

COUNCIL MEETING
REGULAR SESSION
JANUARY 17, 2023
6:30 P.M.

ATTENDANCE

COUNCIL MEMBERS:

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

ATTORNEY:

Trudy Selvia

AUDITOR'S OFFICE:

Kristina Berish

AUDIENCE:

16 Individuals

The Putnam County Council met in Regular Session on January 17, 2023, at the Putnam County Courthouse at 6:30 p.m. Campbell opened the meeting with the pledge to the flag.

APPOINTMENT OF PRESIDENT AND VICE PRESIDENT

Wallace made the motion to appoint Stephanie Campbell President. Gick seconded. The motion passed unanimously.

Parker made the motion to appoint Jay Alcorn Vice President. Gick seconded. The motion passed unanimously.

EMS

Gick made motion to add EMS to agenda. Alcorn seconded. The motion passed unanimously.

RECORDER

Recorder Heather Gilbert presented:

1189-10114-0018 \$4,832.17

First Deputy Salary

Requested additional to add to her First Deputy salary so her salary would not change from what she would have had in 2023 if she had stayed First Deputy in the Clerk's office. This individual had worked for the county for 31 years.

Campbell stated these were issues that should be addressed with the wage study the county will be conducting. The Council had been denying such requests due to this study. After some discussion, Parker made the motion to table to give time to think about it. Fellow members did not feel it needed to be tabled. Parker withdrew the motion.

Council felt Ms. Gilbert put them in a very awkward position since she had promised this employee she would not go down in salary when she offered her the job. Ms. Gilbert stated she had been told by the Recorder and Clerk Association she did not need to go before the Council to give deputy the supplement in salary but then later was told by AIC and the Auditor that anything salary related in the Recorder perpetuation fund did need to be approved by the Council.

Council made it clear they did not like the whole process of how the Recorder went about the position and the salary. Along with the request before them. First Deputy in Recorder job description did not merit this salary. No comparison between this job and the previous job this deputy held in Clerk's office.

Gick stated that if the Council passed this request that Ms. Gilbert better make sure she tells the deputy it could be years before they receive another raise depending on what the wage study states that position should be paid. If it is found the position is overpaid this position will not see a raise until the tier is increased and it was more than what the position was paid. Gilbert said she would.

After further discussion, Alcorn made the motion to approve the additional, even though he did not like the process Gilbert conducted it. If overpaid per study the position will not get a raise until the new salary tier dictated it. Parker seconded. Campbell opposed, stated they had denied others waiting for the study. And this was rewarding longevity which is a separate issue the county needed to address. At this point we should be paying for the position, not the person. The motion carried.

| | | |
|----------------------|----------|----------------------|
| 1189-10114-0018 | \$37,708 | |
| First Deputy salary | | appropriate for 2023 |
| 1189-10121-0018 | \$2,451 | |
| Social Security | | appropriate for 2023 |
| 1189-10124-0018 | \$4,429 | |
| PERF | | appropriate for 2023 |
| 1189-10128-0018 | \$573 | |
| Medicare | | appropriate for 2023 |
| 1189-10316-0018 | \$1,500 | |
| First Deputy Stipend | | appropriate for 2023 |

Auditor Berish stated what was advertised in gateway for 2023 had the salary and benefits requested from the county general fund. During the workshop the accounts were moving to the Recorder perpetuation fund. Had to wait until 2023 to do additional to put the funds in the accounts.

Gick made the motion to approve. Wallace seconded. The motion passed unanimously.

CLERK

Clerk Tracy Bridges came to the meeting with a proposed salary adjustment for her personnel. Not requesting any additional funds. She was trying to fix the large gap in pays in the positions.

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|--------------|----------------------------|
| Clerk | \$52,328.85 |
| First Deputy | \$40,000 + \$3,000 stipend |
| First Deputy | \$37,700 + \$3,000 stipend |
| Deputy | \$33,525.34 |
| Deputy | \$33,525.34 |
| Deputy | \$33,525.34 |
| Voter Reg. | \$37,656 |

Gick made the motion to approve. Berry seconded. Wallace abstained. The motion passed.

HEALTH SALARIES/POSITIONS

Joni Young stated when she had to submit her budget paperwork for 2023 the grant had not been awarded yet so she did not know what she would be receiving. Since budget session she received her grant award. The grant administrator position requested 3K but was awarded 4K. Would like the Council approval of the 4K for salary ordinance for Evelyn Williams in the Auditor's office. Williams has a lot more job responsibilities each year due to a lot of departments getting grants but does not receive compensation for it. And the health department has a lot of grants. Alcorn made the motion to approve. Berry seconded. The motion passed unanimously.

Young said she wanted to make one of her positions the Lead Environmentalist. The individual has been acting as the supervisor for some time but not being paid for the extra responsibility. Current salary is \$44,814 and want to increase it to \$47,680. The position is paid from grant funds. Alcorn made the motion to approve but wants the additional pay to be a separate stipend marked as supervisor stipend. Wallace seconded. Campbell opposed; feels we should wait for wage study. The motion carried.

Young said they have had 2 part time positions open for a while, no one is applying. Would like to combine the 2 positions into 1 full time position. The salary and all benefits would be paid from a grant. The salary they are proposing for the position is 41K. This was figured after factoring in current salaries in their own department and researching like positions in other counties. The position would be Medical Assistant/Receptionist. They have an applicant with 18 years of experience, this position requires several certifications. After some discussion, Gick made the motion to approve. Huffman seconded. Campbell opposed, concerned with starting a new employee at 41K compared to other receptionist positions in the county. The motion carried.

ADULT PROBATION – SALARY SUPPLEMENT

Garrett Nichols, Chief Probation officer came to the meeting at request of the Auditor. Auditor Berish explained the money was in the accounts, but it had not been approved by the Council during the salary adoption. She had asked someone from the office to come to the meeting to explain the difference in salary so the Council can vote on it. In the past the county went by the guideline set by state for the probation salaries. However, it is a guideline that states they can not make less than this salary. It is a minimum.

Nichols explained Judge Bridges is who said Garrett Nichols should receive a \$1,000 for being Chief Probation Officer and \$900 for Teresa Parrish. We need a motion by Council so it can be in the minutes and added to the salary ordinance. Gick made the motion to approve. Alcorn seconded. The motion passed unanimously.

HIGHWAY - TRANSFERS

Jim Peck came to the meeting regarding 2 transfers.

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|----------------|--------------------|----------|
| 1176-10171-702 | 1176-30471-702 | \$5,000 |
| Per Diem | Per Diem | |
| 1176-30376-702 | 1176-10170-702 | \$13,050 |
| Uniforms | Clothing allowance | |

Berish explained the first transfer is due to her having to change per diem account number in every department before the budget workshops. She missed this department. Should not be in the 1000 series but 3000 series according to the state.

Berish said the second transfer is because they used to have a company for their uniforms but stopped doing that. Now they are giving every employee \$450 clothing allowance. This is a taxable fringe benefit, so it must go through payroll. It is currently in the 3000 series, and it needs to be in the 1000 series of accounts which is for payroll.

Wallace made the motion to approve both transfers. Berry seconded. The motion passed unanimously.

CORONER BUDGET REDUCTION

1000-10114-0007 \$11

First Deputy

The appropriated amount versus the salary does not match. It has not matched for a few years; the person does not get paid too much but it always leaves a balance in the account number. This is just cleaning up the books. Gick made the motion to approve. Parker seconded. The motion passed unanimously.

EMS

Director Kelly Russ asked if her 5% raise could be moved to her Asst. Director. With past percentage raises due to salaries the span between them has increased. She wants to help get the assistant salary back on track. Gick would like to see a comparison of like counties for her position and the assistant to see how they compared. Parker made the motion to table until study done. Gick seconded. The motion passed unanimously.

LIT rate – Russ passed out charts. Council discussed options; Alcorn made the motion to approve the rate of 0.1. Gick seconded. The motion passed unanimously. County still has several steps to go through before it is official.

APPOINTMENTS

Council members appointed to boards:

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|----------------------------|-------------------------------|
| Cemetery | Wayne Huffman |
| EMA | Danny Wallace |
| LEPC | Danny Wallace |
| Community Corrections | Wayne Huffman |
| EMS | Danny Wallace |
| Commissioners | Larry Parker |
| PC Community Foundation | Jay Alcorn |
| E911 | Phillip Gick |
| Humane Society | Jay Alcorn/Stephanie Campbell |
| W Central Solid Waste | Stephanie Campbell |
| Pre Trial Release Program | Danny Wallace |
| Greencastle/PC Development | Phil Gick |
| Plan Commission | Jay Alcorn |
| Health Board | Stephanie Campbell |
| Thrive | Phil Gick |
| Park Board | Phil Gick |
| JRAC | Wayne Huffman |

Berry made motion to approve. Gick seconded. The motion passed unanimously.

ABC Board reappointment of Jayne Bray. Gick made motion to re-appoint. Parker seconded. The motion passed unanimously.

MINUTES

December 20, 2022 – Wallace made the motion to approve. Parker seconded. The motion passed unanimously.

ADJOURN

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

Stephanie Campbell, President

Jay Alcorn, Vice President

Phillip Gick

Larry Parker

Keith Berry

Danny Wallace

Wayne Huffman

**Attest: Auditor's Office
Kristina Berish**