

PERRY COUNTY COUNCIL
MEETING MNUTES
June 27, 2024

The Perry County Council met on the above date at 5:00 p.m. as was duly advertised. Council members in attendance were David Etienne (DE), Stan Goffinet (SG), Kelli Harding (Kelli), Keith Huck (KH), Gale Garner (GG), and Paul Malone (PM). Auditor Kristinia Hammack, Sheriff Alan Malone, and Rod Acchiardo were also present. There was no *News Representative* present.

The meeting opened with the Pledge of Allegiance.

AGENDA

KH made the motion to accept with amendment, seconded by PM. Motion carried 6-0.

PUBLIC COMMENTS

- a) None

SAMANTHA HURST, PROSECUTOR

- a) Prosecutor Hurst stated an excel spreadsheet was sent to the Council along with information. The Victim Advocate is paid by a grant which has a County match. The grant is 69.8% paid by the VOCA grant and 30.2% is paid by the County. When the grant is applied for, it is for a year prior plus it is a two-year grant. In this grant, it is requested to have a match for everything the County has to pay, being salary, benefits, health insurance etc. If it is not requested in the grant, the next grant cycle is will not allow it. The health insurance was requested in 2022 to be paid by the grant for 2023 and 2024. The Victim Advocate no longer takes County insurance, which happened in 2023. Therefore, there is money left in this line item of the grant to pay for health insurance.

The total that is left for the year is around \$15,000. This amount has to be spent only on the grant, not on anything that is not grant related, which can include salary, equipment, and supplies. It cannot be used for anything in the Prosecutor's office.

The grant cycle ends September 30, 2024. All the money has to be spent or it gets returned to either the State or Federal Government. Hurst stated that when money is not used from a grant, going forward a grant reward can go down. The grant manager was contacted, and the County received information regarding what is allowable. One item allowed is to pay the Victim Advocate a bonus. A new computer has been purchased from these excess funds for the Victim Advocate, and then looking to pay a bonus to the Victim Advocate. Hurst stated the money has to be transferred by June 30th, as no money can be moved in the last quarter of the grant. The money has to be moved, but not spent until September 30th.

Hurst is requesting the approximate remaining \$13,000 be used to pay the Victim Advocate a bonus. Hurst stated that the IV-D Director makes more money than the Victim Advocate, and since the grant is for two years out when applied for, information pertaining to what the County will approve for County employee salaries is not available. She further stated that every year, IV-D is making more money than the Victim Advocate, and the job duties are very similar. Hurst feels that the Victim Advocate should make at least the same amount as the IV-D Director, if not a little more. For the last ten years, this position has made less than the IV-D Director. Hurst also stated that when the County employees received a 10% raise for 2024, the Victim Advocate only received a 10% raise on the County's portion of that salary.

There is approximately \$9,000 that would be the bonus, and it is an opportunity for the County for compensate the Victim Advocate for her service for the past ten years, where predecessors in Hurst's position should have been looking at this and did not. This will cost the County no money, as all the money is from the grant.

GG asked that this is a one-time bonus, and Hurst confirmed this.

KH asked if the Victim Advocate was on maternity leave for twelve weeks during this last year, and Hurst stated that in 2023 she was off twelve weeks, and on a maternity leave in 2017 that crossed into 2018. Hurst stated that there were several other years where this position made less than the IV-D Director.

Kelli asked if the cleaning fee that the Victim Advocate receives monthly is included in the total salary that was provided to the Council, and Hurst stated yes. GG made a motion to approve, seconded by SG. Motion carried 4-1-0. PM abstained.

APPROVAL OF MINUTES

a) 05.30.2024

KH made a motion to approve minutes as presented, seconded by GG. Motion carried 6-0.

KRISTINIA HAMMACK, AUDITOR

a) Additional Appropriations

- Commissioners; General Fund-Workers Comp Insurance
#1000.34300.00000.0068 \$5,928.00
This is for the annual Worker's Comp invoice. An audit for the prior year is made, and the amount is based from this audit. This is the difference from the amount budgeted. It has to be paid, and is not specific to any one person.

KH made a motion to approve, seconded by PM. Motion carried 6-0.

- Sheriff Office; General Fund-Elected Official
#1000.11100.00000.0005 \$1,336.25
This is for the 2024 Sheriff pay increase. It runs on a July 1 to June 30th calendar. This amount is for six months. It is based off of a percentage of the Prosecutor's pay.

KH made a motion to approve, seconded by SG. Motion carried 6-0.

- Sheriff Office; Inmate Housing Fund-Retirement
#4929.12200.00000.0005 \$6,330.00
This is for a match of the ICJI grant begins October 1st. Kelli asked if this full amount is going to be paid out this year, and Hammack was informed this should equate to the \$8,625 to cover the match for the grant. DE asked how does the grant run, and Hammack stated she believes it starts October 1st. Kelli asked if the match is paid up front, or only the amount for the remaining year be put aside? Malone stated he does not know that answer.
Hammack stated that this is not a cash transfer, this is an appropriation, so this amount would have to be spent by December 31, 2024. She is not aware if it can be paid all at once, or if it will be paid out monthly.

Motion by Kelli to approve, seconded by PM. Motion carried 6-0.

- Sheriff Office; Inmate Housing Fund-Social Security
#4929.12100.00000.0005 \$2,295.00

KH made a motion to approve, seconded by GG. Motion carried 6-0.

b) Appropriation Transfer: Coroner L007

From: 1000.23101.00000.0007	Fuel & Oil	\$108.19
To: 1000.32200.00000.0007	Travel	\$108.19

PM made a motion to approve, seconded by KH. Motion carried 6-0.

c) The 2025 Pay Schedule and Holiday calendar was presented for approval.

Hammack stated there has been a small change for the pay schedule. With the Time and Attendance software, in the past the County paid two weeks behind. A new employee would not receive a paycheck for four weeks. The pay is being moved up two weeks in 2025, and then another two weeks in 2026. By 2026, employees will be paid for the two weeks prior. DE stated he thought this was done this year, and Hammack stated no. There was planning for 2024 and 2025 together last year. If the County would stay on the current pay schedule, there would be 27 pays in 2024 and 25 pays in 2025. With leap year, and switching back to paying on Friday, that makes 26 ½ pays in 2024. There will be one three-week pay period in 2025.

PM made a motion to approve the Pay Schedule, seconded by KH. Motion carried 6-0.

Regarding the Holiday calendar, Kelli asked if Juneteenth need to be added, and Hammack stated this is not a paid holiday, as employees are paid the day after Thanksgiving. Hammack stated there are twelve holidays in 2025.

KH asked if President's Day is a paid holiday for the Highway Department? Hammack stated it is not, they do not observe it. KH stated it is not fair to the Highway employees not to get this holiday, and Hammack stated the Council

could approve a floating holiday for them. Highway Superintendent Steve Howell will be asked to attend the next meeting to clarify this.

SG made a motion to table the Holiday Calendar, seconded by GG. Motion carried 6-0.

- d) The calendar for the 2025 Budget Preparation was reviewed. DE recited the dates and content. Hammack stated there will be scheduled zoom meetings for the departments. Kelli asked if letters will be sent out to the private sector regarding requests, and Hammack stated she has had contact with several already who are receiving funding. Hammack feels that sending a notice is favoritism, reminding entities that are already receiving funding to ask for the next year, and it is the responsibility of the entity to ask. DE suggested that the notice be placed on the County website and newspaper, as it was for the 2024.

Hammack stated that this calendar will be published in the newspaper and website on they approve it.

KH made a motion to approve, seconded by PM. Motion carried 6-0.

COUNTY COUNCIL

- a) Review Tax Abatements

DE stated there is one new abatement, Invision Eye Care, that will begin next year. Indiana Municipal Power Agency has 1 year left with a 20% reduction. There are 15 for ATTC, two that are in year 6 at 70% deduction, three in year 6 at 75% deduction, two in year 7 with at 40%, two in year 7 at 30%, three in year 8 at 30%, and three in year 10 at 10%.

DE did review these and matched the CF-1s to the SB-1s, and they were timely filed. He reached out to ATTC, and at one time there was talk of moving one line to Jeffersonville. If it is, that particular abatement would fall off.

Kelli stated that on the CF-1s, at the top of page two, it has something within forty-five days from receipt of this form, and some are in March and asked of these are these still okay? Auditor Hammack stated all the envelopes are filed stamped with the date received. Kelli asked if these would need to be resigned since outside of the forty-five days? Hammack will follow up to get verification. DE stated these abatements have to be received in the County office by May 15th and appear to be in compliance. Hammack stated she and DE had a conversation, and the Council is only reviewing these to ensure they are turned in within the time-frame, not approving them. Abatements have to be reviewed annually by the Council.

KH made a motion to approve the tax abatements submitted, seconded by SG. Motion carried 6-0.

- b) DE stated that anyone who has not submitted their Personnel Policy Handbook acknowledgment needs to get them in by June 28th. In addition, the Internal Control video needs to be watched and that form returned to HR. Hammack stated that the State only requires the Internal Control to be watched at the time of hiring, however, the County has an Ordinance that this is done annually.

Coroner Warren Taylor requested the Personnel Committee make an exemption for his office similar to the Sheriff's Office regarding replacing a vacant position. He feels that his Deputy Coroners are essential also.

DE stated this will be taken under consideration.

- c) Reallocation of Tax to Specific Tax Components

DE stated he emailed a proposal to the Council. A few years ago, there were several categories, and they were combined into one category, Local Income Tax. At that time, there were revisions that became available. DE is proposing that the County modify its Local Income Tax, keeping the same tax rate, but allocating to specific tax components. He stated that with counties dealing with jail overcrowding, EMS funding challenges, and Public Safety issues, the County has new expanded Local Income Tax resources that can be considered.

DE stated on his proposal, it would increase or would establish a tax for EMS at .10, a tax for jail at .10, and an increase to Public Safety which would be designated to PSAP at .03, while decreasing the CREDIT at .23. DE feels this will help with budgeting, and instead of taking these from County General, you will have specific categories to fund those services the County is required to provide. DE stated that 25% of Indiana Counties are taking advantage of reallocating this tax to specific categories. Baker Tilley is going to review this as well. Hammack stated that if this can be submitted to Baker Tilley now, they would be able to

respond at the meeting set for July 25th, and these new number is what will be submitted on Form 3 for Local Income Tax.

GG asked that this is a no tax increase, and DE stated no increase. Taxes will remain at 1.4 rearranging the categories.

GG made a motion to approve, subject to Baker Tilley's review, seconded by SG. Motion carried 6-0.

- d) DE emailed the Grant Ordinance to the Council on this day. He asked the Council to review it and see if there are changes that they would like to make. DE stated the Council Attorney prepared this Ordinance.

Sheriff Alan Malone asked the Council that with this Ordinance, any elected official would have to ask the Council for permission to apply for a grant, and GG stated if there is matching money. DE stated this is needed, especially when it involves salaries. Kelli stated that the Council had an Ordinance for this, but the signed page could not be found.

Sheriff Malone stated that, as Sheriff for the last nine years, he has brought in a lot of money from grants. He understands if the grant has a match, the Council needs to approve it. However, as an elected official, having to ask permission to write a grant is not right. He currently has one in the works for \$11,000 to purchase 10 brand new bullet-proof vests which is required. If the grant does not fund these, he would have to come to the County to have them purchased from the General Fund. Coroner Taylor agreed with Malone regarding elected officials having to ask permission to apply for a grant.

DE stated this Ordinance can be tweaked if it does not involve a match. Kelli stated if the grant is for something that has to be replaced in five years, the Council would need to know this.

Hammack stated that that this Ordinance states that if you apply for a grant for \$5,000, then you need to come before the Council beforehand. If this is the direction the Council is wanting to go, that is what this. Kelli stated possibly the Council could come up with a higher amount.

The Council needs to be kept informed of all grants applied for.

- e) Multiple Bid Ordinance for purchase over \$5,000
KH stated he spoke to Highway Superintendent Steve Howell, and Howell wanted to ensure this Ordinance is only for bids, not for buying parts. Hammack stated this Ordinance would be for any purchase over \$5,000, requiring two bids. There would have to be some type of exception for the Highway. KH stated that there are times Howell runs across good used equipment, has money in his account, and he jumps on it. Hammack stated that Howell price checks, along with a lot of other people. Kelli stated when the Council gets the Ordinance, they can look at it to see if there needs to be an exception.
- f) The Budget Planning meeting with Baker Tilly is Thursday, July 25, 2024 at 4:00 p.m. at the North Annex Training Room.
- g) The next Council meeting is Thursday, July 25, 2024 at 5:00 p.m. at the North Annex Training Room.

The meeting was adjourned at 6:40 p.m. CST.

PM made a motion to adjourn, seconded by KH. Motion carried 6-0.

Minutes approved this 25th day of July, 2024.

*Minutes prepared by:
Kristinia L. Hammack, Perry County Auditor*

President, Perry County Council