



# MONROE COUNTY COUNCIL

Monroe County Courthouse, Room 306  
100 W Kirkwood Avenue  
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

## COUNTY COUNCIL 2024 BUDGET ADOPTION SUMMARY MINUTES

Tuesday, October 17, 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 – Not Present – Geoff McKim  
Present – In Person – Cheryl Munson

### Staff

Present – In Person – Kim Shell, Council Administrator  
Present – In Person – Molly Turner-King, Legal Counsel

### 1. CALL TO ORDER

Wiltz called the meeting to order at 5:34 pm. Wiltz noted for the record that Councilors Iversen, Crossley, Deckard, Hawk, and Munson were present in the Nat U Hill Room. She also noted that Councilor McKim was not present.

### 2. ADOPTION OF AGENDA – 5:35 pm

No changes.

### 3. SECOND READING AND ADOPTION OF 2024 BUDGET – 5:36 pm

- A. Ordinance 2023-39: Monroe Fire Protection District 2024 Budget  
*First reading took place on October 10, 2023.*

Wiltz asked Councilor Iversen to read the Ordinance for the Monroe Fire Protection District 2024 Budget.

Iversen read the following: Ordinance Number: 2023-39. Be it ordained/resolved by the Monroe County Council that for the expenses of Monroe Fire Protection District for the year ending December 31, 2024 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary

The SPECIAL FIRE GENERAL adopted budget is \$14,995,240. The adopted TAX LEVY is \$9,013,801, and the Adopted Tax Rate is 0.2546.

For SPECIAL CUM FIRE, the adopted budget is \$1,178,766, the Adopted Tax Levy is \$1,215,418, and the Adopted Tax Rate is 0.0333, for a total Adopted Budget of \$16,174,006, a total Adopted Tax Levy of \$10,229,219, and a total Adopted Tax Rate of 0.2879.

No Council comment. No public comment.

### Shell called the roll:

**Motion passed; 6-0; Unanimous**

[illegible]

Wiltz asked Councilor Crossley to read the Ordinance for the Monroe County Solid Waste Management District 2024 Budget.

The NON-REVERTING CAPITAL PROJECTS adopted budget is -0-, the adopted tax levy is -0-, and the adopted tax rate is 0.0000.

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The SOLID WASTE DISTRICT DEBT SERVICE adopted budget is \$304,770, adopted tax levy is \$292,565, and the adopted tax rate is 0.0035.

The Adopted Budget Totals are \$3,368,565, adopted tax levy, \$2,470,678, and the adopted tax rate is 0.0295.

Iversen seconded.

No Council comment. No public comment.

**Wiltz asked for a roll call vote.**

### Shell called the roll:

Deckard	Yes
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Hawk	Yes
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Iversen Yes

Munson Yes

Wiltz Yes

Crossley Yes

**Motion passed; 6-0; Unanimous**

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C. Ordinance 2023-41: Monroe County 2024 Budget – 5:43 pm

*First reading took place on October 10, 2023.*

There was lengthy Council discussion regarding the General Obligation Bond amount on the budget ordinance.

**Wiltz and Councilor Deckard read the Ordinance for the Monroe County 2024 Budget.**

Deckard read the following: Ordinance Number: 2023-41. Be it ordained by the Monroe County Council that for the expenses of MONROE COUNTY for the year ending December 31, 2024 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of MONROE COUNTY, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance. This ordinance shall be in full force and effect from and after its passage and approval by the Monroe County Council.

Fund Code 0101, GENERAL, adopted budget \$48,777, 223, adopted tax levy \$22,133,197, adopted tax rate 0.2244.

Fund Code 0102, ELECTION/REGISTRATION, adopted budget \$1,722,733, adopted tax levy \$1,411,781, adopted tax rate 0.0143.

Fund Code 0124, 2015 REASSESSMENT, adopted budget \$845,997, adopted tax levy \$707,273, adopted tax rate 0.0072.

Fund Code 0180, DEBT SERVICE, adopted budget \$5,000,000, adopted tax levy \$4,424,365, adopted tax rate 0.0449.

Fund Code 0254, LOCAL INCOME TAX, adopted budget \$3,930,339, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 0616, CONVENTION & VISITORS BUREAU, adopted budget \$2,522,777, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 0702, HIGHWAY, adopted budget \$6,877,754, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 0703, HIGHWAY SPECIAL, adopted budget -0-, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 0706, LOCAL ROAD & STREET, adopted budget \$1,020,000, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 0790, CUMULATIVE BRIDGE, adopted budget \$2,075,599, adopted tax levy \$2,137,685, adopted tax rate 0.0213.

Fund Code 0792, COUNTY MAJOR BRIDGE, adopted budget \$1,800,001, adopted tax levy \$3,342,015, adopted tax rate 0.0333.

Fund Code 0801, HEALTH, adopted budget \$982,509, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 1310, PARK NONREVERTING-CAPITAL, adopted budget \$60,000, adopted tax levy -0-, adopted tax rate 0.0000.

Fund Code 2102, AVIATION/AIRPORT, adopted budget \$1,503,330, adopted tax levy \$1,075,576, adopted tax rate 0.0109.

Fund Code 2391, CUMULATIVE CAPITAL DEVELOPMENT, adopted budget \$3,342,015, adopted tax levy \$3,342,015, adopted tax rate 0.0333.

Fund Code 2402, ECONOMIC DEVELOPMENT, adopted budget \$10,725,750, adopted tax levy -0-, adopted tax rate 0.0000.

The total for these funds is \$91,633,438, total tax levy is \$38,573,907, and total tax rate is 0.3896.

Wiltz read the following: HOME-RULED FUNDS (Not Reviewed by DLGF)

<u>Fund Code</u>	<u>Fund Name</u>	<u>Adopted Budget</u>
9500	Extradition and Sheriffs Assis	\$ 538
9501	Surveyors Corner Perpetuation	\$ 201,807
9502	Local Public Health Services (1161)	\$ 1,518,733
9503	Monroe County 911 Fund	\$ 867,000
9504	MC Convention Center Debt	\$ 636,000
9505	Auditors Ineligible Deductions	\$ 355,272
9508	User Fee – Jury Pay	\$ 36,500
9509	User Fees – Juv. Probation	\$ 18,883
9510	User Fees – Adult Probation	\$ 259,788
9511	User Fees – Project Income/Job	\$ 649,053
9512	Supplemental P.D. Services	\$ 1,265,764

9513	Clerks Record Perpetuation	\$ 139,968
9514	User Fees - Diversion/Pros.	\$ 146,838
9515	User Fees – Court Alcohol/Drug	\$ 217,610
9516	Local Health Maintenance	\$ 32,213
9517	Emergency Planning/Right to Know	\$ 16,050
9519	Misdemeanant/Co Corr.	\$ 151,300
9521	Alternative Dispute Resolution	\$ 14,700
9522	Sales Disclosure – County Share	\$ 95,595
9523	Conv. Visitor Cap Imp/Maint.	\$ 100,000
9524	County Offender Transportation	\$ 3,000
9525	Local Health Dept Trust Account	\$ 76,165
9526	User Fees – Problem Solving Courts	\$ 53,007
9527	Westside Econ Dev/Rich Twp TIF	\$ 2,213,924
9528	46 Corridor Econ Dev/Blgtn Twp TIF	\$ 266,744
9529	Fullerton Pike Econ Dev/TIF	\$ 138,101
9530	Plat Book	\$ 43,433
9531	Convention Center Operating	\$ 594,000
9532	User Fees – Cable Franchise	\$ 513,930
9535	PSAP Interlocal	\$ 2,585,000
9543	Public Health Emergency Fund	\$ 20,000
9544	Identification Security Protection	\$ 18,000
9548	Park Non-reverting Operating	\$ 243,635
9551	Recorders Records Perpetuation	\$ 385,114
9552	Storm Water Management	\$ 2,485,222
9559	County Elected Officials Train	\$ 20,000
9571	Public Safety LIT	\$ 3,962,024
9588	Federal Award Title IV D	\$ 57,086
9589	Curry Profile TIF	\$ 204,715

**Total Home-Ruled Funds Adopted Budget** **\$20,606,712**

Public comment:

Nicole Siegel  
Leroy Jones  
Donnell Bird  
Sam Haldeman.

Wiltz asked for a roll call vote.

Shell called the roll:

Hawk	No
Iversen	Yes
Munson	Yes
Wiltz	Yes
Crossley	Yes
Deckard	Yes

Motion passed; 5-1 [Hawk]; Majority

4. SECOND READING AND ADOPTION OF MONROE COUNTY 2024 SALARY ORDINANCE – 6:18 pm

A. Ordinance 2023-42A: 2024 Salary Ordinance – Elected Officials

*First reading took place on October 10, 2023.*

Wiltz asked Councilor Munson to read the 2024 Salary Ordinance for Elected Officials.

Munson read the following: Ordinance 2023-42A; An Ordinance Adopting Monroe County, Indiana Salary Schedule and Compensation Policies for County Elected Officials

WHEREAS, IC 36-2-5-3 grants the Monroe County Council the power to:

1. Fix the number of officers, deputies and other employees;
2. Describe and classify positions and services
3. Adopt schedules of compensation; and
4. Hire or contract with persons to assist in the development of schedules of compensation;

WHEREAS, the Monroe County Council wishes to establish compensation schedules and pay policies:

NOW BE IT ORDAINED BY THE MONROE COUNTY COUNCIL OF INDIANA, that this ordinance affixes the number of and compensation for Elected Officials of the County from the period of January 1, 2024 to December 31, 2024, whose salary is comprised of funds payable from any county fund or budget as provided by IC §36-2-5 et seq., are hereby solidly fixed and the following maximum level of salary is shown on the Salary Compensation Grids. All payments made pursuant to this Ordinance are contingent upon the strict compliance with and adherence to the benefit, compensation, fiscally related, and state and federally mandated requirements of the Monroe County Personnel Policy Handbook. It is the intent of the County Council that this language will encourage compliance with personnel policies which may have a fiscal impact on Monroe County Government.

For Elected Officials, time worked on or after January 1, 2024 and prior to midnight of December 31, 2024 shall be calculated and paid within the parameters of this Salary Ordinance and Personnel Policy Handbook, regardless of when the payment is issued. Elected Officials shall not receive compensation above the salary range authorized for their position in the "Elected Official Salary Compensation Grid." The County Auditor shall not issue pay warrants for pay that exceeds the authorized amount specified in the salary ordinance. The compensation amounts listed are an annual appropriation amount. Calculation of the bi-weekly rate may result in a slight variation and will not be adjusted at year-end.

ELECTED OFFICIAL BASE RATE SCHEDULE

In order to establish a more equitable system of setting compensation for Monroe County Elected Officials, not set by the state, the County Council has established within the annual Salary Ordinance a base rate for Elected Officials with a schedule of amounts to be applied. The Base Rate Schedule is outlined in Section 1 of the Elected Officials Salary Compensation Grid. The Chief Public Defender is excluded as the salary and compensation is the same as the salary and compensation of the Elected Prosecutor. The Sheriff is excluded from the base rate schedule as his/her salary is paid pursuant to IC §36-2-13-2.5 or IC §36-2-13-2.8.

Additional information regarding payments of certifications; supplemental and/or per diems are outlined in Section 2 of the Elected Officials Salary Compensation Grid.

MONROE COUNTY COUNCIL POLICY REGARDING SALARIES TIED TO STATE MANDATED SALARIES

The annual salaries for the Monroe County Sheriff are tied or related to the salaries mandated by the state of Indiana for the Monroe Circuit Court Judges and the Monroe County Prosecutor. The State-mandated salaries are amended annually on July 1st. In order to establish a more equitable system of setting compensation for Monroe County Elected Officials, not set by the state, the County Council has established within the annual



BE IT ORDAINED BY THE MONROE COUNTY COUNCIL OF INDIANA, that this ordinance affixes the number and compensation of employees of the County from the period of January 1, 2024 to December 31, 2024, including all officers, deputies, assistants, and other employees whose salary is comprised of funds payable from any county fund or budget as provided by IC §36-2-5 et seq. This compensation is limited by the following lines and maximum levels of salary shown on the Salary Compensation Grids. All payments made pursuant to this Ordinance are contingent upon the strict compliance with and adherence to the benefit, compensation, fiscally related, and state and federally mandated requirements of the Monroe County Personnel Policy Handbook. It is the intent of the County Council that this language will encourage compliance with personnel policies which may have a fiscal impact on Monroe County Government.

Any Monroe County employee including those employees under a contractual agreement or whose salaries are determined by a state-prescribed rule, order, guideline, or mandate, shall not receive compensation above the salary grids outlined within this Ordinance. The County Auditor shall not issue pay warrants for any pay that exceeds the authorized amount specified in the Salary Ordinance.

The compensation amounts are listed as approximate annual appropriation amounts and the calculation of the bi-weekly or hourly compensation rates may result in a slight variation and will not be adjusted at year-end.

Compensation paid on or after January 1, 2024 and prior to midnight December 31, 2024 shall be calculated and paid within the parameters of this Salary Ordinance and the Personnel Policy Handbook regardless of when the work is performed.

#### MONROE COUNTY PERSONNEL POLICY HANDBOOK

Any item not covered with the Salary Ordinance, shall be governed by the Monroe County Personnel Policy Handbook.

#### JOB DESCRIPTION CLASSIFICATION DEFINITIONS

Beginning Calendar Year 2022, Council approved using the updated classifications and levels for Monroe County Government Job Descriptions. Compensation Levels have been updated using alpha numeric letters A thru E. The listing of all classifications is outlined in Section A of the Ordinance Notes.

#### FULL-TIME HIRE DATE COMPENSATION STEP INCREASE SCHEDULE

Employees will attain a new Compensation Step Increase Level on the first day of the pay period which includes the anniversary of their most recent Full-Time Hire Date. The Compensation Step Increase Schedule is outlined in Section B of the Ordinance Notes.

#### KNOWLEDGE, SKILLS, AND ABILITIES (KSA) COMPENSATION PROCEDURES

Employees who have gone through the review process and approved to receive a Knowledge, Skills, and Abilities (KSA) Status may receive compensation at either the 1-, 3-, or 8-Year Level based on the Compensation Grid applicable to the assigned job description classification and level. An approved KSA Status will remain with the original requesting department for the determined period of time. Departments may request an employee's KSA Status be transferred when an applicable position becomes vacant within their department. An employee's KSA Status does not automatically transfer with the employee and is subject to review. An employee's approved KSA Status only adjusts the compensation base rate for that employee. An employee's approved KSA Status is not included in the years of service pertaining to longevity and/or vacation calculations. A listing of approved KSA Hires with term dates is outlined in Section C of the Ordinance Notes.

### LONGEVITY SCALE

Employees employed within Monroe County Government prior to November 1, 2023, shall receive a longevity payment for continual and uninterrupted service. These payments will continue until either there is a break in the employee's service, or the employee ends employment with the County. Any employee hired on or after November 1, 2023, is ineligible to receive longevity payments.

To determine longevity, the effective date for longevity is the employee's most recent full-time hire date of employment with the County. All records must be verified by the Employee Services Department that involve any type of interrupted service.

Longevity pay for eligible employees is based on a schedule outlined in Section D of the Ordinance Notes of complete and uninterrupted years of service. A break in service will result in the loss of longevity pay if the rehire date is on or after November 1, 2023. To be eligible for a longevity payout, an employee must still be employed on the day after his/her anniversary date. Elected Officials DO NOT receive county longevity pay. Employees whose salaries are determined by a state-prescribed rule, order, guidelines, or mandated, DO NOT receive county longevity pay. Probation Officers would be an exception to this rule and would receive longevity.

### PRIOR YEARS OF SERVICE CREDIT

Beginning January 1, 2017, County Council approved allowing complete years only of prior years of service, per each term of full-time Monroe County Government employment, be applied when calculating the rehire of an employee's Compensation Step Increase Level. Months of service, which are less than one (1) full-year shall not be counted nor combined in order to achieve a complete year of service. For example, an employee who worked for one (1) year and three (3) months shall be credited with one (1) year of service.

The Council Administrator and/or Personnel Administrator must verify all prior Monroe County Government service with employee personnel records and/or with a PERF report before being applied to the returning employee salary. The Council Administrator and/or Personnel Administrator will notify the Department Head if the Prior Service Credit total has been verified and granted. The Council Administrator will maintain a spreadsheet of employees with confirmed prior service credit for future use.

Any additional information and/or explanation of the Monroe County Government Salary Schedule and Compensation Policies is included in this Salary Ordinance for the purpose of clarification and transparency. (See Section "Ordinance Notes".)

MONROE COUNTY COUNCIL POLICY REGARDING SALARIES TIED TO STATE MANDATED SALARIES Annual salaries for the Monroe County Chief Public Defender, Chief Deputy Public Defender, and Monroe Circuit Court Commissioner are all tied and/or related to the salaries mandated by the State of Indiana for the Monroe Circuit Court Judges and the Monroe County Prosecutor. The State-mandated salaries are amended annually on July 1st.

It is the intent and direction of the Monroe County Council that any and all salaries paid by the Monroe County Council which are tied and/or related to the above-mentioned salaries mandated by the State of Indiana, shall be automatically amended at the same time as the State-mandated salaries. The Monroe County Council recognizes that this is an exception to the general rule for County-set salaries, which are generally modified on January 1st.

Additional detail including Defense Services Standards (Standard G), Supreme Court Compensation Information, IC §33-39-6-5, and IC §36-2-3-17 are incorporated by reference.

Iversen seconded.

Council discussion ensued.

Public comment:

Jessica McClellan, Monroe County Treasurer  
Jeff Cockerill, County Legal  
Jackie Jelen, Planning Department.

Wiltz asked for a roll call vote.

Shell called the roll:

Munson Yes

Wiltz Yes

Crossley Yes

Deckard Yes

Hawk Yes

Iversen Yes

Motion passed; 6-0; Unanimous

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**5. COUNCIL COMMENTS – 6:54 pm**

Iversen spoke on the Israel conflict.

Crossley thanked everyone.

Deckard thanked Councilor Wiltz for her work as president, and Councilor McKim for all his effort.

Hawk thanked Councilor McKim for all his help and knowledge.

Munson thanked the department heads.

Wiltz thanked staff.

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**6. ADJOURNMENT 7:11 pm**

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The County Council 2024 Budget Adoption Summary Minutes for **October 17, 2023** were presented and approved on **January 23, 2024**.

**MONROE COUNTY COUNCIL**

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

☒ Aye ☐ Nay ☐ Abstain ☐ Not Present   
Jennifer Crossley, President Pro Tempore

☒ 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

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

**ATTEST:**

  
Christopher Muench, Auditor Pro Tempore  
Monroe County, Indiana

1/24/24  
Date