


The County Council Work Summary Minutes for **October 24, 2023** were presented and approved on **November 28, 2023**.

MONROE COUNTY COUNCIL

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
L. Kate Wiltz, President

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Trent Deckard, President Pro Tempore

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Jennifer Crossley, Councilor

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Marty Hawk, Councilor

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Peter Iversen, Councilor

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Geoff McKim, Councilor

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present 
Cheryl Munson, Councilor

ATTEST:


Catherine Smith, Auditor
Monroe County, Indiana

11/29/23
Date



MONROE COUNTY COUNCIL

Monroe County Courthouse, Room 306
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Bloomington, Indiana 47404
Office: 812-349-7312
CouncilOffice@co.monroe.in.us

Kate Wiltz, President
Trent Deckard, President Pro Tempore
Jennifer Crossley
Marty Hawk
Peter Iversen
Geoff McKim
Cheryl Munson

COUNCIL WORK SESSION SUMMARY MINUTES Tuesday, October 24, 2023 at 5:30 pm Nat U. Hill Meeting Room and Zoom Connection

Members

Present – In Person – Kate Wiltz, President
Present – In Person – Trent Deckard, President Pro Tempore
Present – In Person – Jennifer Crossley
*Present – In Person – Marty Hawk
Present – In Person – Peter Iversen
Present – In Person – Geoff McKim
*Present – In Person – Cheryl Munson

Staff

Present – In Person – Molly Turner-King, Legal Counsel
Present – In Person – Courtney Moser, Assistant Council Administrator

1. CALL TO ORDER

Wiltz called the meeting to order at 5:33 pm. Wiltz noted that she, Councilors Crossley, Deckard Hawk, Iversen, and McKim were present in the Nat U Hill Room.

2. ADOPTION OF AGENDA 5:34 pm

No changes.

3. PUBLIC COMMENT – items NOT on the agenda (limited to 3 minutes per speaker) 5:34 pm

None.

4. DEPARTMENT UPDATES 5:35 pm

None.

5. COUNCIL LIAISON UPDATES 5:35 pm

Iversen gave an update on Monroe County's inaugural climate vulnerabilities workshop. A solutions workshop will take place on Friday December 9th from 9 am to 4 pm in the Nat U Hill Room. Iversen stated that the County Climate Group met on Thursday, October 19th.

Deckard gave update on the Clerk and Election Board who are preparing for election and referendum vote.

*Munson arrived at 5:40pm.

6. LEGAL DEPARTMENT, Jeff Cockerill 5:40 pm
Approval of Ordinance 2023-35: General Obligation Bond Appropriation

The first reading of this item took place at the September 26 Work Session.

This is a request for an appropriation for the 2023 General Obligation Bond. The projects include but are not limited to 1. various building and office space improvements including furniture, carpeting, tile, office space/system renovations, new office systems, restroom improvements, computer improvements, and audio/video equipment improvements; 2. parking garage improvements including security and gate systems; 3. Karst trail extension; 4. medical equipment for sheriff's vehicles; 5. airport improvements; and 6. Karst field turf; and all related improvements and the incidental expenses in connection with these projects.

Deckard moved to approve the request of Ordinance 2023-35: An Ordinance Authorizing Appropriations for General Obligation Bonds in the amount not to exceed Three Million One Hundred Thousand Dollars (\$3,100,000) for projects which include, but are not limited to: 1.) various building and office space improvements including furniture, carpeting, tile, office space/system renovations, new office systems, restroom improvements, computer improvements and audio/video equipment improvements; 2.) parking garage improvements including security and gate systems; 3.) Karst trail extension; 4.) medical equipment for sheriff's vehicles; 5.) airport improvements; and 6.) Karst field turf; and all related improvements and the incidental expenses in connection with these projects. McKim seconded.

Jeff Cockerill, County Legal, presented this to the Council. Council discussion. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Iversen Yes

Hawk Yes

Deckard Yes

Crossley Yes

Wiltz Yes

Munson Yes

McKim Yes

Motion passed 7-0; unanimous

7. PROSECUTOR'S OFFICE, Beth Hamlin 5:46 pm
Request the Creation of a New Location Number and Simultaneously Approve Additional Appropriations

STOP Grant, 8123-9624

13015	Domestic Violence PDA	\$44,263.64
13425	Sex Crimes DPA	\$44,263.65
17801	Part- Time	\$11,700.00
18101	FICA	\$6,066.00
18201	PERF	<u>\$11,260.00</u>
TOTAL		\$117,553.30

This item was tabled from the October 10 Regular Session.

The Department is requesting to create a new location number for grant tracking purposes, and to appropriate renewed STOP grant funding for the time period of 10/1/2022- 9/30/2023. The funds will pay a portion of salary and benefits for a full-time Sex Crimea DPA Specialist, a full-time Domestic Violence DPA Specialist, and a part-time assistant to the Special Victims Unit. The Department has not yet received a copy of a grant award letter or agreement from the Indiana Criminal Justice Institute but has received approval of the funds within the grant software.

McKim moved to table this item to the November 14, 2023, Regular Session of the Council. Deckard seconded.

Wiltz asked for a voice vote:

McKim	Yes
Munson	Yes
Wiltz	Yes
Crossley	Yes
Deckard	Yes
Hawk	Yes
Iversen	Yes

Motion passed 7-0; unanimous

8. HEALTH DEPARTMENT, Lori Kelley 5:48 pm
Request Approval of a New Position and Simultaneously Amending the 2024 Salary Ordinance
Local Public Health Services, 1161-0000

ADD:

10180 Behavioral Health & Wellness Coordinator PAT C 35 Hrs. Non-Exempt Range: \$49,486 -\$62,681

On October 3rd, PAC Members approved forwarding this item to Council for consideration.

The Department is requesting the creation of a new position for 2024 due to opting into Health First Indiana and new core service requirements that will need to be fulfilled. The position will be responsible for coordinating programs designed to improve health outcomes, education, and referral services. Waggoner, Irwin, & Scheele (WIS) reviewed the request and recommended if the position is approved it be classified as a PAT C Non-Exempt.

Deckard moved to approve the Health Department's Behavioral Health and Wellness job description and to simultaneously amend the 2024 Salary Ordinance in Fund 1161-0000, Local Public Health Services, adding

account line 10180, Behavioral Health and Wellness Coordinator PAT C, 35 Hours, Non-Exempt. McKim seconded.

Lori Kelley, Health Administrator, presented this item to Council. Council discussion ensued. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Munson Yes

Wiltz Yes

Crossley Yes

Deckard Yes

Hawk Yes

Iversen Yes

McKim Yes

Motion passed 7-0; unanimous

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9. YOUTH SERVICES BUREAU, Vanessa Schmidt 5:52 pm
Request Approval to Update Job Description and Simultaneously Amend the 2023 and 2024 Salary Ordinance
-Data Specialist
LIT-Special Purpose-YSB, 1114-0166
FROM:
11126 Data Specialist PAT A 35 Hours Non-exempt Current Salary: \$45,773
TO:
11126 Data Specialist PAT B 35 Hours Non-exempt Proposed: \$48,449
Requested Effective Date: October 22, 2023

On October 3rd, PAC Members approved forwarding this item to Council for consideration.

The Department originally requested a reclassification for this position at the May 2, 2023 PAC meeting. A WIS Recommendation was reviewed by PAC at the June 6, 2023. The Department requested to pull the request in order to revise the job description to add important revisions that may impact the request. At the September 5, 2023 PAC meeting, the Department requested a second review of the position due to revised job duties, role and responsibility clarification, and increased expectations because of new software/database implementation and added programs. Waggoner, Irwin, & Scheele (WIS) reviewed the second request and recommended the position be reclassified as a PAT B.

Deckard moved to approve the Youth Services Bureau's request to update the job description of the Data Specialist and to simultaneously amend the 2023 and 2024 Salary Ordinances in Fund 1114-0166, LIT- Special Purpose-YSB, account line 11126, Data Specialist to a PAT B, 35 Hours, Non-Exempt with an effective date of October 22, 2023. McKim seconded.

Vanessa Schmidt, YSB Deputy Director, presented this item to Council. Council discussion. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Wiltz Yes

Crossley Yes

Deckard Yes

Hawk Yes

Iversen Yes

McKim Yes

Munson Yes

Motion passed 7-0; unanimous

10. HIGHWAY DEPARTMENT, Lisa Ridge

A. Request Approval to Update Job Descriptions and Simultaneously Amend the 2023 and 2024 Salary Ordinance 5:57 pm

-Highway Superintendent

-Highway Director

Motor Vehicle Highway, 1176-0000

FROM:

15809 Highway Superintendent EXE A 40 Hours Exempt Current Salary: \$80,600

15810 Highway Director EXE B 40 Hours Exempt Current Salary: \$98,842

TO:

15809 Highway Superintendent EXE B 40 Hours Exempt Proposed: \$93,642

15810 Highway Director SO 40 Hours Exempt Proposed: \$98,842

Requested Effective Date: October 22, 2023

On October 3rd, PAC Members approved forwarding to Council with a positive recommendation for a Special Occupation classification.

The Department is requesting the reclassification of two (2) positions to fix the organizational flow of the department. Currently, the Highway Director is classified as an EXE B. The Department currently has two positions classified at EXE A, Highway Superintendent and MS4 Coordinator. The Superintendent is responsible for management of the department under the Director, especially in the absence of the Director. The request is for the Director to be reclassified as an SO (no salary change request) and for the Superintendent to be reclassified as an EXE B, with the MS4 Coordinator remaining as an EXE A. The only salary increase involved in the request is the reclassification of the Superintendent from an EXE A to an EXE B. The Department can financially support this increase.

Deckard moved to open for discussion and approval of the Highway Department's request to update the job descriptions of the Highway Superintendent and Highway Director and to amend the job descriptions of the Bridge Crew Supervisor, Communications Manager, and MS4 Coordinator to report to the Highway Superintendent and amend the job description of the Stormwater Equipment Operator to report to the Stormwater Crew Foreman. This would simultaneously amend the 2023 and 2024 Salary Ordinances in Fund 1176-0000, Motor Vehicle Highway, account line 15809, Highway Superintendent to an EXE B, 40 Hours, Exempt, and account line 15810, Highway Director to an SO, 40 Hours Exempt, both with an effective date of October 22, 2023. McKim seconded the motion.

Lisa Ridge, Highway Director, presented this item to Council. Council discussion. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Crossley Yes

Wiltz Yes

Deckard Yes

Munson Yes

Hawk Yes

McKim Yes

Iversen Yes

Motion passed 7-0; unanimous

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B. Request Approval to Update Job Description and Simultaneously Amend the 2023 and 2024 Salary Ordinance 6:02 pm

-Highway Administrative Assistant

Motor Vehicle Highway, 1176-0000

FROM:

11002 Administrative Assistant COMOT C 40 Hours Non-exempt Current Salary: \$49,567

TO:

11002 Administrative Assistant COMOT D 40 Hours Non-exempt Proposed: \$52,188

Requested Effective Date: October 22, 2023

On October 3rd, PAC Members approved forwarding this item to Council for consideration.

The Department is requesting a review of the Highway Administrative Assistant position due to the addition of job duties to include financial responsibilities, and an update to education requirements. Waggoner, Irwin, & Scheele (WIS) reviewed the request and recommended the position be reclassified as a COMOT D.

Deckard moved to approve the Highway Department's request to update the job description of the Highway Administrative Assistant and to simultaneously amend the 2023 and 2024 Salary Ordinances in Fund 1176-0000, Motor Vehicle Highway, account line 11002, Administrative Assistant, to a COMOT D, 40 Hours, Non-Exempt with an effective date of October 22, 2023. McKim seconded.

Ridge presented this item to Council. No Council discussion. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Iversen Yes

McKim Yes

Hawk Yes

Munson Yes

Deckard Yes

Wiltz Yes

Crossley Yes

Motion passed 7-0; unanimous

11. **SURVEYOR'S OFFICE, Trohn Enright Randolph 6:09 pm**
Request Approval to Update Job Description and Simultaneously Amend the 2023 and 2024 Salary Ordinance
-Survey Technician
General Fund- Surveyor, 1000-0006 (75% Split)
Surveyor's Corner Perpetuation Fund, 1202-0000 (25% Split)
FROM:
12009 Survey Technician PAT A 35 Hours Non-exempt Current Salary: \$45,773
TO:
12009 Survey Technician PAT B 40 Hours Non-exempt Proposed: \$55,370
Requested Effective Date: October 22, 2023

On October 3rd, PAC Members approved forwarding this item to Council for consideration.

The Department is requesting the reclassification of the position due to the expansion of job duties including providing administrative support to the County Surveyor and assisting the Professional Surveyor in statutory duties. Waggoner, Irwin, & Scheele (WIS) reviewed the request and recommended the position be reclassified as a PAT B.

Deckard moved to approve the Surveyor's request to update the job description of the Survey Technician and to simultaneously amend the 2023 and 2024 Salary Ordinances in Fund 1000-0006, General- Fund-Surveyor, account line 12009, Survey Technician to a PAT B, 40 Hours, Non-Exempt with an effective date of October 22, 2023. McKim seconded.

Trohn Enright Randolph, County Surveyor, presented this item to Council. Council comment. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Munson	Yes
McKim	Yes
Crossley	Yes
Wiltz	Yes
Hawk	Yes
Iversen	Yes
Deckard	Yes

Motion passed 7-0; unanimous

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12. **BOARD OF COMMISSIONERS, Angie Purdie and Mark Delong 6:13 pm**
Request the Creation of a New Account Line and Simultaneously Approve an Additional Appropriation
New Account Line: 30013
Opioid Restricted, 2257-0000
30013 Professional Services \$93,000

Amethyst House applied for the Indiana's Opioid Settlement Match Grant RFF with the support of the Board of Commissioners but did not receive the requested support. The Board of Commissioners believes Amethyst's proposal is appropriate for the use of the County received Opioid Settlement funds. Fund 2257- Restricted- has a balance of \$436,666.37; the request from Amethyst meets the criteria for the use of restricted funds. Should

Council approve this request, the appropriation is dependent upon a formal agreement with the Board of Commissioners.

Deckard moved to open for discussion the request from the Board of Commissioners regarding Opioid Restricted funds. McKim seconded.

Angie Purdie, Commissioners' Administrator, and Mark Delong from Amethyst House, presented this item to Council.

Council discussion ensued. McKim moved to Table to the November 14, 2023, Council meeting. Iversen seconded.

Council asked that they include a proposed contract with the scope of work that would be involved. Iversen will work with them on the proposed contract.

Wiltz asked for a voice vote:

McKim Yes

Crossley Yes

Wiltz Yes

Hawk Yes

Iversen Yes

Deckard Yes

Munson Yes

Motion passed 7-0; unanimous

13. JAIL/CORRECTIONAL CENTER, Kyle Gibbons and Jordan Miller 7:07 pm
Discussion of the Creation of a Transitional Team

The Department would like to discuss the possibility of adding eight (8) Correctional Facility Transition Team members.

Deckard moved to open for discussion the creation of a Correctional Facility Transition Team. McKim seconded.

Sheriff Marté, Jail Commander Kyle Gibbons, Chief Deputy Phil Parker, and Financial Manager Jordan Miller presented this item to Council.

Council discussion ensued.

Wiltz called for a 10-minute break at 7:49 pm.

Meeting resumed at 8 pm.

Hawk left the meeting during the recess.

14. **AUDITOR'S OFFICE, Molly Turner-King 8:00 pm**
Request Approval for a New Account Line for a Compensatory Time Payout
General Fund- Auditor, 1000-0002
**New Account Line*
18501 Comp Time Payout
18501 Comp Time Payout \$487.46 (23.64 hours x \$20.62 hourly rate)

The Department is requesting permission to pay for Compensatory Time earned while an employee worked for the Auditor's Office. The employee transferred to another department. The total payout will be \$487.46 (23.64 hours x \$20.62 hourly rate). The Auditor's Office is also requesting the creation of a new account line to pay out the compensatory time.

Deckard moved to approve the Auditor's request for a new account line 18501, Compensatory Time Payout, in Fund 1000-0002, General Fund-Auditor to payout an employee's accumulated compensatory time transitioning to a new department. Iversen seconded.

Molly Turner-King, County Legal, presented on this item. Council discussion. No public comment.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Wiltz Yes

Iversen Yes

Deckard Yes

Munson Yes

McKim Yes

Crossley Yes

Motion passed 6-0; unanimous

15. **AMERICAN RESCUE PLAN ACT (ARPA) 8:11 pm**
Request the Approval of an Additional Appropriation
American Rescue Plan Act, 8950-0000
Personnel Category \$24,000,000.00
Supplies Category \$24,000,000.00
Services Category \$24,000,000.00
Capital Category \$24,000,000.00

This item was tabled from the October 10th Regular Session.

The Board of Commissioners and County Council are reviewing American Rescue Plan Act (ARPA) Projects. The amount of available ARPA funds of \$24,000,000 was advertised across all categories to give Commissioners and Council flexibility in their project appropriation decision. Disbursements of appropriated funds for ARPA Projects are contingent on the inclusion of the projects within the Ordinance establishing Monroe County's ARPA plan and passage of the plan by the Board of Commissioners.

Deckard moved to approve the Additional Appropriations in Fund 8950-0000, American Rescue Plan Act, in the following account lines:

29001	ARPA Gun Safes	\$ 40,000
36709	ARPA Rural Housing Repair	\$ 200,000
36710	ARPA Septic Assistance	\$ 200,000
37486	ARPA Pantry 279	\$ 65,000
37487	ARPA Hoosier Hills Food Pantry	\$ 100,000
37488	ARPA Community Kitchen	\$ 400,000
37489	ARPA People's Market	\$ 48,000
37491	ARPA Smart Start Community Fndtn	\$ 200,000
48007	ARPA Summit Hill	<u>\$ 700,000</u>
FOR A TOTAL APPROPRIATION OF		\$1,953,000

McKim seconded.

Commissioner Githens presented this item to Council. Council discussion. Public comment from Leigh Grundfer and Carlos Lavery.

Wiltz asked for a Roll Call vote:

Moser called the roll.

Iversen Yes

Deckard Yes

Crossley Yes

McKim Yes

Wiltz Yes

Munson Yes

Motion passed 6-0; unanimous

16. COUNCIL OFFICE, Courtney Moser 8:35 pm
Approval of Resolution 2023-29: 2024 Council Meeting Schedule

Deckard moved to approve Resolution 2023-29: 2024 Council Meeting Schedule. McKim seconded.

No discussion needed. No public comment.

Wiltz asked for a Voice vote:

Wiltz Yes

Deckard Yes

Crossley Yes

Iversen Yes

McKim Yes

Munson Yes

Motion passed 6-0; unanimous

Deckard moved to amend the Resolution to show all budget references to start at 5:00 pm instead of 5:30 pm. McKim seconded.

Wiltz asked for a Voice vote:

Wiltz Yes

Deckard Yes

Crossley Yes

Iversen Yes

McKim Yes

Munson Yes

Motion passed 6-0; unanimous

17. APPROVAL OF SUMMARY MINUTES AS PRESENTED 8:37 pm

-August 8th: Regular Session

-August 22nd: Work Session

Deckard moved to approve the County Council Summary Minutes of August 8, 2023 – Regular Session and August 22, 2023 – Work Session as presented. McKim seconded.

Wiltz asked for a Voice vote:

Wiltz Yes

Deckard Yes

Crossley Yes

Iversen Yes

McKim Yes

Munson Yes

Motion passed 6-0; unanimous

18. COUNCIL COMMENTS 8:39 pm

None.

19. ADJOURNMENT 8:40 pm