

# Kosciusko County Council

## January 28, 2021

The Kosciusko County Council met for their regular meeting on Thursday January 28, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Jon Garber  
Kathy Groninger

Doug Heinisch- ABSENT  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by 2020 Council President, Jon Garber.

### **IN THE MATTER OF ELECTION OF 2021 OFFICERS:**

Garber requested nominations for 2021 officers. A motion was proposed for Ernie Wiggins to serve as President and Sue Ann Mitchell as Vice President; in which both members agreed to hold the position.

MOTION: Mike Long  
SECOND: Joni Truex  
AYES: 6      NAYES: 0  
MOTION CARRIED

TO: Approve the election of 2021 officers as follows: Ernie Wiggins -Council President- & Sue Ann Mitchell- Council Vice President.

Ernie Wiggins opened the meeting.

### **IN THE MATTER OF APPROVAL OF MINUTES FROM DECEMBER 10, 2020 MEETING:**

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 6      NAYES: 0  
MOTION CARRIED

TO: Approve the minutes for the December 10, 2020 meeting as presented.

### **IN THE MATTER OF SALARY ORDINANCE AMENDMENT-ASSESSOR:**

Michelle Puckett, County Auditor, on behalf of County Assessor, Susan Engelberth, presented a request for the following salary ordinance amendments:

- 1000-11301-000-0003      Part-Time Assessing      \$15.37 Hr.
- 1131-10189-000-0000      Assessor Supervisor      \$40,560.00 Annual
- 1224-10194-000-0003      Assessor Deputy      \$42,998.00 Annual

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6      NAYES: 0  
MOTION CARRIED

TO: Approve salary ordinance amendments: 1000-11301-000-0003 Part-Time Assessing \$15.37 Hr.; 1131-10189-000-0000 Assessor

Supervisor \$40,560.00 Annual and 1224-10194-000-0003 Assessor Deputy \$42,998.00 Annual as presented.

**IN THE MATTER OF BUDGET REDUCTION ORDINANCE- ASSESSOR:**

Michelle Puckett, County Auditor, on behalf of County Assessor, Susan Engelberth, presented a budget reduction ordinance in the amount of \$40,560.00 1000-10189-000-0003 Assessor Supervisor.

MOTION: Joni Truex  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the budget reduction ordinance in the amount of \$40,560.00 1000-10189-000-0003 Assessor Supervisor as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-ASSESSOR:**

Michelle Puckett, County Auditor, on behalf of County Assessor, Susan Engelberth, presented the following additional appropriation requests in order to add line items which were approved after the 2021 budget was submitted.

- 1131-10189-000-0000        Assessor Supervisor        \$40,560.00
- 1131-22003-000-0000        Gas-Motor Oil                \$1,000.00
- 1131-34001-000-0000        Property Liability Ins        \$2,000.00
- 1131-35001-000-0000        Repairs & Maintenance       \$2,000.00

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriations as follows: \$40,560.00 1131-10189-000-0000 Assessor Supervisor; \$1,000.00 1131-22003-000-000 Gas, Motor Oil; \$2,000.00 1131-34001-000-0000 Property Liability Insurance; \$2,000.00 1131-35001-000-0000 Repairs & Maintenance as presented.

**IN THE MATTER OF BUDGET REDUCTION ORDINANCE- ASSESSOR:**

Michelle Puckett, County Auditor, on behalf of County Assessor, Susan Engelberth, presented a budget reduction ordinance in the amount of \$42,998.00 1000-10194-000-003 Assessor Deputy which is being moved to the re-assessment fund.

MOTION: Mike Long  
SECOND: Joni Truex  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the budget reduction ordinance of \$42,998.00 from 1000-10194-000-003 Assessor Deputy as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-ASSESSOR:**

Michelle Puckett, County Auditor, on behalf of County Assessor, Susan Engelberth, presented an additional appropriation request in the amount of \$42,998.00 1224-10194-000-0003 Assessor so that payroll may now be processed under the correct fund.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$42,998.00 1224-10194-000-0003 Assessor Deputy as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-MAINTENANCE:**

Marsha McSherry, County Administrator, requested a salary ordinance amendment in the amount of \$44,684.00 annual, 1000-11176-000-0006 Maintenance. A third maintenance employee is necessary due to an increase in various repairs, as well as a decrease in sub-contracted work occurring which is now being handled by the Maintenance Department.

MOTION: Joni Truex  
SECOND: Jon Garber  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment in the amount of \$44,684.00 annual for 1000-11176-000-0006 Maintenance as presented.

Council reiterated the importance of how funds are spent within the budget and in order to remain in the budget, moving forward, there is no availability in hiring additional employees.

**IN THE MATTER OF BUDGET REDUCTION ORDINANCE- MAINTENANCE:**

Marsha McSherry, County Administrator, requested a budget reduction ordinance in the amount of \$15,000.00 1000-11322-000-0006 Part-Time Maintenance. She stated the funds would help offset the additional appropriation needed for the additional full-time maintenance position.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the budget reduction ordinance in the amount of \$15,000.00 from 1000-11322-000-0006 Part-Time Maintenance.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-MAINTENANCE:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$44,684.00 1000-11176-000-0006 Maintenance. The adjustment is needed in order to place funds in the maintenance budget for the position's payroll expense.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$44,684.00 1000-11176-000-0006 Maintenance as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$696,546.00 1000-02058-000-0009 CARES Act Wage Reimburse. As previously discussed, the Auditor's office must go through a process in order for wages to be reimbursed for public safety and health wages.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$696,546.00 1000-02058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF BUDGET REDUCTION ORDINANCE & ADDITIONAL APPROPRIATION – COMMISSIONERS/EDIT:**

Marsha McSherry, County Administrator, requested a budget reduction ordinance in the amount of \$3,000,000.00 1000-11605-000-0009 Group Insurance; as well as an additional appropriation in the amount of \$3,000,000.00 1112-11605-000-000 Group Insurance. In order to help with the budget status as previously discussed in the budget process, group insurance will now be appropriated in the EDIT fund vs. County General.

MOTION: Jon Garber  
SECOND: Joni Truex  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the budget reduction ordinance in the amount of \$3,000,000.00 1000-11605-000-0009 Group Insurance as presented.

TO: Approve the additional appropriation request in the amount of \$3,000,000.00 1112-11605-000-000 Group Insurance as presented.

**IN THE MATTER OF COUNCIL REPRESENTATION – EMERGENCY PREPAREDNESS PLANNING GROUP:**

Marsha McSherry, County Administrator, requested a volunteer for council representation to participate in the emergency preparedness planning group. She stated the group was established in order for items to be reviewed and for decision-making purposes concerning future emergencies. The group consists of someone from each County department. Joni Truex volunteered to represent on behalf of the Council.

McSherry provided an update on the teleconferencing project which will be completed approximately February 5<sup>th</sup>. A new phone system is being installed as well as a completely updated security area in the justice building.

MOTION: Joni Truex  
SECOND: Jon Garber  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve Joni Truex as Council representation for the emergency preparedness planning group.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT, BUDGET REDUCTION ORDINANCE & ADDITIONAL APPROPRIATION-SURVEYOR:**

Mike Kissinger, County Surveyor, requested the following items which are: A salary ordinance amendment in the amount of \$59,665.00 annual, 1202-11111-000-0000 Assistant Surveyor. A budget reduction ordinance of \$29,983.00 1000-11111-000-0021 Assistant Surveyor; as well as an additional appropriation in the amount of \$29,983.00 1202-11111-000-0000 Assistant Surveyor. Adjustments are being made according to the previously discussed budget process; in which 50% of the Assistant Surveyor's salary will be paid from the Corner Perpetuation fund. Kissinger confirmed a one-year agreement of these changes.

MOTION: Joni Truex  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment in the amount of \$59,665.00 annual, 1202-11111-000-0000 Assistant Surveyor as presented.

TO: Approve the budget reduction ordinance budget reduction ordinance of \$29,983.00 1000-11111-000-0021 Assistant Surveyor

TO: Approve the additional appropriation in the amount \$29,983.00 1202-11111-000-0021 Assistant Surveyor as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT -WORK RELEASE:**

Michelle Puckett, County Auditor, on behalf of Kyle Dukes, County Sherriff, opened the presentation with the introduction of Heather Desenberg, the new Work Release Director. Desenberg stated she began 1/1/2021 and is implementing classes on budget, parenting and lifestyle; for the 70 current residents; as well as assisting with job placement.

Puckett continued with presenting the salary ordinance requests which included: \$39,234.00 annual, 1000-10170-000-0055 Work Release Officer. The adjustment is necessary due to the employee reaching the 10-year level of employment. Also, \$58,235.00 annual 1000-10177-000-0055 Work Release Director. Puckett reminded Council of the already approved inter-local agreement; in which \$85,000.00 will be paid from the Sheriff's commissary fund for the Director's annual wages and benefits.

MOTION: Jon Garber  
SECOND: Joni Truex  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment 1000-10170-000-0055 Work Release Officer \$39,234.00 Annual and 1000-10177-000-0055 Work Release Director \$58,235.00 Annual as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-WORK RELEASE:**

Michelle Puckett, County Auditor, on behalf of Kyle Dukes, County Sherriff, presented a request for an additional appropriation in the amount of \$58,235.00 1000-10177-000-0055 Work Release Director. The adjustment is needed in order for payroll to be processed.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the request for an additional appropriation \$58,235.00 1000-10177-000-0055 Work Release Director as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- COVID-19 EMERGENCY SUPPLY FUNDS GRANT:**

Michelle Puckett, County Auditor, on behalf of Kyle Dukes, County Sherriff, presented a request for an additional appropriation 8906-31082-000-0000 Equipment \$149,743.00. The grant was approved by Council in 2020, but the funds must be re-appropriated in order to be used in 2021

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the request for an additional appropriation in the amount of \$149,743.00 8906-31082-000-0000 Covid-19 Emergency Grant -Equipment as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- VOCA GRANT/ KCODE:**

Dan Hampton, Prosecutor, requested an additional appropriation for the 2021 VOCA Grant which included:

- 8139-11158-000-0000 VOCA Caseworker \$37,678.00
- 8139-11601-000-0000 Social Security Cont. \$2,883.00
- 8139-11602-000-0000 Retirement Cont. \$4,219.00
- 8139-11605-000-0000 Group Insurance \$11,588.00
- 

Hampton explained an additional appropriation would be requested vs. budgeting the items per direction of the Auditor's office.

Hampton also requested an additional appropriation in the amount of \$12,000.00 1148-31031-000-0000 KCODE operating expenses. Council previously approved \$64,000.00 as the adopted budget amount. An additional appropriation was necessary when a request was made to budget \$76,000.00 after budget adoption.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6 NAYES: 0  
MOTION CARRIED

TO: Approve the request for additional appropriations which included:

- 8139-11158-000-0000 VOCA Caseworker \$37,678.00.
- 8139-11601-000-0000 Social Security \$2,883.00.
- 8139-11602-000-0000 Retirement \$4,219.00.
- 8139-11605-000-0000 Group Insurance \$11,588.00.
- 1148-31031-000-0000 Operating Expenses \$12,000.00 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION-EMA/HMEP GRANT:**

Michelle Puckett, County Auditor, on behalf of Ed Rock, Emergency Management Director, requested an additional appropriation in the amount of \$10,000.00 8168-36065-000-0000 HMEP, reimbursable grant.

|                         |   |
|-------------------------|---|
| MOTION: Joni Truex      | TO: Approve the request for an additional |
| SECOND: Kathy Groninger | appropriation \$10,000.00 8168-36065-000- |
| AYES: 6        NAYES: 0 | 0000 Planning & Training HMEP             |
| MOTION CARRIED          | reimbursable grant as presented.          |

**IN THE MATTER OF ADDITIONAL APPROPRIATION-EMA/HMEP 2021 GRANT:**

Michelle Puckett, County Auditor, on behalf of Ed Rock, Emergency Management Director, requested an additional appropriation in the amount of \$15,000.00 8175-36065-000-0000 HMEP 2021 reimbursable grant.

|                          |   |
|--------------------------|---|
| MOTION: Jon Garber       | TO: Approve the request for an additional |
| SECOND: Sue Ann Mitchell | appropriation \$15,000.00 8175-36065-000- |
| AYES: 6        NAYES: 0  | 0000 Planning & Training HMEP 2021 Grant  |
| MOTION CARRIED           | as presented.                             |

**IN THE MATTER OF ADDITIONAL APPROPRIATION-EMA/SHSP GRANT:**

Michelle Puckett, County Auditor, on behalf of Ed Rock, Emergency Management Director, requested an additional appropriation in the amount of \$133,000.00 8186-35011-000-0000 SHSP Grant. The funds will be used to re-vamp and improve the security entrance of the justice building.

|                         |   |
|-------------------------|---|
| MOTION: Joni Truex      | TO: Approve the request for an additional   |
| SECOND: Mike Long       | appropriation in the amount of \$133,000.00 |
| AYES: 6        NAYES: 0 | 8186-35011-000-0000 SHSP Grant as           |
| MOTION CARRIED          | presented.                                  |

Puckett advised Council on Ed's behalf, of a reimbursable grant opportunity which would provide funds to Fire Departments; in order to purchase radios. The process will resume in applying for the grant.

|                          |   |
|--------------------------|---|
| MOTION: Joni Truex       | TO: Grant permission for EMA to apply for a |
| SECOND: Sue Ann Mitchell | Grant which would provide funding for       |
| AYES: 6        NAYES: 0  | radios, as presented.                       |
| MOTION CARRIED           |   |

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT GRANT:**

Bob Weaver, Health Department Director, requested an additional appropriation in the amount of \$200,000.00 8905-31136-000-0000 Covid Testing Site. The grant was previously approved in

October of 2020. An additional appropriation request is needed for funds to be re-appropriated and used in 2021.

In addition, Weaver advised there was an amendment to the Local Covid Testing Site grant to include vaccinations. An additional \$80,640.00 has been granted and an additional appropriation request will be presented to Council at the March 2021 meeting.

MOTION: Joni Truex  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$200,000.00 8905-31136-000-0000 Covid Testing Site as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION-COMMUNITY CROSSINGS GRANT/ BRIDGE GRANT:**

Steve Moriarty, County Highway Superintendent, requested the following additional appropriations for Community Crossings Grants.

|                       |                               |                |
|-----------------------|-------------------------------|----------------|
| • 1170-31129-000-0000 | CR 1050 N                     | \$213,608.00   |
| • 1170-31135-000-0000 | CR 300 E                      | \$216,857.50   |
| • 1170-31137-000-0000 | CR 325 E                      | \$187,360.00   |
| • 1170-31139-000-0000 | CR 200 W                      | \$184,763.50   |
| • 1170-31144-000-0000 | CR 700 S                      | \$191,016.00   |
| • 8203-39000-000-0000 | Bridge # 161 200 S SR 15      | \$1,361,100.00 |
| • 8247-39000-000-0000 | Bridge # 227- Hand St         | \$1,081,875.00 |
| • 8406-39000-000-0000 | Bridge # 30 – Beer Rd Milford | \$1,896,200.00 |
| • 8326-39084-000-0000 | Bridge Inspection             | \$275,500.00   |

MOTION: Mike Long  
SECOND: Jon Garber  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation requests for various accounts; as presented.

A brief discussion took place concerning a recent visit to the State House in which Sue Ann Mitchell, Michelle Puckett and Steve Moriarty attended in order to testify before a senate committee in regards to the MVH Bill. Due to all of their knowledge and efforts, the bill was successfully passed out of committee with an 11-2 vote. (The bill will now go to the floor of the Senate for a second and third reading then on to the House.) A special thank you was awarded to Kimberly Cates, former Council Member, who helped organize a meeting that led to the creation of the MVH Bill.

**IN THE MATTER OF 2021 MAINTENANCE PLAN- BELL MEMORAIL PUBLIC LIBRARY:**

Stephen Boggs, Bell Memorial Public Library Director, provided Council with a list of necessary repairs for review including security upgrades, HVAC and roof maintenance. Boggs stated he would be requesting an additional appropriation at the March 2021 Council meeting.

**IN THE MATTER OF FURTHER BUSINESS:**

Suzie Light, on behalf of Alan Tio, KEDCo CEO, requested Council re-appropriate the one-time \$100,000.00 contribution which was previously approved by Council in June 2020. The contribution was to support small businesses with 0% interest loans of up to \$10,000.00 for up to 24 months. The funds were not utilized in 2020.

Council had a brief discussion concerning KEDCo’s request to extend the loan duration to 3 years with the 3<sup>rd</sup> year dollars being forgiven. Council stated further information and further discussion would be necessary in order to grant the request and the topic was tabled.

MOTION: Mike Long  
SECOND: Jon Garber  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the request to re-appropriate \$100,000.00 small business loans with 100% being repaid to the County within 2 years. Confirmation this is not an additional appropriation.

**Committee Updates:**

***Joni Truex***

- Redevelopment
  - Jan Orban was re-elected president, with Joni Truex serving as Vice President. The board will be contracting Baker Tilly to conduct a redevelopment 101; in order to clarify what the commission responsibilities are.
- WCDC (Warsaw Community Development Corp.)
  - Attended meeting, where a discussion was held on the return of renting a bike in downtown Warsaw and plans for additional murals. First Fridays continue to be postponed due to Covid concerns.

***Jon Garber***

- Bowen Center
  - A virtual meeting was conducted and most recently an open house was held 1/26/21 at the Fort Wayne Bowen Center Clinic. The new facilities location will be very beneficial in providing services to the area.
- TSW (Taylor Seifker Williams Design Group) / MACOG
  - A meeting consisting of members of the steering committee discussed a comprehensive plan for Kosciusko County and several communities within the county.

***Sue Ann Mitchell***

- Lakeland Regional Sewer District
  - Attended
- Mayor- City of Warsaw Meeting
  - Attended along with Councilman Ernie Wiggins and Commissioner Cary Groninger; discussed planning items with the city.

***Mike Long***

- KEDCo

- Meeting was re-scheduled.
- Community Corrections
  - Updates are occurring to the participants monitoring devices.
- Solid Waste
  - Attended and services will resume late spring.

***Kathy Groninger***

- Health Initiative
  - Attended the meeting in which the health and wellness of the county was discussed; as well as improvements to work on.
- Emergency Management
  - Attended her first meeting- catch up and familiarize.

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

## Kosciusko County Council February 11, 2021

The Kosciusko County Council met for their regular meeting on Thursday February 11, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Jon Garber  
Kathy Groninger

Doug Heinisch  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

Doug Heinisch participated in the meeting through video conferencing. For clarity, each vote was made by roll call vote.

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM JANUARY 28, 2021 MEETING:**

MOTION: Mike Long  
SECOND: Joni Truex  
AYES: 7      NAYES: 0  
MOTION CARRIED

TO: Approve the minutes for the January 28, 2021 meeting as presented.

**IN THE MATTER OF JDAI GRANT REQUEST:**

Judge Michael Reed, on behalf of Superior Court 1, presented a request to apply for the 4<sup>th</sup> and final year of the JDAI Grant. continuing the program which had been started by the late Judge Cates. The amount of the grant requested by Judge Reed was \$80,000.00.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the request to apply for the JDAI grant in the amount of \$80,000.

**IN THE MATTER OF 2021 SALARY ORDINANCE AMENDMENT & TRANSFER REQUEST- CIRCUIT COURT:**

Judge Michael Reed requested a salary ordinance amendment for 1000-10273-000-0043 Court Administrator \$43,242.00 annual, stating an employee's 3<sup>rd</sup> year pay level increase was missed during the budget process and therefore an adjustment was necessary. In addition, Judge Reed requested a transfer in the amount of \$2,173.00 from 1000-11300-000-043 Part Time Courts to 1000-10273-000-043 Court Administrator IV to cover the payroll shortfall for this employee.

MOTION: Kathy Groninger  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve salary ordinance amendment for 1000-10273-000-0043 Court Administrator \$43,242.00 annual and a transfer in the amount of \$2,173.00 from 1000-11300-000-043 Part Time Courts to 1000-10273-000-043 Court Administrator IV as presented.

**IN THE MATTER OF 2021 SALARY ORDINANCE AMENDMENTS-PROBATION:**

Tammy Johnston, Chief Probation Officer, requested a salary ordinance amendment for 1000-11121-000-0043 Probation # 2 \$55,234.00 annual and 1000-11191-000-0043 Probation # 12 \$43,510.00 annual. Johnston stated due to step level increases not accounted for in the 2021 budget process, adjustments were necessary.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve salary ordinance amendment for 1000-11121-000-0043 Probation # 2 \$55,234.00 Annual and 1000-11191-000-0043 Probation # 12 \$43,510.00 Annual as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-PROBATION:**

Tammy Johnston, Chief Probation Officer, requested an additional appropriation in the amount of \$5,022.00 1000-11121-000-0043 Probation # 2 and in the amount of \$4,398.00 1000-11191-000-0043 Probation # 12 which will cover the payroll shortfall not budgeted.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$5,022.00 1000-11121-000-0043 Probation # 2 and in the

amount of \$4398.00 1000-11191-000-0043  
Probation # 12 as presented.

There was a brief discussion concerning employee level increases being missed during the budget process and in order to remedy the issue going forward; a report will be processed by the Auditor's office with employee hire dates for department heads.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$218,975.00 1000-02058-000-0009 CARES Act Wage Reimbursement. The request is needed in order to proceed with the internal process to obtain CARES Act funds.

MOTION: Mike Long

SECOND: Kathy Groninger

AYES: 7        NAYES: 0

MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$218,975.00 1000-02058-000-0009 CARES Act Wage Reimbursement as presented.

**IN THE MATTER OF COUNTY UPDATES:**

Marsha McSherry, County Administrator, gave the following updates:

- The video conferencing project, utilizing CARES Act dollars, is continually underway after a few technical issues and anticipated to be functional within the next week.
- The Justice Building security project, supported by grant funding, will take place the week of February 15-19. The main entrance will be closed and the public will be directed to use the south entrance.
- Two cell blocks of the Jail have received installation of the water/cost saving sink/toilet combination units which were previously approved. The toilet/sink units will now be installed in the remaining 4 cell blocks.

**IN THE MATTER OF FURTHER BUSINESS:**

Sue Ann Mitchell, Council Vice President, will be presenting a certificate in honor of his achievement to Charles Sexton, who has been awarded the rank of Eagle Scout. The certificate will be presented at the ceremony, Sunday 2/14/21 in North Webster.

Ed Rock, Emergency Management Director, spoke on the recent request for the fire service grant, stating the reimbursable grant, which is capped at \$1 Million, has now been applied for. If approved, the funds would provide communication radios installed in the trucks of many fire departments as well as portable radios for individual firemen. Rock stated unfortunately only 20% of submitted grants are approved and the grant holds a 10% match. Fire Departments themselves will cover the 10% cost.

Council held a brief discussion concerning the following:

- Virtual meetings will be discussed with County Attorney, Ed Ormsby where a resolution is proposed to be established.
- The balance of the County General fund was discussed with the ending 2020 balance being \$14,764,137.68, which included a deposit of nearly \$2.3 Million in CARES Act funds. In comparison to the 2019 balance of \$13,963,537.66 there was more of a deficit in 2020 than in 2019.
- Wheel tax was discussed and has provided a positive revenue for the County.

**Committee Updates:**

***Joni Truex***

- Redevelopment
  - A virtual meeting will be held with Baker Tilly 2/25/21 at 1:30 PM as was discussed at last month's meeting.

***Mike Long***

- *Phone Meeting with State House Representative Craig Snow*
  - *Discussed broadband and school funding during the short meeting.*

***Kathy Groninger***

- *Attended Commissioners meeting.*

***Ernie Wiggins***

- *Attended MACOG meeting*

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

## Kosciusko County Council March 11, 2021

The Kosciusko County Council met for their regular meeting on Thursday March 11, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Jon Garber  
Kathy Groninger

Doug Heinisch  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM FEBRUARY 11, 2021:**

MOTION: Mike Long  
SECOND: Jon Garber  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the minutes for the February 11, 2021 meeting as presented.

**IN THE MATTER OF AUTHORIZATION TO ISSUE BONDS & ADDITIONAL APPROPRIATION REQUEST- BELL MEMORIAL PUBLIC LIBRARY:**

Stephen Boggs, Bell Memorial Public Library Director, requested an additional appropriation in the amount of \$500,000.00 in order to proceed with the maintenance project discussed previously at the January 28<sup>th</sup> Council meeting. He also requested approval for the issuance and sale of bonds to provide funding for the necessary project. Boggs assured the Council that there would be no increase in taxes because of the bond issue.

Ernie Wiggins, Council President, opened the meeting for public hearing to approve the bond issue and with neither opposition nor favor of the request; closed the hearing to the public and opened the hearing for Council vote.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the resolution for the issuance of bonds and approve the additional appropriation request in the amount of \$500,000.00 as presented.

**IN THE MATTER OF LAKELAND REGIONAL SEWER DISTRICT BOARD APPOINTMENT:**

Bob Marcuccilli, Lakeland Regional Sewer District Vice President, came before Council requesting Frank Kurth be re-appointed to the Lakeland Regional Sewer District Board.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the re-appointment of Frank Kurth to the Lakeland Regional Sewer District Board for an additional 4-year term.

**IN THE MATTER OF SYRACUSE-TURKEY CREEK TOWNSHIP PUBLIC LIBRARY BOARD APPOINTMENT:**

Ernie Wiggins, Council President, presented a recommendation by Kim Blaha, Syracuse Library Director, to appoint Jill Howard to Syracuse- Turkey Township Public Library Board with her 4-year term expiring 12/31/24.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the appointment of Jill Howard to the Syracuse- Turkey Creek Township Public Library as presented.

**IN THE MATTER OF THE WAGE COMMITTEE’S RECOMMENDATIONS-  
MAINTENANCE:**

The Wage Committee recently met concerning two full time maintenance employee’s wage increases. Council held a brief discussion regarding this and it appeared the employees’ job descriptions were outdated and not in tune to their actual duties. County Council Vice-President, Sue Ann Mitchell, presented the Wage Committee’s recommendation to approve the hourly wage increase to \$24.00 per hr. at the 6-year LTC II-IV level. As a stipulation to the approval, the only pay increases the two employees will be eligible for until reaching 10 years of employment, will be annual county-wide wage increases and it was noted that an additional appropriation will not be allowed for the increase and a transfer of funds will need to occur. Approval was also discussed and granted in hiring a third maintenance employee at \$23.00 pr hr. at the 3-year LTC II-III level. Council suggested that communication be worked on between the employees and management, as this was discussed as being an obstacle.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 7            NAYES:        0  
MOTION CARRIED

TO: Approve the Wage Committee recommendations to increase two maintenance employees hourly wage to \$24.00 hr. at the 6-year LTC II-IV level, as well as to approve hiring a third maintenance employee at \$23.00 hr. at the 3-year LTC II-III level.  
As stipulated, the only pay increases the two employees will be eligible for until reaching 10 years of employment, will be annual county-wide wage increases and it was noted that an additional appropriation will not be allowed for the increase and a transfer of funds will need to occur.

**IN THE MATTER OF THE WAGE COMMITTEE’S RECOMMENDATIONS-SOIL &  
WATER:**

The Wage Committee recently met concerning a recent position vacated within the Soil & Water Department in which a former employee had accrued several hours of comp as well as vacation time. Due to the large monetary pay out for this, a delay in hiring a replacement was expected. A request was brought before the committee in hopes of hiring a replacement prior to the anticipated waiting period of May 2021. Since additional funds would be necessary, the recommendation was made to approve the replacement of the employee, with the stipulation that their training will not be paid, in order to cover the shortfall.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6            NAYES:        1  
MIKE LONG OPPOSED  
MOTION CARRIED

TO: Approve the Wage Committee recommendation to approve the replacement of the employee, with the stipulation that their training will not be paid, in order to cover the shortfall.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- CARES ACT/HEALTH DEPARTMENT:**

Bob Weaver, Health Department Administrator, presented an additional appropriation request in the amount of \$70,640.00 for 8905-11340-000-0000 Part Time Public Health Specialist and \$10,000.00 for 8905-21008-000-0000 Supplies. The appropriation is in addition to the previously awarded \$200,000.00 grant which will support personnel and supplies in regards to the disbursement of Covid Vaccinations.

MOTION: Joni Truex  
SECOND: Sue Ann Mitchell  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$70,640.00 for 8905-11340-000-0000 Part Time Public Health Specialist and \$10,000.00 for 8905-21008-000-0000 Supplies as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT WAGE REIMBURSEMENT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$286,370.00 for 1000-02058-000-0009 CARES Act Wage Reimbursement for expenses incurred 12/2020- 02/2021.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$286,370.00 for 1000-02058-000-0009 CARES Act Wage Reimbursement as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT - MAINTENANCE:**

Marsha McSherry, County Administrator, presented a request for salary ordinance amendments which include the following: 1000-11066-000-0006 Maintenance \$50,112.00 Annual  
1000-11070-000-0006 Maintenance \$50,112.00 Annual  
1000-11176-000-0006 Maintenance \$48,024.00 Annual

The amendment requests coordinate with the Wage Committee's recommendations to increase hourly wages for two full time maintenance employees and hiring a third full time maintenance employee.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the Salary Ordinance Amendments which include the following: 1000-11066-000-0006 Maintenance \$50,112.00 Annual, 1000-11070-000-0006 Maintenance \$50,112.00 Annual and 1000-11176-000-0006 Maintenance \$48,024.00 Annual as presented.

**IN THE MATTER OF TRANSFER REQUEST- MAINTENANCE:**

Marsha McSherry, County Administrator, requested a transfer of \$2,695.00 from 1000-11176-000-0006 Maintenance to 1000-11070-000-0006 Maintenance (H. Prater) and \$2,695.00 from

1000-11176-000-0006 Maintenance to 1000-11066-000-0006 Maintenance (B. Johnson). The transfer is necessary to cover payroll expenses due to the employees approved wage increase.

MOTION: Sue Ann Mitchell  
SECOND: Kathy Groninger  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the transfer request of \$2,695.00 from 1000-11176-000-0006 Maintenance to 1000-11070-000-0006 Maintenance (H. Prater) and \$2,695.00 from 1000-11176-000-0006 Maintenance to 1000-11066-000-0006 Maintenance (B. Johnson) as presented.

*In closing, McSherry added the County was awarded the Kosciusko County Chamber of Commerce Health & Wellness in the workplace award. She recognized and thanked the County employees and other County contacts who had a hand in the success of the program.*

**IN THE MATTER OF 2021 SENIOR PROSECUTOR HUB GRANT REQUEST AND COOPERATIVE AGREEMENT:**

Dan Hampton, County Prosecutor, presented a request to apply for the 2021 Senior HUB grant in the amount of \$20,000.00 as well as presented the Senior HUB Grant Cooperative Agreement for approval.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the 2021 Senior HUB grant request in the amount of \$20,000, and approve the Senior HUB Grant Cooperative Agreement as presented.

**IN THE MATTER OF 2021 STOP ARM VIOLATION ENFORCEMENT (SAVE) GRANT REQUEST:**

Shane Bucher, Sheriff's Office, presented a request for the 2021 Stop Arm Violation Enforcement (SAVE) Grant, stating the grant is available to support efforts to patrol the community for violators of school bus safety.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the request of 2021 Stop Arm Violation Enforcement (SAVE) Grant in the amount of \$10,000.00, as presented.

**IN THE MATTER OF ENCUMBERING:**

Michelle Puckett, County Auditor, presented an encumbering report, stating since the beginning of 2021, a total of \$2,808,851.15 has been encumbered, which is the bulk of the reporting the Council can expect for payroll and claims. Smaller amounts can be expected throughout the next few months.

MOTION: Jon Garber  
SECOND: Joni Truex

AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the February encumbering report in the amount of \$2,808,851.15 as presented.

**IN THE MATTER OF FURTHER BUSINESS:**

Ed Rock, Emergency Management Director, presented a request to apply for a Cyber Security Service grant in the amount of \$16,000.00 which would improve the counties cyber security by subscribing to a service. Rock stated he has spoken with the IT department who concurred the necessity of the subscription in addition to current security measures already in place. County Administrator, Marsha McSherry, added the county currently has \$2Million in cyber security insurance coverage.

MOTION: Joni Truex  
SECOND: Doug Heinisch  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the Cyber Security Service grant request in the amount of \$16,000.00 as presented.

County Administrator, Marsha McSherry provided an insurance update and with the success of implementing a safety committee, which meets once per month, the counties Workers Compensation Insurance rating modification is down from 1.68 to 1.17 since 2018. This will create a reduction in the Workers Compensation Insurance premium.

**Committee Updates:**

*Sue Ann Mitchell*

- Legislation Updates included the following:
  - Senate Bill 42, which pertained to public safety, was defeated. Language of the bill would create stipulations for Council in which once set, the budget could not be reduced and Council would not control important budget issues.
  - Senate Bill 186 pertains to Prosecutors & Judges. Council would be required to appropriate funds, to be used at the discretion of the Prosecutor, with Council only having oversight on the total amount appropriated. Additionally, the bill would remove the \$5,000.00 cap on supplemental wages some counties provide to Judges and Prosecutors. There would also be language in which the removal of Prosecutor and/or Judge's employees, would not be allowed.
- Redevelopment Commission
  - Attended Virtual Meeting
- Cyber Workshop
  - Attended Virtual Meeting
- NACO
  - Participated on conference call
- JDAI
  - Attended meeting.
  - Mitchell stated the number of children being incarcerated has decreased due to the success of the program, which was strongly upheld by the Late Judge David

Cates. The program has provided better ways and strategies to point the kids in the right direction.

*Kathy Groninger*

- Soil & Water Conservation Annual Meeting
  - Attended virtual meeting
- Department of Local Government Finance
  - Attended webinar
- KEDCO Elected Officials Round Table
  - Attended virtual meeting
- Redevelopment Commission Meeting
  - Attended virtual meeting
- Wage Committee
  - Attended
- Commissioner Meeting
  - Attended
- JDAI Meeting
  - Attended
- Community Leadership Engagement Webinar
  - Attended
- County Health & Wellness Class
  - Attended

*Mike Long*

- Third House Session
  - Attended virtual meeting
- KEDCO Board Meeting
  - Attended virtual meeting
- KEDCO Elected Officials Round Table
  - Attended virtual meeting
- Solid Waste Meeting
  - Attended
- Long brought attention to Senate Bill 1190, which would increase the weight limit of Heavy Trucks from 80,000 pounds to 120,000 pounds. Long stated this could potentially cause a safety concern as well as cause wear and tear to our infrastructure. He encouraged everyone to contact the senate to oppose.

*Jon Garber*

- Department Head Meeting
  - Attended
  - Bowen Center provided a program on stress management.
- Bowen Center Board Meeting
  - Attended
  - A video presentation called “Spotlight on family preservation” which touched on how Indiana has one of the highest rates of children being removed from their

family homes. Discussion took place on how The Bowen Center is addressing this problem.

*Joni Truex*

- Commissioner Meeting
  - Attended
- Wage Committee
  - Attended
  
- Third House Session
  - Attended
- AIC- HR Webinar
  - Attended
- Redevelopment Commission Training
  - Attended
- Community Leader Engagement
  - Attended
- WCDC Board Meeting
  - Attended
- KEDCo
  - Attended

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

## Kosciusko County Council April 8, 2021

The Kosciusko County Council met for their regular meeting on Thursday April 8, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Jon Garber  
Kathy Groninger

Doug Heinisch  
Mike Long  
Joni Truex- ABSENT  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

Doug Heinisch participated in the meeting through video conferencing. For clarity, each vote was made by roll call vote.

**IN THE MATTER OF APPROVAL OF MINUTES FROM MARCH 11, 2021:**

MOTION: Mike Long

TO: Approve the minutes for the March 11, 2021 meeting as presented.

SECOND: Sue Ann Mitchell

AYES: 6            NAYES: 0

MOTION CARRIED

**IN THE MATTER OF CONVENTION & VISITORS (CVB) BUREAU UPDATE:**

Jill Boggs, CVB Director, and Doug Hanes, CVB Board Chair, presented an update which included the following:

- As a destination marketing organization, the CVB is responsible for promoting the county as an attractive travel destination and works hard to enhance the county’s public image as a dynamic place to live and work
- The impact of travel in our county was significant in 2019, generating over \$47.1 million of tax revenue, with \$9.3 million in local taxes
- Based upon studies conducted, it is believed the county will make a significant come-back due to its dynamic destination, which is worthy of travel
- Hotels reporting data, were down nearly 40% in occupancy rate at the end of 2020, which in comparison, is equal to what other areas around the state are seeing
- Revenue from county innkeeper’s tax was down roughly 66% in our county and as a result the CVB has seen a decrease in their budget, although a grant has been awarded in efforts to aid in the decrease
- CVB is focused on building a mobile-first digital 2021-2022 experience guide, which is geared toward further development of enticing visitors into our community as well as actively working to draw “Hoosiers by Choice”, or people who choose to move to our county from other areas

Boggs, in closing, asked the Council to consider looking at destination development as an area of economic development worthy of attention while working to develop the county’s master plan under Forward Kosciusko.

Hanes shared with the Council that Jill Boggs, while she does a great job of promoting the Visitor Bureau, neglected to mention that the visitor’s guide as well as the website have both won awards over the past several years, due in part to Boggs’ hard work. Hanes concluded that Boggs has done an outstanding job of creating relationships with agencies within the community such as KEDCO and the Chamber of Commerce as well as with the Tourism Commission. The CVB board is very supportive of her efforts and the job she does.

**IN THE MATTER OF POSSIBLE WAGE REIMBURSEMENT SOIL & WATER:**

Darci Zolman, Soil & Water Program Director, presented a possible solution for approval in order to hire a new Conservation Program Technician in a timelier manner. As previously discussed by Council and The Wage Committee; SWCD would not have available funds for this until May 2021. This is due to paying the vacating employees’ vacation – “leave bank” pay out. Zolman stated she would like to use funds they have set back for purchasing equipment in order to hire a new employee as soon as the position can be filled. Due to contracts and agreements, delaying the hiring process could create time sensitive issues. The definitive amount necessary will be determined once the proper candidate is found, but is estimated to not exceed \$6,177.93.

MOTION: Sue Ann Mitchell  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 0

TO: Approve SWCD move funds in the amount of \$1,602.18 to \$6,177.93 from equipment to the county; pending the

MOTION CARRIED

definitive amount needed to hire a new employee as presented.

**IN THE MATTER OF THE WAGE COMMITTEE’S RECOMMENDATION-JAIL:**

County Council Vice-President, Sue Ann Mitchell, presented the Wage Committee’s recommendation to approve an increase in wages of the JCAP Coordinator to \$41,886.00 as well as change the job classification to a Civilian Pole VII. Mitchell explained during the pandemic, when the JCAP program was not operable, the JCAP Coordinator completed the required Confinement Officer training in order to fulfill the duties as a Jailer. Kris Woodard, Sheriff’s Office Matron, further explained the original JCAP job description has greatly changed. With the position taking on further responsibilities; sufficient training was required, which in turn resulted in a revised job description. This all led to the recommendation of a salary increase to coincide with the duties.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 5        NAYES: 1  
MIKE LONG OPPOSED  
MOTION CARRIED

TO: Approve the Wage Committee recommendation to increase the salary of the JCAP Coordinator as well as change the job classification to a Civilian Pole VII as presented.

**IN THE MATTER OF THE WAGE COMMITTEE’S RECOMMENDATIONS-HEALTH DEPARTMENT:**

County Council Vice-President, Sue Ann Mitchell, presented the Wage Committee’s recommendation to approve the salary max to \$20.00 per hour for the Part Time Public Health Specialist in the CARES act Local Covid Testing Site fund. The hourly wage was not previously set; therefore, this action is necessary to proceed with amending the salary ordinance.

MOTION: Sue Ann Mitchell  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the Wage Committee recommendation to increase the Part Time CARES Act employee hourly wage to \$20.00 per hour as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-HEALTH DEPARTMENT:**

Bob Weaver, Health Department Administrator, requested a salary ordinance amendment for 8905-11345-000-0000 Part Time CARES Act wages of up to \$20.00 per hour. Weaver stated there are currently two employees with duties related to the CARES Covid Testing Site Grant. In order to clarify the salary ordinance; an adjustment was necessary.

MOTION: Sue Ann Mitchell  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment for 8905-11345-000-0000 Part Time CARES Act Covid Test up to \$20.00 per hour as presented.

**IN THE MATTER OF TRANSFER REQUEST-HEALTH DEPARTMENT:**

Bob Weaver, Health Department Administrator, requested a transfer in the amount of \$70,640.00 from Part Time Public Health Specialist 8905-11340-000-0000 to Part Time CARES Act- Covid Testing 8905-11345-000-0000. A transfer is necessary to move funds to the proper account in which payroll will be paid from.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer in the amount of \$70,640.00 from Part Time Public Health Specialist 8905-11340-000-0000 to Part Time CARES Act- Covid Testing 8905-11345-000-0000 as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-SHERIFF:**

Sheriff Matron, Kris Woodard, presented a request for a salary ordinance amendment for JCAP Coordinator 1000-10081-000-0013 \$41,886.00 annually as discussed above with the Wage Committee recommendations.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 5        NAYES: 1  
MIKE LONG OPPOSED  
MOTION CARRIED

TO: Approve the salary ordinance amendment for JCAP Coordinator 1000-10081-000-0013 \$41,886.00 annually as presented.

**IN THE MATTER OF TRANSFER REQUEST-SHERIFF'S OFFICE:**

Sheriff Matron, Kris Woodard, requested a transfer of \$5,900.00 from Jail/Sheriff Approved Holidays 1000-11570-000-0013 to JCAP Coordinator 1000-10081-000-0013 in order to cover the amended salary expense. Woodard explained funds were available from Sheriff Approved Holidays when 12 holidays instead of 11 were budgeted for 2021.

MOTION: Kathy Groninger  
SECOND: Doug Heinisch  
AYES: 5        NAYES: 1  
MIKE LONG OPPOSED  
MOTION CARRIED

TO: Approve the transfer of \$5,900.00 from Jail/Sheriff Approved Holidays 1000-11570-000-0013 to JCAP Coordinator 1000-10081-000-0013 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUESTS-SHERIFF:**

Shane Bucher, Chief Deputy Sheriff, presented the following additional appropriation requests for multiple CHIRP- grants. The grants, which were approved, provides salaries to patrol impaired and aggressive driving.

- CHIRP Grant Program Click it to Live It
  - 8410-11706-000-0000        Grant Salaries                                \$22,600.00
- CHIRP Grant DUITF Operating While Intoxicated
  - 8411-11706-000-0000        Grant Salaries                                \$22,500.00
- CHIRP Grant SIDEP Police
  - 8412-11706-000-0000        Grant Salaries                                \$4,500.00
- CHIRP Grant DDE Police
  - 8413-11706-000-0000        Grant Salaries                                \$2,000.00
- CHIRP Grant DRE Police

- |                               |                |            |
|-------------------------------|----------------|------------|
| ○ 8414-11706-000-0000         | Grant Salaries | \$2,000.00 |
| ● CHIRP Grant PED Bike Police |                |            |
| ○ 8415-11706-000-0000         | Grant Salaries | \$2,500.00 |

MOTION: Mike Long  
 SECOND: Sue Ann Mitchell  
 AYES: 6 NAYES: 0  
 MOTION CARRIED

- TO: Approve additional appropriation requests as follows:
- CHIRP Grant Program Click it to Live It
    - 8410-11706-000-0000 Grant Salaries \$22,600.00
  - CHIRP Grant DUITF Operating While Intoxicated
    - 8411-11706-000-0000 Grant Salaries \$22,500.00
  - CHIRP Grant SIDEP Police
    - 8412-11706-000-0000 Grant Salaries \$4,500.00
  - CHIRP Grant DDE Police
    - 8413-11706-000-0000 Grant Salaries \$2,000.00
  - CHIRP Grant DRE Police
    - 8414-11706-000-0000 Grant Salaries \$2,000.00
  - CHIRP Grant PED Bike Police
    - 8415-11706-000-0000 Grant Salaries \$2,500.00 as presented

**IN THE MATTER OF SHSP 2021 RADIOS GRANT REQUEST-SHERIFF:**

Shane Bucher, Chief Deputy Sheriff, presented a request to apply for a reimbursement grant in the amount of \$150,000.00, to be used to purchase new portable radios for merit deputies and mobile radios for officers' vehicles. New radios are needed to replace some of the current radios which will not be compatible with the new communications tower system the county is purchasing.

MOTION: Mike Long  
 SECOND: Kathy Groninger  
 AYES: 6 NAYS: 0  
 MOTION CARRIED

TO: Approve the request to apply for the SHSP 2021 Radios grant, in the amount of \$150,000.00 as presented.

**IN THE MATTER OF SHSP 2021 RADIOS GRANT REQUEST-DISPATCH:**

Sarah Lancaster, Dispatch Director, presented a request to apply for the same reimbursement grant as above, in the amount of \$150,000.00. Funds would be used to purchase 2 global radios and 2 command IQ radios, which can be taken off site in the event something was to happen to the County Buildings. Also, a supply of radios which would assist in coordinating with anyone outside the county.

MOTION: Mike Long  
 SECOND: Doug Heinisch

AYES: 6            NAYES: 0  
MOTION CARRIED

TO: Approve the request to apply for the SHSP 2021 Radios grant, in the amount of \$150,000.00 as presented.

**IN THE MATTER OF SHSP 2021 RADIOS GRANT REQUEST-EMA:**

Ed Rock, Emergency Management Director, requested the same grant as the two discussed above, in the amount of \$22,000.00, to be used to replace the EMA vehicle radio and some portable radios.

The Council asked for a brief clarification on the current radios not working with the new system. Rock stated the VHF system the county is currently using is compatible and can be used along with the new 700-megahertz system being installed but would have to be upgraded in order to utilize the latest technology available under the new system. Any 800-megahertz radios the county currently uses are not upgradable and would therefore only be capable of utilizing the old system.

Rock stated the same grant is available to all response agencies in increments of up to \$150,000.00 each and he is hopeful each department will be awarded grant funding, which will enable them to utilize the technology being made available.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6            NAYES: 0  
MOTION CARRIED

TO: Approve the request to apply for the SHSP 2021 Radios grant, in the amount of \$22,000.00 as presented.

In closing, Commissioner, Cary Groninger, requested to add to the discussion. Groninger admitted to being surprised by the grant requests presented at the last Commissioner's meeting, and stated he was able to speak with the vendor whom confirmed that the existing radios will still work but will need to be upgraded or replaced in order to utilize the full capabilities of the new system. Groninger suggested establishing a small committee with a representative from each agency, in order to formulate a strategy to go forward as a group rather than each agency being on their own to figure it out.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$18,144.00 1000-02058-000-0009 CARES Act Wage Reimburse. As previously discussed, the Auditor's office must go through a process in order for wages to be reimbursed for public safety and health wages and the requests will continue over the next several months.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6            NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$18,144.00 1000-02058-000-0009 CARES Act Wage Reimburse as presented.

McSherry provided an update on County matters which included the following:

- Commissioners granted an emergency approval to move forward on a backup power system for the county buildings which would assist with any lag time or failure of the primary generators engaging in the event of a power outage.

- Work is being completed in order for the 3<sup>rd</sup> chiller to be installed at the Justice Building.
- Installation of the jail's electronic toilet systems are being completed in the remaining 4 cell blocks. McSherry stated a savings has been noted on the water bill with the systems already installed.
- Council inquired on the status of how the new sprinkler system is doing which was installed at the jail. McSherry stated damage is still occurring by inmates to the sprinkler heads. Eleven sprinkler heads have been damaged in the past 2 weeks with considerable damage occurring from one of the instances due to its location.

**IN THE MATTER OF ENCUMBERING:**

Michelle Puckett, County Auditor, presented an encumbering report for March 2021 in the amount of \$255,480.43 which included some larger county departments. Puckett stated she anticipates this to be the majority of encumbering to report, but advised if there is any appropriation left in 2020 which was obligated and not paid until 2021, departments are able to encumber until 12/31/2021.

MOTION: Jon Garber

TO: Approve the March encumbering report in the amount of \$255,480.43 as presented.

SECOND: Sue Ann Mitchell

AYES: 6            NAYES: 0

MOTION CARRIED

**IN THE MATTER OF 2022 BUDGET ADOPTION PROCESS:**

Michelle Puckett, County Auditor, requested Council guidance in regards to which month to finalize the 2021 budget as well as what percentage of wage increase to recommend the department heads use when preparing their budgets and for advertising purposes. Puckett stated the budget must be adopted by October 31, 2021, and last year proved to be beneficial with adopting in October vs. September. She added the additional time would provide a better outlook on how the revenues are going. Council agreed in finalizing the 2022 budget in October 2021. A 5% wage increase was the County consensus for advertising and as recommendation to department heads when preparing their 2022 budgets.

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

## Kosciusko County Council May 13, 2021

The Kosciusko County Council met for their regular meeting on Thursday May 13, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President

Doug Heinisch- ABSENT

Sue Ann Mitchell, Vice-President

Mike Long-ABSENT

Jon Garber

Joni Truex

Kathy Groninger

Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM APRIL 8, 2021:**

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 4        NAYES: 0  
Joni Truex abstained  
MOTION CARRIED

TO: Approve the minutes for the April 8, 2021 meeting as presented.

**IN THE MATTER OF ABATEMENT DECLARATORY RESOLUTION & NOTICE OF PUBLIC HEARING-LOUIS DREYFUS:**

Steve Snyder, Attorney, on behalf of Louis Dreyfus Agricultural Industries, presented Council with an abatement declaratory resolution request for the Claypool companies' new construction expansion, which is projected to be completed by years end, 2022. A similar abatement request was presented previously but denied by Council in November 2020. Snyder explained the expansion will include additional construction, manufacturing, logistics and information technology equipment. The request included a 10-year tax abatement on real estate valued at \$18,212,000.00 and a 5-year tax abatement on personal property valued at \$14,098,000.00. Snyder stated the project would add 11 additional employees, with an annual salary range of \$60,000.00 to \$150,000.00 each.

Jeremy Mullins, Commercial Manager of Louis Dreyfus, provided a brief background of the companies' endeavors, explaining that in order to remain competitive, the company operates with a lean employee base, which in turn provides jobs and work for many local businesses. Mullins stated this has created a market for local trades including trucking, pallet manufacturing, excavation and construction. In conclusion, Mullins apologized for Dreyfus's late payment of taxes, stating they will make every effort to ensure it doesn't happen again.

Council questioned the company's plans for purchased land located at 600 South, which Mullins stated could later be used for storage, rail yard expansion and possibly another entrance, but added the current entrance has been very successful with traffic flow. County road wear and tear was briefly discussed and is a valid concern, but damage is believed to be minimal.

On behalf of Alan Tio, KEDCo CEO, Greg Fitzloff spoke in support of the tax abatement request, stating the more than \$30 Million investment expansion and addition of 11 high paying jobs should be viewed as an economic development victory for the county.

In closing, Snyder added there would be positive benefits to local and state taxes with the expansion and requested the Counties support. He also requested a waiver for the requirement of the project not beginning prior to filing the statements of benefits as well as requested a public hearing confirming adoption of the proposed resolution at the June Council meeting.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the declaratory resolution, approve the request to set a public hearing and to approve the request for a waiver for the requirement of the project not beginning

prior to filing the statements of benefits as presented.

**RESOLUTION NO. 21-05-13-001 (2021050732)  
As recorded in the office of the Kosciusko County Recorder**

**IN THE MATTER OF KEDCO-INCENTIVES POLICIES AND PROCEDURES HANDBOOK:**

On behalf of Alan Tio, Suzie Light presented the Kosciusko County Economic Development and Redevelopment Incentives Policy and Procedure Handbook, which was designed to more effectively manage the process the County already has in place, and offers all businesses information about the incentives. KEDCO is going to work with the applicants to gather information about their job creation and investment projects, analyze available local incentive tools, provide a cost benefit analysis and recommendations to local units of government, work with legal counsel to draft resolutions, incentive agreements and other documents, and coordinate all meetings between the parties and presentations at public meetings.

In closing, Light requested Council’s approval of the handbook, stating it has been presented and approved by the Redevelopment Commission and the Commissioners.

Council had a brief discussion in regards to:

- Underwriting and Payment of Bonds: Council suggested verbiage be changed regarding who is responsible for payment of any bonds, noting county policy does not support bond payments made by the county.
- Redevelopment Capital Fund Policy: Council requested the exclusion of Exhibit C, citing the need for further clarification of the funding referenced.

Commissioner, Cary Groninger, confirmed the Commissioners’ approval of the policy and procedure handbook, adding it is understood this is a working document and the first necessary step in adopting a policy.

MOTION: Joni Truex

SECOND: Kathy Groninger

AYES: 5 NAYS: 0

MOTION CARRIED

To: Approve the Incentives Policy and

Procedures Handbook, with the exception

of Exhibit C as presented.

**IN THE MATTER OF CLINIC FEE REPORT -COUNTY ADMINISTRATOR:**

Marsha McSherry, County Administrator, provided an update on the employee clinic which is administered through MedStat and entering its 9<sup>th</sup> year of services. According to reports calculated on the general standard fees since 2017; the county has saved more than \$1.1 Million by utilizing the service.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$10,074.00 1000-02058-000-0009 CARES Act Wage Reimbursement. Current fees are related to the Covid testing site and an addendum to the phone installation project at Work Release.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$10,074.00 1000-02058-000-0009 CARES Act Wage Reimbursement as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-COUNTY EDIT FUND:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$950,000.00 1112-41236-000-0000 Infrastructure & Major Improvements, which is necessary in order to provide better bookkeeping organization with CARES Act expenses.

MOTION: Jon Garber  
SECOND: Sue Ann Mitchell  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$950,000.00 1112-41236-000-0000 Infrastructure & Major Improvements as presented.

Per Council's request, McSherry will provide the remaining balance of CARES Act funding when it is available. McSherry stated since funds have been allocated for the radio tower project and the project is still in the beginning stages, an exact balance may not be attainable until later in the year.

**IN THE MATTER OF COUNTY UPDATES:**

Marsha McSherry, County Administrator, provided the following updates:

- The installation of the new phone system, which was paid through the CARES Act, is nearing completion.
- Wave Plus, a virtual security system, which has already been installed at the Courthouse, has now been installed at the Justice Building. Courthouse & Justice Building computers contain a virtual button to contact security in the event of an emergency and a physical button has been installed for the Court Systems use.

**IN THE MATTER OF SHSP 2021-WAWASEE SCHOOL CYBER GRANT REQUEST:**

Kyle Dukes, County Sheriff, presented a request to apply for a reimbursement grant through the Indiana Department of Homeland Security in the amount of \$223,610.00, stating by teaming up with Wawasee High School, North Webster PD, Syracuse PD, and Milford PD, approximately \$92,000.00 of the grant would be used for new Dell computers for all County Sheriff's Office vehicles.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the request to apply for the SHSP 2021-Wawasee School Cyber grant in the amount of \$223,610.00 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-SAVE 2021 GRANT:**

Kyle Dukes, County Sheriff, presented a request for an additional appropriation in the amount of \$6,000.00, for SAVE-2021 Grant Salaries 8275-11706-00-0000, stating the grant is available to support efforts to patrol the community for violators of school bus safety.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the request for an additional appropriation in the amount of \$6,000.00, for SAVE-Grant Salaries 8275-11706-00-0000, as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- RAILROAD GRADE CROSSING- HIGHWAY:**

Steve Moriarty, County Highway Superintendent, presented a request for an additional appropriation in the amount of \$20,800.00 for 9180-32031-000-0000 Railroad Grade Crossing, which is a reimbursable grant. The funds will provide road striping to warn drivers they are approaching a railroad crossing.

MOTION: Joni Truex  
SECOND: Sue Ann Mitchell  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$20,800.00 for 9180-32031-000-0000 Railroad Grade Crossing as presented.

**IN THE MATTER OF ENCUMBERING UPDATE:**

Michelle Puckett, County Auditor, presented April's encumbering report in the amount of \$523,152.00 for approval.

Council held a brief discussion concerning implementing an end date for departments to encumber, as the current cutoff date is December 31<sup>st</sup>. Joni Truex stated several Council members learned at a recent meeting; many Indiana Counties hold a much shorter time frame to encumber. Michelle Puckett explained there would be a benefit and better understanding of the county's financial obligation if encumbering was processed prior to entering the budget process, which begins in June, but to keep in mind this may cause the need for more additional appropriation requests, which Council prefers to keep to a minimum. Ernie Wiggins suggested Council have further conversation and tabled making a definitive decision on adjusting the end date to accept encumbering.

MOTION: Jon Garber  
SECOND: Joni Truex  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve April's encumbering report in the amount of \$523,152.00 as presented.

**IN THE MATTER OF ELECTRONIC MEETINGS:**

Ed Ormsby, County Attorney, presented the following information:

- Per statute, a policy by resolution, must be adopted if virtual participation of County Council or Commission meetings is anticipated and must be in place prior to hosting an electronic meeting. Several stipulations apply.
- The sample resolution provided by the Association of Indiana Counties as an example, has been reviewed and appears to be satisfactory to meet the requirements, although adjustments would be acceptable, provided they meet the requirements of the statute.
- The Commissioners have not yet adopted a resolution adopting a policy regarding electronic meetings.
- Council and Commissioner resolutions are not required to mirror each other; however, it is recommended that policy regarding things such as quorum requirements between the two are consistent.

Per Ormsby's suggestion, a Council member will meet and work with him prior to the next Council meeting to construct a presentable policy. Council President, Ernie Wiggins, volunteered to meet with Ormsby.

**Committee Updates:**

*Kathy Groninger*

- Wage Committee Meetings
  - Attended
- Commissioner Meeting
  - Attended

*Sue Ann Mitchell*

- Online ARP meetings with NACO
  - Attended
- CVB Commission Meeting
  - Attended with Ernie
- Indiana Fiscal Policy
  - Attended program on regional money
- Vote Center Meeting
  - Attended

With budget time approaching, Mitchell suggested scheduling meetings in order for any available Council and Commissioners to gather and discuss the County's financial situation, stating two weeks after Council's regular meetings in May, June, and July would seem appropriate.

There was a brief discussion regarding the need to advertise. Michelle Puckett, County Auditor, stated meetings would need to be advertised but reminded Council as long as the meetings were for discussion purposes only and no decisions were being made, a quorum would not be necessary.

In addition, Puckett noted the information regarding electronic meetings discussed earlier in the meeting was in reference to members attending the meeting electronically. Meetings such as this one, where no one attends virtually, and that are digitally recorded but not live streamed, are not affected by the same legislative requirements as meetings previously described.

Attorney Ormsby agreed.

In conclusion, Puckett stated recording the meetings would allow future viewing of the meetings for anyone who wanted to view them.

Council indicated they would check their schedules and provide meeting dates for the purpose of advertising.

*Joni Truex*

- Wage Committee
  - Attended
- AIC Meeting
  - Attended legislative overview
- WCBC Board
  - Attended

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

**Kosciusko County Council**  
**Kosciusko County Commissioners**  
**May 27, 2021**  
(Financial Meeting)

The Kosciusko County Council and The Kosciusko County Commissioners met for a special financial meeting on Thursday May 27<sup>th</sup>, 2021 at 1:00 PM in the Old Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

|  |  |
|--|--|
| Ernie Wiggins, Council President         | Robert Conley, Commissioner President-ABSENT |
| Sue Ann Mitchell, Council Vice-President | Cary Groninger, Commissioner Vice-President  |
| Jon Garber, Council Member               | Brad Jackson, Commissioner                   |
| Kathy Groninger, Council Member          |  |
| Mike Long, Council Member                | Michelle Puckett, Auditor                    |
| Joni Truex, Council Member               | Marsha McSherry, Administrator               |

The meeting was called to order by Council President, Ernie Wiggins.

**IN THE MATTER OF THE 2021 FINANCIAL DISCUSSION & RECOMMENDATIONS:**

Sue Ann Mitchell, opened the discussion with financial information provided by the County Auditor's Office. Michelle Puckett presented the following;

- A historical review of the County General balance shows 2018 ended with a cash balance at \$14.6 Million, 2019 at \$13.9 Million and 2020 at \$14.7 Million, which without the approximately \$2.3 Million transferred from CARES Act funds, would have ended at \$12.3 Million. The trend of a diminishing cash balance is observed.
- \$1.3 Million in additional appropriations for County General have been approved thus far in 2021, which will add to the reduction of the cash balance. Budget reductions of \$3.1 Million from County General have been approved, with \$3 Million appropriated to the EDIT fund in order to support the cost of health insurance premiums as EDIT cannot support County General with cash influx.
- Trending of receipts, expenditures and cash balances from 2017 through 2024 were provided using estimated figures for 2021 to 2024. Additional appropriations were estimated for 2021 and a line item for encumbering was added to indicate the direct impact approval will have on the balance.

Sue Ann Mitchell led a discussion on encumbering, expressing the tremendous impact of encumbrances occurring after June 30<sup>th</sup> would have on the balance if those agreements or obligations are not accounted for during the budget process.

- Although encumbering cannot be processed until after a bill has been paid, a contract or agreement is already in place when departments are planning their next budget. It would be of great benefit for departments to provide a list of what they plan to encumber. A deadline was suggested requiring all departments to provide copies of their contracts so that a list can be compiled to accommodate those encumbrances.
- A cutoff date for accepting encumbering was considered, although additional appropriations would then be required to support the purchases, which would also need to be accounted for during the budget process.
- A complete list of planned encumbrances for the major budgeted funds will be compiled for review at the next meeting. These values should be given great consideration during budget reviews.

The group further discussed concerns, opinions, and options going into the upcoming budget process, which included the following:

- State legislature has raised the exemption of personal property taxation to \$80,000.00 which in turn will erode assessed values, which will increase the tax rates and implement the tax caps.
- Health insurance premiums are the biggest projected expenditure in EDIT for 2022, with the renewal premiums looking favorable with minimal increases to employees. Changes will occur with the carrier being used and cobra rates have been finalized. There will be a minimum premium difference but will be less for those participating in the wellness program.

- Since EDIT and CCD funding can be used for operational expenditures, they should be used in conjunction with general funds, instead of viewing them as the separate buckets they once were.
- Opportunities to increase revenue were discussed including increasing the rate on COIT and EDIT, increasing the wheel tax, and/or adding additional income tax, as we are one of the lowest in the state, having remained at .01, although Baker Tilly has previously suggested an increase in the LIT rate. Public safety EDIT was also a suggestion of Baker Tilly, which is not currently being collected.
- Criminal Justice expenses continue to rise with the opioid epidemic and consideration should be given on ways to offset some of those costs. We have seen the greatest increase of employment additions within the sheriff's office.
- New moneys coming in from grant funding or federal assistance often come with too many restrictions to be used for the purposes the county might deem as the most crucial.
- Hiring and/or re-hiring guidelines were discussed, with anticipation the wage committee will continue to monitor the budget and address each request as it arises. As in years past, consideration should be given by Department Heads, when considering replacement of any vacated position, determining whether the position is of absolute necessity to maintain the duties of the department. Pay rates of individual departments should be reviewed for consistency and the wage committee intends to make the reviews and then present the information. With additional factors than previously considered, Waggoner Irwin and Scheele could be consulted for updated recommendations.

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

## Kosciusko County Council June 10, 2021

The Kosciusko County Council met for their regular meeting on Thursday June 10, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Jon Garber  
Kathy Groninger

Kimberly Cates  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM MAY 13, 2021 & MAY 27, 2021:**

MOTION: Joni Truex

TO: Approve the minutes for the May 13, 2021 & May 27<sup>th</sup> 2021 meeting as presented.

SECOND: Kathy Groninger

AYES: 6            NAYES:        0

Kimberly Cates- Abstained

MOTION CARRIED

**IN THE MATTER OF NONPROFIT 2022 BUDGET REQUESTS:**

The following non profit organizations appeared before Council to request funding for the 2022 budget year:

- ❖ **St. Joe River Basin** – Matt Meersman, MACOG-River Basin Program Director, stated MACOG serves the St. Joe River Basin Commission, an agency organized by the State of Indiana to protect water quality as well as mitigate flooding by organizing to control the drains. With approximately 20% of Kosciusko County draining into Lake Michigan, areas of interest include Syracuse and Turkey Creek, with recent projects such as placement of trees within Syracuse to direct stormwater. With 6 counties contributing to the basin, the amount requested from Kosciusko for 2022 calculates to \$3,705.00, which is the same amount requested last year.
- ❖ **Kosciusko County Historical Society** – Jerry Frush, President, and Greg Steffe, Co-Director were present. Steffe stated the Historical Society which oversees operations of the Jail Museum, The Pound Store, and the Chinworth Bridge, requests the amount of \$25,000.00 for 2022, which is a slight increase from last year. He stated computer upgrades and replacements are necessary for operations. They are hopeful to raise the societies profile with upcoming scheduled events which includes the John Dillinger display, however they rely on and are appreciative of the counties support.
- ❖ **4-H Council** – Barry Ostrom, 4-H Council President, spoke on behalf of the 4-H council stating they were able to maintain their budget during the pandemic and therefore they would be requesting the same amount for 2022 of \$44,347.00. Ostrom stated they are looking forward to having a close to a normal fair this year, with only minor restrictions necessary. Ostrom then introduced Andrew Ferrell, the new 4-H youth development educator who provided statistics of 4-H members and volunteers. Ferrell extended his gratitude for how well he has been welcomed into the community and stated he looks forward to working to make our youth development strong within our county. Ferrell introduced two 4-H Junior Leaders who shared the positive impact they have received from being 4H members.
- ❖ **Cardinal Services** – Matt Boren began with thanking the Council and the community for their continued support. Boren provided a brief update on some staffing issues Cardinal has observed in the past, stating through some support from the state, they have recently been able to make significant increases in wages, which is helping tremendously. Boren stated the 3 programs supported by County funds each year are KABS, Headstart and Career Links and gave the following updates:

- KABS- owned by the county and operated by Cardinal, provides transportation for low income individuals, about 80% of which is used for work or education. Riderships, which although decreased about 25% during the pandemic, are steadily increasing. Wages for drivers were able to be increased and driver positions are currently fully staffed.
  - Headstart – serves children living below the poverty level, from birth to 5 years in many classroom settings to prepare them for kindergarten, as well as offers support for the families with guidance in areas of medical health as well as mental health.
  - Career links- assists with employment for people who are either physically or mentally disabled and/or debilitated by a life occurrence, sometimes working with students still in high school and sometimes later in life. Part of the program is designed to help make the transition from high school to college or out into the workforce.
- ❖ **Kosciusko Home Care & Hospice** – Glenn Hall, Administrator, gave a brief update, stating during the pandemic, staff consisted of 2 full-time RNs, 1 part-time RN and between 5 and 7 aids and homemakers, who between just the few of them, logged over 72,000 miles and made over 5,900 patient visits within the county. The purpose of the program is to help patients remain in their homes for as long as possible and the home care side of the business, Hall continued, has suffered as funding is being cut in all agencies. Fund-raising, which has never been done to support the business, is being considered. The requested amount submitted for 2022 was \$50,000.00, just a slight increase from last year.
- ❖ **Beaman Home** –Jennifer Hayes, Executive Director, provided a brief update stating referrals have remained the same from Law Enforcement and The Bowen Center, but showed a slight decrease in CCS referrals. Hayes explained the decrease could be contributed to abusers being out of work, and typically victims will flee when their abusers are at work. She expects to see an increase in the next several months as unemployment begins to diminish. An expansion of the transitional housing is in the planning stages to help bridge the gap, as 3-bedroom housing is hard to come by. The requested amount submitted for 2022 was \$40,000.00, which is a slight increase, mainly due to the state and other contributor’s plans to reduce funding.
- ❖ **Council on Aging** – David Neff, Executive Director of Kosciusko County Senior Services, stated the Covid pandemic has had a significant and direct impact on seniors, specifically in the following ways:

- Home Meal Delivery- increased significantly to approximately 100 delivered meals per day.
- Transportation- declined slightly but with the collaboration with KABS, people were still able to get to crucial medical appointments.
- Senior Activity Center-was closed for nearly a year, but has opened and is almost back to normal.

The requested amount submitted for 2022 was \$40,000.00 with the increase mainly due to concerns related to changes within the way United Way plans to award funding going forward. Neff shared from the letter he received, as of June 30, 2021, United Way is discontinuing its ‘member agency’ approach to grant making and will move to an ‘open

application' process in the fall. At the top of the letter, Neff noted, it reads United Way is taking steps to become a stronger resource for children and families across the region, which he concluded, he interprets to mean after 25 years of Senior Services being a partner and receiving monthly payments, they will not receive anything after June 30<sup>th</sup>. Neff met with the United Way director where he was not encouraged nor given a direct answer as to whether funds will continue or not.

**IN THE MATTER OF LOUIS DREYFUS ABATEMENTS- PERSONAL PROPERTY:**

Jennifer Day, Assessor's office, presented three existing personal property abatements and after a brief discussion determined all were compliant.

**CF-1/PERSONAL PROPERTY**

Louis Dreyfus Company Agricultural Industries LLC

**Resolution No: 2016-06-09-001 (As recorded in the office of the Kosciusko County Recorder)**

**CF-1/PERSONAL PROPERTY**

Louis Dreyfus Company Agricultural Industries LLC

**Resolution No: 2017-01-10-001 (As recorded in the office of the Kosciusko County Recorder)**

**CF-1/PERSONAL PROPERTY**

Louis Dreyfus Company Agricultural Industries LLC

**Resolution No: 2019-10-10-002(As recorded in the office of the Kosciusko County Recorder)**

MOTION: Sue Ann Mitchell

SECOND: Joni Truex

AYES: 6            NAYES:        0

Kathy Groninger Abstained

MOTION CARRIED

TO: Approve the Louis Dreyfus Co. 2016 CF-1 PP **Resolution No: 2016-06-09-001** & 2017 CF-1 PP **Resolution No: 2017-01-10-** abatement as presented and approve the 2019 CF-1 **Resolution No: 2019-10-10-002** abatement, excluding logistics and IT equipment as per the original SB-1 form, as presented.

**IN THE MATTER OF LOUIS DREYFUS ABATEMENTS- REAL PROPERTY:**

There was a brief discussion regarding the omission of values on the form of section 4; it was determined to be compliant and to remain as per stated in the original SB-1 form.

MOTION: Jon Garber

SECOND: Sue Ann Mitchell

AYES: 6            NAYES:        0

Kathy Groninger Abstained

MOTION CARRIED

TO: Approve the continuation of the Louis Dreyfus Co. CF-1 Real Property abatement to remain as stated per the original SB-1 form, as presented.

**IN THE MATTER OF LOUIS DREYFUS ABATEMENT CONFIRMATORY RESOLUTION AND ADOPTING WAIVER RESOLUTION - REAL & PERSONAL PROPERTY:**

Steve Snyder- Attorney, on behalf of Louis Dreyfus, presented the Council with an abatement confirmatory resolution and a waiver resolution for approval. Snyder explained the expansion

will include additional construction, manufacturing, logistics and information technology equipment. The request included a 10-year tax abatement on real estate valued at \$18,272,000.00 and a 5-year tax abatement on personal property valued at \$14,098,000.00, consisting of \$12,710,000.00 in manufacturing, \$518,000.00 in logistics and \$870,000.00 in IT equipment. The expansion will add 11 employees to the current staff of 122 with an estimated benefits package of \$926,431.00 for these employees.

Jeremy Mullins, Commercial Manager of Louis Dreyfus, provided an overview of the expansion as well as his opinion of the positive impact this will have on the community and the county's future prosperity.

Council members held a brief discussion which included the following.

- Due to the company's drainage run off, flooding issues are occurring to a neighboring farm property. Council requested information on what is being done to mitigate the damage and they were advised repairs are being made with an estimated completion date of September 2021. The company is also providing the farmer with hay crop.
- Although an exact amount was not available; there is an estimated 60-70% of the 122 company employees whom reside in Kosciusko County.
- A brief discussion took place concerning the company's Bond payments and how much of the money Dreyfus gets back from paying property taxes is used to pay their bonds. When the TIF bonds were issued, Dreyfus purchased the bonds and the annual payment amount was not available at the time.

***Ernie Wiggins, Council President, opened the meeting for anyone to speak in favor of the request.***

Numerous supporters came before Council to express their support of the abatement. Some of which included employees of Louis Dreyfus. Each shared their positive experiences of being employed by the company as well as examples of how the company supports the community in various ways. Also speaking in support of the abatement approval were local Contractors and Service Providers whose work is associated and/or partnered with Dreyfus. Those included:

- Core Mechanical Services
- REMC
- Midwest Structural Inc.
- Engineers on behalf of Martin Riley
- Ambassador, Kip Tom
- Robinson Construction

Individuals who spoke in favor of the request stated their businesses have thrived and grown due to their partnership with Louis Dreyfus. The company's contribution to the community was expressed, the need for retaining retention and the need to focus on future growth.

***The meeting was opened for anyone to speak in opposition of the request.***

***Bob Bishop:*** Opposing the request, stated regardless of the approval or disapproval; construction will continue and will still be completed on the company's expansion. Contractors who have

shown their support, will continue to be in business, but each property owner is responsible to pay taxes.

Before the close of the public meeting, Steve Snyder spoke on the importance of agricultural growth in the community. Joni Truex, Council Member & Redevelopment Commission's Vice President stated The Redevelopment Commission supports the request with a unanimous vote in favor of the abatement as well as the resolution. She stated expansion is important for future impact and abatements are not only for attracting companies but are for maintaining them as well.

***With no further requests to speak in favor or against the request, Council closed the meeting to the public.***

Council held a brief discussion which included the following:

- Similarities of the current request and the request denied in November 2020 were questioned, as to whether this was a second attempt at the same abatement. Although the numbers are coincidentally similar, Dreyfus denied this as an identical request.
- Community support within the town of Claypool as well as the county was questioned, to which Dreyfus stated they have provided multiple donations, financial support and have even opened their facility as a venue for training for the local fire department, as well as for student education.
- Concerns were discussed regarding Dreyfus, a company within a TIF district, receiving an additional abatement when funds are needed to support the infrastructure and improvement of things such as CR 800S and CR 900S. Dreyfus stated they could not commit to financial support of such a project without further information and stated the new addition would have very little impact on county roads.
- The previously mentioned late tax payment was discussed, with Dreyfus advising an error had occurred within their billing department and they do not foresee this occurring again.

Several opinions and suggestions were discussed amongst the Council members.

Joni Truex requested consideration of the unanimous recommendation of the Redevelopment Commission, for which she serves as the Vice-President, which was to approve the abatement as presented.

MOTION: Joni Truex

TO: Approve the abatement as requested.

SECOND: No 2nd

AYES:               NAYES:

No vote was taken as it was not a qualified motion.

Ernie Wiggins reminded Council of recent budget meetings, where concerns regarding revenues have been discussed and reiterated the need to be good stewards.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 4            NAYES: 2  
Joni Truex-Opposed, stating for the record she did not agree with halving their requested amounts.  
Mike Long- Opposed  
Kathy Groninger – Abstained  
MOTION CARRIED

TO: Approve the real estate abatement for a period of 5 years with a cap of \$9Million and to approve the personal property abatement for a period of 3 years with a cap of \$6million.

**IN THE MATTER OF WARSAW COMMUNITY PUBLIC LIBRARY  
RECOMMENDATION FOR BOARD APPOINTMENT:**

Ernie Wiggins, Council President, presented a recommendation to re-appoint Ben Rice to the Warsaw Community Public Library Board, with his 4-year term expiring 6/30/25.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the re-appointment of Ben Rice to the Warsaw Community Public Library Board as presented.

**IN THE MATTER OF COMMUNITY CORRECTIONS-2022 GRANT REQUESTS:**

Barry Andrew, Community Corrections Director, presented a request to apply for the 2022 Drug Court grant in the amount of \$74,000.00 and the 2022 Home Detention grant in the amount of \$352,749.00.

MOTION: Jon Garber  
SECOND: Joni Truex  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the requests to apply for the 2022 Community Corrections Drug Court and Home Detention grants as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION-REDEVELOPMENT  
COMMISSION VAN BUREN TIF:**

Joni Truex, Council & Board Member, requested an additional appropriation in the amount of \$600,000.00 4450-41236-000-000 Redevelopment Commission-Van Buren TIF for approval.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 7            NAYS: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$600,000.00 4450-41236-000-000 Redevelopment Commission Van Buren TIF as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$500.00 1000-02058-000-0009 CARES Act Wage Reimbursement.

MOTION: Mike Long

SECOND: Kathy Groninger

AYES: 7            NAYES:        0

MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$500.00 1000-2058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF TRANSFER REQUESTS-COUNTY ADMINISTRATION:**

Marsha McSherry, County Administrator, requested the following transfer requests for approval:

- Transfer of \$9,020.00 from 1138-31021-000-0000 Consulting to 1138-34001-000-0000 Property Liability Insurance.
- Transfer of \$9,020.00 from 1138-3303-000-0000 Copy Machines to 1138-34001-000-0000 Property Liability Insurance.
- Transfer of \$9,011.70 from 1138-36020-000-0000 Inmates in Institutions to 1138-34001-000-0000 Property Liability Insurance.

McSherry stated insurance premiums are paid in the arrears and therefore a projected budget is used to estimate the costs but due to an increase in renewal premiums a transfer was necessary to cover the expense.

MOTION: Kimberly Cates

SECOND: Sue Ann Mitchell

AYES:7            NAYES:        0

MOTION CARRIED

TO: Approve the following transfers:

- Transfer of \$9,020.00 from 1138-31021-000-0000 Consulting to 1138-34001-000-0000 Property Liability Insurance.
- Transfer of \$9,020.00 from 1138-3303-000-0000 Copy Machines to 1138-34001-000-0000 Property Liability Insurance.
- Transfer of \$9,011.70 from 1138-36020-000-0000 Inmates in Institutions to 1138-34001-000-0000 Property Liability Insurance as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-SOIL & WATER:**

Darci Zolman, Program Director, presented a request for an additional appropriation in the amount of \$580.00 1000-11474-000-0020 Conservation Program Tech. Zolman used funds the department had set back for purchasing equipment in order to hire a new employee prior to having available funds due to the exit of a past employee. The additional appropriation was necessary in order for the process to occur.

MOTION: Joni Truex

SECOND: Mike Long

AYES: 7            NAYES:        0

MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$580.00 1000-11474-000-0020 Conservation Program Tech as presented.

**IN THE MATTER OF BUDGET REDUCTION ORDINANCE- DNR STATE 2021 GRANT & ADDITIONAL APPROPRIATION – DNR FEDERAL 2021 GRANT-SHERIFF:**

Kyle Dukes, County Sheriff, requested a budget reduction ordinance in the amount of \$7,500.00 9136-32037-000-0000 DNR State 2021 Grant, Miscellaneous Supplies. Dukes explained this particular grant was divided into State and Federal funds and also requested an additional appropriation for the Federal DNR Grant in the amount of \$5,000.00 for 8207-11706-000-0000 Grant Salaries and \$2,500.00 for 8207-32037-000-0000 Miscellaneous Supplies.

MOTION: Kimberly Cates

SECOND: Joni Truex

AYES: 7            NAYES:        0

MOTION CARRIED

TO: Approve the budget reduction ordinance in the amount of \$7,500.00 9136-32037-000-0000 DNR State 2021 Grant as presented.

And to approve the additional appropriation of \$5,000.00 for 8207-11706-000-0000 Grant Salaries and \$2,500.00 for 8207-32037-000-0000 Miscellaneous Supplies as presented.

**IN THE MATTER OF ENCUMBERING UPDATE:**

Michelle Puckett, County Auditor, presented May's encumbering report in the amount of \$399.00 for approval. Puckett reminded Council of the spreadsheets each department is to provide to the Auditor's office by 6/18/2021, to include any outstanding encumbering.

MOTION: Jon Garber

SECOND: Mike Long

AYES: 7            NAYES:        0

MOTION CARRIED

TO: Approve May's encumbering report in the amount of \$399.00 as presented.

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

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

**Kosciusko County Council  
Kosciusko County Commissioners  
June 24, 2021  
(Financial Meeting)**

The Kosciusko County Council and The Kosciusko County Commissioners met for a special financial meeting on Thursday June 24<sup>th</sup>, 2021 at 1:00 PM in the Old Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, Council President  
Sue Ann Mitchell, Council Vice-President  
Jon Garber, Council Member  
Kathy Groninger, Council Member  
Mike Long, Council Member  
Joni Truex, Council Member

Cary Groninger, Commissioner Vice-President  
Brad Jackson, Commissioner  
Kimberly Cates, Council Member- ABSENT  
Robert Conley, Commissioner President-ABSENT  
Michelle Puckett, Auditor  
Marsha McSherry, Administrator

The meeting was called to order by Commissioner, Brad Jackson.

**IN THE MATTER OF THE 2021 FINANCIAL DISCUSSION & RECOMMENDATIONS:**

Sue Ann Mitchell, opened the meeting for discussion. with financial information provided by the County Auditor's Office. Items discussed included the following:

**ENCUMBERING:**

- Michelle Puckett, Auditor, presented encumbering information in which Council requested each department submit a spreadsheet of any outstanding encumbering, as this highly impacts the projected budget. Those who submitted information to the Auditor were the Highway Department, with an outstanding amount of \$145,370.00 for a new vehicle purchase. The Commissioners also submitted an outstanding amount of \$122,036.05 for the public safety communications project and \$76,856.23 for 911 equipment. Any encumbering requests made after June 30<sup>th</sup>, 2021 will require Council approval or an additional appropriation request. Confirmation was made that CARES Act dollars may not be encumbered.

**ARP:**

- ARP Funds were discussed and the availability to use the \$7.5 Million to support the Tower Project. Currently \$1.2 Million of the tower project qualifies for payment by ARP funds, but with ever changing rules and regulations on usage, further criteria research is necessary. Any unused funds are required to be repaid by 2026; therefore, the consensus was to promptly proceed with the tower project. In order to move forward; a recommendation is needed by the ARP Committee; a vote in support of the project is needed from the Commissioners and the approval of an additional appropriation is needed by Council.

**COUNTY INCOME TAX/COIT/CEDIT:**

- The Counties income tax was discussed and the impact an increase would have on revenue. Puckett provided a spreadsheet of funds received by COIT & CEDIT for 2021 as well as a comparison of revenue from the 2020 Public Safety LIT vs. PSAP LIT. According to a Baker Tilly presentation in 2020, an additional \$5.6 Million would be generated by increasing the LIT rate by .0025%. The Public Safety LIT revenues are distributed to the county's towns, townships and libraries whereas the PSAP LIT is distributed specifically to County Dispatch. The group further discussed concerns and opinions regarding a tax increase as well as its necessity. The decision to adopt a tax increase would need to be made by October 31, 2021.

Puckett explained the pending 2022 County General requested budget is currently less than what was adopted last year. This is due to the Highway Department requiring less assistance and payroll changes made in Dispatch where more employees can be paid from the Statewide 911 fund vs. County General.

Sue Ann Mitchell led a discussion concerning the Baker Tilly financial summary/recommendations as well as current fund balances, which included the following:

- The Statewide 911 carries a balance of approximately \$525,000.00, which Puckett explained as stated above, allowing more employees to be paid from the fund as well as leaving a \$100,000.00 balance as a cushion.
- Mitchell stated the Property Assessment fund currently holds a balance of approximately \$950,000.00 in which \$77,000.00 has been spent so far this year. The fund is intended to process reassessments as well as provide aerial photos, and with the help of MACOG, that cost has seen a decrease. Discussion will need to occur with the Assessor concerning paying employees from this fund, and using the budget for its intended purpose. In addition, sales disclosure fees will be increasing effective July 1<sup>st</sup> creating additional income. The overall Assessor budget and possible options were discussed by the group.
- With a July 1<sup>st</sup> statute deadline, Puckett advised assessed values for 2022 Real Estate have been received by the Assessor's office; with personal property values to be received by June 30<sup>th</sup>.
- The Highway Department submitted an outline of their estimated expenditures from their Restricted Fund (1173). Even with reaching out to surrounding counties and auditor's for further guidance, there are still grey areas of what may and may not be paid from the fund causing a continued struggle which is closely monitored.
- Further consideration of a tax increase is needed; as not all board members are in agreement of its necessity. Once the impact of the 2022 budget is established; a better determination can be made.

### **COUNCIL BUDGET:**

Sue Ann Mitchell provided the 2022 projected budget which included no increases other than recommended salary changes.

### **COUNTY GENERAL BUDGET:**

Marsha McSherry, County Administrator, presented the projected 2022 Commissioners budget which included the following changes:

#### **Maintenance:**

- Salary changes for 2 full time, 1 part time and 1 additional full-time maintenance employees are reflected as an increase on the 2022 budget.
- Decreases of \$1,000.00 each on Gas-Motor Oil and Winter De-Icer Chemicals.
- An increase of \$4,000.00 in Supplies/Housekeeping and \$8,000.00 in Lawn & Flowers will be requested due to rises in costs caused from the pandemic. Also, the word

“maintenance” will be added to the Lawn & Flowers line item to better describe its intention.

- Decrease of \$2,000.00 Inspection.

**Commissioners:**

- A 5% wage increase.
- \$73,521.00 is requested in order to add an additional Computer Systems Administrator. A new position is necessary in order to provide proper training and to help transition the impact of two retiring employees in the next few years.
- Decrease of \$15,134.00 in Workers Compensation.
- Increase of \$87,941.00 in Group Health Insurance.
- Increases of \$6,000.00 in Maximus Contract, \$5,000.00 in Contractual Maintenance for outside contracting needs, and \$3,000.00 in Government Insurance Deductible Claim; due to legal fees provided by an insurance carrier.
- \$30,000.00 was moved from Land & Improvements to Repairs/Maintenance to make the budget more transparent.
- Per their 2022 budget requests, slight increases were made to the Non Profit Agencies.

**COUNTY EDIT BUDGET:**

Group health insurance will be moved to this fund for 2022 with a projected budget of \$3,504,453.00, otherwise; no increases will be requested.

**COUNTY CUM CAPITAL DEVELOPMENT BUDGET:**

- Although this did not create an increase, a line item, Supplies IT- \$20,000.00, has been added which was moved from Computer Equipment to better address the budget.
- Discussion took place on Legal Services having a budgeted increase of \$73,000.00 in which McSherry advised was necessary to get the new county attorney up to speed and the addition of several ordinance’s/resolutions the county has implemented from legislation changes.

Commissioners Brad Jackson & Cary Groninger continued discussion of the Legal Services increase which included the following:

- Jackson requested the status of the county’s ordinance/resolution project from Puckett, who advised per direction of County Attorney Ed Ormsby, all documents, including Council & Commissioners’ books beginning with Book 1, have been scanned and sent to Ormsby. To her knowledge, no other progress has been made, but she has provided the requested information and a list of companies to complete the task.
- In order to prevent unnecessary billable hours, Jackson stated the Commissioners have been working with a couple of departments whom have contacted Ormsby, to see if the topic can be handled without legal counsel. Groninger added the need for an increase is also due to creating numerous Covid policies and the presence of several active law suits. Although Ormsby’s contract is the same as the prior county attorney, his base salary covers a set amount of time which does not include the additional phone calls / emails he

receives from departments requesting legal advice. Jackson stated adopting the necessary resolutions in addition to what may already be established by legislation was an important measure to reaffirm the counties protection. Puckett asked if this would require Legal Services to be added to departments individual budgets; in which Jackson stated he did not believe this to be cost effective and hopes monitoring the situation will be most beneficial.

- The Consulting line item of \$58,000.00 is being removed from the CCCD budget and moved to Employee Health Insurance Fund 4700.
- Newly created line item, Contracts-IT, with a budget of \$110,000.00 was moved from Computer Maintenance to create more transparency in the budget.
- Property Liability Insurance, which provides coverage for all county vehicles was increased by \$42,882.00.
- A decrease of \$15,000.00 in Inmates in Institutions.

### **WAGE COMMITTEE DISCUSSION:**

Sue Ann Mitchell led the discussion in regards to the recent Wage Committee meeting which included the following:

#### **Highway Department:**

- Full time employees work 8.5 hours per day from 7:00 AM – 4:00 PM with a ½ hour lunch, providing 2.5 hours of overtime per week which can be accrued as comp time or paid overtime. With having a better understanding of the schedule; the committee agreed to leave the policy as is.
- Part Time truck driver wages need further discussion.
- The office staff's job descriptions and salaries need to be reviewed and updated.
- A current truck driver for the department is knowledgeable and well versed in IT where he could be utilized for additional duties which would provide a savings for the department. This topic will also be reviewed and discussed further.

#### **Sheriff's Department:**

- Sheriff Dukes has implemented a strategic planning committee in which wages were researched from several counties and compared to our county's wages. Dukes suggested a 13% wage increase which will require further discussion.
- Fellowship Missions plans to rent rooms from The Work Release location creating additional income. With questions concerning the legalities; the county attorney will be contacted to obtain further information.

#### **Part Time Wages:**

Further examination is needed for wages of part time employees doing the same or similar job as a full time employee and them receiving the same hourly wage.

### **BROADBAND:**

Mitchell advised the group of a televised program on Broadband, which she suggests each member view, stated experts located in the State of Indiana provided vital information on the importance of working together as a county to achieve the much-needed technology. Ongoing audits are being conducted statewide to measure the connectivity needs.

**VIRTUAL MEETING POLICY:**

Mitchell requested Commissioner Cary Groninger provide information regarding the virtual meeting policy which was discussed during the June 22<sup>nd</sup> Commissioners meeting. Groninger stated the Commissioners voted on the policy which would mirror the states policy except only allowing 35% missed attendance vs. 50%. Ernie Wiggins, Council President advised when speaking with Ed Ormsby, County Attorney, the county policy would be similar to the State policy, and discussion would take place on determining the percentage of required Council attendance. Mitchell reiterated with Puckett and confirmed that until all criteria of the Indiana Code are met; a virtual meeting cannot take place. Puckett stated the first requirement is to adopt a policy, secondly, the board members have to be heard and seen at all times; and thirdly; you have to have simultaneous access between the public and the board. In discussions between Puckett and Ormsby, there is a difference in opinion on the public component, and further clarification is requested. Mitchell led a brief discussion with Commissioners on what impression they had on what was passed at the meeting, she explained with no presence of a signed written policy, resolution, or recorded document; in essence the virtual meeting policy was not adopted. Puckett explained we are moving forward with a needed subscription to utilize the hardware purchased for live streaming. The parameters and restrictions of live streaming the Commissioners & Council meetings will require further legal review in which Puckett has requested a copy of the policy from Ormsby by July 1<sup>st</sup> in order to be sent to Council for review prior to their July 8<sup>th</sup> meeting.

In closing, the group discussed key points of what they hope to accomplish by their next meeting.

The meeting was adjourned.

**Kosciusko County Council  
July 8, 2021**

The Kosciusko County Council met for their regular meeting on Thursday July 8, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM JUNE 10<sup>th</sup> & JUNE 24<sup>th</sup> 2021:**

MOTION: Joni Truex

SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the minutes for the June 10<sup>th</sup> &  
June 24<sup>th</sup>, 2021 meeting as presented.

**IN THE MATTER OF MILFORD PUBLIC LIBRARY RECOMMENDATION FOR  
BOARD APPOINTMENT:**

Ernie Wiggins, Council President, presented a recommendation to re-appoint Clay Brooks to the Milford Library Board, with his 4-year term expiring 7/31/25.

MOTION: Kathy Groninger  
SECOND: Jon Garber  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the re-appointment of Clay  
Brooks to the Milford Library Board as  
presented.

**IN THE MATTER OF NAPPANEE PUBLIC LIBRARY RECOMMENDATION FOR  
BOARD APPOINTMENT:**

Jason Fields, Director of the Nappanee Public Library, recommended to appoint Sherrie Mullett to fulfill the vacated library board position of Keith Schwartz, with the partial term expiring 10/31/21.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the recommendation to appoint  
Sherrie Mullett to fulfill the vacated board  
position of Keith Schwartz, with the partial  
term expiring 10/31/21, as presented.

**IN THE MATTER OF THE COUNCIL ELECTRONIC MEETING POLICY- COUNTY  
ATTORNEY:**

Ernie Wiggins, on behalf of the absence of Ed Ormsby, County Attorney, opened discussion for the electronic meeting policy drafted by Ormsby. A brief discussion took place in which Council addressed points of the resolution they choose to amend. Council stated in order to streamline the resolution; they request to use numbers vs. percentages to provide more clarity. Council agreed to vote and adopt the policy with the changes stated in the motion.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the Council Electronic Meeting  
Policy Resolution with the following  
amendments:

- Section 3. (a) 4 Council Members must be physically present at the meeting.
- Not more than 2 Members may participate via electronic meeting.
- Section 3. (b) Member may not attend more than 2 meetings in a calendar year by electronic means - (2) illness or other medical condition including spouse or immediate family member.

- Section 3(c) member may not attend more than 2 consecutive meetings via electronic communication. **Omitting the line** “A member must attend in person at least one (1) meeting between sets of meetings that the member attends by electronic communication.”
- Adding to Section 3. (c) (2) illness or other medical condition including spouse or immediate family member.

**RESOLUTION NO. 21-07-08-002 (2021070888)**

As recorded in the office of the Kosciusko County Recorder

**IN THE MATTER OF PUBLIC DECORUM POLICY RESOLUTION - COUNTY ATTORNEY:**

Ernie Wiggins, on behalf of the absence of Ed Ormsby, County Attorney, presented the resolution establishing policies and procedures to protect decorum of public meetings. Council members held a brief discussion on the differences of line 1. (a). and 1. (b). in which they agreed to leave both points vs. striking 1. (a). Any public speaker will be required to complete a sign in sheet listing their name, address and the topic they wish to discuss. Although the policy states there is a 3-minute limit for each speaker, Council has the availability to extend their amount of time if necessary.

MOTION: Joni Truex  
MOTION WITHDRAWN

TO: Strike 1. (a). as she believed it was covered in 1. (b). and to begin with “members”; stating she was not in favor of the verbiage.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7            NAYES:        0  
MOTION CARRIED

TO: Approve the Kosciusko County Council Public Decorum Resolution as presented.

**RESOLUTION NO. 21-07-08-003 (2021070889)**

As recorded in the office of the Kosciusko County Recorder

**IN THE MATTER OF THE VOTE CENTER PROJECT UPDATE-CLERK:**

Ann Torpy, County Clerk, presented the proposed draft of the Kosciusko County Vote Center plan, stating there is a public meeting set for July 22, at 6:00 PM in the Courthouse Courtroom, to allow for public comment, support or otherwise, regarding the proposed plan. August 19<sup>th</sup> is the deadline to finalize public comments, which will go to the county election board following any changes.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$1,437.00 1000-02058-000-0009 CARES Act Wage Reimburse, which was due to a change order for the new phone system.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$1,437.00 1000-2058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF 2021 INDIANA HEALTHY WORKPLACES GRANT-ADMINISTRATOR:**

Marsha McSherry, County Administrator, presented a request to apply for the 2021 Indiana Healthy Workplaces Grant in the amount of \$10,000.00 which would fund a pilot program to support certain demographics of county employees.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the request to apply for the 2021 Indiana Healthy Workplaces Grant in the amount of \$10,000.00 as presented.

**IN THE MATTER OF TRANSFER REQUEST- CIRCUIT COURT:**

Michelle Puckett, Auditor, on behalf of Judge Reed, requested a transfer in the amount of \$25,000.00 from 1000-31088-000-0043 Public Defender Services to 1000-31040-000-0043 Juror/Per Diem Travel and a transfer of \$15,000.00 from 1000-31088-000-0043 Public Defender Services to 1000-31043-000-0043 Juror Meals & Supplies. In the past; jury fees were paid from the budgeted Jury Fee Fund which would accumulate a large amount of cash, but due to the additional jury trials held to catch up from the pandemic and the normal volume; those dollars are now depleted. It is anticipated that an additional appropriation will be necessary for Public Defender Services before years end.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer in the amount of \$25,000.00 from 1000-31088-000-0043 Public Defender Services to 1000-31040-000-0043 Juror/Per Diem Travel and a transfer of \$15,000.00 from 1000-31088-000-0043 Public Defender Services to 1000-31043-000-0043 Juror Meals & Supplies as presented.

**IN THE MATTER OF FORMALIZING LOUIS DREYFUS ABATEMENT DOCUMENTS:**

Michelle Puckett, Auditor, provided Council with the final Louis Dreyfus abatement documents which was approved at the June Council meeting. The limitations for the Personal Property SB-1 are 3 years capped at \$6 Million and the Real Estate SB-1 is 5 years capped at \$9Million. After a brief discussion Council agreed to list \$6Million on line C of the SB-1 Personal Property instead of listing individual limits.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 4            NAYES: 1  
Mike Long- Opposed  
Kathy Groninger- Abstained  
MOTION CARRIED

TO: List \$6Million on Line C of the Personal Property SB-1 for 3 years and to approve the Real Estate SB-1 capped at \$9Million for 5 years; as presented.

**IN THE MATTER OF FORMALIZING LOUIS DREYFUS CONFIRMATORY RESOLUTION AND WAIVER:**

Michelle Puckett, Auditor, provided Council with the final draft of the Louis Dreyfus confirmatory resolution and waiver which outlined the approved capped amounts, terms and will be corrected to reflect the approved personal property cap of \$6 Million vs. a breakdown on line C.

MOTION: Jon Garber  
SECOND: Sue Ann Mitchell  
AYES: 4            NAYES: 1  
Mike Long- Opposed  
Kathy Groninger- Abstained  
MOTION CARRIED

TO: Approve the Louis Dreyfus confirmatory resolution and waiver with the correction of the SB-1 PP -\$6Million cap, not specified limits, as presented.

**RESOLUTION NO. 21-07-08-001 (2021070503)**

As recorded in the office of the Kosciusko County Recorder

**IN THE MATTER OF ADDITIONAL APPROPRIATION-LEF-SHERIFF:**

Michelle Puckett, Auditor, on behalf of Sheriff Dukes, presented a request for an additional appropriation in the amount of \$6,770.00 Law Enforcement Forfeiture 4934-22015-000-0000 Supplies/Expenses. The request is necessary in order to re-appropriate funds to the NET43 fund from a purchase which was made and later reimbursed by the KCode Grant.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$6,770.00 Law Enforcement Forfeiture 4934-22015-000-0000 Supplies/Expenses as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-SHERIFF:**

Michelle Puckett, Auditor, on behalf of Sheriff Dukes, presented a request for a salary ordinance amendment which included the following:

1000-10012-000-0019 Sheriff (Salary 7/1/2020-6/30/2021)

1000-02089-000-0000 Sheriff (Tax Warrants)

- *Maximum annual compensation*        \$161,125.00

1000-10012-000-0019 Sheriff (Salary 7/1/2021 -6/30/2022)

1000-02089-000-0000 Sheriff (Tax Warrants)

- *Maximum annual compensation*        \$164,950.00

Puckett stated Sheriff Dukes is paid by Indiana Code not County contract, which is an option, and is based off of 80% of the Prosecutor's salary. Per the Indiana Supreme Court, the prosecutor salary increased July 1<sup>st</sup>, therefore resulting in the need of the amendment. Puckett explained how the salary figures are compiled along with tax warrant payment collections. Councilmember Joni Truex publicly thanked previous County Sheriffs who served under the contract and stated she appreciated them for being fiscally responsible to our county.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6            NAYES: 1  
Mike Long- Opposed  
MOTION CARRIED

TO: Approve the salary ordinance amendment 1000-10012-000-0019 Sheriff (Salary 7/1/2020-6/30/2021) 1000-02089-000-0000 Sheriff (Tax Warrants) Maximum annual compensation \$161,125.00 and 1000-10012-000-0019 Sheriff (Salary 7/1/2021 -6/30/2022) 1000-02089-000-0000 Sheriff (Tax Warrants) Maximum annual compensation \$164,950.00 as presented.

**IN THE MATTER OF ENCUMBERING UPDATE:**

Michelle Puckett, County Auditor, presented the final 2021 encumbering report in the amount of \$680.00, submitted by the Coroner, for approval. As previously discussed, all but the amounts approved by Council for Highway and Commissioners encumbering; June 30<sup>th</sup> was the final date to encumber for 2021.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve June's encumbering report in the amount of \$680.00 as presented.

**IN THE MATTER OF THE WAGE COMMITTEE'S RECOMMENDATIONS-COURT SECURITY:**

Joni Truex, Councilmember and Wage Committee Member, stated the listed agenda items of Part Time Wages, 2022 Wage Increase, Sheriff Increase, and Systems Administration, would all be tabled as they are not effective until January 1, 2022 and Council would later have a better understanding of the County finances in order to address the topics. Sue Ann Mitchell presented the adopted, wage committee's recommendation for Court Security/Bailiff in which the job description was updated and refactored by Waggoner, Irwin, Sheele to a Civilian Pole level with a wage of \$47,148.00. Council stated the position title will be changed to "Court Security." Council held a brief discussion on the details of the recommendation. Judge Bauer spoke on behalf of the recommendation stating a replacement will be needed for a retiring Bailiff and with their job requirements and responsibilities, a more suitable wage is necessary. Judge stated the current "Courthouse" Security position will be eliminated and that employee will fill the vacated Court Security- (Justice Building) position. Judge added that all Court Security will team up to provide needed security in the Courthouse. Michelle Puckett, Auditor, stated the 2 current Court Security (Justice Building) employees will begin at the new wage effective July 1<sup>st</sup>. The Court Security employee doing the replacing will begin at the new salary level once the transfer occurs. Salary ordinance amendments, effective July 1<sup>st</sup>, will be handled at the next Council meeting. In

closing, Puckett requested clarification on how to proceed with the budgeting process due to the tabled wage increase recommendations in which Council stated they will be discussed later.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 1  
MIKE LONG OPPOSED  
MOTION CARRIED

TO: Move Court Security to a Civilian Pole IV level, with a wage of \$47,148.00 effective July 1<sup>st</sup>, 2021

**IN THE MATTER OF FURTHER BUSINESS:**

Ed Rock, Emergency Management Director, presented a request to apply for the following grants:

- HMEP 2022 Grant in the amount of \$15,000.00. Assists in funds for hazardous materials training, and is applied for annually.
- EMPG 2021 Grant in the amount of \$49,819.00. Provides 50% of the EMA staff wages.
- EMPG 2021 Competitive Grant in the amount of \$40,000.00. Used for cyber security.

In closing; Rock stated all three grants are 100% reimbursable.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the above 3 grant requests as presented.

**IN THE MATTER OF FURTHER BUSINESS:**

Steve Moriarty, Highway Superintendent, presented a letter from the Indiana Department of Transportation, requesting permission for financial commitment, in order to apply for the Community Crossings Grant. Steve explained this is a 50/50 matching grant.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Grant permission for application of the Community Crossings Grant.

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

Kosciusko County Council  
Kosciusko County Commissioners  
July 22, 2021  
(Financial Meeting)

The Kosciusko County Council and The Kosciusko County Commissioners met for a special financial meeting on Thursday, June 22<sup>nd</sup>, 2021 at 1:00 PM in the Old Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

|  |  |
|--|--|
| Ernie Wiggins, Council President         | Robert Conley, Commissioner President-ABSENT |
| Sue Ann Mitchell, Council Vice-President | Cary Groninger, Commissioner Vice-President  |
| Jon Garber, Council Member-ABSENT        | Brad Jackson, Commissioner                   |
| Kathy Groninger, Council Member          |  |
| Mike Long, Council Member                | Michelle Puckett, Auditor                    |
| Joni Truex, Council Member               | Marsha McSherry, Administrator               |
| Kimberly Cates, Council Member           |  |

The meeting was called to order by Commissioner Vice-President, Cary Groninger.

Groninger opened the discussion, stating Forward Kosciusko is a project currently underway, designed to help the county establish a comprehensive plan to further develop growth and to utilize some of the parks, trails and other natural assets our community has to offer.

James Turnwald, of MACOG (Michiana Area Council of Governments) provided an overview of what they have done to help other counties facilitate growth by organizing a parks board, which included the following information:

- The Forward Kosciusko website is [forwardkosciusko.com](http://forwardkosciusko.com) or you can follow on Facebook for more information
- From the community survey, there is a lot of interest in more recreational space for which a county parks board would be useful in organizing a path to create a 5-year master plan in order to accomplish growth and be successful in this area
- With trail connection within the county and surrounding counties being so high on the list of desirable assets, having a parks board is typically a requirement for qualifying for any grant funding
- Surrounding counties have already established county parks boards, which would be beneficial if the county would decide to connect our trails with those outside the county
- MACOG was useful in the establishment of Marshall County's parks board and would be willing to assist Kosciusko County as well, with minimal, if any fees
- There are so many benefits to having trails, blueways and parks to offer, not only for attracting tourism but for the residents, often by increasing the value of existing properties

**IN THE MATTER OF THE 2022 FINANCIAL DISCUSSION & RECOMMENDATIONS:**

County Auditor, Michelle Puckett, presented the following financial information:

**COUNTY GENERAL**

- A historical review of the county general balance shows that with the same expenditures versus receipt cycle currently observed, a negative cash balance by the end of 2023 is indicated
- The current budget projection is \$27.4M, with annual revenues of approximately \$21M

- The actual projected cost for health insurance is \$3.5M, which is set aside in EDIT as well as \$3M in county general, until a determination is made on where it will be paid from

#### EDIT (Economic Development Income Tax)

- At the end of 2022, \$3.5M is estimated to start the 2023 budget
- The projection indicates a decrease in cash; spending \$5.5M, receiving \$4.5M
- Health insurance is still included here as well as the general fund

#### CCD (Cumulative Capital Development)

- This is tax rate driven, in which the max rate permitted by statute is being collected
- This fund is a bit more stable; spending a little over \$2M, receiving an estimated \$2.2M

#### Additional discussion included the following:

- Most departments held the line on their budget projections as best they could
- Wage committee recommendations will afford some flexibility but not as much as in previous years, as the budget line item is budgeted at 5% this year as opposed to 10% in prior years
- ARP funding is a completely separate fund and not included in the budget projection
- Unspent CARES Act fund dollars are included in the revenues in the general fund
- Dollars that will not be spent from the EDIT fund for the tower project, as they will be paid with ARP funding, will remain in the fund
- As the public safety communications project progresses, more funding is being made available and if full funding for the project through the ARP fund is approved, it is possible we could receive reimbursement for some the expenses already paid from EDIT
- Research is being done regarding whether county drainage projects qualify under the ARP funding
- The greatest observed increases are in health insurance but the hope is the recent switch in carriers will reflect a significant savings

#### Brad Jackson presented the following Wage Committee recommendations:

- 2022 wage increase of 4%
- Sheriff staff base salary increase of 10% for work release officers, jailers, and sheriff merit deputies over the next 2 years; split at 5% in 2022 and the other 5% in 2023 plus the yearly percentage increases
- The court bailiff changes have already been voted on by Council
- Systems administration new employee in 2022 to learn the system before both current employees retire in 2024, with the second person to be hired at the time of the retirement
- Specific to 13 employees, part-time wages for those doing the same work as full-time, earning below the rate of pay of full-time, to increase to the same rate of pay

Various information for supporting the sheriff staff recommendation was discussed, including City of Warsaw's recent pay increase for their deputies as well as solid comparisons with surrounding counties deputies.

(Joni Truex and Brad Jackson left the meeting)

An all-day meeting in place of the evening meeting to discuss budgets, with time slots for each department head individually, was suggested and selected as August 26, from 8am to 4pm.

Cary Groninger presented the following highlights from the ARP Committee meeting;

- There is a new list from Strategic Planning's last meeting with some of the ideas interfacing with some that are possibilities under the ARP funding
- We should utilize as much funding for the tower project as qualifies
- Some improvements within the jail for showers may qualify under sanitation
- KEDCO would like to utilize some funding for small community workforce housing projects under infrastructure. A much broader discussion is recommended in order to develop a strategy on keeping the dollars generated from the investment within the county, and not made part of an annex where any revenue would go to the town, at least not right away
- The City is considering a parking garage and some other downtown development at the old Owen's property, which could be something to consider assisting in order to utilize space for county use
- The county-owned lot north of the justice building is under review for a possible parking garage or reconfiguration, as the county is currently approximately 30 spaces short of being sufficient for employees
- The Tippy-Chapman sewer district has inquired about some possible assistance through funding
- Drainage projects are being kept in mind for consideration

County Auditor, Michelle Puckett, was asked a number of questions regarding options for reversing the deficit. Puckett provided the following information:

Public Safety LIT (local income tax) would not all come back to the county but would be distributed between the county, towns, and municipalities upon receipt. However, all of the dollars collected could be used for expenses of the sheriff, the jail and work release. This does not include 911, per statute.

PSAP (public safety answering point), or 911 tax, all comes back to the county but can only be used for PSAP expenses.

With the county at the place where there are more expenditures than receipts, there are really only 2 options to consider; increasing revenues by means of increasing taxes or making substantial cuts to the budget, which would most likely mean a reduction of staff.

The county is at the max levy on property tax, and although public reaction is never favorable of tax increases, it should be considered that the county has operated for a very long time, with some of the lowest income as well as property tax rates in the state.

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

# Kosciusko County Council

## August 12, 2021

The Kosciusko County Council met for their regular meeting on Friday August 12, 2021 at 6 p.m. in the Old Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President- ABSENT  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger -ABSENT  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Sue Ann Mitchell.

### **IN THE MATTER OF APPROVAL OF MINUTES FROM JULY 8<sup>th</sup> & JULY 22<sup>ND</sup> 2021:**

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 5      NAYES: 0  
Jon Garber -Abstained to the 7/22/21 minutes as he was absent.  
MOTION CARRIED

TO: Approve the minutes for the July 8<sup>th</sup> & July 22<sup>nd</sup> meeting as presented. Jon Garber abstained from the July 22<sup>nd</sup> meeting minutes due to being absent.

### **IN THE MATTER OF RECORDS PERPETUATION FUND AFFIDAVIT:**

Joetta Mitchell, County Recorder, presented an affidavit, stating the Recorder's Perpetuation Fund (RPF) is sufficient enough to support the functions of the Recorder's Office and pay three salaries from the fund in 2022.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 5      NAYES: 0  
MOTION CARRIED

TO: Approve the use of the Recorder's Perpetuation Fund to support the functions of the Recorder's Office including three salaries for 2022 as presented.

### **IN THE MATTER OF SALARY ORDINANCE AMENDMENT-RECORDER:**

Joetta Mitchell, County Recorder, requested a salary ordinance amendment for Recorder Deputy 1189-10078-000-0000 \$37,506.00 annual; due to a current county employee with a six year pay level filling the Recorder's open position; which was at a lower level.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 5      NAYES: 0  
MOTION CARRIED

TO: Approve salary ordinance amendment for Recorder Deputy 1189-10078-000-0000 \$37,506.00 Annual as presented.

### **IN THE MATTER OF 2021 SALARY ORDINANCE AMENDMENT- CIRCUIT & SUPERIOR I & IV COURT:**

**IN THE MATTER OF 2021 SALARY ORDINANCE AMENDMENT- SUPERIOR II & III:**

Judge Bauer requested the following salary ordinance amendments:

- Circuit & Superior I & IV Court- 1000-10269-000-0043 Court Security/Bailiff \$47,137.00 Annual.
- Superior II & III- 1000-10284-000-0044 Court Security/Bailiff \$47,137.00 Annual.

This recommendation will revert back to a Civilian Pole IV when the current employees vacate the position; and the amendment will be made retroactive to July 1, 2021.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the following salary ordinance amendments:

- Circuit & Superior I & IV Court- 1000-10269-000-0043 Court Security/Bailiff \$47,137.00 Annual.
- Superior II & III- 1000-10284-000-0044 Court Security/Bailiff \$47,137.00 Annual. This recommendation will revert back to a Civilian Pole IV when the current employees vacate the position; and the amendment will be made retroactive to July 1, 2021, as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-HIGHWAY:**

Steve Moriarty, Highway Superintendent, requested a salary ordinance amendment to move a current employee into a newly created position of Technology Coordinator 1176-10306-000-0051 \$59,104.00 Annual. Moriarty explained instead of having to ship out equipment for diagnostics, they are now able to do this in house. The employee has prior programming experience and has implemented several programs to allow the department to run more efficiently. A salary recommendation was provided and approved by the wage committee which will be pro-rated to their approval date of July 13<sup>th</sup>, 2021. In closing Moriarty stated no additional appropriation will be needed for the salary change.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment Technology Coordinator at \$59,104.00 1176-10306-000-0051 as recommended by the wage committee, as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENTS-HIGHWAY:**

Steve Moriarty, Highway Superintendent, requested the following salary ordinance amendments for 1176-10301-000-0051 Office Manager \$51,031.00 Annual. An amendment was necessary due to many job duty changes including the following:

- additional DES numbers with quarterly tracking

- organization of 16.7 Million grant dollars
- DOT tracking for all drivers.

Moriarty also requested a salary ordinance amendment for 1176-10302-000-0051 Administrative Manager \$48,693.00 Annual; which he explained this position will go through a cross training process in order for both managers to adequately handle the department workload.

MOTION: Joni Truex  
 SECOND: Kimberly Cates  
 AYES: 5            NAYES: 0  
 MOTION CARRIED

TO: Approve the following salary ordinance amendments for 1176-10301-000-0051 Office Manager \$51,031.00 Annual and 1176-10302-000-0051 Administrative Manager \$48,693.00 Annual as presented.

**IN THE MATTER OF COMMISSARY REPORT-JANUARY THROUGH JUNE 2021-SHERIFF’S OFFICE:**

Kyle Dukes, County Sheriff, first spoke in regards to the morning’s severe thunderstorm which caused damage throughout the county including downed power lines, trees, and debris. Dukes thanked the Highway department for their quick response and hard work in removing road hazards. In addition, he thanked the parents of the Wawasee Middle School students for their patience while the Sheriff’s department along with Syracuse & North Webster Police Departments placed each student with their parent after the bus, they were riding, became stuck in storm debris.

Sheriff presented the Commissary Report from January to June 2021. Purchases listed included the following:

- Body armor-pistol and rifle proof vests for all deputies and administration staff (\$4,562.24)
- Body cameras with wiring, software, etc. for 36 merit deputies (\$19,145.00)
- 3 new work stations and paint (painting was provided by JCAP) for the front office (\$10,542.28)
- 3 vehicles; 2 for the detective bureau and 1 for the patrol division (\$94,014)
- Work release director wage and benefit package (\$42,500.00)
- Specialized training for Net 43 and SWAT (\$6,835.00)

In conclusion, Sheriff Dukes stated the current commissary balance as of 8/12/2021 is \$303,976.29. Councilmember, Joni Truex, thanked Sheriff for his willingness and efforts in paying for the many items he does from commissary.

**IN THE MATTER OF GRANT REQUEST-SHERIFF’S OFFICE:**

Kyle Dukes, County Sheriff, requested approval to apply for the Patrick Leahy Bulletproof Vest Partnership (BVP) 2021 grant in the amount of \$24,000.00. The funds will provide assistance in purchasing ballistic body armor for 36 Merit Officers.

MOTION: Mike Long  
 SECOND: Kimberly Cates  
 AYES: 5            NAYES: 0

TO: Approve the Patrick Leahy Bulletproof Vest Partnership (BVP) grant request in the amount of \$24,000.00 as presented.

MOTION CARRIED

**IN THE MATTER OF TRANSFER REQUEST-SHERIFF'S OFFICE:**

Kyle Dukes, County Sheriff, requested a transfer of \$11,000.00 from Sheriff Paid Holidays 1000-11570-000-0019 to Longevity 1000-11590-000-0019, stating in the past the department has been able to decrease the budget, but more funds were used this year causing a need for a transfer.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer of \$11,000.00 from Sheriff Paid Holidays 1000-11570-000-0019 to Longevity 1000-11590-000-0019 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$72,585.00 1000-02058-000-0009 CARES Act Wage Reimbursement in which funds were used for specialized cleaning services as well as purchasing sanitizing products. Mitchell requested an update on the CARES Act dollars; McSherry responded she has submitted a request to the Auditor's office to transfer the remaining dollars into usable line items, but is awaiting approval from the CARES Act committee in order to proceed.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 5        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$72,585.00 1000-02058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF SENIOR PROSECUTOR HUB GRANT-PROSECUTOR:**

Dan Hampton, County Prosecutor, led a discussion on the annual \$20,000.00 Senior HUB Grant which is used to allow the special prosecuting attorney to handle child support IVD cases throughout Northern Indiana. The purpose of the grant is to compensate employees utilized to support Special Prosecutors. In the past, tracking the Case Worker's time spent working on the grant has been tasking. Hampton requested guidance from Council on how to handle the Case Worker's compensation fairly in addition to her normal duties. Hampton added he had researched Indiana counties, Gibson and Johnson, about their HUB grant compensation process. After a brief discussion; Hampton and Council agreed to follow Johnson Counties processes which included the following:

- The Employee will work Mondays for 7.5 hours on Senior Hub Grant; any overtime for the work week will be paid from the grant.
- The Employee may work from home or in the county office on Mondays while working on the grant.
- The Employee will work 37.5 hours on County duties Tuesday through Friday at regular pay.
- If the grant is ever discontinued; the work schedule process will end.
- Any grant dollars not spent on wages will revert back to the County for use of office space and equipment.

In closing, Michelle Puckett, Auditor, advised the previous grant dollars must be dormant with no activity for 3 years; which at that time; the funds will be presented to Council to be declared dormant and placed into County General.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 4        NAYES: 1  
OPPOSED: Jon Garber, due to allowing the employee the ability to work from home.  
MOTION CARRIED

TO: Accept being the county to work the Senior HUB Grant, as it is an honor, at a 1-year trial basis as per the bullet points listed above, as presented.

**IN THE MATTER OF ARP COMMITTEE RECOMMENDATION-SAFETY COMMUNICATION TOWER PROJECT:**

Marsha McSherry, County Administrator, stated in order to receive ARP funds, a committee was required to be formed. The Committee consists of Council Members Sue Ann Mitchell & Ernie Wiggins along with Commissioner Cary Groninger and non-voting members Marsha McSherry & Michelle Puckett. A portion of the ARP funds, \$7.4Million, were received in May and a recommendation was made to the ARP Committee to use \$1.28 Million of qualifying expenditures on the safety communication tower project which consists of 3 towers. Approval was provided by The Commissioners to begin submitting the \$1.28 Million ARP funds. McSherry requests Council's approval of the recommendation and stated an additional appropriation will be presented at the next Council meeting if approved. Once the second distribution is received in May 2022, the entire \$15.4 Million will be in the County fund. Guidelines on what the funds can be used for are still pending. McSherry stated she is working with the Auditor's office to produce an application for entities showing interest in applying for ARP funds.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the request to submit \$1.28M of qualifying expenditures of the safety communication tower project as presented.

**IN THE MATTER OF BUDGET REVIEW OF 2022 TAXING UNITS-NON-BINDING RECOMMENDATION:**

Sue Ann Mitchell presented a non-binding recommendation, stating the general purpose is to review the information available and provide guidance to the taxing units. The Council supports each taxing unit to operate successfully with the least amount of impact to taxpayers, but does not support taxing units to have large reserves with no purpose or intent to spend. Council encourages each taxing unit to review their budgets carefully and if cash balances are in excess of what is needed for 1 year to operate, the maximum levy should not be needed unless there are plans for a large project.

The recommendation is as follows:

- 1) Review your 2020-year end cash balance.
- 2) Review your 2021 certified budgets for each fund and your June 30, 2021 balance.
- 3) If you have more than 2 ½ times the amount of your 2021 certified budget and:
  - a) You made no large increases to your 2021 budget

- b) You have no large increases planned for your 2022 budget
  - c) You have no purpose or plan to spend the money; you may want to consider reducing the rate to a minimum, or eliminating the rate for those funds.
- 4) If you are saving with a long-range plan to purchase; that is applauded, paying cash is a better option vs. borrowing.

Mitchell explained the IC Code which provides availability of a onetime transfer of excess fund balances in regards to Townships, which expires January 1, 2022.

MOTION: Kimberly Cates  
 SECOND: Joni Truex  
 AYES: 5      NAYES: 0  
 MOTION CARRIED

TO: Approve the 2022 non-binding recommendation regarding taxing units as presented.

**IN THE MATTER OF ENCUMBERING UPDATE:**

Michelle Puckett, County Auditor, presented the July 2021 encumbering report for approval in the amount of \$20,059.83 from the EDIT fund. The amount was included in the list previously provided to Council as an approved encumbrance.

MOTION: Joni Truex  
 SECOND: Jon Garber  
 AYES: 5      NAYES: 0  
 MOTION CARRIED

TO: Approve July's encumbering report in the amount of \$20,059.83 as presented.

**Committee Updates:**

***Mike Long***

- *Solid Waste*
  - *Attended*
  - *Working on budget*

***Kimberly Cates***

- *KEDCO*
  - *Attended*
  - *OCRA Funds used to support Hoplore*
  - *Working on several projects.*

***Jon Garber***

- *Bowen Center is meeting in person & virtually.*

***Joni Truex***

- *WCDC*
  - *Attended*
  - *Hoplore Grant*
  - *9/11 Project*
  - *Taste of Kosciusko Project*
  - *Kettle Heads Project*
- *Wage Committee*
  - *Attended*
- *Strategic Planning*

- *Attended*
- *Redevelopment Commission*
  - *Attended*
  - *Discussed different housing projects*
  - *TIF district discussion*

***Sue Ann Mitchell***

- *AIC Conference- Prince George, Maryland*
  - *Attended*
  - *Several discussions and beneficial classes*
- *CVB Commission Meeting*
  - *Park System discussion*
- *Council-Commissioners Financial Meeting*
  - *Attended*
- *Vote Center Meeting*
  - *Attended*
- *CVB Commission*
  - *Met with Jill Boggs concerning training*
- *JDAI Initiatives Program*
  - *Attended*
- *Department Head Meeting*
  - *Attended*
  - *Discussed with Department Heads the wage committee justification forms and their accuracy.*
  - *Discussed intentions of the 8/26/21 Budget meeting*

*In closing Jon Garber encouraged attendance of the County's tailgate party on 9/10/2021.*

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

## Kosciusko County Council

### August 26<sup>th</sup> 2021

(Pre-Budget Review)

The Kosciusko County Council met for a pre-budget meeting on Thursday August 26<sup>th</sup>, 2021 at 8 a.m. in the Video Conference Room, 121 N Lake Street, Warsaw, IN. Those present were:

Ernie Wiggins, President  
 Sue Ann Mitchell, Vice-President  
 Kimberly Cates  
 Jon Garber

Kathy Groninger  
 Mike Long  
 Joni Truex- ABSENT  
 Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF MAINTENANCE 2022 BUDGET REQUEST (1000-0006):**

Marsha McSherry, County Administrator, and Cary Groninger, Commissioner, presented the 2022 Maintenance budget to Council for approval which included the following increases: Part Time Maintenance \$15,000.00 due to salary changes made earlier in the year. Supplies-Housekeeping \$4,000.00 and Grounds & Maintenance \$1,440.00 due to normal inflation. A reduction of \$2,000.00 Water & Sewage.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6            NAYS: 0  
MOTION CARRIED

TO: Approve the 2022 Maintenance budget as presented with the exception of the wages and salaries.

*Council held a brief discussion concerning wage recommendations and with a final decision not being determined; all wage & salary 10000 accounts will be tabled pending further discussion.*

**IN THE MATTER OF COUNTY COMMISSIONERS 2022 BUDGET REQUEST (1000-0009):**

Marsha McSherry, County Administrator, and Cary Groninger, Commissioner, presented the Commissioners budget for approval, which included the following increases:

- \$3,087,941.00 in Group Health Insurance as it is budgeted in County General and EDIT until a decision is made on which fund it will be appropriated from.
- \$50,000.00 was moved to County General-Repairs/Maintenance from EDIT-Land & Improvements to make the budget more transparent.
- \$6,000.00 in Maximus Contract
- \$11,420.00 Juvenile Justice Task Force- which is an unpredictable line item to budget.

Decreases Included the following:

- \$15,134.00 Workers Compensation
- \$10,000.00 Office Supplies
- \$2,500.00 Government Insurance Deductible
- Per their 2022 budget requests, slight increases were made to the Non-Profit Agencies.

Council questioned if Non-Profit budgets were eligible to be paid with ARP funds in which Groninger stated further research is needed on the eligibility requirements.

MOTION: Sue Ann Mitchell  
SECOND: Ernie Wiggins  
AYES: 6            NAYS: 0  
MOTION CARRIED

TO: Approve the 2022 County Commissioners budget as presented with the exception of wages/salaries and Non-Profit Budget requests.

**IN THE MATTER OF COUNTY EDIT FUND 2022 BUDGET REQUEST (1112-0000):**

Marsha McSherry, County Administrator, and Cary Groninger, Commissioner, presented the County EDIT Fund 2022 budget to Council for approval. with an increase of \$504,453.00 in Group Health Insurance as the line item is budgeted in EDIT as well as County General.

With the county seeing an increase in Covid testing, Groninger stated ARP funds are available to support this.

MOTION: Kimberly Cates  
SECOND: Ernie Wiggins  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the 2022 County Edit budget to include moving \$504,453.00 from 1112-11605-000-0000 EDIT-Group Health Insurance to 1000-11605-000-0000 County General- Health Insurance as presented.

**IN THE MATTER OF COUNTY CUM CAPITAL DEVELOPMENT 2022 BUDGET REQUEST (1138-0000):**

Marsha McSherry, County Administrator, and Cary Groninger, Commissioner, presented the CCCD 2022 budget to Council for approval, which included the following changes:

- \$20,000.00 was moved from Computer Equipment to create a new account- Supplies- IT.
- \$110,000.00 was moved from Computer Maintenance to new account Contracts-IT in order to follow guidelines in what should be properly paid from certain line items.
- Increase of \$4,000.00 in Postage
- \$58,000.00 was moved to Health Insurance fund 4700
- Increase of \$42,882.00 in Property Liability Insurance due to premium increases.

Discussion took place and justification was requested on Legal Services having a budgeted increase of \$73,000.00. Groninger stated although he is not as familiar with the situation as Commissioner Jackson, but the increase is due to the addition of several ordinances and resolutions the county has implemented as well as an increase in billable hours, that the prior contracted attorney did not necessarily bill. The 2022 requested budget would include the additional hours.

Additional discussion included the following:

- The Consulting budget of \$58,000.00 was moved to the Employee Health Insurance Fund
- The 2022 budget consists of \$200,000.00 for 2 Highway trucks. With current pricing and up to a 12-month delay which can lead to fluctuating prices; Groninger & McSherry stated the budget was necessary.
- Inmates in Institutions was reduced \$15,000.00

*Commissioner Cary Groninger left the meeting.*

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County Cum Capital Development (CCCD) 2022 budget with the exception of Legal Services, pending further discussion as presented.

**IN THE MATTER OF REDEVELOPMENT COMMISSION DREYFUS TIF 2022 BUDGET REQUEST (4400-0000):**

Marsha McSherry, County Administrator, presented the Redevelopment Commission Dreyfus TIF 2022 budget to Council for approval, stating funds are at the bare minimums.

MOTION: Jon Garber  
SECOND: Kimberly Cates  
AYES: 6 NAYS: 0  
MOTION CARRIED

TO: Approve the Redevelopment Commission Dreyfus TIF 2022 budget as presented.

**IN THE MATTER OF EMPLOYEE HEALTH INSURANCE FUND 2022 BUDGET REQUEST (4700-0000):**

Marsha McSherry, County Administrator, presented the Employee Health Insurance Fund 2022 budget to Council for approval stating Contractual Services \$3,000.00 and Consulting \$60,000.00 were moved to this fund to better address the budget.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6 NAYS: 0  
MOTION CARRIED

TO: Approve the Employee Health Insurance Fund 2022 budget as presented.

**IN THE MATTER OF LAW ENFORCEMENT DATA ACCESS 2022 BUDGET REQUEST (4900-0000):**

Marsha McSherry, County Administrator, presented the Law Enforcement Data Access 2022 budget to Council for approval with no tax dollars used to support this fund and no changes requested.

MOTION: Jon Garber  
SECOND: Ernie Wiggins  
AYES: 6 NAYS: 0  
MOTION CARRIED

TO: Approve the Redevelopment Commission 2022 budget as presented.

In closing, McSherry provided an update on the CARES Act balance which is \$879,357.70.

**IN THE MATTER OF COMMUNITY CORRECTION USER FEE 2022 BUDGET REQUEST (1122-0000):**

Barry Andrew, Director, presented the Community Correction User Fee 2022 budget to Council for approval with no significant changes or increases. All remaining changes submitted reflect adjustments necessary to comply with grant restrictions.

MOTION: Ernie Wiggins  
SECOND: Mike Long  
AYES: 6 NAYS: 0  
MOTION CARRIED

TO: Approve the Community Correction User Fee 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF COMMUNITY CORRECTION PROBLEM-SOLVING COURT FEE USER FEES 2022 BUDGET REQUEST (2506-0000):**

Barry Andrew, Director, presented the Community Correction Problem Solving Court Fee 2022 budget to Council for approval with increases in Lodging \$5,500.00, Mileage/Fuel & Travel \$2,000.00 and Training & Seminars \$5,500.00 with the anticipation of attending events in 2022 due to cancellations in 2021 from Covid. No tax dollars are used to support this fund.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Community Correction Problem Solving Court Fee 2022 budget as presented.

**IN THE MATTER OF COMMUNITY CORRECTION DRUG COURT 2022 BUDGET REQUEST (9181-0000):**

Barry Andrew, Director, presented the Community Correction Drug Court 2022 Budget to Council for approval. The grant has been submitted with a request of \$72,170.00.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Community Correction Drug Court 2022 budget as presented.

**IN THE MATTER OF COMMUNITY CORRECTION HOME DETENTION 2022 BUDGET REQUEST (9183-0000):**

Barry Andrew, Director, presented the Community Correction Drug Court 2022 Budget to Council for approval. The grant has been submitted with a request of \$349,023.00.

MOTION: Kimberly Cates  
SECOND: Ernie Wiggins  
AYES: 7        NAYS: 0  
MOTION CARRIED

TO: Approve the Community Correction Home Detention 2022 budget as presented. with the exception of the wages and salaries.

**IN THE MATTER OF E911 2022 BUDGET REQUEST (1000-0054):**

Sarah Lancaster, Dispatch Director, presented the E911 2022 budget to Council for approval stating due to a larger cash balance; is moving 5 employee's salaries along with Longevity to Fund 1222 Statewide 911. No other changes.

MOTION: Kimberly Cates  
SECOND: Ernie Wiggins  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the E911 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF STATEWIDE 9-1-1 2022 BUDGET REQUEST (1222-0000):**

Sarah Lancaster, Dispatch Director, presented the Statewide 9-1-1, 2022 budget to Council for approval, reflecting the transfers of salaries and longevity from County General. A slight increase in overtime is requested.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 7            NAYS: 0  
MOTION CARRIED

TO: Approve the Statewide 9-1-1, 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF JAIL 2022 BUDGET REQUEST (1000-0013):**

Shane Coney, Jail Commander, presented the Jail 2022 budget to Council for approval, with adjustments occurring to the JCAP Coordinator wages due to classification changes. An increase of \$19,365.00 in Medical for Prisoners was requested due to the fluctuation and unpredictable costs.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6            NAYS: 0  
MOTION CARRIED

TO: Approve the Jail 2022 Budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF SHERIFF 2022 BUDGET REQUEST (1000-0019):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the Sheriff 2022 budget to Council for approval, which included increases to Gas-Motor Oil \$5,150.00 and Supplies-Operating \$5,000.00 which was a line item created by direction of the Auditor's office in order to better address the budget.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6            NAYS: 0  
MOTION CARRIED

TO: Approve the Sheriff 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF WORK RELEASE 2022 BUDGET REQUEST (1000-0055):**

Heather Desenberg, Work Release Director, and Kris Woodard, Matron, presented the Work Release 2022 budget to Council for approval. Woodard along with the Auditor stated an additional appropriation and an increase is necessary to line item- Drug Testing/Work Release due to cost increases which in turn will be reimbursed by the Work Release User. A brief discussion took place concerning Part Time Work Release Officers in order to clarify the amount of full time and part time employees.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6            NAYS: 0  
MOTION CARRIED

TO: Approve the Work Release 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF COUNTY EXTRADITION 2022 BUDGET REQUEST (1155-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the County Extradition 2022 budget to Council for approval. No tax dollars are used to support this fund and no changes were requested.

MOTION: Jon Garber  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County Extradition 2022 budget as presented.

**IN THE MATTER OF GUN PERMITS 2022 BUDGET REQUEST (1156-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the Gun Permits 2022 budget to Council for approval. Woodard stated as of July 1<sup>st</sup>, fees are no longer collected for gun permits and they have not received definitive answers from the State on how to distribute funds which remain in the budget.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Gun Permits 2022 budget as presented pending State direction of fund distribution.

**IN THE MATTER OF COUNTY MISDEMEANANT FUND 2022 BUDGET REQUEST (1175-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the Misdemeanant Fund 2022 budget to Council for approval which was tabled pending further discussion of wages and salaries.

**IN THE MATTER OF LAW ENFORCEMENT FORFEIT 2022 BUDGET REQUEST (4934-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the Law Enforcement 2022 Budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Law Enforcement Forfeit 2022 budget as presented.

**IN THE MATTER OF FEDERAL DNR GRANT 2022 BUDGET REQUEST (8208-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the Federal DNR Grant 2022 budget to Council for approval which no tax dollars are used to support this fund.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Federal DNR Grant 2022 budget as presented.

**IN THE MATTER OF STATE DNR GRANT 2022 BUDGET REQUEST (9134-0000):**

Kyle Dukes, County Sheriff, and Kris Woodard, Matron, presented the State DNR Grant 2022 budget to Council for approval which no tax dollars are used to support this fund.

MOTION: Ernie Wiggins  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the State DNR Grant 2022 budget as presented.

**IN THE MATTER OF KCCRVC/COMM 2022 BUDGET REQUEST (1127-0000):**

Joe Paczkowski and John Hall, on behalf of KCCRVC, presented the KCCRVC 2022 budget request to Council for approval stating after a 32% loss in 2020 due to Covid, 2021 appears to have an incline in hotel and home share collections. Financial support was provided to the CCAC for sidewalks and additional restrooms and to The City of Warsaw for a Kayak Kiosk.

MOTION: Jon Garber  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the KCCRVC 2022 budget as presented.

**IN THE MATTER OF AUDITOR 2022 BUDGET REQUEST (1000-0005):**

Michelle Puckett, County Auditor, presented the Auditor 2022 budget request to Council for approval which included no changes to Training & Seminars.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Auditor 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF PLAT BOOK FUND 2022 BUDGET REQUEST (1181-0000):**

Michelle Puckett, County Auditor, presented the Plat Book Fund 2022 budget to Council for approval which only includes salary for the GIS Coordinator and was tabled pending further discussion.

**IN THE MATTER OF INELIGIBLE DEDUCTION FUND 2022 BUDGET REQUEST (4902-0000):**

Michelle Puckett, County Auditor, presented the Ineligible Deduction Fund 2022 budget to Council for approval with a \$500.00 reduction from Mileage/Fuel & Travel.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the Ineligible Deduction Fund 2022 budget as presented.

**IN THE MATTER OF ADULT PROBATION USER FEES 2022 BUDGET REQUEST (2000-0000):**

Tammy Johnston, presented the Adult Probation User Fees 2022 budget to Council for approval with reductions in Mileage/Fuel & Travel \$2,000.00 and Training & Seminars \$3,000.00. There was a brief discussion on Part Time wages in which Johnston stated has been used in the past, but the position is vacant and has not been used for many years. No tax dollars are used to support this fund.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYES: 0  
MOTION CARRIED

TO: Approve the Adult Probation User Fee 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF PROSECUTING ATTORNEY 2022 BUDGET REQUEST (1000-0015):**

Dan Hampton, County Prosecutor, presented the Prosecuting Attorney 2022 budget to Council for approval stating no substantial changes.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Prosecuting Attorney 2022 budget with the exception of the wages and salaries as presented.

A brief discussion took place concerning part time employees to clarify the amount of current part time and full time employees and if the duties performed by part time workers are similar to full time. Hampton stated the duties differ from summer help, clerical and investigative work.

**IN THE MATTER OF TITLE IV-D 2022 BUDGET REQUEST (1000-0022):**

Dan Hampton, County Prosecutor, presented the Title IV-D 2022 budget to Council for approval.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Title IV-D 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF DRUG FREE COMMUNITIES- KCODE 2022 BUDGET REQUEST (1148-0000):**

Dan Hampton, County Prosecutor, presented the Drug Free Communities-KCODE 2022 budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Ernie Wiggins  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Drug Free Communities-KCODE 2022 budget as presented. with the exception of the wages and salaries.

**IN THE MATTER OF PRE-TRIAL DIVERSION 2022 BUDGET REQUEST (2503-0000):**

Dan Hampton, County Prosecutor, presented the Pre-Trial Diversion 2022 budget to Council for approval. No tax dollars are used to support this fund. Cates questioned if the Drug Testing

budget will be sufficient in which Hampton explained he is investigating this expense as other funding means are being looked into.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Pre-Trial Diversion 2022 budget as presented.

**IN THE MATTER OF INFRACTION DEFERRAL 2022 BUDGET REQUEST (2504-0000):**

Dan Hampton, County Prosecutor, presented the Infraction Deferral 2022 budget to Council for approval. Hampton advised of an increase in Equipment due to new license display reader cameras (4) installed throughout the county which can detect vehicle theft, suspended drivers and drivers with warrants. No tax dollars are used to support this fund.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Infraction Deferral 2022 budget as presented.

**IN THE MATTER OF PROSECUTOR IV-D INCENTIVE 2022 BUDGET REQUEST (8897-0000):**

Dan Hampton, County Prosecutor, presented the Prosecutor IV-D Incentive 2022 budget to Council for approval. No tax dollars are used to support this fund.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Prosecutor IV-D Incentive 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF SENIOR PROSECUTOR HUB GRANT 2022 BUDGET REQUEST (9178-0000):**

Dan Hampton, County Prosecutor, presented the Senior Prosecutor Hub Grant 2022 budget to Council for approval. Hampton will soon be applying for the 2022 Grant. No tax dollars are used to support this fund.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Senior Prosecutor HUB Grant 2022 budget as presented.

**IN THE MATTER OF COUNTY HEALTH 2022 BUDGET REQUEST (1159-0000):**

Bob Weaver, County Health Director, presented the County Health 2022 budget to Council for approval with very minor changes and a similar budget as requested in 2021.

MOTION: Mike Long

SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County Health 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF HEALTH MAINTENANCE GRANT 2022 BUDGET REQUEST (1168-0000):**

Bob Weaver, County Health Director, presented the Health Maintenance Grant 2022 budget to Council for approval which is funded by the Tobacco Tax. No tax dollars used to support this fund.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Health Maintenance Grant 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF LOCAL HEALTH DEPT TRUST ACCT 2022 BUDGET REQUEST (1206-0000):**

Bob Weaver, County Health Director, presented the Health Dept Trust Acct 2022 budget to Council for approval which was tabled due to this fund containing wages only.

**IN THE MATTER OF HEALTH CLINIC ADMINISTRATIVE 2022 BUDGET REQUEST (4014-0000):**

Bob Weaver, County Health Director, presented the Health Clinic Administrative 2022 budget to Council for approval with a minor increase of \$602.00 in Rent of Bldgs. No tax dollars are used to support this fund.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Health Clinic Administrative 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF PANDEMIC FUND 2022 BUDGET REQUEST (8325-0000):**

Bob Weaver, County Health Director, presented the Pandemic Fund 2022 budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Pandemic fund 2022 budget as presented.

**IN THE MATTER OF TB MEDICAL EXPENSES 2022 BUDGET REQUEST (9105-0000):**

Bob Weaver, County Health Director, presented the TB Medical Expenses 2022 budget to Council for approval.

MOTION: Sue Ann Mitchell

SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the TB Medical Expenses 2022 budget as presented.

**IN THE MATTER OF WELL CHILD/HEALTH CLINIC 2022 BUDGET REQUEST (9126-0000):**

Bob Weaver, County Health Director, presented the Well Child/Health Clinic 2022 budget to Council for approval. No tax dollars are used to support this fund.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Well Child/Health Clinic 2022 budget as presented.

**IN THE MATTER OF RECORDER 2022 BUDGET REQUEST (1000-0016):**

Budget was tabled due to only containing wages.

**IN THE MATTER OF COUNTY ID SECURITY PROTECTION 2022 BUDGET REQUEST (1160-0000):**

Joetta Mitchell, County Recorder, presented the County ID Security 2022 budget to Council for approval, with no changes requested. No tax dollars used to support this fund.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County ID Security Protection 2022 budget as presented.

**IN THE MATTER OF RECORDER RECORDS PERPETUATION 2022 BUDGET REQUEST (1189-0000):**

Joetta Mitchell, County Recorder, presented the Recorder Records Perpetuation 2022 budget to Council for approval stating line items Contracts \$28,000.00 and Records Maintenance \$25,000.00 were moved from Supplies/Expenses-Operating \$21,000.00 to better address the budget and have the expenditures broken down. A new line item of Furniture & Fixtures \$16,400.00 has been added in which Mitchell states new furniture with better storage and a wide scanner will be purchased in 2022.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Recorder Records Perpetuation 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF COUNTY ELECTED OFFICIALS TRAINING 2022 BUDGET REQUEST (2592-0000):**

Joetta Mitchell, County Recorder, presented the County Elected Official Training 2022 budget to Council for approval, with no changes requested.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County Elected Official  
Training 2022 budget as presented.

**IN THE MATTER OF DRAINAGE BOARD 2022 BUDGET REQUEST (1000-0011):**

Mike Kissinger, County Surveyor, presented the Drainage Board 2022 budget to Council for approval with no changes requested.

MOTION: Kimberly Cates  
SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Drainage Board 2022  
budget with the exception of the wages and  
salaries as presented.

**IN THE MATTER OF SURVEYOR 2022 BUDGET REQUEST (1000-0021):**

Mike Kissinger, County Surveyor, presented the 2022 budget to Council for approval with a minor increase of \$844.00 in Gas-Motor Oil and an increase of \$1,156.00 in Repairs Maintenance if a new vehicle is purchased.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Surveyor 2022 budget with  
the exception of the wages and salaries as  
presented.

**IN THE MATTER OF SURVEYOR CORNER PERPETUATION 2022 BUDGET  
REQUEST (1202-0000):**

Mike Kissinger, County Surveyor, presented the Surveyor 2022 budget to Council for approval which included 1/3 of the cost of a new truck -\$13,500.00, a decrease of \$3,000.00 in Gas-Motor Oil, as well as some other account re-organization.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Surveyor Corner  
Perpetuation 2022 budget to include account  
22024- Equipment \$3,000.00 with the  
exception of the wages and salaries as  
presented.

**IN THE MATTER OF TREASURER 2022 BUDGET REQUEST (1000-0038):**

Rhonda Helser, Treasurer, presented the Treasurer 2022 budget for approval with a decrease of \$200.00 in Training & Seminars.

MOTION: Kathy Groninger  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Treasurer 2021 budget with  
the exception of the wages and salaries as  
presented.

**IN THE MATTER OF CLERK 2022 BUDGET REQUEST (1000-0008):**

Ann Torpy, County Clerk, presented the Clerk 2022 budget to Council for approval with minor increases in Meetings & Travel \$800.00 and Training & Seminars \$500.00.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6      NAYS: 0  
MOTION CARRIED

TO: Approve the Clerk 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF COUNTY ELECTION BOARD 2022 BUDGET REQUEST (1000-0012):**

Ann Torpy, County Clerk, presented the County Election Board 2022 budget to Council for approval stating several changes were necessary due to moving to Voting Centers which included the following decreases:

- \$6,000.00 Meals-election
- \$300.00 Absentee Voter-confined
- \$6,560.00 Election Board Inspectors
- \$8,500.00 Election Board Judges
- \$7,500.00 Election Board Clerks
- \$5,000.00 Voting Machine Repairs

Increases included the following:

- \$2,680.00 Election Board/Election Day Teams. Torpy stated the position descriptions have changed.
- \$18,000.00 Election Board Sheriff's
- \$5,000.00 Contract/Election Support

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6      NAYS: 0  
MOTION CARRIED

TO: Approve the County Election Board 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF REGISTRATION OF VOTERS 2022 BUDGET REQUEST (1000-0017):**

Ann Torpy, County Clerk, presented the Registration of Voters 2022 budget to Council for approval, removing \$1,500.00 Registration Cards Etc. from the budget.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6      NAYS: 0  
MOTION CARRIED

TO: Approve the Registration of Voters 2022 budget as presented.

**IN THE MATTER OF CLERK DOCUMENT STORAGE FEE 2022 BUDGET REQUEST (1119-0000):**

Ann Torpy, County Clerk, presented the Clerk Document Storage Fee 2022 budget to Council for approval which is funded by court costs and user fees that are charged for marriage licenses, records and copies etc.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Clerk Document Storage Fee 2022 budget as presented.

**IN THE MATTER OF CLERK IV-D INCENTIVE 2022 BUDGET REQUEST (8899-0000):**

Budget was tabled due to only containing wages which are under further review.

**IN THE MATTER OF PURDUE COOPERATIVE EXTENSION 2022 BUDGET REQUEST (1000-0001):**

Jackie Franks, Purdue Extension Educator, presented the Purdue Cooperative Extension 2022 budget to Council for approval which included increases of \$3,580.00 in Contractual Services which pays for the Purdue Extension agreement including educator salaries, fringe benefits and wellness coordinator. An increase of \$100.00 for postage and an increase of \$500.00 for Professional equipment were also requested.

Mitchell requested information regarding the departments part time employees and their duties.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Extension 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF CORONER 2022 BUDGET REQUEST (1000-0010):**

Tony Ciriello, County Coroner, presented the Coroner 2022 budget to Council for approval with an increase of \$5,000.00 in X-Ray & Lab Expenses due to an increase in cases. In order to better address the budget, \$4,000.00 in Mileage /Fuel & Travel was moved to Gas-Motor Oil.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Coroner 2022 budget as presented. with the exception of the wages and salaries.

**IN THE MATTER OF COUNTY SERVICE OFFICER 2022 BUDGET REQUEST (1000-0018):**

Rich Maron, Veteran Service Officer, presented the County Service Officer 2022 budget for approval which included the addition of line item Dues & Subscriptions of \$200.00. Maron stated he will be vacating the position in September and is grateful and honored for serving the county in this position. He added the VA has created a position to oversee training for the replacement Veteran Officer at no cost.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the County Service Officers  
2022 budget with the exception of the wages  
and salaries as presented.

**IN THE MATTER OF AREA PLAN 2022 BUDGET REQUEST (1000-0002):**

Dan Richard, Area Plan Director, presented the Area Plan 2022 budget to Council for approval with an increase of \$8,000.00 in Legal Services and a decrease of \$1,000.00 in public legal notices.

MOTION: Mike Long  
SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Area Plan 2022 budget with  
the exception of the wages and salaries as  
presented.

**IN THE MATTER OF ASSESSOR- COUNTY GENERAL 2022 BUDGET REQUEST (1000-0003):**

Susan Engelberth, County Assessor, presented the Assessor-County General 2022 budget request to Council for approval.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Assessor County General  
2022 budget with the exception of the wages  
and salaries as presented.

**IN THE MATTER OF ASSESSOR ED/SALES DISCLOSURE 2022 BUDGET REQUEST (1131-0000):**

Susan Engelberth, County Assessor, presented the Assessor Ed/ Sales Disclosure 2022 budget request to Council for approval. with no changes for the budget being reviewed. No tax dollars used to support this fund.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Assessor Ed/Sales  
Disclosure 2022 budget request with the  
exception of the wages and salaries as  
presented.

**IN THE MATTER OF ASSESSOR- PROPERTY REASSESSMENT 2022 BUDGET REQUEST (1224-0003):**

Susan Engelberth, County Assessor, presented the Property Reassessment 2022 budget request to Council for approval, which included a decrease of \$4,000.00 in Mileage/Fuel. An increase of \$2,000.00 Gas-Motor and \$5,000.00 in Legal Services which was requested due to an increase in attorney fees and appraisal expenses.

MOTION: Kathy Groninger  
SECOND: Mike Long  
AYES: 6        NAYS: 0

TO: Approve the Property Reassessment  
2022 budget with the exception of the wages  
and salaries as presented.

MOTION CARRIED

**IN THE MATTER OF PROPERTY REASSESSMENT – COMMERCIAL/INDUSTRY REASSESSMENT 2022 BUDGET REQUEST (1224-0046):**

Susan Engelberth, County Assessor, presented the Property Reassessment –Commercial/Industry Reassessment 2022 budget request to Council for approval stating Account 11330 Part Time Commercial/Industry Reassessment will be removed from the budget. The Meetings & Travel Expense will remain at \$2,000.00 due to the unpredictably of employee training occurring in person or online.

MOTION: Jon Garber  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Property Reassessment-Commercial/Industry 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF CIRCUIT & SUPERIOR COURTS I & IV 2022 BUDGET REQUEST (1000-0043):**

Judge Reed, Judge Kehler and Judge McGrath presented the Circuit & Superior Courts 2022 budget to Council for approval. Michelle Puckett, Auditor, explained changes made to move Jury costs to County General from the Jury Fee Fund which was depleted of cash in June due to an increase of Jury Trials which did not take place in 2021 due to Covid.

Changes included the following:

- Increase of \$5,000.00 in Legal Directory & Court Rule
- Increase of \$20,000.00 in Court Appointed Attorney
- Expenditure of \$35,000.00 Jury Commission Per Diem/Travel was moved from Jury Fund 2502-31040-000-0043.
- Expenditure of \$15,000.00 Jury Meal and Supplies was moved from Jury Fund 2502-31403-000-0043
- A decrease of \$3,981.00 CASA.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Circuit & Superior Courts 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF SUPPLEMENTAL PD SERVICES 2022 BUDGET REQUEST (1200-0000):**

Judge Reed, Judge Kehler and Judge McGrath presented the Supplemental PD Services 2022 budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Supplemental PD Services 2021 budget as presented.

**IN THE MATTER OF ALTERNATIVE DISPUTE RESOLUTION 2022 BUDGET REQUEST (2200-0043):**

Judge Reed, Judge Kehler and Judge McGrath presented the Alternative Dispute Resolution 2022 budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Alternative Dispute Resolution 2022 budget as presented.

Following a break for lunch, there was a lengthy discussion regarding things to be considered county-wide, which included the following:

- Public Safety LIT (local income tax) would not all come back to the county but would be distributed between the county, towns, and municipalities upon receipt. However, all of the dollars collected could be used for expenses of the sheriff, the jail and work release. This does not include 911, per statute.
- PSAP (public safety answering point), or 911 tax, all comes back to the county but can only be used for PSAP expenses.
- With the county at the place where there are more expenditures than receipts, there are really only 2 options to consider; increasing revenues by means of increasing taxes or making substantial cuts to the budget, which would most likely mean a reduction of staff.
- The county is at the max levy on property tax, and although public reaction is never favorable of tax increases, it should be considered that the county has operated for a very long time, with some of the lowest income as well as property tax rates in the state.
- Various information for supporting the sheriff staff recommendation was discussed, including City of Warsaw's recent pay increase for their deputies as well as solid comparisons with surrounding counties deputies.

MOTION: Kimberly Cates  
SECOND: Ernie Wiggins  
AYES: 3        NAYS: 3  
Mike Long-Opposed  
Kathy Groninger- Opposed  
Sue Ann Mitchell- Opposed  
MOTION DID NOT CARRY

TO: Approve a flat wage increase of 3% for all County Employees with the following departments receiving a flat 5% total increase:  
Sheriff Merit Deputies  
Work Release Officers  
Jailers.

MOTION: Kathy Groninger  
SECOND: Kimberly Cates  
AYES: 5        NAYS: 1  
Mike Long- Opposed disagreeing with the separation of County & Sheriff Department employees.  
MOTION CARRIED

TO: Approve a flat wage increase of 4% for all County Employees with the following departments receiving a flat 5% total increase:  
Sheriff Merit Deputies  
Work Release Officers  
Jailers.

**IN THE MATTER OF HIGHWAY BUDGET REQUEST (1000-0056):**

Steve Moriarty, County Highway Superintendent, presented the Highway 2022 Budget to Council, stating this budget was moved to the Highway – MVH General & Undistributed fund 1176 to help offset expenses within the County General fund.

**IN THE MATTER OF HIGHWAY – MVH GENERAL & UNDISTRIBUTED 2022 BUDGET REQUEST (1176-0050):**

Steve Moriarty, County Highway Superintendent, presented the Highway – MVH General & Undistributed 2022 Budget to Council for approval with an increase of line items moved from County General; \$526,434.00 Group Health Insurance and \$151,000.00 Property Liability Insurance. Per the direction of the State Board of Accounts and Auditor’s office; account changes were made to better address the budget. A brief discussion took place concerning the amounts budgeted for Trucks between the Commissioners and Highway departments being necessary in which Moriarty explained metal inflation has caused a need for the increase.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway MVH-General & Undistributed 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF HIGHWAY – MVH MAINTENANCE & REPAIR 2022 BUDGET REQUEST (1176-0051):**

Steve Moriarty, County Highway Superintendent, presented the Highway – MVH Maintenance & Repair 2022 Budget to Council for approval. This budget coincides with Restricted Fund 1173 and due to its requirements, the following items were increased in the 1176 budget to then be reimbursed by Restricted 1173:

- Bituminous \$1.5Million
- Stone, Gravel & Other Aggregate \$220,000.00
- Equipment Rental- \$5,000.00

MOTION: Kimberly Cates  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway – MVH Maintenance & Repair 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF LOCAL ROAD & STREET 2022 BUDGET REQUEST (1169-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Local Road & Street 2022 Budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Local Road & Street 2022 budget as presented.

**IN THE MATTER OF CUM BRIDGE 2022 BUDGET REQUEST (1135-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Cumulative Bridge 2022 Budget to Council for approval, which included a decrease of \$60,000.00 in Small Structures Inspection and increased by the same in Small Structure Replacement due to the work anticipated for 2022.

MOTION: Jon Garber  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Cum Bridge 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- MVH WHEEL TAX/SUR TAX 2022 BUDGET REQUEST (4928-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – MVH Wheel Tax/Sur Tax 2022 Budget to Council for approval with an increase of \$100,000.00 in Bituminous Wheel/Surtax due to the revenue coming in.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the MVH Wheel Tax/Surtax 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE #161 2022 BUDGET REQUEST (8203-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge #161 2022 Budget to Council for approval stating accounts were established for all Bridge Grants in order to track balances after invoices are paid and reimbursed.

MOTION: Kimberly Cates  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Bridge #161 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE #227 2022 BUDGET REQUEST (8247-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge #227 2022 Budget to Council for approval.

MOTION: Jon Garber  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Bridge #227 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE INSPECTION 2022 BUDGET REQUEST (8326-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge Inspection 2022 Budget to Council for approval.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Bridge Inspection 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE INSPECTION 2022-2025 2022 BUDGET REQUEST (8327-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge Inspection 2022-2025; 2022 Budget to Council for approval.

MOTION: Jon Garber  
SECOND: Mike Long  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway Bridge Inspection 2022-2025; 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- LOCAL TRAX RAIL- 1300 N ROAD 2022 BUDGET REQUEST (8330-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Local Trax Rail- 1300 N Road 2022 Budget to Council for approval.

MOTION: Sue Ann Mitchell  
SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Local Trax Rail- 1300 N Road 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- LOCAL TRAX RAIL- 1300 N BRIDGE 2022 BUDGET REQUEST (8332-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Local Trax Rail- 1300 N Bridge 2022 Budget to Council for approval.

MOTION: Kimberly Cates  
SECOND: Jon Garber  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Local Trax Rail- 1300 N Bridge 2022 Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE#30 2022 BUDGET REQUEST (8406-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge #30 2022 Budget to Council for approval.

MOTION: Mike Long

SECOND: Kathy Groninger  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Bridge #30 2022  
Budget as presented.

**IN THE MATTER OF HIGHWAY- BRIDGE#9 2022 BUDGET REQUEST (8409-0000):**

Steve Moriarty, County Highway Superintendent, presented the Highway – Bridge #30 2022 Budget to Council for approval.

MOTION: Mike Long  
SECOND: Sue Ann Mitchell  
AYES: 6        NAYS: 0  
MOTION CARRIED

TO: Approve the Highway- Bridge #9 2022  
Budget as presented.

*Steve Moriarty was chosen to serve on the Board of Indiana Associations of County Highways as well as serve on the State Legislative Board to represent Kosciusko County and all Counties in Indiana.*

*Councilmember Kathy Groninger left the meeting.*

**IN THE MATTER OF EMERGENCY MANAGEMENT 2022 BUDGET REQUEST (1000-0007):**

Ed Rock, Emergency Management Director, presented the Emergency Management 2022 Budget to Council for approval with a slight increase in Emergency Service of \$1,250.00. Rock stated with plans of retiring in the future; training and hiring of a new employee will be necessary in the near future.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Emergency Management  
2022 budget with the exception of the wages  
and salaries as presented.

**IN THE MATTER OF LOCAL EMERGENCY PLANNING 2022 BUDGET REQUEST (1152-0000):**

Ed Rock, Emergency Management Director, presented the Emergency Management and Local Emergency Planning 2022 budget to Council for approval; with no changes requested. Rock advised a hazmat technician course will take place in 2022 which will be supported by Warsaw-Wayne Fire Department Management and grant dollars.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Local Emergency Planning  
2022 budget as presented.

**IN THE MATTER OF SUPERIOR II & III 2022 BUDGET REQUEST (1000-0044):**

Judge Miner presented the Superior II & III 2022 budget to Council for approval, which included transferring and moving accounts in order to better address the budget. An increase of \$50,000.00 for Pauper Counsel was requested.

MOTION: Mike Long  
SECOND: Kimberly Cates  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Superior II & III 2022 budget with the exception of the wages and salaries as presented.

**IN THE MATTER OF SUPPLEMENTAL PD SERVICES 2022 BUDGET REQUEST (1200-0044):**

Judge Miner presented the Supplemental PD Service 2022 budget to Council for approval with no changes.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Supplemental PD Service 2022 budget as presented.

**IN THE MATTER OF ALTERNATIVE DISPUTE RESOLUTION 2022 BUDGET REQUEST (2200-0044):**

Judge Miner presented the Alternative Dispute Resolution 2022 budget to Council for approval with no increases requested. No tax dollars are used to support this fund.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Alternative Dispute Resolution 2022 budget as presented.

**IN THE MATTER OF COUNCIL 2022 BUDGET REQUEST (1000-0045):**

Ernie Wiggins, Council President, presented the Council 2022 budget for approval with no changes.

MOTION: Kimberly Cates  
SECOND: Mike Long  
AYES: 5        NAYS: 0  
MOTION CARRIED

TO: Approve the Council 2022 budget with the exception of the wages and salaries as presented.

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

Kosciusko County Council

# September 9, 2021

(Budget Public Hearing)

The Kosciusko County Council met for their regular meeting on Thursday September 9, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins

*The meeting was called to order by Ernie Wiggins and the public hearing for Turkey Creek Conservancy budget was opened.*

## **IN THE MATTER OF 2022 TURKEY CREEK CONSERVANCY BUDGET PUBLIC HEARING:**

Jeff Rowe, Baker Tilly Partner, on behalf of The Turkey Creek Dam and Dike Conservancy District, presented the new district's initial 2022 budget to Council, stating he is proposing both a General and Capital fund budget totaling \$686,300.00. Rowe stated the tax rate will secure future property values as well as recreation.

*With no one to speak on behalf or opposition of the budget; Wiggins closed the public hearing for the Turkey Creek Conservancy budget and opened the public hearing for the Solid Waste budget.*

## **IN THE MATTER OF 2022 SOLID WASTE BUDGET PUBLIC HEARING:**

Tom Ganser, Solid Waste Management District Director, presented the Solid Waste 2022 budget to Council citing the following reductions:

- \$12,000.00 in Recycling Service, as recycling begins to make a pandemic recovery.
- \$11,000.00 in Household Hazardous Waste Collection & Processing due to hiring a new paint recycling contractor.

For budgeting purposes, Ganser added he used a 5% increase in wages but with the County adopting a 4 % wage increase; he would proceed with the adjustment if approved.

In closing he stated only slight increases were requested in Telephone \$150.00 and Dues/Publications \$500.00.

*With no one to speak on behalf or opposition of the budget; Wiggins closed the public hearing for the Solid Waste Budget.*

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7          NAYS: 0  
MOTION CARRIED

TO: Reduce the 2022 budgeted increase of wages to 4%.

*Wiggins opened the public hearing for the County budget which included the following:*

**IN THE MATTER OF THE 2022 COUNTY BUDGET PUBLIC HEARING:**

**IN THE MATTER OF SOIL & WATER CONSERVATION 2022 BUDGET REQUEST (1000-0020):**

Jewel Wise, Board Supervisor, presented the Soil & Water Conservation 2022 budget to Council stating no changes were being requested from 2021.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 7        NAYS: 0  
MOTION CARRIED

TO: Reduce the 2022 budgeted increase of wages to 4%.

**IN THE MATTER OF THE 2022 PART TIME & EXPERIENCED PART TIME WAGE INCREASES:**

Councilmember Sue Ann Mitchell led the discussion concerning part time wages, stating after further review and calculations a 4% wage increase for part time employees doing the same work as full time was still insufficient in comparison to full time wages. Mitchell proposed increasing the standard part time and experienced part time wages by \$1.00 an hour in addition to the 4% county wage increase.

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 7        NAYS: 0  
MOTION CARRIED

TO: Approve part time wages to \$12.68 and experienced part time to \$14.08 as presented.

**IN THE MATTER OF THE SYSTEMS ADMINISTRATION NEW POSITION:**

Michelle Puckett, Auditor, requested Council's approval of hiring an additional Systems Administration employee as the topic was tabled in a prior meeting. The Wage Committee approved the recommendation of the additional employee to ensure proper training due to the upcoming retirement of the current System Administration Employees. In order for Puckett to proceed with the budget, clarification was needed. Councilman Cary Groninger led a brief discussion concerning the Counties IT needs and the necessity of maintaining the additional third position even after the current employees retire.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYS: 0  
MOTION CARRIED

TO: Approve the request of hiring a third Systems Administration employee, as presented.

**IN THE MATTER OF NONPROFIT 2022 BUDGETS:**

Michelle Puckett, Auditor, opened the discussion stating the Nonprofit budgets presented previously were based upon the requested amounts by each organization. The Commissioners approved the budgets for Council recommendation per the requested amounts with the exception of a slight decrease for the St. Joe River Basin. Councilmember Joni Truex and Commissioner

Brad Jackson had a brief discussion on the projected budget figures and found a discrepancy. Truex continued with recommending to approve a 3% increase for Cardinal Services, approve \$50,000.00 Home Health Care & Hospice; and a 3% increase for those who requested an increase. With the need to clarify and confirm the actual requested recommended budgets; the matter was tabled for further discussion and Truex withdrew her motion.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYS: 0  
MOTION CARRIED

TO: Table the 2022 Nonprofit budget recommendations.

**IN THE MATTER OF COMMISSIONERS BUDGET - LEGAL SERVICES:**

County Commissioner Brad Jackson spoke on behalf of the Commissioners budget, where an increase was requested in legal services of \$73,000.00 which was tabled for further discussion at the last meeting. Jackson stated in the past the County was not billed for additional legal services by the prior attorney. While the new attorney contract remains the same, going forward, a fee of \$200.00 per hour will be charged for the additional services which is estimated to be approximately 10 hours per week. A financial comparison of legal fees from surrounding counties was provided by Attorney Ormsby. Jackson explained what is included per the budgeted contract and what would be considered additional legal fees.

A lengthy discussion took place which included the following:

- Joni Truex, Councilmember, stated while understanding the comparison of hourly legal fees; with the County pay structure; Council Members nor Commissioners are paid adequately for the time they provide.
- Commissioners Jackson and Groninger explained the justification of the request to Council with Council sharing differences of opinions.
- Councilmember Cates inquired on what process is followed by departments needing legal advice and if the Commissioners are notified prior to seeking assistance from the Attorney.
- Truex proposed the Commissioners use a different fund for legal services vs. using County General.
- In closing President Wiggins stated trust should be put into the Commissioners decisions and to entertain a motion.

MOTION: Kathy Groninger  
SECOND: Ernie Wiggins  
AYES: 2        NAYES: 5  
Mike Long- Opposed  
Sue Ann Mitchell - Opposed  
Jon Garber- Opposed  
Joni Truex - Opposed  
Kimberly Cates - Opposed  
MOTION FAILED

TO: Approve the Legal Services Budget per the contract with 10-15 hours of additional legal fees per week as presented.

MOTION: Sue Ann Mitchell

SECOND: Jon Garber

AYES: 5            NAYES:        2

Ernie Wiggins- Opposed

Kathy Groninger- Opposed

MOTION CARRIED

TO: Approve increasing Legal Services by 4%.

*After the motion there was a brief discussion on the billing of current legal fees and the possibility of an additional appropriation request.*

**IN THE MATTER OF INCOME TAX INCREASE:**

Wiggins opened the income tax increase discussion with members of the public choosing to speak which included the following:

**Terry Wood:**

- Inquiry - limitations on the approved Louis Dreyfus abatement.
- Inquiry- differences in types of income taxes in which the Auditor provided an explanation of property and income tax.
- Requested Council to not increase taxes.

**Ken Hillis:**

- Spoke in opposition of the Louis Dreyfus tax abatement approval as well as tax increases.
- Shared disagreement of public safety jobs being cut due to budget decreases.

Council agreed to not proceed with an income tax increase with Wiggins stating although there are budget concerns; he was not in favor of implementing an increase while having funds such as the CARES Act and ARPA to utilize. Truex concurred with the opposition and Mitchell stated the County still needs to proceed with caution.

**IN THE MATTER OF COUNTY ELECTION BOARD 2022 BUDGET REQUEST (1000-0012):**

Michelle Puckett, Auditor, requested Council's approval for the increase in the 2022 County Election Board wages. Puckett explained although Ann Torpy, Clerk, had presented the 2022 Budget previously a motion to clarify increasing the wages beyond the 4% was necessary.

MOTION: Kimberly Cates

SECOND: Joni Truex

AYES: 7            NAYES:        0

MOTION CARRIED

TO: Approve increasing the 2022 County Election board wages more than 4% and adding additional staff as presented.

*Wiggins closed the County Public Budget hearing and opened the regular meeting.*

**IN THE MATTER OF APPROVAL OF MINUTES FROM AUGUST 12<sup>TH</sup> 2021**

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 5            NAYES: 0  
Kathy Groninger – Abstained-Due to being absent.  
Ernie Wiggins- Abstained due to being absent  
MOTION CARRIED

TO: Approve the minutes for the August 12<sup>TH</sup> 2021 meeting as presented.

**IN THE MATTER OF APPROVAL OF MINUTES FROM AUGUST 26<sup>TH</sup>, 2021:**

MOTION: Mike Long  
SECOND: Sue Ann Mitchell  
AYES: 6            NAYES: 0  
Joni Truex- Abstained due to being absent  
MOTION CARRIED

TO: Approve the minutes for the August 26<sup>TH</sup>, 2021 meeting as presented.

**IN THE MATTER OF KEDCO UPDATE:**

Suzie Light, KEDCO, provided an update stating a firmer quarterly schedule will presume going forward. Light provided financial reports and shared the following:

- Thanked the Council for their continued annual support of \$225,000.00 as well as the Counties acceptance of the OCRA funding which KEDCO applied for.
- Three entities are currently participating in the OCRA small business loan program.
- The KEDCO Navigator is working on business development with 40 entities.

**IN THE MATTER OF NAPPANEE LIBRARY BOARD APPOINTMENT:**

Ernie Wiggins, Council President, presented a certificate of appointment for Nappanee Library, to re-appoint Sherrie Mullett to the Nappanee Library Board with the term ending 10/31/25.

MOTION: Sue Ann Mitchell  
SECOND: Kimberly Cates  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the appointment of Sherri Mullett to the Nappanee Library Board as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-WORK RELEASE:**

Sheriff, Kyle Dukes, presented a request for a salary ordinance amendment for Work Release Assistant Director 1000-10165-000-0055 \$48,379.00 annually. The changes were necessary for the new assistant director who is a 10-year level employee who does not qualify for longevity.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment for Work Release Assistant Director 1000-10165-000-0055 \$48,379.00 annually as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT & TRANSFER-SHERIFF:**

Sheriff, Kyle Dukes, presented a request for a salary ordinance amendment for Reports Coordinator 1000-11106-000-0019 \$40,756.00 annually as well as requested a transfer of \$650.00 from Sheriff 1<sup>st</sup> Sergeant 1000-10086-000-0019 to Reports Coordinator 1000-11106-000-0019 in order to cover the salary expense as the employee had reached the 10-year level.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment for Reports Coordinator 1000-11106-000-0019 \$40,756.00 annually and approve the transfer of \$650.00 from Sheriff 1<sup>st</sup> Sergeant 1000-10086-000-0019 to Reports Coordinator 1000-11106-000-0019 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-WORK RELEASE:**

Kyle Dukes, County Sheriff, presented a request for an additional appropriation in the amount of \$9,600.00 for Work Release/Drug Testing 1000-36051-000-0055. Sheriff explained although residents pay for the testing, due to changes in the expense, an additional appropriation was necessary.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the request for an additional appropriation in the amount of \$9,600.00 for Work Release/Drug Testing 1000-36051-000-0055 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$17,997.00 1000-02058-000-0009 CARES Act Wage Reimbursement which included expenses for disinfecting supplies and services, as well as video conferencing equipment.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$17,997.00 1000-2058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-ARPA:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$1.28 Million 8950-38020-000-000 for the ARPA- Communications Tower Project in order to proceed.

MOTION: Joni Truex  
SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$1.28Million 8950-38020-000-000 ARPA- Communications Tower Project as presented.

**IN THE MATTER OF TRANSFER REQUEST-HIGHWAY DEPARTMENT:**

Michelle Puckett, Auditor, on behalf of the Highway Department requested a transfer in the amount of \$25,306.40 from Truck Driver 1176-10310-000-0051 to Highway Technology Coordinator 1176-10306-000-0051 to cover the shortfall in wages for the approved new position.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer in the amount of \$25,306.40 from Truck Driver 1176-10310-000-0051 to Highway Technology Coordinator 1176-10306-000-0051 as presented.

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

Michelle Puckett, County Auditor, on behalf of Coroner, Tony Ciriello, requested an additional appropriation in the amount of \$25,000.00 1000-31013-000-0010 X-Ray & Lab Expenses. With the current account being depleted, the additional is necessary in order to perform services.

MOTION: Kathy Groninger  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$25,000.00 1000-31013-000-0010 X-Ray & Lab Expenses as presented.

**IN THE MATTER OF 2018 & 2019 SENIOR PROSECUTOR HUB GRANT FUNDS:**

Michelle Puckett, County Auditor, presented the balance of 2018 Senior HUB Grant (Fund 9176)- \$19,163.69 and 2019 Senior HUB Grant (Fund 9177)- \$19,321.61 with a request to be declared dormant. Puckett stated in working with the Prosecutor; she was able to confirm the amounts unable to be used for its intended purpose and was advised by The State to not return the funds. Funds will then revert back to County General.

MOTION: Jon Garber  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the request of 2018 Senior HUB Grant (Fund 9176)- \$19,163.69 and 2019 Senior HUB Grant (Fund 9177)- \$19,321.61 to be declared dormant as presented.

**IN THE MATTER OF FURTHER BUSINESS:**

Cary Groninger, Commissioner, requested approval to apply for the HELP- Hoosier Enduring Legacy Program Grant in the amount of \$20,000.00. The Grant would provide a year of funding for half of the wages to employ a Project Coordinator. The Project Coordinator would provide grant coordination as well as support on how to utilize ARPA funds throughout the County with the possibility of additional grant fund matching. In order to proceed, a resolution is needed authorizing the County to create a Community Coordinator position and provide the initial allocation of \$20,000.00 where ARPA funds can be used. The employee would continually be paid annually by ARPA funds as long as they are available.

MOTION: Joni Truex

SECOND: Mike Long  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve adopting the resolution to create the coordinator position and allocate \$20,000.00 of the \$40,000.00 wages for 1 year as well as approve the request to apply for the HELP- Hoosier Enduring Legacy Program Grant in the amount of \$20,000 as presented.

**RESOLUTION NO. 21-09-09-001 (2021090735)**

As recorded in the office of the Kosciusko County Recorder

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

**Kosciusko County Council**  
**October 14, 2021**  
(Budget Adoption)

The Kosciusko County Council met for their regular meeting on Thursday October 14, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

**IN THE MATTER OF APPROVAL OF MINUTES FROM SEPTEMBER 09, 2021:**

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the minutes for the September 09, 2020 meeting as presented.

**IN THE MATTER OF VETERAN SERVICE OFFICER:**

Commissioner Cary Groninger introduced the new Veteran Service Officer, Darryl McDowell.

**IN THE MATTER OF 2022 TURKEY CREEK DAM AND DIKE CONSERVANCY BUDGET ADOPTION:**

Jeff Rowe, Baker Tilly Partner, on behalf of The Turkey Creek Dam and Dike Conservancy District, presented their 2022 Budget Adoption Resolution totaling \$686,300.00 to Council for approval.

- *Council president Wiggins opened the meeting for public hearing and with no one to speak in favor nor opposition of the request; the public hearing was closed.*

MOTION: Mike Long

SECOND: Kathy Groninger  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the adoption of the 2022 Turkey Creek Dam and Dike Conservancy budget as presented.

**IN THE MATTER OF 2022 SOLID WASTE BUDGET ADOPTION:**

Michelle Puckett, County Auditor, presented the 2022 Solid Waste Budget Adoption Resolution totaling \$788,734.00 for approval, stating once the 1782 Notices are received, she projects to see a lower tax rate.

- *Council president Wiggins opened the meeting for public hearing and with no one to speak in favor nor opposition of the request; the public hearing was closed.*

MOTION: Sue Ann Mitchell  
SECOND: Joni Truex  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the adoption of the 2022 Solid Waste budget as presented.

**IN THE MATTER OF 2022 NONPROFIT CORRECTION & BUDGET ADOPTION:**

Michelle Puckett, County Auditor, presented a revised spreadsheet stating an error was found in the spreadsheet presented in the previous meeting comparing nonprofit approved amounts for 2021 and requested amounts for 2022. Since the Commissioners made their recommendation to Council for the 2022 budget based on incorrect figures and Council has not yet adopted the 2022 budget, a new recommendation based on the revised spreadsheet is necessary.

MOTION: Sue Ann Mitchell  
SECOND: Mike Long  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve leaving the 4-H Council the same as they requested, apply a 3% increase for Cardinal Services, Home Health Care, Historical Society, Beaman Home & Senior Services, and increase St Joe River Basin by the requested \$213.00 as presented.

**IN THE MATTER OF LEGAL SERVICES- CLERK:**

Ann Torpy, Clerk, requested the addition of Legal Services be added to the 2022 Clerk budget with the amount of \$10,000.00 in both the Election Board and Clerk accounts stating she will need to utilize legal services in the near future.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve adding Legal Services to the 2022 Clerk budget with the amount of \$10,000.00 in both the Election Board and Clerk accounts, as presented.

**IN THE MATTER OF LEGAL SERVICES- COMMISSIONERS:**

Cary Groninger, Commissioner, presented a letter of agreement composed by County Attorney Ed Ormsby which will become effective January 1<sup>st</sup>, 2022 eliminating the current contract. Services would be billed at \$200.00 per hour with a 2022 budget request of \$60,320.00. If funds are appropriated, Departments may use the attorney they choose, or use Attorney Ormsby with the Commissioners approval.

MOTION: Jon Garber  
SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve the Commissioners Legal Services agreement with a 2022 budget of \$60,340.00, as presented.

**IN THE MATTER OF LEGAL SERVICES- AUDITOR:**

Michelle Puckett, Auditor, presented a request to add legal services to the 2022 Auditor budget in the amount of \$5,000.00 in order to obtain legal advice as needed.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve adding legal services to the 2022 Auditor budget in the amount of \$5,000.00 as presented.

**IN THE MATTER OF 2022 COUNTY BUDGET ADOPTION:**

Council had a discussion prior to approving the County budget which included the following:

- Councilmember Cates stated when making the original motion on wages during the budget hearing; her intentions were to include 911-Dispatch to receive the 5% increase along with the Public Safety of Sheriff's Department. With Councilmember Groninger making the final carried motion, Cates asked Groninger if she was willing to amend her motion to include 911-Dispatch.
- Auditor Puckett advised Council in using the word "Public Safety" there is an umbrella definition defined by the Federal Government, not by Local Government, in which Dispatch is not considered "Public Safety" and is specifically excluded.
- Councilmember Truex requested to revisit the wage committee recommendations of the Sheriff's Department in which Council voted against. Truex stated the Jail has recently lost several employees and asked for their reconsideration citing a lot of time and research were put into the recommendations prior to bringing the requests to Council.
- Sheriff Dukes stated there are currently 4 open positions within the department, adding the department recently lost a Jailer as the employee has accepted a position in Marshall County after receiving \$2.00 more per hour.
- In closing; the decision was made to not revisit the wage recommendations nor was the motion amended for Dispatch to be included in the 5% wage increase with Public Safety.

MOTION: Sue Ann Mitchell  
SECOND: Jon Garber

TO: Approve the adoption of the 2022 County budget with the Clerk & Auditor

AYES: 5            NAYES: 2  
Joni Truex Opposed  
Kimberly Cates Opposed  
MOTION CARRIED

Legal Services changes and the Non Profit changes, as presented.

**IN THE MATTER OF 2022 COUNTY SALARY ORDINANCE ADOPTION:**

Michelle Puckett, County Auditor, presented the 2022 Salary Ordinance for approval which reflects all changes voted on at the prior meeting.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 5            NAYES: 2  
Joni Truex Opposed  
Kimberly Cates Opposed  
MOTION CARRIED

TO: Approve the 2022 County Salary Ordinance as presented.

**IN THE MATTER OF BOWEN CENTER ANNUAL REPORT:**

Tera Robinson, Director of the Warsaw office and Michael Murphy, Director of the Syracuse location introduced several local colleagues and presented the 2021 annual report which included the following:

- Provided assistance to approximately 6700 members of the community this past year, with \$2.7M in free care
- Offers many services, including: skill services, outpatient and residential treatment services, inpatient, and the Enchanted Hills community project
- A Covid testing site was provided
- A Health Clinic was started this year

Robinson stated the Bowen Center Staff works collaboratively with the County Sheriff's office & Jail in order to provide mental health services to inmates.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-SHERIFF OFFICE:**

Kyle Dukes, County Sheriff, presented a request for an additional appropriation in the amount of \$3,000.00 for Sex & Violent Offenders Administration 1192-44012-000-0000 Computer Equipment which would provide a laptop for staff to take out into the field to process weekly offender checks. This fund is supported by fees and not taxpayer dollars.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the request for an additional appropriation in the amount of \$3,000.00 for Sex & Violent Offenders Administration 1192-44012-000-0000 as presented.

**IN THE MATTER OF ARPA APPLICATION REVIEWS- COUNTY ADMINISTRATOR:**

Marsha McSherry, County Administrator, presented recommendations from the ARPA Committee to approve moving forward in the application process with two projects; one in the

amount of \$30,000.00 for county office disinfection and one in the amount of \$18,666.69 for the county's portion of rent of the fairgrounds space for Covid testing.

MOTION: Kathy Groninger  
SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Accept the recommendation of the ARPA Committee to move forward in the application process for the project in the amount of \$30,000.00 for county office disinfection and in the amount of \$18,666.69 for the county's portion of rent of the fairgrounds space for covid-19 testing.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-ARPA:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$30,000.00 Office Disinfection 8950-38021-000-0000 and in the amount of \$18,666.69 Covid Testing Site Rental 8950-38022-000-0000.

MOTION: Mike Long  
SECOND: Jon Garber  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$30,000.00 Office Disinfection 8950-38021-000-0000 and in the amount of \$18,666.69 Covid Testing Site Rental 8950-38022-000-0000 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$12,641.00 1000-02058-000-0009 CARES Act Wage Reimbursement in which funds were used for specialized cleaning services as well as personal protection products.

MOTION: Mike Long  
SECOND: Sue Ann Mitchell  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the additional appropriation request in the amount of \$12,641.00 1000-02058-000-0009 CARES Act Wage Reimburse as presented.

**IN THE MATTER OF REDISTRICTING VOTING PRECINCTS- CLERK:**

Ann Torpy, County Clerk, presented the following information regarding redistricting precinct recommendations:

- The total population of Kosciusko County per the 2020 Census statistics is 80,240. The state requires the county be under a 10% deviation as far as population distribution amongst Council and Commissioner Districts, which our Council District is currently at 7%.
- Torpy recommended to leave the districts as-is and revisit this again in 2030, but advised Council to work with the Commissioners in the event they decided to make changes.
- Two changes were made to precincts in which Wayne 12 and Wayne 13 were added.

**IN THE MATTER OF TRANSFER REQUEST- CLERK:**

Ann Torpy, County Clerk, requested a transfer in the amount of \$8,000.00 from 1000-33005-000-0012 Ballot to 1000-3102-000-0012 Legal Services.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer in the amount of \$8,000.00 from 1000-33005-000-0012 Ballot to 1000-3102-000-0012 Legal Services as presented.

**IN THE MATTER OF TRANSFER REQUEST-AUDITOR:**

Michelle Puckett, Auditor, requested a transfer in the amount of \$2,000.00 from 1000-11329-000-0005 Part Time Financial Deputy to 1000-31002-000-0005 Legal Services in order to have funds available if needed until 12/31/21.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the transfer in the amount of \$2,000.00 from 1000-11329-000-0005 Part Time Financial Deputy to 1000-31002-000-0005 Legal Services as presented.

**IN THE MATTER OF HEALTH DEPARTMENT GRANT FUNDS:**

Michelle Puckett, County Auditor, presented a request to declare the following Health Department grant funds dormant which would be moved to the Health General Fund and can be returned to the State if requested to do so.

- Fund 8182 Bioterrorism Preparedness        Cash Balance \$5,842.56
- Fund 8325 Pandemic H1N1                      Cash Balance \$6,000.00
- Fund 9105 TB Medical                          Cash Balance \$30,000.00
- Fund 9126 Well Child Health Clinic        Cash Balance \$26,059.71

MOTION: Mike Long  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the following Health Department grant funds be declared dormant: Fund 8182 Bioterrorism Preparedness Cash Balance \$5,842.56, Fund 8325 Pandemic H1N1 Cash Balance \$6,000.00, Fund 9105 TB Medical Cash Balance \$30,000.00 and Fund 9126 Well Child Health Clinic Cash Balance \$26,059.71 as presented.

**IN THE MATTER OF FURTHER BUSINESS:**

Steve Moriarty, Highway Superintendent, requested permission to apply for a 100% reimbursable grant in the amount of \$40,000.00 from the Indiana Department of Transportation which would provide funds to upgrade railroad crossings.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Grant permission for application of the  
INDOT Grant in the amount of \$40,000.00 as  
presented.

**IN THE MATTER OF FURTHER BUSINESS:**

Councilmember, Jon Garber, announced he will not be seeking Council re-election of the 4<sup>th</sup> District. His term is completed December 31<sup>st</sup>, 2022 in which he will have served 10 years and 8 months as Councilman. Garber shared his announcement letter expressing his gratitude to the County, Council, Department Heads and Employees.

**IN THE MATTER OF FURTHER BUSINESS:**

There was a brief discussion in regards to safety radios being eligible to be purchased with ARPA funds due to the State denying the original grant. Ed Rock, EMA Director, advised he is looking into the matter further in order to see how the denied funds were distributed.

**IN THE MATTER OF FURTHER BUSINESS:**

Sue Ann Mitchell provided information to request Councils approval on how the Wage Committee is handling new hire justifications when a department needs to replace an employee which included the following:

- The committee would require the department to determine what payout funds may be needed for the exiting employee as well as having proper funds for the new employee in which a transfer may be necessary.
- A plan would be implemented no later than January 31<sup>st</sup>, Department Heads will provide information if they request any changes to their next year's budget in order to avoid multiple changes throughout the year.
- The committee would review any requests and present them at the February Council meeting for their consideration before sending the job descriptions to Wagoner, Irwin & Scheele for evaluation.
- If preliminarily approved by the Council for re-evaluation; the department would be instructed to add the change to their budget for the following year which would then be reviewed, approved or denied by the Council during the budget cycle.
- No positions will be reclassified after the final budget adoption unless there is an emergency.

MOTION: Kimberly Cates  
SECOND: Joni Truex  
AYES: 7        NAYES: 0  
MOTION CARRIED

TO: Approve the Wage Committee hiring  
process, as presented.

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

# Kosciusko County Council

## November 4, 2021

The Kosciusko County Council met for their regular meeting on Thursday November 4, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger  
Mike Long  
Joni Truex  
Michelle Puckett, County Auditor

The meeting was called to order by Ernie Wiggins.

### **IN THE MATTER OF APPROVAL OF MINUTES FROM OCTOBER 14, 2021:**

MOTION: Mike Long

TO: Approve the minutes for the October 14, 2021 Meeting.

SECOND: Joni Truex

AYES: 7        NAYES: 0

MOTION CARRIED

### **IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- SYRACUSE TURKEY CREEK TOWNSHIP PUBLIC LIBRARY:**

Kim Blaha, Syracuse Turkey Creek Public Library Director, requested an additional appropriation from the 2020 LIRF fund in the amount of \$65,000.00 in order to purchase real estate, which is adjacent to their current location, to be used for future expansion.

MOTION: Sue Ann Mitchell

TO: Approve the additional appropriation request in the amount of \$65,000.00 from the LIRF fund as presented.

SECOND: Kathy Groninger

AYES: 7        NAYES: 0

MOTION CARRIED

### **IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- SUPERIOR III:**

Judge Miner requested an additional appropriation in the amount of \$65,000.00 for 1000-31089-00-0044 Pauper Counsel. Judge stated they have used approximately \$450,000.00 thus far and believes the amount requested will cover expenses until the end of the year.

MOTION: Jon Garber

TO: Approve the additional appropriation request in the amount of \$65,000.00 for 1000-31089-00-0044 Pauper Counsel, as presented.

SECOND: Mike Long

AYES: 7        NAYES: 0

MOTION CARRIED

### **IN THE MATTER OF GRANT REQUESTS- SHERIFF:**

Chief Deputy Shane Bucher presented a request to apply for multiple grants which included the Byrne JAG Radio Grant in the amount of \$322,500.00 which would provide the Sheriff's

Department funding for Phase II/700 band radios. Councilmember Cates inquired with Bucher confirming that the JAG Radio Grant is specific to the Sheriff's Department only and does not include any Fire Territories. The remaining grant requests would provide funding for officers to patrol impaired driving and seatbelt violators.

**The grant requests included:**

- Byrne JAG Radio Grant Request \$322,500.00
- CHIRP -Operation Belt Up 2022 Grant Request \$3,000.00
- CHIRP -Click It to Live It 2022 Grant Request \$30,000.00
- CHIRP- DUITF Operating While Intoxicated 2022 Grant Request \$22,500.00

MOTION: Kimberly Cates

SECOND: Joni Truex

AYES: 7 NAYES: 0

MOTION CARRIED

TO: Approve grant requests Byrne JAG

Radio Grant \$322,500.00, CHIRP Operation

Belt Up Grant \$3,000.00, CHIRP Click It to

Live It \$30,000.00, CHIRP DUITF Operating

While Intoxicated Grant \$22,500.00, as

presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST-CARES ACT:**

Marsha McSherry, County Administrator, requested an additional appropriation in the amount of \$1,489.00 1000-02058-000-0009 CARES Act Wage Reimbursement in which funds were used for personal protection and disinfecting products. McSherry stated this would be the final additional appropriation request as the CARES Act funds have been exhausted.

MOTION: Mike Long

SECOND: Kathy Groninger

AYES: 7 NAYES: 0

MOTION CARRIED

TO: Approve the additional appropriation

request in the amount of \$1,489.00 1000-

02058-000-0009 CARES Act Wage

Reimburse as presented.

**IN THE MATTER OF 2022 INTER-LOCAL AGREEMENT-SOLID WASTE:**

Michelle Puckett, County Auditor, presented the 2022 Inter-Local Agreement between the County Auditor and the Solid Waste District, stating the agreement allows the Auditor to continue to serve as controller for the District for a fee of \$6,000.00 per year. Puckett stated the fee is fair although it has not been increased in many years.

MOTION: Jon Garber

SECOND: Joni Truex

AYES: 7 NAYS: 0

MOTION CARRIED

TO: Approve the 2022 Inter-Local

Agreement with the Solid Waste District as

presented.

**IN THE MATTER OF 2022 INTER-LOCAL AGREEMENT-KCCRVC:**

Michelle Puckett, County Auditor, presented the 2022 Inter-Local Agreement between the County Auditor and the KCCRVC, stating the agreement allows the Auditor to continue to serve as controller for the Commission with no fee. A brief discussion took place concerning the absence of a fee in which Puckett explained the services provided are minimal. Council could consider charging a fee in the future if they choose.

MOTION: Sue Ann Mitchell

SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve the 2022 Inter-Local  
Agreement with the KCCRVC as presented.

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

**Kosciusko County Council**  
**Kosciusko County Commissioners**  
**December 3, 2021**  
(Special Meeting)

The Kosciusko County Council and The Kosciusko County Commissioners met for a special meeting on Friday December 3rd, 2021 at 10:30 AM in the Old Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

|  |   |
|--|---|
| Ernie Wiggins, Council President         | Kimberly Cates- Council Member              |
| Sue Ann Mitchell, Council Vice-President | Robert Conley, Commissioner President       |
| Jon Garber, Council Member               | Cary Groninger, Commissioner Vice-President |
| Kathy Groninger, Council Member          | Brad Jackson, Commissioner                  |
| Mike Long, Council Member-Virtual        | Michelle Puckett, Auditor                   |
| Joni Truex, Council Member               | Marsha McSherry, Administrator              |

Mike Long participated in the meeting virtually. For clarity, each vote was made by a roll call vote.

The meeting was called to order by Commissioner Vice President Cary Groninger.

**IN THE MATTER OF THE ARPA- AMERICAN RESCUE PLAN ACT, GRANT APPLICATIONS FOR COMMUNICATION RADIOS:**

Commissioner Groninger opened the discussion stating the ARPA Committee met and has approved the use of funds to purchase public safety communication radios for a vast majority of the County. The ARPA Committee has received confirmation from legal counsel affirming the radios are a qualifying expense.

Councilmember Sue Ann Mitchell, who also serves on the ARPA Committee, provided the following information:

- In working with the applicants to determine what expense they could bear towards the project, the ARPA committee agreed to fund the fire departments at 100% to avoid further expenditures for the Townships.
- Due to some of the police departments already having applied for grants to fund radios; it was determined that any police department, who has already applied for and is successful

in obtaining the funding, will primarily use grant dollars; as this would supersede using ARPA funds.

Groninger opened the Commissioners meeting for discussion. Commissioners Conley and Jackson agreed on the benefits this would provide with Groninger stating the upgrades will provide the interoperability between departments and emergency services then entertained a motion to approve the application requests and total expenditure of \$1,945,832.06.

The following grant applications were presented for approval with a grand total of \$1,945,832.06:

- |                          |   |  |
|--------------------------|---|--|
| <input type="checkbox"/> | \$69,813.79                                   | Atwood Fire Department                           |
| <input type="checkbox"/> | \$76,286.20                                   | Seward Twp.-Burket Fire Department               |
| <input type="checkbox"/> | \$31,838.89                                   | Claypool Fire Department                         |
| <input type="checkbox"/> | \$69,701.22                                   | Etna Green Fire Department                       |
| <input type="checkbox"/> | \$83,666.56                                   | Mentone Fire Department                          |
| <input type="checkbox"/> | \$21,520.42                                   | Four Way EMS Mentone                             |
| <input type="checkbox"/> | \$47,808.01                                   | Milford Fire Department                          |
| <input type="checkbox"/> | \$114,675.59                                  | North Webster Fire Department                    |
| <input type="checkbox"/> | \$135,123.52                                  | Pierceton Fire Department                        |
| <input type="checkbox"/> | \$62,002.02                                   | Plain Twp.-Leesburg Fire Department              |
| <input type="checkbox"/> | \$54,009.08                                   | Sidney-Jackson Twp. Fire Department              |
| <input type="checkbox"/> | \$70,495.94                                   | Silver Lake Fire Department                      |
|                          |   |  |
| <input type="checkbox"/> | \$181,166.06                                  | Turkey Creek Fire Department                     |
| <input type="checkbox"/> | \$91,492.44                                   | Winona Lake Fire Department                      |
| <input type="checkbox"/> | \$69,513.60                                   | Warsaw Fire Department                           |
| <input type="checkbox"/> | <i>Total Fire Departments: \$1,179,113.34</i> |  |
|                          |   |  |
| <input type="checkbox"/> | \$27,395.25                                   | Kosciusko County Coroner<br>Kosciusko County EMA |
|                          |   |  |
| <input type="checkbox"/> | \$328,922.39                                  | Kosciusko County Sheriff's Department            |
| <input type="checkbox"/> | \$188,975.25                                  | Kosciusko County Highway Department              |
|                          |   |  |
| <input type="checkbox"/> | \$9,162.67                                    | Mentone Police Department                        |
| <input type="checkbox"/> | \$19,272.00                                   | Milford Police Department                        |
| <input type="checkbox"/> | \$11,712.80                                   | North Webster Police Department                  |
| <input type="checkbox"/> | \$57,757.60                                   | Pierceton Police Department                      |
| <input type="checkbox"/> | \$40,396.64                                   | Winona Lake Police Department                    |
| <input type="checkbox"/> | \$83,124.12                                   | Warsaw Police Department                         |
| <input type="checkbox"/> | <i>Total Police Departments: \$221,425.83</i> |  |
|                          |   |  |
| <input type="checkbox"/> | Grand Total: \$1,945,832.06                   |  |

MOTION: Bob Conley  
SECOND: Brad Jackson  
AYES: 3 NAYS: 0  
UNANIMOUS  
MOTION CARRIED

TO: Approve the expenditure of  
\$1,945,832.06 in ARPA funds for  
Communication Radios stated above as  
presented. A roll call vote was taken.

Ernie Wiggins opened the Council meeting for discussion in which Mitchell stated the radio communication was a challenge when she worked with the ambulance service over 25 years ago, adding this necessary upgrade is monumental to all emergency safety responders. She stated no one can explain the feeling of being on your hands and knees responding to an accident, using a hand-held radio and having no response.

Councilmember Truex requested clarification on the amounts requested by the applicants in which Mitchell responded the grand total cost will be given with the caveat of the Police Departments and Sheriff's Department will need to utilize any grant funds they may be awarded as those funds would supersede the ARPA funds.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the expenditure of  
\$1,945,832.06 in ARPA funds for  
Communication Radios stated above as  
presented. A roll call vote was taken.

Commissioner Groninger provided an update on the Tower project, which is also being funded with ARPA funds, stating a final FAA permit is pending and he is hopeful to begin breaking ground and start foundation work by the first of the year.

In closing; he added the radio costs were negotiated and some were discounted at almost 50% of their normal cost, but with a decision deadline of December 8<sup>th</sup> the special meeting was necessary.

Being no further business to come before the Special Council & Commissioners meeting was adjourned.

## Kosciusko County Council December 9, 2021

The Kosciusko County Council met for their regular meeting on Thursday December 9, 2021 at 6:00 p.m. in the Courtroom of the Courthouse, 100 W. Center St., Warsaw, IN. Those present were:

Ernie Wiggins, President  
Sue Ann Mitchell, Vice-President  
Kimberly Cates  
Jon Garber

Kathy Groninger  
Mike Long – Attended Virtually  
Joni Truex  
Michelle Puckett, County Auditor

Mike Long participated in the meeting through video conferencing. For clarity, each vote was made by roll call vote.

The meeting was called to order by Ernie Wiggins.

**IN THE MATTER OF APPROVAL OF MINUTES FROM NOVEMBER 4, 2021**

**MEETING:**

MOTION: Jon Garber

TO: Approve the November 4, 2021 minutes as presented.

SECOND: Kimberly Cates

AYES: 7        NAYES: 0

MOTION CARRIED

**IN THE MATTER OF BELL MEMORIAL PUBLIC LIBRARY BOARD**

**APPOINTMENT:**

Stephen Boggs presented a request to re-appoint Lee Ann Rock to the Bell Memorial Public Library with the 4-year term ending December 31, 2025. Boggs also provided a brief update on the maintenance project of the library which is progressing and underway.

MOTION: Joni Truex

TO: Approve the re- appointment of Lee Ann Rock to the Bell Memorial Library Board for a 4-year term as presented.

SECOND: Kathy Groninger

AYES: 7        NAYES: 0

MOTION CARRIED

**IN THE MATTER OF DRUG FREE COMMUNITIES- KCODE 2022 BUDGET**

**REQUEST (1148-0000):**

Dan Hampton, County Prosecutor, presented the Drug Free Communities-KCODE 2022 budget to Council for approval in the amount of \$76,000.00.

MOTION: Mike Long

TO: Approve the Drug Free Communities-KCODE 2022 budget in the amount of \$76,000.00 as presented.

SECOND: Kimberly Cates

AYES: 7        NAYS: 0

MOTION CARRIED

**IN THE MATTER OF KEDCO MED TECH ACCELERATOR STUDIO PROJECT:**

Alan Tio, KEDCO CEO, presented a request to utilize \$50,000 for the launch of a new program designed to help encourage the start-up of companies in the medical technology field. Tio stated \$100,000 was previously approved for Covid-19 loans for small businesses and since those dollars were not used, he would like approval to put them towards this program. In conclusion, Tio stated the plan is to run the program for 3 years, adding 5 new companies each year, and would therefore encourage the consideration of a 3-year commitment of \$50,000 each year.

Councilmember Joni Truex made a motion to approve reallocating the funds for 1 year, and to revisit the following years, considering Councilmember changes occurring in 2023.

MOTION: Joni Truex  
SECOND: Kimberly Cates  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve the reallocation of \$50,000 for 1 year.

**IN THE MATTER OF KEDCO REVOLVING LOAN PROGRAM:**

Alan Tio, KEDCO CEO, requested the consideration of reallocating the remaining \$50,000, previously approved for Covid-19 loans for small businesses which were not used, to the existing KEDCO small business revolving loan fund.

The matter was taken under advisement.

**IN THE MATTER OF Bridge # 123 GRANT REQUEST-HIGHWAY:**

Steve Moriarty, Highway Department Superintendent, presented a request to apply for a Federal Grant for Bridge #123 which is on Packerton Road, South of Pierceton Road. The County's portion of the 80/20 matching grant would be approximately \$489,000.00 with completion projected in 2027.

MOTION: Joni Truex  
SECOND: Kathy Groninger  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the request to apply for the Federal Grant - Bridge #123 in the amount of \$2,236,550.00 as presented.

**IN THE MATTER OF ADDITIONAL APPROPRIATION REQUEST- SHERIFF:**

Shane Bucher, Chief Deputy Sheriff, requested an additional appropriation in the amount of \$3,107.50 for 1000-32002-000-0019 Postage, stating the department recently closed out their Pitney Bowes account and a refund check was issued which now needs appropriated.

MOTION: Mike Long  
SECOND: Kathy Groninger  
AYES: 7 NAYS: 0  
MOTION CARRIED

TO: Approve the additional appropriation in the amount of \$3,107.50 for 1000-32002-000-0019 Postage as presented.

**IN THE MATTER OF SALARY ORDINANCE AMENDMENT-TREASURER:**

Rhonda Helser, Treasurer, requested a salary ordinance amendment in the amount of \$35,784.00 annual, for 1000-10263-000-0038 Treasurer Deputy, due to an employee reaching the 3-year level increase.

MOTION: Kimberly Cates  
SECOND: Kathy Groninger  
AYES: 7 NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance amendment in the amount of \$35,784.00 annual, for 1000-10263-000-0038 Treasurer Deputy as presented.

*Council Vice President Sue Ann Mitchell presented a check to Treasurer Rhonda Helser in the amount of \$50,864.89 on behalf of Association of Indiana Counties- Tax Refund Exchange and Compliance Systems. The system collects money from taxpayers in default of payment from their tax refunds with Kosciusko being the third largest county in the state to receive funds.*

**IN THE MATTER OF 2022 SALARY ORDINANCE AMENDMENTS - AUDITOR:**

Michelle Puckett, County Auditor, stated The Wage Committee met and discussed changes after Council had approved the 2022 Salary Ordinance. With the Committee's extensive review and also obtaining guidance and approval from Wagoner, Irwin & Scheele, Puckett requested Council to consider 4 separate amendments to the 2022 Salary Ordinance which included the following:

**Salary Ordinance Header:** Proposed changes to verbiage of the header in order for department heads/officials to better view their employees as they reach certain levels of service and to assure wage equality. The ordinance previously stated the wages listed were the maximum amount that can be paid, but could be paid lower. If approved the header would read: *Department Heads and Office Holders who set salaries must compensate full time employees at a minimum, Step 1 Hire-In pay level. As the employee moves up in years of service, the employee's compensation must range between their current Step Level and their previous Step Level.* Puckett stated this will allow the department heads some flexibility but will maintain equality of wages for the employee.

**Elected Official 10 Yr. Level Pay:** Currently 7 Elected officials who have reached the 10 yr. level are receiving a lump sum at the end of the year vs. receiving the amount in their biweekly pay. This creates a taxation event for the employee as well as an additional payroll task. The change proposed is to include the lump sum in the officials' salary which would then be distributed bi-weekly. The wage committee discussed this change with the effected officials who were not in opposition.

**Assessor Level I, II, III Pay:** Once a certified Assessor employee reaches a certain level of certification; they receive an annual lump sum depending on their level. An audit on the matter was conducted by the State Board of Accounts and going forward; they have required that the lump sum amount be included with the employee's annual salary. The compensation would be distributed in the employees bi-weekly pay, and the level amounts will be listed separately on the salary ordinance for clarification.

**Clerk Election Pay:** Each year the Clerk receives \$1,000.00 per election for secretarial duties performed for the election board which is paid in a lump sum annually. The Indiana Code was reviewed and it was determined the compensation is required, but not in a lump sum. The requested change is to include this compensation in the Clerk's annual salary and distribute bi-weekly. The Clerk's annual salary plus the Election Pay will be separately listed on the salary ordinance.

MOTION: Mike Long  
SECOND: Joni Truex  
AYES: 7            NAYES: 0  
MOTION CARRIED

TO: Approve the salary ordinance changes as stated above, as presented.

**IN THE MATTER OF ARPA GRANT RECOMMENDATIONS-COUNTY**

**ADMINISTRATOR:**

County Administrator Marsha McSherry presented recommendations from the ARPA Committee to approve moving forward in the application process with three projects which included the following:

- Public Safety Communications Project in the amount of \$2,400,000.00 which will be used for the construction and installation of the communication towers and equipment.
- Public Safety Communications Project-EDIT Reimbursement in the amount of \$522,881.48 which will reimburse the EDIT fund for expenses incurred for the tower project.
- Administrative Expenses in the amount of \$771,669.85 which is approximately 10% of the first disbursement received of the ARPA funds and approved unanimously by the ARPA Committee. The funds will be used for administrative services, legal counsel and other costs which may be incurred in the future.

MOTION: Mike Long

SECOND: Jon Garber

AYES: 7 NAYS: 0

MOTION CARRIED

TO: Accept the ARPA Committee grant recommendations and to move forward in the application process for:

-Public Safety Communications Project in the amount of \$2,400,000.00.

-Public Safety Communications Project-EDIT Reimbursement in the amount of \$522,881.48.

-Administrative Expenses in the amount of \$771,669.85 as presented.

**IN THE MATTER OF 2022 COUNCIL APPOINTMENTS:**

Sue Ann Mitchell presented the list of 2022 Council appointment recommendations for approval as listed below. Mitchell made a motion to approve the recommendations as presented with the exception of two positions with KCCRVC which she recommended be tabled; as qualifications required by statute are being looked into.

**Recommendation:**

**Term Expires:**

|   |                  |          |     |
|---|------------------|----------|-----|
| <input type="checkbox"/> ABC                              | Dan Woods        | 12/31/22 | (1) |
| <input type="checkbox"/> Area Plan                        | Jon Garber       | 12/31/23 | (4) |
| <input type="checkbox"/> Community Corrections Advisory   | Kathy Groninger  | 12/31/22 | (2) |
| <input type="checkbox"/> Emergency Management Advisory    | Mike Long        | 12/31/22 | (1) |
| <input type="checkbox"/> KC Economic Dev Commission       | Joni Truex       | 12/31/24 | (2) |
| <input type="checkbox"/> KEDCo                            | Sue Ann Mitchell | 12/31/22 | (1) |
| <input type="checkbox"/> MACOG                            | Kathy Groninger  | 12/31/22 | (1) |
| <input type="checkbox"/> Non-Profit (Restarted Committee) | Jon Garber       | 12/31/22 | (1) |
|   | Kimberly Cates   | 12/31/22 | (1) |
|   | Mike Long        | 12/31/22 | (1) |
| <input type="checkbox"/> PTABOA                           | Brock Ostrom     | 12/31/22 | (1) |
| <input type="checkbox"/> Redevelopment Commission         | Jan Urban        | 12/31/22 | (1) |

|  |                  |                 |          |
|--|------------------|-----------------|----------|
| <input type="checkbox"/> Solid Waste                     | Joni Truex       | 12/31/22        | (1)      |
| <input type="checkbox"/> Strategic Planning Committee    | Mike Long        | 12/31/22        | (1)      |
|  | Jon Garber       | 12/31/22        | (1)      |
|  | Sue Ann Mitchell | 12/31/22        | (1)      |
|  | Kimberly Cates   | 12/31/22        | (1)      |
| <input type="checkbox"/> Wage Committee Non-Voting       | Sue Ann Mitchell | 12/31/22        | (1)      |
|  | Voting           | Joni Truex      | 12/31/22 |
|  | Voting           | Kathy Groninger | 12/31/22 |
| <input type="checkbox"/> WCDC-Warsaw Community Dev Corp. | Kimberly Cates   | 12/31/22        | (1)      |
| <input type="checkbox"/> Warsaw Economic Dev Comm        | Ernie Wiggins    | 12/31/22        | (1)      |

MOTION: Sue Ann Mitchell  
 SECOND: Joni Truex  
 AYES: 7      NAYES: 0  
 MOTION CARRIED

TO: Approve the 2022 Council Appointments  
 as presented with the exception of two  
 KCCRVC appointments which will be tabled  
 pending further discussion.

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