

THE MORGAN COUNTY COUNCIL MET ON TUESDAY, DECEMBER 21, 2021 AT 6:30 P.M.

MEMBERS PRESENT: KIM MERIDETH, VICKIE KIVETT, TROY SPRINKLE, KELLY ALCALA, JASON MAXWELL, CHIP KELLER AND MELISSA GREENE. ALSO PRESENT WERE DAN BASTIN, MORGAN COUNTY AUDITOR; DEB VERLEY, EXECUTIVE ASSISTANT; JOSH MESSMER, COUNTY ADMINISTRATOR; AND JIM WISCO, COUNTY ATTORNEY.

PLEDGE OF ALLEGIANCE

PRAYER (*Vickie Kivett*)

Transfers:

- *EMS*

Keenan Blair, EMS Director, stated that supply costs have skyrocketed and they will be short in this line item. Mr. Blair requested a transfer of \$3,700 from Acct #1151.31103.000.0000 (Drug Screening/Hepatitis Shots) to Acct #1151.22000.000.0000 (Ambulance Supplies). Vickie Kivett made a motion to approve the transfer. Motion seconded by Troy Sprinkle. Motion carried 7-0.

- *Parks & Recreation*

Kenny Hale, Morgan County Commissioner, requested a transfer of \$3,415 from Acct #1112.40000.000.0803 (Equipment) to Acct #1112.36100.0.0803 (Contractual Services) and \$4,897.18 from Acct #1112.12101.000.0803 (Part Time) to Acct #1112.36100.000.000.0803 (Contractual Services). Mr. Hale stated that this will be used for the purchase of new windows at the Wilbur Community Center. Mr. Hale is in the process of obtaining quotes to install the windows. Mr. Hale handed out a spreadsheet showing the costs for the windows. Chip Keller made a motion to approve the transfer. Motion seconded by Jason Maxwell. Motion carried 7-0.

- *Highway*

Grant Collinsworth, Morgan County Highway Superintendent, requested a transfer of \$320 for Acct #1176.21100.000.0533 (Office Supplies) and \$18,058 from Acct #1176.36400.000.0533 (Vehicle Repair) to Acct #1176.40000.000.0533 (Equipment). Mr. Collinsworth stated that this amount will be used to purchase a tire changer, balancer and tools. Melissa Greene made a motion to approve the transfer as listed. Motion seconded by Kim Merideth. Motion carried 7-0.

Heritage Barn Annual Public Safety Fee Ordinance

Dan Bastin stated that there exists the ability for owners of barns that meet the eligibility requirements for a Heritage Barn (constructed before 1950, timber frame, etc.) to not be taxed on the barn. The county may adopt an annual fee instead that would be distributed to fire departments that are located in the geographical location of the barn. The Auditor is responsible for distributing the fees collected to those public safety organizations. The Assessor's Office must determine whether or not the barn qualifies and if so, they must determine each year if the barn is still eligible for the deduction. The taxes saved are usually less than what the \$25 fee is. Statute allows for a fee of up to \$50. Chip Keller made a motion to approve the ordinance. Motion seconded by Melissa Greene. Motion carried 7-0.

2022 Salary Ordinance

Daree Fry, HR Director, stated that after review, there are three more positions to add to the list of employees for a 2% raise. These include Highway Superintendent, EMS Deputy Director and EMS EDO. Kim Merideth stated that they wanted to make sure every employee had at least a 2% wage increase for 2022. Vickie Kivett made a motion to approve the 2% increase for the positions listed above. Motion seconded by Jason Maxwell. Motion carried 7-0.

Personnel Policy Handbook Ordinance Amendments

Josh Messmer stated that the sheriff road deputies are moving to a 12 hour/8 hour shift combination for a total of 80 hours over a two-week period. Seventy-five percent of an officer's time goes towards the 12-hour days and 25% goes toward the 8-hour days. Sheriff Myers is in favor of this. Troy Sprinkle made a motion to approve the amendment. Motion seconded by Kelly Alcala. Motion carried 7-0.

Mr. Messmer stated that the handbook allows for up to 10 days of unpaid leave for an employee in conjunction with FMLA; however some departments are granting this unpaid leave for non FMLA reasons but benefits and insurance must still be paid. This amendment provides that any

unpaid leave must be granted by the Board of Commissioners. Daree Fry noted that it was limited to 10 days within a calendar year, but this ordinance does not limit the amount of time that the Board of Commissioners may grant. Chip Keller made a motion to approve the ordinance. Motion seconded by Kim Merideth. Motion carried 7-0.

Grievance Procedure (*Americans with Disabilities Act*)

Daree Fry stated that the Community Crossings Grant has updated some requirements and there are some things that need to be in place in the coming year to insure all requirements are met. One of these is adding an organization chart to the Title VI Plan and a language flash card in public offices so that they could engage the services of a translator within 48 hours.

Ms. Fry is working with DLZ on an ADA Plan once the county facilities have been examined (which is also a requirement). This plan requires a Grievance Procedure and a Notice of Non-discrimination. Chip Keller made a motion to approve the Grievance Procedure under the ADA Plan. Motion seconded by Melissa Greene. Motion carried 7-0.

Jason Maxwell made a motion to approve the Non-discrimination Notice. Motion seconded by Kelly Alcala. Motion carried 7-0.

Title VI Plan

Vickie Kivett made a motion to approve the Title VI Plan. Motion seconded by Kim Merideth. Motion carried 7-0.

Job Description – *Highway Shop Foreman*

Grant Collinsworth, Highway Superintendent, stated that they just received a credit of \$5,800 from Speedway for filters that had no use. They probably spent twice that much on them. This position will be responsible for the inventory in the shop as well as equipment. They are eliminating two night shift mechanics and will have two mechanics during the day for preventive maintenance. This position will track expenses and determine when equipment has exceeded its usefulness, stock often used parts so crews aren't waiting on items to be ordered. This is the key element to restructuring the department. Tony Hinkle stated that the Council can eliminate two of the mechanics for the 2022 budget for a total of two. Mr. Collinsworth stated that this position will also provide a savings through inventory management and rebates. Kim Merideth noted that the current Salary Ordinance lists four mechanics at \$24.94 per hour and there would also be benefits. Dan Bastin noted that the new position is \$31.87 per hour. Mr. Collinsworth stated that the mechanics are not ASE certified and the larger projects will require the use of Caterpillar, Kenworth, etc. Ms. Merideth stated that if the Council approves this position, they will be eliminating two mechanic positions by not hiring anyone to fill the two vacant positions effective January 1, 2022. Melissa Greene made a motion to approve the new job description of shop foreman at an hourly rate of \$31.87 per week for 40 hours per week and to reduce the number of mechanics from four to two. Motion seconded by Jason Maxwell. Motion carried 7-0

Job Description – *Data System Administrator (Sheriff)*

Daree Fry stated that the Sheriff's Office will have body cameras beginning in January. The Data System Administrator position will manage all the duties that go with keeping the records for the body cameras. The job maintenance committee voted unanimously to approve this description as it is. Vickie Kivett made a motion to approve the job description. Motion seconded by Troy Sprinkle. Motion carried 7-0.

Resolution – Declaration of Intent

Josh Messmer stated that this resolution of a Declaration of Official Intent to Reimburse Expenditures was provided by Taft and is related to the BOT (Build, Operate, Transfer) project. At the previous meeting, the Council voted to move forward with the larger of the two projects and this gives the county the ability to reimburse themselves out of bonds issued later. Mr. Messmer noted that there will also be an additional appropriation request at the February meeting for professional services expenses related to this project. Chip Keller made a motion to approve the resolution. Motion seconded by Kim Merideth. Motion carried 7-0.

Appointments

Josh Messmer stated that the Board of Commissioners would like to see the WIS job study updated and would like the Council involved. They are forming a subcommittee to outline the parameters of the study. Vickie Kivett volunteered to serve on this committee. Melissa Greene made a motion to appoint Vickie Kivett to the subcommittee. Motion seconded by Jason Maxwell. Motion carried 7-0.

Chip Keller made a motion to make the following appointments:

Alcohol Beverage Board – Patty Dow

Morgan County Regional Sewer District – Bethaney Latham
Tax Board of Appeals – Sharon Tirey
Economic Development Corporation Board – Kelly Alcala
Morgan County Redevelopment Commission – Kim Merideth, Troy Sprinkle
Job Classification Maintenance Committee – Kelly Alcala, Troy Sprinkle, Vickie Kivett

Motion seconded by Kim Merideth. Motion carried 7-0.

2022 Salary Ordinance

Jason Maxwell made a motion to approve the 2022 Salary Ordinance with the amendments made during the meeting. Motion seconded to Troy Sprinkle. Motion carried 7-0.

Adjournment

Vickie Kivett made a motion to adjourn the meeting. Motion seconded by Melissa Greene. Motion carried 7-0.

MORGAN COUNTY COUNCIL

Kim Merideth

Vickie Kivett

Kelly Alcala

Troy Sprinkle

Jason Maxwell

Chip Keller

Melissa Greene

ATTEST:

Dan Bastin, Morgan Co. Auditor