

DUBOIS COUNTY COUNCIL

December 30, 2019

The Dubois County Council met on Monday, December 30, 2019 in the Commissioners/Council Room in the Dubois County Annex. President Hunefeld called the meeting to order at 9:00 a.m. Present at the meeting were Board Members Jerry R. Hunefeld, Charmian R. Klem, Craig M. Greulich, Mary E. Beckman, Michael W. Kluesner, Sonya Haas, Auditor Sandra L. Morton and County Attorney Gregory S. Schnarr. Doug Uebelhor was absent.

RE: MINUTES

President Hunefeld asked if there were any corrections or additions to the minutes from the Council meetings held on December 9, 2019. On motion made by Charmian Klem, seconded by Michael Kluesner the minutes were unanimously approved.

RE: PARK BOARD ORDINANCE 2019-02

County Attorney Greg Schnarr presented Ordinance 2019-02 to amend Ordinance 1979-1. An Ordinance Establishing a Department of Parks and Recreation and Repeal of all Ordinances in Conflict Therewith. Indiana Code 36-10-3-3 allowed the Council to amend the ordinance that created the Park Department including the composition of the County Park and Recreation Board. A motion was made to approve Ordinance 2019-02 by Michael Kluesner, seconded by Craig Greulich. The motion carried unanimously.

See Exhibit A - Ordinance 2019-02

Due to the adoption of the new Ordinance, appointments to the Board were recommended as follows:

| | |
|-----------|--|
| Jane Betz | 2 year term - January 1, 2020 to December 31, 2021 |
| Mark Denu | 4 year term – January 1, 2020 to December 31, 2023 |

A motion was made to approve the appointments by Mary E. Beckman, seconded by Michael Kluesner. The motion carried unanimously.

RE: TITLE IV-D OFFICE RENTAL LEASE

Title IV-D Prosecutor William Shaneyfelt requested an increase to the approved rent in his 2020 budget from \$9,000 to \$9,600. Per the new lease being proposed, should Shaneyfelt receive incentive funds, the rental amount will be reduced. The lease for 2020 will be considered at the January 6, 2020 meeting of the County Commissioners for final approval.

Shaneyfelt explained how the Title IV-D incentive funds had been used to supplement the child support office budget. The federal audit determination on “an arms-length transaction” for reimbursements on Rent or Property Taxes was discussed. He is seeking assistance from IPAC to change the audit finding for future reimbursements.

A motion was made to accept the proposed lease amount by Michael Kluesner, seconded by Charmian Klem. An additional appropriation for the increased rental amount will be sought in 2020 if needed.

RE: MVH HIGHWAY RESOLUTION 2019-05

Highway Supervisor Steve Berg presented Resolution 2019-05 A Resolution to Transfer Funds to MVH Highway Restricted in the amount of \$951,120.46. A motion was made by Craig Greulich, seconded by Mary E Beckman, to approve Resolution 2019-05. The motion carried unanimously.

See Exhibit B - Resolution 2019-05

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RE: TRANSFERS – GENERAL FUND

Auditor Morton requested a transfer of appropriation in the amount of \$20.81 from the Surveyor Other Services Travel to Office Supplies. On motion made by Charmian Klem, seconded by Mary E. Beckman, the transfer was unanimously approved.

Auditor Morton requested a transfer of appropriation in the amount of \$189 from the Treasurer Office Supplies to Capital Outlay Equipment. On motion made by Craig Greulich, seconded by Sonya Haas, the transfer was unanimously approved.

Auditor Morton requested a transfer of appropriation in the amount of \$2,511.95 from the Sheriff Personal Services STEP/Overtime to Sheriff wages. On motion made by Michael Kluesner, seconded by Mary E. Beckman, the transfer was unanimously approved.

Auditor Morton requested a transfer of appropriation in the amount of \$146.80 from the Jail Personal Services Full Time Cook 2 to Kitchen Manager/FT Cook. On motion made by Charmian Klem, seconded by Michael Kluesner, the transfer was unanimously approved.

Auditor Morton requested a transfer of appropriation in the amount of \$6,000 from the Courthouse Annex Personal Services Assistant Custodians and \$3,000 from Supplies to Other Services Repair and Maintenance. On motion made by Mary E. Beckman, seconded by Sonya Haas, the transfers were unanimously approved.

RE: TRANSFER/SALARY ORDINANCE – COMMUNITY CORRECTIONS GRANT

Auditor Morton requested a transfer of appropriation in the amount of \$117 from Personal Services Part Time Help to Assistant Director. On motion made by Craig Greulich, seconded by Michael Kluesner, the transfer was unanimously approved.

Auditor Morton requested an Amendment to the Salary Ordinance for the Extension Grant Assistant Director position due to a transposed number on the original Ordinance. The salary should be \$1,798.77 bi-weekly from July – December 2019. A motion was made to approve the Amendment by Michael Kluesner, seconded by Craig Greulich. The motion carried unanimously.

RE: TRANSFER APPROVAL

On motion by Craig Greulich, seconded by Charmian Klem, the Council authorized President Hunefeld to approve any unexpected transfers that may be required for year end balances. The motion carried unanimously.

RE: PATOKA WATER & SEWER LOAN REPAYMENT

Auditor Morton presented information on the loan repayment of \$200,000 principal as well as the interest payment of \$12,000. The current loan balance is \$800,000 due in the year 2031.

RE: COMMUNITY CORRECTIONS 2020 SALARY ORDINANCE

Auditor Morton presented the following ordinance to fix the Community Corrections Salaries for 2020:

| <u>POSITION</u> | <u>MAXIMUM PAY</u> | <u>PAY FREQUENCY</u> |
|---|---------------------------|-----------------------------|
| Director | \$2,240.00 | Bi-Weekly |
| Assistant Director | \$1,974.00 | Bi-Weekly |
| Case Manager Supervisor | \$1,680.00 | Bi-Weekly |
| CQI Specialist | \$1,680.00 | Bi-Weekly |
| Officer Supervisor (12 Hour - WB,DB) | \$1,701.00 | Bi-Weekly |
| Officer Supervisor 12 Hour Holiday (\$20.25/Hr) | \$243.00 | Per Holiday |
| Officers (12 Hour - AB,DO,PL,AW,RC) 5 | \$1,556.52 | Bi-Weekly |
| Officers 12 Hour Holiday (\$18.53/Hr) | \$222.36 | Per Holiday |
| Corrections Officer (12 Hour - BK) 1 | \$1,617.00 | Bi-Weekly |
| Officer 12 Hour Holiday (\$19.25/Hr) | \$231.00 | Per Holiday |

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|--------------------------------------|---|------------|-------------|
| Corrections Officer (12 Hour - AL) | 1 | \$1,685.04 | Bi-Weekly |
| Officer 12 Hour Holiday (\$20.06/Hr) | | \$240.72 | Per Holiday |
| Corrections Officer (12 Hour - DM) | 1 | \$1,650.60 | Bi-Weekly |
| Officer 12 Hour Holiday (\$19.65/Hr) | | \$235.80 | Per Holiday |
| Field Officers (RJ,RF) | 2 | \$1,617.00 | Bi-Weekly |
| Field Officers Holiday (\$19.25/Hr) | | \$231.00 | Per Holiday |
| Case Managers (ML,DT,MN,DW,TM) | 5 | \$1,624.73 | Bi-Weekly |
| Treatment Programs Facilitator | 1 | \$1,624.73 | Bi-Weekly |
| Drug Court Case Manager (AC) | 1 | \$1,624.73 | Bi-Weekly |
| Officer Part Time | | \$16.40 | Hourly |

A motion was made by Mary E. Beckman, seconded by Sonya Haas, to approve the Salary Ordinance.

The motion carried unanimously.

RE: FUTURE MEETINGS

The Council set future meetings for January 27, February 24 and March 30, 2020 at 4:30 p.m. Meetings will be held in the Commissioners/Council Room on the 2nd floor of the Courthouse Annex.

RE: ADJOURNMENT

With no further business to conduct, a motion to adjourn was made by Charmian Klem, seconded by Mary E. Beckman. The meeting was adjourned at 10:16 a.m.