WARRICK COUNTY COUNCIL MEETING
COMMISSIONERS MEETING ROOM
107 W. Locust Street
Boonville, Indiana
October 3, 2019
6:00 PM

The Warrick County Council met in regular session in the Warrick County Courthouse, 107 W. Locust Street, Boonville, Indiana.

Attorney Cliff Whitehead and Administrator Krystal Powless were in attendance.

Auditor Debbie Stevens and Secretary Kristine Georges attended and recorded the minutes.

Council President, Greg Richmond, called the meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE

Greg Richmond: Roll Call.

Krystal Powless: Charlie Christmas?

Charlie Christmas: Yes.

Krystal Powless: David Hachmeister?

David Hachmeister: Here.

Krystal Powless: Cindy Ledbetter?

Cindy Ledbetter: Present.

Krystal Powless: Ted Metzger?

Ted Metzger: Present.

Krystal Powless: Brad Overton?

Brad Overton: Here.

Krystal Powless: Richard Reid?

Richard Reid: Present.

Krystal Powless: Greg Richmond?

Greg Richmond: Here.

WELCOME BY COUNCILMAN RICHMOND

Councilman Richmond: Like to first of all, welcome students from Boonville High School. Mrs. Reed's government class, thank you for coming. I hope you'll find this informative. I got interested in government at a very young age and continue to be today.

Councilman Christmas: That was just yesterday.

Councilman Richmond: It started for me in fifth grade.

APPROVAL OF MINUTES
SEPTEMBER 5, 2018

Councilman Richmond: First up is Approval of Minutes from September 5th.

Councilman Hachmeister: If no corrections, motion to approve.

Councilman Reid: Second.

Councilman Richmond: Motion by David and second by Rick to approve. Any discussion? All those in favor? That's all of us.

Councilman Overton: I'm gonna abstain.

Councilman Richmond: Oh, that's right. Okay. Six, zero, and one abstention, Brad (6-0-1 with Brad Overton abstaining).

PARKS AND RECREATION BUSINESS
WATER – SEWER

Councilman Richmond: First up is Parks and Recreation, Additional Appropriation, Water and Sewer, six thousand five hundred dollars ($6,500.00).

Joe Shitter: Joe Shitter, Warrick County Department of Parks and Recreation, filling in for Ben tonight. He couldn't make it. He had requested an additional six thousand five hundred dollars ($6,500.00). This is for water and sewer. The water and sewer is the, for the RV's that come in and also for the beach for the showers and everything else. As a utility, it's kind of hard to gauge. The Council appropriated eighteen thousand dollars ($18,000.00) this year. He had additionally asked for twenty thousand ($20,000.00) in next year's budget, but we'll definitely need the six thousand five hundred ($6,500.00) to get through the rest of the year. Still got a really good couple of busy months yet.

Councilman Hachmeister: Motion to approve.

Councilman Christmas: Second.

Councilman Richmond: Motion by David to approve. Second by Charlie. Any discussion? All those in favor? That's all seven (7) of us. Seven, zero (7-0).

Joe Shitter: Thank you.

Councilman Richmond: Thank you. Good to see you again.

COMMISSIONER BUSINESS
TELEPHONE – INSURANCE LIABILITY

Councilman Richmond: Under Commissioner Business, Additional Appropriation from the Commissioners' budget. Telephone, seventeen thousand dollars ($17,000.00); Insurance Liability, thirty thousand ($30,000.00); for a total of forty-seven thousand ($47,000.00).

Roger Emmons: Good evening. Roger Emmons, County Administrator, Warrick County Commissioners' Office. I did send an email to Krystal yesterday with some information regarding these Additional Appropriations. The Telephone line item, we, obviously based on the previous years' expenditures; we should have submitted a higher figure for 2019. The new phone system has not been installed yet and we're anticipating a savings on that. We didn't know the timing. It's been delayed because of the fiber installation and the network switches. David Shipley with Midwest Telecom, he's anticipating that the annual savings to be about twelve thousand dollars ($12,000.00) but that's probably not going to kick in until over the course of next year. We may be able to remove costs to WOW of around the same amount per year because of the new circuit in place in the Sheriff's Office and Judicial Center. But for right now, we need the seventeen thousand ($17,000.00) to get through the end of the year. This is why we're here today.

Councilman Richmond: And the Insurance Liability, is that a reimbursement?

Roger Emmons: No, this one (1)...

Councilman Richmond: Okay, that, I'm thinking, liability is different. Sorry.

Roger Emmons: Yeah. This, when it says Insurance Liability, it's basic property, casualty, liability. It doesn't include the Work Comp. Of course, it's all the same pot of money. The, what we put in for this year was two hundred ninety-one thousand two-twenty-eight ($291,228.00) which is only two point six percent (2.6%) over what we asked for last year. Unfortunately, during the year you can get increases in premium based upon claims and especially by our, when the work comp gets audited which is required every year per Indiana Code. We can end up having to pay additional premium there. That was a little over seventeen thousand ($17,000.00) that we had to come up with. But on the liability, the property and casualty, we basically should have put in more money in that line item. Because we have, we were paying this policy quarterly and we have a thirty thousand dollar ($30,000.00) bill. I think it's actually a little bit under thirty thousand ($30,000.00). It's twenty, ($20,000.00), no, it's thirty-one-four-twenty ($31,420.00). We've got a small balance in there now. So, with this additional, that should get us through the end of the year. It leaves a little bit. Typically, if the Sheriff or whichever department adds a new vehicle, we've got to get insurance for that and the new ones of course are comp and collision. So, there'd be an additional premium to add that vehicle. So, at least we'll have a little bit to, you know, handle those types of things between now and the end of the year.

Councilman Hachmeister: Motion to approve both.

Councilman Overton: Second.

Councilman Richmond: Motion by David to approve both and seconded by Brad for the forty-seven thousand dollar ($47,000.00) request. Any further discussion? All those in favor? Is that all of us? Okay. Thank you. Seven, zero (7-0).

Roger Emmons: Thank you very much.

CLERICAL RETIRING – ADMINISTRATIVE ASSISTANT VACATION SALE BACK

Councilman Richmond: Second part, Salary Ordinance, Clerical, Retiring, eleven (11) vacation days, one thousand eight hundred ($1,800.00), I'm sorry, one thousand one hundred eighty-seven ($1,187.00).

Roger Emmons: That was a good one (1).

Councilman Richmond: Yeah, that would have been good. One thousand one hundred eighty-seven dollars and thirty-six cents ($1,187.36).

Roger Emmons: 3B and 3C are related in that Debi Garland our Clerical Assistant just retired on October 1st and these are her eleven (11) vacation days that she's earned for reimbursement. It's per the Employee Handbook.

Councilman Overton: Yeah, motion to approve per Employee Handbook and let's, I'll make that for, what is it?

Councilman Overton: Yeah, 3B and 3C.

Councilwoman Ledbetter: I'll second.

Councilman Richmond: 3B and 3C. That motion was by Brad. Seconded by Cindy. Any discussion?

Roger Emmons: On my comment for 3C, normally, now that we're down to a two (2) person office, Susie normally would take those vacation days. But because she's had to take over additional duties, for example the Accounts Payable duties that Debi had, she chose to follow the Employee Handbook's benefit by asking for the two (2) weeks. Probably next year, she won't do that.

Councilman Richmond: All those in favor? That's all of us. Seven, zero (7-0).

Roger Emmons: Thank you.

TRANSFER FROM OTHER CONTRACTUAL SERVICES TO HVAC SYSTEM IN COUNTY BUILDINGS

Councilman Richmond: And 3D is a transfer from Other Contractual Services, twenty thousand dollars ($20,000.00) to HVAC System, County Buildings, twenty thousand ($20,000.00).

Roger Emmons: The, what we've got right now with some upcoming invoices from Trane for our regular maintenance program plus the intelligence services payment that we're gonna be in the red without this transfer. We used to be able to do these in-line. But the new financial software, we have to come before the Council. So, just moving existing money.

Councilman Hachmeister: Motion to approve.

Councilman Overton: Second.

Councilman Richmond: Motion by David to approve. Second by Brad. Any discussion? All those in favor? Seven, zero (7-0). Thank you very much.

Roger Emmons: Thank you very much. Appreciate it.

SUPERIOR COURT I BUSINESS COURT JURY FEES

Councilman Richmond: Next up is Superior Court I Business, Additional Appropriations, Court Jury Fees, ten thousand dollars ($10,000.00). And I apologize, I thought today's Drug Court Graduation was 3:00 (PM). I got here at 3:00 (PM) and everyone was gone.

Councilman Christmas: He's just saying that.

Jenny Ash: My name is Jenny Ash. I'm from Superior I. The ten thousand dollars ($10,000.00) is to help get us through the rest of the year for jury expenses to pay for per diem, meals, anything like that.

Councilman Hachmeister: Motion to approve.

Councilman Overton: Second.

Councilman Richmond: Motion by David to approve and seconded by Brad. Any discussion?

Councilman Overton: This is from a user fee fund. So.

Councilman Christmas: (Inaudible).

Councilman Richmond: Yes. All those in favor? That's all seven (7) of us. Seven, zero (7-0).

DRUG COURT – OPERATING EXPENSES

Councilman Richmond: And then 4B, Additional Appropriation, Operating Expenses from the Drug Court Program, five thousand dollars ($5,000.00).

Councilman Overton: Motion to approve.

Councilwoman Ledbetter: I'll second.

Councilman Richmond: Motion by Brad and second by Cindy.

Councilman Overton: And this is another one (1), user fee fund as well.

Councilman Richmond: All those in favor? That's all seven (7) of us. Seven, zero (7-0). Thank you.

Jenny Ash: Thank you.

Councilman Richmond: Thank you, Jenny.

CORONER BUSINESS
PART TIME I

Councilman Christmas: Ready for the Coroner.

Councilman Richmond: Coroner Business.

Coroner Seaton: Yes.

Councilman Richmond: And you have an Additional Appropriation request for Part-Time of ten thousand dollars ($10,000.00).

Coroner Seaton: Yes. Sarah Seaton, County Coroner. This is to cover the increase in salaries. After I submitted the budget last July and then it was approved in October, there was an increase, I guess from the Council, for the part-time salaries and for the Chief Deputy salary that was not already written into my budget. So, this is to cover that.

Councilwoman Ledbetter: Motion to approve.

Councilman Overton: Second.

Councilman Reid: Second.

Councilman Richmond: Motion by Cindy and second by Rick. Any discussion? All those in favor? Seven (7) of us. Thank you. Seven, zero (7-0).

Councilman Christmas: See how easy that was?

Coroner Seaton: What?

Councilman Christmas: I said, see how easy that was?

Coroner Seaton: It was very nice.

Councilman Reid: (Inaudible) nice.

PROSECUTOR BUSINESS
WITNESS FEES

Councilman Richmond: Prosecutor Business, Additional Appropriation, Witness Fees, two thousand five hundred dollars ($2,500.00). I believe his father-in-law has passed, so that might be why he's not here.

Krystal Powless: Yeah, I'm sure that's the reason. She just lost her grandma and now, yeah.

Councilman Overton: And did he say these were expenses that have already been…?

Krystal Powless: Yeah, it's expense; it's to get them through. It's basically for trials, for witness fees, for the remainder of the year. Kind of like what you just did for, for the Judge.

Councilman Hachmeister: If you remember when he came to us before on additionals due to the trials and he thought he'd have enough. But also too, he made the statement that as long as there's no others or extras that come up. So, I make a motion to approve even though he's not here.

Councilman Christmas: Second.

Councilman Richmond: Motion by David. Second by Charlie to approve the twenty-five hundred dollars ($2,500.00), Witness Fees. Any discussion? All those in favor? That's all seven (7) of us. Seven, zero (7-0).

SHERIFF BUSINESS
SALARY ORDINANCE – DEPUTY

Councilman Richmond: Sheriff's Business, two hundred thirty-nine (239) days longevity, four thousand ninety dollars and sixty-two cents ($4,090.62).

Councilman Christmas: Which deputy is this, Mike?

Sheriff Wilder: Sheriff Mike Wilder. This is the retirement of Clint Kelley.

Councilman Overton: This looks like it's for longevity pay, once again based upon the Employee Handbook. So, motion to approve.

Councilman Christmas: How many years does he got on? I'm sorry. I shouldn't have put you on the spot.

Sheriff Wilder: No, he had twenty-nine (29) years as a deputy and a little over thirty (30) with the Sheriff's Office. He started as a, as a Jailor and then he moved over from the Jail to the Sheriff's Offices, as a deputy. He had right at thirty (30).

Councilman Christmas: I say, he's been there forever.

Councilman Richmond: There was a motion made by Brad. I need a second.

Councilwoman Ledbetter: I'll second.

Councilman Richmond: Second by Cindy to approve four thousand ninety dollars and sixty-two cents ($4,090.62) Salary Ordinance. All those in favor? That's all seven (7) of us. Seven, zero (7-0).

ADDITIONAL APPROPRIATION
LONGEVITY – SHIFT PREMIUM
SCHOOL RESOURCE OFFICER OVERTIME – SICK DAY

Councilman Richmond: And then Additional Appropriation, Longevity, eight thousand one hundred seventy-five dollars and ninety-six cents ($8,175.96); Shift Premium, two thousand seven hundred fifty dollars ($2,750.00); Overtime for School Resource Officers, twenty thousand dollars ($20,000.00); and Sick Day, twelve thousand nine hundred ninety-one dollars and sixty-one cents ($12,991.61); for a total of forty-three thousand nine hundred seventeen dollars and fifty-seven cents ($43,917.57).

Councilman Christmas: Twenty thousand ($20,000.00) will get you through the end of the year?

Sheriff Wilder: Yes, speaking specifically to the overtime for the school resource, we're scheduling three (3) to four (4) officers a morning right now. And that would kind of be maintained, that balance, we probably, you know, not all shifts get covered. But that would probably get us through the year, to the end of this calendar year. Would you guys like me to kind of hit on these categories? Just real quick? Maybe just help. The longevity there is what you just a moment ago helped pay out, the retirement of Clint Kelley plus Sargent Whitlow, Scott Whitlow retired. So, we need to replenish that money. Shift premium is the premium that each officer receives if he works anything other than day shift. So a second shift officer receives thirty-five cents ($0.35) more on the hour which comes out to, I believe, twenty-five dollars ($25.00) a pay difference. And then the third shift officer, that works third shift hours receives a fifty cent ($0.50) an hour increase per hour, which comes out to about forty dollars ($40.00) a pay. And for the early part of the year, we actually had more officers assigned to the road but now we've kind of backed down. But we're gonna be pushing that shift premium real close. We're less than twelve ($1,200.00); I think we're right around twelve hundred dollars ($1,200.00). That won't get us to the end of the year paying the premium that they have to receive for working their different shift assignments. I just, I went over the School Resource. And Sick Days is just paying out the people, to replenish the money in the line item that, for the guys that retired for their Sick Day reimbursements.

Councilman Hachmeister: How come you're underfunded on the shift premium?

Sheriff Wilder: Um, you know, my guess is that we obviously, in the year's past, we've not always had enough but we've always been able to move money. But this year, we've had more officers on thirds. Last year, we ran on thirds, seven (7) guys. We always like to run nine (9). Once again, we're at five (5) guys right now training. So, third's the slowest shift. (Inaudible) long explanation, at the beginning of the year we were able to maintain that shift with eight (8) to nine (9) officers. Now, we're down to seven (7). So, we probably were running more people on that shift that probably took more money from that line item than it has in year's past. I think technically we've been underfunded in it in year's past. But we've been able to make due.

Councilman Overton: That jump in that School Resource Officer, Mike, was that just due to that additional one (1)?

Sheriff Wilder: That's just, you know, that's just...

Councilman Overton: We didn't, I don't think we ran into that last year.

Sheriff Wilder: Okay, so like last year we started, we started in the middle of the year in August so they put fifty thousand dollars ($50,000.00) and we didn't spend all of it but it got us to the end of the year and then we put some of that to the next year, we had to bring it over. So that's kind of where, you know...

Councilman Overton: I forgot we started that later.

Sheriff Wilder: Yeah, it didn't start with the budget, in the middle of the budget year. And I'm not sure what was, what's been put in for the line item for next year. You know, for sure in that amount. But, you know, fifty thousand ($50,000.00), it kind of might be, that might make it next year because we added two (2) School Resource Officers so we're not covering, not trying to cover as many schools in the morning with part-time help.

Councilman Hachmeister: Nobody has any differences, motion to approve all four (4) amounts.

Councilman Overton: Second.

Councilman Richmond: Motion to approve the forty-three thousand nine hundred seventeen dollars and fifty-seven cents ($43,917.57) by David. Second by Brad. Further discussion? All those in favor? Opposed? Six to one (6-1 with Ted Metzger opposing). And the one (1) is Ted.

Sheriff Wilder: Thank you. I'll be back at the next meeting to speak again too.

(October Appropriations are located on Page 11 of these Official Minutes)

AUDITOR BUSINESS
PAYROLL SOFTWARE DISCUSSION

Councilman Richmond: Auditor Business, Payroll Software Discussion.

Auditor Stevens: Debbie Stevens, Warrick County Auditor. I emailed and I put in front of you hard copies of some timekeeping systems. But first, I'll just give you a little bit of background. I think maybe you've had some communication. And of course there was some communication after our 2018 State Board of Accounts Audit. Some

areas where we may have risks and payroll compliance issues that we should address. And so a time and attendance, a timekeeping system would be an excellent solution to address that. Part of timekeeping, FLSA, which is Federal guidelines, IRS requirements for timekeeping of public employees, the laws are in place really to protect, first of all, the employee. And then of course the, the employer, if there were some question about what we owe an employee. Just as you approved pay out of sick days and vacation time for employees who've retired, as a Council, you always have the option to either fund or not fund. If you required evidence of such a thing, we, we have records that are hand kept. Some, some departments do much better than others as far as keeping, having some type of timekeeping system. It's all hard copy, hand written. That is how we do business and have up until this point. But accurate timekeeping is important to protect the employees. So, what if they say I believe I have this much time, but the employer is saying we don't, we don't have evidence or we disagree. So, there are a lot of reasons to have a system in place that protects everyone. And in our cases as public employees, first and foremost, it would be the taxpayers that are protected with a timekeeping system. It would definitely insure compliance now and going forward. We probably will never have fewer employees that we have now. That would be a growing dynamic of the County. Recordkeeping is a huge task in some departments. Somewhere like the Highway Department where they have different pays, an employee can work at three (3) different pays in one (1) day. They can operate heavy equipment. They could do different, drive a different truck. So, they could do different things and be paid at different rates of pay and all that has to be accurately tracked as well. So, what we did, there's was a group of us that met on a few occasions, and then within our own department we researched three (3) systems that are predominately the timekeeping systems used in County government at this time. And then we looked and assessed the different timekeeping systems that are most compatible and will provide the most benefits as far as efficiencies and time savings for all of the departments and accuracy in being able to interface with our current payroll system. So, I've listed, I just summarized on the very last page. The first page is cost. Last page is advantages, disadvantages of the systems. And so really, tonight, I'm here to present all of this to you. But of course funding for such a system, and electronic timekeeping system, will cost money up front for implementation but then an annual cost which is ultimately based on some of the, the summary of some of the audit information is, is going to be a savings to the County.

Councilman Christmas: What? Are you having a hot flash?

Krystal Powless: (Inaudible).

Councilman Christmas: (Inaudible) having a hot flash.

Krystal Powless: (Inaudible).

Auditor Stevens: Even by paying for the system. So, questions?

Councilwoman Ledbetter: Seems like the one (1) that's like five hundred percent (500%) more expensive than all the other ones is the only one (1) that's compatible with the, our software that we have now.

Auditor Stevens: It actually is. Even at, even at that cost and implementation, it still will provide reduced risk and provide cost savings to the County based on just the sampling that was audited by State Board of Accounts. The system, the first software and as you pointed out, which is the more costly software, it's actually designed for Indiana County Government and designed to work with payroll systems. Where the other systems are basically timekeeping systems. You can extract some, you know, some reporting data. But, it doesn't have all of the features that are where you find some of your efficiencies, the accuracy, and then the interfacing of one (1) system to the other; the timekeeping system interfacing into our payroll system. And then there's also a two (2) way where when we enter employee information from our department which is the, the master. We can then push that out to the departments to then begin to enter the data or summarize the data. They don't actually enter it, because your timekeeping system reports that time like a clock. Whether it's a thumb, a badge swipe or in the case of the office employee, they can log in from their computer. And then it's all summarized and then pushed into the payroll system for the payroll process.

Councilman Overton: So these are all systems that have been used by County government. So, have you looked at any just, what a typical business would use? I mean like, like the place I work, they use ADT. I mean I know there's a lot of other timekeeping and payroll systems. I didn't know if there was some specific reason we only looked at the ones that County governments are using or could you kind of just enlighten me on that?

Auditor Stevens: Correct. There are lots of payroll systems, timekeeping, timekeeping systems out there. But, they don't have the advantages of being able to then interface with our payroll system which is, which is a huge time savings. It also, there are reports that are required annually by State Board of Accounts. They require the bi-weekly payroll or payroll reports. But then they also require a State, it's a State required Salary Schedule for every employee. Currently, that's a huge issue for some of the departments to be able to produce those because they're doing everything manually currently. They then have to create that report for every single employee by Statute manually to be able to produce that to State Board of Accounts at the end of each year. So, the biggest reason I would say, Brad, is that we're looking for something that will interface and work back and forth with the current payroll system that we have. And so that did limit us quite a bit on the different softwares and applications that are out there. If every employee had a, you know, sat at a computer, or had access to a computer, we might be able to expand that a little bit. We'd probably still have some issues with being able to then load into our payroll system.

Councilman Overton: Well, I mean, you could set up a workstation. I mean I could set up a workstation or not myself. You could set a workstation up out at the County garage. You can set a workstation up anywhere just for a check-in. You don't have to have, it can be probably just a (inaudible) terminal.

Auditor Stevens: Correct, and it's probably what they'll do at some of those locations. For us, it is due to the fact that that we've got that interfacing and then the different reports that we're required to produce for State Board of Accounts.

Councilman Overton: Okay.

Councilman Richmond: That was going to be my question. I saw the box up there at the conference.

Auditor Stevens: Yes.

Auditor Stevens: Well, as far as implementation, they do show the cost of setting up, like on the first line under biometric clock finger print. That is the cost for a unit. We may need two (2) or three (3) for off, you know, for offsite or no access to being able to log in and out from their computer.

Councilman Overton: So, that's a good point, like Krystal made, so if like somebody's on call and they get called in, how do they, do they just remote in by either phone or an app or something?

Auditor Stevens: They can with their Supervisor. They can remotely log in. Like they would have to do it through their Supervisor.

Councilman Overton: So probably have to put two (2) people to go on call then for the report, or…?

Auditor Stevens: No, not necessarily. The Supervisor could log them in. Like if they get called out, they'd report to the Supervisor and then the Supervisor would be able to remotely clock them in.

Councilman Overton: Right, but I mean if somebody called in at mid-night and he's going to have to reach out to whoever else, somebody else to have to clock him in, I guess.

Auditor Stevens: You know what? That's a good question for the people who make the product.

Councilman Overton: That's a good point. We don't need to get two (2) people, I mean somebody may get a page to go out and check something and you wouldn't necessarily have to wake up someone else to…

Councilman Hachmeister: Well, it'd have to be a Supervisor that calls them in.

Councilman Overton: Well, maybe if it's an automatic page or something that some level gets low. I don't know. Maybe I'm just thinking if you work for, you know, you think of the water or something. I have no idea. I'm just throwing out some suggestions.

Councilwoman Ledbetter: We write that by hand on paper with my employer and we turn it into administration and then they enter it into the time clock.

Councilman Overton: Yeah, so maybe, maybe there's something like that.

Auditor Stevens: Like a super keeper for every time system within each department so that would be some type of time adjustment. But that kind of brings me to the next thing. We do have, the first vendor has blocked out a few days next week that they, that they would be available to come in and answer those questions and show you the product. I just need to know what works best for all of you. Evening, afternoon, morning? Is there a time that would be convenient? I know he has the 8th blocked for sure.

Councilwoman Ledbetter: I have another questions. On these other two (2) pieces here because they don't fully integrate with LOW. Is that going to require any more employees?

Auditor Stevens: It won't require more employees; it will just be a more cumbersome…

Councilwoman Ledbetter: So, there'll be more work involved for those employees.

Auditor Stevens: Initially, I would say, yes.

Councilman Overton: What's the yearly maintenance on this?

Auditor Stevens: Once the implementation takes place, then the annual cost for the first product is the thirty-two thousand twenty-six ($32,026.00) out at the side.

Councilman Overton: Oh, that's not just the initial go, that's the…

Auditor Stevens: But, just kind of going back to some of the compliance issues that we were faced with in just a sample audit, there's still cost savings. Even at that, even at that price there's cost savings for the County.

Councilman Overton: Well, I mean, I guess, on the other question, the opposite of Cindy's, is this going to help reduce some workload if you've got some of this stuff?

Councilwoman Ledbetter: If we get the better product that has all the integration, is it going to reduce any, any time?

Auditor Stevens: It will reduce some as far as the current, current process which is manually keying everything in. I would expect especially in a department the size of the Highway, that there would be efficiencies there and also in our department in payroll. We would, we would realize some efficiencies by being able to interface. There's still work after that of course. But it's nothing like keying in every single rate and hour, number of hours worked which is what we do.

Councilman Overton: So, and maybe this isn't, but if like you're a salaried person, you know, something (inaudible) you know they just have a set salary, are they required to log in to this or just send in a forty (40) hours or…?

Councilwoman Ledbetter: Kind of like the Council?

Auditor Stevens: Well, as far as, you want to speak to the laws like the, the timekeeping laws for public employees?

Councilman Overton: Well, I guess my thing is, you know, if I don't, you know, since I'm salary at work, they make me turn in time. But I mean, somebody could just turn it in for me every time. There's not a, you know, there's nothing there that says, well, Brad worked forty-five (45) hours this week. You know, they're just going to pay me forty (40) and that's it.

Cliff Whitehead: Yeah, well, even in your, well, for government, if you're not exempt, you're still entitled to overtime. So, we do still have to monitor how many hours a salaried employee worked even if they are, if they are non-exempt. Even if they're salaried, you still have to pay them unless they're exempt from overtime. You also still have to keep track of their vacation, their sick leave. Say, so really, you do still have to keep track of how many hours they work and not just the thirty-six point five (36.50) whatever in the Handbook, the actual forty (40) hours plus the vacation time, plus sick time, and monitor that for all State employees, so, or County employees.

Councilman Richmond: If you picked Right Stuff, if this is what the Council would decide to go with, if we do it at all, I remember seeing a figure at one (1) time, but I can't remember what it is. I'm looking across this top line here. I assume that the thirty-two thousand twenty-six dollars ($32,026.00) is what it costs after we bought it, got it all set up and it's run a year.

Auditor Stevens: That's your annual fee, yes.

Councilman Hachmeister: After one (1) year.

Councilman Richmond: Is it after the first year? Or does it start beginning soon as we would set it up?

Auditor Stevens: Well, you do have to pay an annual fee plus all your implementation fees that first year. Yes.

Councilman Richmond: So, this whole entire first line here?

Auditor Stevens: Correct.

Councilman Richmond: Which would be somewhere around eighty thousand ($80,000.00). Seventy ($70,000.00) or eighty thousand ($80,000.00).

Auditor Stevens: I think we calculated that it was, there were some, some fees that they were willing to give on like the travel. They, I believe the consulting and training, they felt like they could probably come down a little bit on that. But, I think we calculated that we would probably, somewhere around sixty-five thousand ($65,000.00).

Councilman Overton: I think it, if you could find, and maybe there's not, but I would love to know if there is at least one (1) other company that integrates with LOW. Because, I mean, it seems, either that or this place has got the world's greatest monopoly on the integration. And of course they are working with the government so they may be charging us for a five hundred dollar ($500.00) hammer, too. But, yeah, so, I'd be kind of curious, you know, if you could see if there's anybody else out there besides this. Obviously, these other two (2) that are kind of like, you know they're firing, you know, maybe missing a cylinder there. But, looks like this other one (1) is like running on all eight (8) cylinders. But they also look like the only game in town. But, I'm curious if they are actually the only game in town. So...

Auditor Stevens: If we choose and if our objective is to have a system that interfaces with our payroll/financials, it is actually the only vendor that our payroll vendor recommended.

Councilman Richmond: (Inaudible) first year, thirty-two-six ($32,600.00) every year after.

Auditor Stevens: Because they know they've developed their product specifically for County government and they've also developed a product that will interface with the systems that are used in local government.

Councilman Overton: (Inaudible) in Windows.

Councilman Richmond: My next question is, what department budget would we put this in?

Auditor Stevens: You know, really, I see this more as a probably Commissioners' budget because it's County-wide. It would be, you know, every employee. The only, the only public employees that are actually even exempt from timekeeping are Elected Officials. And so this would be something that would come from the Commissioners. But, and I know this, you know, the numbers look sort of startling, but if you were to see numbers annualized of the risks and the current loss in just the sampling that was audited in the State Board of Accounts, we are still saving money.

Councilman Richmond: So, to answer her question about a time for a demonstration, are we interested in, number one (1) a demonstration? Number two (2), what time should we give her?

Councilman Overton: What, what, what's the 8th? What's the...?

Auditor Stevens: Is that next...

Councilman Overton: Is that Tuesday?

Cliff Whitehead: Yes.

Auditor Stevens: Um hum.

Councilman Overton: If I was going to do anything...

Councilman Reid: How long would that be?

Auditor Stevens: He said he could probably do the demo, even with a few questions intermittent, in about an hour. He said of course the number of questions will determine actually how long it is.

Councilman Overton: Could he do something at like 4:00 (PM) or something?

Councilman Overton: You've always got something over there, don't you?

Auditor Stevens: Well...

Councilman Richmond: This weekend...

Councilwoman Ledbetter: I won't be attending. I can't.

Auditor Stevens: You can receive information. And that is not, you know, that wouldn't be a meeting.

Cliff Whitehead: I dis...I disagree with that. Receiving information...

Councilman Richmond: (Inaudible) procedure meeting (inaudible) at the State (inaudible) and they said you can gather information (inaudible).

Cliff Whitehead: Yeah, there's a counsel report on this exact thing that if you receive information is still action. That's my concern.

Councilman Overton: I just as soon err on the side of caution with what the, what our attorney says. If it was me.

Councilman Reid: Could you set up two (2) meetings?

Cliff Whitehead: As long as they're more than seven (7) days apart or it's a serial meeting. Otherwise, I'll look into that issue just to make sure my information is still accurate. But, the last I heard, receiving information was still considered an official action.

Auditor Stevens: Well, they wouldn't be taking any action. They would just simply be observing a product.

Cliff Whitehead: The counsel report that I read, and I'll look into it.

Auditor Stevens: Okay.

Cliff Whitehead: The receipt of information is official action.

Councilman Hachmeister: (Inaudible).

Auditor Stevens: Wanna let me know that?

Cliff Whitehead: Sure.

Auditor Stevens: Because they really don't have to vote to have a demonstration. As long as you say it's okay.

Cliff Whitehead: It has nothing to do with the vote, yeah.

Auditor Stevens: Okay.

Cliff Whitehead: It's the receipt of information, but I'll look into that issue and especially if you have a contact person who said that.

Councilman Richmond: Yeah, I'll look that up. Yeah. I've got it written down somewhere.

Auditor Stevens: So, what would be the earliest that any of you could meet. If you're saying maybe 4:00 (PM) perhaps.

Councilman Overton: 4:00 (PM) would work for me. I don't know about anybody else.

Councilwoman Ledbetter: I won't be able to attend. I don't have the ability to move my schedule. Not that soon.

Councilman Christmas: (Inaudible) doctor's appointments, can't quite make (inaudible).

Auditor Stevens: Well, we can, we can work out a time and a day by email. That's fine. As long as Cliff, you know, once Cliff gives you guys the okay to, to view a demo then we can work together for that time, place, and day.

Councilman Overton: Sounds good.

Auditor Stevens: Okay?

Councilman Reid: 4:00 (PM) would be good for me.

Auditor Stevens: Okay. Were there any other questions?

Councilman Richmond: It would have to be like three (3) and three (3). Seven (7) days apart. Can't have a fourth one (1) if that's the rule. So, and I've seen some of this so I don't need to be there.

Councilman Overton: I'm more concerned asking all the financial questions like we was doing tonight. So, I don't know that I necessarily have to see. I've seen (inaudible) I mean, I know what a payroll system would look like. And I'm assuming that Debbie's not going to get something that's not going to, you know, if that's the only thing that's integrated. I mean that's basically what you're going to be looking at. But still, but yeah, I mean, if we were going to take a look at it at 4:00 (PM) would work.

Auditor Stevens: Okay.

Councilman Richmond: So, I assume you will try to contact them by email?

Auditor Stevens: Correct.

Councilman Richmond: Okay.

Auditor Stevens: Just depending on what Cliff's direction is and then we can see where we can go from there.

Cliff Whitehead: And I just pulled it up and we can discuss later. But from the Handbook on Indiana's Public Access Laws, Office of the Public Access Counselor.

Councilman Richmond: That's who we listened to.

Cliff Whitehead: Yeah.

Councilman Richmond: You were in there with that meeting, too.

Cliff Whitehead: So, on the specific question, what is official action? Official action means, to receive information, deliberate, make recommendations, establish policy, make decisions, or take final action. So, it encompasses those things. Not just, this is again from their own access. So, I can see if they have changed their interpretation.

Councilman Overton: That's the only difference from written and oral though, so.

Cliff Whitehead: Yeah, (inaudible) written.

Councilman Overton: Really, like the written has always been a (inaudible).

Auditor Stevens: Okay. So, we can see what we can look at, do. Maybe there's even an option for them to accommodate some webcasting.

Councilman Overton: Yeah, if they have like a video or something they could send.

Auditor Stevens: Sure.

Councilman Overton: I'm sure they've probably got some kind of, something like that. Or point us to a link.

Auditor Stevens: Maybe we could look at that. Okay.

Councilwoman Ledbetter: They kind of have us over a barrel anyway.

Councilman Richmond: Okay.

Auditor Stevens: Alright.

LANDFILL POST CLOSURE

Councilman Richmond: And you had Landfill Post Closure.

Auditor Stevens: Oh, I did. Yes. And you know, I didn't bring all my paperwork to read it officially. But we did submit again in June of this year the Landfill Post Closure Financial Assurance Test. There's a number of questions and criteria that the County has to meet in order to not have a Trust set up with, we're down to ten (10) years now, for the Landfill Post Closure. We have to demonstrate financial responsibility for taking care of the testing of the landfill. The soil sampling and different things that have to be done. So, I submitted the test for the County in June and we were approved that another year, we do not have to have a Trust with money set aside for that, so that's good news. That would be about a half a million dollars ($500,000.00). So, good. That's it. Thank you. Alright.

Councilwoman Ledbetter: Thank you.

Councilman Reid: Very good.

Councilman Metzger: Thank you.

Councilman Richmond: And I guess the last thing is to ask for any public comment. Is anybody on the speaker sign-in sheet? We do have a second meeting that will start about five (5) or ten (10) minutes after this first meeting after a little break for the Public Hearing of our budget. Anyone wish to speak? Alright. I'll entertain a motion.

Councilman Hachmeister: Motion to adjourn.

Councilman Reid: Second.

Councilman Richmond: Got a motion by David and second by Rick to adjourn. Our next meeting will be October 24th at 5:00 PM, the Budget Adoption. All those in favor? That's all seven (7) of us. (Motion carried 7-0). So, this first meeting is adjourned.

ADJOURNMENT: Meeting adjourned at 6:45 PM.

WARRICK COUNTY COUNCIL

Greg Richmond, President

Ted Metzger, Vice President

Charles R. Christmas

David Hachmeister

Cindy Ledbetter

Brad Overton

Richard Reid

ATTEST:

Deborah K. Stevens, Auditor
Warrick County, IN

Minutes transcribed by Kristine Georges

Sec. 1 Be it ordained (resolved) by the Warrick County Council, Warrick County, Indiana, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the proposed specified, subject to the laws governing the same:

FUND	APPROPRIATION NUMBER	DESCRIPTION	AMOUNT REQUESTED	AMOUNT APPROVED
	APPROPRIATION #	DESCRIPTION		
Sheriff	1000.19500.000.0005	Longevity	$8,175.96	8,175.96
	1000.18250.000.0005	Shift Premium	$2,750.00	2,750
	1000.18221.000.0005	Overtime School Resource	$20,000.00	20,000
	1000.11210.000.0005	Sick Day	$12,991.61	12,991.61
Total Sheriff			$43,917.57	
Court Jury Fees	2503.11120.000.0000	Superior I	$10,000.00	10,000
Total Court Jury Fees			$10,000.00	
Coroner	1000.11421.000.0007	Part Time I	$10,000.00	10,000
Total Coroner			$10,000.00	
Prosecutor	1000.31210.000.0009	Witness Fees	$2,500.00	2,500
Total Prosecutor			$2,500.00	
Commissioner	1000.32400.000.0068	Telephone	$17,000.00	17,000
	1000.34200.000.0068	Insurance Liability	$30,000.00	30,000
Total Commissioner			$47,000.00	
Parks & Rec.	1219.31421.000.0000	Water/Sewer	$6,500.00	6,500
Total Parks & Recreation			$6,500.00	
Drug Court Program	4921.31201.000.0000	Operating Expenses	$5,000.00	5,000
Total Drug Court			$5,000.00	

Taxpayers appearing in the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. The Board will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a Certified Copy of the action.

Adopted this 3 day of OCT, 2019.

AYE	NAY
	7B

ATTEST:
Deborah Stevens
Auditor Warrick County