

Jennings County Council Meeting

Government Annex Building, Commissioners Meeting Room

March 10, 2020 6PM

All members were present except for Dave Woodall.

Howard Malcomb opened the meeting with the Pledge of Allegiance.

Mike Gerth made the motion to approve the minutes from the February meeting. Charlie seconded. Motion passed unanimously.

Greg Martin from the Jennings County Parks and Recreation reported on a quote for 14 regular tables and 3 serving table for the Dining Hall at \$8,015.75. He said the previous tables lasted about 23 years.

Greg also invited the Council members to the Park Board Meeting on Tuesday March 24 at 5:30.

Greg then presented the 2020 Master Plan presentation. The plan is in cyberspace on the Parks website. It is still in draft form. He plans on working on it some more as he has been busy working outside. He plans to publish it tomorrow. This helps when they apply for grants and other things. He also gave statistics on the rural population decline of Jennings County that the DNR gave to him. He spoke on the aging deterioration of Muscatatuck Park. He reported on improvements that have been made recently.

Charlie made the motion to take the \$8,015.75 for parks out of 1178 for the tables, Mike Gerth seconded. Motion passed unanimously.

Tessia reported that the Tourism Commission is asking for \$35,000.00 additional appropriation. They have spoke with everyone on the County Council about this. There was only \$10,000.00 approved at the budget hearing. This will not cover their commitments that they have already made. Advertisement for the Tourism was discussed. Mandy said since there is only 1 hotel they only get Innkeepers from them. Tessia and Kitty Shepherd reported that there are actually 5 that pay Innkeepers Tax. We collect roughly \$41,000.00. Mike Gerth said he would like for them to come to a meeting and give an update. Kitty said that in trainings they have said we collect the tax and it has to go in a particular fund and anytime that the Board decides they need the money all they have to do is write a letter requesting it from the Auditor. She read the statute and that is how it reads also. Mary Kilgore is the President of the Tourism Board. Tessia said Charlie was appointed to that Board. He was unaware of that. Charlie made the motion to approve the \$35,000.00 and ask that the Auditor determine whether or not this should come before the board for future purposes. Tessia said she does believe that it needs to come before the board because it is an appropriation even if all they have to do is write a letter. Paul Belding seconded. All was in favor with the exception of Mandy Creech who voted no.

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Baker Tilly reported that there are 3 resolutions that need passed, one being the additional appropriation resolution. There is also a temporary loan resolution that needs passed. This has to do with one of the bond funds. Bond funds that are property tax supported receive taxes in June and December, unfortunately payment dates rarely line up with the property tax dates. This temporary loan is to cover this. At the end of the year when the taxes are received into that fund the temporary loan will then be paid off. Mike Gerth made the motion to loan \$150,000.00 from General Fund to the 2016 Go Bond Fund 4604. Charlie seconded. Motion passed unanimously.

Mike also made a motion to transfer \$3,187,665.00 from the LIT Special Jail Tax to the Rainy Day Fund. Mandy seconded. Motion passed unanimously.

Tessia has a list in the packets that tells all the additional appropriations that they have approved. This has been in the newspaper. The total for the general fund for additional appropriations is \$48,696.00 and the total for LIT Public Safety is \$5,826.00. Jennings County Drug Free Community is \$20,000.00 and total for the Rainy Day is \$230,426.00. This has been approved in previous meetings it just needs signed. This is opened for public comments. No comments were made. Howard made the motion to approve the additional appropriations. Mike seconded. Motion passed unanimously.

Baker Tilly wants to schedule a working group meeting to discuss the preliminary draft for a 5 year plan. There is a quarterly meeting March 25. Baker Tilly is not able to do that day. Tessia asked if they want her to reschedule that working meeting or have the 25th meeting and have the 5 year plan later. Baker Tilly has March 31, April 3, April 7, or April 8 available. The March 25 meeting will be cancelled and rescheduled for April 7 at 6 pm.

Tessia had talked to the SBOA about the reassessment fund and they have changed the number from 1188 to 1224. Money needs to be transferred for this purpose. Mike made the motion to transfer the funds from 1188 to 1224. Charlie seconded the motion. Motion passed unanimously.

Randy Shepherd, Assessor, reported that the Council needs to make a PTABOA appointment. Last year the appointment was Jennifer Johnson from Bartholomew County. She is a Level 3 assessor/appraiser. She is willing to do it again if asked. Mike made the motion to appoint Jennifer Johnson to the PTABOA. Mandy seconded. Motion passed unanimously.

Randy also asked for \$7,500.00 due to a delay in getting the X-Soft software approved and therefore installed. They will start using it June 1, 2020. He needs this to continue the AS2 software. He did not have this in his budget since he thought X-Soft would be up and running. He wants this to come out of General Budget and into 1131 Fund (verification fund). He is recommending spending the \$7,500.00 out of the reassessment fund. Mike made the motion that the AS2 for \$7,500.00 be paid out of 1188 (1244). Bob seconded. Motion passed unanimously.

Nicci Lucas, HR, reported she was asked by the Commissioners to look into a time keeping system for the county employees that would allow the county to keep a more accurate record of the employees' time, days off, etc. Matt Sporleder, President of the Commissioners, explained that SBOA was pushing to get this done so we will stay compliant. Ellie Bright and Nicci had a conversation with SBOA, there is no SBOA approved software. Most time keeping software companies can modify their systems to what the requirements are. Due to the many locations that the county has she looked into many options that would work best for each location. Kronos is the best solution for the county. The headquarters are in Massachusetts and the implementation would all be done remotely. There is a service center in Indianapolis that will help through the transition. The quote is based on 200 employees. This number will vary from month to month. In the summer months there is added mowers, interns, etc. We will only be billed for the amount of employees that are actually in the system at any given month. This is a cloud based system so it will not affect our server. The employees will access an app that will be downloaded to their computer screen to clock in and out. They will also be able to view their days off and make vacation requests from any computer. Ellis has reviewed the contract, the only concern she has is as it relates to travel expenses to install this. Nicci discussed this with Kronos today and they do not anticipate traveling to Indiana. Any training will be done via Webinars or conference call and this is all included in the setup fee. IT has reviewed the technical components of this and they were happy that it will not be on the local server. Someone will have to be in charge of setting up the accounts and the initial PIN numbers. This app cannot be left open all day as it will be equivalent to streaming music and that will slow things down. This system does have the ability to clock in and out from a phone but not everyone will have this access. There will be very minimal employees that would be able to clock in and out from their phone. Another problem is that only the road bosses and highway superintendent have a county owned phone. We cannot require them to put the app on their personal phone. There is GPS location on it if you clock in by phone. Another option is a system called Asher and it is via a land-line phone and they can clock in and out from that. The downfall of that is that is about \$40/month to have that capability. Kronos will integrate with our current payroll system. Each department will be responsible for approving time for their office. Once they approve that it will export to the payroll department where they will import that. This will drastically reduce the amount of time that is spent on payroll. An employee cannot alter their work time, if there is an issue (forgetting to clock in, etc) they contact the Department Head and tell them what happened. The initial setup is \$2,000.00 and approximately \$784.00/month for these services. She is wanting to have this implemented by July 1. Charlie asked where this funding would come out of. Nicci said she does not have access to any of those funds so she's not sure. The Commissioners have \$100,000.00 budgeted for contractual services and this might be an option. Charlie made the motion to approve this and take it from 30101 and do an additional appropriation for that at some point if needed. The Sheriff's department has their own time keeping system for this year. They will be included on this system next year. Bob seconded the motion. Motion passed unanimously.

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Sheriff Kenny Freeman asked about the previous additional appropriations for school resource officer. This was signed tonight so it will be 15 days for this to get through. Tessia explained to him the process of additional appropriations-when a department asks for this then Tessia sends it to Baker Tilly-they put it in the newspaper 3 weeks prior to it being signed for at the next meeting. This is about a 30 day wait just to bring back the paperwork. Then it's another 15 days after she gets that paperwork from Baker Tilly for them to send it to the DLGF to get approval for the additional appropriations. No additional appropriations should be used until DLGF says they have approved it. Tessia said she feels there should be some way to give additional appropriation funds, if needed, earlier than 45 days out. Charlie brought up the fact that if this is done and DLGF doesn't approve it then we are out the money. Sheriff Freeman said he will shift things to make it work for now.

He also has brought a list of things to take care of at the jail. The priority is the air conditioning system. One option is a Geo thermal system but Sheriff Freeman feels this is too costly. Howard said they have this at the airport and it has paid for itself in 10-15 years. The cooling tower is the most costly part of that and it is in terrible shape. To order it today would be 7-8 weeks to get here. The other part is the 14 water source heat pumps so there is a total of 26 in the jail. Greg has identified 14 of them that need replaced. That would leave 12 that would need assessed on how long they may possibly last.

Regarding the heating system a 2 boiler system is needed. The original plans of the jail showed 2 boiler systems but they went with 1. They work off each other and work more efficiently when they are both going. Also, if one goes down then there is a backup. There are 4 hot water systems and initially they were going to integrate those into the boiler system but they have decided to replace them instead. Mark Edmundson who gave the quotes to Sheriff Freeman was present and gave a presentation on what needs to be done. They are trying to work this plan in conjunction with the Women's Holding Facility behind the jail. This new system would help do the heat/air in that building. The cost for 14 Water Source Heat Pumps is \$77,897.00; to evaluate the other 12 is \$300.00/ea (\$3,600.00). The cooling tower replacement is \$93,000.00. To install 2 LX 600 High Efficiency condensing Boilers is \$52,090.00. Rebuild mixing valve and replace seals is \$2,245.00. Howard would like to get information on the Geo Thermal and also check into the solar options. Howard said he feels that getting other information and quotes should be the Commissioners job to do.

Sheriff Freeman said to build the book-in area would be \$19,000.00. The painting and electric receptacles will be done by inmates and county maintenance.

The pole barn will have 6 bay doors. This is wood frame. There will be a 2nd floor and this will be the training area. There is a quote of \$25,000.00 for the concrete and \$70,000.00 for the building. This is without heat and air.

Dave Turner reported on RhinoShield out of Indianapolis to epoxy the floors and walls in the kitchen but they don't have a cost yet. They have a 15 year guarantee. They also will quote on the shower walls. Sheriff Freeman showed some other miscellaneous maintenance that needs repaired/replaced. He would like to have a maintenance schedule to be checked off as things are routinely checked. He had a time line of what he would like to see done. No definite quotes yet.

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Tessia reported Koorsen sprinkler system at the Sheriff's office is leaking. It was originally said for this to be paid from the Cum Courthouse. The Commissioners wanted her to bring back to Council and ask for it to be paid out of the Jail LIT which is now Rainy Day. The estimate to fix it is \$2,545.84. Charlie said it makes no sense to pay it out of Jail LIT, that is what Cum Courthouse is for. All agreed that it needs to be paid out of Cum Courthouse.

The letter of support for Betty Manning from Stream Cliff Farms was already signed but needs to have a vote on record. Charlie made the motion. Mike seconded. Motion passed unanimously.

Jim Beeman said he would do the Library Board. Everyone agrees to this. Tessia said she would need his phone number so she may get in touch with him.

There is an estimate of \$6,340.52 from Eagle Point Technology for the Low server board to be replaced. This will come out of the Cum Courthouse. Tessia was afraid there may not be enough in that. Discussion is held on this. Charlie said there was \$150,000.00 in the computer maintenance (30904), fund 1000. This can go back to the Commissioners to approve it.

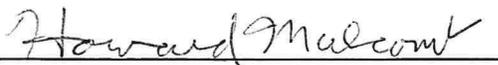
There was an additional appropriation for the Vernon Volunteer Fire Department but it wasn't stated where the money was to be taken from. This should be from Public Safety. Charlie made the motion to take the \$100,000.00 for the Vernon VFD from LIT. Paul seconded. Motion passed unanimously.

Tessia said there is a spreadsheet with tracking of the Special Jail LIT even though it is in the Rainy Day to keep a running total of what is left in the actual Special Jail LIT money. She has another page that can be sent in Excel but it will have 2 tabs.

Charlie made the motion to adjourn. Mike seconded. Motion passed unanimously.



Tessia Salsman, Auditor

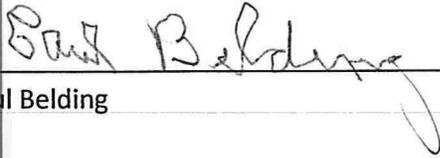


Howard Malcomb, President

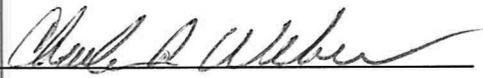
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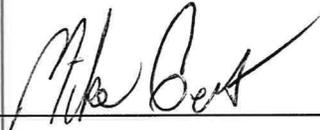
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Paul Belding



Charlie Weber



Mike Gerth



Mandy Creech



Bob Ellis