

Tipton County Council Meeting

12-20-2022

Present: Jim Ashley, Jim Purvis, Kirk Retherford, Jan Smith, Mike Terry

Absent: Butch Harpel, Brad Nichols

Others Present: Kiana Gillam, Matthew D. Tebbe, Bob Edinger, Joe VanBibber, Mike Bollman

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

Resolution CC2022-41 – Additional Appropriations – General & Statewide 911

ADDITIONAL APPROPRIATION RESOLUTION CC2022-41

Whereas, It has been determined that it is now necessary to appropriate more money in other funds 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 sums of money are hereby additionally appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name:	Requested Amount	Approved Amount
1000 General , 008 Assessor		
22000 Garage & Motor	<u>\$455.70</u>	
20000 Supplies	\$455.70	\$455.70
1000 General , 068 Commissioners		
11042 Building Maintenance	<u>\$3,461.54</u>	
10000 Personal Services	\$3,461.54	\$3,461.54
1000 General , 079 Plan Commission		
11905 Part-Time Inspector	<u>\$1,260.00</u>	
10000 Personal Services	\$1,260.00	\$1,260.00
1000 General , 161 Courthouse		
11305 Custodian	<u>\$651.08</u>	
10000 Personal Services	\$651.08	\$651.08
1000 General , 232 Circuit Court		
31800 Judges Pro-Tempore	<u>\$1,606.25</u>	
30000 Other Services & Charges	\$1,606.25	\$1,606.25
1000 General , 361 Emergency Management		
22000 Garage & Motor	<u>\$445.97</u>	
20000 Supplies	\$445.97	\$445.97
Total for Fund	\$7,880.54	
1222 Statewide 911		
11003 Director/Training Officer	<u>\$3,198.93</u>	
10000 Personal Services	\$3,198.93	\$3,198.93
Total for Fund	\$3,198.93	

Adopted and dated this 20th day of December, 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

Jim Ashley opened the public hearing. There was no public comment.

Motion by Jim Purvis to close the public hearing. Second by Kirk Retherford. Motion carried.

Motion by Mike Terry to approve Additional Appropriation Resolution CC2022-41, with General at \$7,880.54 and Statewide 911 at \$3,198.93. Second by Jan Smith. Motion carried.

Salary Ordinance CC2022-09

For the 2023 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 \$22.05/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

Jail Matron : Qualifies for Longevity Schedule

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 2023 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 2022 year in February 2023
(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 20th day of December
2022

James Ashley, Prsident

James Purvis, Vice
Presdient

Brad Nichols, Member

Butch Harpel, Member

Kurt Retherford, Member

Mike Terry, Member

Janice Smith, Member

Gregg A. Townsend,
Auditor
& Secretary to Council

	Ordinance CC2021-06		
2021 Wage Ordinance			
Pay Group	Main Distribution	Account Desc/Position	2021 Maximum
		Clerk of Court	
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
		Auditor	
Salaried	1000.11000.000.002	Elected Official	43597.00
Salaried	1000.11101.000.002	First Deputy	34038.52
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
		Treasurer	
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
		Recorder	
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

		Sheriff's Department	
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
		Surveyor	
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
		Coroner	
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
		Assessor	
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
	1000.11150.000.008	Level III Assessor	0.00

		Prosecutor Title IV-D	
Salaried	1000.11022.000.853	IV-D Attorney	38362.00
Salaried	1000.11023.000.853	IV-D Administration	31956.00
		Prosecutor	
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
		Extension	
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
		Veterans Service	
Salaried	1000.11005.000.012	Veterans' Service Officer	24617.00
		County Council	
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
		Election	
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	Voter Registration Clerk	1600.00
Annual	1000.11306.000.062	Voting Machine Custodian	1.00
Hourly	1000.11900.000.062	Part Time 7.25 - 13.00/hr	10400.00

		Drainage Board	
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	
		Information Technology	
Salaried	1000.11032.000.065	Information Tech	43597.00
		Board of Commissioners	
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 Security Overtime	5000.00
	1000.11042.000.0068	Building Maintenance	41600.00
		Planning Commission	
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
		Courthouse	
Salaried	1000.11305.000.161	Custodian	32554.00
Hourly	1000.11900.000.161	Part Time 7.25 - 13.00/hr	10865.00
		Circuit Court	
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
		Probation	

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
		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 - 13.00/hr	0.00
		Jail -	
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	38113.00
Salaried	1000.11208.000.380	Turnkey/Jailer minimum	35287.00
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
		Landfill	
Salaried	1000.11311.000.0503	Driver/Operator	12500.00
		Soil & Water	
Salaried	1000.11025.000.750	Soil & Water Administrator (1st deputy pay)	33729.00
		Reassessment	

Hourly	1224.11900.000.000	Part Time 7.25 - 13.00/hr	5000.00
		Recorder Perpetuation	
Hourly	1189.11900.000.000	Part Time 7.25 - 13.00/hr	
	Fund does not require appropriation; salary for part-time staff		
		Dispatch -	
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
		Community Corrections	
Salaried	9109.11015.000.000	Director	51040.00
	9109.11026.000.000	Assistant Director	30576.00
	9109.11113.000.000	Data Analyst	28750.00
	9109.11029.000.000	Administrative Assistant	27056.00
	1122.11015.000.000	Director	5600.00
	1122.11026.000.000	Assistant Director	5600.00
	1122.11029.000.000	Administrative Assistant	5600.00
	9115.11026.000.000	Assistant Director	7000.00
	1000.11015.000.0387	Director	1650.00
	1000.11026.000.0387	Assistant Director	1258.00
	1000.11029.000.0387	Administrative Assistant	951.00
		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 - 13.00/hr	5000.00
		Pre-Trial Diversion	
Hourly	2501.11900.000.000	Part Time 7.25 - 13.00/hr	3000.00
		Highway / Administration	
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
		Operation Pull-Over	
Hourly	8102.12500.000.000	Overtime	5000.00
		Highway / Maint & Repair	
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
		Highway / General	
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. Bridge)	12500.00
		Health	
	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
		Emergency Preparedness	
QTR	9101.11043.000.000	Emergency Preparedness	8000.00
	9101.11315.000.000	Emergency Preparedness Supervisor	5000.00
		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 @ \$900 per meeting, 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 @ \$150 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	

INSER

Motion by Kirk Retherford to approve Ordinance CC2022-09. Second by Jan Smith. Motion carried.

Part-Time Hourly Rate

Motion by Jim Purvis to adjust the part-time hourly rate up to a maximum of \$22.05. Second by Kirk Retherford. Motion carried.

Plan Commission

Motion by Jim Purvis to advertise for an additional appropriation for Plan Commission Legal, in the amount of \$25,000. Second by Jan Smith. Motion carried.

Auditor Townsend stated that there may be a need for a special meeting to clear end of year issues.

Jim Ashley stated that there is a possible need to advertise, in January, for \$300,000 in EDIT to purchase the Stroup property, when available.

Minutes for November 15, 2022

Motion by Jim Purvis to approve the November 15, 2022 minutes. Second by Jan Smith. Motion carried.

Committee Reports

Jim Purvis stated that the trail committee is fund raising. He stated that the Comprehensive Plan update for the County and City is about half-way finished. He stated that the Goodwill meeting would be tomorrow at 8am. Jim Purvis, Jan Smith, and Jim Ashley will attend. Mike Terry reported that the Redevelopment Commission will not meet this month.

Public Comment - There was no public comment.

Jim Ashley introduced Adam DeWitt, the new 911 Director. He also mentioned those leaving office: Auditor Gregg Townsend, Treasurer Suzanne Alexander, Sheriff Tony Frawley, and Councilman Butch Harpel.

Jim Purvis stated that he does not want to be considered for the Vice-President position in 2023.

Jan Smith invited all present to enjoy cookies and punch in Auditor Gregg Townsend's honor.

Motion by Jan Smith to adjourn. Second by Mike Terry. Motion carried.