

COUNTY COUNCIL

July 8, 2021

- I. **CALL TO ORDER:** The Parke County Council convened in a regular meeting on Thursday, July 8, 2021 to consider additional requests in excess of the Budget allowed for 2021, and to conduct such other business as may be properly brought before the Council.
- II. **ROLL CALL:** Council members present were John K. Pratt, President; Larry Gambaiani, Vice President; Jack B. Butler, Rick Patton, Roy Wrightsman, Cameron Martin, Laura J. Fischer; Auditor and Nicole Spurr; 3rd Deputy Auditor. Also present were Katie Potter, Justin Cole, Jason Frazier, Jim Meece, Jessica Lancaster, Don Pruner.
- III. **READING OF THE MINUTES:** Minutes the regular meeting held on June 10, 2021 were not approved due to discrepancies. Tabled to make corrections and approval requested at the next meeting.
- IV. **ADDITIONAL APPROPRIATION REQUESTS:** The Council considered additional appropriation requests as published in the newspaper on June 23, 2021. Council President John K. Pratt reviewed the appropriations from written requests submitted by Auditor, Laura Fischer. Thus, the following ordinance was adopted: WHEREAS: it has been determined it is now necessary to appropriate more money than was appropriated in the annual budget for 2021, BE IT ORDAINED, by the County Council of Parke County, Indiana, for the expenses of said County government, the following additional sums of money are hereby appropriated and ordered set out of the funds herein specified, subject to the law governing the same: Jack Butler made a motion to approve the additional appropriation requests as advertised on June 23, 2021. The motion was seconded by Larry Gambaiani and carried unanimously.

FUND/ DEPARTMENT	AMOUNT REQUESTED	AMOUNT APPROVED
Park and Rec Fund		
Health Insurance 1219-00-01-2300	1,795.00	1,795.00
Total for Park and Rec Fund	1,795.00	1,795.00
 Local Road and Street Fund		
Bituminous Materials	35,000.00	35,000.00
Total for Local Road and Street Fund	35,000.00	35,000.00

- V. **TRANSFER OF FUNDS:** The Council approved the request for the transfer of funds on a motion by Roy Wrightsman and seconded by Cameron Martin. The following resolution was adopted.

TRANSFERS

Be it resolved; the Parke County Council hereby approves the following request for transfer:

Amount:	\$3,900.00
From:	1222-00-04-7020
	Statewide 911 Equipment
To:	1222-00-01-1115
	Statewide Part Time Dispatch
 Amount:	 \$300.00
From:	1222-00-02-3010
	Statewide 911 Office Supplies
To:	1222-00-01-2100
	Statewide 911 Social Security

VI. REAPPROPRIATIONS: County has received a refund check from McKesson Medical for the return of an order that was shipped incorrectly for the COVID vaccine clinic. Request to re-appropriate funds back into 8907-00-02-3030. Motion to approve appropriation was made by Councilman Larry Gambaiani and seconded by Jack Bulter. Motion was carried unanimously.

Amount: \$1,401.84

Fund: 8907-00-02-3030

VII. JURY PAY: Auditor, Fischer presented the Parke county Clerk's certification of jury fees collected and requested the amounts to be transferred into the Jury Pay Fund.

The following jury pay was approved on a motion by Councilman Rick Patton and seconded by Councilman Larry Gambaiani. The motion passed unanimously.

April 30, 2021 \$122.95

May 31, 2021 \$108.01

VIII. COMMITTEE REPORTS:

- Redevelopment Commission (RDC) – Did not meet.
- Planning and Zoning Commission – Jack B. Butler reported Cassie Wittenmyer is working on older violations. Commissioner Meece stated he was approached by Roger Davies about not having enough people present for the quorum. He suggested the county look at maybe adding some more alternatives to help with attendance. Butler also clarified that he is not an alternate for the board.
- Courthouse Security Board – Did not meet.
- Solid waste- Did not meet.

IX. NEW BUSINESS:


- Don Pruner, Courthouse Custodian: currently the county is paying costly fees for an outside shredding company for the shredding of documents from all offices in the courthouse; Don presented the idea of buying a commercial shredder to keep in the basement of the courthouse to shred all documents as needed.
 - Since 2016, the county has paid over \$9,000 for outside shredding companies to come dispose of documents.
 - Pruner stated he already has a place for the shredder in the basement and would like to build a cabinet around it with a lock so the public, especially children, cannot access it or harm themselves.
 - The council had asked Pruner if he had funds available in his budget to purchase the shredder. Pruner mentioned it was close enough to the end of the year and that he didn't have any big projects lined up so he could purchase the shredder with the courthouse budget he has.
 - Pruner's plan was to purchase a small totes for each office and as the tote gets full of paper to be shredded, he will come get the tote and shred everything on site and return the tote to the appropriate office.
 - Roy mentions after the shredder gets installed, the clerk's office should have more record retention meetings to expunge more documents so they are not accumulating in the attic.
 - Council approves Pruner to purchase the shredder and Pruner will figure out his inter-fund transfer of money to purchase it.
- John Pratt, Council President:

- Mentions he met with Commissioner Meece about the courthouse entry doors. He wants a professional company to refinish all the doors.
- Pruner mentions he has reached out to 5-6 professional contractors for quotes on the cost of refinishing the doors but has only received one quote back that he forwarded in an email to Jim Meece. Quoted \$24,000 (stripping the wood down to bare minimum and starting fresh).
- Meece asks opinion of color of stain for the doors also but final decision can be made at a later date.
- Justin Cole, Sheriff:
 - 59 inmates currently
 - Billed \$11,888 (averaging per month) for DOC and \$83,216 year to date.
 - Tahoe should be getting built this month that's on the USDA grant. Plans to buy another one in the fall.
 - Department vehicles are maintained in good shape now. 80% of them are still under warranty
 - Within the next couple of years, should be able to start trading in county sheriff vehicles towards newer models.
 - Will set up mobile command trailer at the county fair next week and has hopes to do National Night Out in September at the fairgrounds
- Katie Potter, Assessor:
 - Currently in Reassessment-Florida Township-going well.
 - Stated they won the tax court hearing that was held June 17, 2021, but there are two petitioners still in the works from last year
 - Potter has advertised in the newspaper for bid for reassessment but only anticipates one company bidding, Tyler Technologies because they have the required level-two field people.
 - Potter also they are all rolled and balanced with the Auditor and everything has been submitted to the state.
- Laura Fischer, Auditor:
 - States she is currently working through the states board of accounts audit.
 - TIF to be completed and submitted to the state by Friday. Certified Net Assessed Values report to be completed and submitted no later than July 20, 2021. Katie Potter to get with Laura for the new construction and demolitions that goes on the TIF report. Settlement is also completed.
 - Commissioner Meece wanted to bring it to attention that Fischer has provided countless numbers of documentation concerning how much is paid for insurance of the various department as they continue to have an analysis on the health insurance situation.
 - Roy Wrightsman states it has been brought to his attention that the county is late in some of the payments of the withholdings for FICA, federal, child support etc. He would like Fischer to take a look at that and make sure they are being paid on time in the future. Fischer states that payments are all caught up as of today's meeting.
- Chris O'Brien, Parke County EMS:
 - Requested to apply for a salary grant that will reimburse the county \$18,450 of salaries for himself and Heather Emery.
 - Also requested to apply for a grant that will reimburse the county for the purchase of a back up generator at the Highway department for \$40,000.
 - Roy Wrightsman makes motion to approve application for grants, seconded by Cameron Martin. Motion Carried unanimously.
 - O'Brien has also requested to transfer funds from Statewide 911 Equipment fund to Statewide 911 Part Time Dispatch fund to help pay for more part-time workers. Transfer was approved as stated above in Section V.

- The budget for part-time dispatch salary was burned through very quickly at the beginning of COVID. In looking ahead, O'Brien is down a full-time dispatcher who is on medical leave and his proposal would be more cost effective to the county to fill the void with part-time help for the time being.
- Jim Meece, Commissioner:
 - Informed the council of the ash trees on the courthouse lawn have been inoculated and tree trimming will be done prior to the Covered Bridge Festival. A new evergreen tree will be planted on the northwest corner of the lawn.
 - Meece reported Matt Stechley has been working with courthouse custodian, Don Pruner and found that some of the work might be more than Don can handle on his own.
 - Meece also asked if the council would be willing to meet with him and the sheriff about a leaky boiler and some other issues at the jail.
- Cyndi Todd:
 - Lee Alan Bryant update: Nick Sauter is doing the sales disclosure for the property; Cyndi informed Mr. Larson know that it will be coming within the next couple of weeks.
- John Pratt, Council President:
 - Pratt brings to attention courthouse security is still working full-time hours. While trying to determine how much longer they can provide to pay for full-time staffing, Laura Fischer states they have just enough budgeted to pay the current weeks pay and the next, after that the budget will be in the red. Because of COVID and the need to screen everyone that entered the building, it pushed courthouse security to work 5 days a week instead of the normal 3 days, resulting in running out of funds in the budget earlier than expected. The Council has stated they would like to return to the normal 3 days of staffing courthouse security and could revisit it again later in the year. It was decided courthouse security will return to the normal 3 days a week after next week and be stationed at their normal post on the first floor by the elevator. All courthouse doors on the first floor will be unlocked and opened for public use.
- Roy Wrightsman, Councilman:
 - Reported that the Form-1s are in and he will have more information on them shortly and current financial worksheets are done also. There was 4.3% growth quotation.

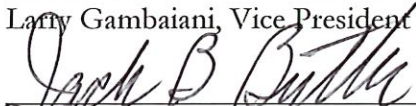
AYE

NAY




John K. Pratt, President

Larry Gambaiani, Vice President



Jack B. Butler



Jim Howard



Rick Patton

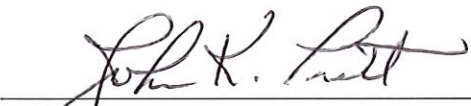


Roy Wrightsman



Cameron Martin

ADJOURNMENT: Having no further business to come before the Council, the motion to adjourn was made by Jack Butler. The meeting adjourned at 9:46 a.m.



John K. Pratt, President

ATTEST:



Laura J. Fischer, Auditor

7-8-2021