

The Adams County Council met December 10, 2019, 8:30 a.m., in the Adams County Service Complex. Those present were Council Members, Stan Stoppenhagen, Yvette Weiland, Cory Sprunger, and John Schultz; County Attorney, Mark Burry; and County Auditor, Mary Beery. Also present were Commissioners, Rex Moore and Kim Fruechte as their meeting was at 11:00 a.m. Council members, Steve Bailey, and Council Attorney, Julie-Marie Brown, were absent.

**IN RE: MINUTES**

Upon a motion by John Schultz, seconded by Yvette Weiland, to approve the November 12, 2019 Adams County Council minutes. Motion carried.

**IN RE: ECONOMIC DEVELOPMENT**

Economic Development Director, Colton Bickel, met with the board to introduce himself as he is the new director of Economic Development.

**IN RE: JUSTICE PARTNERS GRANT**

Drug Court Coordinator, Kelly Sickafoose, and Superior Court Judge, Pat Miller, requested approval of Justice Partners Grant to fund the position for a full-time probation officer who will work part-time with Probation and part-time with Drug Court.

Upon a motion by Stan Stoppenhagen, seconded by John Schultz, for the approval of the Justice Partners Grant for the 2020 budget. Motion carried.

**IN RE: DRUG FREE ADAMS COUNTY**

Drug Free Adams County Executive Director, Kelly Sickafoose, and Superior Court Judge, Pat Miller, submitted the following award agreement for approval:

## Drug Free Adams County FY 2020

Total Amount Available:	\$67,716.34
25% minimum in Justice, Prevention, and Intervention:	\$16,929.08
Amount that can be moved from Administrative into other categories:	\$5,349.08

PREVENTION:			
AGENCY	PROJECT TITLE	AMOUNT REQUESTED	AMOUNT APPROVED
North Adams Community Schools	Random Drug Testing and Drug Education Program 2020	\$4,000.00	\$3,000.00
Adams Memorial Hospital	Alive & Well Education program	\$5,867.49	\$5,867.49
Adams Medical Group Counseling Connections	Adams Memorial Jail Treatment Program	\$398.51	\$0.00
South Adams Community Schools	Too Good for Drugs Program	\$1,126.59	\$1,126.59
South Adams Community Schools	Project Success	\$1,180.00	\$0.00
McMillen Health	Drug & Alcohol Prevention/Education	\$3,327.00	\$3,284.08
Park Center	Substance Use Education at the Adams County Jail	\$13,500.00	\$7,000.00
Bower Center	Skills Education	\$5,000.00	\$2,000.00
TOTAL		\$34,399.59	\$22,278.16

CRIMINAL JUSTICE:			
AGENCY	PROJECT TITLE	AMOUNT REQUESTED	AMOUNT APPROVED
Adams Superior Court	Drug Court	\$12,034.50	\$7,790.30
Adams Superior Court	High/Moderate Risk offender Drug Testing	\$6,500.00	\$0.00
Geneva Police Department	Dual Video System Upgrade	\$10,190.00	\$2,585.00
Adams County Sheriff's Office	Adams County #9	\$6,000.00	\$0.00
Adams/Wells Drug Task Force	Adams/Wells Drug Task Force	\$6,753.00	\$3,600.00
Decatur Police Department	Equipment	\$6,129.75	\$3,433.78
TOTAL		\$47,607.25	\$16,929.08

INTERVENTION:			
AGENCY	PROJECT TITLE	AMOUNT REQUESTED	AMOUNT APPROVED
Drug Free Adams County	Treatment Scholarships	\$16,929.08	\$16,929.08
TOTAL		\$16,929.08	\$16,929.08

ADMINISTRATIVE:			
AGENCY	PROJECT TITLE	AMOUNT REQUESTED	AMOUNT APPROVED
Drug Free Adams County	Executive Director Compensation	\$6,825.00	\$6,825.00
	Directors and Officers Insurance	\$982.00	\$982.00
	Rotary	\$600.00	\$600.00
	Regional Annual Meeting	\$100.00	\$100.00
	Administrative Support	\$1,080.00	\$1,080.00
	Website Updates	\$540.00	\$540.00
	Employee/contractor surveys	\$500.00	\$500.00
	Office Supplies/print	\$200.00	\$200.00
	Community Outreach	\$500.00	\$100.00
	Geography & domain name for Website	\$253.00	\$253.00
TOTAL		\$11,580.00	\$11,580.14

Grand Total Requested	\$110,510.17
Grand Total Awarded	\$87,716.34
Remaining	\$22,793.83

Ms. Sickafoose reported a portion of the grant will be used to supplant the wage of the Probation officer who is budgeted in the Justice Partners Grant for 2020.

Upon a motion by Stan Stoppenhagen, seconded by Cory Sprunger, to accept the Drug Free Adams County 2020 budget. Motion carried.

IN RE:

SHERIFF

Sheriff, Dan Mawhorr, and Chief Deputy, Eric Beer, requested permission to hire a full-time cook beginning in January 2020. The cost to provide meals using the canteen company is \$2.10 and the meals would be plant based protein and powered milk. It would cost \$2.01 to provide meals in house. The county would experience a lesser chance of liability not using inmates to fill in at the kitchen. They were using seven inmates to help in the kitchen and adding a full-time cook will drop the inmate help down to four. Part-time employees were not doing what was supposed to be done by allowing inmates to run free and not supervise them. The matron will likely be retiring in May or June 2020 and a new matron will need to be hired. The jail is maintaining 20 Federal inmates for approximately \$32,000 per month. Female inmates are increasing rapidly and 40 are currently being housed at the jail.

Upon a motion by Stan Stoppenhagen, seconded by Dennis Bluhm, to approve hiring a full-time cook beginning in January 2020. Motion carried. Council member, Yvette Weiland, opposed.

Sheriff Mawhorr reported dispatcher, Marlene Bieberich, is retiring and her last working day is February 3, 2020. He asked to replace the existing position and will be opening the position when this person is off the books.

Upon a motion by Stan Stoppenhagen, seconded by Yvette Weiland, for approval to replace the dispatcher position after Ms. Bieberich is no longer receiving pay. Motion carried.

Sheriff Mawhorr reported that two of the jailers that left have returned and were rehired. On December 16<sup>th</sup> they will be fully staffed. Employee, Paige Vanover, will be moving to the Berne Police Department effective January 1, 2020.

Upon a motion by Cory Sprunger, seconded by Stan Stoppenhagen, to approve filling the soon to be vacated dispatcher position. Motion carried.

IN RE:

CLERK

Clerk, Jim Voglewede, requested permission to hire a replacement for the Traffic Deputy Clerk who has accepted a position at the Sheriff's Department. He has met with the Commissioners and received approval.

Upon a motion by Cory Sprunger, seconded by John Schultz, for approval to replace the Traffic Deputy Clerk position. Motion carried.

IN RE:

PROSECUTING ATTORNEY

Prosecuting Attorney Office Manager, Jodi Hirschy, met with Council to discuss the wage for the new child support caseworker. The NE4 band for the child support caseworkers has a minimum wage of \$15.36 per hour. Mrs. Hirschy stated the current caseworkers are paid \$16.39 per hour. Council informed her that the wage for the new caseworker could be appealed next year.

Upon a motion by John Schultz, seconded by Yvette Weiland, for approval to replace the new child support caseworker position at a NE4 level. Motion carried.

IN RE:

CERTIFICATE OF APPOINTMENT

Auditor, Mary Beery, presented a letter of appointment from the Adams Public Library System. They are requesting Laurie Mrvos be reappointed to the Library Board of Trustees. The term of the appointment begins on January 1, 2020 and ends on December 31, 2023.

Upon a motion by Stan Stoppenhagen, seconded by Dennis Bluhm, to approve the appointment of Laurie Mrvos to the Library Board of Trustees. Motion carried.

IN RE:

COUNCIL ATTORNEY REPORT

County Attorney, Mark Burry, highlighted the rough draft of the possible PTO Policy for Adams County employees.

**Current personnel policy manual:** Sick - ½ day earned per month and six full days per year. Two personal days can be used from sick days.

**PTO policy:** All of the benefits; vacation, sick, funeral, and personal time off would be combined.

**Discussion:** The board was asked to be mindful of employees who have vacation time earned at the beginning of the year. If they use those days at the beginning they will not accumulate time off until they come back to work.

Cory Sprunger calculated the time stating this gives employees one extra week per year.

Mr. Burry stressed that PTO is not comp time. Time worked over 40 hours is time earned and has to be taken off or paid out by Federal law. PTO is a benefit provided by the employer for longevity, etc. Limitations cannot be put on comp time. Limitations can be approved for benefits as you have more flexibility with benefits. It is up to Council to adopt because it affects money.

Full-time must be defined as to who applies.

Regular hours worked needs to be defined. Accumulate when an employee is off and being paid?

Clarify the maximum that can be carried over.

Consider using guidelines for short term disability.

Accrual date anniversary date? Can the accrued days be carried over?

PTO must be used if off for extended period of time?

Vacation, illness, funeral, ¼ hour increments? Not immune for discipline?

Currently, hours used must be approved by Department Head, if off for extended period of time they must tell the department head.

PTO payout - voluntary or annual payout? Can decide to pay out at 75% instead of at 100%.

**Wage Appeal Decision Updates**

Cory Sprunger reported 74 positions were appealed and there were only 9 that were not approved. The impact savings to the county was \$40,692.00. The reason it was only \$40,692.00 is because some asked that the position go down in the bands, and the Surveyor is going from two full-time office staff to one full-time and one part-time.

Mr. Sprunger reported that the appeal of Kelly Sickafoose was denied as she fits into a NE 7 band. He questioned do we want to break the system for one position. She is working more hours than she should be.

Mr. Burry stated by statute the County must add the necessary staffing for the courts. Drug Court may fund or can be funded through other sources. If they funding is available, the judge has the option to hire a person. Pat Miller said to make her exempt and if she is nonexempt Council needs to figure a way to control the comp time.

Mr. Sprunger stated the appeals committee spent a lot of time and Council needs to decide what they are going to do with the results. The appeals committee has no authority except to make recommendations to Council.

Commissioner Moore stated that the job descriptions were inadequate.

Attorney Burry stated it is up to Council to approve the recommendations as is or request additional information. Department heads were present for the appeals and the committee made the recommendations. Approve as submitted? Or make record of which were denied? Council needs to decide what they want to do. Anyone who was denied can appeal next year.

Upon a motion by John Schultz, to accept the recommendation of the appeals committee, seconded by Stan Stoppenhagen. Motion carried.

Mr. Sprunger stated that there are two things that need to be discussed as they were not in the scope and need to be addressed. The assistant Highway garage mechanic used to make \$0.60 additional if he worked as a driver. Ditch techs in the Surveyor’s Office are given the \$0.60 for all hours per pay. Highway Superintendent, Lonnie Caffee, stated that there is no reason the assistant should make more than the lead.

Upon a motion by Cory Sprunger, to keep the Highway Department as it has been, seconded by Yvette Weiland. Motion carried.

Upon a motion by Cory Sprunger, to keep the Surveyor Department as it has been, seconded by Yvette Weiland. Motion carried.

IN RE: OTHER MATTERS PROPERLY PRESENTED

Councilman Stoppenhagen reported on the stakeholders meeting for the pretrial program. He said they were not pressing on what to do. It falls into Chief Probation Officer, Jack Odle’s, court to recommend what to do. If no approval by March or April there is still time to approve as the grant funding deadline is June 2020.

IN RE: SALARY ORDINANCE

FUND #/DEPT.	REQUESTED BI-WEEKLY	APPROVED
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County General (Jail 0380)		
Jailer		
Alexis Ochoa (effective 12/10/19)	\$1,355.00	\$1,355.00

Upon a motion by John Schultz, seconded by Dennis Bluhm, to approve the salary ordinance. Motion carried.

IN RE: ADDITIONAL APPROPRIATIONS

	<u>Amount Requested</u>	<u>Amount Approved</u>
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<u>County General (1000)</u>		
<u>IT (9600)</u>		
1000.33600.000.9600	Maintenance Contracts	\$20,000.00
1000.31700.000.9600	Travel	\$500.00
1000.35700.000.9600	Software Maintenance	\$45,000.00
1000.35800.000.9600	Maintenance Fund Acct	\$16,614.00
1000.38100.000.9600	Nimble SAN Maint	\$2,695.00
1000.35900.000.9600	Internet & Network	\$20,000.00
1000.38000.000.9600	Server Hardware Maint.	\$8,152.00
1000.36200.000.9600	Maint. Tax & Assessment	\$5,100.00
1000.38300.000.9600	Consulting Fees	\$7,000.00
<b>Total County General</b>		<b>\$125,061.00</b>

Upon a motion by Stan Stoppenhagen, seconded by Dennis Bluhm, to approve the above additional appropriations. Motion carried.

<u>LIT Public Safety (1170)</u>			
1170.22000.000.0005	Gas & Oil	\$12,000.00	\$12,000.00

Upon a motion by Dennis Bluhm, seconded by John Schultz, to approve the above additional appropriation. Motion carried.

<u>Highway (1176)</u>			
1176.12601.000.0533	Group Insurance	\$30,000.00	\$30,000.00

Upon a motion by Yvette Weiland, seconded by Stan Stoppenhagen, to approve the above additional appropriation. Motion carried.

**Supplemental Public Defender (1200)**

1200.13500.000.0000	Appointed Pauper	\$7,400.00	\$7,400.00
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Upon a motion by Yvette Weiland, seconded by Stan Stoppenhagen, to approve the above additional appropriation. Motion carried.

**Adult Probation User Fees (2100)**

2100.11207.000.0000	Probation Officer	\$1,900.00	\$1,900.00
2100.12402.000.0000	PERF	\$200.00	\$200.00
2100.12601.000.0000	Health Insurance	\$1,400.00	\$1,400.00
2100.33800.000.0000	Drug Testing	\$4,000.00	\$4,000.00

Upon a motion by Yvette Weiland, seconded by John Schultz, to approve the above additional appropriations. Motion carried.

**Public Health Maintenance (8101)**

8101.21100.000.0000	Office Supplies	\$7,893.00	\$7,893.00
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Upon a motion by Dennis Bluhm, seconded by John Schultz, to approve the above additional appropriation. Motion carried.

**Prosecuting Attorney IV-D (8897)**

8897.12301.000.0000	Social Security	\$175.00	\$175.00
8897.12402.000.0000	PERF	\$375.00	\$375.00

Upon a motion by Cory Sprunger, seconded by Yvette Weiland, to approve the above additional appropriations. Motion carried.

**Drug Court Project Income (4952)**

4952.21100.000.0000	Office Supplies	\$300.00	\$300.00
4952.30100.000.0000	Contractual Services	\$900.00	\$900.00
4952.31700.000.0000	Travel	\$500.00	\$500.00
4952.32000.000.0000	Screenings	\$1,000.00	\$1,000.00
4952.21000.000.0000	Incentives	\$400.00	\$400.00

**Problem Solving Court Grant (9105)**

9105.21000.000.0000	Incentives	\$945.00	\$945.00
9105.23001.000.0000	Drug Testing Supplies	\$800.00	\$800.00
9105.33103.000.0000	Compliance Office	\$1,000.00	\$1,000.00

**Drug Court DOC Grant (9109)**

9109.10700.000.0000	Coordinator	\$26,262.00	\$26,262.00
9109.12301.000.0000	Social Security	\$2,676.00	\$2,676.00
9109.12402.000.0000	PERF	\$4,267.00	\$4,267.00
9109.23001.000.0000	Drug Testing Supplies	\$3,284.00	\$3,284.00
9109.33103.000.0000	Compliance Office	\$2,970.00	\$2,970.00
9109.11104.000.0000	Public Defender	\$10,400.00	\$10,400.00
9109.21000.000.0000	Incentives	\$871.00	\$871.00

<b>Total All Funds</b>	<b>\$246,979.00</b>	<b>\$246,979.00</b>
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Upon a motion by Yvette Weiland, seconded by John Schultz, to approve the above additional appropriations. Motion carried. Stan Stoppenhagen and Cory Sprunger opposed.

IN RE:

TRANSFERS BY RESOLUTION

<u>FUND #</u>	<u>ACCOUNT NAME</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>APPROVED</u>
<b>Auditor</b>				
1000.31700.000.0002	Travel	\$498.00		
1000.21100.000.0002	Office Supplies		\$498.00	

**Election Board**

1000.31100.000.0062	Legal Fees/Services	\$2,700.00	
1000.11603.000.0062	Absentee/Travel Board		\$2,700.00

**Commissioners**

1000.12301.000.0068	Social Security	\$6,000.00	
1000.12402.000.0068	PERF	\$58,000.00	
1000.12900.000.0068	Employee Suppl. Retirement	\$3,060.00	
1000.33000.000.0068	Bond Principal		\$67,060.00

**Superior Court**

1000.11807.000.0201	Translators	\$1,000.00	
1000.12003.000.0201	Transcripts		\$1,000.00

**Circuit Court**

1000.11707.000.0232	Translator	\$600.00	
1000.31206.000.0232	Psychiatric/Medical Service	\$1,000.00	
1000.12804.000.0232	Pauper Counsel		\$1,600.00

**Jail**

1000.11500.000.0380	Overtime	\$30,000.00	
1000.12201.000.0380	Assistant Cooks	\$6,000.00	
1000.11604.000.0380	Jailers		\$19,000.00
1000.12902.000.0380	Assistant Jailers		\$11,000.00
1000.12302.000.0380	Cook		\$6,000.00

**Golden Meadows**

1000.11300.000.0622	Part-Time	\$2,000.00	
1000.11400.000.0622	Full-Time CNAs		\$2,000.00

**Drug Free Adams**

1148.31602.000.0000	CD Education at Jail	\$6,021.00	
1148.32002.000.0000	Rotary	\$100.00	
1148.32500.000.0000	Community Outreach	\$450.00	
1148.32603.000.0000	Decatur PD	\$980.00	
1148.32900.000.0000	Too Good for Drugs	\$349.53	
1148.33800.000.0000	Drug Testing/Alive & Well	\$1,435.20	
1148.32501.000.0000	Bowen Center	\$2,773.45	
1148.31402.000.0000	Drug Alc Prev Ed - AC		\$3,000.00
1148.31502.000.0000	Drug Alc Prev Ed - McMillen		\$2,475.22
1148.31201.000.0000	Project Success		\$2,098.00
1148.32400.000.0000	Aggregate Student Surveys		\$500.00
1148.33001.000.0000	South Adams SADD		\$1,489.96
1148.42601.000.0000	Equipment		\$2,496.00
1148.32101.000.0000	Regional Annual Meeting		\$50.00

**Sheriff**

1170.11500.000.0005	Overtime	\$18,000.00	
1170.11800.000.0005	Deputy/Sgt		\$18,000.00

**E911**

1222.11415.000.0000	Assistant Dispatcher	\$6,000.00	
1222.11500.000.0000	Overtime		\$6,000.00

**Adult User Fees**

2100.12601.000.0000	Health Insurance	\$8,879.00	
2100.24400.000.0000	Uniforms		\$200.00
2100.34104.000.0000	Rent		\$1,200.00

2100.34301.000.0000	Interpreter Services	\$1,220.00
2100.35700.000.0000	Software Maintenance	\$1,300.00
2100.42601.000.0000	Equipment	\$4,959.00

**Public Health Maintenance**

8101.31700.000.0000	Travel	\$543.49
8101.35200.000.0000	Registration	\$200.00
8101.11300.000.0000	Salary	\$743.49

**Court Reform Grant**

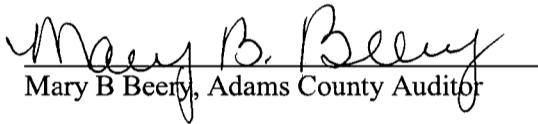
9108.42601.000.0000	Equipment	\$1.00
9108.31700.000.0000	Travel	\$1.00

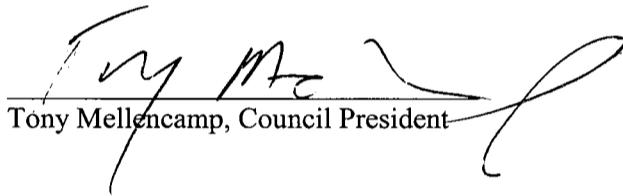
Upon a motion by Cory Sprunger, seconded by Yvette Weiland, to approve the above transfers. Motion carried.

IN RE: ADJOURN

Upon a motion by Yvette Weiland, seconded by John Schultz, for adjournment of the December 10, 2019 meeting of the Adams County Council. Motion carried.

ATTEST:

  
 Mary B Beery, Adams County Auditor

  
 Tony Mellencamp, Council President