

# Tipton County Council Meeting

12-15-2020 via Zoom

Present: Jim Ashley, Jim Purvis, Jeff Hoover, Mike Terry

Absent: Butch Harpel, Emily Wilson, Jan Smith

Other Present: Mark Regnier, William Steen, Lou Ann Millett, Kirk Retherford, Brad Nichols

The meeting was opened by Jim Ashley with a roll call. He expressed condolences to for the loss of Emily Wilson's brother, Lex Boyd.

## Ordinance CC2020-05

### 2021 SALARY ORDINANCE #CC2020-05

**For the 2021 year, the following guidelines will be following**

\* **Pay guidelines:**

Highway: Current State minimum wage to a maximum of \$13.00/hour

Courthouse Staff: Current State minimum wage to a maximum of \$13.00/hour (Excludes Community Corrections & Judge Security)

911 Dispatch Center: Current State minimum wage to a maximum of \$21.00/hour

Jail Correctional Staff: Current State minimum wage to a maximum of \$13.00/hour

Sheriff Department: Sheriff salary determined July 1 of each year

Community Corrections: All wages determined January 1 of each year  
by the State of Indiana

\* **Personnel Committee**

The County Council has established the Personnel Committee as their Advisory Board to hear any suggestion or request from Elected Officials and/or Department Heads on salaries.

\* **Sheriff's deputies are paid longevity as follows:**

**Years of Service - Longevity Pd**

0 to 3	0
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4 to 9	800
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10 to 15	1200
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16 to 20	1500
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<b>Jail Matron :</b>	Qualifies	for longevity	schedule
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\* **Sheriff's deputies are eligible to receive certification pay as follows:**

Certifications approved by the County Council as of November 1 of each year

Amount paid per certification: \$250.00

Maximum number of certifications per deputy to receive pay: 3

Certification pay shall be in effect Jan 1 to December 15 to qualify for payment on the **last pay of the year**.

\* **Dispatchers shall receive on call pay in the maximum amount of \$18.00 per day.**

\* **Pay Range for Salaried Personnel**

The salary adopted for each employed person of the County in the 2021 Salary Ordinance is a maximum pay. It will be the decision of the Elected Official and/or Department Head whether they choose to compensate a new employee at the maximum salary or any amount under the maximum salary based on experience and/or education and within the budget appropriation.

\* **The following positions are full-time salaried positions and will be classified as exempt from overtime:**

\*Elected Official

\*Director and/or Department Head

\*Health Sanitarian

\*Investigator

As needed and necessary, positions will be evaluated on an individual basis. Additions and/or deletions can be made to the list of exempt positions.

All exempt personnel must meet the Fair Labor Standards salary basis test annually. Additionally: are the employee's job duties directly related to management or general business operations, and does the employee's primary duty include the exercise of discretion and independent judgement with respect to matters of significance?

\* **Earned Employee Benefits**

Eligible employees will be paid for earned sick days in excess of 30 for the 2020 year in January 2021 (See Handbook)

Vacation not taken by the end of the year is forfeited. If an employee is terminated during the year, he/she will be paid for earned vacation days.

	Ordinance CC2020-05		
<b>2021 Wage Ordinance</b>			
Pay Group	Main Distribution	Account Desc/Position	2021 Maximum
		<b>Clerk of Court</b>	
Salaried	1000.11000.000.001	Elected Official	43597.00
Salaried	1000.11101.000.001	First Deputy	33729.00
Salaried	1000.11102.000.001	Second Deputy (1)	31956.00
Salaried	1000.11103.000.001	Second Deputy (2)	31956.00
Salaried	1000.11105.000.001	Second Deputy (3)	31956.00
Hourly	1000.11900.000.001	Part Time 7.25 - 13.00/hr	10400.00
		<b>Auditor</b>	
Salaried	1000.11000.000.002	Elected Official	43597.00
Salaried	1000.11101.000.002	First Deputy	33729.00
Salaried	1000.11102.000.002	Second Deputy (1)	31956.00
Salaried	1000.11103.000.002	Second Deputy (2)	31956.00
Salaried	1000.11105.000.002	Second Deputy (3)	31956.00

Salaried	1000.11114.000.002	Mapping	5000.00
		<b>Treasurer</b>	
Salaried	1000.11000.000.003	Elected Official	43597.00
Salaried	1000.11101.000.003	First Deputy	33729.00
Hourly	1000.11900.000.003	Part Time 7.25 - 13.00/hr	25168.00
		<b>Recorder</b>	
Salaried	1000.11000.000.004	Elected Official	43597.00
Salaried	1000.11101.000.004	First Deputy	33729.00
Hourly	1000.11900.000.004	Part Time 7.25 - 13.00/hr	10000.00
		<b>Sheriff's Department</b>	
Salaried	1000.11000.000.005	Elected Official	78063.00
Salaried	1000.11100.000.005	Deputy maximum base	45968.00
Salaried	1000.11100.000.005	Probationary Deputy minimum base	44968.00
Salaried		Longevity per schedule added to the base pay	16000.00
Salaried	1000.11033.000.005	Major	3500.00
Salaried	1000.11012.000.005	Captain	1750.00
	1000.11034.000.005	Sergeant (2) positions each	3000.00
Salaried	1000.12500.000.005	Overtime	20000.00
Salaried	1000.16200.000.005	Certifications per schedule	8250.00
		<b>Surveyor</b>	
Salaried	1000.11000.000.006	Elected Official-Licensed	43597.00
Salaried		Elected Official- Non-Licensed	29066.00
Salaried	1000.11101.000.006	First Deputy	33729.00

Hourly	1000.11102.000.006	Second Deputy	24000.00
		<b>Coroner</b>	
Salaried	1000.11000.000.007	Elected Official	10535.00
Annual	1000.11108.000.007	Deputy Coroner (2) positions each	5268.00
Annual	1000.11308.000.007	Coroner Assistant	0.00
		<b>Assessor</b>	
Salaried	1000.11000.000.008	Elected Official/ Level III Assessor	43597.00
Salaried	1000.11101.000.008	First Deputy	33729.00
Salaried	1000.11102.000.008	Second Deputy (1)	31956.00
Salaried	1000.11103.000.008	Second Deputy (2)	31956.00
Annual	1000.11150.000.008	Level II Assessor (2) positions each	3000.00
	1000.1150.000.008	Level III Assessor	0.00
		<b>Prosecutor Title IV-D</b>	
Salaried	1000.11022.000.853	IV-D Attorney	38362.00
Salaried	1000.11023.000.853	IV-D Administration	31956.00
		<b>Prosecutor</b>	
Salaried	1000.11031.000.009	Investigator	40553.00
Salaried	1000.11203.000.009	Clerical Assistants	31956.00
Salaried	1000.11212.000.009	Bad Check Coordinator IV-D	18900.00
		<b>Extension</b>	
Hourly	1000.11202.000.011	Secretary / Extension	16678.00
Salaried	1000.11204.000.011	Administration	31956.00
Hourly	1000.11900.000.011	Part Time 7.25 - 13.00/hr	0.00

hourly	1000.11203.000.011	Clerical Assistants Hourly 7.25 -13.00/hr	13703.00
		<b>Veterans Service</b>	
Salaried	1000.11005.000.012	Veterans' Service Officer	24617.00
		<b>County Council</b>	
Salaried	1000.11000.000.061	Elected Official (7 members per each member)	5824.00
	1000.11007.000.061	County Council Secretary	2785.00
	1000.11009.000.061	Budget/Settlement Assistant	2184.00
		<b>Election</b>	
Annual	1000.11035.000.062	Election Board Members	5616.00
Annual	1000.11037.000.062	Assistant Election Board Member (2)	1.00
Hourly	1000.11039.000.062	Absent Voter's Board. MAX HRLY RATE	1.00
	1000.11044.000.062		1600.00
Annual	1000.11306.000.062	Voter Registration Clerk	
		Voting Machine Custodian	1.00
Hourly	1000.11900.000.062	Part Time 7.25 - 13.00/hr	10400.00
		<b>Drainage Board</b>	
Annual	1000.11040.000.063	Drainage Board (3 members at 150.00 monthly meeting	5400.00
		in attendance with a maximum of 1800.00 annually	
		<b>Information Technology</b>	
Salaried	1000.11032.000.065	Information Tech	43597.00
		<b>Board of Commissioners</b>	
Salaried	1000.11000.000.068	Elected Official (3 members per each member)	15900.00
Salaried	1000.11104.000.0068	Auditor	2785.00
	1000.11904.000.0068	Courthouse Security	37856.00

	1000.12501.000.0068	Courthouse Sceurity Overtime	5000.00
	1000.11042.000.0068	Building Maintenance	41600.00
		<b>Planning Commission</b>	
Salaried	1000.11302.000.079	Plan Commission Director	48672.00
Salaried	1000.11204.000.079	Administration	31956.00
Hourly	1000.11900.000.079	Part Time 7.25 - 13.00/hr	17035.00
Hourly	1000.11905.000.079	Part Time Inspector	28000.00
		<b>Courthouse</b>	
Salaried	1000.11305.000.161	Custodian	32554.00
Hourly	1000.11900.000.161	Part Time 7.25 - 13.00/hr	10865.00
		<b>Circuit Court</b>	
Salaried	1000.11109.000.232	Deputy Court Reporter	33729.00
Salaried	1000.11110.000.232	2nd Deputy Court Reporter	31956.00
Hourly	1000.11112.000.232	Jury Bailiff Max hourly	10000.00
Salaried	1000.11206.000.232	Small Claims Referee	0.00
Salaried	1000.11210.000.232	Court Reporter	44160.00
		<b>Probation</b>	
Salaried	1000.11001.000.235	Chief Probation Officer	71833.00
Salaried	1000.11002.000.235	Probation Officer	66833.00
Salaried	1000.11203.000.235	Clerical Assist (FT split Prob/Adult Prob total \$28600) County General Distribution	17035.00
		<b>Public Safety</b>	
Quarterly	1170.11014.000.000	Director-Emerg. Mgmt.- Grant Reimbursement	15000.00
Hourly	1170.11211.000.000	Dispatcher Min hourly wage FT (avg 1872)	13.77

Hourly	1170.11211.000.000	Dispatcher Max hourly wage FT (avg 1872)	21.00
Hourly	1000.11900.000.361	Part Time 7.25 - 13.00/hr	0.00
		<b>Jail -</b>	
Salaried	1000.11200.000.380	Jail Matron/Administration (plus longevity per schedule)	45968.00
Salaried	1000.11201.000.380	Administrative Support Assistant	35126.00
Salaried	1000.11208.000.380	Turnkey/Jailer maximum	35613.00
Salaried	1000.11208.000.380	Turnkey/Jailer minimum	32787.00
Annually	1000.11011.000.380	Jail Commander	4000.00
Annually	1000.11034.000.380	Sergeant	2000.00
	1000.11304.000.380	Full Time Cook Jail	29120.00
Hourly	1000.11309.000.380	Cooks- Full/Part Time 7.25-13.00/hr	32448.00
	1000.12500.000.380	Overtime	10000.00
	1000.18500.000.380	Longevity	2000.00
	1000.11041.000.0380	Part Time Receptionist	0.00
		<b>Landfill</b>	
Salaried	1000.11311.000.0503	Driver/Operator	12500.00
		<b>Soil &amp; Water</b>	
Salaried	1000.11025.000.750	Soil & Water Administrator (1st deputy pay)	33729.00
		<b>Reassessment</b>	
Hourly	1224.11900.000.000	Part Time 7.25 - 13.00/hr	5000.00
		<b>Recorder Perpetuation</b>	
Hourly	1189.11900.000.000	Part Time 7.25 - 13.00/hr	
	Fund does not require appropriation; salary for part-time staff		

		<b>Dispatch -</b>	
Salaried	1222.11003.000.000	Director/Training Officer	42640.00
Hourly	1222.11900.000.000	Part Time 11.34 - 13.00/hr	40000.00
	1222.11213.000.000	IDACS Coordinator	1500.00
	1222.11027.000.000	Supervisor	1000.00
	1222.11215.000.000	Trainer	1000.00
Hourly	1222.11211.000.000	On Call	0.00
	1222.12500.000.000	Overtime	25000.00
		<b>Community Corrections</b>	
Salaried	9109.11015.000.000	See Salary Ordinance Guidelines	31099.00
	9109.11026.000.000	See Salary Ordinance Guidelines	28600.00
	9109.11113.000.000	See Salary Ordinance Guidelines	28750.00
	9109.11029.000.000	See Salary Ordinance Guidelines	23750.00
	1122.11015.000.000	See Salary Ordinance Guidelines	21534.00
	1122.11026.000.000	See Salary Ordinance Guidelines	2918.00
	1122.11029.000.000	See Salary Ordinance Guidelines	6455.00
	9115.11026.000.000	See Salary Ordinance Guidelines	7000.00
		<b>Adult Probation</b>	
Salaried	2001.11001.000.000	Chief Probation Officer	3600.00
Hourly	2001.11203.000.000	Clerical Assist (FT split Gen Prob/Adult Prob)	15000.00
	2001.11900.000.000	Part Time 7.25 - 13.00/hr	5000.00
		<b>Pre-Trial Diversion</b>	
Hourly	2501.11900.000.000	Part Time 7.25 - 13.00/hr	3000.00



		<b>Highway / Administration</b>	
Salaried	1176.11010.000.530	Hwy Superintendent	51268.00
Salaried	1176.11030.000.530	Foreman	44651.00
Salaried	1176.11214.000.530	Eng Assistant/Inspector (1st deputy wage)	33729.00
	1176.11216.000.530	ADA/Title Coordinator	3000.00
Salaried	1176.11203.000.530	Clerical Full Time	31956.00
		<b>Operation Pull-Over</b>	
Hourly	8102.12500.000.000	Overtime	5000.00
		<b>Highway / Maint &amp; Repair</b>	
Salaried	1176.11311.000.531	Driver/Operator Minimum	33783.00
Salaried	1176.11311.000.531	Driver/Operator Maximum	41624.00
Hourly	1176.11900.000.531	Part Time 7.25 - 13.00/hr	20000.00
	1176.12500.000.531	Overtime	30000.00
		<b>Highway / General</b>	
Salaried	1176.11300.000.533	Mechanic	42251.00
Hourly	1176.11317.000.533	Janitor Part Time 7.25 - 13.00/hr	11336.00
Salaried	1135.11311.000.0000	Driver/Operator (Cum. Birdge)	12500.00
		<b>Health</b>	
	1159.11004.000.000	New Hire -County Health Nurse	N/A
Salaried	1159.11004.000.000	County Health Nurse- After Evaluations	46956.00
QTR	1159.11006.000.000	Health Officer	7500.00
Salaried	1159.11008.000.000	Office Manager	34525.00
	4910.11205.000.000	Health Educator	33075.00
Salaried	1159.11314.000.000	Sanitarian	32760.00

Hourly	1159.11900.000.000	Part Time 7.25-13.00/hr	20000.00
		<b>Emergency Preparedness</b>	
QTR	9101.11043.000.000	Emergency Preparedness	8000.00
	9101.11315.000.000	Emergency Preparedness Supervisor	5000.00

Jim Ashley began the public hearing.

There was no public comment.

Motion by Mike Terry to approve Ordinance CC2020-05 Salary Ordinance for 2021.. Second by Jeff Hoover. Motion carries, unanimously, by roll call.

**Minutes for October 10, 2020, November 5, 2020 Special Meeting, November 17, 2020 Joint Meeting**

Motion by Jim Purvis to approve the minutes for the October 10, November 5, and November 17, 2020 meetings, as presented. Second by Jeff Hoover. Motion carries, unanimously, by roll call.

**Resolution 2020-25 Transfer- Extension Office**

**RESOLUTION # CC2020 - 25**

**A RESOLUTION AUTHORIZING TRANSFER OF FUNDS.**

**WHEREAS**, it has been determined that it is now necessary to transfer monies from one appropriation category to another or from one personal services line to another;

**NOW THEREFORE, BE IT RESOLVED**, by the Tipton County Council, Tipton, Indiana, the following transfers are allowed:

<u>FUND-DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Extension	Office Supplies 1000.21100.000.0011	Telephone 1000.32400.000.0011	\$46.80
	Travel, Conference & Reg 1000.32300.000.0011	Office Supplies 1000.21100.000.0011	\$527.99
TOTAL			\$574.79

Approved this 15<sup>th</sup> day of December 2020

**TIPTON COUNTY COUNCIL**

**Resolution 2020-26 Transfer – Public Safety**

**RESOLUTION # CC2020 - 26**

**A RESOLUTION AUTHORIZING TRANSFER OF FUNDS.**

**WHEREAS**, it has been determined that it is now necessary to transfer monies from one appropriation category to another or from one personal services line to another;

**NOW THEREFORE, BE IT RESOLVED**, by the Tipton County Council, Tipton, Indiana, the following transfers are allowed:

<u>FUND-DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Public Safety	Equipment 1170.44200.000.0000	Other Op 1170.31103.000.0000	\$200.00
	Computer	Other Op	

	1170.44300.000.0000	1170.31103.000.0000	\$700.00
	Equipment	Other Op	
	1170.44200.000.000	1170.31103.000.0000	\$200.00
TOTAL			\$1300.00

Approved this 15<sup>th</sup> day of December 2020  
**TIPTON COUNTY COUNCIL**

**Resolution 2020-27 Transfer – Statewide 911**

**RESOLUTION # CC2020 - 27**

**A RESOLUTION AUTHORIZING TRANSFER OF FUNDS.**

**WHEREAS**, it has been determined that it is now necessary to transfer monies from one appropriation category to another or from one personal services line to another;

**NOW THEREFORE, BE IT RESOLVED**, by the Tipton County Council, Tipton, Indiana, the following transfers are allowed:

<u>FUND-DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Statewide 911	Service Supplier 1222.35104.000.0000	Overtime 1222.12500.000.0000	\$6,000.00
	Training 1222.32302.000.0000	Overtime 1222.12500.000.0000	\$800.00
	Utilities 1222.35000.000.000	Overtime 1222.12500.000.0000	\$2,000.00
	Repair & Maint. Building 1222.36000.000.000	Overtime 1222.12500.000.0000	\$200.00
	Computers 1222.44300.000.0000	Overtime 1222.12500.000.0000	\$400.00
TOTAL			\$9,400.00

Approved this 15<sup>th</sup> day of December 2020  
**TIPTON COUNTY COUNCIL**

**Resolution 2020-28 Transfer – Highway**

**RESOLUTION # CC2020 - 28**

**A RESOLUTION AUTHORIZING TRANSFER OF FUNDS.**

**WHEREAS**, it has been determined that it is now necessary to transfer monies from one appropriation category to another or from one personal services line to another;

**NOW THEREFORE, BE IT RESOLVED**, by the Tipton County Council, Tipton, Indiana, the following transfers are allowed:

<u>FUND-DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Highway Department	Culvert & Tile 1176.24100.000.0531	Maintenance & Repair 1176.36200.000.0533	\$9,000.00
	Culvert & Tile 1176.24100.000.0531	Lease Agreement 1176.37001.000.0533	\$500.00
TOTAL			\$9,500.00

Approved this 15<sup>th</sup> day of December 2020  
**TIPTON COUNTY COUNCIL**

**Resolution 2020-29 Transfer – Adult Probation**

**RESOLUTION # CC2020 - 29**

**A RESOLUTION AUTHORIZING TRANSFER OF FUNDS.**

**WHEREAS**, it has been determined that it is now necessary to transfer monies from one appropriation category to another or from one personal services line to another;

**NOW THEREFORE, BE IT RESOLVED**, by the Tipton County Council, Tipton, Indiana, the following transfers are allowed:

<b><u>FUND-DEPARTMENT</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>AMOUNT</u></b>
Adult Probation Services	Travel, Conference & Regist. 2001.32300.000.0000	Furniture & Equipment 2001.44100.000.0000	\$3,175.00
TOTAL			\$3,175.00

Approved this 15<sup>th</sup> day of December 2020

**TIPTON COUNTY COUNCIL**

Motion by Jim Purvis to accept Resolutions CC2020-25 through CC2020-29. Second by Jan Smith.  
Motion carries unanimously, by roll call.

**Resolution CC2020-30 INDOT Re-acquisition of Right of Way along SR19 in front of Tipton Hospital  
RESOLUTION CC 2020-30**

**A RESOLUTION OF THE TIPTON COUNTY COUNCIL APPROVING  
TRANSFER OF CERTAIN RIGHTS-OF-WAY ON STATE ROAD  
19 SOUTH IN TIPTON COUNTY, INDIANA TO THE STATE OF INDIANA**

**WHEREAS**, the State of Indiana through the Indiana Department of Transportation (hereafter "INDOT") has offered to purchase 0.962 acres of real estate located along and adjacent to State Road 19 South in Tipton County, Indiana (hereafter the "Real Estate") which Real Estate is more particularly described on Exhibit A attached hereto, for the purpose of resurfacing, future repair and maintenance of State Road 19; and,

**WHEREAS**, INDOT had previously acquired temporary rights of way/easements along State Road 19 South in Tipton County for widening and other improvements, and now desires to acquire permanent ownership to these rights of way; and,

**WHEREAS**, INDOT has offered the sum of \$51,350.00 in exchange for Tipton County deeding the Real Estate to the State of Indiana; and,

**WHEREAS**, in the event Tipton County does not accept such offer on or about December 30, 2020, the State will proceed with condemnation proceedings; and,

**WHEREAS**, Tipton County believes that such offer is reasonable, and desires to accept such offer in lieu of formal litigation.

**NOW THEREFORE BE IT RESOLVED**, that Tipton County does now authorize the Board of County Commissioners, by its acting President, Dennis Henderson, to accept the State's offer of \$51,350.00 in exchange for executed deeds, and furthermore authorizes Commissioner Henderson to execute the deeds and any other documents necessary to complete such transfer.

**BE IT SO RESOLVED THIS 15<sup>th</sup> DAY OF DECEMBER, 2020.**

Motion by Jan Smith to accept Resolution CC2020-30. Second by Mike Terry. Motion carries unanimously, by roll call.

**Appointment to the Tipton County Library Board**

Motion by Jan Smith to appoint Chrissy Proffitt to replace Linda Beck on the Tipton County Library Board, through May 31, 2022. Second by Jim Purvis. Motion carries unanimously by roll call.

**Council Comment**

Jim Purvis stated that he would make contacts to determine if board members of the Community Center and PTABOA are interested in being re-appointed. Gregg Townsend will contact Francis Letsinger to determine his willingness to continue to serve on the Alcoholic Beverage Commission.

Jim Ashley reported that Katy Kramer had sent a report comparing quarterly receipts of Local Income Tax for 2019 and 2020 for comparison. There appears to be only slight difference in income. This appears to bode well for 2022, when income tax from 2020 is distributed to the county.

Jim Ashley thanked Jeff Hoover and Emily for their service on the County Council for the last four years.

**Public Comment – None**

Jeff Hoover expressed his thanks to the public for their trust. He stated that he had enjoyed the time and the people he had met.

Motion by Jan Smith to adjourn the meeting. Second by Jeff Hoover. Without objection, the meeting was adjourned

Approved on 19th day of December, 2020

TIPTON COUNTY COUNCIL

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James D. Ashley

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Jim Purvis

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Janice L. Smith

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Michael Terry

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Butch Harpel

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Jeff Hoover

Attest:

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Emily Wilson

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Gregg A. Townsend, Secretary and County Auditor