

Tipton County Council Meeting

4-19-2022

Present: Jim Purvis, Brad Nichols, Jan Smith, Kirk Rutherford, Jim Ashley,

Absent: Butch Harpel, Mike Terry

Others Present: Dick Klein, Melissa Bear, Kendra Hummel, Jason Fields, Chuck Bell, Maureen Dougherty, Terri Newcome, Cynthia Day, Weston Nicholson, Bob Edinger, Jim Ankrum, Mark Regnier

The Council meeting was opened by Jim Ashley with the Pledge of Allegiance.

Dispatch- Request for Full Time Dispatcher – Chuck Bell

Motion by Brad Nichols to transfer \$2,000 from PSAP Equipment (1170.44100.000.0000) to FICA (1170.17100.000.0000). Second by Jan Smith. Motion carried.

Note: This is Resolution CC2022-11.

Motion by Brad Nichols to advertise for additional appropriations of \$35,000 for Statewide 911 Group Medical and create the line 1222.17300.000.0000; and \$40,000 to Statewide 911 Full Time and create the line 1222.11211.000.0000; and \$3,000 into Statewide 911 Director Salary (1222.11003.000.0000). Second by Jan Smith. Motion carried.

Revised Salary Ordinance CC2022-01

2022 SALARY ORDINANCE #CC2022-01

For the 2022 year, the following guidelines will be following

* **Pay**

guidelines:

Highway: Current State minimum wage to a maximum of \$18.00/hour

Courthouse Staff: Current State minimum wage to a maximum of \$18.00/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 \$18.00/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

4 to 9 2600

10 to 15 3400

16 to 20 4000

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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 2022 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 2021 year in February 2022 (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.

- * **Plan Commission: The City of Tipton shall reimburse Tipton County for joint services per the interlocal agreement specifications.**

Approved this 19th day of April 2022

James Ashley, President

James Purvis, Vice President

Brad Nichols, Member

Butch Harpel, Member

Kurt Retherford,
Member

Mike Terry,
Member

Janice Smith, Member

Gregg A. Townsend, Auditor
& Secretary to Council

	Ordinance CC2022-01		
2022 Wage Ordinance			
Pay Group	Main Distribution	Account Desc/Position	2022 Maximum
		Clerk of Court	
Salaried	1000.11000.000.001	Elected Official	45341.00
Salaried	1000.11101.000.001	First Deputy	35078.00
Salaried	1000.11102.000.001	Second Deputy (1)	33234.00
Salaried	1000.11103.000.001	Second Deputy (2)	33234.00

Salaried	1000.11105.000.001	Second Deputy (3)	33234.00
Hourly	1000.11900.000.001	Part Time 7.25 - 18.00/hr	13000.00
		Auditor	
Salaried	1000.11000.000.002	Elected Official	50000.00
Salaried	1000.11101.000.002	First Deputy	35078.00
Salaried	1000.11102.000.002	Second Deputy (1)	33234.00
Salaried	1000.11103.000.002	Second Deputy (2)	33234.00
Salaried	1000.11105.000.002	Second Deputy (3)	33234.00
Salaried	1000.11114.000.002	Mapping	5000.00
		Treasurer	
Salaried	1000.11000.000.003	Elected Official	45341.00
Salaried	1000.11101.000.003	First Deputy	35078.00
Hourly	1000.11900.000.003	Part Time 7.25 - 18.00/hr	26000.00
		Recorder	
Salaried	1000.11000.000.004	Elected Official	45341.00
Salaried	1000.11101.000.004	First Deputy	35078.00
Hourly	1000.11900.000.004	Part Time 7.25 - 18.00/hr	10000.00
		Sheriff's Department	
Salaried	1000.11000.000.005	Elected Official	80000.00
Salaried	1000.11100.000.005	Deputy maximum base	51000.00
Salaried	1000.11100.000.005	Probationary Deputy minimum base	49892.00
Salaried	1000.18500.000.0005	Longevity per schedule added to the base pay	23400.00
Salaried	1000.11033.000.005	Major	3500.00
Salaried	1000.11012.000.005	Captain	1750.00
	1000.11034.000.005	Sergeant (3) positions each	1000.00
Salaried	1000.12500.000.005	Overtime	25000.00
Salaried	1000.16200.000.005	Certifications per schedule	9000.00
		Surveyor	
Salaried	1000.11000.000.006	Elected Official-Licensed	50000.00

Salaried	1000.11000.000.0006	Elected Official- Non-Licensed	33333.00
Salaried	1000.11101.000.006	First Deputy	35078.00
Hourly	1000.11102.000.006	Second Deputy	31000.00
		Coroner	
Salaried	1000.11000.000.007	Elected Official	10956.00
Annual	1000.11108.000.007	Deputy Coroner (2) positions each	5478.00
Annual	1000.11308.000.007	Coroner Assistant	0.00
	1000.16200.000.0007	Certifications (3) positions each	1200.00
		Assessor	
Salaried	1000.11000.000.008	Elected Official/ Level III Assessor	45341.00
Salaried	1000.11101.000.008	First Deputy	35078.00
Salaried	1000.11102.000.008	Second Deputy (1)	33234.00
Salaried	1000.11103.000.008	Second Deputy (2)	33234.00
Annual	1000.11150.000.008	Level II Assessor (2) positions each	3000.00
	1000.1150.000.008	Level III Assessor	
		Prosecutor Title IV-D	
Salaried	1000.11022.000.853	IV-D Attorney	39896.00
Salaried	1000.11023.000.853	IV-D Administration	33234.00
		Prosecutor	
Salaried	1000.11031.000.009	Investigator	42175.00
Salaried	1000.11203.000.009	Clerical Assistants	33234.00
Salaried	1000.11212.000.009	Bad Check Coordinator IV-D	19656.00
		Extension	
Hourly	1000.11202.000.011	Secretary / Extension	17345.00
Salaried	1000.11204.000.011	Administration	33234.00
Hourly	1000.11900.000.011	Part Time 7.25 - 18.00/hr	0.00
hourly	1000.11203.000.011	Clerical Assistants Hourly 7.25 -18.00/hr	14251.00
		Veterans Service	
Salaried	1000.11005.000.012	Veterans' Service Officer	25602.00

		County Council	
Salaried	1000.11000.000.061	Elected Official (7 members per each member)	6057.00
	1000.11007.000.061	County Council Secretary	2897.00
	1000.11009.000.061	Budget/Settlement Assistant	2272.00
		Election	
Annual	1000.11035.000.062	Election Board Members	6000.00
Annual	1000.11037.000.062	Assistant Election Board Member (2)	600.00
Hourly	1000.11039.000.062	Absent Voter's Board. MAX HRLY RATE	9000.00
	1000.11044.000.062	Voter Registration Clerk	1600.00
Annual	1000.11306.000.062	Voting Machine Custodian	4600.00
Hourly	1000.11900.000.062	Part Time 7.25 - 18.00/hr	13000.00
		Drainage Board	
Annual	1000.11040.000.063	Drainage Board (3 members at 200.00 monthly meeting	7200.00
		in attendance with a maximum of 1800.00 annually	
		Information Technology	
Salaried	1000.11032.000.065	Information Tech	45341.00
		Board of Commissioners	
Salaried	1000.11000.000.068	Elected Official (3 members per each member)	16536.00
Salaried	1000.11104.000.0068	Auditor	2897.00
	1000.11904.000.0068	Courthouse Security	39370.00
	1000.12501.000.0068	Courthouse Security Overtime	5000.00
	1000.11042.000.0068	Building Maintenance	43264.00
		Planning Commission	
Salaried	1000.11302.000.0079	Plan Commission Director	50619.00
Salaried	1000.11204.000.0079	Administration	33234.00
Hourly	1000.11900.000.0079	Part Time 7.25 - 18.00/hr	17716.00
Hourly	1000.11906.000.0079	Building Inspector	30000.00
		Courthouse	
Salaried	1000.11305.000.161	Custodian	33856.00

Hourly	1000.11900.000.161	Part Time 7.25 - 18.00/hr	11299.00
		Circuit Court	
Salaried	1000.11109.000.232	Deputy Court Reporter	35078.00
Salaried	1000.11110.000.232	2nd Deputy Court Reporter	33234.00
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	46160.00
		Probation	
Salaried	1000.11001.000.235	Chief Probation Officer	72835.00
Salaried	1000.11002.000.235	Probation Officer	67835.00
Salaried	1000.11203.000.235	Clerical Assist (FT split Prob/Adult Prob total \$28600) County General Distribution	17716.00
		Public Safety	
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 - 18.00/hr	0.00
		Jail -	
Salaried	1000.11200.000.380	Jail Matron/Administration (plus longevity per schedule)	51000.00
Salaried	1000.11201.000.380	Administrative Support Assistant	36531.00
Salaried	1000.11208.000.380	Turnkey/Jailer maximum	40300.00
Salaried	1000.11208.000.380	Turnkey/Jailer minimum	37500.00
Annually	1000.11011.000.380	Jail Commander	6000.00
Annually	1000.11034.000.380	Sergeant	2500.00
	1000.11304.000.380	Full Time Cook Jail	35078.00
Hourly	1000.11309.000.380	Cooks- Full/Part Time 7.25-18.00/hr	33746.00
	1000.12500.000.380	Overtime	25000.00
	1000.18500.000.380	Longevity	4000.00
	1000.11041.000.0380	Part Time Receptionist 7.25-18.00/hr	0.00
		Landfill	

Salaried	1000.11311.000.0503	Driver/Operator	13000.00
		Soil & Water	
Salaried	1000.11025.000.750	Soil & Water Administrator (1st deputy pay)	35078.00
		Reassessment	
Hourly	1224.11900.000.000	Part Time 7.25 - 18.00/hr	5000.00
		Recorder Perpetuation	
Hourly	1189.11900.000.000	Part Time 7.25 - 18.00/hr	
	Fund does not require appropriation; salary for part-time staff		
		Dispatch -	
Salaried	1222.11003.000.000	Director/Training Officer	44346.00
Hourly	1222.11900.000.000	Part Time 11.34 - 18.00/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
		Community Corrections	
Salaried	9109.11015.000.000	Director	60760.00
	9120.11026.000.000	Assistant Director	41078.00
	9109.11113.000.000	Data Analyst	0.00
	9109.11029.000.000	Administrative Assistant	32705.00
	1122.11015.000.000	Director	0.00
	1122.11026.000.000	Assistant Director	0.00
	1122.11029.000.000	Administrative Assistant	1000.00
	9115.11026.000.000	Assistant Director	7000.00
	1000.11015.000.0387	Director	1700.00
	1000.11026.000.0387	Assistant Director	1296.00
	1000.11029.000.0387	Administrative Assistant	980.00
		Adult Probation	

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 - 18.00/hr	5000.00
		Pre-Trial Diversion	
Hourly	2501.11900.000.000	Part Time 7.25 - 18.00/hr	3000.00
		Highway / Administration	
Salaried	1176.11010.000.530	Hwy Superintendent	56268.00
Salaried	1176.11030.000.530	Foreman	46437.00
Salaried	1176.11214.000.530	Eng Assistant/Inspector (1st deputy wage)	35078.00
	1176.11216.000.530	ADA/Title Coordinator	3000.00
Salaried	1176.11203.000.530	Clerical Full Time	35078.00
		Operation Pull-Over	
Hourly	8102.12500.000.000	Overtime	5000.00
		Highway / Maint & Repair	
Salaried	1176.11311.000.531	Driver/Operator Minimum	35134.00
Salaried	1176.11311.000.531	Driver/Operator Maximum	43289.00
Hourly	1176.11900.000.531	Part Time 7.25 - 18.00/hr	20000.00
	1176.12500.000.531	Overtime	30000.00
		Highway / General	
Salaried	1176.11300.000.533	Mechanic	43941.00
Hourly	1176.11317.000.533	Janitor Part Time 7.25 - 18.00/hr	11336.00
Salaried	1135.11311.000.0790	Driver/Operator (Cum. Bridge)	30000.00
		Health	
	1159.11004.000.000	New Hire -County Health Nurse	N/A
Salaried	1159.11004.000.000	County Health Nurse- After Evaluations	48834.00
QTR	1159.11006.000.000	Health Officer	7750.00
Salaried	1159.11008.000.000	Office Manager	34406.00
Salaried	1159.11205.000.0000	Health Educator	1259.00
Salaried	4910.11205.000.000	Health Educator	33139.00

Salaried	1159.11314.000.000	Sanitarian	38036.00
Hourly	1159.11900.000.000	Part Time 7.25-18.00/hr	18000.00
		Emergency Preparedness	
QTR	9101.11043.000.000	Emergency Preparedness	6500.00
	9101.11315.000.000	Emergency Preparedness Supervisor	6500.00
		Board Member Compensation	
		Sheriff	
12 mtg/year	1000.38100.000.0005	Merit Board- 5 Members @ \$40 per meeting	
		Clerk	
2x/year	1000.11035.000.0062	Election Board- 3 Members @ \$1000, 1 Member - Tipton County Clerk	
2x/year	1000.11044.000.0062	Voter Registration Clerk- Elected Clerk @ \$800 per election- Tipton County Clerk	
2x/year	1000.31600.000.0062	Poll Workers- 15 voting locations (2 locations- 2x people)	
		Each location: 1 Inspector @ \$80+ \$20	
		2 Clerks @ \$60 +\$20 and 2 Judges @ \$60 + \$20	
2x/year	1000.11306.000.0062	Voting Machine Custodian- \$1700.00	
2x/year	1000.31401.000.0062	Traveling Board - Paid per Mile/ \$10 per hour	
2x/year	1000.11037.000.0062	Assistant Election Board- \$100 per person per election	
2x/year	1000.11039.000.0062	Absentee Voter Board- \$10 per hour	
		Drainage Board	
12mtg/year	1000.11040.000.0063	Drainag Board-3 members @ \$200 per meeting	
		PTABOA	
As Needed	1000.31700.000.0068	PTABOA- 5 Members @ \$60 for half day, \$120 for full day	
		Health Board	
4x/year	1159.38100.000.0000	Healh Board- 7 Members @ \$35 per meeting	
		Big Cicero Board	
12 mtg/year	2700.00000.000.0000	Big Cicero- 10 Members @ \$150 per meeting	

Motion by Jim Purvis to accept the revised Salary Ordinance CC2202-01 Revised April 19, 2022. Second by Kirk Retherford. Motion carried.

Resolution CC2022-07 Additional Appropriations – Tipton County Public Library

ADDITIONAL APPROPRIATION RESOLUTION CC2022-07

Whereas, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

Sec. 1. Be it resolved by the County Council of Tipton County, Tipton, Indiana; that for the expenses of the taxing units listed below; the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Taxing Unit: Tipton County Public Library		
Fund Name: 400 Library Improvement Reserve Fund (LIRF)		
	AMOUNT REQUESTED	AMOUNT APPROVED
4001003 Other Services and Charges	\$75,000	\$
4001004 Capital Outlays	\$200,000	\$
LIRF TOTAL	\$275,000	\$
Taxing Unit: Tipton County Public Library		
Fund Name: 201 Rainy Day Fund		
	AMOUNT REQUESTED	AMOUNT APPROVED
2011003 Other Services and Charges	\$5,000	\$
2011004 Capital Outlays	\$80,000	\$
RAINY DAY FUND TOTAL	\$85,000	\$

Adopted and dated this ##th day of April, 2022

TIPTON COUNTY COUNCIL

James D. Ashley

Jim Purvis

Janice L. Smith

Michael Terry

Butch Harpel

Kirk Retherford

Attest:

Brad Nichols

Gregg A. Townsend, Secretary and County Auditor

Prepared by: Mark R. Regnier

Tipton County Attorney;

MARK R. REGNIER, ATTORNEY AT LAW.

120 S. West Street

Tipton, Indiana 46072

Library Director, Jason Fields, stated that the appropriations were: \$275,000 for a renovation project, including furniture, architect's fees, and construction, and \$85,000 to replace the rooftop HVAC units.

Jim Ashley opened the public hearing on the additional appropriations. There were no comments.

Motion by Brad Nichols to close the public hearing. Second by Jan Smith. Motion carried.

Motion by Jim Purvis to approve Resolution CC2022-07, in the amounts of \$275,000 in LIRF and \$85,000 in Rainy Day funds. Second by Jan Smith. Motion carried.

Appointment to Library Board – County Council Appointment for June 1, 2022 to May 31, 2026

Motion by Jim Purvis to appoint Crissy Proffitt to the Library Board for the term June 1, 2022 to May 31 2026. Second by Jan Smith. Motion carried.

Request to Advertise for Additional Appropriations – Highway

Motion by Brad Nichols to advertise for additional appropriations for the Highway Department for the

next meeting. Second by Kirk Retherford. Motion carried.

Appointment to the Board of Zoning Appeals (BZA)

Wes Nicholson introduced himself as the owner of an alpaca farm, an attorney, and public defender. Motion by Jim Purvis to appoint Weston Nicholson to the Board of Zoning Appeals. Second by Jan Smith. Motion carried.

Minutes for March 15, 2022

Motion by Jim Purvis to approve the minutes for March 22, 2022, as presented. Second by Jan Smith. Motion carried.

Committee Reports

Brad Nichols proposed a committee to plan the use of the American Rescue Plan Grant. He stated that the State Board of Accounts Directive 2021-1 calls for the preparation of a plan for the use of the money. The Board of Commissioners passed Ordinance BOC 2021-01, which spells out four categories of spending. Jim Ankrum, general manager of the Tipton Municipal Utilities, stated that the REDI grant committee needs a solid commitment from the County for their \$1 Million portion of the \$3 Million match for the sewer infrastructure project to connect the west wastewater treatment plant to the main plant. He stated that the preliminary engineering report explains why the connector pipe is the right direction in which to move, given the current condition of the west plant.

Brad Nichols stated that he wanted the City of Tipton to pay all the bond payments on the west plant. The County Auditor reminded the Council that the agreement in the 2008 bond irrevocably obligates the County to pay fifty percent of the bond payments. Jim Ankrum stated that there is about \$280,000 each to pay on the bond that ends in 2027. He said that he would provide an updated proposal for the plan at the April 26, 2022 meeting.

Jim Purvis stated that the match is a high priority for the REDI Grant. Jim Ankrum stated that being able to provide additional capacity to the US31/SR28 area will be essential to the planned future development. He said that the ultimate goal is to provide utilities in the best way. The relinquishment of SR28 will make easement acquisition much easier.

Jim Purvis stated that the Goodwill Committee will meet tomorrow at 8am at the City offices. Jan Smith will attend.

Sheriff's Pension

Motion by Jim Purvis to table to the next regular meeting. Second by Kirk Retherford. Motion carried.

Public Comments

Sheriff Frawley stated that his cost for food items for the jail had increased dramatically. He has spent one third of his budget and used about \$10,000 worth of food stocks left from last year. He stated that he will have to get additional appropriations later in the year. Jim Purvis asked if there were funds that could be transferred. The Sheriff responded that there may not be. He stated that the current population at the jail is 77 to 79 inmates, of which approximately 60 are out of county. He stated that he had received a call from INDOT informing him that Division Road had been closed to traffic crossing US31. It will be right in, right out until December 1, 2022, and the light at Division Road and US 31 will be turned off, as well. North and south bound traffic will use the northbound lanes, initially. He cautioned that people must pay attention, as there had been five accidents in the first four days of construction.

Motion by Jan Smith to adjourn the meeting. Second by Jim Purvis. Motion carries.

Approved this 17th day of May, 2022

Tipton County Council

James D. Ashley, President

Jim Purvis, Vice President

Kirk Retherford, member

Brad Nichols, member

Jan Smith, member

Butch Harpel, member

Michael Terry, member

Attest:

Gregg A. Townsend, Tipton County Auditor
Secretary to the Tipton County Council