



*Meeting
of the
Vigo County Council
May 20, 2014*

VIGO COUNTY COUNCIL
MAY 20, 2014
5:00 P.M.

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VIGO COUNTY COUNCIL
Agenda
Tuesday May 20, 2014 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
 ✓ April 8, 2014
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. Annual Budget Committee
 - i. Additional Appropriation (HCFPD)
 - ii. 2014 Salary Ordinance #19 (PERF)
 - iii. 2014 Salary Ordinance #20 (Building Maintenance)
 - b. Budget Adjustment Committee
 - i. Additional Appropriation 2014-38
 - ii. Resolution of Re-Allocation of Existing Appropriation 2014-03
 - iii. Resolution of Re-Allocation of Existing Appropriation 2014-04
 - iv. Treasurer's Cashbook/State Board of Accounts
 - c. Special Projects Committee
 - i. Resolution of Re-Allocation of Existing Appropriation 2014-05
(Correction of Additional Appropriation 2014-37)
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 May 20, 2014 to consider the following appropriations in excess of the budget of the current year.

COUNTY GENERAL

ELECTION BOARD

Voting Equipment \$152,741

TOTAL COUNTY GENERAL \$152,741

TIMOTHY M. SEPRODI

VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday May 9, 2014
TRIBUNE-STAR

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 May 20, 2014 to consider the following appropriations for Honey Creek Fire Protection District in excess of the budget of the current year.

SPECIAL FIRE GENERAL

Transfer to Rainy Day

\$200,000

TOTAL SPECIAL FIRE GENERAL FUND

\$200,000

TIMOTHY M. SEPRODI
VIGO COUNTY AUDITOR

TO BE PUBLISHED: Friday, May 9, 2014
TRIBUNE-STAR

ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE

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 the Honey Creek Fire Protection District 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>SPECIAL FIRE GENERAL FUND</u>		
40000 Capital Outlays		
Transfer to Rainy Day	\$200,000	
TOTAL SPECIAL FIRE GENERAL FUND	\$200,000	

Approved on this 20th day of May 2014.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Mike Morris	_____
_____	Ed Ping	_____
_____	Bill Thomas	_____

Kathy Miller, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

Annual Budget

VIGO COUNTY 2014 SALARY ORDINANCE

Whereas, the Indiana Legislature adopted I.C. 36-2-3 et. seq. which establishes the Vigo County Council as the fiscal body of Vigo County; and

Whereas, I. C. 36-2-5-3 grants the Vigo County Council the power to:

- (1) fix the compensation of officers, deputies and other employees;
- (2) describe and classify positions and services;
- (3) adopt schedules of compensation; and
- (4) hire or contract for persons to assist in the development of schedules of compensation; and

Whereas, Vigo County Code 1-8-5 also acknowledges this power of the Vigo County Council to set salaries of the officers, deputies, and other employees of Vigo County; and

Whereas, in an attempt by the Vigo County Council to establish position descriptions and recognize that certain positions require more skill and employees should be compensated commensurate with their responsibilities; and

Whereas, longevity should also be recognized as part of a fair and equitable compensation plan;

Now therefore, be it ordained and enacted by the Vigo County Council:

1. Full-time employees in 2014 who are not covered by the 2014 grade and step salary schedule shall receive a compensation increase of 3.5 percent per annum over 2013.
2. Full-time employees in 2014 employed as attorneys in the office of the Public Defender in 2013 will be compensated under the Vigo County Public Defender Plan. The Public Defender (Full-time) shall receive a compensation increase of 3.5 percent per annum over 2013. The Public Defender (.800) shall be compensated at a rate of 80 percent of the Public Defender (Full-time), the Public Defender (.600) shall be compensated at a rate of 60 percent of the Public Defender (Full-time), and the Public Defender (Part-time) shall be compensated at a rate of 40 percent of the Public Defender (Full-time).
3. The nursing staff (3) of the Vigo County Health Department will each be classified as Staff Nurse and be compensated at a rate of \$39,333 per annum.
4. Employees in positions in 2013 who were subject to the 2013 grade and step schedule shall receive a compensation computed thusly:
 - A. First, each employee remaining subject to the compensation schedule receives an additional longevity step over his or her step for the previous year.

- B. Second, determine the grade of the employee position and the step as determined above, and refer to the attached schedule to find the compensation for the employee for the purpose of budget submissions for the calendar year of 2014.
 - C. Employees with a break in service with the County will receive credit for previous service with the County for the purpose of computation of longevity as it relates to the salary, if the time the employee was not employed by the County is less than half the time employed prior to the break in service.
- 5. A copy of the 2014 Council Approved Salary Schedule is attached as Exhibit A.
 - 6. This ordinance does not apply to employees who are covered by collective bargaining agreement, sworn deputies of the Vigo County Sheriff's Department, persons whose compensation is governed by statute and part-time employees and Elected Officials.
 - 7. That a workweek is hereby defined as thirty-five (35) hours. Overtime shall be paid at a rate of straight time for the first five (5) hours in each week and one and one-half (1 ½) times an employee's regular hourly wage for hours worked over 40 hours in each week.
 - 8. That probation officers shall be paid pursuant to the 2014 Minimum Salary Probation Officers (a copy of which is attached as Exhibit B) or shall receive a 15% increase in their yearly salary, whichever is less.
 - 9. Employees of the Vigo County Highway Department are eligible for classification pay at a rate of \$0.71 per hour at the discretion of the Vigo County Commissioners. The number of employees receiving classification pay must not exceed 28 at any point in time.
 - 10. Temporary employees, part time employees, and extra help shall be paid at a rate of \$10.00 per hour unless otherwise approved. Hours worked by temporary and/or part time employees shall not exceed 29 hours per defined work week.
 - 11. Deputy County Assessors and Deputy Township Assessors that have achieved Level 2 certification shall receive \$500.00 in addition to the base salary.
 - 12. New positions authorized for 2014 and the grade classifications are included on Exhibit C.
 - 13. New positions authorized for 2014 and the authorized salaries for non-graded positions are included on Exhibit D.

14. Positions deleted for 2014 are included in Exhibit E.
15. The salaries of the Chief Deputies of the Auditor, Treasurer, Clerk, County Assessor, Recorder, and Surveyor will be set at the greater of either 80 percent of the salary of the elected official of the office or at the rate of the approved grade of the position and the current step of the employee.
16. The compensation amounts are listed as annual appropriation amounts and the calculation of the bi-weekly or hourly compensation rates may result in a slight variation and will not be adjusted at the year end.
17. The Property Tax Appeals Board Members are to be compensated based on a daily rate. Meetings lasting four (4) hours or less are to be compensated at one half (1/2) of the daily rate. Meetings lasting more than four (4) hours are to be compensated at the daily rate. (as amended 2/11/14)
18. All Vigo County employees who are required to work in a public safety emergency as determined by the Vigo County Commissioners and/or their designee(s), outside the employee's scheduled shift shall be compensated at one and one half time of the employee's rate of pay for performance of their duties in the emergency, without regard to the total number of hours worked during that pay period. The specific emergency, authorizing signature and duration of the emergency must be included in documentation submitted to the Auditor's office with the employee's timesheet and shall be paid out in the period for which the emergency compensation was earned. (as amended 2/11/14)
19. *Full-time employees in PERF covered positions determined ineligible for PERF per state statute shall receive a stipend equal to the defined employee contribution rate to be paid out in each pay period. (as amended 5/20/14)*
20. *Custodial positions, Grade 6, in the Building Maintenance Department that are vacated in 2014 will be replaced with a Maintenance position, Grade 7. (as amended 5/20/14)*

ADDITIONAL APPROPRIATION ORDINANCE 2014-38

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>ELECTION BOARD</u>		
44610 Voting Equipment	\$152,741	
TOTAL COUNTY GENERAL FUND	\$152,741	

Approved on this 20th day of May 2014.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Mike Morris	_____
_____	Ed Ping	_____
_____	Bill Thomas	_____

Kathy Miller, President

Attest:

Timothy M. Seprodi
Vigo County Auditor

RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION

2014-03

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>ELECTION BOARD</u>				
From:	1000.25400.000.0062	Food	\$17,000	
To:	1000.44510.000.0062	Voting Equipment		\$17,000

Approved on this 20th day of May 2014.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Mike Morris	_____
_____	Ed Ping	_____
_____	Bill Thomas	_____

Attest:

Kathy Miller, President

Timothy M. Seprodi
Vigo County Auditor

RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION

2014-04

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>IT</u>				
From:	1000.35500.000.0106	Repair Equip	\$20,000	
To:	1000.44510.0106	Equipment New		\$20,000

Approved on this 20th day of May 2014.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Mike Morris	_____
_____	Ed Ping	_____
_____	Bill Thomas	_____

Attest:

Kathy Miller, President

Timothy M. Seprodi
Vigo County Auditor

RESOLUTION OF RE-ALLOCATION OF EXISTING APPROPRIATION

2014-05

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>PARKS & RECREATION NR OPERATING</u>				
From:	1179.33300.000.0000	Contractual Svcs	\$110,000	
To:	1179.44201.000.0000	Amenity Improve	\$110,000	

Approved on this 20th day of May 2014.

AYE

NAY

_____	Mark Bird	_____
_____	Rick Burger	_____
_____	Tim P. Curley	_____
_____	Mike Morris	_____
_____	Ed Ping	_____
_____	Bill Thomas	_____

Attest:

Kathy Miller, President

Timothy M. Seprodi
Vigo County Auditor

HONEY CREEK FIRE PROTECTION DISTRICT
6553 SOUTH CARLISLE STREET
TERRE HAUTE , INDIANA 47802-4723

MS: KATHY MILLER
PRESIDENT
VIGO COUNTY COUNCIL

Dear President Miller:

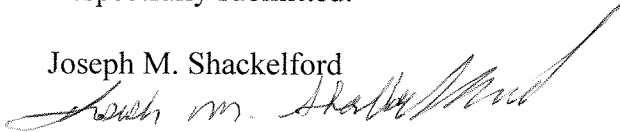
The Honey Creek Fire Protection District Trustees request permission from the Vigo County Council to transfer funds from our general fund savings account into the rainy day fund account which was approved in 2013 by the Vigo County Council.

During the Fire District's March 17, 2014, meeting a motion was passed 4-0 to transfer \$200,000.00 into our rainy day fund for 2014.

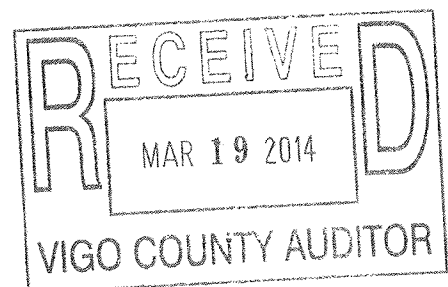
The Fire District Trustees wish to thank the County Council, for your consideration of this request. If the County Council has any questions feel free to contact me at any time. Home telephone 812-299-5572, cell phone 812-243-1140.

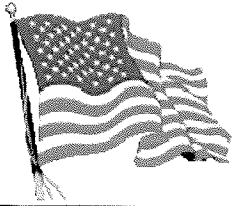
Respectfully submitted:

Joseph M. Shackelford



Chairperson
Honey Creek Fire Protection District Trustees





Vigo County Election Board

Michael Slagle, Chairman

Telephone: 812-462-3214
Fax: 812-462-3285

Kara Anderson, Member

Dave Crockett, Secretary

33 S. 3rd Street
Terre Haute, IN 47807-3425

March 28, 2014

To: Tim Seprodi, Auditor
Vigo County, Indiana

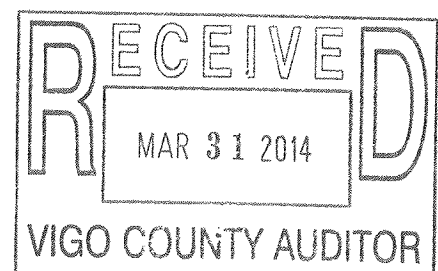
Re: Appropriating Monies

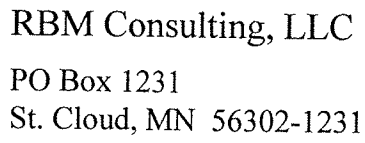
Dear Mr. Seprodi,

During the next scheduled meeting of the Vigo County Council, I would like to request more monies be appropriated in the amount of \$61, 956.00 to pay for the remainder of the agreement with RBM Consulting for our Primary. We will also need monies to make the final payment for the General Election in the amount of \$90,785.00. The fund we are using to make payment to this company is out of the Election Budget 1000.44610.000.0062. I would like approval to transfer \$17,000 from line item 25400 to 44610 in the Election Budget to help cover the cost.

Thank you,

David R. Crockett, Secretary
Election Board





Date	Invoice #
1/1/2014	29421

Terms

Remit to: RBM Consulting, LLC
PO Box 1231
St. Cloud, MN
56302-1231
contact 312-952-0913

Total	\$90,785.00
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Vigo County I.T. Department
Information Services Department

County Annex Building; 139 Oak Street; Terre Haute, Indiana 47807
(812) 462-3222

04/08/2014

TO: County Auditor

RE: Transfer

In preparation for the forthcoming acquisition of hardware for the Vigo County Government data storage needs to replace the existing and antiquated hardware – we are seeking a transfer of funds.

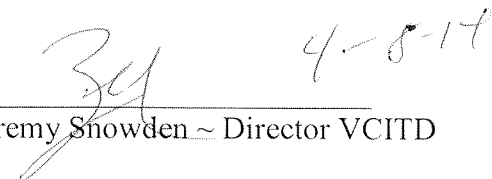
Due to growth, dependability, and security needs as assessed by multiple parties in regards to all Vigo County offices data infrastructure and core components

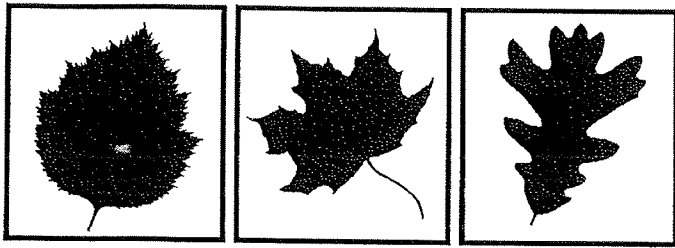
The Vigo County IT Dept. is requesting a transfer in the 2014 budget within the following series.

From:	1000-35500-0106	Repair Equipment	\$20,00.00
To:	1000-44510-0106	Equipment New	\$20,00.00

If there are any questions or problems, please contact me.

Thank You,

4-8-14
Jeremy Snowden ~ Director VCITD



Vigo County Parks and Recreation Department

March 4, 2014

Dear Vigo County Council President, Ms. Kathy Miller, and Vigo County Council members,

The Vigo County Parks and Recreation Department respectfully requests the following appropriations:

- 14-031
1. A transfer of \$30,000 from the Vigo County Parks and Recreation Department Non-Reverting Capital Fund "Improvements - Parks" (1178.44101.000.0000) to the Vigo County Parks and Recreation Capital Fund "Contractual Services" (1178.33300.000.0000).

14-032

 2. An additional appropriation of \$31,271.94 for "Contractual Services" (1178.33300.000.0000) in the Vigo County Parks and Recreation Department Non-Reverting Capital Fund.

14-033

 3. An additional appropriation of \$200,000.00 for "Contractual Services" (1219.33300.000.0000) in the Vigo County Parks and Recreation Department Operating Fund.

14-034

 4. An additional appropriation of \$110,000.00 for "Amenity Improvements" (1179.44201.000.0000) in the Vigo County Parks and Recreation Department Non-Reverting Fund.

The following information will detail the need for the appropriations:

1. \$30,000.00

A transfer of \$30,000 from the Vigo County Parks and Recreation Non-Reverting Capital Fund from "Improvements - Parks" (1178.44101.000.0000) to the Vigo County Parks and Recreation Capital Fund "Contractual Services" (1178.33300.000.0000) will allow for the payments required to complete engineering services in regard to the Fowler Park Dam.

Kara Kish, Superintendent
Adam Grossman, Assistant Superintendent

Vigo County Government Building
155 Oak Street, Terre Haute, IN 47807
Phone: 812-462-3392
Fax: 812-232-2862
www.vigocounty.in.gov