



MONROE COUNTY COUNCIL
REGULAR SESSION
FEBRUARY 13, 4:30 PM
MONROE COUNTY COURTHOUSE
JUDGE NAT U. HILL MEETING ROOM

- I. CALL TO ORDER
 - II. PLEDGE OF ALLEGIANCE
 - III. PUBLIC COMMENT
 - IV. DEPARTMENT UPDATES
 - V. ADOPTION OF RULES AND PROCEDURES, *Michael Woods, President*
 - VI. SHERIFF, *James L. Kennedy, Monroe County Sheriff*
 Request for Salary Ordinance Approval.....5-12
 - A. 0101-005 Sheriff/County General Present Salary Requested Salary
 10.0002 Chief Deputy \$ 45,490.98 \$ 47,000.00
 - B. 0101-380 Correctional Ctr/County Gen. Present Salary Requested Salary
 10.0002 Jail Commander \$ 45,490.98 \$ 47,000.00
 - VII. COURT SERVICES, *Bonnie Austin, Court Administrator*
 Request for Additional Appropriation Approval.....13-15
0101-225 Courts/County General
 30.0017 Interpreter Supplement \$ 3,000.00
 - VIII. COMMISSIONERS, *Iris Kiesling, County Commissioner*
 Request for Additional Appropriation Approval.....16-22
2391-000 Cumulative Capital Development \$340,590.00 (see breakdown below)
- | | APPROVED
2007
BUDGET | AMENDED
2007
BUDGET | DIFFERENCE |
|---|----------------------------|---------------------------|-------------|
| 4000.01 Justice Building Repair / Remodel | \$50,000 | \$100,000.00 | \$50,000.00 |
| 4000.03 Courthouse Repair | \$300,000.00 | \$367,711.31 | \$67,711.31 |

4000.04	Highway Building Repair / Projects / Maint Parks / Alternative	\$5,000.00	\$15,000.00	\$10,000.00
4000.05	Transportation	\$25,000.00	\$25,000.00	
4000.25	Health Building Repair Curry / Fiscus Building	\$15,000.00	\$20,000.00	\$5,000.00
4000.37	Repair	\$150,000.00	\$200,000.00	\$50,000.00
4000.38	Justice Building Holding	\$250,000.00	\$250,000.00	
Subtotal- Buildings		\$795,000.00	\$977,711.31	\$182,711.31
4000.02	Airport Development	\$150,000.00	\$150,000.00	
4000.07	Industrial Infrastructure	\$350,000.00	\$450,000.00	\$100,000.00
4000.26	ADA	\$15,000.00	\$20,000.00	\$5,000.00
4000.27	Radon	\$4,500.00	\$4,500.00	
4000.29	Environmental Quality	\$25,000.00	\$25,000.00	
Subtotal- Improvements Other Than Bldgs.		\$544,500.00	\$649,500.00	\$105,000.00
4000.31	Voting Machines	\$500.00	\$500.00	
Subtotal- Machinery & Equipment		\$500.00	\$500.00	
4000.06	Parks	\$5,000.00	\$5,000.00	
4000.28	Justice	\$5,000.00	\$10,000.00	\$5,000.00
4000.30	County Space Needs Storm Water / Drainage	\$188,000.00	\$203,000.00	\$15,000.00
4000.32	Support	\$50,000.00	\$50,000.00	
4000.32	Sheriff's Vehicles	\$0.00	\$0.00	
4000.35	Computer	\$250,000.00	\$272,878.69	\$22,878.69
4000.36	Security for Buildings	\$5,000.00	\$15,000.00	\$10,000.00
Subtotal-Other Capital Outlays		\$503,000.00	\$555,878.69	\$52,878.69
CATEGORY 04 TOTAL		\$1,843,000.00	\$2,183,590.00	\$340,590.00

IX. PROSECUTOR, *Chris Gaal, Prosecutor, and Evelyn Harrell, Director, Adult Protective Services*

A. Request for Appropriation Approval.....23-27

0505-000 Adult Protective Services Grant

10.0001 Director	\$	515.00
10.0027 Part-time Temporary	\$	3,850.00
10.0021 FICA	\$	650.00
10.0022 PERF	\$	20.00

10.0024 Unemployment		\$ 140.00
	Sub-total	\$ 5,175.00
20.0001 Supplies	Sub-total	\$ 1,225.00
30.0001 Travel/Training		\$ 1,000.00
30.0002 Telephone		\$ 1,500.00
30.0003 Postage		\$ 100.00
30.0005 Tech Services		\$ 3,000.00
	Sub-total	\$ 5,600.00
40.0001 Equipment	Sub-total	\$ 3,000.00
	TOTAL	\$ 32,000.00

B. Request for Salary Ordinance Approval.....28-29

<u>0505-000 Adult Protective Services Grant</u>	<u>Present Salary</u>	<u>Requested Salary</u>
10.7901 Part-Time Temporary	-0-	\$6-\$12 per hour

X. PLANNING, Bob Cowell, Planning Director

A. Request for Creation of New Budget Line.....30-33

0101-079 County General/Planning	10.0013 Planner/GIS Specialist
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B. Request for Amended Salary Ordinance.....34-40

<u>County General/Planning 0101-079</u>	<u>Present Salary</u>	<u>Requested Salary</u>
10.0013 Planner/GIS Specialist	NA	\$32,228.70

XI. AUDITOR, Sandy Newmann, Monroe County Auditor

A. Request for Amended Salary Ordinance Approval.....41-51

1. Youth Services Bureau

<u>Runaway Homeless Grant 3020-000</u>	<u>Present Salary</u>	<u>Requested Salary</u>
10.0001 Teacher	\$ 27,365.61	\$ 30,935.00
10.0002 Counselor	30,752.34	35,536.00
10.0003 Case Mgr/Safe Place Coord.	17,057.71	19,282.00

2. Prosecutor

a. <u>Adult Protection Services Grant 0505-000</u>	<u>Present Salary</u>	<u>Requested Salary</u>
10.0001 Director	\$ 35,536.00	\$ 36,602.08
10.0002 Investigator	\$ 26,689.00	\$ 27,489.67

b. SCNSF Grant 3501-000

10.0001 Deputy Prosecuting Attorney	\$ 38,628.00	\$ 39,786.84
10.0002 Sr. Legal Secretary	\$ 13,659.00	\$ 14,068.77

3. Public Defender

<u>Supplemental Fee 0529-000</u>	<u>Present Salary</u>	<u>Requested Salary</u>
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10.0001 Chief Public Defender \$51,702.07 \$54,274.51

B. Request for Creation of New Budget Line.....52-54
0101-002 County General/Auditor 30.0012 Contractual Services

C. Request for Additional Appropriation.....55-56
Auditor/County General 0101-002
30.0012 Contractual Services \$ 25,000.00

**XII. APPROVAL OF MINUTES from the County Council Regular Sessions held
November 21 & 28, 2006, and December 12, 2006.**

XIII. PUBLIC COMMENT

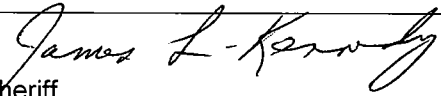
XIV. COUNCIL COMMENT



REQUEST FOR SALARY ORDINANCE APPROVAL FROM MONROE COUNTY COUNCIL

(Rev. 05-04)

Department: SHERIFF 005		Date: 12/26/06
Fund Name: COUNTY GENERAL 0101		
Position Number and Name	Present Salary	Requested Salary
10.0002 Chief Deputy	\$ 45,490.98	\$47,000.00
If salary increase request where will the additional funds come from?		
County General – From funds returned by Sheriff from Tax Warrants		
Reason for Request		
See attached Resume. To recruit individual for Chief Deputy's position and to maintain salary parity for the senior executive positions.		

Department Head:  James L. Kennedy, Sheriff	Date:
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Send completed form to the County Council Administrative Assistant in the Auditor's Office prior to the additional appropriation deadline (see appropriate resolution concerning the Council meeting schedule for deadline dates). Requests received after the deadline will placed on the following month's agenda.

2007
Ordinance for Fixing Salaries

BE IT ORDAINED by the County Council of Monroe County, Indiana that an Ordinance fixing the number of Deputies and fixing salaries of all officers, deputies, assistants, and employees whose salaries are payable from any county fund, (County General, County Highway, County Welfare, County Health, County Aviation, and any other County budgets) except as hereinafter provided (Public Law 231, 1971 and Public Law 11, 1972).

That for fiscal year ending **December 31, 2007** there is hereby fixed the following salaries:

<u>Department/Position</u>	<u>Present Salary</u>	<u>Requested Salary</u>
0101-005 County General/Sheriff		
10.0002 Chief Deputy	\$45,490.98	\$47,000.00

Presented to the County Council of Monroe County, Indiana, read in full, and adopted this 13th day of February, 2007 by the following vote:

Monroe County Council

Aye

Nay

Michael Woods, President

Michael Woods, President

Vic Kelson, Vice President

Vic Kelson, Vice President

Sophia Travis

Sophia Travis

Warren Henegar

Warren Henegar

Jill S. Lesh

Jill S. Lesh

Marty Hawk

Marty Hawk

Charles Newmann

Charles Newmann

Attest:

Sandra M. Newmann, Monroe County Auditor

Scott C. Mellinger
401 S. Pendleton Ave.
Pendleton, IN. 46064
Phone: (D) 765-621-6585 (N) 765-778-4085
Email: melber@insightbb.com

Profile

After twenty-six years in public service, mostly law enforcement, I have the experience of being on the "front lines" as well as executive level. Serving in Indiana's General Assembly allowed me to understand the importance of the legislative process for developing public policy. I hope to obtain a position which allows me to use the experience I have obtained, to become an asset for your agency.

Summary of Qualifications

Twenty-six years of law enforcement & governmental affairs experience.
Nineteen years of administrative/supervisory experience at state and local level, including accountability for annual budgets of \$3-\$5 million.
Eleven years as elected public official, local and state levels.

Education

Pendleton Hts. High School, Pendleton, IN HS Diploma 1974.
B.S. Degree, Criminal Justice, Ball State University, Muncie, IN 1979.
Eighteen credit hours of graduate courses (Ball State & IUPUI, Indianapolis, IN) 1996-2001.
Indiana Law Enforcement Academy, Recruit Class August 1980 (400 hrs).

Professional Experience

Police officer from 1979-1983 & 1999-2001, Madison County Sheriff's Department, 720 Central Ave. Anderson, IN. I was appointed as Chief Deputy from 1983-1990.

Madison County Sheriff 1991-1998 (two terms), responsible for over 100 staff members, law enforcement, custody, and communications divisions, with an annual budget average of \$3.25 million.

*Established several programs/initiatives, which have flourished and continue at present.

Indiana State Representative 1998-2001, elected to two terms, representing Dist. 37.

* Vice-chair of Criminal Code/Courts Committee, 3 yr. member of House Education Committee, Asst. Majority Floor Leader 2001 (left during second term to accept appointment to the Law Enforcement Academy).

Executive Director, Indiana Law Enforcement Academy, PO Box 313 Plainfield, IN.
Appointed by the Indiana Law Enforcement Training Board, 2001 – 2005.
Responsible for staff of 70, training of 450 police recruits annually, and accountability for annual budget of \$4.25 million.

*Was appointed with mandate to add technology to the training/learning process, to upgrade the status/compensation of law enforcement training staff, and to propose legislative changes to strengthen training and certification standards. All three objectives have been accomplished.

** During this current job search I am employed at my home county's Community Justice Agency as a Coordinator for a new program for offenders called Community Transition.

Pertinent Training

Tactical Team Command (40 hrs), Traffic Institute, Northwestern University.

Reid School of Interview/Interrogation (24 hrs) .

Ethics in Law Enforcement (32 hrs) Josephson Ethics Institute, Los Angeles, CA.

Measurement & Testing for Law Enforcement (40 hrs) Columbia S.C.

*Plus 16 hrs of annual in-service training since 1993.

Other Pertinent Experience

Adjunct Professor- IUPUI, Indianapolis, IN & Anderson University, Anderson, IN 1997-2005, Criminal Justice and Sociology Courses.

References:

Doug Gosser- Deputy Director, Indiana Sheriffs Association, 317-356-3633

Mike Fogarty- Chief of Police, Carmel, IN., 317-571-2500

Rex Rakow- Director of Security for University of Notre Dame, 574-631-5555

Dr. David Wantz- Dean of Student Affairs, University of Indianapolis 317-788-3297

Position Description: Chief Deputy Sheriff

Monroe County, Indiana Sheriffs Department

This is a statement of the major duties and responsibilities of the above captioned position.

I. Introduction

Appointment to this position is made by the sheriff of Monroe County pursuant to I.C. 36-8-10-5.5 and I.C. 36-2-4 as amended. The appointee serves at the pleasure of the sheriff. Under direction of the sheriff, the chief deputy is responsible for the management and direction of the law enforcement, administrative, civil, and correctional/jail functions of the department and in the absence of the sheriff serves in that capacity until relieved of that duty. With regard to the correctional/jail functions of the office, the chief deputy shall consult with the commander of the correctional/jail unit on all matters pertaining to that unit and all direction of that unit will be made through the correctional/jail unit commander.

II. Major Duties and Responsibilities

1. Serves as the second in command of the sheriff's department and shall insure that the department serves the Circuit Court in the county and is responsible for the planning, directing, and provision of necessary and statutorily required support to the Circuit Court.
2. Responsibilities involve the management and direction of the department's office and equipment in conjunction with the administrative captain, the office manager, and other supervisory personnel in such a manner that the regular functions of the office are performed efficiently and competently thus allowing the department to respond expeditiously to special requirements placed on it by the court, prosecuting attorney, or other components of the criminal justice system.
3. Through appropriate supervisory personnel, direct the activities of subordinate personnel in the execution of all writs, warrants, processes, apprehensions and arrests; detention and transportation of prisoners, and protection and security functions as directed by the courts or prosecuting attorney.
4. Plans and coordinates the law enforcement activities with federal, state, and local officials on matters of interest to the department.
5. Insures that subordinate personnel directed to handle all financial obligations and transactions required of the department are correct and in accordance with statutory provisions and current best business practices.

III. Supervisory Responsibilities

Directs departmental operations through subordinate supervisory personnel providing general direction and establishing necessary internal policies. Policies which impact upon the correctional/jail functions of the department shall be made jointly with the correctional/jail unit commander.

IV. Controls Over Work

The chief deputy is under the direction of the sheriff. The appointee is further guided by law, departmental policies, regulations, orders, procedures and other guidelines applicable to the operational and administrative functions of the department.

V. Other Significant Facts

Broad fundamental training, education, and experience in law enforcement and an understanding of good management practices enable the chief deputy to plan and direct the activities of the department under the direction of the sheriff in an efficient and effective manner. The chief deputy has frequent contact with judicial personnel, the prosecuting attorney and staff and other governmental officials as well as the news media and general public. This requires diplomacy, courtesy, and discretion as a representative of the sheriff and as a county officer.



REQUEST FOR SALARY ORDINANCE APPROVAL FROM MONROE COUNTY COUNCIL

(Rev. 05-04)

Department: SHERIFF – CORRECTIONAL CENTER 380	Date: 12-26-06
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Fund Name: COUNTY GENERAL 0101

Position Number and Name	Present Salary	Requested Salary
10.0002 Jail Commander	\$45,490.98	\$47,000.00

If salary increase request where will the additional funds come from?

County General – From funds returned by Sheriff from Tax Warrants.

Reason for Request

To maintain salary parity for the senior executive positions.

Department Head: <i>James L. Kennedy</i> James L. Kennedy, Sheriff	Date:
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Send completed form to the County Council Administrative Assistant in the Auditor's Office prior to the additional appropriation deadline (see appropriate resolution concerning the Council meeting schedule for deadline dates). Requests received after the deadline will placed on the following month's agenda.

2007
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That for fiscal year ending **December 31, 2007** there is hereby fixed the following salaries:

<u>Department/Position</u>	<u>Present Salary</u>	<u>Requested Salary</u>
<u>0101-380 County General/Sheriff-Correctional Ctr.</u> 10.0002 Jail Commander	\$45,490.98	\$47,000.00

Presented to the County Council of Monroe County, Indiana, read in full, and adopted this 13th day of February, 2007 by the following vote:

Monroe County Council

Aye

Nay

Michael Woods, President

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Marty Hawk

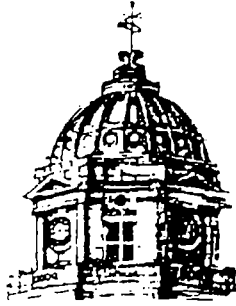
Marty Hawk

Charles Newmann

Charles Newmann

Attest:

Sandra M. Newmann, Monroe County Auditor



MONROE COUNTY COUNCIL

REQUESTED AGENDA INFORMATION FOR COUNCIL MEETINGS

TITLE OF ITEM THAT APPEARS ON THE COUNCIL AGENDA:

County General – Courts Budget

DATE ITEM WILL APPEAR ON THE COUNCIL AGENDA:

February 13, 2007

CONTACT PERSON: Bonnie Austin

PHONE NUMBER: 349-2617

Presenter at Council Meeting if other than Contact Person:

OFFICE/DEPARTMENT: Courts

HAS THE MONROE COUNTY LEGAL DEPARTMENT REVIEWED ITEM?

Yes

No

EXECUTIVE SUMMARY: *(Please write information for the Monroe County Council in ten sentences or less, relating how this agenda item will be used in the community.)*

In an effort to identify and secure additional funds the Monroe Circuit Court responded to a funding opportunity offered by the Indiana Supreme Court. In demonstrating a financial need for grant funds which were made available to counties to defray the cost of foreign language court interpreters, the Monroe Circuit Court was the recipient of \$3,000. These funds are to be used exclusively to offset the increasing cost for foreign language court interpreter services.

The additional funds will be appropriated into 0101-225 3000.17, Interpreter Supplement.

This is the third consecutive year the Circuit Court has applied for and was awarded these funds.

Signed

Bonnie B. Austin

Date

1-23-07

Send this completed form to the Council Administrative Assistant, Auditor's Office, Room 209, 2nd Floor, Monroe County Courthouse, **prior to the additional appropriation deadline** (see appropriate Resolution concerning the Council meeting schedule for deadline dates. Requests received after this time will be postponed until the following month's Council meeting.

REQUEST FOR ADDITIONAL APPROPRIATION APPROVAL FROM COUNTY COUNCIL

Department: Court Services
Date of Request: January 23, 2007
Name of Fund: County General
Budget Line Number: 0101-225 3000.17
Budget Line Name: Interpreter Supplement
Amount to be Appropriated: \$3,000

Will the additional funds be coming from County General or another source:

Reason for Request (include a complete description of why appropriation is needed and how the money will be used):

In an effort to identify and secure additional funds the Monroe Circuit Court responded to a funding opportunity offered by the Indiana Supreme Court. In demonstrating a financial need for grant funds which were made available to counties to defray the cost of foreign language court interpreters, the Monroe Circuit Court was the recipient of \$3,000. These funds are to be used exclusively to offset the increasing cost for foreign language court interpreter services.

The additional funds will be appropriated into 0101-225 3000.17, Interpreter Supplement.

This is the third consecutive year the Circuit Court has applied for and was awarded these funds.

Signature of Department Head

Bonnie S. Austin 1-23-07

Position Name

Court Administrator

Ordinance for Additional Appropriation

WHEREAS, it has been determined that it is now necessary to appropriate more money that was appropriated in the annual budget, **NOW THEREFORE**;

BE IT ORDAINED by the County Council of Monroe County, Indiana, that for the expense of said municipal corporation the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purpose herein specified, subject to the laws governing the same:

COURT SERVICES

0101-106 County General/Courts

30.0017 Interpreter Supplement \$ 3,000.00

Presented to the County Council of Monroe County, Indiana, read in full, and adopted **February 13, 2007** of by the following vote:

Monroe County Council

Aye

Nay

Michael Woods, President

Michael Woods, President

Vic Kelson, Vice President

Vic Kelson, Vice President

Sophia Travis

Sophia Travis

Warren Henegar

Warren Henegar

Jill S. Lesh

Jill S. Lesh

Marty Hawk

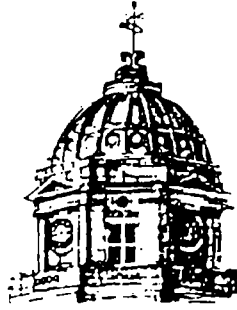
Marty Hawk

Charles Newmann

Charles Newmann

Attest:

Sandra M. Newmann, Monroe County Auditor



MONROE COUNTY COUNCIL

REQUESTED AGENDA INFORMATION FOR COUNCIL MEETINGS

TITLE OF ITEM THAT APPEARS ON THE COUNCIL AGENDA:

Cumulative Capital Development Appropriation (2391-000)

DATE ITEM WILL APPEAR ON THE COUNCIL AGENDA:

February 13, 2007

CONTACT PERSON: Iris Kiesling

PHONE NUMBER: 349-2550

Presenter at Council Meeting if other than Contact Person:

OFFICE/DEPARTMENT: Commissioners

HAS THE MONROE COUNTY LEGAL DEPARTMENT REVIEWED ITEM?

Yes

No

EXECUTIVE SUMMARY: *(Please write information for the Monroe County Council in ten sentences or less, relating how this agenda item will be used in the community.)*

As previously requested. (Please see attached memorandum)

Signed

Iris Kiesling

Date

January 29, 2007

