

**THE MORGAN COUNTY COUNCIL MET IN A REGULAR SESSION ON MONDAY,
MARCH 4, 2019 AT 6:30 P.M.**

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

PLEDGE OF ALLEGIANCE

PRAYER (*Vickie Kivett*)

Additional Appropriations:

- *Auditor*

Morgan County Auditor, Dan Bastin, requested an additional appropriation of \$15,490 from the General Fund (1000) into Account #1000-102-4113.20 (Second Deputy). Mr. Bastin stated that his office is operating in a reactive mode; there is turnover with employees coming on and leaving. He hired an employee last year that has taken on the HR position and has a lot of good ideas, but does not have the time to do what needs to be done to be proactive in the HR position. Now that there is an HR consultant, they have found that there is more they need to be doing as far as employee notification and training. Mr. Bastin would like to institute an ethics training to keep employees from accidentally doing the wrong things. The HR employee also does the claims for the Sheriff and jail and the Highway Department. Mr. Bastin would like to move these duties to the new position. Another employee does the ambulance billing and he would like to move this duty to the new position. Mr. Bastin has been reconciling the vehicle excise tax and wheel tax surtax and this would also go to the new position. The deputy that currently does HR could then be backup on payroll so the two positions could rotate every month. The money that is in the budget for a part time position would be transferred to this second deputy position. Mr. Bastin handed out job descriptions for the three positions that would be affected. Kim Meredith noted that there would be additional expenses for benefits.

Mr. Bastin stated that the HR consultant is reviewing and making recommendations on the personnel policy.

Paul Prather stated that the Council has typically not added employees during the year unless it is through special circumstances and was not comfortable saying yes. Kelly Alcala stated that with the addition of EMS there are a lot more employees, but the Council needs to thoughtfully plan where the employees need to fall; they need to look toward the future. Maybe it would be best to have a county administrator that would handle HR responsibilities.

Mr. Bastin stated that the stress level in the office is way too high, they are constantly running behind. HR should stay with the Auditor's Office because the Auditor is responsible for payroll. Mr. Bastin would like to leave with a better payroll system that is electronic based, replace or enhance the financial system, institute an electronic payroll system, and a claims processing system. Mr. Bastin stated that it is important for the departments to understand that it is critical to report Worker's Compensation situations and vehicle accidents immediately.

Bryan Collier stated that the county needs its own HR department independent of any other office. The Council needs to get together before budget time to discuss HR. Mr. Bastin stated that with a firm, there isn't the risk of a personality problem. Daniel Elliott made a motion to approve the request for a second deputy and eliminate the part time position. Motion seconded by Vickie Kivett. Motion failed 4-3. Bryan Collier, Kelly Alcala, Kim Merideth, and Paul Prather were opposed. Daniel Elliott, Vickie Kivett, and Dave Zoller were in favor.

- *Commissioner*

Ryan Goodwin, Morgan County Commissioner, was present to request an additional appropriation of \$17,740 from the Cumulative Capital Development Fund (1138) or \$1,690 from the General Fund (1000) and \$16,050 from the Rainy Day Fund (1186) or Riverboat Fund (1191) for a second chairlift at the Courthouse. This lift will go from the first floor to the Magistrate Court. The \$1,690 is for the purchase of two desks and a small table for the Commissioners' office. Paul Prather asked if it is a problem for all three Commissioners to be working in the office at the same time. Mr. Goodwin stated that it is not. The Indiana Open Door Law requires that when there is a majority of a political subdivision gathered, it must be advertised to the public. There are a number of exceptions – executive sessions, social gatherings, chance meetings, and the conducting of routine administrative business. The legislature did not intend that every single decision that a Commissioner makes to be done in a public meeting. Paul Prather made a motion to approve the additional appropriation for the

chairlift from the Riverboat (1191) and the \$1,690 from Cumulative Capital Development (1138). Motion seconded by Daniel Elliott. Mr. Prather amended the motion for \$16,050 to come from the Rainy Day Fund (1186) into Account #1186-000-4441 (Equipment/Furniture) and \$1,169 from the Cumulative Capital Development Fund (1138) into Account #1138-133-4441 (Equipment/Furniture). Motion seconded by Daniel Elliott. Vickie Kivett asked if there was a need to have a chairlift in the Administration Building. Dan Bastin stated that there is a need for the public to appear in the Courtroom personally; in the Administration Building, someone from an office can conduct business on another floor. Motion carried 7-0.

Transfer:

- *Treasurer*

Terry Clelland, Morgan County Treasurer, was present to request a transfer of \$110 from Acct #1000-103-4211 (Supplies) to Acct #1000-103-4441 (Equipment/Furniture). Ms. Clelland stated that this will be used for a chair. Kelly Alcala made a motion to approve the transfer. Motion seconded by Vickie Kivett. Motion carried 7-0.

Salary Ordinance Amendment - Activate Clinic

Dan Bastin stated that the Group Health Insurance Board voted to approve a contract with Activate Health Clinic that allows employees on the county health insurance to use the clinic free of cost. The presentation to the Health Insurance Board mentioned allowing the employees to use the clinic while on the clock like the school employees do. This practice has been questioned so the question was presented to the HR consultant. The consultant stated that allowing employees to use the clinic without using leave time is acceptable, but it should be in the Salary Ordinance. This would be for the employee only and allows a reasonable time for the visit. Mr. Bastin drafted a memo for the employees and provided an example of how the employee would mark their timesheet for the visit. Mr. Bastin also provided a form that the employee would need to have signed by the clinic. Daniel Elliott stated that he thought it was great that the county provides the clinic, but asked how it applies to employees not on the county insurance. Mr. Bastin stated that the Group Insurance Board is trying to encourage use of the clinic because it is a benefit to the employee on the county insurance plan to have a near-site clinic and only have to take a little time away from work, whereas a typical doctor visit could require half a day. Mr. Bastin stated that the clinic costs the self-funded insurance plan much less money for medical bills than the county's share anywhere else. Kim Merideth stated that it is wonderful, but there are employees that are not part of the county's insurance plan and they have to take time off without pay to go to their doctor. Ms. Merideth asked how the insurance board could make the decision that employees could go to the clinic while on the clock. Mr. Bastin stated that it was included in the overall presentation and at the time, the Insurance Board felt that it was something they could decide to do. Kelly Alcala stated that she did not want any employee to feel less valuable to the county and have to use their sick time when another employee doesn't have to.

Ryan Goodwin stated that the county is on the hook for the first \$75,000 of any single health claim. Whatever steps they can take to have a healthier work force and to drive purchasing decisions away from emergency rooms, which costs the county several thousand dollars every time an employee goes, saves money in the General Fund and it is not uncommon for employers to allow employees to take time to use that clinic. It is not as simple as treating one group of employees different than another. Employees that are able to use the Activate Clinic have a significant amount of money withheld from their paycheck. Mr. Goodwin stated that when employers provide a 401(k) plan, the employers often provide a match, but if employees don't participate in the plan, they don't get a check for the match. Part of this is just utilizing benefits. The clinic came at a cost and they need to make sure utilization is high. Kim Merideth stated that the clinic is a benefit in and of itself and could see it being abused if employees were allowed to visit while on the clock. Daniel Elliott stated that maybe all employees should be allowed time on the clock to go to an appointment. Vickie Kivett stated that there is sick time for this. Bryan Collier stated that an HR department could probably analyze the county's benefits and match them up with what is being competitive. The whole purpose was to drive employees to the clinic for the cost savings back to the county. Kim Merideth made a motion to table the issue until the April meeting. Motion seconded by Kelly Alcala. Motion carried 7-0. It was determined that until a decision is made, employees would use sick time to visit the clinic.

Reduction Ordinance

Dan Bastin stated that after the budgets were approved for 2019, there were some funds that were budgeted in two funds that are no longer needed. There is money in the General Fund for Soil & Water (130) that is no longer needed, ADAPT (142) was budgeted in the General Fund and ADAPT, and Parks & Recreation (149) that was budgeted in both General Fund and LIT Economic Development. These funds total \$499,911.82. Daniel Elliott made a motion to reduce the appropriation to the General Fund by \$499,911.82. Motion seconded by Vickie Kivett. Motion carried 7-0.

Dormant Fund Resolution

Dan Bastin stated that there were several dormant funds that were used for FEMA grants that have been closed out. The balance in the funds may be transferred to the General Fund once they are declared dormant. The six funds total \$5,855.86. Kim Merideth made a motion to approve the Resolution to Transfer Dormant Funds to the County General Fund. Motion seconded by Vickie Kivett. Motion carried 7-0.

911 PSAP Fund Request – Town of Mooresville

Dave Rogers, Morgan County Jail Commander, and Mark Mathis, both representing the Town Council of Mooresville, were present to request approximately \$36,000 in 911 PSAP Funds for their dispatch center. Daniel Elliott stated that he had two questions: could this be done without creating a difficult financial situation for the Morgan County 911 Dispatch Center, and this question was answered and that it is good; the second question was why are they doing two centers - could steps be made to unify? Mr. Rogers stated that the residents of Mooresville were picketing outside the Mooresville Town Hall in protest of combining the Morgan County, Mooresville, and Martinsville dispatch centers. The citizens wanted, and still want today, the Mooresville center maintained. Mr. Rogers does not totally agree with this, but it is what the citizens want and he has been elected to represent them. The citizens are paying this fee to the state of Indiana and the fee should come back to the center that serves the citizens. These funds will be used to pay for the 911 phone lines. There are approximately 4,000 citizens that are paying \$48,000 and they are asking for \$36,000. Kelly Alcalá stated that the state allows two centers and the Mooresville center is working very well.

Paul Prather asked if it would be more feasible to move the center where the equipment is set up to cover the whole county. Mr. Rogers stated that 90% of the citizens want to keep it in the town. Mr. Elliott stated that the state's intent was for one dispatch center but there were some areas where two were needed. Mr. Elliott stated that he understood that citizens want services right next door, but they need to consider the whole county and asked what steps could be taken to unify the two. Mr. Rogers stated that he would like to see the two centers merge at some point in time; there would have to be some compromise. When they start looking at this, it will be easier to go to the public and encourage them to trust if there is some compromise and the county gives them the funds they are asking for now; if the county denies the request, it will be a harder sell when the time comes to merge. The Town of Mooresville interprets the law that the funds can be used for this purpose, although it has not been tried in court to state that this is what the law meant.

Mr. Elliott stated that the businessman in him wants to make a deal and wanted to know if there was something that the two entities could do to work together. Mark Mathis stated that Morgan County is Mooresville's backup and they would love to be the county's backup. Mr. Elliott asked Scott Hamilton, Morgan County 911 Dispatch Director, if there were some ways they could work together. Mr. Hamilton stated that merging the CADs to be able to see each other's calls would help. Bryan Collier stated that 911 PSAP Fund is being stretched thin and they will have to make some cuts if not this year, then the next, and this is without taking on any additional expenses.

Kelly Alcalá stated that there is room for improvement with the county's dispatch center and this could make Mooresville a little hesitant to join the center. Providing the funds could be a good will gesture to get the two centers working together and Ms. Alcalá made a motion to approve the request to pay the monthly fee in the amount of \$2,985 per month. Daniel Elliott stated that he would be supportive of that motion if it includes that the two CADs are merged. Dave Rogers stated that the county's maintenance agreement alone is \$64,000 per year for Spillman. After discussion, it was determined that Mooresville could set up a VPN log in for the county so they could see their calls. Kelly Alcalá amended her motion to approve the \$36,000 with the amendment of adding a VPN log in for the 911 center. Motion seconded by Daniel Elliott. Vickie Kivett stated that she was concerned about the drop in the fund. Paul Prather stated that they could review this at budget time. Many Council members stated that this amount would only be for 2019. Motion carried 6-1. Dave Zoller stated that they don't need two dispatch centers and was opposed.

Solid Waste District Levy Process

Dan Bastin stated that he emailed the new DLGF field representative to find out the process to establish a levy for the Solid Waste District. During the 2019 Budget Workshop, the Council expressed a desire to move the funding for Solid Waste from an appropriation in the General Fund to a property tax levy and rate. The process to establish a levy is the same process that would be used to establish a levy for a new unit. Mr. Bastin spoke to the Solid Waste District Board this morning to discuss this consideration for the 2020 or 2021 budget and the Board is leaning towards wanting to do this in 2021. For the 2020 budget, the Board would like the funding to be the same as it is in 2019: the director's salary is paid from the General Fund and the operating budget is funded by an appropriation from the General Fund combined with one of their CDs. They have a \$57,000 CD that will be cashed during the year to provide funds in addition to the funds that the county is providing through the General Fund appropriation. Next spring the Solid Waste District Board would petition

DLGF to establish a levy. The levy would be put in place for the 2021 budget. Mr. Bastin would help in writing the petition and gathering the financial data they may need.

Other Business

Bryan Collier noted that the HR issue comes up all the time and they might have to have a break-out session to research this.

Vickie Kivett stated that departments are turning in furniture requests and asked if this would be coordinated. Mr. Collier stated that a request was submitted to Keller Office Supply at budget time but no plan was executed and that's as far as it has gone.

Minutes

Vickie Kivett made a motion to approve the February 4, 2019 minutes. Motion seconded by Kim Merideth. Motion carried 7-0.

Adjournment

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

MORGAN COUNTY COUNCIL

Bryan Collier

Kim Merideth

Paul Prather

Dave Zoller

Daniel Elliott

Vickie Kivett

Kelly Alcalá

ATTEST:

Dan Bastin, Morgan Co. Auditor