



MONROE COUNTY COUNCIL

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

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

COUNCIL MEETING AGENDA SUMMARY MINUTES Tuesday, March 26, 2024 at 5:00 pm Nat U. Hill Meeting Room and Teams Connection

Members

Present – **In Person** – Trent Deckard, President
Present – **In Person** – Jennifer Crossley, President Pro Tempore
Present – **In Person** – Marty Hawk
Present – **In Person** – Peter Iversen
Present – **In Person** – Geoff McKim
Present – **In Person** – Cheryl Munson
*Not Present – **In Person** – Kate Wiltz

Staff

Present – **In Person** – Kim Shell, Council Administrator
Present – **In Person** – Jeff Cockerill, Legal Counsel
Present – **In Person** – Brianne Gregory, Auditor

1. CALL TO ORDER – 5:06 pm

Deckard called the meeting of the Monroe County Council to order for Tuesday, March 26th. He noted for the record that Councilors Crossley, Iversen, Hawk, McKim, and Munson were present in the Nat U. Hill Room. Councilor Wiltz was not present.

2. PLEDGE OF ALLEGIANCE

3. ADOPTION OF AGENDA - 5:07 pm

Deckard moved to table Items 19A and 19B, ARPA were tabled to the April 9th Council Meeting – no ARPA items at this time.

*Wiltz arrived at 5:07 pm

4. PUBLIC COMMENT – 5:08 pm

No public comment.

5. DEPARTMENT UPDATES – 5:09 pm

John Baeten, GIS Coordinator, gave a presentation on the Monroe County Broadband Challenge. Julie Thomas, Commissioner President, commented on the subject. Brief Council discussion.

Trohn Enright-Randolph, Surveyor, thanked the Council for the addition of a GIS Technician.

Judy Sharp, Assessor, gave a department workload summary. Brief Council discussion.

Kyle Gibbons, Jail Commander, presented an update on the facility. No Council discussion.

Deckard announced that the Airport is seeking the assistance of employees who would like to earn compensatory time on April 8th by working during the solar eclipse. Employees would have to secure approval from their department head or elected official prior to working the event.

6. COUNCIL LIAISON UPDATES – 5:40 pm

Iversen gave an update on the Monroe County Climate Resilience Implementation Matrix and Plan.

Iversen also provided an update on the County's Substance Use Disorder Awareness Commission, mentioning the 2024 Recovery Summit on September 5th.

Munson spoke the Food & Beverage Commission will meet Thursday, March 28th in the HR Council Conference Room.

7. LEGAL DEPARTMENT - 5:44 pm

Request Approval of Resolution 2024-14 Establishing Procedures for County Council Consent Agendas

Crossley moved to approve Resolution 2024-14, Establishing Procedures for County Council Consent Agendas. McKim seconded.

Jeff Cockerill, Legal Counsel, presented.

McKim made a motion to amend the resolution to state that if any Council member wished to have an item contained within the consent agenda addressed independently, the Council member need only request that it be removed from the consent agenda to be considered separately. Munson seconded.

Brief discussion was held.

**Deckard asked for a Voice Vote on the amendment.
Motion passed; 7-0; Unanimous.**

Council discussion ensued.

McKim made a second motion to amend to the resolution to add item number four of the resolution to state that each item on the consent agenda will be read at the time the consent agenda is considered. Munson seconded.

Further Council discussion ensued.

Deckard asked for a roll call vote on the second amendment.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

Council discussion ensued. No public comment.

Deckard asked for a roll call vote on the resolution with amendments.

Shell called the Roll.

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

Motion passed; 6-1 [Wiltz]; Majority.

8. CONSENT AGENDA ITEMS – 5:57 pm

A. Approval of Summary Minutes as Presented

- February 13, 2024, Council Meeting
- February 27, 2024, Council Meeting

Crossley moved to approve the Consent Agenda Items A, B and C for March 26, 2024: Council Meeting Minutes February 13th and 27th, 2024, Prosecutor’s New Account Line Request for Fund 4936-0000, account line 30028 Training and Travel, and Health Department’s Category Transfer Request in Fund 8111-9623 of \$34,868.17 from the Personnel Category to the Supplies Category. McKim seconded.

Deckard asked for a Voice Vote.

Motion passed; 7-0; Unanimous.

<><><><><><><><><><><>

B. PROSECUTOR’S OFFICE

Request the Creation of a New Account Line

Arnold Ventures Grant, 4936-0000
 30028 Training and Travel *New Account Line*

The Department has requested a new account line as the department has received permission from Arnold Ventures and Indiana University to use part of the Arnold Ventures subgrant award for the purpose of attending the Association of Prosecuting Attorneys 2024 Prosecutorial Data Summit in Mountain View, CA. No appropriation is necessary, for unspent funds will be transferred into the line.

<><><><><><><><><><><>

C. HEALTH DEPARTMENT

Request Approval of a Category Transfer

Crisis CoAg Supp. Workforce, 8111-9623

FROM:

10124	Covid-19 School Liaison	\$23,359.94	
17601	Longevity	\$ 200.00	
18001	FT Self Insurance	\$ 6,000.00	
18101	FICA	\$ 1,961.87	
18201	PERF	\$ 3,346.36	
	TOTAL	\$34,868.17	

TO:

20011	Other Supplies	\$34,868.17	
-------	----------------	-------------	--

The Department has requested to move funds from the Personnel Category to the Supplies Category as the School Liaison is currently being funded through a service contract. The transfer of funds will allow the Department to have funds available for supplies when there are needs within Monroe County schools.

9. PUBLIC DEFENDER'S OFFICE – 6:01 pm

Request Approval of Additional Appropriations

System Navigator Grant, 9160-0000

13016	Investigator	\$59,135	\$ 64,468.83
13017	Investigator	\$59,135	\$ 64,468.83
17601	Longevity	\$ 800	
18001	FT Insurance	\$24,632	
18101	FICA	\$ 8,110	\$ 9,863.72
18201	PERF	\$14,687	\$ 18,309.15
20001	Office Supplies	\$ 500	\$ 510.58
30006	Contractual	\$ 9,000	
30028	Travel/Training	\$ 1	\$ 3,000.00
	TOTAL	\$176,000	\$195,053.11

The Department was awarded an additional \$176,000 to the System Navigator Grant for 2024. This amount provides salaries for two (2) Investigator positions within the department.

Crossley moved to approve the Public Defender's request for additional appropriations in Fund 9160-0000, System Navigator Grant, in the amount of \$166,499 in the Personnel Category, \$500 in the Supplies Category, and \$9,001 in the Services Category for a total appropriation of \$176,000. McKim seconded.

Heather Stuffle, Public Defender Executive Assistant, presented. She requested an amendment to the appropriation to include \$19,053.11 that was a cash balance in the fund from 2023. *(Amendment totals in red above.)*

Crossley made a motion to amend the total as presented by Stuffle. McKim seconded.

**Deckard asked for a Voice Vote to the amendment.
Motion passed; 7-0; Unanimous.**

Council discussion ensued.

Deckard asked for a roll call vote with amendment.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

10. EMERGENCY MANAGEMENT – 6:07 pm

Request the Approval of an Additional Appropriation

National Priority Comm, 8178-0000

30006 Contractual \$18,100

The Department was awarded a grant through the State Homeland Security Program that focuses on preparedness for terrorist incidents. The grant funds will help fund a Homeland Security Exercise and Evaluation Program (HSEEP)-compliant tabletop exercise in early 2025.

Crossley moved to approve the Emergency Management’s request for an additional appropriation in Fund 8178-0000, National Priority Comm, in the amount of \$18,100 in the Services Category. McKim seconded.

Justin Baker, Emergency Management Deputy Director, presented. Council discussion ensued. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

11. PROSECUTOR’S OFFICE – 6:13 pm

Request the Creation of a New Account Line and Simultaneously Approve an Additional Appropriation

JAG High Tech Crime Unit, 8186-9624

30565 IT Hardware \$24,395 **\$24,935** *New Account Line*

This is a request for the appropriation of a newly received JAG grant that was awarded to the Prosecutor's Office's High Tech Crime Unit. The funding is in the amount of \$24,935 and will be used to purchase additional hardware and software for the project. The additional hardware/software will allow the HTCUCU to employ an additional HTCUCU investigator, which will alleviate the backlog of investigative request that the HTCUCU is receiving. This grant requires no match for the first year of funding.

Crossley moved to approve the Prosecutor’s request for the creation of a new account line, 30565, IT Hardware, in Fund 8186-9624, JAG High Tech Crime Unit, and simultaneously approve an additional appropriation of \$24,395 in the Services Category. McKim seconded.

Beth Hamlin, Prosecutor’s Executive Assistant, presented. Cockerill noted that the amount should be \$24,935. Shell confirmed that the legal advertisement had the correct amount.

McKim amended the motion to \$24,935 as stated by Hamlin. Crossley seconded.

Deckard asked for a Voice Vote to the amendment.
Motion passed; 7-0; Unanimous.

No further Council discussion. No public comment.

Deckard asked for a Roll Call vote with amendment.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

12. **JAIL/CORRECTIONAL CENTER – 6:16 pm**

A. **Request Approval to Amend the 2024 Salary Ordinance**

Correctional LIT, 1233-0000

ADD:

10644	Corrections Officer	41.25 hours	JAIL-CO	\$55,063
10645	Corrections Officer	41.25 hours	JAIL-CO	\$55,063
10646	Corrections Officer	41.25 hours	JAIL-CO	\$55,063
10647	Corrections Officer	41.25 hours	JAIL-CO	\$55,063
10648	Corrections Officer	41.25 hours	JAIL-CO	\$55,063
10649	Corrections Officer	41.25 hours	JAIL-CO	\$55,063

The Department has requested a salary ordinance amendment to add six (6) Correctional Officers for the transition team.

Crossley moved to approve the Jail’s request to amend the 2024 Salary Ordinance and add Fund 1233-0000, Correctional LIT, with the following six (6) account lines, 10644, 10645, 10646, 10647, 10648, 10649 titled Corrections Officer at 41.25 hours per week at the Jail-CO Classification Level. McKim seconded.

Ruben Marté, Monroe County Sheriff, introduced Phil Parker, Chief Deputy, who spoke on the need to start the process of creating the transition team. Council discussion ensued. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

Munson Yes
McKim Yes

Wiltz Yes
 Iversen Yes
 Hawk Yes
 Deckard Yes
 Crossley Yes
Motion passed; 7-0; Unanimous.

<><><><><><><><><><><><><><><><>

B. Request Approval to Amend the 2024 Salary Ordinance – 6:29 pm
General Fund-Jail, 1000-0380

FROM:
 17305 Food Service Assistant- Part Time Range: \$14.00 - \$15.00
TO:
 17305 Food Service Assistant- Part Time Range: \$15.00 - \$20.00

The Department has requested to increase the Food Service Assistant (Part Time) maximum range from \$15.00/hour to \$20.00/hour. The increase failed to take place in recent years when the employee's rate was increased to \$17.50/hour.

Crossley moved to approve the Jail's request to amend the 2024 Salary Ordinance in Fund 1000-0380, General Fund-Jail, and amend account line 17305, Food Service Assistant (Part-Time), Pay Range from \$14.00 - \$15.00 hourly to \$15.00 - \$20.00 hourly. McKim seconded.

Jordan Miller, Financial Manager, presented. No Council discussion. No public comment.

Deckard asked for a roll call vote.
Shell called the Roll.

Wiltz Yes
 Munson Yes
 Deckard Yes
 Crossley Yes
 McKim Yes
 Hawk Yes
 Iversen Yes
Motion passed; 7-0; Unanimous.

<><><><><><><><><><><><><><><>

C. Discussion of the Cost Analysis for the Three Advanced Correctional Health Contract Positions - 6:32 pm

The Department has requested to discuss the cost analysis for the three (3) Advanced Correctional Health Contract positions.

Crossley moved to open for discussion the cost analysis for three (3) Advanced Correctional Health contract positions.

Parker presented on this item. Currently budgeted in the medical line is \$1,576,000. The final analysis from ACH would be for a contract for \$1,682,678 (\$106,678 difference). This only covers the in-house medical services

with a rolling cap of \$10,450 a month. \$40,500 is for the pharmacy. Period started on 01-01-2024, but it would start when the 3 positions are put in place which would be an amendment to the existing contract.

Brief council discussion ensued.

**Deckard called for a recess at 6:48 pm
Deckard call the meeting to order at 6:57 pm**

13. HEALTH DEPARTMENT – 6:57 pm

- A. Request Creation of a New Account Line and Simultaneously Approve an Additional Appropriation**
Harm Reduction, 8153-0000
 38110 Services and Charges \$800 *New Account Line*

During reconciliation of the fund, a surplus of \$800 was discovered dating back to 2019-2020. The Department erroneously invoiced the Indiana Department of Health (IDOH) twice for the same amount. IDOH stated since the contract has been paid and closed the funds cannot be returned. The Department has requested the creation of an account line and an appropriation to spend the \$800 on supplies originally intended for the grant.

Crossley moved to approve the Health Department's request for the creation of a new account line, 38110, Services and Charges, in Fund 8153-0000, Harm Reduction, and to simultaneously approve an additional appropriation in the amount of \$800 in the Services Category. Munson seconded.

Lori Kelley, Health Administrator, presented. No Council discussion. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

- Iversen Yes
- Wiltz Yes
- Munson Yes
- McKim Yes
- Crossley Yes
- Deckard Yes
- Hawk Not Present

Motion passed; 6-0; Unanimous.

<><><><><><><><><><><><><><><><><>

B. Request Approval to Amend the 2024 Salary Ordinance – 6:59 pm

- ADD:**
Health Fund, 1159-0000
 10121 Harm Reduction Specialist 35 Hours PAT A Non-Exempt *New Account Line*

The Department has requested a salary ordinance amendment to create account lines for the position of Harm Reduction Specialist in the Health Fund. An upcoming gap in grant funding is expected, and the request will ensure that actions have taken place to move the position into a positive account line. If approved, in-house transfers will occur to transfer funds necessary to cover the gap in grant funding.

Department is requesting retroactive pay for the period in which the duties were performed, those dates being from 1/11/24-2/11/24. The current Election Supervisor began serving in the new role on 2/12/24. The pay can be paid from the Election Supervisor account line and will not require additional appropriations or transfer of funds.

Crossley moved to open for discussion and possible approval the retroactive pay for the Election Supervisor for the period of January 11 – February 11, 2024. McKim seconded.

Laura Wert, Clerk’s Chief Deputy, presented. Lengthy discussion ensued.

Hawk made a motion to deny the retro pay before the hire date of February 12th. Wiltz modified the motion to reaffirm the hire date of 2/12/2024. Munson seconded.

No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 6-1 [McKim]; Majority.

16. COUNTY COUNCIL – 7:16 pm

- A. Request Approval of Resolution 2024-12 Amending the Established Pay Rates for Absentee Board Members

Crossley moved to approve Resolution 2024-12: Amending the established pay rates for absentee board members. McKim seconded.

Kylie Moreland, Election Supervisor, presented. Lengthy Council discussion ensued.

Peg Roberts, Election Board Absentee Lead, spoke regarding the work of a lead absentee worker.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

<><><><><><><><><><><><><><><><><>

B. Request to Amend the 2024 Salary Ordinance – 7:43 pm

Election Fund-Election Board, 1215-0062

FROM:

17506 Absentee Workers A \$17.00 Hourly
17509 Absentee Workers B \$18.50 Hourly
17510 Absentee Workers C \$20.00 Hourly

TO:

17506 Absentee Workers A \$20.00 Hourly
17509 Absentee Workers B \$25.00 Hourly
17510 Absentee Workers C \$33.00 Hourly

Crossley moved to approve the request to amend the 2024 Salary Ordinance in Fund 1215-0062, Election Fund-Election Board, amending the following account lines and rates: 17506, Absentee Workers A from \$17.00 hourly to \$20.00 Hourly, 17509, Absentee Workers B from \$18.50 hourly to \$25.00 Hourly, and 17510 Absentee Workers C from \$20.00 hourly to \$33.00 hourly. McKim seconded.

Deckard asked for unanimous consent of an effective date of March 4th, 2024. No objections. No further Council discussion. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

<><><><><><><><><><><><><><><>

C. Request to Amend the 2024 Salary Ordinance – 7:49 pm

Election Fund-Election Board, 1215-0062

ADD:

17511 Recruiters \$200.00 paid per person-per day
(limited to 1 Recruiter per day-per political party)

Recruiters do not meet the statutory definition of Absentee Board Members pursuant to IC §3-11-10-38 or any other Precinct workers.

Crossley moved to approve the request to amend the 2024 Salary Ordinance in Fund 1215-0062, Election Fund-Election Board, and add account line 17511, Recruiter, paid \$200.00 per person-per day (limited to one (1) recruiter per day-per political party). McKim seconded.

Moreland presented. Council discussion ensued.

Deckard asked for a roll call vote.

Shell called the Roll.

Crossley Yes
Wiltz Yes

Deckard Yes
Hawk Yes
Munson Yes
Iversen Yes
McKim Yes

Motion passed; 7-0; Unanimous.

17. LEGAL DEPARTMENT – 8:02 pm

Request Approval of Ordinance 2024-14 Amending the Food and Beverage Tax in Monroe County

This item was tabled from the March 12, 2024, Council Meeting.

Crossley moved to approve Ordinance 2024-14 amending the Food and Beverage Tax in Monroe County. McKim seconded.

Cockerill presented. No Council discussion. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

18. AUDITOR'S OFFICE – 8:04 pm

Request to Approve Prepayment for Indiana Recovery Alliance Van Purchase with ARPA Funds

Indiana Code 5-11-10-1.6 requires that any advance payments for goods or services before the goods are delivered or services are completed follow all of the following guidelines:

1. Track Prepayments by defining the prepayment on a purchase order.
2. Create a prepayment invoice that is associated with the purchase order.
3. Requires insurance or a surety bond in the amount of the prepayment if the amount of the prepayment is more than one hundred fifty thousand dollars (\$150,000.00).

The purchase of the van for the Indiana Recovery Alliance via grant and opioid settlement funding requires that the county follows this procedure due to the deposit of \$118,975.00. This prepayment does not require a surety bond since the deposit due is under the \$150,000.00 threshold noted in the statute.

We are requesting Council approve this required form so that the IRA may move forward with purchasing the van as previously approved by both the Monroe County Commissioners and Monroe County Council.

Crossley moved to approve Form 98P, Prepayment Purchase Order, to allow for an advanced payment regarding the purchase of the Indiana Recovery Alliance van. McKim seconded.

Brianne Gregory, Auditor, presented. Brief Council discussion. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

Iversen Yes

Hawk No

Deckard Yes

McKim Yes

Munson Yes

Wiltz Yes

Crossley Yes

Motion passed; 6-1 [Hawk]; Majority.

19. AMERICAN RESCUE PLAN ACT (ARPA)

BOARD OF COMMISSIONERS/ AUDITOR'S OFFICE

A. Request Approval of Additional Appropriations

American Rescue Plan Act Fund, 8950-0000

Personnel Category \$8,000,000

Supplies Category \$8,000,000

Services Category \$8,000,000

Capital Category \$8,000,000

The Board of Commissioners and County Council are reviewing American Rescue Plan Act (ARPA) Projects. The amount of available ARPA funds of \$8,000,000 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.

This item was tabled from the March 12, 2024, Council Meeting.

This item is tabled until the April 9, 2024, Council Meeting.

<><><><><><><><><><><><><><><>

B. Request Approval of De-Appropriations

American Rescue Plan Act Fund, 8950-0000

Personnel Category \$500,000

Supplies Category \$500,000

Services Category \$500,000

Capital Category \$500,000

This item was tabled from the March 12, 2024, Council Meeting.

This item is tabled until the April 9, 2024, Council Meeting.

20. COUNCIL COMMENTS – 8:07 pm

-Crossley spoke regarding an upcoming meeting on Saturday.


-Wiltz suggested a town hall approach for County Council to meet with the public.


-Deckard requested that public comment be added to the consent agenda items script.

21. ADJOURNMENT – 8:17 pm

The County Council Meeting Summary Minutes for March 26, 2024 were presented and approved on April 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:


Brianne Gregory, Auditor
Monroe County, Indiana


Date