



*Meeting
of the
Vigo County Council
April 9, 2013*

VIGO COUNTY COUNCIL
APRIL 9, 2013
5:00 P.M.
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VIGO COUNTY COUNCIL
Agenda
Tuesday April 9, 2013 at 5:00 P.M.
Council Chambers, Vigo County Annex

1. Pledge of Allegiance
2. Calling of the roll
3. Corrections to the journal of the preceding meeting, if needed
 - a. March 12, 2013
4. Public comment
5. Communications from elected officials of the County
6. Communications from other officials or agencies
7. Reports from standing committees
8. Reports from select committees
9. Ordinances relating to appropriations
 - a. Budget Adjustment Committee
 - i. Additional Appropriation 2013-16
 - ii. Resolution of Re-Allocation of Existing Appropriations 2013-05
 - iii. Additional Appropriation 2013-17
 - iv. Additional Appropriation 2013-18
 - v. Additional Appropriation 2013-19
 - vi. Additional Appropriation 2013-20
 - vii. Resolution of Re-Allocation of Existing Appropriations 2013-06
 - b. Annual Budget Committee
 - i. Additional Appropriation 2013-21
 - ii. Additional Appropriation 2013-22
 - c. Personnel Committee
 - i. Salary Ordinance 2013-04
 - ii. Additional Appropriation 2013-23
 - iii. Salary Ordinance 2013-05
 - iv. Additional Appropriation 2013-24
10. Honorary resolutions
11. Resolutions relating to fiscal policies of the Council
12. First reading by summary reference of proposed ordinances and resolutions
13. Appointments
14. Adjournment

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the Taxpayers of Vigo County, Indiana, that the Vigo County Council will meet at the Vigo County Annex, 127 Oak Street, Terre Haute, Indiana at 5:00 pm on April 9, 2013 to consider the following appropriations in excess of the budget of the current year.

REASSESSMENT 2015

Contractual Services	\$109,000
TOTAL REASSESSMENT 2015 FUND	\$109,000

INFRACTION DEFERRAL

Law Enforcement Grants	\$48,009
TOTAL INFRACTION DEFERRAL FUND	\$48,009

DRUG TASK FORCE SEIZED ASSETS

Law Enforcement Grants	\$9,000
TOTAL DTF/SA FUND	\$9,000

LEPC/EMERGENCY RIGHT TO KNOW

Contractual Services	\$8,000
Repair Equipment	\$2,000
Official Meetings	\$3,000
Ed, Counseling & Training	\$27,000
Equipment - New	\$12,000
TOTAL LEPC FUND	\$52,000

**COUNTY GENERAL
GROUP HOMES**

Group Insurance	\$19,038
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PROSECUTOR

Payroll	\$5,000
FICA	\$383
PERF	\$650

COMMUNICATIONS/DISPATCH

Payroll	\$1,620
FICA	\$124
PERF	\$211

COMMISSIONERS

Contractual Services	\$700
Supplement to Community Corrections	\$76,000
TOTAL COUNTY GENERAL FUND	\$84,688

TIMOTHY M. SEPRODI
VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday March 29, 2013
TRIBUNE-STAR

ADDITIONAL APPROPRIATION ORDINANCE 2013-16

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Reassessment 2015 Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>REASSESSMENT 2015</u>		
33300 Contractual Services	\$109,000	
TOTAL REASSESSMENT 2015 FUND	\$109,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Budget Adjustment

RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION

2013-05

It has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes which appropriated are hereby re-allocated in the following amounts:

			<u>REQUESTED</u>	<u>APPROVED</u>
<u>REASSESSMENT 2015</u>				
From:	1188.21000.000.0000	Office Supplies	\$10,000	
To:	1188.33300.000.0000	Contractual Services	\$10,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Attest:

Bill Thomas, President

Timothy M. Seprodi
Vigo County Auditor

ADDITIONAL APPROPRIATION ORDINANCE 2013-17

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Infraction Deferral Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<u>INFRACTION DEFERRAL</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
31400 Law Enforcement Grant	\$48,009	
TOTAL INFRACTION DEFERRAL FUND	\$48,009	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Budget Adjustment

ADDITIONAL APPROPRIATION ORDINANCE 2013-18

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County Drug Task Force Seized Assets Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>DRUG TASK FORCE SEIZED ASSETS</u>		
31400 Law Enforcement Grant	\$9,000	
TOTAL DRUG TASK FORCE SEIZED ASSETS FUND	\$9,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Budget Adjustment

ADDITIONAL APPROPRIATION ORDINANCE 2013-19

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<u>COUNTY GENERAL</u> <u>COMMISSIONERS</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
33300 Contractual Services	\$700	
TOTAL COUNTY GENERAL FUND	\$700	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Budget Adjustment

ADDITIONAL APPROPRIATION ORDINANCE 2013-20

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<u>COUNTY GENERAL</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>COMMISSIONERS</u>		
30042 Supplement to Community Corrections	\$76,000	
TOTAL COUNTY GENERAL FUND	\$76,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Budget Adjustment

RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION

2013-06

It has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes which appropriated are hereby re-allocated in the following amounts:

	<u>REQUESTED</u>	<u>APPROVED</u>
<u>COUNTY GENERAL</u>		
<u>COMMISSIONERS</u>		
From: 1000.31200.000.0068 Ambulance Donation \$60,000		
To: 1000.30042.000.0068 Supplement to Community Corrections	\$60,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Attest:

Bill Thomas, President

Timothy M. Seprodi
Vigo County Auditor

ADDITIONAL APPROPRIATION ORDINANCE 2013-21

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County LEPC Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<u>LEPC</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
33300 Contractual Services	\$8,000	
35500 Repair Equipment	\$2,000	
37600 Official Meetings	\$3,000	
37650 Ed, Counseling & Training	\$27,000	
44510 Equipment New	\$12,000	
TOTAL LEPC FUND	\$52,000	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Annual Budget

ADDITIONAL APPROPRIATION ORDINANCE 2013-22

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>COUNTY GENERAL</u>		
<u>COMMUNICATION DISPATCH</u>		
10010 Payroll	\$1,620	
15210 FICA	\$124	
15220 PERF	\$211	
TOTAL COUNTY GENERAL FUND	\$1,955	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

SALARY ORDINANCE 2013-04

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2013, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County General Fund the following:

COUNTY GENERAL

GROUP HOMES

Case Manager

Grade 13

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

ADDITIONAL APPROPRIATION ORDINANCE 2013-23

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>COUNTY GENERAL</u>		
<u>GROUP HOMES</u>		
15230 Group Insurance	\$19,038	
TOTAL COUNTY GENERAL FUND	\$19,038	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Personnel

SALARY ORDINANCE 2013-05

SECTION 1. Be it ordained by the County Council of Vigo County, Indiana, that for the salaries of Vigo County Indiana, that for the salaries of the County Government Office Holders and the employees for the year ending December 31, 2013, the following sums of money are hereby appropriated and ordered set apart for the purposes specified, subject to the laws governing the same. Such sums herein appropriated shall be otherwise expressly stipulated for by law provided, however, that disbursements from each appropriated are further limited to the amounts listed for the detailed accounts making up such appropriation unless said accounts are increased or decreased in another ordinance or resolution by the County Council.

SECTION 2. That for the said fiscal year, there is appropriated out of the Vigo County General Fund the following:

	<u>REQUESTED</u>	<u>APPROPRIATED</u>
<u>PROSECUTOR</u>		
DFC Stipend	\$2,500	
DFC Stipend (2)	\$1,250	

SECTION 3. This shall be retroactive to the first pay of January 2013.

Approved on this 9th day of April 2013.

<u>AYE</u>		<u>NAY</u>
_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

ADDITIONAL APPROPRIATION ORDINANCE 2013-24

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now, therefore:

SEC. 1. Be it ordained by the County Council of Vigo County, Indiana, that for the expenses of Vigo County General Fund the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<u>COUNTY GENERAL</u> <u>PROSECUTOR</u>	<u>REQUESTED</u>	<u>APPROPRIATED</u>
10010 Payroll	\$5,000	
15210 FICA	\$383	
15220 PERF	\$650	
TOTAL COUNTY GENERAL FUND	\$6,033	

Approved on this 9th day of April 2013.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Kathy Miller	_____
_____	Mike Morris	_____
_____	Ed Ping	_____

Bill Thomas, President

Attest:

Timothy M. Seprodi
Vigo County Auditor



Vigo County Assessor

189 Oak Street ~ Terre Haute, Indiana 47807
Phone (812) 462-3358 ~ Fax (812) 238-1217

Deborah J Lewis ~ Assessor

Susan McCarty ~ Chief Deputy

March 5, 2013

Timothy Seprodi
Vigo County Auditor
127 Oak Street
Terre Haute, IN 47807

Mr. Seprodi

Please put us on the schedule for the Budget Adjustment Committee for additional appropriations:

Fund 1188 Reassessment 2015

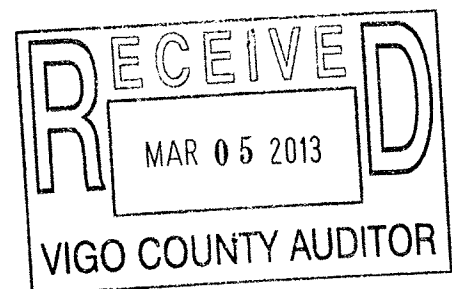
Contractual Services 33300 \$132,200.00 Trending and Ratio Study

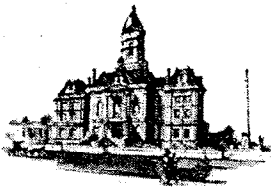
Also, the Personnel Committee for restructuring County Assessor Field staff personnel from 3 part time positions to 1 full time position.

1000 General Fund 10010 Payroll Salaries

Sincerely

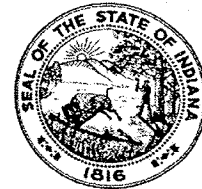
Deborah J Lewis





13-023

**TERRY R. MODESITT
PROSECUTING ATTORNEY
OF VIGO COUNTY**
VIGO COUNTY COURT HOUSE
33 SOUTH THIRD STREET, RM. 45
TERRE HAUTE, IN 47807
PHONE (812) 462-3305
FAX (812) 238-1096



To: Vigo County Council

February 12, 2013

RE: Prosecutor's Office Council Request

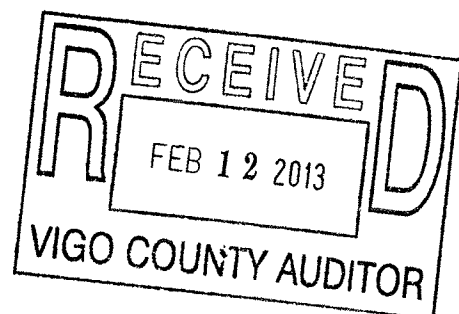
It is respectfully requested that the following issue be discussed at the March Council Meeting:

We request the council approve the following appropriations in the 2013 Infraction Deferral Fund (2501):

- \$48,008.58 to Law Enforcement Grants (2501.31400.000.0000) to reimburse the Terre Haute Police Department for payment to officers responsible for the I-70 Drug Interdiction Program. \$23,008.58 is for the expenses accrued in 2012, with an additional \$25,000 requested for 2013 expenses in the I-70 Drug Interdiction Program.

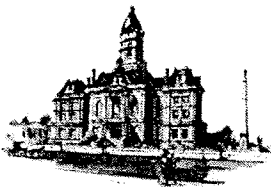
Respectfully Submitted,

Robert E. Roberts
Chief Deputy Prosecuting Attorney
Vigo County, Indiana



Terre Haute Police Department 2012 I-70 Drug Interdiction Costs

August	\$4,557.01
September	\$3,826.01
October	\$5,193.31
November	\$4,908.63
December	\$4,523.62
Total	\$23,008.58



13-024

TERRY R. MODESITT
PROSECUTING ATTORNEY
OF VIGO COUNTY
VIGO COUNTY COURT HOUSE
33 SOUTH THIRD STREET, RM. 45
TERRE HAUTE, IN 47807
PHONE (812) 462-3305
FAX (812) 238-1096



February 12, 2013

To: Vigo County Council

RE: Prosecutor's Office Council Request

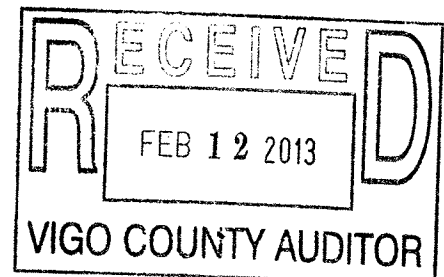
It is respectfully requested that the following issue be discussed at the March Council Meeting:

We request the council approve the following appropriations in the 2013 Seized Asset Fund (4967):

- \$83,261.52 to Law Enforcement Grants (4967.31400.000.0000) for the reimbursement of the salary and benefits for a detective dedicated to Racketeering and Corrupt Business investigations. The Law Enforcement Agency will be reimbursed on a quarterly basis. See the attached itemization for the anticipated costs associated with the position.
- \$9,000 to Law Enforcement Grants (4967.31400.000.0000) for PELA (Police Executive Leadership Academy) Trainings for Terre Haute Police Department personnel. The trainings take place over the course of the year in four (4) modules. The current cost is \$750 per module. This appropriation would allow three (3) people to be sent in 2013.

Respectfully Submitted,

Robert E. Roberts
Chief Deputy Prosecuting Attorney
Vigo County, Indiana





15-077

The Board of Commissioners of Vigo County

Commissioners

Mike Ciolli, 1st District
Judith A. Anderson, 2nd District
Brad Anderson, 3rd District

650 S. 1st STREET
TERRE HAUTE, INDIANA 47807
(812) 462-3367
Fax: (812) 234-2409

FEBRUARY 25, 2013

Mr. Tim Seprodi
131 Oak St.
Terre Haute, Indiana 47807

Dear Mr. Seprodi:

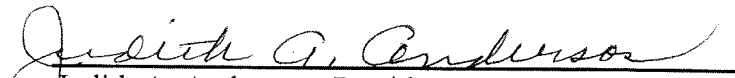
COMMISSIONERS:

The Vigo County Commissioners were given \$10,000 for the 2013 Budget, Series: 33300, and the billing is \$10,700.

Total amount needed-----\$700

Sincerely,

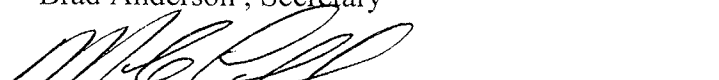
VIGO COUNTY COMMISSIONERS



Judith A. Anderson, President



Brad Anderson, Secretary



Mike Ciolli, Member

FILED
FEB 25 2013
VIGO COUNTY CLERK
JIMMY L. SEPRODI

INVOICE



To: Vigo County Auditor's Office
131 Oak Street
Terre Haute, Indiana 47807

Attn: Honorable Tim Seprodi, Auditor

Charge No: 103464.01.02
Invoice No: 001
Reference: N/A
Billing Date: 02/21/2013
Invoice Period: Project Completion
Customer No: IN0078
Subdivision: 01.116.004
Federal ID: 26-1557956

For Professional Services Rendered:

Completion of the 2011 Cost Allocation Plan for Vigo County, Indiana

Robert J. Fink, State Director Ohio/Indiana

PAYMENT DUE IN ACCORDANCE WITH THE TERMS OF THE CONTRACT

Your prompt payment of this invoice will be appreciated. If you have any questions please contact: John Mallers (800) 618-7364	TOTAL	\$10,700.00
--	--------------	--------------------

PLEASE REMIT TO FOLLOWING ADDRESS:

**MAXIMUS Consulting Services, Inc.
P.O. BOX 791188
BALTIMORE MD 21279-1188**

(This is our lockbox for payment)

**To ensure proper recording of your payment please include a copy of this invoice
and refer to the Invoice # on your remittance.**

INVOICE



To: Vigo County Auditor's Office
131 Oak Street
Terre Haute, Indiana 47807

Attn: Honorable Tim Seprodi, Auditor

Charge No: 103464.01.02
Invoice No: 001
Reference: N/A
Billing Date: 02/21/2013
Invoice Period: Project Completion
Customer No: IN0078
Subdivision: 01.116.004
Federal ID: 26-1557956

For Professional Services Rendered:

Completion of the 2011 Cost Allocation Plan for Vigo County, Indiana

Robert J. Fink, State Director Ohio/Indiana

PAYMENT DUE IN ACCORDANCE WITH THE TERMS OF THE CONTRACT

Your prompt payment of this invoice will be appreciated. If you have any questions please contact: John Mallers (800) 618-7364	TOTAL	\$10,700.00
--	--------------	--------------------

PLEASE REMIT TO FOLLOWING ADDRESS:

MAXIMUS Consulting Services, Inc.
P.O. BOX 791188
BALTIMORE MD 21279-1188

(This is our lockbox for payment)

**To ensure proper recording of your payment please include a copy of this invoice
and refer to the Invoice # on your remittance.**



February 21, 2013

The Honorable Tim Seprodi
Vigo County Auditor
131 Oak Street
Terre Haute, Indiana 47807

Dear Auditor Seprodi:

Enclosed please find our invoice for the balance due for professional services rendered to the preparation of your **2011 Cost Allocation Plan**.

Please be sure to include a copy of the invoice with your payment.

We appreciate this opportunity to assist Vigo County. We look forward to working with you again in the future. If you have any questions concerning the invoice, please contact John Mallers at 1-800-618-7364.

Sincerely,

Robert J. Fink
State Director of Ohio/Indiana
7523 Fredle Drive
Concord Township, OH 44077
800-543-0288
robertfink@maximus.com

13-028



The Board of Commissioners of Vigo County

Commissioners

Mike Ciolli, 1st District

Judith A. Anderson, 2nd District

Brad Anderson, 3rd District

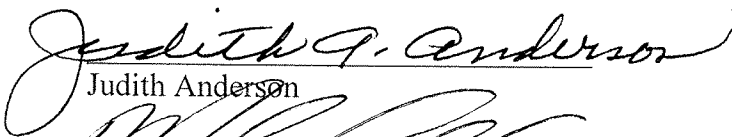
650 S. 1st STREET
TERRE HAUTE, INDIANA 47807
(812) 462-3367
Fax: (812) 234-2409

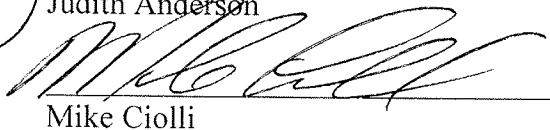
March 4, 2013

Vigo County Auditor,

The Vigo County Commissioners request an additional appropriation into the Commissioners' budget, location 0068, named "Supplemental Health Care" in the amount of \$136,000 to cover the health benefits for Community Corrections. In the past the Group Insurance line item for the Commissioners' budget included Community Corrections, but for some reason it was removed in the 2013 budget. Thank you for all considerations.

The Vigo County Commissioners,


Judith Anderson


Mike Ciolli


Brad Anderson

FILED
MAR 04 2013


VIGO COUNTY AUDITOR



MITCHELL E. DANIELS, Jr., Governor
STATE OF INDIANA

DEPARTMENT OF HOMELAND SECURITY JOSEPH E. WAINSCOTT, Jr., EXECUTIVE DIRECTOR

*Indiana Government Center South
300 West Washington Street
Indianapolis, IN 46204
317-232-3566*

September 28, 2010

RE: Procedure for Request and Appropriation of Funds to Local Emergency
Planning Committee (LEPC)

Dear Council President, County Auditor, and LEPC Chair:

We are writing on behalf of the Indiana Emergency Response Commission (IERC) and the State Board of Accounts (SBA) to share with you our common approach to the request for, and appropriation of, funds for LEPCs. This is a matter which has caused some confusion in the past, due to the LEPC's unusual nature as a state agency that receives its funds through the counties, which act as custodians of those funds. Below we have outlined the statutory codes, spending categories, and administrative procedures regarding LEPC funds.

I. The Law on LEPC Expenses

The requirements of the Emergency Planning and Community Right to Know Act (EPCRA) mandate the structure of the IERC and LEPCs. EPCRA was enacted in 1986 as Title III of the Superfund Amendment and Reauthorization Act (SARA Title III), and is found at 42 United States Code Sections 11001-11050. The requirements of EPCRA and the IERC's organization and specific duties of the IERC and LEPCs were enacted into law in Indiana under Indiana Code 13-25-1 and 13-25-2.

The funds for the LEPC originate from the Indiana Local Emergency Planning and Right to Know Fund, established by Indiana Code 6-6-10-5. Each year, the Indiana Department of Revenue distributes monies from this Indiana Local Emergency Planning and Right to Know Fund, based on a formula set forth in IC 6-6-10-7(a). Each county receiving these funds must deposit these monies in a separate fund established by the County ("LEPC Fund"). The Indiana statute at Indiana Code 6-6-10-7(d) requires the county fiscal body to appropriate monies from the LEPC Fund as requested by the LEPC in a compliant spending plan. **The intent and effect of this law is that the County acts as custodian of the funds, but has no authority to control or direct expenditures from the LEPC Fund.**

The monies in the LEPC Fund may, by law, only be expended by the LEPC and only on LEPC activities. Under IC 6-6-10-7(d), the county fiscal body is prohibited from appropriating money from the Fund for any person or purpose other than the LEPC. County agencies, including the County Emergency Management Agency, do not have any authority to use the LEPC funds. As such, a contract for services between the County and a contractor and a procurement action between the County and a vendor could not be paid directly with the monies from the LEPC fund. **Expenditures from the Fund are overseen by the IERC. This independence from county government results from the LEPC's being a state agency, acting under the oversight of the IERC.**

An Equal Opportunity Employer

II. LEPC Expense Categories

Money from the Indiana Emergency Planning and Community Right to Know Fund may be spent by LEPCs on the following eight (8) categories of items specified in Indiana Code 6-6-10-7(b):

1. Preparing and updating a comprehensive emergency response plan required under 42 U.S.C. 11003 for the county or emergency planning district.
2. Establishing and implementing procedures for receiving and processing requests from the public for information about hazardous chemicals under Title III of SARA (42 U.S.C. 11001 *et seq.*).
3. Training for emergency response planning, information management, and hazardous materials incident response.
4. Equipping a hazardous materials response team that provides at least a county-wide emergency planning response if the equipment purchased is consistent with current training levels of the response team members.
5. Purchasing communication equipment for an LEPC's administrative use.
6. Paying an optional stipend to LEPC members who attend regularly scheduled meetings at which a quorum is present in an amount (a) determined by a majority of the LEPC membership and (b) that is not more than twenty dollars (\$20) per member per meeting.
7. Paying for Title III risk communication, chemical accident-related, and accident prevention projects submitted to and approved by the IERC.
8. Maintaining, repairing, and calibrating equipment purchased for a hazardous materials response team under category (4), above.

However, revenue distributed to a county under Indiana Code 6-6-10-7(a) may be used for the purposes set forth in categories (3) through (8) above only if the LEPC for the county has prepared and submitted to the IERC an emergency plan that meets the requirements of 42 U.S.C. 11003(a) and has received approval for the training programs from the IERC.

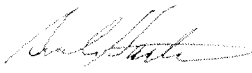
III. The Procedure for LEPC Request and Receipt of Funds

The procedure for the LEPC to request and receive funding is as follows:

1. The LEPC must prepare a funding request, listing as line items the eight (8) categories for expenditure specified under Indiana Code 6-6-10-7(b). The funding request must be approved by the LEPC in a regular meeting, and this approval must be reflected in the official minutes of the LEPC.
2. The LEPC must submit its funding request and a copy of the LEPC's official minutes reflecting approval to the County Auditor and County Council.
3. The LEPC must participate in the annual budget hearings held by the County Council.
4. The County Council "shall" approve the LEPC's budget, as required by Indiana Code 6-6-10-7(d).
5. The County Auditor shall act as the custodian of the approved funds, writing checks to cover expenditures from the various line items as requested by the LEPC.
6. The County Auditor must ensure that appropriated funds are not invested in a manner which prohibits their ready access upon request of the LEPC.
7. Additional expenditure requests for funding beyond the appropriated funds must include a funding request and a copy of the LEPC's official minutes reflecting approval of the supplemental funding request to the County Auditor.
8. As the LEPC is a state agency, the county must not impose any requirements upon the nature or manner of expending LEPC funds beyond those outlined above in the relevant state law.

Please feel free to contact us if we may be of further assistance.

Sincerely,



Bruce A. Hartman, CPA
State Examiner
Indiana State Board of Accounts



Joseph E. Wainscott, Jr.
Chair
Indiana Emergency Response Commission

Vigo County LEPC, 1st Quarter

Date: Feb 04, 2013

Location: Louises Restaurant – Hulman Field

Name	Agency/Organization	Present	Absent	Representative
Bacon, Jon	Hydrite Chemical	x		
Bosley, Rod	Union Hospital		x	
Davis, Paul	Retired Military	x		
Griffin, John	CF Industries	x		
High, Tom	VCAER	x		
Hill, Victoria	CertainTeed		x	
Hojnicki, Dorene	VCEMA	x		
Hudson, Wendell	WTWO-TV		x	
Kesler, JD	Task Force 7	x		
Klippel, Mike	Vigo County School Corp.		x	
Guess, Lori	Federal Correction Complex	x		
Land, Stephanie	Red Cross	x		
Moulton, William	WRBM Enterprises	x		
Mullens, Doug	ARES		x	
Pleus, Gordon	GoRu Enterprises	x		Kim Moulton
Hidebrandt, John	VC Taxpayers Assoc.	x		

(See attachment 1 - sign-in register)

Quorum ☒ Met ☐ Not Met

Call to order: 18:30 (See attachment 2 - agenda)

Minutes of previous meeting: ☒ Approved ☐ Approved with corrections

Minutes:

Correction to minutes of previous meeting: None

Motion to accept – William Moulton, 2nd Doren Hojnicky. unanimously.

The motion passed

Guests: Kim Moulton – Representative for Gordon Pleus

Committee reports:

Finance: Jon Bacon, Chair; Rod Bosley, Assistant

Mr. Bacon presented and reviewed the finance report. (*See attachment 3 – Financial Report*)

Motion to accept the Financial Report was made by J. D. Kesler, 2nd Tom High. The motion passed unanimously.

Mr. Bacon presented the proposed 2013 LEPC Budget. Discussion ensued. Motion to accept the 2013 Budget, in the amount of \$35,000.00, was made by Stephanie Land, 2nd by William Moulton. The motion passed unanimously.

*During “New Business”, a requirement to increase Budget Line #3 to \$27,000 was identified. Motion to increase the 2013 budget to \$52,000.00 was made by Dorene Hojnicky, 2nd by William Moulton. The motion passed unanimously.

Mr. Bacon advised the members of his intent to establish a “Vigo County LEPC” MasterCard account. Discussion ensued. Motion to establish an account with a \$15,000.00 credit limit, under the terms and conditions of Vigo County Government’s master account was made with the condition that the limit may be increase to cover committee approved expenses. Motion was made by Tom High, 2nd by J. D. Kesler. The motion passed unanimously.

Public Relations: William Moulton, Chair;

Mr. Moulton presented that he has been doing “outreach” to surrounding county LEPCs in an effort to mutually learn from and assist each other. This effort indicates that Vigo LEPC is effective in its operation.

Planning: Dorene Hojnicky, Chair; John Griffin, Assistant

Dr. Hojnicky will coordinate with Ron Hinsenkamp, West Central Indiana Economic Development Council, concerning available technology to assist with the Commodity Flow Study.

The Hazardous Material Plan update continues.

Training: Tom High, Chair; Paul Davis and Stephanie Land, Assistants

Mr. High presented the INPAA safety meeting held in January. Open discussion ensued with the consensus that this is an important and informative refresher meeting for LEPCs and all emergency response agencies.

Indiana Railroad invited local Fire Departments to a Table Top exercise on March 19, 2013. If interested in attending, Mr. High will coordinate.

LEPC/RMP Hazmat Table Top exercise, held on November 30, 2012 was discussed. Dr. Hojnicky will coordinate Vigo County’s After Action Review and will forward a report to the Chair when completed.

Old Business

2012 State Requirements up to date

2013 required legal notice has been published on February 5, 2013, in the Terre Haute Tribune-Star and will be republished in the following week.

New Business

Members in attendance updated the LEPC member information forms.

Tom High presented a potential Hazmat Technician Class for Vigo County First Responders. After lengthy discussion, it was determined that, pending reopening discussion on, and dependent on an appropriate adjustment to the 2013 budget, the LEPC will fund the class for up to 20 responders at cost not to exceed \$9,400.00, under the following conditions. Cost of the class will be dependent on the number of students enrolled with a minimum of 6 and a maximum of 20. Each student will be responsible for the cost of books at the time of enrollment (\$63.00) which will be reimbursed to the student upon successful completion of the course and receipt of Hazmat Technician Certification. Motion to fund this class under the above conditions was made by Dorene Hojnicky, 2nd by William Moulton. The motion passed unanimously.

Dorene Hojnicky presented the Blue Card System to the committee. Blue Card is the certification of a responder that has successfully completed a program of training in a "common language" for all responders. This program provides responders with the ability to better observe and communicate what they are seeing during a response and to hear and understand the same from their fellow responders. The end result of the training and certification is a more effective and safe response to Hazmat and other emergencies. Dr. Hojnicky recommended that LEPC purchase the equipment necessary to provide this training locally to all local responders. Three county based fire departments have already committed to the Blue Card System and have begun training. The cost of 6 laptop computers, "game controller", and protective cases necessary to provide the training is approximately \$6,500.00. A lengthy discussion ensued. It was determined that, pending reopening discussion on, and dependent on an appropriate adjustment to the 2013 budget, the LEPC will fund the equipment necessary for Blue Card training, at a cost not to exceed \$6,500.00. Motion to fund this equipment under the above conditions was made by J. D. Kesler, 2nd by Tom High. The motion passed unanimously.

2013 Meetings

Next Meeting – Monday, May 6, 2013

Future Meetings Monday, August 5, 2013
Monday, November 7, 2013

Motion to adjourn made by J. D. Kesler, 2nd by Dorene Hojnicky. Motion passed unanimously.

Meeting adjourned @ 20:25

Respectfully Submitted,
J. D. Kesler
Secretary
02/06/13

2012 FISCAL REPORT FOR _____ COUNTY LEPC

- ☐ SUBMIT A COPY OF YOUR COUNTY LEPC PRINTOUT (ALSO KNOWN AS COUNTY COUNCIL BUDGET REPORT)
- ☐ COMPLETE THIS FORM AND SUBMIT IT WITH THE COUNTY COUNCIL BUDGET REPORT TO THE IERC BY MARCH 1, 2013.

Completion of this report fulfills your reporting requirement under IC 6-6-10-8 (Annual report of the Local Emergency Planning Committee) which states: "Each year, a local emergency planning committee shall submit to the emergency response commission a report that describes the expenditures of the local emergency planning committee in the preceding year that were paid for with money distributed under section 7 of this chapter."

Please break down the disbursements from the Emergency Planning and Community Right-To-Know Fund as to how the money was distributed in each of the allowable expense categories.

Account balance as of 1/1/12 _____

Total Receipts in 2012 (+) _____

Subtotal (=) \$0.00 _____

Disbursements for 2012:

- | | |
|--|-------|
| 1. Emergency Planning | _____ |
| 2. Data Management | _____ |
| 3. Training | _____ |
| 4. Hazardous Material Response Equipment | _____ |
| 5. Administrative Communication Equipment | _____ |
| 6. Meeting Stipend | _____ |
| 7. Special Projects Approved at a SERC Meeting | _____ |
| 8. Equipment Maintenance and Calibration | _____ |

Total Disbursements for 2012 (-) _____

Account Balance as of 12/31/12 (=) \$0.00 _____

- ☐ Report completed by: _____ (Type or print name) _____ (Signature)
- _____ (Title) _____ (Date)

13-026

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the Taxpayers of Vigo County, Indiana, that the Vigo County Council will meet at the Vigo County Annex, 127 Oak Street, Terre Haute, Indiana at 5:00 pm on February 12, 2013 to consider the following appropriations in excess of the budget of the current year.

VIGO COUNTY 9-1-1

Payroll	\$1,620
FICA	\$124
PERF	\$211
TOTAL VIGO COUNTY 9-1-1 FUND	\$1,955

HEALTH

Education Supplies	\$200
Professional Services	\$2,176
TOTAL EDIT FUND	\$2,376

DRUG FREE COMMUNITY

Operating Expenses	\$140,000
TOTAL DRUG FREE COMMUNITY FUND	\$140,000

TIMOTHY M. SEPRODI
VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday February 1, 2013
TRIBUNE-STAR

S/B
CG -
Comm
DISPATCH

13-0-8

Miller, Kylissa

From: Priester, Sheila
Sent: Friday, March 01, 2013 10:27 AM
To: Miller, Kylissa
Subject: request

Good Morning Kylissa,,

I'd like to request an audience with the proper committee (personnel?) to discuss an adjustment to the grade assigned to the Case manager position at the group home. I am hoping to fill this position - which requires a Masters degree, and ideally a person who is a Licensed Clinical Social Worker. The reason follow:

New rules and regulations regarding the delivery of behavioral health care services continue to demand more and more staff time.

Expanding our therapeutic component is vital to sustaining our delivery of quality care to youth and families

Our licensing body has added a clinical piece to licensing reviews.

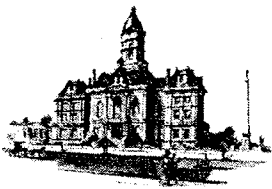
Served youth are presenting more and more complex problems, often dual diagnosed and under the treatment of psychiatrists

Residential care, throughout the state, is being charged with adding a very heavy clinical/medical quality assurance program to better serve the youth in care.

The position carries the duties of coordinating all therapeutic/ counseling and mental health needs for youth in care; assure compliance with all clinical aspects for licensing; lead treatment team, coordinate all staff training needs (20 or more hours per year for each employee); supervise interns and practicum students; accept "on-call" duties 24 hrs a day for all mental health crisis and perform administrative duties when Director is absent.

The current grade is a 10 which reflect a starting salary near \$30,000. I believe a grade of 13 would be much more competitive which would have a starting salary near \$ 33, 500

Thank you,
Sheila Priester, Director
Vigo County Homes for Children
3/1/2013



13-025

TERRY R. MODESITT
PROSECUTING ATTORNEY
OF VIGO COUNTY
VIGO COUNTY COURT HOUSE
33 SOUTH THIRD STREET, RM. 45
TERRE HAUTE, IN 47807
PHONE (812) 462-3305
FAX (812) 238-1096



February 12, 2013

To: Vigo County Council

RE: Prosecutor's Office Council Request

It is respectfully requested that the following issue be discussed at the March Council Meeting:

We request that the Local Coordinating Committee Grant received by the Vigo County Prosecutor's Office in the amount of \$5,000, be dispersed as supplements to the following employee's payroll:

Chris Wrede, Drug Task Force Prosecutor	\$2,500
Amanda Thompson, Deputy Prosecutor	\$1,250
Charles Osmon, Deputy Prosecutor	\$1,250

Respectfully Submitted,

Robert E. Roberts
Chief Deputy Prosecuting Attorney
Vigo County, Indiana

