

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

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

PLEDGE OF ALLEGIANCE

PRAYER (*Daniel Elliott*)

Minutes

Paul Prather made a motion to approve the April 1, 2019 minutes. Motion seconded by Vickie Kivett. Motion carried 6-0. Dave Zoller was absent.

Additional Appropriations:

- *Sheriff*

Dave Rogers was present to request an additional appropriation of \$8,000 from the General Fund (1000) into Account #1000-105-4441 (Training Room Equipment). Mr. Rogers stated that this equipment is a "Smart Board" and will be used by fire departments and other organizations during incidents and for training. Mr. Rogers stated that the board is approximately \$10,000 and they have a \$2,000 credit from the company that provides the board. They have also allowed for the cost of cabling and installation. Brian Collier asked why this expense was coming up now rather than waiting until budget time. Mr. Rogers stated that the road division captain asked that this be installed because there were some recent incidents where it would have been helpful. Daniel Elliott stated that this item would help them to do their job better and made a motion to approve the additional appropriation. Motion seconded by Paul Prather. Kim Merideth, Kelly Alcala, Vickie Kivett, and Bryan Collier were opposed. Motion did not carry 2-4.

- *Coroner*

Annette Butcher, Morgan County Coroner, was present to request an additional appropriation of \$180 from the General Fund (1000) into Account #1000-107-4440 (Equipment) for a body lift. Ms. Butcher stated that this helps prevent Worker's Comp claims when lifting heavy decedents. Kelly Alcala stated that this was another example of planning at budget time and she would be more in favor of a transfer. Kim Merideth made a motion to approve the request. Motion seconded by Daniel Elliott. Motion carried 6-0.

- *Humane Society*

Ryan Goodwin, Morgan County Commissioner, stated that the Humane Society made a presentation in April regarding their run history, services, and trending. The Humane Society requested an additional \$39,226 from the General Fund (1000) into Account #1000-133-4395 (Humane Society Contract) for their budget. Mr. Goodwin stated that this was asked for in the budget and was trimmed. Bryan Collier stated that there was a breakdown in communication and he felt that he received information at the April meeting that justifies the additional funds. Vickie Kivett stated that she would like to see the Humane Society do more fund raising. Mr. Goodwin stated that a way the county could work in partnership with the Humane Society is to update the animal control ordinance. A member of the Humane Society board stated that they have a fund raising team and they spend a lot of money themselves as board members. Paul Prather made a motion to grant the additional appropriation request. Motion seconded by Vickie Kivett. Motion carried 6-0.

- *Jail*

Dave Rogers stated that the fire suppression system is being replaced in the jail and they had to replace the ceilings. Once the ceiling was out, they found that the old cameras are becoming non-functional and are beyond repair. Mr. Rogers requested an additional appropriation of \$23,000 from the General Fund (1000), or Riverboat Fund (1191), or Cumulative Capital Development Fund (1138). Mr. Rogers stated that while the ceiling is down, wiring is accessible. The amount includes the cameras, labor, and licensing. Vickie Kivett made a motion to approve the additional appropriation from the Cumulative Capital Development Fund (1138). Motion seconded by Kelly Alcala. Motion carried 6-0.

- *Courthouse/Annex Maintenance*

Ryan Goodwin stated that the budget is being restructured for the Maintenance Department and there is a growing need for security maintenance and equipment, specifically, panic buttons and the security equipment at the Courthouse. Mr. Goodwin requested an additional appropriation from the General Fund (1000) of \$8,000 into Account #1000-146-4363.10 (Security Equipment Maintenance/Repair) and \$4,000 into Account #1000-155-4363.10 (Security Equipment Maintenance/Repair). This would be a new line item in the maintenance budgets for the Courthouse

and Administration Building. The amount is more for the Courthouse because it is a requirement to inspect the X-ray equipment each year. Dan Bastin stated that beginning in 2019, in order to be more transparent with the operations of the buildings, the maintenance budgets were separated from the Commissioners budget and there may be other items that might come up. Daniel Elliott made a motion to approve the request. Motion seconded by Paul Prather. Motion carried 6-0.

- *Waverly Park*

Kenny Hale, Morgan County Commissioner, requested an additional appropriation of \$203,395.80 from the Local Income Tax Economic Development Fund (1112). Mr. Hale stated that this is the remaining amount the Morgan County Redevelopment Commission allowed for park development. There are several projects that the board would like to complete at the park. Daniel Elliott stated that the Council approved the loan to the Redevelopment Commission so they would not have to pay interest on bonds until the TIF funds start coming in. Mr. Elliott stated that when these funds are depleted, that is the end of what the RDC agreed to provide. Mr. Elliott stated that this is the amount that was negotiated in getting the IPL plant to locate in Morgan County. IPL asked that the TIF funds be used for a greenway project. The original amount was \$1 million and \$203,395.80 was not utilized last year. There were no purchase orders or invoices to obligate this amount and it reverted back to the fund and must be re-appropriated. Kim Merideth noted that the amount listed for the projects is over \$250,000. Mr. Hale stated that if they do more work in-house, they will save some money; the amount quoted is using contract labor. Daniel Elliott made a motion to approve the additional appropriation. Motion died for lack of a second.

- *Parks Department*

Jules Erwin, Morgan County Parks and Recreation Director, was present to request an additional appropriation from the Local Income Tax Economic Development Fund (1112) as follows: \$15,000 into Account #1112-149-4121 (Part Time Corrections Officers) and Account #1112-149-4165 (Group Health Insurance). Ms. Erwin stated that corrections crews spend a lot of time on maintenance of the park properties and handed out a spreadsheet showing how their time is spent. Kim Merideth asked that in the future, information is sent out prior to the meeting. Dan Bastin stated that during the budget process for 2019, the correction officer position and part time position was confused and was not funded. At the previous meeting, the Council set the rate of pay for the corrections officer for the park; however, no money was appropriated and the fund is in the negative. Kenny Hale stated that the Parks Department has reimbursed the Sheriff's Department for the hours worked. They now have a line item to pay it from. Kelly Alcala asked if this could be transferred instead of allowing an additional appropriation. Kim Merideth made a motion to table the request. Motion died for lack of a second. Daniel Elliott made a motion to approve a transfer of \$20,000 from Account #1112-149-4361 (Contractual Services) to the two accounts listed above. Motion seconded by Kelly Alcala. Motion carried 6-0.

- *EMA*

Mark Tumey, Morgan County EMA Director, was present to request an additional appropriation of \$25,551 from Cumulative Capital Development Fund (1138) or Riverboat (1191), or Rainy Day (1186) into Account #1191-000-4444.10 (Flood Gates and Signage). Mr. Tumey stated that these funds will be used to install gates on roads prone to flooding. In the last five years, there have been 57 water rescues and 26 of those were out of vehicles. During the last rain event there were three water rescues. Disregarding a traffic warning device puts the citizen as well as the first responders in danger. The Highway Department could lock a gate rather than setting out barricades. There are thirteen gates that would be installed. Mr. Tumey has asked that the Highway Department and Dispatch Center inform EMA about any road closings so they can post it on their FaceBook page. Paul Prather made a motion to approve the appropriation from the Riverboat Fund (1191). Motion seconded by Kim Merideth. Motion carried 5-1. Bryan Collier was opposed.

- *Highway*

Larry Smith, Morgan County Highway Engineer, was present to request an additional appropriation of \$15,000 from the Cumulative Capital Development Fund (1138), MVH Fund (1176), or Riverboat Fund (1191) as follows: \$3,000 into Account #1191-000-4441.20 (Highway Department Computer Software) and \$12,000 into Account #1191-000-4443 (Highway Department Computer Equipment). Mr. Smith stated that this program will track all accounts, prepare the annual report, and track the spending of MVH funds to make sure that 50% of the funds are spent on the preservation of roads per the recent state mandate. Daniel Elliott stated that he would like this to go through the Data Board. Vickie Kivett made a motion to approve the request from the Riverboat Fund pending approval by the Data Board. Motion seconded by Daniel Elliott. Motion carried 6-0.

Transfer:

- *Clerk*

Stephanie Elliott, Morgan County Clerk, was present to request a transfer of \$500 from Account #1000-101-4211 (Office Supplies) to Account #1000-101-4443.10 (Computer Equipment). Ms.

Elliott stated that the receipt printer in her office is very loud and employees can't hear the public until the receipt is done printing. Ms. Elliott located several silent printers but needs an additional \$500 to purchase them. Vickie Kivett made a motion to approve the transfer. Motion seconded by Kim Merideth. Motion carried 6-0.

Monroe Township Fire District

Monroe Township Volunteer Fire District Chief Stefan Lathan and other representatives from the Monroe Township Fire District were present to inform the Council that they wish to continue their special debt fund. The current special debt fund expires December 2020. They plan to purchase a new apparatus that is 365 to 400 days out to build. They will have a resolution from the board in June and wanted to give the Council plenty of notice and information.

Activate Clinic Visits

Kim Merideth stated that this was discussed a few months ago and tabled. A question arose over allowing employees to visit the clinic while on the clock. Bryan Collier reviewed a proposed Salary Ordinance amendment allowing an employee to visit the clinic while on the clock if the appointment was for the employee only. The employee must advise their supervisor and provide their supervisor with a Morgan County Activate Clinic Confirmation of Service form. The appointment time plus travel time must be recorded as other leave on the employee's time sheet. Dan Bastin stated that it is more cost effective for an employee to go to the clinic than another healthcare provider. After further discussion, Kim Merideth made a motion to require employees to use paid time off in order to be fair to employees that are not on the county insurance. Motion seconded by Paul Prather. Kim Merideth, Paul Prather, and Daniel Elliott voted for the motion. Daniel Elliott and Bryan Collier were opposed. Vickie Kivett abstained. Motion failed 3-2-1. Dan Bastin stated that in order for employees to go to the clinic on the clock, the Salary Ordinance must state that it is allowed; as it stands now, employees must use their own time. Daniel Elliott made a motion to allow employees to go to the clinic on the clock. Motion died for lack of a second.

County Administrator and Human Resources Director

Ryan Goodwin stated that the idea behind adding two new positions, County Administrator and Human Resources Director, is the addition of administrative support functions at an executive level. Mr. Goodwin stated that the county has grown in services and employee count and they operate a complex organization. It is not like the 400 plus employees all work in the same building, making the same product on the same shift. The reality is that they operate services all over the county 24/7/365 in multiple buildings. Mr. Goodwin believes that it is well past the time to interject some professional day-to-day management. What they need for the future is not what they have today. The concept would involve two new positions with the idea that someone would be discharged with the responsibility of carrying out the policy, vision, and direction of the County Commissioners on a day-to-day basis. This would include coordinating vendors and interfacing with employees from a professional that would have the authority of the Commissioners without being subject to the ebb and flow of an election cycle. This concept would include an HR Director. The Commissioner appointed department heads would have a consistent person to access. Elected officials would still have responsibilities to carry out and the Administrator would not micro-manage those constitutional office holders; however, both positions would be available to office holders. Mr. Goodwin stated that Morgan County is changing and primed for growth and they can be more focused on the future.

Paul Prather asked how the positions would be hired and if there is office space available. Mr. Goodwin stated that the positions are typically appointees of the county commissioners but Mr. Goodwin is open to a hiring committee. As for office space, the commissioners are in the process of exploring available real estate.

Bryan Collier asked if the Commissioners would be open to having two Council members on the hiring committee or an advisory council. Mr. Goodwin stated that he would be open to that.

Norman Voyles, Morgan County Commissioner, noted that the Board of Commissioners voted on the hiring of an administrator. While he is not opposed to an HR Director, the decision to hire an administrator was not unanimous and the position is not needed.

Donnie Warren, EMS Director, Nona Myers, Auditor's Office, and Dave Rogers, Sheriff's Office, spoke in favor of the positions.

Kelly Alcalá made a motion to amend the Salary Ordinance to add the positions of Human Resources Director with a salary range of \$60,000 to \$68,000 and County Administrator with a salary range of \$85,000 to \$100,000 and to move forward in actively pursuing individuals for the positions. Motion seconded by Daniel Elliott. Kelly Alcalá amended her motion to add that two people from the Council would serve on the hiring/firing committee. Motion seconded by Daniel Elliott. Motion carried 6-0.

Resolution to Authorize Appraisal

Kenny Hale stated that the Board of Commissioners met in Executive Session this morning and there is a possibility of purchasing real estate; however two appraisals are needed. The cost for this is estimated to be \$3,500 each. Daniel Elliott made a motion to approve the resolution to purchase real estate. Motion seconded by Kim Merideth. Motion carried 6-1.

Soil & Water Conservation District Presentation

Warren Waymire, Soil & Water Conservation District Board President, and Lisa MacPhee, Morgan County Soil & Water Conservation District, outlined the services SWCD provides for the county and how the state provides funds for their department.

Commissioner/Council Tablets

Daniel Elliott stated that the Data Board discussed providing tablets or laptops for the Council and Commissioners so all the meeting information is available at the meetings or to make information readily available during meetings or budget discussions. The cost is \$1,000 to \$1,300 per laptop or tablet. Paul Prather made a motion to approve moving forward with the purchase. Motion seconded by Kelly Alcalá. Motion carried 6-0.

2020 Budget Discussion

Dan Bastin stated that the Commissioners approved a letter of engagement with the HR consultant to prepare a job classification and compensation study for the county. This study will not be done by budget time, but will be done towards the end of the year. The cost for this is could be as much as \$57,000. There will be standardized, uniform job descriptions for each county position and lays the foundation for the future. The HR consultant is preparing a report for the Personnel Policy and Employee Handbook and the cost for this is between \$15,000 and \$20,000.

Mr. Bastin stated that two days have been set aside for the budget workshop in August and suggested that the Council also take an extra day during budget hearings with the departments. Daniel Elliott made a motion to hold budget reviews with office holders during the 19th and 20th. Bryan Collier stated that he did not want to schedule two days and not have office holders show up.

Mr. Bastin asked if the Council would like the Tourism and Visitor’s Bureau to submit a budget instead of doing an additional appropriation. The Council gave approval for this.

New Hires

Dan Bastin requested approval to send communication out to office holders and department heads that new hires will begin on the first day of the pay period and that new hires will be onboarded on specific days by appointment. The Council consented to this.

Adjournment

Paul Prather made a motion to adjourn the meeting. Motion seconded by Daniel Elliott. Motion carried 6-0.

MORGAN COUNTY COUNCIL

Bryan Collier

Kim Merideth

Paul Prather

Dave Zoller

Daniel Elliott

Vickie Kivett

Kelly Alcalá

ATTEST:

Dan Bastin, Morgan Co. Auditor