

**THE MORGAN COUNTY COUNCIL MET IN A REGULAR SESSION ON MONDAY,
MARCH 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

PRAYER (*Daniel Elliott*)

Additional Appropriations:

- *Local Income Tax Development Fund - Waverly Park*

Dan Bastin, Morgan County Auditor, stated that this is a continuation by the Council to provide \$1 million to the Redevelopment Commission and for the Waverly Park development. This is the unexpended balance of the pledge. The fund cannot be carried forward each year and must be re-appropriated. Mr. Bastin requested an additional appropriation of \$309,816.73 from the Local Income Tax Economic Development Fund (1112) into Account #1112-000-4392 (Waverly Park Development). Daniel Elliott stated that under Kenny Hale's leadership, the project at Waverly Park has been moving forward. They are now remodeling the Delaney House that is next to the church. The upstairs will be offices and downstairs will be conference rooms. They have been providing reports to the RDC. Paul Prather made a motion to approve the additional appropriation. Motion seconded by Vickie Kivett. Motion carried 7-0.

Transfers:

- *EMA*

David Skaggs, Morgan County EMA Deputy Director, was present to request a transfer of \$1,200 from Account #1000-132-4365 (Maintenance/Repair Vehicles) into Account #1000-132-4441 (Equipment/Furniture). Mr. Skaggs stated that they purchased a pickup shell to haul supplies. Daniel Elliott made a motion to approve the transfer. Motion seconded by Kim Merideth. Motion carried 7-0.

- *Court Services*

Carol Kinder, Morgan County Court Services Director, was present to request a transfer of \$1,000 from Account #1000-149-4220 (Other Supplies) to Account #1000-140-4441 (Equipment/Furniture). Ms. Kinder stated that the desk and chair being used by an employee that recently retired were over 28 years old. Ms. Kinder would like to replace these items. Although \$1,000 might not be enough, she will try to make it work. Vickie Kivett made a motion to approve the transfer. Motion seconded by Virginia Perry. Motion carried 7-0.

2018 Salary Ordinance Amendment – Health Department

Amanda Lopossa, Morgan County Health Department, was present to request a change in the Salary Ordinance. Ms. Lopossa stated that in the past, the Freedom from Smoking instructor was an RN. The class is four times a year, six weeks, once a week, for three hours and it has been hard to find an RN to take this position. They have someone who is interested in the position, but they are not an RN. The Health Department is asking to change the position from Public Health Care Nurse to Freedom from Smoking Coordinator. The pay will be the same and is paid from a grant through the Indiana Health Department. The position requires a bachelor's degree and/or teaching experience. Paul Prather made a motion to approve the position change. Motion seconded by Daniel Elliott. Motion carried 7-0.

2018 Salary Ordinance Amendment - EMS

Donnie Warren, EMS Director, was present to request that the EMT positions be changed to full time with the following wage scale based on years of experience: 0 to 6 - \$10.75 per hour; 7 to 12 - \$11.13 per hour; 13 plus – \$11.52 per hour. Paul Prather stated that this was discussed at the last meeting and he thought it would be a good idea. Daniel Elliott stated he thought this would be discussed at budget time. Mr. Warren stated that he was under the impression that it would be discussed after being in service for three months. Last month they had 308 calls and collected \$78,000. Trying to full 89 open shifts is a scheduling nightmare. He and the deputy director are spending 36 hours just on schedules. Dan Bastin stated that it is taking too much time to manage all the part time positions. This is a full time operation and they are trying to run it with part time people. Some of the part time employees are working between 72 to 144 hours. It is an inefficient way to operate and they are not getting the tools they need to be able run the operation. Mr. Bastin

had emailed a spreadsheet showing that there would be an estimated \$61,800 left in the 4100 funds if full time EMTs started April 1. Vickie Kivett stated that she was not one to create full time positions in the middle of the year, but they are on a learning curve. Mr. Warren stated that if they were running a restaurant and the part time employees didn't show up, they would have to shut down for lunch; they can't do that with public safety. Mr. Bastin stated that revenue is projected to be almost \$1 million. Ms. Kivett stated that it sounds like they need to go full time in order to succeed. Bryan Collier stated that they owe the taxpayers a successful service. Daniel Elliott stated he didn't want to overextend themselves and have to let people go. Mr. Elliott asked how many full time EMTs are needed. Mr. Warren stated that he needed 21 and could begin April 1st. Mr. Warren stated that he must be a good steward of the tax funds and in order to do that, the best option is to make sure that there are full time people on the ambulances; people who are accountable, not only to the Council, but to the taxpayers and to themselves. Mr. Warren stated that taking into consideration the savings in uniform costs, immunizations, random drug screens, etc., there would be an additional \$175,000 in costs over the part time expenses. Vickie Kivett made a motion to approve the 2018 Salary Ordinance amendment as presented. Motion seconded by Paul Prather. Motion carried 7-0.

Mr. Warren stated that response times are averaging 8:44. They are 8 minutes or better 52% of the time; the goal is 80%.

2018 Budget Memo

Bryan Collier stated that the Council needs to formulate a memo to the office holders and department heads giving them direction as to what the Council needs when budget requests are turned in. Dan Bastin emailed a suggested format to the Council. Mr. Bastin stated that he thought each department should have a suggested structure for formatting the job descriptions. Mr. Bastin suggested that each description should have the job title as it appears on the 2018 Salary Ordinance. If the office holder wishes to provide another job title that better describes the job, they would allow them to do so. The description should list the duties and tasks of the position, broken down between daily, weekly, monthly, semi-annual, and annual. The education or certification requirements, skill requirements, and physical requirements should be listed and how the job relates within the office, between offices, and how it relates to the public. Mr. Collier stated that they are not cutting jobs. Daniel Elliott stated that it is important that they understand what people are doing. Mr. Bastin stated that he would circulate the memo for comments before it is released. Virginia Perry asked that they include who the employee reports to, or the name of the supervisory position. Vickie Kivett asked that they state if there are bonding or notary public requirements.

Budget Terminology Presentation *(1st of 5 Presentations)*

Dan Bastin handed out information for the first of five presentations for budget education. The first topic covered budget terminology.

Adjournment

Vickie Kivett made a motion to adjourn the meeting. Motion seconded by Virginia Perry. 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