

June 12, 2013

**BARTHOLOMEW COUNTY COUNCIL**  
**May 14, 2013**

The Bartholomew County Council met on May 14, 2013 at 6:00 p.m. in the County Council Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Members present were: President Jorge Morales, Pro-Tem Ryan Lauer, Jim Reed, Bill Lentz, Evelyn Strietelmeier Pence, & Chris Ogle. Also in attendance were Auditor Barbara J Hackman and Council Attorney Rod McGillivray. Rob Kittle was not present due to work related issues.

Evelyn Strietelmeier Pence gave the invocation and led the pledge of allegiance.

President Morales stated that the “State of the City” address is at 7:00 p.m. tonight so they are hoping to stay on schedule as much as is possible, however the County business needs to be done, regardless of the time of the City Address.

The first item on the agenda was the approval of the meeting minutes of April 9, 2013. Evelyn Strietelmeier Pence noted the following corrections: on page 5, line 3 adding the word “**program**” after the word “intern” and on page 8, line 9 removing the word “**is**” that follows “\$65,750”. Chris Ogle motioned to approve the minutes with said changes. Bill Lentz seconded the motion which passed unanimously.

The next item was a request by the Nursing Division of the Health Department. Carla Wolff, Assistant Director, which had been tabled from the April 9, 2013 meeting. Carla had withdrawn this request prior to today’s meeting. There was a motion by Jim

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Reed to set the Salary Ordinance for the WIC to the 28 hour maximum and withdraw the request. Evelyn Strietelmeier Pence seconded the motion which passed unanimously.

The next item was a request for an amendment to the 2013 Salary Ordinance by Clerk Tami Hines. The request is to allow her to use the Clerk's Perpetuation Fund (503) to hire a part-time person, not to exceed 120 days and pay this position through payroll so that taxes can be withheld. It is just for a 120 day period (*seasonal, temporary*) position. Evelyn Strietelmeier Pence asked if she would advertise this position. Auditor Hackman stated that advertising was for full-time positions. Jim Reed thought the Council consensus that they wanted them handled as contract employees rather than payroll. There was discussion about this issue. Auditor Hackman stated that the contract position is more for an actual contractor that is familiar with the withholdings and such. The pay will need to be stated as a range from minimum wage to \$11.87 per hour. Chris Ogle asked what this position will be doing. (*Clerk Hines joined the meeting at this time*) Clerk Hines stated that this position would be utilized to help with filing. The funds are from user fees when filing cases. She is planning on \$10 per hour for a maximum of 14 weeks at 25 to 28 hours per week. Evelyn Strietelmeier Pence asked if she had someone in mind for the position. Clerk Hines stated that she would like to have the same person from last year, but if not she does have a couple of people in mind. Ryan Lauer asked if she was going to advertise this position. Clerk Hines stated that she was not required to and if she did, then by the time she was done interviewing and all, she would have lost most of the summer work-time.

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Chris Ogle made a motion to allow the Clerk to use her Perpetuation Fund to hire a part-time employee not to exceed 120 days and to be paid through the payroll process. Bill Lentz seconded the motion which passed unanimously.

The next item on the agenda was discussion on the 2013 Salary Ordinance Amendment as presented by Auditor Hackman. Auditor Hackman stated that there is a paragraph at the bottom of the Salary Ordinance regarding when a position becomes vacant, that anyone not already a full-time County employee must be hired in and kept at the lowest end of the salary range for that position for a period of 1 year. This does not allow for any compensation for training/experience or meeting job duties throughout that year. She has copied the verbiage used in the same Salary Ordinance for the Sheriff's Department that would leave it up to the office holder as to the hire-in salary, as long as it was within the Salary Ordinance range. The office holder would also have the ability to give raises up to the maximum salary amount throughout the year. Evelyn Strietelmeier Pence had written a version in which each new hire would be on a six (6) month probation. After that time there would be a verbal and written merit discussion with the new hire and at that time the official would have an opportunity to give incremental raises. Auditor Hackman stated that by the Personnel Policy, the new hire is under a 1 year probation period. Attorney McGillivray recommended not using the words "probation period" as it would be in conflict with the definition in the Personnel Policy. Chris Ogle stated that as Auditor Hackman had it written, the office holder could give the full raise after 5 days. Jim Reed asked which other offices had it written this way.

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Auditor Hackman stated that the Sheriff, Jail and the Emergency Operations Center (*E911*). President Morales noted that there were two forms in front of them; the one by Auditor Hackman and the one as written by Evelyn Strietelmeier Pence.

Assessor Lew Wilson stated that he had recently hired someone with vast experience for an open position in his office. The pay did not figure into the position as much as it could have as this individual was looking to move closer to family in Louisville. Had it been based just on pay, this individual would not have taken the position. She has 10 years of experience. Assessor Wilson stated that Rob Kittle had noted the difference he (*Rob*) sees in the Sheriff's Department when someone with experience is hired versus someone that has no experience. Assessor Wilson understands this is government, but in the retail world, he would not have even attempted to hire her in at the low rate. Again, President Morales stated that they have two proposals in front of them, one of which mirrors what is in the Salary Ordinance for the Sheriff and EOC. Ryan Lauer asked Evelyn Strietelmeier Pence what the language she had for the merit review. Evelyn Strietelmeier Pence stated that after 6 months there would be a merit review, both verbal and written. Ryan Lauer suggested replacing some of the verbiage as written by the Auditor. This suggestion was to remove "at any time" to "after 6 months" and that the hire in rate would be the low salary. Attorney McGillivray was working on the wording, based on the Council's thoughts.

President Morales apologized to Erica Bonnet as he had missed her on the agenda as she was listed first and now would be last.

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Jim Reed stated that he believes we are trying to micro manage the offices and he feels that it should be the same for the other office holders as it is for the Sheriff. He believes we have to trust the office holders to do as they were elected to do. The Council sets the salary range and the elected official should be able to hire in at any amount within that range based on training and experience of the individual. With the range that is set, the budget is always based on the higher value to cover for that possibility. Ryan Lauer thinks they can continue to discuss the 6 months or no limit, but that there needs to be something with the merit reviews. Auditor Hackman stated that there is no set policy for merit reviews except for the Sheriff, who has merit employees. She stated that there are evaluation forms available to office holders. President Morales doesn't disagree with the merit review, but he believes that should be handled in the Personnel Policy and have WIS (*Waggoner, Irwin & Sheele*) create that policy. Ryan Lauer asked if there were any offices that don't have the ability to do merit reviews. Auditor Hackman stated that every office has the opportunity to do employee evaluations. Attorney McGillivray stated there was no statute or item governing the requirement to or not to do such evaluations. Bill Lentz stated that he believes the office holders are doing a good job, he just thinks this would put something in place to help them deal with employees that they might be having issues with. Attorney McGillivray stated that at this time, he believes most of the employees are being paid at the high end of the range, so it is not a major issue. Ryan Lauer believes the merit review would benefit the office holder and the employee.

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Attorney McGillivray stated that maybe this would be better handled at budget time. President Morales stated that it could be done through the Personnel Policy.

Jim Reed motioned that they approve the statement as written by Auditor Hackman. Chris Ogle seconded the motion. Bill Lentz recused himself from this vote because of a conflict. The motion passed 5-0.

President Morales asked if the Council wanted the consultant WIS start preparing a merit process for the Personnel Policy. The consensus of the Council was to have this started. Auditor Hackman was asked to have WIS start this process. The Personnel Policy Committee will have to review this as the Commissioners are the ones that set the Personnel Policy.

The next item on the agenda was Assessor Lew Wilson. Assessor Wilson was present, but as it was regarding the issue that had just been decided, he did not need to appear.

The next item on the agenda was the Extension Office with Erica Bonnet, Interim Coop Extension Director, presenting. She was here tonight just to give an update and introduce the new Ag Educator. She presented documents providing updates of what their office has been doing. She introduced Kris Medic as the new Ag/Natural Resource/Economic & Community Development Educator. Kris started April 1. She has lived in Bartholomew County for 23 years and worked for the City of Columbus as its Arborist for 10 years and on her own as an arborist. Kris spoke on what she sees happening with respect to the position. Ag Econ is a very big subject currently. She

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noted that there will be a webinar by Larry DeBoer on this Thursday, May 16 from 11 a.m. to 1 p.m.

Harriett Armstrong, Health & Nutrition Educator for Coop Extension, presented what is going on county wide with her department. Her trainings have “mushroomed” as someone will attend one and ask that she train on other items for that group or do the same presentation again for another group. President Morales asked if she was connected with what CRH is doing at the hospital as far as Diabetes education. Harriett noted that the hospital has coaches and what the Extension Office does is more on the lines of cooking for Diabetics and such items. She is in touch with the hospital.

Erika Bonnett, Interim Coop Extension Director, stated that the numbers for 4-H students for last year were up again. They are aligning their programs in 3 areas; science, citizenship and healthy living. They have received State Level Grant Funding for robotics kits. They also received a National Grant 2 years ago for \$25,000 that has been utilized in a “Science Behind Agriculture” program in the after school programs. They have been at 5 schools and reached about 350 kids. Club activities are up. Eighteen of their twenty-seven clubs participated in their One-Day service program where over 310 kids did projects to give back to the community. The enrichment programs that are presented at the schools are a driving force behind the numbers increasing.

President Morales recognized Rick Flohr, our newest County Commissioner who was in the audience.

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The next item on the agenda was the updates by Council members of their Commissions and Boards.

Jim Reed stated he had information regarding WIC, including health stats with birth and other information. Regarding the Health Board and restaurants, there will be no Olive Garden coming to town at this time. There will be a Pizza King, Jimmy John's East, Lucas Brothers, Waffle House, Swiss Made, Super Morales, Frisch's Big Boy, Orange Leaf, Ahlmeyer Farms and Marcos Pizza on 25<sup>th</sup> Street. Lemley's has moved. East High School is having a food bank.

Ryan Lauer reported that the Data Board had met. The Youth Services Center CCTV system is in need of replacement and they are looking at vendors. IT Director Hartsook and Veteran Service Officer Tom Crawford made a trip to Johnson County to review some digital possibilities for existing records. The print services are within their budgeted amounts at this time. There will be additional information on-line such as health permitting and other such information. He also stated that he has suggested getting e-mail addresses on the County website for elected officials. He stated that they need to continue to persuade offices to update their web pages.

Bill Lentz had nothing to report.

Jorge Morales stated the County Plan Commission approved a plat establishing a Meyer/Steinwedde Subdivision for 20.27 acres and another Minor Subdivision that had been on the docket.



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Evelyn Strietelmeier Pence reported that the Youth Services wish to be called Youth Services, not the Detention Center. She also reported that all parks were open May 3<sup>rd</sup>, with Heflin Park increasing their rental fees. The BMX track is in the process of applying for grants to assist them.

Chris Ogle reported that they are still looking at curbside recycling and re-bidding the landfill contract. They are trying to get the Solid Waste off the tax rolls.

Evelyn Strietelmeier Pence had a few other things to mention. Lester Burbrink's son is an Elkhart County Extension Agent and wanted to invite the Council and Commissioners to look at their new one-story office building. She had also been asked if they had looked at the airport for a new County Annex building. She had given this last question to Commissioner Rick Flohr as the Commissioners are responsible for the buildings.

Auditor Barbara J Hackman wanted to remind the Council of a couple of dates. The first is the AIC District meeting on May 23<sup>rd</sup> at Belterra. The other date is the Department Head/Elected Officials Meeting on May 30, in the Council Chambers at 8:30 a.m. Cathy Dunn & Greg Fox will be in attendance to explain the 28 hour cap and insurance.

Chris Ogle made a motion to adjourn the meeting. Jim Reed seconded the motion that passed unanimously.

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**BARTHOLOMEW COUNTY COUNCIL**

By: \_\_\_\_\_  
Jorge Morales, President

By: \_\_\_\_\_  
Ryan Lauer, Pro-Tem

By: \_\_\_\_\_  
Chris Ogle, Member

By: ABSENT  
Rob Kittle, Member

By: \_\_\_\_\_  
Evelyn Strietelmeier Pence, Member

By: \_\_\_\_\_  
Bill Lentz, Member

By: \_\_\_\_\_  
Jim Reed, Member

ATTEST: \_\_\_\_\_  
Barbara J. Hackman, Auditor  
Bartholomew County