

THE MORGAN COUNTY COUNCIL MET IN A REGULAR SESSION ON MONDAY, FEBRUARY 5, 2018 AT 6:30 P.M.

MEMBERS PRESENT: BRYAN COLLIER, PAUL PRATHER, DAVE ZOLLER, DANIEL ELLIOTT, KIM MERIDETH, VICKIE KIVETT, AND VIRGINIA PERRY. ALSO PRESENT WERE DAN BASTIN, MORGAN COUNTY AUDITOR; AND DEB VERLEY, EXECUTIVE ASSISTANT.

PLEDGE OF ALLEGIANCE (*Virginia Perry*)

PRAYER (*Vickie Kivett*)

Minutes

Paul Prather made a motion to approve the December 19, 2017 and January 2, 2018 minutes. Motion seconded by Daniel Elliott. Motion carried 7-0.

Additional Appropriations:

- *Clerk*

Stephanie Elliott, Morgan County Clerk, was present to request an additional appropriation of \$16,320 from the Clerk's Record Perpetuation Fund (1119) as follows: \$15,120 into Account #1119-000-4121 (Part-time) and \$1,200 into Account #1119-000-4165.10 (FICA). An employee in her office will be off on FMLA or disability leave and Ms. Elliott would like to have someone come in on a part-time basis. Daniel Elliott made a motion to approve the additional appropriation. Motion seconded by Virginia Perry. Motion carried 7-0.

- *Jail*

Dave Rogers, Morgan County Jail Commander, was present to request an additional appropriation of \$160,822 from the Cumulative Capital Development Fund (1138) into Account #1138-135-4441 (Portable Radio System Upgrade). Mr. Rogers stated that he mentioned this need at budget time, but did not have all the bids. The bids came in lower than the estimate of \$180,000. They received two bids, one from Motorola \$329,516.08, and one from Kenwood \$160,822. Paul Prather made a motion to approve the additional appropriation. Motion seconded by Kim Merideth. Motion carried 7-0.

Annual Judiciary Report

Morgan County Superior Court I Judge Pete Foley, was present update the Council on the Morgan County judiciary system. Also present were Superior Court III Judge Sara Dungan and Superior Court II Judge Brian Williams. Judge Foley thanked the Council and Commissioners for providing the funding, facilities, and technology that makes it possible to do their work. Judge Dungan was appointed in May by Governor Holcomb. As a result of that appointment, there was a vacancy in Magistrate Court and Terry Iacoli was appointed this summer. There has been an increase in court cases with 6,976 new cases filed in 2017; this is up from 6,268 the prior year. Cases are weighted by type and how many hours are allocated. The weighted numbers show a need for 4.89 judicial officers; there are five allocated to the county. Once the Supreme Court approve the local rule change on July 1st, all criminal cases will be heard in the three Superior Courts and not Circuit Court. The "MyCase" website allows citizens to search their case online and allows people to download and print court orders themselves, avoiding copy costs and mailing expenses.

Judge Foley stated that a jury pool was recently polled regarding how the opioid crisis has affected them personally and 80% answered that it has affected their family or friends. Superior Court I averages one case a week to place a minor child with a family member due to opioid issues. Judge Foley included a chart showing drug test results collected through Court Services. The results showed that positive tests returned with an alarming increase in meth and fentanyl use.

Salary Ordinance Amendment

Dan Bastin stated that the Council appropriated funds for three positions, but there was not a rate of pay listed in the 2018 Salary Ordinance. The following positions need to be assigned a rate of pay: law clerk (prosecutor budget) \$13.20 per hour, PRN paramedic \$17.28 per hour, and PRN EMT \$13.96 per hour (EMS budget). Daniel Elliott made a motion to approve the rates of pay as listed. Motion seconded by Virginia Perry. Motion carried 7-0.

Salary Ordinance Amendment - EMS

Donnie Warren, Morgan County EMS Director, stated that he wanted to make sure the quality of service and practices were on par and he contacted the Indiana EMS Commission to conduct a 120-day audit. They passed with flying colors. The Commission asked about training and Mr. Warren stated that it will be nearly impossible to complete the training program without someone dedicated to do it. The part-time person originally selected to perform the training will not be able to fill the position. Mr. Warren would like to take two positions and salaries and combine them, along with an additional \$10,000, to make a full time QA/QI/Training Officer. The additional \$10,000 would be transferred from the insurance line item. There was some confusion regarding the auto insurance and the annual amount needed was instead budgeted monthly. Mr. Warren had earlier sent out job descriptions for these positions. There were 280 ambulance runs in January and this supports the revenue forecast. There is a monthly training schedule and a quarterly training schedule. The goal is to bring all staff to the PHTLS level. Mr. Warren stated that this position would allow them to host classes for other entities or the public and bring in additional revenue. Kim Merideth stated that she noticed that the qualifications require that certain positions obtain certifications within 12 months and asked if this was a realistic time frame. Mr. Warren stated that some classes are not offered very often during the year, but it is a realistic goal. Vickie Kivett asked if this position would have a take-home vehicle. Mr. Warren stated that he would budget that for 2019. Dan Bastin stated that EMS is a full-time, 24/7, 365 operation and it makes no sense to try to operate it with part-time positions. They need individuals who are committed, dedicated, and loyal to their job and they will not find this type of employee if the positions are part-time. The scheduling and payroll for all the part-time EMS employees is a mess and requires a lot of time to manage. Vickie Kivett stated that they have seen the same issues with the dispatch employees. Mr. Bastin stated that the county made the decision to provide ALS service 24/7 and looked to Donnie and Troy to manage that; they deserve the tools to be able to do that. Mr. Warren stated that he and Mr. Whedon are each spending 18 hours per week to fill the schedule.

Bryan Collier stated that he agreed that the need for full time EMTs has been coming and they would start addressing this with Mr. Bastin's review of the approved budget to educate the Council on cash flow. Mr. Collier has also asked for workshops on tax rates. Mr. Collier would like to discuss a replacement plan for the ambulances and asked if there is a check and balances system to make sure that the function is right and the responsibility is being executed for these positions. Mr. Warren stated that it falls to him as the director to make sure the people that are put in place as the command staff are doing the jobs that they are hired to do. Mr. Warren composed the job descriptions that were submitted to both the Council and Board of Commissioners. Mr. Warren sets goals, reviews skill sets, makes sure that certifications are up to date, and audits classes. Once they go to full time employees, this will be more manageable. There are currently 75 employees; this could be reduced to 36 full time employees and then it's easier to tell who is doing their job and who isn't.

Daniel Elliott made a motion to approve the request create the training officer/QA/QI position, at the same pay as the deputy director, and eliminate the part-time training officer and part-time administrative assistant position. Motion seconded by Vickie Kivett. Motion carried 7-0.

Paul Prather stated that they are running a full time business and thanked Mr. Warren for his understanding.

Mr. Warren handed out a monthly update that included information about the HVAC system in the EMS Building. They took the drop ceiling down and discovered that the electrical system is not up to code and the plumbing for the old HVAC system needs to be removed. It is \$5,380 to relocate the current HVAC system above the ceiling and the quote for the electrical, phone, security, and data systems was \$20,000. Crews have been relocated to the Dispatch/EMA Building, and Morgantown Station while construction continues. This will be discussed at the next meeting.

2018 Budget Review – DLGF Approved

Dan Bastin handed out a 2017 Estimates to Actual Comparisons report showing the estimated ending cash balance, revenues, expenses, and the actual ending balances. For the most part, the estimates were good, ending balances were more than estimated, actual revenue was more than estimated, and actual expenses were lower.

The next handout was the 2018 Budgetary Financial Statement. Mr. Bastin stated that DLGF has approved the 2018 budgets as submitted. Mr. Bastin stated that he believes that DLGF is overestimating the revenue for the County Highway Fund and he is monitoring the MVH

distributions. Items Mr. Bastin highlighted from this report: the Council will need to be aware that in legislation passed last year, the SBOA is working on implementing a requirement that 50% of the money in the MVH Fund must be spent on construction, reconstruction, and maintenance. A House Bill currently being considered changes the term “maintenance” to “preservation” and does not allow labor expenses to be allocated. The Highway Department cannot be run without incurring some labor costs. Another issue is that the LIT Public Safety Fund isn’t keeping pace with the expenses that have been dedicated to the fund; the Council may need to move some of these expenses to the General Fund. The Statewide 911 Fund is also not keeping pace with the expenses but they will not be able to shift these expenses to the General Fund because the county cannot charge a property tax levy to the taxpayers in Brown Township and Mooresville for the expenses of Morgan County Dispatch. Options are to allocate some of the LIT Certified Shares to this fund or reduce the budget. The Reassessment Fund will need a property tax levy in 2019. Mr. Bastin stated that there is an \$8.4 million General Fund cash balance; taxpayers did not ask the Council to take money out of their pockets to bank it. The public expects the Council to use the funds wisely or lower taxes if they aren’t going to use it. Bryan Collier stated that he wanted to make sure there was enough to cover future expenses if the balance is trending in a negative direction. Mr. Bastin stated that of the \$684,000 decrease, \$539,000 is coming from the carryover of expenses from 2017. If they isolate revenues and expenses for 2018 for a comparison, the difference is a negative \$145,000. Mr. Bastin will work on a five-year forecast and a series of budget workshops before the budget process.

Virginia Perry stated that she would like departments to include a summary coversheet if there is something out of the ordinary they have included in the 2019 budget. Mr. Bastin stated that the Council has said several times that they would like to have job descriptions. Daniel Elliott stated that he would like to have job descriptions submitted before budget time so they have time to get back to the departments with any questions. Kim Merideth made a motion to request budget summaries and job descriptions from the office holders and department heads. Motion seconded by Vickie Kivett. Motion carried 7-0.

Adjournment

Paul Prather made a motion to adjourn the meeting. Motion seconded by Daniel Elliott. Motion carried 7-0.

MORGAN COUNTY COUNCIL

Bryan Collier

Paul Prather

Daniel Elliott

Vickie Kivett

Dave Zoller

Kim Merideth

Virginia Perry

ATTEST:

Dan Bastin, Morgan Co. Auditor