years because of reassessment delays. She further noted that many people did not pay their taxes last year which caused a tax collection shortfall.

Council member Knispel indicated using the Cumulative Funds to fund items that are normally paid from County General is actually like borrowing funds. Council member Anglin stated the county had always been able to count on the funds being there in County General and now because of the cap in the max levy, they are not allowed to grow at the rate needed to meet the budget. Mitchell indicated George Helton, the county DLGF representative, would probably be willing to meet with the Council.

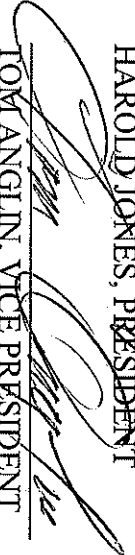
**IN THE MATTER OF APPEALS FOR 2003 PAY 2004:**

County Auditor Sue Ann Mitchell indicated that currently the Auditor's Office has refunded in excess of \$900,000 in refunds. She noted interest in excess of \$14,000 has also been paid back. She noted that was another reason for the decision to do the "provisional" tax bill. The County General fund balance at this time is \$3.1M. The money refunded can not be recouped until tax bills are collected and distribution to the various taxing entities is completed.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER

  
JOHN KINSEY

  
CHARLENE KNISPEL

ATTEST:

ABSENT  
BRAD FANDY

  
LARRY TEGHTMEYER

  
SUE ANN MITCHELL, AUDITOR



**KOSCIUSKO COUNTY COUNCIL**  
**Thursday, May 13, 2004**

The Kosciusko County Council met for their regular meeting on Thursday, May 13<sup>th</sup> at 7 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN	BRAD TANDY
MAURICE BEER	JOHN KINSEY
CHARLENE KNISPEN	SUE ANN MITCHELL, COUNTY AUDITOR
LARRY TEGHTMEYER	

The meeting was called to order by Vice President Tom Anglin in the absence of President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR THE PROSECUTOR FROM INFRACTION DEFERRAL FUND:**

Daniel Hampton, Chief Deputy Prosecutor, requested by letter an additional appropriation in the amount of \$9,221 for three county entities. North Webster requested an additional \$1,004 in addition to the \$ 3,184 that was approved last month for in car videos. Silver Lake requested a total of \$2,492 also for in car video equipment. The Sheriff's Department requested \$5,725 for digital photography equipment and video processing lab equipment. It was clarified that these were not County General Funds.

MOTION: MAURICE BEER	TO: APPROVE THE ADDITIONAL REQUEST AS PRESENTED
SECOND: BRAD TANDY	IN THE TOTAL AMOUNT OF \$9.221 FROM THE INFRACTION
AYES: 6 NAYS: 0	DEFERRAL FUND.
MOTION CARRIED	

**IN THE MATTER OF WARSAW COMMUNITY PUBLIC LIBRARY CAPITAL PROJECTS HEARING:**

Vice President Tom Anglin opened the hearing for the Warsaw Community Public Library Capital Projects Hearing. Ann Zydek, Library Director, presented information concerning the Warsaw Library Capital Projects rate approval. She noted the plan had little changes from previous years with a rate requested at \$.0167. The need for computer updates and building maintenance are two reasons Zydek stated the funds were needed. She confirmed that a public hearing was held by the Library Board and that there were no public comments received against the proposed Capital Projects Rate establishment. Vice President Anglin asked for public comments. There were no public comments against the adoption of the rate as proposed.

MOTION: JOHN KINSEY	TO: APPROVE THE WARSAW COMMUNITY PUBLIC
SECOND: CHARLENE	LIBRARY CAPITAL PROJECTS RATE AT \$.0167.
AYES: 6 NAYS: 0	
MOTION CARRIED	

**IN THE MATTER OF MILFORD PUBLIC LIBRARY CAPITAL PROJECTS HEARING:**

Vice President Tom Anglin opened the hearing for the Milford Public Library Capital Projects Hearing. Linn Landis, Milford Library Director, presented information concerning the Milford Public Library Capital Projects rate approval. She noted the plan included continued acquisition of land in close proximity to the existing library. As land becomes available, the Milford Library Board will determine the value of purchasing such property for future development and parking of the library. She noted there is currently a building that is available and they are working on the funding to make the purchase. The building is currently rented. Landis was advised by the State Board of Accounts that the Library can continue to collect the rent as a government entity. Landis thanked the Council for their prior approval of the Capital Projects Fund and cited several items that were made possible because of the fund. She noted the board had a long range plan in place to address the use of the money. She noted the public hearing held in Milford had no remonstrance. She noted there was good public support for the library in Milford.

MOTION: LARRY TEGHTMEYER	TO: APPROVE THE CAPITAL PROJECTS TAX RATE AS
SECOND: MAURICE BEER	REQUESTED AT \$.0167.
AYES: 6 NAYS: 0	
MOTION CARRIED	

KOSCIUSKO COUNTY COUNCIL 05/13/2004

**IN THE MATTER OF RECONCILING TAX BILL APPROVAL BY COUNCIL:**

County Auditor Sue Ann Mitchell presented information concerning the approval of the "provisional" tax bill. Mitchell presented a calendar indicating the tax bills would be mailed no later than June 14<sup>th</sup> with a June 30<sup>th</sup> tax due date. Mitchell sought Council approval for doing the "provisional" tax bill. She noted she was hopeful the "reconciling" tax bill would have a collection ate of November 10, 2004. She noted she received information from two school corporations indicating they would be forced to borrow funds.

MOTION: LARRY TEGTMEYER      TO: APPROVE THE "PROVISIONAL" TAX BILL WITH A  
SECOND: CHARLENE KNISPPEL      DUE DATE OF JUNE 30, 2004.  
AYES: 6    NAYS: 0  
MOTION CARRIED

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

**ABSENT**

HAROLD JONES, PRESIDENT

TOM ANGLIN, VICE PRESIDENT

MAURICE BEER

JOHN KINSEY

CHARLENE KNISPPEL

BRAD TANDY

SUE ANN MITCHELL, AUDITOR

LARRY TEGTMEYER

# KOSCIUSKO COUNTY COUNCIL

## THURSDAY, JULY 8<sup>TH</sup>, 2004

The Kosciusko County Council met for their regular meeting on Thursday, July 8, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

HAROLD JONES, PRESIDENT

CHARLENE KNISPSEL

MAURICE BEER

LARRY TEGHTMEYER

JOHN KINSEY

SUE ANN MITCHELL, COUNTY AUDITOR

BRAD TANDY (arrived during meeting)

President Harold Jones called the meeting to order. The pledge was recited and John Kinsey opened the meeting with a prayer.

### IN THE MATTER OF TURKEY CREEK TOWNSHIP TRANSFER OF FUNDS:

A request was received from Patty Gammieri, Turkey Creek Township Assessor, to transfer \$1500 from 100-11523-000-039 LODGING to 100-11301-000-039 PART-TIME. This is to cover a shortfall for part-time help wages.

MOTION:	TOM ANGLIN	TO: Approve transfer of \$1500
SECOND:	MAURIE BEER	from 100-11523-000-039 Lodging
AYES:	6	NAYS: 0
UNANIMOUS		to 100-11301-000-039 Part-time.

### IN THE MATTER OF COUNTY ASSESSOR TRANSFER OF FUNDS:

Laurie Renier, County Assessor, appeared before the Council requesting to transfer \$1900 from 264-11401-000-046 OVERTIME PAY, \$360 from 264-11601-000-046 SOCIAL SECURITY and \$440 from 264-11602-000-046 RETIREMENT CONTRIBUTIONS into 264-11534-000-046 GROUP BENEFITS for a total of \$2,700. Renier stated that after budgets were prepared for 2004 she realized there was a problem with the group benefits for 2003. Since the problem was not realized until after 2004 budgets were prepared the problem has carried over to this year. The transfers will cover the shortfall in group benefits and the issue was addressed for the 2005 budget year.

MOTION:	TOM ANGLIN	TO: Approve the transfer of funds as follows:
SECOND:	LARRY TEGHTMEYER	From: \$1900 264-11401-000-046 OVERTIME
AYES:	6	NAYS: 0
UNANIMOUS		\$ 360 264-11601-000-046 SOC SEC
		\$ 440 264-11602-000-046 RETIREMENT
		To: 264-11534-000-046 GROUP BENEFITS

### IN THE MATTER OF ASSESSOR REQUEST FOR OUT OF STATE TRAVEL:

Laurie Renier, County Assessor, stated that she would like to attend a Proval conference October 24<sup>th</sup>-28<sup>th</sup>, 2004 in Portland, Oregon. The conference is being conducted by Proval users and Renier believes will be beneficial in allowing the Assessors to understand the system capabilities. Renier presented hand outs regarding the conference. Renier also presented a handout from the Northeast District regarding Assessor requirements for tending. The software will help with the annual tending.

Sue Ann Mitchell, County Auditor, stated that normally elected officials appear before the Commissioners before traveling out of state but Renier will receive a price break on the conference registration if she registers prior July 13<sup>th</sup> which is before the Commissioner's next meeting. Mitchell would like to verify that the travel will be approved prior to Renier's registration and issuance of a check.

MOTION:	TOM ANGLIN	TO: Approve out of state travel for the
SECOND:	CHARLENE KNISPSEL	County Assessor for the purpose of
AYES:	6	NAYS: 0
UNANIMOUS		attending the Proval conference.

### IN THE MATTER OF 2004 REASSESSMENT UPDATE:

Laurie Renier, County Assessor, stated that although at the last Council meeting she stated that all the Assessors would work their hardest to have values to the Auditor by July 1<sup>st</sup>, 2004 this did not happen.

Renier is now hoping to have 2004 values to the Auditor by August 1<sup>st</sup>. Renier presented a list of personal property. The list indicated when the property information was received by the Assessor's Office and when it was given to the Auditor's Office. Renier also presented a copy of a letter received from the DLGF indicating agenda and deadlines which need to be met. Renier has given all this information to the assessors. A list indicating all the reports which need to be run prior to values being submitted to the Auditor's Office was also presented.

Councilwoman Charlene Knispel verified with Renier that the August 1<sup>st</sup> deadline was for values for 2004 Pay 2005 taxes. Renier stated this would be real estate and personal property. Part of the personal property books have been given to the Auditor's Office but not all of them are complete. Inventory being removed still must be reported to the Auditor's Office.

\*\*\* Councilman Brad Tandy arrived.

**IN THE MATTER OF MAINTENANCE REQUEST TO TRANSFER FUNDS:**

Ron Robinson, County Administrator, appeared before the Council on behalf of the Maintenance Department. Maintenance is requesting a transfer of \$19,417.00 from 100-11073-000-006 HOUSEKEEPING and \$9708.50 from 100-11072-000-006 HOUSEKEEPING for a total of \$29,125.50 to 100-11316-000-006 PART-TIME. Robinson stated Maintenance feels they can eliminate two (2) full-time positions and cover the department with part-time help. Robinson stated this change would also be reflected in the 2005 budget.

MOTION:	TOM ANGLIN	TO: Approve the transfer of funds from:
SECOND:	JOHN KINSEY	\$19,417.00 100-11073-006 HOUSEKEEPING
AYES:	7	<u>\$ 9,708.50</u> 100-11072-006 HOUSEKEEPING
UNANIMOUS		\$29,125.50

TO: 100-11316-000-006 PART-TIME

**IN THE MATTER OF ADDITIONAL APPROPRIATION FROM DRUG AND ALCOHOL USER FEES:**

Judge James Jarrette appeared before the Council requesting an additional appropriation of \$2,000 from 284-44017-000-000 OTHER EQUIPMENT for the purpose of providing books used in the PRI Program, as well as funds for additional materials and equipment. Auditor Sue Mitchell verified the balance in the account is \$49,000.

MOTION:	LARRY TEGHTMEYER	TO: APPROVE THE ADDITIONAL
SECOND:	TOM ANGLIN	APPROPRIATION OF \$2000 FOR
AYES:	7	284-44017-000-000 OTHER EQUIP
UNANIMOUS		

**IN THE MATTER OF DIVISION OF FAMILY AND CHILDREN BUDGET STATUS UPDATE:**

Peggy Shively, Department of Family and Children's Director, appeared before the Council with an update on budget status. Shively stated the way budgets are prepared has changed considerably. Since 1995 budgets have basically been prepared using the prior years figures plus 5%. Senate Bill 1 changed this to make the max levy based on last years max levy. The max levy the Kosciusko DFC is left with is \$184,000 next year. Shively gave a handout to the Council explaining many of the budget issues. Shively states she has always tried to be conservative in budgeting. Over the past several years there has been a cash balance. This could have caused a zero tax levy which thankfully it did not. Kosciusko currently has the 5<sup>th</sup> lowest welfare tax levy in the state. Total DFC budget for 2004 was \$1,162,000. Current figures are indicating the DFC will not have to ask for max levy appeal for 2005 but Shively anticipates having to make that request for 2006. The anticipated budget will be higher for 2005 than for 2004.

**IN THE MATTER OF EXTENSION OFFICE REPORT:**

Joan Younce appeared before the Council with an update on Extension Office activities. A class on food safety was completed for 27 people. There are 400 facilities in the area which are required to attend and 60 facilities have attended thus far. Educational work has been done with the Impact clients of the DFC. Kelly Easterday completed the Women in Ag Conference in March and is working on the Farm Fresh Directory. Younce wanted to dispel rumors that Tracy George was terminated from her position. George won several awards and was recruited by a private vendor. The position has been advertised and interviews will hopefully be scheduled for September. Younce realizes there are concerns by the board whether the position should be filled but Younce believes it would be a huge step backward for a county the size of Kosciusko to only have two educators. Calls will be placed to the Council members by Younce and Easterday to answer their questions regarding this position.

**IN THE MATTER OF COUNTY CLERK FILE ROOM REORGANIZATION:**

County Clerk, Sharon Christner, stated that the Clerk's office has no file room left in the basement. There are boxes stacked upon the file cabinets. Christner has been in contact with two (2) companies regarding cabinets to organize the filing. The Clerk has a Document Preservation Fund, which is not a budgeted item. She requested permission to go ahead and contract one of the companies as soon as they have completed their floor plans. There is currently \$41,000 in the fund. Christner also requested permission to travel to Akron, Ohio next Tuesday to tour the factory of the one company she has not dealt with in the past. The matter was referred on to the Commissioners.

July 8, 2004

Page 3 of 6

**IN THE MATTER OF ELECTRONIC VOTING SYSTEMS:**

County Clerk, Sharon Christner, questioned whether the Council members had reviewed the information she mailed to them regarding the electronic voting systems. Did the Council have any particular system they would like to view? Christner can set up a demonstration at the Council and Commissioner's convenience. Discussion followed and Christner will schedule a demonstration of 2-3 different systems in late August.

**IN THE MATTER OF GIS INFORMATION USAGE REPORT:**

Bill Holder, GIS Director, presented information regarding the usage of the County's website [www.kcgov.com](http://www.kcgov.com). Holder stated he has received positive feedback from both the Assessor's and Auditor's Offices regarding the decreased amount of time spent faxing information to those outside the Courthouse. Holder also mentioned that the Aerial photos planned by GIS for 2006 would be covered by the Homeland Security Grant awarded to Emergency Management Director Ed Rock. This will be a significant saving to the County. The following summary was submitted to the Council.

**SUMMARY OF GIS WEB SITE USAGE**

1. GIS web site went live August 2003
2. We are continuing to try to improve the site.
  - a. Property Record Cards
  - b. Additional printing functionality
  - c. Enhanced print layout
3. Tracking usage of the site – Since December 5<sup>th</sup> 2003
  - a. Unique visitors
  - b. Visits
  - c. Page Views
4. Overall Statistics
  - a. Unique Visitors (Unique visitors per day x # of days) - 7881
  - b. Visits – 65,290
  - c. Page Views – 485,483
  - d. Who's Online – We can track where traffic is coming from  
Common Users:
    - i. Wave One (County Employee Users)
    - ii. Brightnet
    - iii. Maple Tronics
    - iv. KC Online
    - v. Sprint DSL
    - vi. Indiana Higher Education Telecommunication System
5. Trends Visits
  - a. December Visits per day = 184 (total = 4986)
  - b. January Visits per day = 244 (total = 7554)
  - c. February Visits per day = 273 (total = 7910)
  - d. March Visits per day = 330 (total = 10,239)
  - e. April Visits per day = 341 (total = 10,226)
  - f. May Visits per day = 321 (total = 9940)
  - g. June visits per day = 402 (total = 12,071)
6. Increasing amount of usage of our site. During same time we have seen a decrease in the amount of faxes and phone calls that Auditor and assessor have had to field during this time.

**IN THE MATTER OF NON-PROFIT ORGANIZATIONS IN COMMISSIONER'S BUDGET:**

County Auditor, Sue Mitchell, explained that the letter sent to the non-profit organizations had an incorrect date and not all were able to appear. These organizations will be rescheduled during the budget meetings in August.

**IN THE MATTER OF THE KOSCIUSKO COUNTY 4H BUDGET REQUEST:**

Willis Ault appeared on behalf of 4H. Ault stated 4H is requesting \$47,400 to cover fair costs of \$33,000, facility rentals and judging fees.

**IN THE MATTER OF THE KOSCIUSKO COUNTY KDI, INC. BUDGET REQUEST:**

Joy McCarthy-Sessing appeared on behalf of KDI, Inc. requesting \$33,350 which is the same as 2004. Councilman Teghtmeyer stated that the KDI Board is striving to bring quality companies to the economic base of Kosciusko County. Teghtmeyer states that communication between the County and KDI is critical.

**IN THE MATTER OF THE CARDINAL CENTER BUDGET REQUEST:**

Sue Ann Mitchell, County Auditor, stated that she had spoken with a representative of Cardinal Center and they want to emphasize the need for funding for Sus Amigos. Councilman Tegtmeyer spoke regarding his knowledge of the budget cuts received by Cardinal Center.

**IN THE MATTER OF HOME HEALTH CARE BUDGET REQUEST:**

Rich Paczowski appeared on behalf of Home Health Care. Home Health is requesting funding of 1/2 of their operational loss. If the County will fund 1/2, which is \$53,000, then K21 Foundation will fund the other 1/2. Paczowski explained the difference between the services provided by Home Health and other private organizations is the fact that Home Health will accept payment from Medicare which is minimal payment and other organizations will simply not accept these clients into their programs. These are clients that would otherwise be sent to nursing homes or other facilities. With the aid of Home Health many of these clients are able to return to work on a part-time basis.

**IN THE MATTER OF COUNCIL ON AGING/AGED BUDGET REQUEST:**

April Baxter requested \$34,273 on behalf of the Council on Aging / Aged. Baxter stated funds would be used to support the handicapped van program. This program is used to transport elderly to doctors' appointments and deliver mobile meals.

**IN THE MATTER OF COUNCIL BUDGET APPROVAL:**

Sue Mitchell, County Auditor, presented a copy of the Council Budget for approval and signatures by the Council members.

MOTION:	LARRY TEGTMAYER	TO: Approve and sign the budget as
SECOND:	TOM ANGLIN	presented.
AYES:	7	NAYS: 0
UNANIMOUS		

**IN THE MATTER OF PART-TIME HELP SALARY ORDINANCE:**

Ron Robinson, County Administrator, presented a proposal to raise the part-time wages to \$10.00 per hour for employees who bring more qualifications to a position. Robinson stated it is getting harder and harder to retain part-time employees with skills and knowledge on the current wage of \$8.25/hr. Council members felt it good strategy to increase the wage in order to obtain these employees. Robinson was given permission to make the decisions when needed and then present the information at the Council meeting following the decision being made.

MOTION:	MAURICE BEER	TO: INCREASE THE PART TIME
SECOND:	BRAD TANDY	RATE OF PAY TO \$10 WITH THE
AYES:	7	NAYS: 0
UNANIMOUS		COUNTY ADMINISTRATOR'S
		APPROVAL.

**2004 SALARY ORDINANCE  
AMENDMENT**

**PART TIME POSITIONS**

BE IT ORDAINED by the County Council of Kosciusko County, Indiana, that the part time rate is to hereby be set not to exceed \$10.00 per hour. The County Administrator is to evaluate part time employees being hired and may authorize hourly rates up to \$10.00 without County Council prior approval. Such positions approved by the County Administrator shall be presented at the next County Council meeting.

PART TIME  
NOT TO EXCEED \$10.00 AS APPROVED BY THE  
COUNTY ADMINISTRATOR AND PRESENTED TO  
COUNTY COUNCIL AT THEIR NEXT MEETING  
FOLLOWING APPROVAL.

ADOPTED the 8<sup>th</sup> day of July, 2004.

**IN THE MATTER OF DRUG TASK FORCE VEHICLE:**

Ron Robinson, County Administrator, stated it is time to trade in the vehicle obtained from the City of Warsaw for use by the Drug Task Force. Ownership of the vehicle needs to transfer from the Sheriff's Department back to the City of Warsaw. A resolution must be approved to transfer ownership.

MOTION:	BRAD TANDY	TO: Approve and sign the resolution
SECOND:	CHARLENE KNISPEL	transferring ownership of the
AYES:	7	NAYS: 0
UNANIMOUS		vehicle.

July 8, 2004

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**RESOLUTION 04-07-08-001P**

**A RESOLUTION AUTHORIZING EXCHANGE OF PROPERTY**

**WHEREAS**, the Kosciusko County Sheriff's Department has been offered a certain 1995 Chevrolet Blazer vehicle, VIN #1GNDT13W952250737, by the Warsaw Police Department, and

**WHEREAS**, the Kosciusko County Sheriff's Department desires to accept such transfer in consideration of the transfer to the City of Warsaw of the sum of \$1.00.

**THEREFORE**, be it resolved by the Kosciusko County Council, Warsaw, Indiana, that the Kosciusko County Sheriff's Department shall transfer to the Warsaw Police Department the sum of \$1.00 and in exchange therefore the City of Warsaw, by its Police Department, shall transfer to the Kosciusko County Sheriff's Department a certain 1995 Chevrolet Blazer vehicle, VIN #1GNDT13W952250737.  
RESOLVED this 8<sup>th</sup> day of July, 2004.

**IN THE MATTER OF CONSTRUCTION ON WEST SIDE OF COURTHOUSE:**

Ron Robinson, County Administrator, informed the Council that repair of the steps on the west side of the Courthouse would be taking place. In the near future, repair will be occurring on all steps and the walkway.

**IN THE MATTER OF BUDGET HEARING DATES:**

Sue Ann Mitchell, County Auditor, stated the following dates have been set for budget hearings:

Monday, August 9<sup>th</sup> 6:00 pm  
Tuesday, August 10<sup>th</sup> 6:00 pm  
Thursday, August 12<sup>th</sup> 7:00 pm

An additional date for final adoption needs to be scheduled for September. After discussion, Thursday, September 16<sup>th</sup> was chosen. Councilman Teghtmeyer indicated he could not attend on that night.

**IN THE MATTER OF TAX RATES FOR 2003 PAY 2004:**

Sue Ann Mitchell, County Auditor, stated 2003 pay 2004 tax rates were received from the State. The collection of the provisional tax bills is occurring at this time. Once complete the new rates can be entered and the new tax file created so the fall tax bills can be printed. Several corrections need to be made to bills because of corrections and appeals done by the Assessors after the roll over. The bills should go out in September with a due date of November 10<sup>th</sup> and distribution going out in December. This will put the County somewhat back on a normal schedule.

**IN THE MATTER OF PRELIMINARY DEPARTMENT BUDGETS:**

Sue Ann Mitchell, County Auditor, stated preliminary budget figures are very close to being complete. The budget books will be distributed to the Council members when ready.

**IN THE MATTER OF LIBRARY BUDGET APPROVAL INFORMATION:**

Sue Ann Mitchell, County Auditor, informed the Council if libraries approved more than 5% increase in their operating fund the Council would have to approve that portion of the library's budget. They must submit the budget to the Council more than 14 days in advance of September 20. The Council can cut but not increase the library budgets. The Council is the appointing body for library positions so the Council has final authority.

**IN THE MATTER OF ASSESSED VALUES FOR 2004 PAY 2005:**

Sue Ann Mitchell, County Auditor, stated personal property is very, very critical at this point because of inventory going away. The Auditor has to certify the inventory that went away as well as certifying what personal property that is left. Real Estate also must be certified. The issue with real estate is that exemptions have been changed so there will be yet another adjustment to the assessed values. These exemptions need to be posted after information is received from the Assessor's Office. The critical thing is to not tell tax entities an assessed value that is too high because they will under appropriate and have a short fall of money.

**IN THE MATTER OF ADDITIONAL AUDITOR UPDATES:**

Sue Ann Mitchell, County Auditor, updated the Council regarding proposed changes that can potentially cause long reaching effects to Kosciusko County.

1. She distributed the State Board of Accounts County Bulletin with deadlines and changes in laws affecting the offices.
2. Grant County lawsuit to determine whether the County Assessor has the power to spend the reassessment money without the approval of the Council. If this approved it will have long reaching affects on Indiana.
3. PERF we (state) are paying \$765,000 for an audit and \$98,400 for the tail end of the audit because of mismanagement of funds.



July 8, 2004

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4. Mental Health Levy – affects Commissioners Budget. DLGF sent information after Commissioners had actually heard from Bowen Center. Law required County to give .0133% of assessed values. Bowen has always stayed pretty close to that but last year there was a short fall to the Bowen Center of \$23,420. The County is required by law to pay Bowen Center these funds.
5. County office holders and department heads met for a brainstorming session on ways to save the County money. A handout was given with suggestions from the meeting. Mitchell felt this was a very productive meeting. The group will meet next Wednesday at 1:00 in the Justice Building.
6. Information from the state was received this week indicating the max levy percentage of increase can be 4.4% for 2004 pay 2005.
7. Insurance reserves are staying stable and it is not felt there will be increase in insurance rates to the county nor the employees next year.

**IN THE MATTER OF ASSOCIATION OF COUNTY COUNCILS MEETING:**

Councilman Larry Teghtmeyer attended the Association of County Councils meeting. Teghtmeyer stated there were 110 attendees which is a considerable number compared to prior meetings. The meeting provided good discussion. One thing Teghtmeyer took from the meeting was that the Council may be able to appeal for an excess levy for the jail. Teghtmeyer feels it would be beneficial to check into.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

  
TOM ANGLIN, VICE PRESIDENT

  
MAURICE BEER

  
JOHN KINSEY

  
CHARLENE KNISPER

  
BRAD TANDY

  
LARRY TEGHMEYER

ATTEST:

  
SUE ANN MITCHELL, AUDITOR

After the meeting was adjourned, President Jones requested the date of the final adoption meeting for the Council be moved to September 15<sup>th</sup> at 7 PM so all Council members can attend.

**KOSCIUSKO COUNTY COUNCIL**  
**Monday, August 9, 2004**

The Kosciusko County Council met for their preliminary budget meeting on Monday, August 9, 2004 at 6:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN	CHARLENE KNISPSEL	
MAURICE BEER	BRAD TANDY	
HAROLD JONES	LARRY TEGHTMEYER	SUE ANN MITCHELL, COUNTY AUDITOR
JOHN KINSEY		RON ROBINSON, COUNTY ADMINISTRATOR

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

Council President Harold Jones presented information concerning the county. He noted the uncertainty of COIT for 2005 and emphasized that the preliminary approval of budgets are only preliminary and could be subject to change once all budget issues are addressed. Jones then turned the floor over to Brad Tandy, Wage Committee Member for their report. Tandy noted that Council member Teghtmeyer, Commissioner Brad Jackson and he made up the Wage Committee. He stated the wage committee met two times in preparation for the preliminary budget meeting. Tandy shared some general thoughts considered by the wage committee. He also addressed the uncertainty of COIT that may have a later impact on decisions made by the Council. He noted there would be no insurance increases in 2005 so any wage increase approved will actually be realized by the employees and will not be diminished by increased health care costs. The wage committee discussed the trend towards a reducing operating balance instead of the preferred annual increase. Tandy noted that some County General expenditures such as computers and Sheriff's cars were paid from cumulative funds last year and yet the operating budget still decreased.

Tandy stated the following specific recommendations from the wage committee:

- The wage committee supported the continued use of the salary classification system where employees are rewarded for tenure with the county. The estimated cost is \$30,000 for 2005.
- The wage committee recommended a 2% increase for all full time employees. This will cost the county an estimated \$ 225,000 for 2005.
- The wage committee recommended there be no change to part time wages.
- The wage committee recommended township deputies be compensated at \$80 per day which is in excess of 2%. The rate was set to be an even amount.
- The wage committee recommended the various county boards per diem be left at \$80.
- The wage committee recommended the Sheriff and Jail budget personnel issues be addressed in an executive session to be held at 6 PM on Thursday, August 12, 2004.
- The wage committee recommended the Probation Officers salaries be set in accordance with the figures established by the state. The Courts have expressed a willingness to provide the increases from the Adult and Juvenile Probation User Fees Fund. Tandy expressed appreciation for their cooperation. This will mean their increase will not come from County General.
- The wage committee recommended the part time Alcohol Case Manager position at the hourly rate of \$13.50 per hour. Tandy noted the payment will come from the Drug and Alcohol Fund.
- The wage committee recommended the telephone expenses be removed from all departments that operate from County General and that the appropriation be placed in the Commissioner's budget.

**IN THE MATTER OF WAGE COMMITTEE RECOMMENDATIONS ADOPTION:**

President Jones opened the floor for discussion concerning the recommendations of the Wage Committee.

MOTION: TOM ANGLIN TO: APPROVE THE RECOMMENDATIONS OF THE

SECOND: MAURIE BEER WAGE COMMITTEE AS PRESENTED.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE CARDINAL CENTER 2005 BUDGET REQUEST:**

Jane Greene appeared before the Council to request funding in the amount of \$110,000 for the Cardinal Center. She noted the Commissioners have approved \$97,950 for the Cardinal Center and \$7,500 for the Sus Amigos program. She noted their funds have been reduced from all sources and expenditures have increased. She noted reductions to employee's salaries and cuts to other programs to keep the programs

running as smoothly as possible. She noted the Sus Amigos is a new request. The program has been in place for two years and has been run by volunteers.

**IN THE MATTER OF THE HISTORICAL SOCIETY 2005 BUDGET REQUEST:**

Jerry Frush, President of the Kosciusko County Historical Society appeared to present their budget for 2005. There was no change in their request for funding from last year of \$21,850. Frush noted they had lost some federal funds for their maintenance person. Those services are now being performed by volunteers. He noted several grants received for the archiving of historical records. He thanked the county for their continued support.

**IN THE MATTER OF THE BEAMAN HOME 2005 BUDGET REQUEST:**

Jeannie Campbell, Beaman Home Director, presented the Beaman Home's budget for 2005. She noted their funding has also been decreased. She noted she has had to let one person go because of funding. She noted their facility is a 24/7. She noted they served 200 unduplicated families for 2753 days of stay. They answered 6124 calls and served 641 families. Her request was for \$33,500 for 2005 which is an increase from the \$29,925 allowed in 2003. She expressed appreciation for the funding being received.

**IN THE MATTER OF ARROWHEAD RC&D 2005 BUDGET REQUEST:**

A representative from Arrowhead RC&D appeared to present their request for \$500. Last year they received \$450. It was noted that Arrowhead has representatives from ten counties. It was noted that no grants were written for Kosciusko County from the organization but many county residents received benefits from their programs. Their river rafting opportunity for high school students is a program provided by Arrowhead that is enjoyed by some of the county schools.

**IN THE MATTER OF TREASURER'S BUDGET 2005 BUDGET REQUEST:**

Kosciusko County Treasurer Stephanie Esenwein presented her budget. She noted her budget is exactly the same as last year.

MOTION: BRAD TANDY	TO: APPROVE BUDGET EXCLUDING TELEPHONE WITH
SECOND: TOM ANGLIN	PART TIME TO REMAIN AT \$27,050 AND OVERTIME AT
AYES: 7 NAYS: 0	\$2,000 WHICH IS THE 2004 RATE AS WELL AS THE
MOTION CARRIED	200&300ACCOUNTS.

**IN THE MATTER OF AREA PLAN COMMISSION 2005 BUDGET REQUEST:**

Area Plan Director Dan Richard appeared before the Council. Dan noted he was reducing a full time employee position and increasing part time. President Jones noted appreciation for the elimination of the full time position.

MOTION: TOM ANGLIN	TO: APPROVE BUDGET ELIMINATING TELEPHONE.
SECOND: MAURIE BEER	
AYES: 7 NAYS: 0	
MOTION CARRIED	

**IN THE MATTER OF COUNTY HIGHWAY MVH #1(204-050) 2005 BUDGET REQUEST:**

Rob Ladson, County Highway Engineer, presented his budget. Council member Teghtmeyer asked how the budget relates to the funds available. Ladson presented his equivalent of a 16 line statement showing the budget can be funded. He noted there would be a \$420,000 operating balance. Ladson was asked if the Commissioners had approved the budget. Ladson indicated that has never been the practice but that he has had specific discussions with the Commissioners on specific budget items.

MOTION: LARRY TEGHTMEYER	TO: APPROVE MVH #1 BUDGET CATEGORIES
SECOND: TOM ANGLIN	21001 THRU THE BALANCE OF THE BUGET.
AYES: 7 NAYS: 0	
MOTION CARRIED	
MOTION: LARRY TEGHTMEYER	TO: APPROVE MVH #1 BUDGET CATEGORIES
SECOND: JOHN KINSEY	11601 THRU 11605.
AYES: 7 NAYS: 0	
MOTION CARRIED	

**IN THE MATTER OF COUNTY HIGHWAY MYH#2 (204-051)2005 BUDGET REQUEST:**

County Highway Engineer/Superintendent Rob Ladson, presented the MYH # 2 budget.

MOTION: LARRY TEGHTMEYER

TO: APPROVE THE 11301 AND THE BALANCE

SECOND: TOM ANGLIN

OF THE BUDGET WITH THE UNDERSTANDING

AYES: 7 NAYS: 0

IT IS NOT AN APPROVAL OF THE ROUNDABOUT

MOTION CARRIED

CONCEPT, BUT OF THE BUDGET.

**IN THE MATTER OF COUNTY HIGHWAY LOCAL ROAD AND STREET (205) 2005 BUDGET REQUEST:**

County Highway Superintendent/Engineer Rob Ladson presented information concerning the Local Road and Street budget.

MOTION: LARRY TEGHTMEYER TO: APPROVE ACCOUNTS 22037 AND 22043 AS

SECOND: JOHN KINSEY PRESENTED.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF CUMULATIVE BRIDGE (206) 2005 BUDGET REQUEST:**

Rob Ladson, County Highway Engineer, presented his Cumulative Bridge Budget. Ladson requested clarification on why highway 400 accounts were not removed. It was noted that they are supported by the Highway Fund and not funded by County General.

MOTION: TOM ANGLIN

TO: APPROVE CUMULATIVE BRIDGE BUDGET AS

SECOND: LARRY TEGHTMEYER AS REQUESTED.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF COUNTY EXTENSION 2005 BUDGET REQUEST:**

Joan Younce, Extension Office Director, presented the Extension Office budget. Younce was questioned about the Publication account. She explained the publications are materials purchased for 4H and are sold. The money is returned to County General through out the year.

MOTION: BRAD TANDY

TO: APPROVE 11301 PART TIME, 11325 AT

SECOND: LARRY TEGHTMEYER

\$15,000, 200'S, 31001 AT \$87,450, AND APPROVE

AYES: 7 NAYS: 0

THE BALANCE OF THE BUDGET.

MOTION CARRIED

**IN THE MATTER OF COUNTY HEALTH DEPARTMENT (203) 2005 BUDGET REQUEST:**

Bob Weaver presented the budget for the County Health Department. He cited little change in the budget from prior years.

MOTION: TOM ANGLIN

TO: APPROVE 11327 AT \$12,000, 11411 AT \$1,100,

SECOND: BRAD TANDY

11413 AT \$ 1,200, 11413 \$1,200 AND 200 AND 300'S

AYES: 7 NAYS: 0

AS REQUESTED.

MOTION CARRIED

**IN THE MATTER OF HEALTH MAINTENANCE 2005 BUDGET REQUEST:**

Bob Weaver presented the budget. There were no changes from the prior year budget. Council member Jones noted this was a grant fund.

MOTION: TOM ANGLIN

TO: APPROVE THE BUDGET AS REQUESTED.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF PRENATAL (260) GRANT 2005 BUDGET REQUEST:**

Bob Weaver presented the Prenatal Grant Budget. The only changes in the budget presented were increases in part time nurse, part time public health nurse and prenatal care coordinator. He noted the increase in maintenance costs and indicated the building is used rent free.

MOTION: TOM ANGLIN

TO: APPROVE 11350 AND 11353 AT THE 2003 RATE AND

SECOND: JOHN KINSEY

THE BALANCE OF THE BUDGET AS REQUESTED.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF WELL CHILD GRANT (280) 2005 BUDGET REQUEST:**

Bob Weaver indicated the grant has already been approved for this budget. He noted there was no change other than the part time increase. He noted this is a United Way Grant.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE WELL CHILD BUDGET WITH 11301 AT  
 SECOND: TOM ANGLIN \$31,000 PLUS THE 200 AND 300 ACCOUNTS AS PRESENTED.  
 AYES: 7 NAYS: 0  
 MOTION CARRIED

**IN THE MATTER OF EMERGENCY MANAGEMENT 2005 BUDGET REQUEST:**

Emergency Management Director Ed Rock presented the budget. He noted this was his first budget presentation. He noted the budget has changed from a part time agency to a full time agency. He explained that the county receives 50% reimbursement for the two salaries that are paid from this fund. He noted the secretary position was previously funded through the Commissioner's Budget. Rock noted that GIS aeriels will be paid from a grant.

MOTION: LARRY TEGHTMEYER TO: APPROVE BUDGET AT 11006 AT CURRENT RATE  
 SECOND: TOM ANGLIN PLUS \$300 AND 11086 AT CURRENT RATE PLUS \$300  
 AYES: 7 NAYS: 0 AND THE BALANCE OF THE BUDGET.

**IN THE MATTER OF LOCAL EMERGENCY PLANNING (710) 2005 BUDGET REQUEST:**

Emergency Management Director Ed Rock presented the budget. He noted this is money returned to the County from fees sent by various businesses in the community when reporting information to the state concerning their business. The budget includes money for education and training for hazmat. He noted there are only seven things that the funds can be used for. Rock explained about the funding of physicals for those emergency responders who are required to wear respirators.

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET AS PRESENTED.  
 SECOND: JOHN KINSEY  
 AYES: 7 NAYS: 0  
 MOTION CARRIED

**IN THE MATTER OF CLERK'S 2005 BUDGET REQUEST:**

Clerk of the Courts Sharon Christner presented the budget. She indicated the figure she requested for bank service fees was too low. The request should have been for \$10,900 since the charge is \$900 per month. She noted postage account has been reduced because she is trying a new program. She explained there is no way to tell the amount of postage needed for the year because of the changes being made in the support system. Christner explained her office is making an effort to collect delinquent support accounts. This process requires extra postage.

MOTION: LARRY TEGHTMEYER TO: APPROVE 11301 AT \$12,000 AND THE 11500'S.  
 SECOND: BRAD TANDY CHECK SORTING AT \$10,800 AND REDUCE POSTAGE  
 AYES: 7 NAYS: 0 TO \$60,000. ALSO ELIMINATING OFFICE SUPPLIES,  
 MOTION CARRIED EQUIPMENT AND TELEPHONE.

**IN THE MATTER OF ELECTION BOARD 2005 BUDGET REQUEST:**

Clerk of the Courts Sharon Christner presented the budget. She noted the budget is reduced because there is no scheduled election next year. The purchase of voting machines was briefly discussed. Council member Teghtmeyer indicated he hoped polling places can be combined to reduce the number of machines required. Christner noted her office is working on purging the voter registration lists.

MOTION: LARRY TEGHTMEYER TO: APPROVE POSTAGE AT \$3,000, REMOVE OFFICE  
 SECOND: JOHN KINSEY SUPPLIES, TELEPHONE AND VOTING MACHINES.  
 AYES: 7 NAYS: 0  
 MOTION CARRIED

**IN THE MATTER OF VOTER REGISTRATION 2005 BUDGET REQUEST:**

Clerk of the Courts Sharon Christner presented the voter registration budget. She noted the postage was reduced.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE VOTER REGISTRATION BUDGET  
 SECOND: MAURIE BEER ELIMINATING OFFICE SUPPLIES.  
 AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF CORONER 2005 BUDGET REQUEST:**

Larry Ladd, County Coroner presented the Coroner's budget. He requested an \$1,848 increase to the Coroner's wage. Ladd indicated he would be leaving office, but felt the compensation for the position should be higher. He indicated the county was 19<sup>th</sup> in population, 29<sup>th</sup> in Coroner budget expenditures and 38<sup>th</sup> in salaries. He noted the current Deputy Coroner pay is \$82 per call. There is no mileage reimbursement nor are they paid for time to testify in court nor do they receive a clothing allowance. He

noted there are currently four deputies who must be contacted for them to respond. He noted there was a slight increase in the pager account because one was added. He noted this is the third or fourth year he has requested a vehicle for the Coroner. He explained that hauling bodies from the scene and then putting family in the vehicle is just not appropriate. Ladd asked if the Commissioner's approved would the Council approve. He indicted he had requested cameras and laptops through grants through the Homeland Security. Ladd indicated the only radio the Coroner's Office owns is approximately ten years old. The radios currently being used are privately owned by the Deputy Coroners or their employers. Council member Tandy indicated the issue of wage for the Deputy Coroner be considered at an executive session. MOTION: BRAD TANDY TO: APPROVE THE BUDGET AS PRESENTED LESS THE SECOND: CHARLENE KNISPEL TELEPHONE AND CORONER VEHICLE. AYES: 7 NAYS: 0 MOTION CARRIED

**IN THE MATTER OF COUNTY SURVEYOR 2005 BUDGET REQUEST:**

Dick Kemper presented the County Surveyor's budget. Council member Anglin noted the budget was reduced from the 2003 budget.

MOTION: TOM ANGLIN TO: APPROVE 11301 AND THE BALANCE OF THE BUDGET SECOND: MAURICE BEER AS REQUESTED EXCLUDING THE TELEPHONE. AYES: 7 NAYS: 0 MOTION CARRIED

**IN THE MATTER OF DRAINAGE BOARD 2005 BUDGET REQUEST:**

Dick Kemper, County Surveyor, presented the budget for the Drainage Board. Kemper submitted a budget lower than 2003.

MOTION: BRAD TANDY TO: APPROVE 11405 AND THE BALANCE OF THE BUDGET. SECOND: TOM ANGLIN AYES: 7 NAYS: 0 MOTION CARRIED

**IN THE MATTER OF JAIL 2005 BUDGET REQUEST:**

Sheriff Aaron Rovenstine presented his Jail Budget. He explained he included promotions for three jailers to move them to Corporals so there would be a supervisor on each shift. He also noted an increase in medical for prisoners. He noted the Patrolman's Holiday pay is an officer's option. The Jailers have asked for the same option.

MOTION: BRAD TANDY TO: APPROVE 11301, 200's AND 300's LESS TELEPHONE SECOND: LARRY TEGHTMEYER AND OTHER EQUIPMENT TO BE PAID FROM THE. AYES: 6 NAYS: 0 ABSTAIN: 1 COMMISSIONER'S BUDGET. ABSTAIN: 1 HAROLD JONES MOTION CARRIED

**IN THE MATTER OF THE SHERIFF'S 2005 BUDGET REQUEST:**

Sheriff Aaron Rovenstine presented the Sheriff's Budget. Council member Anglin inquired about the increase in the uniform account. Rovenstine explained the increase from \$9,000 to \$20,000. He stated the reduction was done last year in order to fund the two grant officers.

MOTION: TOM ANGLIN TO: APPROVE WITHOUT 11400 AND 11401, SECOND: JOHN KINSEY WITHOUT CHIEF DISPATCHER AND WITHOUT AYES: 6 NAYS: 0 ABSTAIN: 1 400 ACCOUNTS. MOTION CARRIED

**IN THE MATTER OF LAW ENFORCEMENT FORFEITURES FUND 2005 BUDGET REQUEST:**

Sheriff Aaron Rovenstine presented the budget with no change. It was noted their office supplies and capital outlays must be left in since this is not the responsibility of County General. These are not county tax dollars.

MOTION: TOM ANGLIN TO: APPROVE THE LEF FUND BUDGET AS REQUESTED.

SECOND: CHARLENE KNISPEL

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF COUNTY CORRECTIONS GRANT BUDGET 2005 BUDGET REQUEST:**

Sheriff Aaron Rovenstine presented the County Corrections Budget. President Harold Jones noted this pays two employees. Rovenstine indicated the court security officers are paid from this budget. He noted the county receives approximately \$50,000 from the state for housing misdemeanants that goes into this fund.

MOTION: LARRY TEGHTMEYER

TO: APPROVE BUDGET AS PRESENTED.

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF SHERIFF'S HOMELAND SECURITY GRANT(938):**

Sheriff Aaron Rovenstine presented the budget. It was noted the amount budgeted does not pay the total for the two positions so the money must be approved and then moved to County General.

MOTION: TOM ANGLIN

TO: APPROVE THE 200 BUDGET AS REQUESTED.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF AD GRANT BUDGET 2005 BUDGET REQUEST:**

Sheriff Aaron Rovenstine presented the budget. Rovenstine stated this is a routine grant that has been received for the past fifteen years. It was noted this grant pays all the wages plus other equipment for two officers.

MOTION: TOM ANGLIN

TO: APPROVE THE BUDGET AS REQUESTED.

SECOND: JOHN KINSEY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF 911 EMERGENCY TELEPHONE SYSTEM (713) 2005 BUDGET REQUEST:**

Tom Brindle, Chief Dispatcher, presented the budget for 911. It was pointed out that there were two different budgets presented for the 911 budget. One was prepared by the Sheriff and one by 911. It was indicated information would be required to determine if the fund can support all the expenditures. Mitchell indicated she believed there would be funds enough to run until about 2007 or 2008 if Warsaw City dispatchers were pulled into the 911 fund and county employees were left in County General. Mitchell noted that if all dispatchers were to be paid from 911 funds, it would probably require an increase to 911 funding depending upon the money remitted by the companies. The issue will be discussed at a later date. Sheriff Rovenstine indicated his concern that the dispatchers not be compensated at a greater rate than the patrolmen on the road. It was noted there are 15 dispatchers in total with five from the City of Warsaw.

MOTION: TOM ANGLIN TO: TABLE THE BUDGET UNTIL THURSDAY NIGHT FOR AN SECOND: MAURICE BEER EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.

AYES: 7 NAYS: 0

MOTION CARRIED



**IN THE MATTER OF CENTER OF HOPE 2005 BUDGET REQUEST:**

The budget was submitted by Craig Allenbach. Auditor Sue Ann Mitchell indicated the grant was already approved for the 04 pay 05 time period. She explained this is the rape crisis grant provided by the Indiana Criminal Justice Institute.

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET AS REQUESTED.

SECOND: LARRY TEGHTMEYER .

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF MAINTENANCE 2005 BUDGET REQUEST:**

Don Taylor, Maintenance Supervisor, presented the Maintenance Budget. Taylor noted the evening maintenance person's position job description has changed and therefore he requested an increase in his wages. It was noted this is moving the employee from an entry level wage to a three year level because of his performance and responsibilities. Taylor also indicated the full time positions for housekeeping are being changed to part time wages.

MOTION: LARRY TEGHTMEYER

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE THE BUDGET AS SUBMITTED  
EXCLUDING TELEPHONE. .

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
\_\_\_\_\_  
HAROLD JONES, PRESIDENT

\_\_\_\_\_  
TOM ANGLIN, VICE PRESIDENT

\_\_\_\_\_  
MAURICE BEER

  
\_\_\_\_\_  
JOHN KINSEY

  
\_\_\_\_\_  
CHARLENE KNISPEL

  
\_\_\_\_\_  
BRAD TANDY

  
\_\_\_\_\_  
SUE ANN MITCHELL, AUDITOR

  
\_\_\_\_\_  
LARRY TEGHTMEYER

ATTEST:

## KOSCIUSKO COUNTY COUNCIL

Thursday, August 10, 2004

The Kosciusko County Council met for their regular meeting on Tuesday, August 10, 2004 at 6:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN CHARLENE KNISPEN  
RON ROBINSON, COUNTY ADMINISTRATOR

MAURICE BEER    BRAD TANDY    SUE ANN MITCHELL, COUNTY AUDITOR

HAROLD JONES      LARRY TEGHTMEYER

JOHN KINSEY

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

Council President Harold Jones presented information concerning the county. He noted the uncertainty of COIT for 2005 and emphasized that the preliminary approval of budgets are only preliminary and could be subject to change once all budget issues are addressed. Jones then turned the floor over to Brad Tandy, Wage Committee Member for their report. Tandy noted that Council member Teghtmeyer, Commissioner Brad Jackson and he made up the Wage Committee. He stated the wage committee met two times in preparation for the preliminary budget meeting. Tandy shared some general thoughts considered by the wage committee. He also addressed the uncertainty of COIT that may have a later impact on decisions made by the Council. He noted there would be no insurance increases in 2005 so any wage increase approved will actually be realized by the employees and will not be diminished by increased health care costs. The wage committee discussed the trend towards a reducing operating balance instead of the preferred annual increase. Tandy noted that some County General expenditures such as computers and Sheriff's cars were paid from cumulative funds last year and yet the operating budget still decreased.

Tandy stated the following specific recommendations from the wage committee:

- The wage committee supported the continued use of the salary classification system where employees are rewarded for tenure with the county. The estimated cost is \$30,000 for 2005.
- The wage committee recommended a 2% increase for all full time employees. This will cost the county an estimated \$ 225,000 for 2005.
- The wage committee recommended there be no change to part time wages.
- The wage committee recommended township deputies be compensated at \$80 per day which is in excess of 2%. The rate was set to be an even amount.
- The wage committee recommended the various county boards per diem be left at \$80.
- The wage committee recommended the Sheriff and Jail budget personnel issues be addressed in an executive session to be held at 6 PM on Thursday, August 12, 2004.
- The wage committee recommended the Probation Officers salaries be set in accordance with the figures established by the state. The Courts have expressed a willingness to provide the increases from the Adult and Juvenile Probation User Fees Fund. Tandy expressed appreciation for their cooperation. This will mean their increase will not come from County General.
- The wage committee recommended the part time Alcohol Case Manager position at the hourly rate of \$13.50 per hour. Tandy noted the payment will come from the Drug and Alcohol Fund.
- The wage committee recommended the telephone expenses be removed from all departments that operate from County General and that that appropriation be placed in the Commissioner's budget.

**IN THE MATTER OF PROSECUTOR'S BUDGET:**

Dan Hampton, Chief Deputy Prosecutor appeared on behalf of Prosecutor Steve Hearn to present the Prosecutor's Budget.

MOTION: TOM ANGLIN  
TO: APPROVE THE BUDGET EXCLUDING TELEPHONE.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF IV D BUDGET:**

Dan Hampton, Chief Deputy Prosecutor appeared on behalf of Prosecutor Steve Hearn to present the budget for the IV D Office. He noted there was little change in the budget from 2004.

MOTION: TOM ANGLIN  
TO: APPROVE THE BUDGET SAME AS LAST YEAR EXCLUDING

SECOND: JOHN KINSEY

TELEPHONE.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF VOCA VICTIMS ASSISTANCE GRANT:**

Deputy Prosecutor Dan Hampton appeared on behalf of County Prosecutor Steve Hearn to present the VOCA Victims Assistance Grant budget. It was noted that the salary grid should be applied to the position regardless of what is approved for the grant.

MOTION: TOM ANGLIN TO: APPROVE THE VOCA GRANT BUDGET AS PRESENTED WITH  
SECOND: CHARLENE KNISPEL THE PROSECUTOR TO MAKE UP ALL DIFFERENCES IN WHAT  
AYES: 7 NAYS: 0 IS RECEIVED IN THE GRANT.  
MOTION CARRIED

**IN THE MATTER OF SOIL AND WATER BUDGET:**

Jon Roberts presented the Soil and Water Conservation District budget. There was no change to the budget requested from 2004.

MOTION: TOM ANGLIN TO: APPROVE THE SOIL AND WATER BUDGET AS PRESENTED.  
SECOND: MAURICE BEER  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF SUPERIOR II AND III BUDGET PRESENTATION:**

Judge Jarrett and Judge Sutton presented the budget request for Superior II and III. The budget request decreased with the exception of salaries.

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET AS REQUESTED EXCEPTING  
SECOND: MAURICE BEER TELEPHONE.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF DRUG & ALCOHOL FUND BUDGET:**

Judge Jarrett presented the information on the Drug and Alcohol Fund Budget request.

MOTION: BRAD TANDY TO: APPROVE THE BUDGET AS PRESENTED.  
SECOND: JOHN KINSEY  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF CIRCUIT & SUPERIOR COURT I BUDGET:**

Judge Huffer appeared to answer budget questions related to the two courts for the Council. He noted two items in the budget vary and can not be guaranteed. He indicated the Court Ordered Services which includes interpreters and the Court Appointed Attorney amounts vary from year to year. He requested the salaries of the Probation Officers to be set in accordance with the salary schedule provided by the state. He noted the increases would be paid from the Adult Probation User Fees.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET AS REQUESTED REMOVING  
SECOND: BRAD TANDY TELEPHONE. WITH INCREASES TO PROBATION SALARIES TO  
AYES: 7 NAYS: 0 COME FROM THE ADULT PROBATION USER FEES FUND.  
MOTION CARRIED

**IN THE MATTER OF ADULT PROBATION USER FEES BUDGET:**

Judge Huffer presented the Adult Probation User Fees Budget request. The budget request was for \$130,001.

The planned expenditures are for Secretary and Probation Officer's wage increases and other items needed for the courtrooms.

MOTION: JOHN TO: APPROVE THE BUDGET AS REQUESTED.  
SECOND: LARRY TEGHTMEYER  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF JUVENILE PROBATION USER FEES BUDGET:**

Judge Huffer presented the Juvenile Probation User Fees Budget request. The budget request was for \$9,529 which will cover the Juvenile Probation Officer's salary increases.

MOTION: LARRY TEGHTMEYER TO: APPROVE BUDGET AS PRESENTED.  
SECOND: BRAD TANDY  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF VETERAN'S SERVICE OFFICER BUDGET:**

County Veterans Service Officer Mike Barnett presented his budget. Barnett expressed thanks for the opportunity to serve the veterans of the community. It was noted that the Veterans of the county are realizing benefits they would not see without the Veteran's Service Officer.

MOTION: TOM ANGLIN TO: APPROVE 11508 AND THE 200 AND 300 ACCOUNTS  
SECOND: LARRY TEGHTMEYER WITHOUT TELEPHONE.

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF WELFARE DEPARTMENT BUDGET REQUEST:**

County Family & Social Services Director for Kosciusko County, Peggy Shively, presented information concerning the 2005 budget. She stated the budget was pretty much beyond anyone's control. She noted the county meets regularly as a group including Probation, Law Enforcement, Courts, and schools meet to determine what can be done for children. The entitlement requires the bill be paid whether there is money or not. The State Legislature established this fund through legislation. Inpatient psychiatric services are not paid for by Medicaid. Shively noted the levy will be included in the original Welfare Budget. She noted the budget would be reduced by either 5% or the amount spent for treatment which ever was greater. She noted the amount estimated and advertised was \$64,000. This program began in January 2004. If the money is not all spent, it can be used for secure detention for juveniles. She noted again that this was an entitlement program which means it makes no difference what the cost, it must be funded.

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET AS PRESENTED.  
SECOND: JOHN KINSEY

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF COUNTY ASSESSOR'S COUNTY GENERAL BUDGET:**

County Assessor Laurie Renier presented the budget. Council member Teghtmeyer questioned the Training/Travel/Lodging stating he was opposed to out of state travel for training. It was noted that expenditures from 11523 are instate for the County Assessor's Conference.

MOTION: BRAD TANDY TO: APPROVE 11523 AT \$2,000 AND LEAVE 11501 AT THE 2004  
SECOND: TOM ANGLIN LEVEL OMITTING TELEPHONE.

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF COUNTY ASSESSOR'S REASSESSMENT BUDGET:**

County Assessor Laurie Renier presented the Reassessment Budget. It was noted that the Office Supplies need to be left in this budget since it is a separate fund from County General. Renier noted a portion of the planned ortho photos being provided in part by Homeland Security would be funded through the reassessment fund as it has been done in prior years.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET REDUCTING MILEAGE TO  
SECOND: MAURICE BEER \$ 2,000.

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF COMMERCIAL/INDUSTRIAL REASSESSMENT BUDGET:**

County Assessor Laurie Renier presented the Commercial/Industrial Reassessment Budget for the Council's consideration.

MOTION: BRAD TANDY TO: APPROVE THE BUDGET AS PRESENTED.  
SECOND: JOHN KINSEY

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF ASSESSOR'S EDUCATION FUND BUDGET:**

County Assessor Laurie Renier presented a request for the Assessor's Education Fund Budget. It was noted that this is money collected by the Auditor with the receipt of sales disclosures. Renier requested funding to continue to scan and catalog sales disclosures in preparation for the setting of land values and equalization of real property.

MOTION: TOM ANGLIN TO: APPROVED THE BUDGET AS PRESENTED.  
SECOND: BRAD TANDY

AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF CLAY TOWNSHIP ASSESSING BUDGET:**

Clay Township Trustee Assessor Ben McKrill appeared before the Council to present the Clay Township Assessing budget. The Deputy Trustee receives 154 days of pay.

MOTION: TOM ANGLIN

TO: APPROVE THE BUDGET AT THE 2004 RATE WITH NO CHANGES IN NUMBER OF DAYS.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF ETNA TOWNSHIP ASSESSING BUDGET:**

Etna Township Trustee Assessor Gary Sponseller appeared before the Council to present the Etna Township Budget. He requested the Deputy Trustee's days of pay be increased from 70 to 75 for the year.

MOTION: TOM ANGLIN

TO: APPROVE THE BUDGET AT 75 DAYS FOR THE DEPUTY

TRUSTEE AND THE BALANCE OF THE BUDGET.

AYES: 7 NAYS: 0

**IN THE MATTER OF FRANKLIN TOWNSHIP ASSESSING BUDGET:**

Franklin Township Trustee/Assessor Trillia Gearhart presented the Franklin Township Assessing Budget. The Deputy Trustee receives 70 days of pay for the year.

MOTION: MAURICE BEER

TO: APPROVE THE BUDGET AS REQUESTED.

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF HARRISON TOWNSHIP ASSESSING BUDGET:**

Harrison Township Trustee/Assessor Jim Moyer presented the assessing budget. The Deputy Trustee Receives 185 days of pay.

MOTION: BRAD TANDY

TO: APPROVE THE BUDGET AS PRESENTED.

SECOND: CHARLENE KNISPEL

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF JACKSON TOWNSHIP ASSESSING BUDGET:**

The Council considered the Jackson Township Assessing Budget. The Deputy Trustee receives 90 days of pay.

TO: APPROVE THE BUDGET AS PRESENTED.

MOTION: JOHN KINSEY

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF JEFFERSON TOWNSHIP ASSESSING BUDGET:**

Jefferson Township Trustee/Assessor Terry Zimmerman presented the assessing budget for Jefferson Township. The Deputy Trustee had 65 days of pay in 2004. Zimmerman requested 80 days of pay.

MOTION: TOM ANGLIN

TO: APPROVE BUDGET SAME AS 2004 WITH THE EXCEPTION OF DAYS, SECOND: MAURICE BEER INCREASING THE DEPUTY TRUSTEE'S DAYS TO 80.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF LAKE TOWNSHIP ASSESSING BUDGET:**

Lake Township Trustee Assessor Molly Bradford presented the Lake Township Assessing Budget. The Deputy Trustee is compensated for 110 days.

MOTION: TOM ANGLIN

TO: APPROVE THE BUDGET AS REQUESTED.

SECOND: LARRY TEGHTMEYER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE MONROE TOWNSHIP ASSESSING BUDGET:**

The Council considered the Monroe Township Assessing Budget. The Deputy Trustee receives 61 days of pay.

MOTION: JOHN KINSEY

TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: LARRY TEGHTMEYER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE PRAIRIE TOWNSHIP ASSESSING BUDGET:**

Prairie Township Trustee Assessor Julie Goon appeared before the Council to present the Prairie Township Assessing Budget. The Deputy Trustee receives 150 days of compensation

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE SCOTT TOWNSHIP ASSESSING BUDGET:**

The Council considered the Scott Township Assessing Budget. The Deputy Trustee receives 71 days of compensation.

MOTION: BRAD TANDY TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE SEWARD TOWNSHIP ASSESSING BUDGET:**

The Council considered the Seward Township Assessing Budget. The Deputy Trustee receives 200 days compensation.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF THE VANBUREN TOWNSHIP ASSESSING BUDGET:**

VanBuren Township Trustee Pat Hurd presented the VanBuren Township Assessing Budget. The Deputy Trustee receives 200 days compensation.

MOTION: MAURICE BEER TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF WASHINGTON TOWNSHIP ASSESSING BUDGET:**

Washington Township Trustee/Assessor Dean Rhoades presented the Washington Township Assessing Budget. The Deputy Trustee receives 265 days compensation.

MOTION: TOM ANGLIN TO: APPROVE THE BUDGET THE SAME AS 2004.

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF PLAIN TOWNSHIP ASSESSOR BUDGET:**

Plain Township Assessor Jean Lynch appeared before the Council to present her budget.

MOTION: TOM ANGLIN TO: APPROVE 11301 AND BALANCE OF BUDGET EXCLUDING

SECOND: MAURICE BEER TELEPHONE.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF TIPPECANOE TOWNSHIP ASSESSOR BUDGET:**

Tippecanoe Township Assessor Dorothy Biesemeyer presented here budget. It was noted that Biesemeyer had eliminated one full time position which was converted to a part time position.

MOTION: LARRY TEGHTMEYER TO: APPROVE 11523 AT \$2,500 AND 11401 AT \$1,000

SECOND: BRAD TANDY ELIMINATING TELEPHONE.

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF TURKEY CREEK TOWNSHIP ASSESSOR BUDGET:**

Turkey Creek Township Assessor Patty Gammieri presented the assessing budget for Turkey Creek Township.  
MOTION: MAURICE BEER TO: APPROVE BUDGET WITH \$2,500 FOR 11523 AND  
SECOND: LARRY TEGHTMEYER ELIMINATING TELEPHONE.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF WAYNE TOWNSHIP ASSESSOR BUDGET:**

Wayne Township Assessor Kristy Mayer presented the assessing budget for Wayne Township. Mayer noted she reduced field workers, overtime and lodging/per diem/travel/training.  
MOTION: JOHN KINSEY TO: APPROVE BUDGET AS PRESENTED REMOVING  
SECOND: BRAD TANDY TELEPHONE AND OFFICE SUPPLIES.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF THE AUDITOR'S BUDGET:**

Auditor Sue Ann Mitchell presented the Auditor's Budget. Mitchell noted there is one salary change which reflects the Front Room Counter Supervisor being placed in the same category as the back room Accounting Supervisor.  
MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET AS PRESENTED EXCLUDING  
SECOND: BRAD TANDY TELEPHONE  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF COUNTY COMMISSIONER'S BUDGET:**

Commissioner Ron Truex presented the Commissioner's Budget. Truex indicated there were a few increases including Contractual because all contracts will be budgeted in the Commissioner's Budget instead of in the Maintenance Budget. It was noted the Telephone has been increased to reflect the expected increase in deleting phone from other budgets. He noted the amount for the Bowen Center is set by statute. He also noted that the computer equipment is included in both the Commissioner's General Fund Budget and in the CCD Fund so the Council could have their choice as to where they are paid from. The Commissioner's real preference is from CCD.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET AS PRESENTED RESERVING  
SECOND: MAURICE BEER THE DECISION ON COMPUTER EQUIPMENT UNTIL LATER  
AYES: 7 NAYS: 0 IN THE BUDGET PROCESS.  
MOTION CARRIED

**IN THE MATTER OF CUMULATIVE CAPITAL DEVELOPMENT FUND:**

Commissioner Ron Truex presented the Cumulative Capital Development Fund budget.  
MOTION: LARRY TEGHTMEYER TO: APPROVE THE BUDGET AS PRESENTED RESERVING  
SECOND: CHARLENE KNISPEL THE DECISION ON COMPUTER EQUIPMENT UNTIL LATER  
AYES: 7 NAYS: 0 IN THE BUDGET PROCESS.  
MOTION CARRIED

**IN THE MATTER OF EDIT FUND BUDGET:**

Commissioner Ron Truex presented the County Economic Development Income Tax Fund Budget. He noted the Justice Building Payment is \$947,500 two times a year for a total of \$1,895,000.  
MOTION: BRAD TANDY TO: APPROVE BUDGET AS PRESENTED  
SECOND: TOM ANGLIN  
AYES: 7 NAYS: 9  
MOTION CARRIED

**IN THE MATTER OF CUM JAIL BUDGET:**

Commissioner Ron Truex presented the Cumulative Jail Budget. It was noted that the budgeted amount is for vehicles for the Sheriff's Department.  
MOTION: LARRY TEGHTMEYER TO: APPROVE BUDGET AS PRESENTED PENDING  
SECOND: CHARLENE KNISPEL FURTHER DISCUSSION AT THE TIME OF FINAL  
AYES: 7 NAYS: 0 ADOPTION.  
MOTION CARRIED



**IN THE MATTER OF THE COUNCIL BUDGET:**

President Jones asked if there were any questions related to the Council budget.

MOTION: TOM ANGLIN TO: APPROVE THE COUNCIL BUDGET AS PRESENTED.

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF COUNTY RECORDER'S BUDGET:**

The Council considered the County Recorder's budget. It was noted there were no changes in the Recorder's budget request from 2004.

MOTION: BRAD TANDY

SECOND: CHARLENE KNISPTEL

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE THE RECORDER'S BUDGET EXCLUDING TELEPHONE.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**


  
HAROLD JONES, PRESIDENT

\_\_\_\_\_  
TOM ANGLIN, VICE PRESIDENT

\_\_\_\_\_  
MAURICE BEER

  
JOHN KINSEY

  
CHARLENE KNISPTEL

  
BRAD TANDY

  
LARRY TEGTMEYER

ATTEST:

  
SUE ANN MITCHELL, AUDITOR

## KOSCIUSKO COUNTY COUNCIL

Thursday, August 12, 2004

The Kosciusko County Council met for their regular meeting on Thursday, August 12, 2004 at 6:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN	CHARLENE KNISPTEL	RON ROBINSON, COUNTY ADMINISTRATOR
MAURICE BEER	BRAD TANDY	SUE ANN MITCHELL, COUNTY AUDITOR
HAROLD JONES	LARRY TEGHTMEYER	
JOHN KINSEY		

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

### IN THE MATTER OF TURKEY CREEK TOWNSHIP ASSESSOR REQUEST FOR TRANSFERS:

Turkey Creek Township Assessor Patty Gammieri presented requests to transfer funds as follows:

TRANSFER \$ 500 From: Lodging 11523 To: Part Time 11301

TRANSFER \$1,200 From: Postage 32002 To: Part Time 11301

MOTION: TOM ANGLIN

TO: APPROVE TRANSFER AS REQUESTED.

SECOND: CHARLENE KNISPTEL

AYES: 7 NAYS: 0

MOTION CARRIED

### IN THE MATTER OF CLERK'S OFFICE REQUEST FOR TRANSFER:

Clerk of the Courts Sharon Christner appeared before the Council to request a transfer of \$4,600 from: Deputy Clerk 10027 to Part Time 11301.

MOTION: JOHN KINSEY

TO: APPROVE TRANSFER AS REQUESTED.

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

### IN THE MATTER OF COUNTY TREASURER'S REQUEST TO TRANSFER FUNDS:

County Treasurer Stephanie Esenwein requested a transfer to cover a shortfall in her Overtime account. She requested \$3,500 be transferred from Deputy Treasurer position 10264. The overtime is needed to cover the extra hours required to print and handle the provisional tax bills.

MOTION: MAURICE BEER

TO: APPROVE THE TRANSFER AS REQUESTED.

SECOND: CHARLENE KNISPTEL

AYES: 7 NAYS: 0

MOTION CARRIED

### IN THE MATTER OF INFRACTION DEFERRAL ADDITIONAL APPROPRIATION:

Letters from the Deputy Prosecutor Dan Hampton ON BEHALF OF Steve Hearn, Prosecutor requesting the following additional appropriations from the Infraction Deferral Fund:

VEHICLE SUPPLIES 22034 Video Cameras/Wireless Microphones

Indiana State Police	\$ 5,348
Milford Police Department	\$ 1,428
Silver Lake Marshall's Office	\$ 2,492
Claypool Marshall's Office	\$ 1,074

CAMERAS & FILM & BINOCULARS 22018

Kosciusko Co Special Op Team/Drug Task Force (6) Binoculars	\$ 4,300
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Kosciusko Co Fatal Team (2) Digital Cameras	\$ 3,500
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COMPUTER EQUIPMENT 44012

Kosciusko County Coroner (Lap Top)	\$2,000
Prosecutor's Office (Fax Machine)	\$ 130

Council member Anglin asked if this was money they had in their budget. It was stated this is money collected through the courts for fees for infractions that the Prosecutor may disburse with Council approval.

MOTION: TOM ANGLIN

TO: APPROVE ADDITIONALS AS PRESENTED.

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF LAW ENFORCEMENT FORFEITURES ADDITIONAL APPROPRIATION REQUESTED:**

Sheriff Aaron Rovenstine presented the request for \$15,000 from the Law Enforcement Forfeitures. Rovenstine explained this is money taken from drug seizures that can be spent by the drug unit to do their function. The money was requested as Capital Outlay account 40002. It was noted the current cash balance of the fund is \$109,370.86. Rovenstine indicated the money would be used for vehicle purchases.

MOTION: TOM ANGLIN TO: APPROVE ADDITIONALS AS PRESENTED.

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF DRUG AND ALCOHOL FUND ADDITIONAL APPROPRIATION:**

Judge Joe Sutton, Superior Court III appeared to request case manager wages from the Drug and Alcohol Fund in the amount of \$3,042. He noted it is hoped the wages can be paid from the fund to support the position.

MOTION: BRAD TANDY TO: APPROVE ADDITIONALS AS PRESENTED.

SECOND: JOHN KINSEY

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF PART TIME WAGES CLARIFICATION:**

President Harold Jones noted clarification was needed for part time wages. County Auditor Sue Ann Mitchell indicated there were several budgets that increased the amount in the part time wages probably in anticipation of a wage increase for part time. She wanted to clarify that there were no increases in part time wages since the rate for part time was not increased. Council members agreed they did not intend for part time to be increased in any budget unless specifically addressed when the budget was considered.

MOTION: TOM ANGLIN

TO: LEAVE ALL PART TIME WAGES APPROPRIATED AT THE SAME RATE AS 2004 UNLESS SPECIFICALLY ADDRESSED

AYES: 7 NAYS: 0

WHEN THE BUDGET WAS ADDRESSED.

MOTION CARRIED

**IN THE MATTER OF PRENATAL GRANT CLARIFICATION:**

Auditor Sue Ann Mitchell requested clarification concerning the splitting of money between two budgets to pay the Prenatal Coordinator. She noted she spoke with Bob Weaver reference moving all money from the Prenatal Budget to the Health Maintenance Budget. Because there was not enough money in the one grant to fund the position the request was made to fund from just one place. Council member Teghtmeyer asked if the grant would go away. Mitchell indicated the grant has been reducing over the years and may eventually go away.

MOTION: JOHN KINSEY

TO: APPROVE THE REDUCTION OF THE PRENATAL BUDGET BY THE AMOUNT OF THE PRENATAL COORDINATOR'S POSITION.

SECOND: LARRY TEGHTMEYER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF TOWNSHIP TRUSTEE'S WAGE BUDGET ISSUES:**

President Jones noted the Deputy Trustee days were addressed, but the Trustee's wages were not addressed. Jones believed the Wage Committee agreed with the Trustee's receiving 2%.

MOTION: LARRY TEGHTMEYER

TO: APPROVE A 2% RAISE FOR THE TOWNSHIP TRUSTEES

SECOND: MAURICE BEER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF COMMISSIONER'S BUDGET - BOWEN CENTER APPROPRIATION CHANGE:**

County Auditor Sue Ann Mitchell indicated the amount listed for the Bowen Center was calculated prior to receiving the amount of increase allowed for the max levy. Because the amount approved is 4.4% and the amount included in the Commissioner's Budget was calculated on 5% the amount can be reduced from \$424,860 to \$422,727. This is an amount arrived at through a calculation required by statute. This amount to be collected is also outside the frozen max levy.

MOTION: BRAD TANDY

TO: REDUCE THE BOWEN CENTER APPROPRIATION IN THE COMMISSIONER'S BUDGET FROM \$ 424,860 TO \$ 422,727 TO BE IN ACCORDANCE WITH STATE STATUTES

SECOND: LARRY TEGHTMEYER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF VANBUREN TOWNSHIP TRUSTEE ASSESSOR BUDGET CLARIFICATION:**

County Auditor Sue Ann Mitchell advised Pat Hurd, VanBuren Township Trustee/Assessor, did not put enough money in her budget to support the raise allowed. Mitchell spoke with Hurd who agreed to reduce her postage/mileage/phone account by the amount of the shortfall.

MOTION: MAURICE BEER

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE THE REDUCTION OF THE POSTAGE/MILEAGE  
PHONE ACCOUNT TO OFF SET THE INCREASE IN THE  
SALARY ACCOUNT.

**IN THE MATTER OF CORONER'S DEPUTY CALL RATE INCREASE CLARIFICATION:**

President Jones asked for clarification of the Council's wishes on the Coroner Deputy call rate. It was indicated the rate had been the same for quite some time. Brad Tandy, Wage Committee Member, indicated it was discussed by the Wage Committee that the rate should be \$100 per call as requested.

MOTION: BRAD TANDY

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE THE DEPUTY CORONER PER CALL RATE AT  
\$100 PER CALL.

**IN THE MATTER OF CORONER'S WAGE INCREASE CLARIFICATION:**

President Jones asked for clarification of the Coroner's wages. He asked if the intent was that the Coroner also receive a 2% increase.

MOTION: LARRY TEGHTMEYER

SECOND: JOHN KINSEY

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE CORONER'S WAGE INCREASE AT 2%.

**IN THE MATTER OF CLARIFICATION OF PROMOTIONS IN JAIL BUDGET:**

President Jones asked for clarification of the promotions included in the Jail Budget since it was not addressed when the Jail Budget was addressed.

MOTION: JOHN KINSEY

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE PROMOTIONS AS REQUESTED IN THE JAIL  
BUDGET.

**IN THE MATTER OF CLARIFICATION OF OVERTIME IN THE JAIL BUDGET:**

President Jones asked for clarification of overtime in the Jail Budget since it was not addressed when the Jail Budget was addressed. Council member Tandy indicated he believed overtime was necessary, but felt it needed to be monitored very carefully.

MOTION: BRAD TANDY

SECOND: LARRY TEGHTMEYER

AYES: 6 NAYS: 1

MOTION CARRIED

TO: APPROVE \$7,500 IN OVERTIME FOR THE JAIL BUDGET.

**IN THE MATTER OF CLARIFICATION HOLIDAY PAY IN THE JAIL BUDGET:**

President Jones asked for clarification of holiday pay in the Jail Budget. Jones asked Rovenstine if the money requested was a calculated amount required to accomplish allowing holiday pay for jailers. Rovenstine indicated the amount was close since raises were not known at the time of calculation.

MOTION: TOM ANGLIN

SECOND: BRAD TANDY

AYES: 6 NAYS: 1

MOTION CARRIED

TO: APPROVE JAILERS HOLIDAY PAY AT \$25,000.

**IN THE MATTER OF CLARIFICATION OF PROMOTIONS FUND IN THE SHERIFF'S BUDGET:**

President Jones asked for clarification from the Council reference Promotions in the Sheriff's Budget. Council member Knispel asked for clarification as to the purpose of the money. She was advised it would be to promote so that there would be one supervisor on each shift at all times.

MOTION: JOHN KINSEY

SECOND: CHARLENE KNISPEL

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE \$ 3,000 FOR PROMOTIONS IN THE SHERIFF'S  
BUDGET.

**IN THE MATTER OF CLARIFICATION OF OVERTIME PAY IN THE SHERIFF'S BUDGET:**

President Jones indicated clarification was also needed on Overtime Pay in the Sheriff's Department Budget. Council member Tandy restated his comments made when discussing overtime in the Jail Budget. He noted it would require close monitoring but did agree it was necessary looking at the comp time outstanding. He stated he thought a message needs to be sent to the supervising officers in the Sheriff's Department that it is to be used conservatively. He further stated he would like to see a reduction in the comp time outstanding over the next year with the use of overtime money. Council member Teghtmeyer noted that overtime is a more efficient use of county funds instead of adding new employees.

MOTION: BRAD TANDY TO: APPROVE \$ 20,000 FOR OVERTIME IN THE SHERIFF'S

BUDGET.

SECOND: LARRY TEGHTMEYER

AYES: 7 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF CLARIFICATION OF CAPITAL OUTLAY FOR THE SHERIFF'S DEPARTMENT:**

President Jones indicated that for 2004 the cars were purchased from Cum Jail. He stated it needs to be clarified where the cars will be paid from. Auditor Sue Ann Mitchell asked for clarification concerning the Sheriff's Budget Capital Outlay Accounts. She noted that the Sheriff requested Shelving & Racks at \$200, Office Equipment at \$1,500, and Other Equipment at \$40,000. Mitchell wanted to know if it was the intent of the Council to leave this in the Sheriff's Budget or if they intended for these items to come from the Commissioner's Budget. She also asked if the \$170,000 was intended to be left in the Sheriff's Budget for cars or should it be reduced to \$150,000. She further inquired if the Council wanted to pay for the cars from Cum Jail or from County General. Sheriff Rovenstine indicated he could live with the \$40,000 for equipment being put in the Commissioner's Budget.

MOTION: LARRY TEGHTMEYER

SECOND: TOM ANGLIN

AYES: 7 NAYS: 0

MOTION CARRIED

TO: REMOVE CAPITAL OUTLAYS IN THE AMOUNT OF \$ 41,700 FROM THE SHERIFF'S BUDGET LEAVING THE

MOTOR VEHICLES AT \$150,000 UNTIL A LATER DATE.

**IN THE MATTER OF 911 BUDGET CLARIFICATION:**

President Jones indicated the 911 funding had been left until tonight for a decision on how to fund the positions. There are several options for the Council to consider. The Council could approve only the Chief Dispatcher and five dispatchers in the 911 Fund, five dispatchers in the Sheriff's General Budget and five to remain with the City of Warsaw. A second option could be to approve the Chief Dispatcher and ten dispatchers in the 911 Fund and remove all dispatchers from the Sheriff's General Budget. A third option is to move all dispatchers including the Chief Dispatcher, ten county dispatchers and five Warsaw City dispatchers to the 911 Fund.

MOTION: LARRY TEGHTMEYER

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

TO: APPROVE COMBINING ALL EMPLOYEES INTO THE 911 FUND INCLUDING THE CHIEF DISPATCHERS, TEN COUNTY EMPLOYEES AND FIVE WARSAW CITY EMPLOYEES.

**IN THE MATTER OF OPENING OF BUDGET HEARING:**

President Harold Jones opened the budget hearing. President Jones opened the floor for public comments. There were no public comments made. The public hearing was closed.

MOTION: TOM ANGLIN

SECOND: BRAD TANDY

AYES: 7 NAYS: 0

MOTION CARRIED

TO: MAKE PRELIMINARY BUDGET APPROVAL WITH THE BUDGET AS DISCUSSED IN THE PREVIOUS TWO NIGHTS SESSIONS.

**IN THE MATTER OF THE RESTRUCTURING OF CONCRETE AROUND THE COURTHOUSE:**

Kosciusko County Administrator Ron Robinson informed the Council that work would begin soon on the concrete on the West side of the Courthouse. He noted the concrete has split and raised in some places and is being replaced.

**IN THE MATTER OF FINANCIAL REVIEW FOLLOWING THE PRELIMINARY BUDGET ADOPTION:**

Kosciusko County Auditor Sue Ann Mitchell reviewed where the county is following the preliminary adoption of the budget. She noted there was still some difference between where the county is related to the maximum levy. She noted that moving the Sheriff's Department cars and Computer equipment would leave the county a little less than \$500,000 over the max levy with a \$2.5M operating balance. She further noted that the Cum funds rate could be reduced because they are rate driven not dollar driven. The Council can set an amount and calculate the rate based on that amount rather than letting the collections be rate driven. This could free up max levy that could then be collected in the County General Fund to increase the operating balance.

**IN THE MATTER OF EDUCATIONAL PROGRAM FOR THE PURCHASE OF VOTING MACHINES:**

County Auditor Sue Ann Mitchell indicated she and the Clerk have planned an educational program including the Secretary of State and his representative to explain the purchase of voting machines on August 25th. Mitchell again indicated the purchase of machines can not be done from county funds and then reimbursed. The machines must be contracted for and then the funds applied for with the state. The county will then pay the difference. The meeting will be open to all counties. Several counties have expressed an interest in the all day program.

President Harold Jones expressed appreciation to the office holders and department heads. He recognized the people who put time into the brainstorming project. He thanked the Commissioners for their effective budget. He thanked the County Administrator preparing information for the budget. He thanked the County Auditor's Office staff for their work on the book that was used to guide through the budget process. He also thanked the media for their participation in the budget process. The Council members thanked President Jones for his handling of the meetings.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

\_\_\_\_\_  
TOM ANGLIN, VICE PRESIDENT

\_\_\_\_\_  
MAURICE BEER

  
JOHN KINSEY

  
CHARLENE KNISPEI

  
BRAD TANDY

  
LARRY TEGHTMEYER

ATTEST:

  
SUE ANN MITCHELL, AUDITOR

**KOSCIUSKO COUNTY COUNCIL****Thursday, September 15, 2004**

The Kosciusko County Council met for their regular meeting on Thursday, September 15, 2004 at 6:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

TOM ANGLIN                      CHARLENE KNISPSEL                      RON ROBINSON, COUNTY ADMINISTRATOR

   BRAD TANDY    SUE ANN MITCHELL, COUNTY AUDITOR

HAROLD JONES                      LARRY TEGHTMEYER

JOHN KINSEY                      MAURICE BEER ABSENT

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

**IN THE MATTER OF KOSCIUSKO COUNTY TOBACCO ALLIANCE ORGANIZATION TOBACCO CESSATION FUNDING:**

Kosciusko County Tobacco Alliance Organization representative Bobbi Burkhardt presented information to the Council related to tobacco cessation grant programs being offered by the organization. She noted that they are authorizing funding for various entities working to promote tobacco cessation. She stated they have money available from the State to be made available to local entities through the master settlement through the courts with the tobacco companies. County Auditor Sue Ann Mitchell noted that they will be distributing \$218,000 over a three year period.

**IN THE MATTER OF AREA PLAN TRANSFER REQUESTED:**

Dan Richard, Area Plan Director requested by letter the transfer of \$2,500 from Part time 11302-000-002 to Numbering System Assistant 100-11049-000-002.

MOTION: TOM ANGLIN

TO: TRANSFER THE \$2,500 AS REQUESTED.

SECOND: CHARLENE KNISPSEL

AYES: 6 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF CIRCUIT AND SUPERIOR COURT TRANSFER REQUEST:**

The courts requested a transfer of funds from part time to joint court secretary. County Auditor Sue Ann Mitchell explained they had a person who left employment. The employee had time to be compensated that would run the payroll account short for the next person to hold the position.

MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER AS REQUESTED.

SECOND: BRAD TANDY

AYES: 6 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF COUNTY HIGHWAY TRANSFER REQUESTS:**

Robb Ladson, County Highway Superintendent/Engineer requested several transfers. Council member Anglin asked how he had enough extra money in Telephone to make a \$ 21,600 transfer requested. Ladson indicated the account at one time paid for telephones and radios. The costs have decreased in recent years. Transfer from Telephone 204-32001-000-050 \$11,000, Building Repair 204-35011-000-050 \$1,000, Repairs & Maintenance

204-35001-000-050 \$ 8,000, transfer \$ 20,000 to Gas/Motor Oil 204-22003-000-050, \$ 1,600 to 204-11208-000-050. MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER AS REQUESTED.

SECOND: JOHN KINSEY

AYES: 6 NAYS: 0

MOTION CARRIED

Ladson requested the transfer of funds for payroll accounts. One employee left requiring money to be paid out to settle for days owed. Ladson had one employee that was off on sick leave with out pay which created the extra he is requesting to move. Transfer \$ 9,000 from Truck Driver 204-10312-000-051 Transfer 2,600 to Truck Driver 204-10335-000-051 Transfer \$ 1,700 to Draftsman 204-11210-000-051 Transfer \$ 4,700 to 204-11211-000-051 Drainage Supervisor.

MOTION: JOHN KINSEY

TO APPROVE THE TRANSFER AS REQUESTED.

SECOND: LARRY TEGHTMEYER

AYES: 6 NAYS: 0

MOTION CARRIED



**IN THE MATTER OF 911 TRANSFER REQUEST:**

Chief Dispatcher Tom Brindle requested by letter the transfer of \$ 1,500. The transfer was a request from equipment to education.

MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER AS REQUESTED.

SECOND: LARRY TEGHTMEYER

AYES: 6 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR INFRACTION DEFERRAL:**

Chief Deputy Dan Hampton requested \$70 for the Claypool Marshall's office for Video Cameras account 286-22034-000-000. This amount completes the grant to the Claypool Marshall's Office.

MOTION: TOM ANGLIN

TO: APPROVE THE ADDITIONAL APPROPRIATION AS REQUESTED.

SECOND: JOHN KINSEY

AYES: 6 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST FOR SHERIFF FOR GAS & OIL:**

County Sheriff Aaron Rovenstine requested an additional appropriation in the amount of \$ 25,000 for Gas and Oil. It was noted there has been a large increase in the cost for gasoline for the Sheriff's cars. He noted he felt this would be enough to last until the end of the year barring \$3 a gallon gasoline.

MOTION: JOHN KINSEY

TO: APPROVE ADDITIONAL APPROPRIATION AS REQUESTED.

SECOND: LARRY TEGHTMEYER

AYES: 6 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF ITEMS TO BE SPENT FROM THE DONATION AND COMMISSARY ACCOUNT:**

Sheriff Aaron Rovenstine presented information concerning the Donation Fund and the Commissary Fund. He has received \$10,000 for the last several years from a generous donor in the community. Rovenstine asked permission to establish two scholarships in 2005 and in 2006 in the amount of \$1,000 each in memory of fallen Sheriff's Department Office Phil Hochstetler. The scholarship would be for a high school graduates going to college to pursue an education in law enforcement.

MOTION: TOM ANGLIN

TO: APPROVE RESOLUTION TO APPROVE EXPENDITURES FROM COMMISSARY AND DONATION FUND.

SECOND: JOHN KINSEY

AYES: 6 NAYS: 0

MOTION CARRIED

**RESOLUTION 04-09-15-002  
RESOLUTION TO APPROVE  
KOSCIUSKO COUNTY SHERIFF'S DEPARTMENT  
COMMISSARY FUND EXPENDITURES**

**WHEREAS**, the Kosciusko County Sheriff has a Commissary Fund and Donations Fund approved by the Kosciusko County Council, and

**WHEREAS**, Kosciusko County Council must approve the expenditures made from those funds, and  
**WHEREAS**, the following were submitted to the Council for approval:

1. Christmas party for the Department (Donation Account)
2. Flowers for Funerals
3. Plaques and awards for Department
4. Service charges on checking accounts
5. Water(Bottled Drinking Water)
6. Drug awareness (Meth Billboards and adds) (Already covered in statute but is expensive).
7. Department pictures and ads.
8. Phil Hochstetler Scholarships for next two years (Donation)

**THEREFORE THE KOSCIUSKO COUNTY COUNCIL DOES HEREBY** approve the expenditures as listed above this 15<sup>th</sup> day of September, 2004.

**IN THE MATTER OF DRUG AND ALCOHOL FUND ADDITIONAL APPROPRIATION:**

Judge James Jarrett requested an additional appropriation in the amount of \$ 5,900 for Other Equipment from Fund 286-44017-000-000. He stated the money would be used to fund the Drug and Alcohol workbooks required. He noted the Drug and Alcohol Case Manager must purchase the books and then charge the enrollees

\$ 25 per book. When the money is collected from the enrollees, it is placed back into the account. He also noted the money would be used to update the program for the class. The money comes from fees based on an assessment done as a part of their penalties.

MOTION: TOM ANGLIN TO: APPROVE THE ADDITIONAL APPROPRIATION AS  
SECOND: LARRY TEGHTMEYER REQUESTED.  
AYES: 6 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF THREE YEAR APPOINTMENT TO THE NEWLY ESTABLISHED NORTH WEBSTER/TIPECANOE TOWNSHIP LIBRARY BOARD:**

President Jones noted a letter was received from the North Webster/Tipecanoe Township Library requesting a three year appointment to the library board. The library has just recently been formed as a taxing library. Council member Knispel indicated she knew Dana Krull well and felt he would make a good appointment with his accounting skills.

MOTION: CHARLENE KNISPEL TO: APPOINT DANA KRULL TO THE LIBRARY BOARD.  
SECOND: TOM ANGLIN  
AYES: 6 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF EXCHANGE OF PROPERTY AGREEMENT WITH THE CITY OF WARSAW:**

County Administrator Ron Robinson presented information concerning the exchange of property with the City of Warsaw. A vehicle was purchased with drug fund money and it was given to the County Sheriff's Department by Warsaw City. The car is now being given back to Warsaw City.

MOTION: TOM ANGLIN TO: SIGN AGREEMENT WITH CITY OF WARSAW.  
SECOND: JOHN KINSEY  
AYES: 6 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF FINAL BUDGET ADOPTION HEARING:**

President Harold Jones opened the budget hearing. He asked County Auditor Sue Ann Mitchell to go over any items that still need addressed. Mitchell presented information concerning the working max levy. She reviewed the max levy difference between where the county is and where it would have to be to have a \$2.5M operating balance. She noted computers in the amount of \$175,000 have been left in two places including the Commissioner's Budget and the CCD Fund. She noted the same is true with the Sheriff's cars in the amount of \$170,000 in the Sheriff's Budget and \$ 150,000 in Cum Jail. She noted they could be left both places and cut at a later time or they could be cut now. She further identified that the five dispatchers that were paid in the Sheriff's Budget have been pulled into the 911 Fund which has reduced the County General expenditures. Mitchell noted she had gone back over revenue to determine if there was additional revenue. She noted the county received notification that EDIT went down \$60,000 and that COIT went down \$300,000. She stated the estimates used for revenue were 95% of prior receipts. Mitchell stated she used 90% of the prior years receipts so even though the numbers for COIT is down, it did not have an adverse effect on the budget as presented so far. Council member Teghtmeyer indicated it looked like the budget increased significantly, but re-interated that is because the Sheriff's cars and computer equipment are accounted for in two places. Mitchell noted the following issue needed to be addressed.

**IN THE MATTER OF SOIL AND WATER 2005 BUDGET SHORTFALL:**

County Auditor Sue Ann Mitchell indicated there was a shortfall in the Soil and Water Budget because they did not ask for enough money last year. She asked if the Council would be willing to approve the money in the 2005 budget to fix the shortfall. The amount that needs to be adjusted is \$ 502. Mitchell stated that if the money is appropriated in 2005 it will not require an additional appropriation in 2005.

MOTION: TOM ANGLIN TO: APPROVE THE ADDITIONAL \$502 BEING ADDED  
SECOND: BRAD TANDY TO THE 2005 BUDGET.  
AYES: 6 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF 2005 FINAL BUDGET ADOPTION:**

President Harold Jones asked for comments from the public. There were no comments. Hearing no comments from the public, Jones asked for comments from the Council.

MOTION: LARRY TEGHTMEYER  
SECOND: CHARLENE KNISPEN  
AYES: 6 NAYS: 0  
MOTION CARRIED

TO: APPROVE THE BUDGETS AS PREVIOUSLY  
REVIEWED SUBJECT TO FINAL APPROVAL WHEN  
THE 1782 NOTICE IS RECEIVED.

**IN THE MATTER OF REVISED PERSONNEL HANDBOOK:**

County Administrator Ron Robinson distributed an amendment to the personnel hand book for the Council's consideration. He noted changes are marked. He stated most changes were required because of changes in the law. Council member Tandy asked if the county was working with an employment lawyer. Robinson indicated Baker and Daniels, Attorneys and Waggoner, Irwin, Scheele, employment service were contacted..

MOTION: JOHN KINSEY  
SECOND: BRAD TANDY

TO: APPROVE THE REVISION AS PRESENTED.  
DISCUSSION CONTINUED ON THE ISSUE

Robinson indicated there was a change to the sick/personal leave. He noted currently an employee could "bank" sick hours accrued over 80 hours. The bank had no limit. The new policy says an employee may bank up to 45 days sick time that can only be used for sick. There will no longer be sick/personal days. There will be two personal days per year. Employees will accrue one day per month from January to October for sick days. Council member Teghtmeyer asked if the intent was to increase the number of sick days to 10 per year. Robinson indicated that was correct, but that the days could only be used for sick time. They could no longer be used for personal days. Following the discussion, the motion was withdrawn. Council member Teghtmeyer questioned adding to the sick days being accrued. The item was tabled.

**IN THE MATTER OF CONCRETE REPAIR ON THE WEST SIDE OF THE BUILDING:**

County Administrator Ron Robinson reported on the repair of the concrete on the west side of the building. He also noted the cleaning of the windows has been done at the Justice Building. He noted the film that collects on the windows are caused by deposits.

**IN THE MATTER OF THE VOTING MACHINES EDUCATIONAL MEETING:**

County Auditor Sue Ann Mitchell thanked the Council members who took time to attend the meeting on the voting machines. She noted the county will evidently receive back an estimated \$550,000 to pay for the machines. The latest date to have them purchased is December 2005. Mitchell noted the vendors present seemed to be agreeable to adjusting their costs and waiting on their money. Mitchell noted there are only about 19 counties that have not yet purchased. Mitchell suggested a joint discussion on what was learned at the meeting. President Jones indicated he felt it was a worthwhile day of learning. He appreciated the Secretary of State's participation in the training day.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

Harold D. Jones  
HAROLD JONES, PRESIDENT

TOM ANGLIN, VICE PRESIDENT

MAURICE BEER

John Kinsey  
JOHN KINSEY

Charlene Knispel  
CHARLENE KNISPEN

Brad Tandy  
BRAD TANDY

Larry Teghtmeyer  
LARRY TEGHTMEYER

ATTEST:

Sue Ann Mitchell  
SUE ANN MITCHELL, AUDITOR

KOSCIUSKO COUNTY COUNCIL

Thursday, October 14, 2004

The Kosciusko County Council met for their regular meeting on Thursday, October 14, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were: MAURICE BEER TOM ANGLIN ABSENT HAROLD JONES LARRY TEGHTMEYER ABSENT JOHN KINSEY SUE ANN MITCHELL, COUNTY AUDITOR CHARLENE KNISPTEL RON ROBINSON, COUNTY ADMINISTRATOR BRAD TANDY The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

**IN THE MATTER OF REQUEST FOR TRANSFER IN THE PROSECUTOR'S BUDGET:**

Deputy Prosecutor Dan Hampton on behalf of Steve Hearn requested by letter a transfer of \$1,200. The request was to transfer the funds from the State Witness Fees account 100-11515-000-002 to Part Time 100-11301-000-002.

MOTION: BRAD TANDY TO: APPROVE THE TRANSFER REQUEST AS PRESENTED.

SECOND: MAURIE BEER

AYES: 5 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF REQUEST FOR TRANSFER IN THE COMMISSIONER'S BUDGET:**

The Commissioners requested a transfer of \$13,000 from Copy Supplies 100-21006-000-009 to Office Supplies 100-32001-000-009. The Copy Supplies account was originally set up for the purchase of copy paper for the county. The claims for copy paper have been processed through the Office Supplies account so the request is to move the money to prevent a shortfall.

MOTION: JOHN KINSEY

TO: APPROVE THE TRANSFER REQUEST AS PRESENTED.

SECOND: CHARLENE KNISPTEL

AYES: 5 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF REQUEST FOR TRANSFER IN THE TIPPECANOE TOWNSHIP**

**ASSESSOR'S BUDGET:**

Dorothy Biesemeyer, Tippecanoe Township Assessor, requested the transfer of \$200 from Overtime 100-11401-000-035 to Payroll Account 100-10236-000-035. The short fall is actually from 2003 when the request at budget time was not enough to cover the salary. The shortfall carried over into the 2004 budget. This is not an increase in the salary but merely fully funding the approved salary.

MOTION: MAURIE BEER

TO: APPROVE THE TRANSFER REQUEST AS PRESENTED.

SECOND: BRAD TANDY

AYES: 5 NAYS: 0

MOTION CARRIED

**IN THE MATTER OF APPOINTMENT TO THE SYRACUSE LIBRARY:**

Rosalyn Jones, Director of the Syracuse-Turkey Creek Township Public Library, requested the appointment of Randall Kent Girod to the Library Board. A vacancy was left when William Musser was appointed to the Town Board to fill a vacancy there. The appointment expires on December 31, 2004.

MOTION: CHARLENE KNISPTEL TO: APPROVE THE APPOINTMENT OF RANDALL KENT

SECOND: BRAD TANDY

GIROD TO SERVE THE REMAINING PORTION OF WILLIAM

AYES: 5 NAYS: 0

MUSSER'S TERM TO DECEMBER 31, 2004.

MOTION CARRIED

**IN THE MATTER OF REVIEW OF PETITION FOR THE DESIGNATION OF LAND NEAR 200 N**

**AND POUND ROAD IN PLAIN TOWNSHIP FOR ECONOMIC REVITALIZATION:**

Attorney James Walmer appeared on behalf of the Thornburgh Family, L. P. and Machining Concepts, Inc. to request approval of a resolution to designate the real estate as an economic revitalization area. The Thornburgh Family, L. P. will be responsible for the building to be constructed. Walmer indicated Machining Concepts, Inc. is related to the orthopedic industry and will be responsible for the purchase of equipment and the provider of employment. Currently the business has 20 employees. They expect to hire an additional 15 employees by the end of 2005 at an additional payroll of approximately \$795,000. They expect to add approximately



- production further income for other businesses within the County, aiding in the rehabilitation, development and maintenance of other properties with the town, and
- e. The totality of the benefits of the proposed redevelopment and rehabilitation is sufficient to justify the designation of the territory as an Economic Revitalization Area and to justify the deductions provided for by IC 6-1.1-12.1-1 et seq.
  - 3. That the County Council of Kosciusko County, Indiana, finds affirmatively upon the above.
  - 4. That as permitted by IC 6-1.1-12.1, or any other Statute of the State of Indiana, the property owner shall be entitled to such deductions as are allowed by Statute for real estate improvements, and personal property as is permitted and provided for by law.
  - 5. That this Resolution be approved and adopted by the County Council of Kosciusko County, that notice of the adoption of this Resolution be given with a public notice of hearing date therein upon a Final Declaratory Resolution, confirming, modifying, and confirming or rescinding this Resolution, that a copy of this Resolution be filed with the County Assessor, all as is required by IC 6-1.1-13.1-1 et. seq.
- Upon Motion duly made and seconded, this Resolution was approved and adopted by the County Council of Kosciusko County, Indiana, this 14<sup>th</sup> day of October, 2004, by a vote of 5 ayes and 0 nays.
- Kosciusko County Council

**IN THE MATTER OF 2004 TAX SALE REPORT:**

Kosciusko County Auditor Sue Ann Mitchell presented information concerning the tax sale held Wednesday, October 13, 2004. Mitchell reported that the sale netted \$1,586,736.86 for 120 properties with a breakdown as follows:

Taxes and Penalties	\$	101,646.15
Cost of Sale	\$	9,150.00 (Paid by tax sale purchaser.)
Surplus	\$	1,475,940.71

**IN THE MATTER OF THE MAILING OF 2004 TAX BILLS:**

Kosciusko County Auditor Sue Ann Mitchell reported that tax bills were mailed today. The bills represent the fall installment after the calculation of the total bill less what was paid on the provisional tax bill. When asked if the County would be back on track for spring, Mitchell indicated that if there was not a cross county school hold up the county would be ready to go. She stated she had the assessed values from the County Assessor and that all exemptions are posted, however, all appeals and Corrections of Errors have not yet been received. She noted the change the State made in how the assessed values must be certified citing that no appeals or corrections can be withheld from the assessed values. Failing to account for as many appeals and corrections results in taxing entities experiencing a shortfall because the assessed value used to calculate their rate would be eroded by reduced assessed values.

**IN THE MATTER OF REPORT FROM ASSOCIATION OF INDIANA COUNTIES REFERENCE 911 FUNDING:**

Kosciusko County Auditor Sue Ann Mitchell reported she attended the AIC Fall Conference. She presented figures indicating that the county had received reimbursement of \$407,902.18 from the Indiana Wireless E911 Board. She noted the change from land line phones to cell phones has reduced the revenue generated for the E911 fund. Land line phone pay \$1 per line while cell phones pay only \$ .90. The county receives \$ .35 and the state receives \$ .65. She stated there is a growing concern throughout the state that the money would continue to decrease.

**IN THE MATTER OF HAMILTON COUNTY LAWSUIT AGAINST THE DEPARTMENT OF REVENUE:**

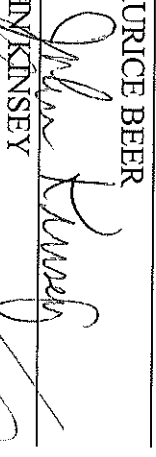
Kosciusko County Auditor Sue Ann Mitchell indicated a lawsuit had been filed by Hamilton County against the Department of Revenue to require a court ordered accounting of the COIT funds collected by the department. She noted the many discussions held by the Kosciusko County Council reference the COIT and EDIT issues. She was hopeful the issue would be brought out into the open so it would become public as it was supposed to be.

Being no further business to come before the Council, the meeting was adjourned.


**KOSCIUSKO COUNTY COUNCIL**

  
HAROLD JONES, PRESIDENT

ABSENT  
TOM ANGLIN, VICE PRESIDENT

MAURICE BEER  
  
JOHN KINSEY

  
CHARLENE KNISPEL

  
BRAD TANDY

ABSENT  
LARRY TEGHTMEYER

ATTEST:

  
SUE ANN MITCHELL, AUDITOR



KOSCIUSKO COUNTY COUNCIL  
Thursday, November 18, 2004

The Kosciusko County Council met for their regular meeting on Thursday, November 18, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Harold Jones  
Tom Anglin  
John Kinsey  
Maurice Beer

Charlene Knispel  
Larry Teghtmeyer  
Brad Tandy

Sue Ann Mitchell, County Auditor

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

**IN THE MATTER OF TRANSFER OF FUNDS FOR CORONER:**

A request was received from Larry Ladd, County Coroner, to transfer \$1,000 from 100-11079-000-010 Coroner Clerk Salary to 100-11078-000-010 Deputy Coroner Salary.

MOTION: TOM ANGLIN TO: Approve transfer of \$1000 from  
SECOND: MAURICE BEER 100-11079-000-010 Coroner Clerk Salary to  
AYES: 7 NAYES: 0 100-11078-000-010 Deputy Coroner Salary  
MOTION CARRIED

**IN THE MATTER OF TRANSFER OF FUNDS FOR COUNTY CLERK'S OFFICE:**

A request was received from Sharon Christner, County Clerk, to transfer \$17 from 100-35004-000-08 Repair Part/Labor to 100-21010-000-008 Legal Directory & Court Rules.

MOTION: BRAD TANDY TO: Approve transfer of \$17 from  
SECOND: TOM ANGLIN 100-35004-000-08 Repair Parts/Labor to  
AYES: 7 NAYES: 0 100-21010-000-08 Legal Directory & Court  
MOTION CARRIED Rules

**IN THE MATTER OF TRANSFER OF FUNDS FOR TURKEY CREEK TOWNSHIP ASSESSOR:**

A request was received from Patty Gammier, Turkey Creek Township Assessor, to transfer \$300 from 100-11523-000-039 Lodging to 100-11401-000-039 Part-Time.

MOTION: TOM ANGLIN TO: Approve transfer of \$300 from  
SECOND: JOHN KINSEY 100-11523-000-039 Lodging to  
AYES: 7 NAYES: 0 100-11401-000-039 Part-Time  
MOTION CARRIED

**IN THE MATTER OF TRANSFER OF FUNDS FOR SUPERIOR COURT 2 & 3:**

Judge James Jarrett appeared requesting a transfer of \$10,000 from 100-11525-000-044 Jury Per Diem to 100-11326-000-044 Pauper Counsel. Judge Jarrett stated this transfer is in anticipation of a short fall in the Pauper Counsel fund.

MOTION: TOM ANGLIN TO: Approve transfer of \$10,000 from  
SECOND: CHARLENE KNISPTEL 100-11525-000-044 Jury Per Diem to  
AYES: 7 NAYES: 0 100-11326-000-044 Pauper Counsel  
MOTION CARRIED

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR COUNTY HIGHWAY:**

A request was received from Rob Ladson, County Highway Superintendent, for an additional appropriation for 204-22003-000-050 Gas Motor Oil \$25,000 & an additional appropriation for 204-22036-000-050 Garage and Other Motor Supplies \$25,000. Ladson will cover these appropriations by requesting a reduction in appropriation for 204-11401-000-051 Overtime Pay \$20,000, 204-110326-000-051 Salary Account for Tim Zwick \$5,000 and 204-22037-000-051 Bituminous \$25,000. County Auditor Sue Mitchell confirmed that this is money the Highway Department had originally budgeted. They are simply reducing one appropriation to cover the additional appropriation.

MOTION: LARRY TEGHTMEYER TO: Approve additional appropriations for  
SECOND: BRAD TANDY \$25,000 204-22003-000-050 Gas Motor Oil  
AYES: 2 NAYES: 0 \$25,000 204-22036-000-050 Garage & Other  
MOTION CARRIED Motor Supplies  
Appropriation reduction: \$20,000 204-11401-000-051 Overtime Pay  
\$ 5,000 204-10326-000-051 Tim Zwick  
\$25,000 204-22037-000-051 Bituminous

**IN THE MATTER OF REQUEST FOR ADDITIONAL APPROPRIATION FOR SHERIFF'S DEPARTMENT:**

Aaron Rovenstine, Kosciusko County Sheriff, presented a request for an additional appropriation of \$15,000 for 100-22003-000-019 Gas Motor Oil. Rovenstine stated there were two (2) months left to cover these expenses and he anticipates a shortfall by the end of the year.

MOTION: LARRY TEGHTMEYER TO: Approve additional appropriation of  
SECOND: TOM ANGLIN \$15,000 for 100-22003-000-019 Gas Motor Oil  
AYES: 7 NAYES: 0  
MOTION CARRIED

**IN THE MATTER OF REQUEST FOR ADDITIONAL APPROPRIATION FOR CORONER:**

A request was received from Larry Ladd, County Coroner, for an additional appropriation for \$10,000 for 100-31013-000-010 Lab & X-ray. Sue Mitchell, County Auditor, stated these funds are used for conducting autopsies.

MOTION: LARRY TEGHTMEYER TO: Approve additional appropriation of  
SECOND: MAURICE BEER \$10,000 for 100-31013-000-010 Lab & X-ray  
AYES: 7 NAYES: 0  
MOTION CARRIED

**IN THE MATTER OF ADDITIONAL APPROPRIATION FOR COUNTY CONVENTION RECREATION COMMISSION:**

Deb Wiggins appeared on behalf of the County Convention Recreation Commission. Wiggins requested appropriations for the Commission. She requested an additional appropriation for 546-31019-000-000 Grants, Events, Festivals. \$5,000. This will be used for clerical help to underwrite a study being contracted to help the Commission to form a strategic plan for the county. Wiggins also requested \$10,000 to be used to finish the funding for the CVB, Inc. contract until the end of the year. That will enable CVB, Inc to meet their budget. Councilman Tom Anglin stated he appreciated the fact there was better dialogue occurring with the Commission recently.

MOTION: LARRY TEGHTMEYER TO: Approve additional appropriation as  
SECOND: TOM ANGLIN requested.  
AYES: 7 NAYES: 0  
MOTION CARRIED

**IN THE MATTER OF 2005 REQUEST FOR APPROPRIATION OF FUNDS FOR KCODE:**

Ruchelle Sammons appeared before the Commissioners on behalf of the Kosciusko County Coalition on Drug Education (K-CODE). Sammons presented the 2005 proposed expenditures for approval. Sammons stated monies are to be disbursed for use under one of four (4) categories: Prevention & Education, Intervention & Treatment, Law Enforcement & Justice and Discretionary. 30 applications were received requesting K-CODE funding but later one application was withdrawn.

MOTION: BRAD TANDY TO: Approve KCODE expenditures as  
SECOND: MAURICE BEER presented.  
AYES: 7 NAYES: 0  
MOTION CARRIED

Sponsor Agency		Project Description	Request	Award
Kosciusko County Coalition on Drug Education (K-CODE)				
Proposal Committee Meeting – Tuesday, November 11, 2004				
Prevention & Education				
Warsaw PD	DARE		\$ 8,000.00	\$ 4,000.00
Warsaw Comm. HS	Drug Testing		3,000.00	3,000.00
Indiana Girl Scouts	Drug & Tobacco Education		4,633.00	1,600.00
Kos. Co. Sheriff Dept.	Meth Watch Program (billboard)		5,000.00	0
Kos. Co. Sheriff Dept.	DARE		15,000.00	10,000.00
Mentone & Akron Elem.	Red Ribbon Speaker/supplies		1,340.48	1,125.00
Lifeline Youth & Family Serv.	Center for Responsible Thinking		7,800.00	5,000.00
Boys & Girls club	Smart Moves		19,231.95	6,000.00
Lakeland Youth Center	Kids Club		6,000.00	6,000.00
Mentone Elem.	Red Ribbon Placemats		1,000.00	1,000.00
Eisenhower Elem.	Red Ribbon Buttons/Sign		700.00	700.00
Piercetown Police Dept.	DARE		4,500.00	4,500.00
Kos. Co. Sheriff Dept.	County-wide Meth Ed Program		5,000.00	0
K-CODE Coordinator			3,667.00	3,667.00
K-CODE Meth Watch Fund				8,241.00
Prevention/Education TOTAL			\$ 84,874.43	\$ 54,8833.00

Intervention & Treatment			
Mental Health Association	Right Start - Right Step	\$ 3,500.00	\$ 3,500.00
24 Hour club	General Support	10,500.00	10,500.00
Bowen Center	Women's Victim's of Domestic Violence	4,992.00	*combined
Bowen Center *	Violence & Indigent Programs	14,400.00	*10,000.00
Stepping Stones*	12 Step Programs (NA,AA)		withdrew application
K-CODE Coordinator		3,667.00	3,667.00
Intervention/Treatment TOTAL		\$ 37,059.00	\$ 27,667.00

Law Enforcement & Justice			
Warsaw Police Dept.	3 Patrol Videos	\$ 9,600.00	\$ 7,173.00
Mentione Police Dept.	2 HP Digital Cameras	343.52	350.00
Milford Police Dept.	4 Taser Weapons & Training	3,848.27	2,000.00
Kos Co Joint Gang Task Force	General Support	4,000.00	3,000.00
Kos. Co. SPOT	Recorders (body wire)	3,000.00	3,000.00
Silver Lake PD*	3 sets stop stick Rack Kits*	1,120.70	*combined
Silver Lake PD*	7 portable radio batteries*	496.00	*combined
Silver Lake PD*	Power Dome Outdoor Camera*	999.95	*combined
Silver Lake PD*	MultiChannel DVR w/CD Burner*	1,831.92	*4,000.00
Syracuse PD	SRO Training	2,200.00	2,200.00
Pierceon PD	Laptop / multimedia projector	2,110.00	2,110.00
K-CODE Coordinator		3,667.00	3,667.00
Law Enforcement / Justice TOTAL		\$ 33,217.36	\$ 27,500.00

TOTAL	\$155,150.79	\$110,000.00
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KOSCIUSKO COUNTY COALITION ON DRUG EDUCATION (KCODE)  
CURRENT FUNDING PICTURE

1-1-2004 BEGINNING BALANCE	\$ 95,347.86
RECEIPTS TO DATE	70,604.38
EXPENDITURES TO DATE	(66,576.84)
CURRENT APPROPRIATION BALANCE	24,324.27
CURRENT CASH BALANCE	99,375.40
CASH LEFT TO SPEND	75,051.13
2005 REQUEST FOR FUNDING	\$110,000.00

IN THE MATTER OF ABATEMENT REQUEST FOR MACHING CONCEPTS, LP:

Attorney Jim Walmer appeared on behalf of Machining Concepts, LP. Walmer stated publications were made on October 20<sup>th</sup> and proof had been submitted to the Auditor's Office. All notices for the state were done and the Resolution to Ratify was completed October 14<sup>th</sup>. Walmer stated Machining Concepts anticipates 15 new jobs with an average wage of \$55,000 including overtime. Machining Concepts is a metal polishing facility doing work for such companies as Zimmer and Depuy. Councilman Tom Anglin clarified that if an abatement were issued it would apply to the construction of a new building, purchases of machinery and the hiring of new employees. Councilman Harold Jones stated all paperwork appeared to be in order and opened the floor for remonstrators. There were no remonstrators and the floor was closed.

Councilman Larry Teghtmeyer stated he believes the request meets his criteria for abatement because the new positions and salaries will increase the economic growth of the county. Councilman Brad Tandy confirmed the abatement would be as handled in the past with a 10 year abatement on real estate and a 5 year abatement on equipment.

MOTION: LARRY TEGHTMEYER TO: Approve abatement for Machining  
SECOND: BRAD TANDY Concepts LP 10 years on building and 5 years  
AYES: 6 NAYES: 1 on equipment.  
MOTION CARRIED

IN THE MATTER OF VOTING MACHINE REPORT:

Ron Truex, County Commissioner, and Sharon Christner, County Clerk, appeared to update the Council on the progress of purchasing voting machines. Truex stated it had been narrowed to two (2) vendors who would do a final presentation during the November 30 Commissioner's meeting. Truex requested Councilmen be at the meeting so that a possible decision could be made by the Commissioners expediting the matter going before the Council.

**IN THE MATTER OF 2005 SALARY ORDINANCE:**

Sue Ann Mitchell, County Auditor, presented a final copy of the 2005 Salary Ordinance for the Council's approval.

MOTION: TOM ANGLIN  
SECOND: BRAD TANDY  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the 2005 Salary Ordinance  
based on the approved budgets.

**IN THE MATTER OF 2005 MEETING CALENDAR:**

Sue Mitchell, County Auditor, presented a copy of the 2005 calendar which included meeting dates for the County Council. As no conflicts were seen, the following calendar was adopted by consensus:

January 13	July 14
February 10	August 8, 9, 11
March 10	September 15
April 14	October 13
May 12	November 10
June 9	December 8

As no conflicts were seen the calendar was adopted by consensus.

**IN THE MATTER OF 2005 BUDGET:**

Sue Ann Mitchell, County Auditor, presented a final copy of the 2005 Budget to each Council member and requested if any questions were found after their review to please contact Mitchell.

Being no further business to come before the Council, the meeting was adjourned.

**KOSCIUSKO COUNTY COUNCIL**

Harold Jones  
HAROLD JONES, PRESIDENT

TOM ANGLIN, VICE PRESIDENT

MAURICE BEER

JOHN KINSEY

CHARLENE KNISPEN

BRAD TANDY

LARRY TEGHMEYER

ATTEST:

Sue Ann Mitchell  
SUE ANN MITCHELL, AUDITOR

## KOSCIUSKO COUNTY COUNCIL

### Thursday, December 9, 2004

The Kosciusko County Council met for their regular meeting on Thursday, December 9, 2004 at 7:00 PM in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Harold Jones  
Tom Anglin  
John Kinsey  
Maurice Beer

Charlene Knispel  
Larry Teghtmeyer  
Brad Tandy (arrived late)  
Sue Mitchell, County Auditor

The meeting was called to order by President Harold Jones. The meeting was opened with the pledge and a prayer by John Kinsey.

#### IN THE MATTER OF TURKEY CREEK TOWNSHIP ASSESSOR REQUEST FOR TRANSFER:

Patty Gammieri, Turkey Creek Township Assessor, requested by letter the transfer of \$1,548.20 from Part Time to Overtime. She requested the creation of the Overtime account within her budget.

MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER AS REQUESTED

SECOND: CHARLENE KNISPTEL

AYES: 6 NAYS: 0

MOTION CARRIED

#### IN THE MATTER OF REASSESSMENT BUDGET TRANSFER REQUEST:

County Assessor Laurie Renier requested to move money from contracting to computers. She noted the computer upgrade is required to meet the minimum requirements for computers to install the new software. Renier included the quotes on the computer costs obtained by the Computer Systems Administrator. Renier indicated T1 lines were more expensive. Servers have been ordered for Turkey, Tippecanoe and Plain Township. The request will replace the nine computers located in the Assessor's Office plus the three public terminals. She stated Wayne Township has five terminals that would be replaced. Turkey Creek has five stations. Tippecanoe currently has five computers but because they have cut one employee, they will be receiving only four computers. Plain Township will receive four computers. Renier indicated the state is doing studies that all entities will be on the same data base. She noted there is no personal property system in place to electronically track the personal property. She indicated the trending will not have to be contracted out because the current programs can do the necessary work. Renier requested a transfer of \$24,500 from 264-31018 Consulting Contract to 264-44012 Computer Equipment.

MOTION: TOM ANGLIN

TO: APPROVE THE TRANSFER AS REQUESTED

SECOND: CHARLENE KNISPTEL

AYES: 6 NAYS: 0

MOTION CARRIED

#### IN THE MATTER OF COUNTY HIGHWAY TRANSFER TO COVER PART TIME WAGES AND GAS& MOTOR OIL:

Rob Ladson requested two transfers to cover shortfalls in accounts. He asked that \$8,000 be transferred from 204-10326-000-051 Truck Drive Full Time to 204-11301-000-051 Part Time and that \$17,124 be transferred from 204-11604-000-050 Workmen's Comp to 204-22003-000-050 Gas & Motor Oil.

MOTION: TOM ANGLIN

TO: APPROVE TRANSFER AS REQUESTED

SECOND: MAURICE BEER

AYES: 6 NAYS: 0

MOTION CARRIED

#### IN THE MATTER OF COUNTY TREASURER BUDGET TRANSFER REQUEST:

County Treasurer Stephanie Esenwein requested the transfer \$3,950 to cover the necessary funds required to cash out the employees that will be leaving the Treasurer's Office at the end of 2004. The transfer would apply the following amounts to the following accounts:

\$ 3,950 FROM: 10364 *Deputy TO: 10263* *\$750*

10264 Deputy Treasurer *10262* *600*

MOTION: LARRY TEGHTMEYER *10260* *\$600*

TO: ACCEPT THE TRANSFER AS REQUESTED.

SECOND: TOM ANGLIN  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF KOSCIUSKO COUNTY CONVENTION VISITORS  
RECREATION COMMISSION ADDITIONAL APPROPRIATION:**

The Commission requested an additional appropriation in the amount of \$51,575 that will carry CVB, Inc. contracts. The CVB, Inc. presented the figure to the Commission indicating this figure will cover all contractual obligations they have already made. Some were two year contracts with this being the second year. Council member Anglin asked if the money could be used for any other purpose. He was advised the only thing the money can be used for is what the Commission requests.

MOTION: TOM ANGLIN TO: APPROVE THE  
ADDITIONAL APPROPRIATION SECOND: LARRY TEGHTMEYER AS  
REQUESTED.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF APPOINTMENT TO THE PROPERTY TAX ASSESSMENT  
BOARD OF APPEALS:**

County Assessor Laurie Renier requested the re-appointment of Charles Ker and Susan Myrick to the PTABOA. Renier indicated they were willing to serve.

MOTION: TOM ANGLIN TO: APPROVE THE APPOINTMENTS AS  
SECOND: CHARLENE KNISPEN REQUESTED.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF ALCOHOLIC BEVERAGE COMMISSION APPOINTMENT:**

County Auditor Sue Ann Mitchell stated she has talked with Kenneth Johnson who is currently serving as the Council appointment. He is willing to serve another year.

MOTION: TOM ANGLIN TO: APPROVE APPOINTMENT OF KENNETH  
SECOND: JOHN KINSEY JOHNSON TO THE ABC.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF SYRACUSE/ TURKEY CREEK PUBLIC LIBRARY  
APPOINTMENT:**

A letter was received from the Syracuse/Turkey Creek Public Library requesting the reappointment of Randall Girod to their board for a four year term. Girod was recently appointed to fill a term which expires December of 2004. This appointment would be for four years.

MOTION: LARRY TEGHTMEYER TO: APPROVE APPOINTMENT OF  
SECOND: TOM ANGLIN RANDAL GIROD FOR FOUR YEARS.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF NAPPANEE PUBLIC LIBRARY APPOINTMENT:**

A letter was received from the Nappanee Public Library requesting the reappointment of Brad Newcomer. The library board requested his reappointment.

MOTION: JOHN KINSEY TO: APPROVE APPOINTMENT OF BRAD  
SECOND: BRAD TANDY NEWCOMER.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF APPOINTMENT TO THE SOLID WASTE DISTRICT BOARD:**

John Kinsey is the current Council appointment to the Solid Waste District Board.

MOTION: TOM ANGLIN TO: REAPPOINT JOHN KINSEY TO THE  
SECOND: LARRY TEGHTMEYER SOLID WASTE BOARD.  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF APPOINTMENT TO THE KOSCIUSKO COUNTY DEVELOPMENT,  
INC. BOARD:**

Council member Larry Teghmeier stated he felt Bob Sanders could represent the County Council on the Kosciusko County Development Board. He and Sanders have both been long time members of the KDI, Inc. Board.

MOTION: LARRY TEGTMEYER TO: APPOINT BOB SANDERS TO THE KDI, INC.  
SECOND: BOARD.

AYES: 7 NAYS: 0

MOTION CARRIED

IN THE MATTER OF 2005 WAGE COMMITTEE APPOINTMENTS:

The current Wage Committee members include Larry Teghmeyer and Brad Tandy. Council member Anglin indicated he felt they had done a good job and felt they should continue.

**MOTION: TOM ANGLIN**

TO: REAPPOINT TEGHTMEYER AND

## SECOND: JOHN KINSEY

TANDY TO THE WAGE COMMITTEE.

AYES: 7    NAYS: 0

MOTION CARRIED

**MOTION CARRIED**

**IN THE MATTER OF APPROVAL OF SOLID WASTE INTERLOCAL AGREEMENT:**

President Harold Jones presented the inter local agreement with the Solid Waste District for 2005 for the Auditor to act as the controller for their board. Solid Waste member John Kinsey indicated that was going very well.

MOTION: JOHN KINSEY

TO: APPROVE THE INTERLOCAL AGREEMENT

SECOND: BRAD TANDY

WITH THE SOLID WASTE DISTRICT.

AYES: 7 NAYS: 0

MOTION CARRIED

IN THE MATTER OF APPROVAL OF SHERIFF'S CONTRACT FOR 2005:

Council member Tegtmeyer asked if the salary indicated in the contract is in line with the other raises granted to employees. County Auditor Sue Ann Mitchell indicated it was at the 2% rate.

MOTION: LARRY TECHTMEYER

TO: APPROVE THE CONTRACT AS PRESENTED

SECOND: BRAID TANDY

L

AYES: 7 NAYS: 0

MOTION CARRIED

# SHERIFF'S SALARY CONTRACT

This agreement entered into as of the first day of January, 2005, by and between C. Aaron Rovenstine, Sheriff of Kosciusko County Council ("the Council") and the Board of Commissioners of Kosciusko County ("the Commissioners"); the Council and Commissioners being thereafter collectively referred to as "the County". WITNESSETH:

By way of background, the Sheriff is entitled to fees for the collection of tax warrants (as described in I.C. 6-8-1-8-3) and is entitled to fees for the providing of meals to prisoners housed in the county jail (pursuant to I.C. 36-8-10-7) as well as a salary fixed annually by the council;

By way of further background, certain difficulties have arisen concerning the treatment of fees received by the Sheriff for the feeding of prisoners under I.C. 36-8-10-7, particularly with regard to whether or not those fees are to be included on the Sheriff's W-2 form, such that those uncertainties create difficulties for the Sheriff as well as the County:

By way of further background, the Legislature of the State of Indiana recognizing the above difficulties and wishing to address those difficulties and provide a solution therefore did in 1993 enact I.C. 36-2-13-2.5;

By way of further background, the Sheriff and the County believe that it would be in the best interest of the Sheriff and the County to provide for a fixed amount of compensation for the Sheriff in lieu of the Sheriff's receipt of fees provided for in I.C. 6-8.1-8-3 and I.C. 36-8-10-7 and the Sheriff is willing to assign to the County those fees; and

By way of further background the County, in consideration of the Sheriff's assignment of such fees to the County is willing to approve a fixed amount of compensation for the Sheriff; NOW, THEREFORE, in consideration of mutual covenants and conditions recited

1. The Sheriff shall assign to the County and from time to time deposit in the County General Fund any and all fees he is otherwise entitled to receive as collection fees pursuant to Indiana Code Section 6-8.1-8-3.

2. The Sheriff shall assign to the County all fees from prisoner's meal allowances under I.C. 36-8-10-7, not actually expended pursuant to paragraph 4 for the actual



feeding of prisoners, with said fees to be the sole and absolute property of the County and not deemed as compensation for employment under I.R.C. and 36-2-13-2.5-(4)(A).

3. The County hereby established a fixed amount of compensation for the Sheriff in the amount of eighty two thousand eight hundred and nine dollars (\$83,809) for the calendar year 2004. It is understood that the Sheriff's fixed amount of compensation under I.C. 6-8-8-3 and I.C. 36-8-10-7 and shall be paid from the County General Fund in the manner that salaries of other County officials are paid.

4. The Sheriff shall pay for the feeding of prisoners from the meal allowance funds provided for under I.C. 36-8-10-7. Neither the Sheriff nor the Sheriff's officers, deputies nor employees may make a profit from the meal allowance funds. After the expenses of feeding prisoners are paid for the year, the Sheriff shall deposit any unspent meal allowance money in the County General Fund by December 31 annually. Checks for ¼ of the appropriation will be issued to the Sheriff on January 1, April 1, July 1 and October 1. In addition, the Sheriff shall file an accounting of expenditures for feeding prisoners with the County Auditor on the first Monday of January and the first Monday of July per I.C. 36-2-13-2.5-b5. The amount expended by the Sheriff may not exceed those established by the State Board of Accounts as outlined in 36-8-10-7(a) for the calendar year.

5. The method and manner of assignment of fees to the County by the Sheriff shall be done and made on such terms and conditions as the Sheriff, the County and the State Board of Tax Commissioners shall agree in order to effectuate this agreement and to the full extent possible to preclude those fees described in I.C. 6-8-1-8-3 and I.C. 36-8-10-7 from being deemed compensation for employment under I.R.C.31.3 3121(a)-2(a), (b) and thus subject to W-2 reporting.

6. The Sheriff shall at all times maintain all required records and reports in such form and manner as prescribed by the County as well as the Indiana State Board of Accounts.

7. Nothing in this agreement shall be constructed in any manner to relieve the Sheriff of any of his responsibilities or duties under I.C. 6-8-1-8-3 or I.C. 36-8-10-7, nor in any other way deemed to limit the powers and duties of the Sheriff provided for under Indiana law.

8. Nothing in this agreement shall be constructed as limiting the benefits of the Sheriff to medical, retirement, disability, or longevity pay (when applicable) previously established by the County for the Sheriff and all of such benefits shall be in addition to and not considered a part of the fixed amount of compensation provided for in paragraph 1. above.

9. The term of this agreement shall be coextensive with the term of office of C. Aaron Rovenstine as Sheriff of Kosciusko County. This agreement shall terminate at the end of the term of office of the Sheriff or upon earlier termination of his term. Upon the termination of this agreement, the salary of the Sheriff's successor shall be in an amount equal to the salary prescribed for the Kosciusko County Treasurer unless and until such time as the Sheriff's successor and the County shall mutually agree otherwise.

10. This agreement shall be effective on January 1, 2005, provided the same has been previously approved by resolution of both the Council and the Commissioners.

**IN THE MATTER OF APPOINTMENT TO KOSCIUSKO COUNTY CONVENTION,  
VISITORS AND RECREATION COMMISSION LONG RANGE STUDY PLAN**

**COMMITTEE:**

President Jones noted he received a request for an appointment from the Council to the long range planning committee for the Commission to study tourism. Newly elected Bob Sanders volunteered to serve on that committee.

**IN THE MATTER OF YEAR END TRANSFER APPROVAL AUTHORITY GIVEN TO  
AUDITOR:**

County Auditor Sue Ann Mitchell presented a document for the Council's approval giving her permission to make any additional transfers received after their meeting that are necessary to keep accounts in the black. Mitchell will report back to the Council at the January meeting any transfers that are made.

MOTION: LARRY TEGHTMEYER TO: APPROVE THE AUTHORITY AS PRESENTED.  
SECOND: CHARLENE KNISPEN  
AYES: 7 NAYS: 0  
MOTION CARRIED

**IN THE MATTER OF MAXIMUM LEVY FOR 2005:**

County Auditor Sue Ann Mitchell looked at the possible operating balance for 2005. She presented information concerning the requested levy and the maximum allowable levy. Mitchell explained the

operating balance for 2005 appears to be somewhere around \$2.5M. Mitchell noted that the Council needs to be thinking about this process because once the 2005 1782 notice is received, the Council has only 10 days to act if they want to make any changes. After reviewing the figures, Council member Teghtmeyer commented that the figures presented were an improvement over what the Council last saw in September. He inquired as to what the differences were. Mitchell indicated knowing what the true maximum levy is allows the county to know what can actually be collected.

**IN THE MATTER OF CERTIFIED ASSESSED VALUES FOR 2004 PAY 2005:**

County Auditor Sue Ann Mitchell advised the Council that the assessed values for 2004 pay 2005 will be sent to the Department of Local Government Finance before Christmas. Mitchell has held the values until the Assessors could get most of their Corrections of Errors and Appeals processed. She noted that no amounts can be held out of the assessed value with the exception of bankruptcies. This means that if the assessed value turns out to be lower because of Corrections of Errors and Appeals, the taxing units will collect less money than expected.

**IN THE MATTER OF 2003 PAY 2004 FALL DISTRIBUTION:**

Kosciusko County Sue Ann Mitchell indicated fall distribution is expected to be completed before year end. She noted the county has moved to the new windows program for the tax billing system. Mitchell believes that the installation of this upgraded program will in the long run be of great benefit to the county following installation pains. She stated following this process, the county should be back on schedule.

**IN THE MATTER OF FUNDING FOR THE SPECIAL ELECTION FOR THE WARSAW SCHOOL BOARD:**

Kosciusko County Auditor Sue Ann Mitchell indicated to the Council that there would be a special election for the Warsaw School Board position due to the fact that names of the candidates were omitted from the ballots on one machine in one precinct. She noted the Council will need to transfer funds to make the election possible. Mitchell noted there is money available in the Clerk's budget.

**IN THE MATTER OF REASSESSMENT REPORT FROM COUNTY ASSESSOR:**

County Assessor Laurie Renier presented information concerning the ratio study conducted on the county reassessment figures. She noted the Indiana Fiscal Policy Institute comprised of businesses throughout the state, provided information related to counties status following the reassessment. She reported that out of 92 counties, 56 are done with reassessment and the study. Renier indicated she received confirmation that the county reassessment meets the standard as set by their organization. She noted there are some issues with Commercial and Industrial properties because the county is using cost basis instead of assessments based on income. This is a statewide problem being addressed by the Department of Local Government Finance. Renier indicated farm land will be reducing for 04 pay 05 from \$1,050 to \$950 which is based on four years of cash rent prices and income generated by the farm.

**IN THE MATTER OF ELECTION OF OFFICERS FOR 2005:**

Outgoing Council member Maurice Beer noted that last year the election of officers was held at the December meeting. He asked if they could not reorganize at this meeting since new Council member Robert Sanders was present. John Kinsey indicated he believed that as smooth as the year has been he felt the current officers of Harold Jones, President Harold Jones and Tom Anglin, Vice President Harold Jones should be retained. He noted he believes they have done a good job in 2004 and should continue in 2005.

MOTION: JOHN KINSEY  
SECOND: CHARLENE KNISPTEL  
AYES: 7\* NAYS: 0

MOTION CARRIED

TO: APPROVE THE 2004 OFFICERS TO SERVE AGAIN  
IN 2005.

\*Robert Sanders voted Maurice Beer did not vote

**IN THE MATTER OF MAURICE BEER'S LAST MEETING AS COUNCIL MEMBER:**

President Harold Jones presented a plaque to Maurice Beer recognizing his four years of service to the Council. Beer thanked the Council for their recognition. Council member Anglin indicated he worked with Beer as he served in the position of Commissioner for 12 years and Council for four years. Anglin indicated he believed Beer had a great deal of wisdom and he appreciated his conservative approach to county government. President Jones indicated he was a better person because of Beer's counsel. Beer indicated he hoped Bob Sanders enjoyed the experience as much as he had over the years. Jones indicated the Council welcomes Bob Sanders as the new Council member.