

VIGO COUNTY COUNCIL SUNSHINE MEETING

April 4, 2023

5:00 P.M.

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VIGO COUNTY COUNCIL SUNSHINE MEETING

Agenda

Tuesday, April 4, 2023 at 5:00 P.M.

City Court Room, City Hall, 17 Harding Avenue

Terre Haute, IN

1. Pledge of Allegiance
2. Calling of the roll
3. Communications from elected officials, other officials, or agencies of the County.
 - a. Council – Update on Baker Tilly Salary Study
4. First reading by summary reference of proposed ordinances and resolutions
 - i. Additional Appropriation 2023-15B: Vigo County Health Department – Reimburse Recreational Trails
 - ii. Additional Appropriation 2023-16B: Commissioners – Office Furniture
 - iii. Additional Appropriation 2023-17B: Building Maintenance
 - iv. Salary Ordinance 2023-19A: Veterans Assistance – additional employees and salary adjustments
5. Reports from committee(s)
6. Resolutions and Ordinances other than appropriations
7. Ordinances relating to appropriations

OLD BUSINESS

- i. Additional Appropriation 2023-03B: Clerk – delete part time positions and add full time positions
- ii. Additional Appropriation 2023-05B: Juvenile Justice Center – Salary Increases, Stipends & Retention Bonuses
- iii. Additional Appropriation 2023-07B: Coroner – Add Chief Deputy Coroner position
- iv. Additional Appropriation 2023-10B: Sheriff – Secretary (moved from Jail budget)
- v. Salary Ordinance 2023-20A: Sheriff – Add Corporal Stipend
- vi. Salary Ordinance 2023-11: Prosecutor – Amend Deputy Prosecutor Base Salary
- vii. Salary Ordinance 2023-12: Prosecutor – Add Deputy Prosecutor Percentage Increase
- viii. Salary Ordinance 2023-13: Prosecutor – Add Deputy Prosecutor Positions (3)
- ix. Additional Appropriation 2023-14B: Prosecutor – Add 1 Legal Secretary Position
- x. Additional Appropriation 2023-25; LIT/Public Safety – Mental Health America

NEW BUSINESS

- i. Additional Appropriation 2023-15B: Vigo County Health Department – Reimburse Recreational Trails
- ii. Additional Appropriation 2023-16B: Commissioners – Office Furniture

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- iii. Additional Appropriation 2023-17B: Building Maintenance
- iv. Additional Appropriation 2023-18B: LIT/Correctional Rehab
Facilities
- v. Salary Ordinance 2023-19A: Veterans Assistance – additional
employees and salary adjustments
- 8. Public comment
- 9. 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 City Court Room, City Hall, 17 Harding Avenue, Terre Haute, Indiana at 5:00 p.m. on Tuesday, April 11, 2023 to consider the following appropriations in excess of the budget of the current year. The Vigo County Council will also meet on Tuesday, April 4, 2023, at the same location for a Sunshine Meeting.

		<u>REQUESTED</u>
<u>COUNTY GENERAL FUND/1000</u>		
<u>Clerk/0001</u>		
1000.15230.0000.0001	Insurance	\$ 59,000
Total Clerk		\$ 59,000
<u>Sheriff/0005</u>		
1000.10010.0000.0005	Payroll Salaries	\$ 28,000
1000.15210.0000.0005	SS/ FICA	\$ 2,150
1000.15220.0000.0005	PERF	\$ 3,980
Total Sheriff		\$ 34,130
<u>Coroner/ 0007</u>		
1000.10010.0000.0007	Payroll Salaries	\$ 14,918
1000.15210.0000.0007	SS/ FICA	\$ 1,141
1000.15220.0000.0007	PERF	\$ -
Total Coroner		\$ 16,059
<u>Prosecutor/0009</u>		
1000.10010.0000.0009	Payroll Salaries	\$ 32,900
1000.15210.0000.0009	SS/ FICA	\$ 2,520
1000.15220.0000.0009	PERF	\$ 4,675
1000.15230.0000.0009	Insurance	\$ 29,500
Total Prosecutor		\$ 69,595
<u>Juvenile Justice Center/ 0384</u>		
1000.10010.0000.0384	Payroll Salaries	\$ 89,600
1000.15210.0000.0384	SS/ FICA	\$ 6,870
1000.15220.0000.0384	PERF	\$ 12,730
Total Juvenile Justice Center		\$ 109,200
<u>Building Maint./0161</u>		
1000.10010.0000.0161	Payroll Salaries	\$ 10,000
1000.15210.0000.0161	SS/ FICA	\$ 765
1000.15220.0000.0161	PERF	\$ 1,420
1000.33300.0000.0161	Contractual Services	\$ 106,600
1000.34700.0000.0161	Bird & Pest Control	\$ 1,800
1000.39300.0000.0161	Lawn Care	\$ 19,200
1000.34730.0000.0161	Simplex Fire Alarm	\$ 15,890
Total Building Maintenance		\$ 155,675
<u>Commissioners/0068</u>		
1000.44480.0000.0068	Office Furniture	\$ 9,360
Total Commissioners		\$ 9,360
TOTAL COUNTY GENERAL		\$ 453,019
<u>LIT - Corr/Rehab/1233</u>		
1233.33300.0000.0000	Contractual Services	\$ 106,600
1233.34700.0000.0000	Bird & Pest Control	\$ 1,800
1233.39300.0000.0000	Lawn Care	\$ 19,200
1233.34730.0000.0000	Simplex Fire Alarm	\$ 15,890
Total LIT Corr/Rehab		\$ 143,490
<u>Health Department / 1159</u>		
1159.30015.0000.0000	Reimburse Recreational Trails	\$ 137,189
Total Health Fund		137,189

The meeting will be made available for observance by electronic means at the following web address:

https://www.vigocounty.in.gov/department/division.php?structureid_71

Any votes conducted will be by roll call vote. Unless otherwise directed or required for public health reasons, the meetings will be open to the public. Members of the public may submit comments prior to the meeting to county.council@vigocounty.in.gov.

JAMES W. BRAMBLE
VIGO COUNTY AUDITOR
TO BE PUBLISHED: Friday, March 24, 2023.

VIGO COUNTY HEALTH DEPARTMENT

Darren Brucken, M.D.

Health Commissioner

DATE: March 14, 2023

TO: Vigo County Council and Auditor

RE: Additional Appropriation V.C. Parks & Recreation: Recreational Trails Program

The Vigo County Health Department requests to reimburse the V.C. Parks & Recreation: Recreational Trails Program from health department funds for COVID-19 vaccine administration costs from the U.S. Centers for Medicare and Medicaid Service.

ADDITIONAL APPROPRIATION: \$137,189.00

Health Department General Health Fund Reimbursement for COVID-19 Vaccine Administration
Costs: 1159-44460.000.000 - Reimburse Recreational Trails
30015

REIMBURSE: \$137,189.00

Recreational Trails Program 8440-09920.000.0000

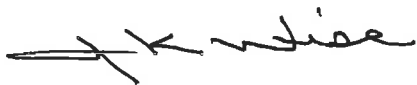
This will assist in funding a new trail to the Wabashiki Fish and Wildlife Areas, which has been in the works for several years now. The trail will contain pathways, connecting different parts of the area together.

Trails can measurably improve a community's quality of life by providing opportunities for social connection and safe places for recreation activities. Trails also allow our community to enjoy the outdoors and get physical and mental health benefits. Despite research showing the health benefits of physical activity, most adults and children are not active enough. Having access to places for physical activity, such as parks and trails, encourages community residents to participate in physical activity and to do so more often.

The federally reimbursed funds can be used for our request.

Attached is a letter from the Indiana State Health Commissioner, Dr. Box, regarding the confirmed guidance for usage of funds by DLGF and SBOA.

Sincerely,



Joni Wise
Administrator

Attachment: Guidance from the Indiana State Department of Health

Attachment: Information on the trail program from the VC Park & Recreation Department



Eric J. Holcomb
Governor

Kristina M. Box, MD, FACOG
State Health Commissioner

MEMORANDUM

Date: January 4, 2022

To: Local Health Departments, County Councils, and other Fiscal Bodies

From: Kristina M. Box, MD, FACOG
State Health Commissioner *KMB*

Subject: Updated guidance regarding COVID-19 vaccine administration fee disbursements

The Indiana Department of Health (IDOH) began disbursing payments to local health departments for COVID-19 administration fees in October 2020. IDOH billed these fees to insurance companies, Medicare, Medicaid, and HRSA for eligible claims. If your county signed the COVID-19 billing grant with IDOH, we are returning these funds to you to help offset costs related to COVID-19 vaccine operations, testing, and other pandemic costs.

IDOH began developing this process starting in January 2021. We have been working with Zotec Partners to bill the claims and reconcile collections. Though still underway, we have begun disbursing some payments to ensure adequate cash flows. Please note that we send the collected amount less a \$3 billing fee to offset the cost of our contract. Only claims that are paid are disbursed. As we continue to submit claims with updated insurance information, we will continue disbursements to appropriate providers.

Since these funds relate to the ongoing public health emergency, my office strongly recommends that these funds be first used for expenses directly related to public health activities, including offsetting local expenses related to COVID-19 that are not

To promote, protect, and improve the health and safety of all Hoosiers.



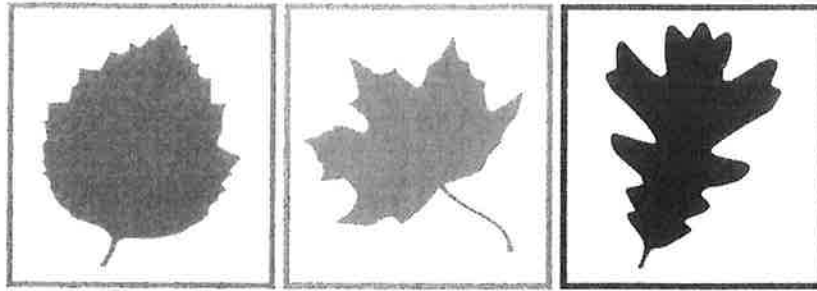
otherwise covered. Following that, we know that many children have fallen behind in regular vaccinations, well visits, and more that also would be ideal uses of these funds. This windfall represents a significant opportunity to invest in public health to ensure preparedness for the challenges that lie ahead. These funds are one-time in nature and therefore should be used for one-time costs and investment. Using these funds to replace local appropriations would result in long-term deleterious and negative impacts to local health departments at a time when public health nationwide is experiencing unprecedented funding challenges, staffing shortages, and more. Therefore, local governments should not use these funds to supplant local budgets.

Finally, my office worked with the State Board of Accounts (SBOA) and the Department of Local Government Finance (DLGF) to issue guidance related to your questions on these agreements. While these agreements use the language of a grant, that is merely the vehicle for us to get these funds out to you. The agreements are in fact contract for services (administration of mass vaccination clinics) and therefore the typical grant reporting is not required. Moreover, these should not be tracked as grants in your Auditor's records. The funds should be treated similar to other insurance reimbursements that Local Health Departments may be receiving already, such as commercial insurance recoveries, Medicaid, and Medicare. We have confirmed this with the SBA.

Additionally, insurance reimbursement funds for vaccine administration should be treated as payment for services and deposited in *1159 Health Fund* which is non-reverting. DLGF and SBOA have confirmed these do not automatically impact levies. IDOH supports their interpretive guidance on these topics.

- Payments from vaccine administration reimbursements are supplemental to tax draw revenues and therefore need to be appropriated.
- This will require Council action and DLGF approval as with any appropriation modification.
- The funds can be used to support activities of the LHD subject to IC 16-20-1-5, IC 16-20-1-27.

If you have any questions regarding these grants, please feel free to contact David Hopper, Director of Local Health Department Outreach (dahopper@isdh.in.gov).



VIGO COUNTY PARKS & RECREATION DEPARTMENT

Recreational Trail Program (RTP) grant construction costs:

This specific project was bid in July of 2022, with the lowest bid coming in at \$261,319. Currently there is \$124,130 left in the grant to pay expenses. This leaves \$137,189 for match and overage. All permits are secured, and the grant will be taken care of after this expense.

This additional funding from the health department helps secure the project in its entirety. The RTP grant was estimated and started in 2019, since that time, costs exploded.



THE BOARD OF COMMISSIONERS OF VIGO COUNTY

Commissioners

Mark Clinkenbeard, 1st District
Chris Switzer, 2nd District
Mike Morris, 3rd District

650 S. 1st Street
Terre Haute, Indiana 47807
(812) 462-3367

March 15, 2023

Jim Bramble
Vigo County Auditor
131 Oak Street
Terre Haute, IN 47807

The Vigo County Commissioners would like to request an additional appropriation in the amount of \$9360.00 to be put into the Commissioner's office furniture fund 1000.44480.000.0068 to pay for council room chairs that didn't get encumbered from 2021. The original appropriation was returned to the general fund.

Thank you,


Ivan Morris


Chris Switzer

Mark Clinkenbeard





Vigo County Building Maintenance

Vigo County Courthouse
33 S. 3rd Street
TERRE HAUTE, INDIANA 47807
(812) 462-3350

March 16, 2023

Vigo County Council
127 Oak Street
Terre Haute, IN 47807

RE: Additional Appropriation – Building Maintenance

Councilmen and Councilwomen:

Due to the costs to maintain the new jail and the decrease in my budget for this year, I would like to request the following additional appropriations to cover the expenses. I'm also asking for additional funding in my payroll budget to help cover the overtime that my department accumulates in after hour calls.

1000.10010.0000.0161 – Payroll Salaries	\$ 10,000
1000.15210.0000.0161 – SS/FICA	\$ 765
1000.15220.0000.0161 – PERF	\$ 1,420
1000.33300.0000.0161 – Contractual Services	\$106,600
1000.34700.0000.0161 - Bird & Pest Control	\$ 1,800
1000.39300.0000.0161 - Lawn Care	\$ 19,200
1000.34730.0000.0161 - Simplex Fire Alarm	<u>\$ 15,890</u>
	\$155,675

Thank you for your consideration in this matter.

A handwritten signature in black ink, appearing to read "Ricky Hammond".

Ricky Hammond

Maintenance Supervisor

33 S. 3rd Street

Terre Haute, IN 47807

Office 812-462-3350

Cell 812-241-6784



VETERANS ASSISTANCE OFFICE

TIM CUNNINGHAM

County Veterans Service Officer

163 Oak St

Terre Haute, IN 47806

tim.cunningham@vigocounty.in.gov

1-812-462-3261

We now have office space at the new VA Clinic. Currently I split my time between the two locations. I have already had as many as 10 Veterans in one day at the clinic and we are averaging 6 - 10 Veterans every day. There are many days that I need to reschedule Veterans because of time constraints. We are getting many more Veterans at the clinic location because there are more Veterans visiting for Doctor's appointments.

This is what I absolutely need to operate the two locations.

	Base Pay	FICA	PERF	Insurance	Total
Director - PAT B Upgrade from PAT A	\$ 47,688	\$ 3,504	\$ 6,512		\$ 57,704
CVSO - PAT A	\$ 40,975	\$ 3,015	\$ 5,595	\$ 23,560	\$ 73,145
CVSO - PAT A	\$ 40,975	\$ 3,015	\$ 5,595	\$ 23,560	\$ 73,145
Administrative Assistant COMOT A					
Upgrade from Part Time Position	\$ 34,241	\$ 2,519	\$ 4,676	\$ 23,560	\$ 64,936
Department budget					\$ 5,000
Total Department Budget					\$ 273,930
Less current appropriations, Net Increase	\$ 65,897				

This is what I feel would enhance our ability to help veterans. This would allow 1 Full time VSO's at each location and we could easily double or triple the Veterans that we help. The VA statistics show that Vigo county has 6,879 veterans that have registered with the VA and live in Vigo county. There are at least double that many veterans that are not registered with the VA. I base that on the amount of veterans that do come into the office that have never filed a claim for disabilities or medical services.

The first year that I worked here, from July 14, 2020 through July 14, 2021 we had 992 Veterans through our office. For the year 2021 we had 1483 veterans through the office. Along with the Veterans that came through the office we had approximately 1914 calls into the office.

When I was hired, I talked about an outreach program where I could go to the American Legions, VFW, DAV, AMVETS, Loyal Battalion and many other organizations that help Veterans. The Outreach program will help Veterans know that we can help them with claims. I have been unable to facilitate these activities. Because I am in one of the offices helping Veterans file disability claims

During the last year and a half, I have brought disability compensation levels up to over 28 million dollars, from 25.8 million, that money goes directly into the pockets of the veterans who live in Vigo County. This money is invested back into our community. The Veterans buy homes, cars and many businesses that the Veterans visit.

I feel the increases in personnel for my department would enhance our capabilities and the amount of compensation brought into our community.