



MONROE COUNTY COUNCIL

Monroe County Courthouse, Room 306
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Trent Deckard, President
Jennifer Crossley, President Pro Tempore
Marty Hawk
Peter Iversen
Geoff McKim
Cheryl Munson
Kate Wiltz

COUNCIL MEETING SUMMARY MINUTES Tuesday, April 9, 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 – **Virtual** – Geoff McKim
Present – **In Person** – Cheryl Munson
Present – **In Person** – Kate Wiltz

Staff

Present – **In Person** – Kim Shell, Council Administrator
Present – **In Person** – Molly Turner-King, 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, April 9th. He noted for the record that Councilors Crossley, Hawk, Iversen, Munson, and Wiltz were present in person in the Nat U. Hill Room. Councilor McKim attended virtually.

2. PLEDGE OF ALLEGIANCE

3. ADOPTION OF AGENDA – 5:07 pm

Deckard tabled Items 14A and 14B, ARPA to the April 23rd Council Meeting – no ARPA items currently.

Molly Turner-King, Legal Counsel, requested to table Item 11C, JAG Grant-Sheriff, indefinitely.

Deckard made a motion to adopt the agenda with the above changes. Crossley seconded.

Deckard asked for a roll call vote.

Shell called the Roll.

Iversen	Yes
McKim	Yes
Hawk	Yes
Munson	Yes

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

4. PUBLIC COMMENT – 5:09 pm

No public comment.

5. DEPARTMENT UPDATES – 5:10 pm

Martha Miller, Soil and Water Manager, gave an update regarding the annual meeting and available opportunities. Brief Council discussion.

5:18 pm: Kyle Gibbons, Jail Commander, gave a Jail Staffing update - fully staffed and update regarding inmate breakdown and bookings. Inspection received high marks from state inspection. Council discussion ensued with regards to repairs, with the roof leaking and the elevator down. Numbers regarding maximum security classification of inmates.

5:26 pm: Phil Parker, Chief Deputy Sheriff, gave an update regarding the Solar Eclipse event - it was uneventful day. Had 37 deputies on duty beginning at 1 pm until the eclipse's end and following the event down to 7 deputies. There are two vacancies with the hope to have them filled by June.

5:32 pm: Christine McAfee, Juvenile Detention Alternatives Initiative (JDAI) Coordinator, gave a report regarding People & Animal Learning Services (PALS) and presented the Parent Project Flyers.

6. COUNCIL LIAISON UPDATES – 5:41 pm

Iversen noted that the Commission on Climate Resiliency met and will speak with the Commissioners on April 22nd, Earth Day, on Indiana's first Climate Resilience Plan.

Iversen provided a packet on opioid settlement funding, outlining how community organizations can apply to receive funds. Brianne Gregory, Auditor, gave an update regarding the process. Council discussion regarding the process.

7. CONSENT AGENDA ITEMS – 5:57 pm

No items.

8. AVIATION DEPARTMENT – 5:57 pm

A. Request Approval of an Additional Appropriation

Aviation Building, 4802-0000

30112 Hangar Repair and Maintenance \$70,000

The Department has requested an additional appropriation in support of a comprehensive refurbishment of the maintenance and operations facility. The project includes repairs to the masonry and roof, new energy efficient windows, HVAC, insulation, a restroom to accommodate the growing multi-gender workforce, and the establishment of a secondary egress point of safety. The space will also be fitted with new office and training areas for staff.

Crossley moved to approve the Aviation Department's request for an additional appropriation in Fund 4802-0000, Aviation Building, in the amount of \$70,000 in the Services Category. Iversen seconded.

Carlos Laverty, Airport Director, presented. He gave an update on the solar eclipse day at the airport. Brief Council discussion ensued. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

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B. Request the Creation of New Account Lines and Simultaneously Approve Additional Appropriations – 6:05 pm

<u>Airport Infrastructure Grant, 8187-0000</u>			
30006	Contractual (Federal)	\$513,693	<i>New Account Line</i>
30082	Contractual – State Match	\$ 28,538	<i>New Account Line</i>
30081	Contractual – County Match	\$ 28,539	<i>New Account Line</i>
TOTAL		\$570,770	

The Department received a Federal Aviation Administration grant for the Airport Master Plan Study. The total grant amount is \$570,770 with the ratio as follows: 90% Federal, 5% State, and 5% Local. The Department has requested the creation of a fund and three (3) appropriation lines for each portion. This is a performance period-based grant. Therefore, pay requests are submitted based on percentage of work completed.

Crossley moved to approve the Aviation Department's request for the creation of new account lines in Fund 8187-0000, Airport Infrastructure Grant, as set out on the agenda and to simultaneously approve additional appropriations of \$570,770 in the Services Category. Iversen seconded.

Laverty presented. Brief Council discussion ensued. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

Munson Yes
McKim Yes
Iversen Yes
Deckard Yes
Crossley Yes

Hawk Yes
Wiltz Yes
Motion passed; 7-0; Unanimous.

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C. Request the Approval of a Fund-to-Fund Transfer- 6:12 pm

FROM:
Cumulative Capital Development, 1138-0000
60100 Transfer Out Fund-to-Fund \$28,539
TO:
Airport Infrastructure Grant, 8187-0000
00992 Transfer Funds into Fund \$28,539

The Department has requested a fund-to-fund transfer from Fund 1138 to Fund 8187. The cash transfer will cover the local match portion of the grant in Item B. The transfer was approved by the Board of Commissioners on 03/27/24.

Crossley moved to approve the Aviation Department’s request for a fund-to-fund transfer of cash from Fund 1138-0000, Cumulative Capital Development to Fund 8187-0000, Airport Infrastructure Grant in the amount of \$28,539. Iversen seconded.

Laverty presented. No Council discussion. No public comment.

Hawk left the meeting at 6:13 pm.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 6-0; Unanimous.

9. HIGHWAY DEPARTMENT – 6:14 pm
Request Approval of the Creation of New Account Lines and Simultaneously Approve an Additional Appropriation

Cumulative Bridge, 1135-0000
39390 Baby Creek Road, Bridge #629 *New Account Line*
39403 Rockport Road, Bridge #308 *New Account Line*
39405 Dillman Road, Bridge #83 *New Account Line*
39406 Eagleson Avenue, Bridge #922 *New Account Line*
39404 Small Structure Inventory \$25,000

The Department has requested the creation of account lines in the Cumulative Bridge Fund. In the event that an item is not covered under the grant, it can be paid out of the project line in Cumulative Bridge. This will enable the Department to track the overall cost of the project during future audits. The Department anticipates future

invoices for the small structure inventory for the existing contract. The Department missed adding this amount to the 2025 Budget.

Crossley moved to approve the Highway Department’s request for the creation of new account lines in Fund 1135-0000, Cumulative Bridge, as set out on the agenda and to simultaneously approve an additional appropriation of \$25,000 in the Services Category. Iversen seconded.

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

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 6-0; Unanimous.

10. JAIL/CORRECTIONAL CENTER – 6:16 pm

Request Approval of the Creation of New Account Lines and Simultaneously Approve Additional Appropriations

Correctional LIT-Jail, 1233-0000

10644	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
10645	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
10646	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
10647	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
10648	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
10649	Correctional Officer	\$ 55,063.00	<i>New Account Line</i>
17101	Overtime	\$ 1.00	
17203	Shift Pay	\$ 1.00	
17208	Uniforms	\$ 1.00	
17310	Training Bonus	\$ 1.00	
18101	FICA	\$ 25,274.00	
18201	PERF	\$ 46,914.00	
	TOTAL	\$402,570.00	

The Department has requested an additional appropriation due to the addition of six (6) Correctional Officers for the Transition Team. These positions were approved on 3/26/24 and added to the 2024 Salary Ordinance.

Crossley moved to approve the Jail’s request for new account lines in Fund 1233-0000, Correctional LIT, as set out on the agenda and to simultaneously approve additional appropriations of \$402,570 in the Personnel Category. Iversen seconded.

Ruben Marté, Sheriff, presented. No Council discussion. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

Crossley Yes
McKim Yes

Crossley Yes
Motion passed; 7-0; Unanimous.

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- C. Request Approval of an Additional Appropriation**
JAG Grant-Sheriff, 8143-0000
 23901 Deputy Equipment \$7,355

The Department is requesting an additional appropriation for federal funding that should be receipted into the Jail commissary account from the JAG grant.

This item was tabled indefinitely.

12. ASSESSOR’S OFFICE, Judy Sharp – 6:21 pm

- A. Request Approval to Amend Position Descriptions**
 - Administrator to the PTABOA Level 2 *(formerly Administrative Assistant to PTABOA)*
 - Administrator to the PTABOA Level 3 *(formerly Administrative Assistant to PTABOA)*
 - GIS Assessment Administrator (New Position)
 - GIS Assessment Specialist
 - Sales Disclosure Specialist
 - Market Data Analysis Administrator *(formerly titled Sales Disclosure Supervisor)*
 - Property Director *(formerly titled Reassessment Property Specialist Supervisor)*
 - Assistant Property Director (New Position)
 - Real Estate Reassessment Specialist
 - Personal Property Specialist Supervisor
 - Personal Property Assessment Specialist
 - Floating Assessor Specialist (New Position)

The Department requested a review of all their job descriptions. During the review process, the Assessor requested the creation of three (3) job descriptions: GIS Assessment Administrator, Assistant Property Director, and Floating Assessor Specialist. The three (3) new job descriptions reflect duties being performed by current employees. The Waggoner, Irwin, and Scheele (WIS) Recommendation was reviewed by the Personnel Administration Committee (PAC) on 04/02/24. PAC Members approved amending five (5) position classification levels and forwarding all positions on to Council with a positive recommendation for approval. PAC Members also approved forwarding a positive recommendation of moving all positions from a 35- to a 40-hour work week.

Crossley moved to combine items 12A, B, and C into one motion to approve the Assessor’s request to approve the Department’s amended job descriptions and to simultaneously amend the 2024 Salary Ordinance in Fund 1000-0008, General Fund-Assessor and Fund 1131-0000, Sales Disclosure by updating the job description titles, classifications, and hours from 35 to 40 hours weekly as outlined on the agenda with an effective date of April 7, 2024. Iversen seconded.

Judy Sharp, Assessor, and Lisa Surface, Chief Deputy Assessor, presented. Discussion ensued. PAC Chair, Iversen gave a summary of the PAC’s decision. PAC chose to change some of the classifications to match the positions to comparable jobs in the Auditor’s Office. Agreed with the move from 35 to 40 Hours. No public comment.

Deckard asked for a roll call vote.

Shell called the Roll.

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

Motion passed; 7-0; Unanimous.

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B. Request to Amend the 2024 Salary Ordinance

General Fund-Assessor, 1000-0008

FROM:

10025	Real Estate Reassessment Specialist	35 Hours	COMOT B	Non-Exempt
10026	Reassessment Property Specialist Supervisor	35 Hours	COMOT C	Non-Exempt
10027	Real Estate Reassessment Specialist	35 Hours	COMOT B	Non-Exempt
10029	Personal Property Specialist Supervisor	35 Hours	COMOT C	Non-Exempt
10030	Personal Property Assessment Specialist	35 Hours	COMOT B	Non-Exempt
10092	GIS Assessment Specialist	35 Hours	COMOT C	Non-Exempt
10093	Administrative Assistant to the PTABOA-Lvl 3	35 Hours	COMOT C	Non-Exempt
10094	Administrative Assistant to the PTABOA-Lvl 2	35 Hours	COMOT C	Non-Exempt
10095	Personal Property Assessment Specialist	35 Hours	COMOT B	Non-Exempt
10096	Sales Disclosure Specialist	35 Hours	COMOT B	Non-Exempt
10097	Sales Disclosure Supervisor	35 Hours	COMOT C	Non-Exempt

TO:

10025	Floating Assessor Specialist	40 Hours	COMOT C	Non-Exempt
10026	Property Director	40 Hours	PAT D	Non-Exempt
10027	Assistant Property Director	40 Hours	COMOT D	Non-Exempt
10029	Personal Property Specialist Supervisor	40 Hours	COMOT D	Non-Exempt
10030	Personal Property Assessment Specialist	40 Hours	COMOT C	Non-Exempt
10092	GIS Assessment Administrator	40 Hours	PAT B	Non-Exempt
10093	Administrator to PTABOA-Level 3	40 Hours	PAT B	Non-Exempt
10094	Administrator to PTABOA-Level 2	40 Hours	PAT B	Non-Exempt
10095	Real Estate Assessment Specialist	40 Hours	COMOT C	Non-Exempt
10096	GIS Assessment Specialist	40 Hours	COMOT C	Non-Exempt
10097	Market Data Analysis Administrator	40 Hours	PAT A	Non-Exempt

Effective Date: April 7, 2024

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C. Request to Amend the 2024 Salary Ordinance

Sales Disclosure, 1131-0000

FROM:

10028	Sales Disclosure Specialist	35 Hours	COMOT B	Non-Exempt
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TO:

10028	Sales Disclosure Specialist	40 Hours	COMOT C	Non-Exempt
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Effective Date: April 7, 2024

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 26, 2024, Council Meeting.

This item was tabled to the April 23, 2024, Council Meeting.

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B.	Request Approval of De-Appropriations
	<u>American Rescue Plan Act Fund, 8950-0000</u>
Personnel Category	\$500,000
Supplies Category	\$500,000
Services Category	\$500,000
Capital Category	\$500,000

This item was tabled from the March 26, 2024, Council Meeting.

This item was tabled to the April 23, 2024, Council Meeting.

15. COUNCIL COMMENTS – 7:13 pm

Iversen encouraged everyone to vote.

Crossley spoke regarding the losses in her family. Updated the joint constituent meeting with City Councilor Asari. General consensus during constituent meeting was the want to see more collaboration between the City and the County. April 27th is the next meeting.

Hawk spoke regarding the Correctional LIT that was approved. Auditor Gregory gave a brief update regarding the process of additional appropriations and not having all the revenue at once. Lengthy discussion.

Munson spoke about expanding the canopy in Monroe County.

Deckard shared that Monroe County Community Health is doing a needs assessment and encouraged residents to weigh in on those community conversations.

Turner-King had an ARPA request. She asked about purchasing signs for businesses that showed that these businesses had gun safes and locks available for consumers.

Hawk requested an update regarding the Stinesville property cleanup.

16. ADJOURNMENT – 7:33 pm

The County Council Meeting Summary Minutes for **April 9, 2024** were presented and approved on **June 11, 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:

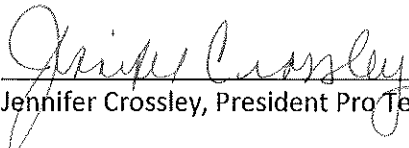
Brienne Gregory, Auditor
Monroe County, Indiana

Date

The County Council Meeting Summary Minutes for April 9, 2024 were presented and approved on June 11, 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

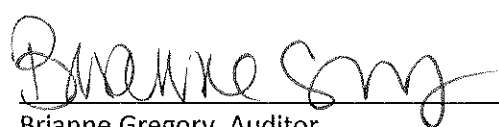
Aye Nay Abstain Not Present _____
Peter Iversen, Councilor

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

6/11/2024
Date