

COUNCIL MEETING
REGULAR SESSION
DECEMBER 19, 2023
6:30 P.M.

ATTENDANCE

COUNCIL MEMBERS:

Stephanie Campbell, President
Jay Alcorn, Vice President
Danny Wallace
Larry Parker
Wayne Huffman
Phillip Gick
Keith Berry

COMMISSIONERS:

Thomas Helmer

ATTORNEY:

Trudy Selvia

AUDITOR'S OFFICE:

Kristina Berish

AUDIENCE:

13 Individuals

The Putnam County Council met on December 19, 2023, at 6:30 p.m. The meeting was held at the Putnam County Courthouse. Stephanie Campbell opened the meeting with a pledge to the flag.

AGENDA CHANGE

Berry made the motion to add Clerk Transfer and to remove Kelly Russ from the agenda. Huffman seconded. The motion passed unanimously.

SHERIFF'S DEPARTMENT

Sheriff Baugh and Tresha Clearwaters presented two estimates for the walk-in freezer: 1) Zesco - \$47,975.40, 2) O'Brien Mechanical - \$86,000. They proposed to pay it from the appropriated money in the cumulative jail fund.

Wallace asked why it could not be paid from the commissary fund. He felt we should utilize those funds before depleting the cumulative jail fund. Baugh asked did he not have control over the commissary. The Council could not tell him he had to pay it from commissary, that would be a decision he would need to make. Campbell said he was correct; it is the decision of the Council if they want to allow the expense to be paid from cum. jail.

Baugh questioned if it was even allowable. Trudy Selvia stated according to the Indiana Code she believed it could be, however that would be up to the Sheriff. Council asked the Auditor for the balance in the cum. jail fund. After some discussion, Wallace made the motion to pay from cum jail. Alcorn seconded. The motion passed unanimously.

Auditor Berish stated they would need to work with her office to fill out the proper documentation required by the State since the company was asking for partial payments as they removed and installed the new freezer.

Tresha Clearwaters presented:

\$5,000 Additional from fund 1233 LIT Correctional & Rehab instead of the submitted \$15,000. Alcorn made the motion to approve. Berry seconded. The motion passed unanimously.

\$10,000 Additional from fund 1000 County General fund for inmate medical expenses. Huffman made the motion to approve. Parker seconded. The motion passed unanimously.

Part time help – Baugh felt \$15 an hour was too low and would like to see it increased to \$18/hr for the 4 part time employees he has in his department. Campbell said part time help for 2024 had not been addressed and will be discussed next year in meetings they will be having regarding salaries.

Baugh passed out paperwork regarding what the commissary fund can be used for. Also passed out a resolution for the Council to review for approval. Selvia stated she was not given a copy of the resolution prior to the meeting to review. And it would need to be advertised to be heard at a meeting.

Two things that jumped out to Selvia while glancing through the resolution is item 11 where it states using the funds for holiday events and item 7 expenses for advertising community events to promote the Sheriff's office.

Baugh brought the resolution due to information from State Board of Accounts. This was to authorize and permit the disbursement of funds from the commissary. Wallace stated he wanted to be sure if the Council approved the resolution and the Sheriff's Department in the future did not follow the guidelines it would not fall back on them. Selvia said she would need time to review it.

APPOINTMENTS

Sara Campfield, Park Board – Berry made the motion to reappoint. Huffman seconded. The motion passed unanimously.

Eric Freeman came to update the Council on what they had done with the funding the county had given them.

Jayne Bray, ABC Board – Parker made the motion to reappoint. Gick seconded. The motion passed unanimously.

SUPERIOR COURT TRANSFER

Trudy Selvia presented for the Judge:

\$1,600 transferring from office supplies to pauper counsel

Huffman made the motion to approve. Alcorn seconded. The motion passed unanimously.

ADULT PROBATION ADDITIONALS

Teresa Parrish presented:

\$3,155 additional from fund 2000 adult probation fees to pay for PERF
\$1,818 additional from fund 2000 adult probation fees to pay for social security
Alcorn made the motion to approve. Huffman seconded. The motion passed unanimously.

COMMISSIONERS ADDITIONALS

\$375 additional from fund 4946 new annex building to pay invoice for DLZ.
Gick made the motion to approve. Berry seconded. The motion passed unanimously.
\$2,160 additional from fund 1000 county general to pay invoice for Baker Tilly for the wheel tax analysis. Wallace made the motion to approve. Huffman seconded.
The motion passed unanimously.
\$189,234 additional from fund 1221 hazardous waste to purchase oil for the roads.
It is the 10% of the January 1, 2023 balance to be used for roads. Gick made the motion to approve. Berry seconded. The motion passed unanimously.
\$137,235 additional from fund 1000 county general to pay the second half of the Cummins Behavioral Health 2023 payment. Alcorn made the motion to approve.
Wallace seconded. The motion passed unanimously.
\$105,280 additional from fund 4944 EDIT warchest to pay invoices from Baker Tilly and Barnes & Thornburg for work they did for the county while looking at the solar project. Berry made the motion to approve. Gick seconded. The motion passed unanimously.
\$12,560 additional from fund 1000 county general for an invoice to Baker Tilly for financial research for the county. Gick made the motion to approve. Wallace seconded. The motion passed unanimously.

COUNCIL ADDITIONAL

\$4,225 additional from fund 1000 county general to pay invoices for the budget advisor. Gick made the motion to approve. Alcorn seconded. The motion passed unanimously.

2023 SALARY ORDINANCE

Auditor Berish submitted the final ordinance for review and approval. Wallace made the motion to approve. Alcorn seconded. The motion passed unanimously.

CLERK TRANSFER

\$800 transfer from repairs and maintenance to part time help. Gick made the motion to approve. Alcorn seconded. The motion passed unanimously.

COUNCIL MEMBER APPOINTMENTS

Cemetery	Huffman
EMA	Wallace
LEPC	Wallace
Community Corrections	Huffman
EMS	Wallace
Commissioner's Board	Parker
PC Community Foundation	Alcorn
E911	Gick
Humane Society	Alcorn & Campbell

W Central Solid Waste	Campbell
G'castle/PC Economic Dev.	Gick
Plan Commission	Alcorn
Health Board	Campbell
Thrive	Gick
Park Board	Gick
JRAC	Gick & Wallace

Berry made the motion to approve the above members to serve on the boards. Wallace seconded. The motion passed unanimously.

MINUTES

November 21, 2023 – Wallace made the motion to approve. Huffman seconded.

Campbell abstained since she was not at the meeting. The motion passed.

December 6, 2023 (financial meeting) – Parker made the motion to approve. Wallace seconded. The motion passed.

December 6, 2023 (salary) – Alcorn made the motion to approve. Gick seconded. The motion passed.

2024 SALARIES

Meeting to start discussion on 2024 salaries – Auditor will get available dates for the meeting room to Campbell. Campbell will contact fellow board members to set a date.

The council will meet on December 28th at 9 a.m. to approve the 2024 salary ordinance.

Alcorn stated the elected officials were not calculated by WIS like the rest of the county employees. The average number given would be off the 2023 salaries and not what counties would receive next year. Alcorn made the motion any elected official showing over the average, leave them at the approved 5% raise for next year. The elected officials under the average will receive 5% raise plus the amount to get them to the average salary stated in the study. Huffman seconded. The motion passed unanimously.

First Deputies salaries - Alcorn made the motion to approve their salaries at 85% of the elected official's salary for their department. If any salaries are above 85%, they are frozen until the elected official's salaries trigger an increase. Huffman seconded. The motion passed unanimously.

Huffman made a motion to add to the salary ordinance when there is a vacancy in both the Recorder and Treasurer offices, they cannot fill the position. Alcorn seconded. The motion passed unanimously.

Health Department LPN nurse –Berry made motion to decrease the raise from 10% to 5% at the request of the Administrator. Wallace seconded. The motion passed unanimously.

Department's changes to proposed salary ordinance:

Clerk – no change in deputies.

Auditor – no change in deputies.

Treasurer – Second deputy no raise since her current salary is falling in the middle of the medium and high salaries given on the wage report.

Recorder – First deputy 85% of the elected official salary. Since it is currently higher than 85%, employee will not see a raise until the elected official's salary triggers one.

Sheriff – no changes.

Surveyor – no change.

Coroner – no change in deputies.

Assessor – no change.

Prosecutor – Investigator no raise due to current salary over the high salary in the wage report.

Extension – no change in deputies.

Veteran – no change.

Council – addressed above in minutes.

Commissioners – no changes.

Plan Commission – no changes.

Election – no change.

Real Estate – no change in deputies.

Community Corrections – no change.

E911 – no change.

EMS – no change.

Custodial – custodian no raise since the current salary is over the highest salary in the wage report.

GIS – no change.

Superior – no change.

Adult Probation – no change.

Circuit – no raise for court reporter with current salary of \$46,309 since the salary is between the medium and high salaries on the wage report.

Jail – no changes.

EMA – no changes.

Title IVD – all 3 case workers salaries to \$44,568.

Highway – no raise for the secretary since her current salary is over the highest salary on the wage report. No raise for the administrative assistant since the current salary is over the medium and almost the same amount as the highest salary on the wage report.

Soil & Water – no change.

Health – no raise for the Director since his current salary is over the wage report.

MAIL

Board acknowledged their mail.

COMMITTEE REPORTS

Board members gave their committee reports.

ADJOURN

Wallace made a motion to adjourn the meeting. Huffman seconded. The motion passed.

Stephanie Campbell, President

Jay Alcorn, Vice President

Phillip Gick

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Keith Berry

**Attested by Auditor's Office
Kristina Berish**