



# MONROE COUNTY COUNCIL

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

Eric Spoonmore, President  
Kate Wiltz, President Pro Tempore  
Trent Deckard  
Marty Hawk  
Peter Iversen  
Geoff McKim  
Cheryl Munson  
Margie Rice, Legal Counsel  
Kimberly Shell, Council Administrator  
Meghan Miller, Council Assistant

## COUNCIL WORK SESSION SUMMARY MINUTES Tuesday, November 30, 2021 at 5:30 pm Nat U. Hill Meeting Room and Zoom Connection

### Members

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

### Staff

Present – **In Person** – Kimberly Shell, Council Administrator  
Present – **In Person** – Margie Rice, Legal Counsel  
Present – **In Virtual** – Meghan Miller, Council Assistant  
Present – **In Person** – Catherine Smith, Auditor

### 1. CALL TO ORDER

Meeting called to order at 5:36 PM. Roll call of Council members present taken. All present.

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### 2. ADOPTION OF AGENDA

No changes or corrections to the agenda.  
*Spoonmore approved the agenda with unanimous consent.*

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### 3. DEPARTMENT UPDATES - 5:37 PM

Catherine Smith, Auditor, gave an update on errors found in the Budget spreadsheet that will be fixed and announced the LOW Budget System will be used next year.

Brianne Gregory, Financial Director, gave an update on Federal Emergency Management Agency (FEMA) and America Rescue Plan Act (ARPA).

**4. LEGAL DEPARTMENT, Jeff Cockerill and Margie Rice – 5:54 PM**  
**Second Reading and Approval of the Ordinance 2021-54: An Ordinance of the Monroe County Council Authorizing the Issuance of the Monroe County, Indiana Economic Development Tax Increment Revenue Bonds, Series 2021 (Hunter Valley Road Extension Project), and Authorizing and Approving Other Actions in Respect Thereto**

This is an Ordinance approving the issuance of an Economic Development Bond for the connection of Curry Pike to an improvement of Hunter Valley Road. This project has been a priority of the County Redevelopment Commission and will connect Curry Pike to Arlington. This will be a great benefit to the existing businesses in the 46 Corridor Economic Development Area (46 CEDA). In addition, this road will provide needed infrastructure to enhance the undeveloped areas in the 46 CEDA. The total cost of this project is estimated to be \$4.5 million dollars, the only County funds that are to support this project are revenues from the TIF district. The developer will be responsible for any shortfall.

*Wiltz moved to approve Ordinance 2021-54: An Ordinance of the Monroe County Council Authorizing the Issuance of the Monroe County, Indiana Economic Development Tax Increment Revenue Bonds, Series 2021 which can be found in the Council Packet. This Ordinance was read into the record at the November 9, 2021 Regular Session. McKim seconded.*

Jeff Cockerill, Legal Counsel, presented on this item. Council discussion ensued.

Public Comment: Jim Shelton gave support on this item.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

*McKim Yes*  
*Wiltz Yes*  
*Hawk Yes*  
*Iversen Yes*  
*Deckard Yes*  
*Spoonmore Yes*  
*Munson Yes*

*Motion Passed; 7-0; Unanimous*

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**5. COUNCIL OFFICE, Kim Shell**  
***(Items 4A, C, & D were tabled from the November 9th Regular Session.)***

**A. Review and Approval of Ordinance 2021-55: Revised Job Position Descriptions for Monroe County Employees and to Simultaneously Amend the 2022 Salary Ordinance to Amend the Revised Job Position Titles and Classifications. – 6:02 PM**

*Wiltz moved to approve Ordinance 2021-55: Revised Job Descriptions for Monroe County Employees and to simultaneously amend the 2022 Salary Ordinance with the revised job position titles and classifications. McKim seconded.*



*Spoonmore asked for a roll call vote on the original motion.*

*Miller called the Roll:*

*McKim Yes*  
*Wiltz Yes*  
*Hawk Yes*  
*Iversen Yes*  
*Deckard Yes*  
*Spoonmore Yes*  
*Munson Yes*

*Motion Passed; 7-0; Unanimous*

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**C. Review and Approval of the Job Classification and Compensation Maintenance Plan – 7:05 PM**

*Wiltz moved to open for discussion and approval the Job Classification and Compensation Maintenance Plan with an effective date of January 1, 2022. McKim seconded.*

Rice presented on this item. Council discussion ensued. No public comment.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

*McKim Yes*  
*Wiltz Yes*  
*Hawk Yes*  
*Iversen Yes*  
*Deckard Yes*  
*Spoonmore Yes*  
*Munson Yes*

*Motion Passed; 7-0; Unanimous*

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**D. Discussion and Approval of a Moratorium of Job Description Changes – 7:19 PM**

*Wiltz moved to open for discussion and approval a temporary moratorium on all job description changes as per a recommendation of Waggoner, Irwin, and Scheele to begin January 1, 2022 through and including December 31, 2022. McKim seconded.*

Council discussion ensued. No public comment.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

*McKim Yes*  
*Wiltz Yes*  
*Hawk Yes*  
*Iversen Yes*  
*Deckard Yes*  
*Spoonmore Yes*

Munson Yes  
Motion Passed; 7-0; Unanimous

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E. Discussion of the Proposed 2022 County Council Meeting Schedule – 7:27 PM

Wiltz moved to open for discussion the proposed 2022 County Council Meeting Schedule. McKim seconded.

Shell presented on this item.

Smith made a suggestion to switch meeting dates in December.

Council discussion ensued.

6. COMMISSIONERS OFFICE, Angie Purdie and Jeff Cockerill – 7:34 PM

Request Approval to Amend the 2021 and/or 2022 Salary Ordinance Notes Section

A. Section G: Monroe County Health Incentive Programs for the 2022 Salary Ordinance

**FROM:**

ACTIVATE PROGRAM:

Activate Clinic \$300 annually for an employee and spouse/partner

**TO:**

EVERSIDE PROGRAM:

Everside Health \$150 annually for an employee and spouse/domestic partner

Beginning 1/1/2022 the incentive program for the Wellness Benefit Incentive Program through the Active Clinic will be changed to Everside Health Clinic. Employees and their spouse/domestic spouse will receive \$150 annually for their participation. The language in the Salary Ordinance needs to be updated to reflect this in the amount of the distribution.

Wiltz moved to approve the Commissioners' request to amend the 2022 Salary Ordinance; Ordinance Notes; Section G; Monroe County Health Incentive Programs; Wellness Benefit Incentive Program. McKim seconded.

Purdie presented on this item. Council discussion ensued. No public comment.

Spoonmore asked for a roll call vote.

Miller called the Roll:

McKim Yes

Wiltz Yes

Hawk Yes

Iversen Yes

Deckard Yes

Spoonmore Yes

Munson Yes

Motion Passed; 7-0; Unanimous

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**B. Section G: Monroe County Health Incentive Programs for the 2021 and 2022 Salary Ordinances – 7:37 PM**

**ADD:** *(for 2021)*

**COVID-19 VACCINATION INCENTIVE:**

This section applies to a one-time incentive. All documentation under this incentive must be submitted to the Personnel Administrator in the Employee Services Department.

**Full Time Employees** who submit documentation from the Indiana Vaccination Portal showing full vaccination of either the Pfizer (2 shots), Moderna (2 shots), or Johnson and Johnson (1 shot) vaccination shall receive \$1,000.

**Part-Time Employees** who submit documentation from the Indiana Vaccination Portal showing full vaccination of either the Pfizer (2 shots), Moderna (2 shots), or Johnson and Johnson (1 shot) vaccination shall receive \$500.

**ADD:** *(for 2022)*

**COVID-19 VACCINATION INCENTIVE:**

This section applies to a one-time incentive, no payment shall be made if the incentive was already acquired at a previous time. All documentation must be submitted to the Personnel Administrator in the Employee Services Department.

**Elected Officials and Full-Time Employees** who submit documentation from the Indiana Vaccination Portal showing full vaccination of either the Pfizer (2 shots), Moderna (2 shots), or Johnson and Johnson (1 shot) vaccination shall receive \$1,000.

**Part-Time Employees** who submit documentation from the Indiana Vaccination Portal showing full vaccination of either the Pfizer (2 shots), Moderna (2 shots), or Johnson and Johnson (1 shot) vaccination shall receive \$500.

This request is based upon incentivizing the COVID-19 vaccination for all employees of Monroe County Government in preparation of the presently stayed Federal OSHA vaccination ruling while providing the ability for a bonus prior to the Christmas holiday to our employees. Requiring a full vaccination status prior to distribution of the bonus, still provides receipt of the bonus prior to the Holiday if they obtain the J & J vaccine and also provides possible receipt in time for those who may have elected use credit card services to fund their Holiday. This proposal requires less overall work for our Employee Services and Auditor Staff.

*Wiltz moved to approve the Commissioners' request to amend the 2021 and 2022 Salary Ordinances; Ordinance Notes; Section G; Monroe County Health Incentive Programs and add COVID-19 Incentive Program. McKim seconded.*

Purdie presented on this item. Council discussion ensued. No public comment.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

*McKim Yes*

*Wiltz Yes*

*Hawk Yes*

*Iversen Yes*

*Deckard Yes*

*Spoonmore Yes*

*Munson Yes*

*Motion Passed; 7-0; Unanimous*

**7. PROSECUTOR’S OFFICE, Beth Hamlin and Erika Oliphant – 7:47 PM**  
**A. Racial Justice Data Project Update, Erika Oliphant and Dr. Eric Grommon**

Erika Oliphant, Prosecutor, presented on this item. No Council comment. No public comment.

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**B. Request Approval of Additional Appropriations and Simultaneously Amend the 2022 Salary Ordinance – 7:55 PM**

STOP Grant, 8123-9622

13425	Sex Crimes DPA	\$ 36,093.53
13015	Domestic Violence DPA	\$ 36,093.63
17801	Part Time	\$ 11,781.90
18101	FICA	\$ 6,423.61
18201	PERF	\$ 10,250.56

**TOTAL \$100,643.23**

The Department is requesting to appropriate renewed STOP Grant funding in order to pay a portion of salary and benefits for a full time Sex Crimes Deputy Prosecuting Attorney (DPA) Specialist, a full time Domestic Violence DPA Specialist, and a part time Assistant to the Special Victims Unit. This grant time period runs from October 1, 2021-September 9, 2022. Total funding for this contract is \$100,643.13. A match of \$33,552.86 is required and is paid by way of the balance of salary and benefits for these positions. The match is paid out of the Public Safety LIT Fund.

*Wiltz moved to approve the Prosecutor’s request for an additional appropriation and simultaneously amend the 2022 Salary Ordinance in Fund 8123-9622; STOP Grant, in the amount of \$100,643.23 in the Personnel Category as set out on the agenda. McKim seconded.*

Beth Hamlin, Executive Director, presented on this item. No Council comment. No public comment.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

- McKim Yes*
- Wiltz Yes*
- Hawk Yes*
- Iversen Yes*
- Deckard Yes*
- Spoonmore Yes*
- Munson Yes*

*Motion Passed; 7-0; Unanimous*

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**8. TECHNICAL SERVICES DEPARTMENT, Eric Evans and Angie Purdie – 7:57 PM**  
**Request Approval of an Additional Appropriation**

Cable Franchise User Fees, 2502-0000

30072	Telephone Maintenance	\$64,000.00
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Due to more offices using iPads, phones, hot spots and permitting software Opengov, the Department is using more remote data services. This is not the result of an increase in per unit cost.

***Wiltz moved to approve the Technical Services Department's request for an additional appropriation in Fund 2502-0000, Cable Franchise, in the amount of \$64,000 in the Services Category. McKim seconded.***

Purdie and Eric Evans, Director, presented on this item. Council discussion ensued. No public comment.

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

***Miller called the Roll:***

***McKim Yes***

***Wiltz Yes***

***Hawk Yes***

***Iversen Yes***

***Deckard Yes***

***Spoonmore Yes***

***Munson Yes***

***Motion Passed; 7-0; Unanimous***

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**9. PUBLIC DEFENDER, Heather Stuffle and Michael Hunt – 8:05 PM  
Request Approval to Hire at Mid-Point based on Resolution 2015-46 and to Simultaneously Amend the  
2021 and 2022 Salary Ordinances**

Public Defender Supplemental Services, 1200-0000

10065 Investigator 40 Hours CIV POLE 5 Non-Exempt

**AND**

System Navigator Grant, 9160-0000

13016 Investigator 40 Hours CIV POLE 5 Non-Exempt

The Department has two candidates who are either currently employed by the Department of Child Services (DCS) or have previously been. Both have several years of experience working with families in the criminal justice system and DCS, which will make for a seamless entry into the position and believe they are both qualified for the midpoint pay. One candidate will fill a current vacancy within the department. The other candidate will fill a one of the new grant positions. *(The Mid-Point Hire Base Rate for a Civ Pole 5 is \$22.71 hourly or approximately \$47,237 annually. This amount will be prorated depending on the candidate's actual date of hire.)*

If a Mid-Point Hire is approved, a Salary Ordinance amendment is needed in order to allow the Payroll Administrator to issue earnings above the Minimum Rate for new employees.

***Wiltz moved to approve the Public Defender's request for a Mid-Point Hire of an Investigator position in Fund 1200-0000, Public Defender Supplemental and of an Investigator position in Fund 9160-0000, System Navigator Grant and to simultaneously amend the 2021 and 2022 Salary Ordinances, account lines 10065 and 13016, Investigator; 40 Hours; CIV POLE 5; Non-Exempt; to Mid-Point Hire status. McKim seconded.***

Michael Hunt, Public Defender, presented on this item. No Council comment. No public comment.





*Munson Yes*  
*Motion Passed; 7-0; Unanimous*

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**11. APPROVAL OF MINUTES AS PRESENTED 8:10 AM**

- September 28, 2021 Work Session
- October 12, 2021 Regular Session
- October 26, 2021 Work Session

*Wiltz moved to approve the September 28, 2021-Work Session, October 12, 2021-Regular Session, and October 26, 2021-Work Minutes as presented. McKim seconded.*

No Council discussion. No public comment.

*Spoonmore asked for a roll call vote.*

*Miller called the Roll:*

*McKim Yes*

*Wiltz Yes*

*Hawk Yes*

*Iversen Yes*

*Deckard Yes*

*Spoonmore Yes*

*Munson Yes*

*Motion Passed; 7-0; Unanimous*

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**12. COUNCIL COMMENTS – 8:12 PM**

McKim thanked Spoonmore for service.

Deckard thanked Spoonmore for service.

Iversen thanked Spoonmore for service.

Wiltz thanked Spoonmore for service and presented him with a plaque from Council and Council staff.

Spoonmore thanked Council and County Staff. He named the contributions he participated in that he is most proud of while being part of the County Council.

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**13. ADJOURNMENT - 8:17 PM**

The Summary Minutes of the Monroe County Council Work Session held on November 30, 2021 were approved on **December 14, 2021**.

**MONROE COUNTY COUNCIL, INDIANA**

**"Aye"**

**"Nay"**



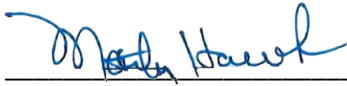
Kate Wiltz, President Pro Tempore

Kate Wiltz, President Pro Tempore



Trent Deckard, Member

Trent Deckard, Member



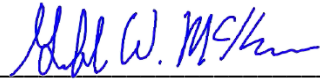
Marty Hawk, Member

Marty Hawk, Member



Peter Iversen, Member

Peter Iversen, Member



Geoff McKim, Member

Geoff McKim, Member



Cheryl Munson, Member

Cheryl Munson, Member

Vacant, Member

Vacant, Member

**ATTEST:**



12/15/2021

Catherine Smith, Auditor  
Monroe County, Indiana