

AGENDA
HENDRICKS COUNTY COUNCIL
Hendricks County Government Center
355 South Washington Street, Danville, Indiana
March 6, 2018
9:00 A.M.

CALL TO ORDER

ADOPTION OF AGENDA

MINUTES OF FEBRUARY 6, 2018

UNFINISHED BUSINESS

NEW BUSINESS:

Avon Washington Township Public Library - Bond Issue Discussion
Julie Haan and Dr. Stopperich - Budget Request
Erin Hughes - Human Resources

EMERGENCY ADDITIONAL APPROPRIATIONS

REALLOCATIONS OF FUNDS

OTHER COUNCIL BUSINESS

Status of Funds

**HENDRICKS COUNTY COUNCIL
FEBRUARY 6, 2018**

The regular meeting of the Hendricks County Council was called to order by President Eric Wathen on Tuesday February 6, 2018 with the following in attendance: Caleb Brown, Larry Hesson, Jay Puckett, Mike Rogers, Eric Wathen, Brad Whicker, David Wyeth, Financial Administrator Tami Mitchell, and Auditor Nancy Marsh. The Pledge of Allegiance was led by President Eric Wathen.

IN THE MATTER OF THE AGENDA

It was moved by Caleb Brown and seconded by David Wyeth to adopt the agenda as presented. Motion carried 7-0.

IN THE MATTER OF THE JANUARY 2, 2018 MINUTES

It was moved by Larry Hesson and seconded by Mike Rogers that the minutes be approved as amended. Motion carried 6-0-1 (BW).

IN THE MATTER OF THE NEW PROBATION OFFICER REQUEST

Superior Court Judge Robert Freese, Superior Court Judge Karen Love and Probation Director Susan Bentley were present to explain the misunderstanding about the funding in the 2018 budget. Probation Director Susan Bentley stated she had made a mistake and totally respects the Council's decisions. Ms Bentley stated because of the oversight a person was hired. Ms. Bentley stated that the Department of Corrections grant was being amended and there may be state and federal JDAI funds available. Ms. Bentley stated that there would be 100% funding for a Juvenile Home Detention Officer/JDAI Assistant Coordinator wages and benefits for the next 5 months. Judge Freese stated there has been an unbelievable transformation in the management of juveniles and everyone was working together. Judge Freese stated that their desire was to not have funding out of property tax dollars. Judge Love assured the Council of the Judges commitment to making the funding work and it might have even been a little bit of good timing that this problem came forward at this time. Judge Love asked that a Council liaison be appointed to work with the Courts and asked that the Council carve out some time during the budget process for further deliberation. It was the consensus of the Council that Councilman David Wyeth serve as the liaison. Judge Love thanked the Council and stated that they have never denied anything that she really needed, and she appreciated that.

Eric Wathen inquired about the mechanics of how the oversight happened. Probation Director Susan Bentley stated she better understands the forms received upon the approval of the department budget. Auditor Nancy Marsh stated she has set up internal control procedures with Human Resources to avoid any misinterpretation in the future.

Councilman Larry Hesson stated that the council will need to create the position and approve a job description. Councilman Jay Puckett complimented Susan Bentley for acknowledging the mistake and appreciated her sincerity. It was moved by Jay Puckett and seconded by Larry Hesson to create the position of Juvenile Home Detention Officers/Assistant JDAI Coordinator, approve the job

description at the next March Council meeting and fund the position retroactively. Motion carried 7-0.

IN THE MATTER OF THE CLAYTON-LIBERTY TOWNSHIP LIBRARY BOARD APPOINTMENT

By letter, Jonnie Wallis-Halberstadt, Director, recommended the appointment of Ms. Hilary Fox to serve on the Clayton-Liberty Township Public Library Board. It was moved by Brad Whicker and seconded by David Wyeth to appoint Ms. Hilary Fox to a four- year term beginning January 1, 2018 and ending on the 31st day of December 2021. Motion carried 7-0.

IN THE MATTER OF A RESOLUTION AUTHORIZING SETTLEMENT OF PENALTIES

County Auditor Nancy Marsh and County Treasurer Shawn Shelley presented a *Resolution Authorizing and Approving for Waiver, Negotiate, or Settle Penalties on Delinquent Property Taxes* as allowed by IC 6-1.1-37-15 which became effective July 1, 2017. It was moved by Brad Whicker and seconded by Caleb Brown to adopt Resolution 2018-03 *Authorizing and Approving Waiver, Negotiate, or Settle Penalties on Delinquent Property Taxes*. Motion carried 7-0.

IN THE MATTER OF HUMAN RESOURCES

Erin Hughes, Human Resources presented a request for the following for Council approval:

Intake Officer - FLSA: Non-Exempt; Pay Band POLE 3

Computer Center Administration Scan Tech – FLSA Non-Exempt; Pay Band OSS 3

Tax Clerk – FLSA : Non-Exempt; Pay Band OSS3

It was moved by Larry Hesson and seconded by Mike Rogers to approve the job descriptions and classifications as presented. Motion carried 7-0.

IN THE MATTER OF THE EMERGENCY ADDITIONAL APPROPRIATIONS

It was moved by Jay Puckett and seconded by Brad Whicker to approve emergency additional appropriations for the Local Health Maintenance and Local Health Department Trust numbers 1-20 which are grant funded. Motion carried 7-0.

IN THE MATTER OF THE REALLOCATION OF FUNDS RESOLUTION

It was moved by Brad Whicker and seconded by Mike Rogers to approve Park transfer number 1 in the amount of \$14,321.00; and deny Probation transfers 2, 3, 4, 5, 6, and 7. Motion carried 7-0. It was moved by Larry Hesson and seconded by Mike Rogers to approve the Court Administration transfer in the amount of \$2,000.00. Discussion was held on the price of the scanners and whether each work station needed a scanner. Motion carried 7-0. It was moved by Brad Whicker and seconded by Caleb Brown to approve Work Release transfers in the amount of \$8,500.00 and \$15,000.00. Motion carried 7-0.

IN THE MATTER OF STATUS OF FUNDS

The receipt of the Status of Funds was acknowledged. Auditor Marsh stated the 1782 has been received, no cuts are necessary and has no recommendations for change. Auditor Marsh stated she used the higher budgeted circuit breakers rather than the new circuit breakers which is a more conservative estimate of surplus funds available for additional appropriations.

IN THE MATTER OF THE SHERIFF

Receipt was acknowledged of the Sheriff's Accounting of Expenditures for Feeding Prisoners for the Period of July 1, 2017 to December 31, 2017.

Receipt was acknowledged of the County Sheriff's Report of Receipts and Disbursements of the Commissary Fund for the period of July 1, 2017 to December 3, 2017.

Receipt was acknowledged of the Sheriff's Office Annual Jail Report for 2017.

Sheriff Clark stated that he wanted to be sure to keep everyone in the loop. Larry Hesson complimented the Sheriff and said he was ahead of the curve in the openness and detail of the Commissary Fund report.

Councilman Jay Puckett noted the amount of revenue from electronic cigarettes. Sheriff Clark stated that this revenue allows him to do additional projects that there normally wouldn't be funding available. Councilman Mike Rogers complimented the sheriff and encouraged him to share the Jail Report as a press release.

Sheriff Clark introduced four new academy graduates and stated they were in their first week and they were welcomed to Hendricks County Government.

Sheriff Clark asked for permission to go forward with purchasing a body scanning system. Sheriff Clark stated he had received quotes in the amount of \$178,000; \$189,000; and \$192,000. The Sheriff stated that he has been saving misdemeanor money and could possibly fund ½ of the cost with that fund. It was the consensus of the Council to advertise for the March Council meeting.

OTHER COUNCIL BUSINESS

Councilman Jay Puckett made note of the benefits derived from the Food and Beverage Fund over the years. Mr. Puckett stated that this fund had made some things attainable that might not have otherwise been possible and was grateful for the funding.

Auditor Nancy Marsh stated that before the budget process in June, she needs to get clear direction from the Council on how to budget items that had traditionally been placed in the Commissioner's budget which are now being referred to the individual department. Auditor Marsh gave a couple of examples where the process may not be the best use of time and resources. Auditor Marsh stated, regardless of which direction the Council chooses, the decision should be given to each department in time for them to budget accordingly.

Prosecutor Pat Baldwin was present to request the final action on the IV-D shortfall identified at the January meeting. Auditor Marsh apologized if she let the ball drop and assured the Prosecutor that payroll would continue to be made until the final funding was made at the March meeting.

There being no further business to come before the Council, upon motion made by David Wyeth and seconded by Mike Rogers, the meeting was adjourned at 10:10 a.m.

Submitted,
Nancy L. Marsh, Auditor

HENDRICKS COUNTY COUNCIL

Caleb M. Brown

Larry R. Hesson

Jay R. Puckett

Michael C. Rogers

Eric Wathen

Brad Whicker

David Wyeth

ATTEST:

Nancy L. Marsh, Auditor

Nancy Marsh

Subject: FW: next week's meeting

From: Nancy Marsh
Sent: Tuesday, February 27, 2018 12:49 PM
To: Laurel Setser <lsetser@avonlibrary.net>
Subject: RE: next week's meeting

I can give them this email that talks about efficiencies and remodeling. If you want something more than that, can you get it to me by Friday?

Nancy L. Marsh

Nancy L. Marsh
Hendricks County Auditor
355 South Washington Street #202
Danville, IN 46122

From: Laurel Setser [<mailto:lsetser@avonlibrary.net>]
Sent: Tuesday, February 27, 2018 10:58 AM
To: Nancy Marsh <nmarsh@co.hendricks.in.us>
Cc: Brock J. Bowsheer <bowsheer@umbaugh.com>
Subject: next week's meeting

Hi. Do you need any material from me prior to the meeting? We would like to do some remodeling for efficiencies and it will require a general obligation bond. The Council has to review and approve. I am happy to send you anything they might find helpful.

Laurel



Laurel T. Setser
Avon-Washington Township Public Library
Library Director

498 N. State Road 267
Avon, IN 46123
317-272-4369 ext. 224
Fax: 317-272-7302

Memo

FYI - Going to
Commissioners for
Approval

To: Hendricks County Council

From: Erin Hughes, Human Resources

Date: March 1, 2018

Re: Continuation of Coverage

Item for discussion at your meeting Tuesday:

1. During the February 27, 2018, benefits meeting the committee elected to extend a continuation of coverage for eligible dependents for 60 days immediately following the date of an eligible employee's death. The County will pay for the premiums during this 60 day continuation of coverage.

**AMENDMENT NO. THREE (3)
HENDRICKS COUNTY GOVERNMENT**

Effective January 1, 2018, the following changes are made to the Hendricks County Employee Health Benefits Plan:

I. In Section *ELIGIBILITY, ENROLLMENT AND TERMINATION OF COVERAGE*, subsection *Termination of Coverage*;

The following is **ADDED**:

- (11) Covered Dependents, following the death of the Eligible Employee, will be offered a continuation of coverage for sixty (60) days immediately following the date of the Eligible Employee's death. The company will pay for the premiums during this sixty (60) day continuation of coverage. This sixty (60) day period will not reduce any applicable COBRA continuation time.

By the signature of its duly authorized representative below, the Plan Administrator, Hendricks County Government, agrees to be bound by the terms and provisions of this amendment on the effective date hereof.

IN WITNESS WHEREOF, this amendment is executed this _____day of _____, 2018.

By:_____

Title:_____

Witness:_____

EMERGENCY APPROPRIATION RESOLUTION

Whereas, certain extraordinary emergencies have developed since the adoption of the existing budget, so that it is necessary to appropriate more money than was appropriated in the annual budget; therefore, to meet such extraordinary emergencies;

Be it resolved by the County Council of Hendricks County, Indiana, that for the expense of said County the following additional sums of money are hereby appropriated and ordered set apart out of the several funds as herein and for the purpose herein specified, subject to the laws governing the same.

ADDITIONAL APPROPRIATIONS

	<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>REQUESTED</u>	<u>APPROVED</u>
1	Planning & Building	1001.30910.000.0131	GIS Addressing Update	\$3,833.33	
2	Child Support	1001.18406.000.0184	Personal Services	\$29,995.00	
3	Child Support	1001.184136.000.0184	Personal Services	\$29,995.00	
4	Child Support	1001.18407.000.0184	Personal Services	\$29,995.00	
5	Emergency Management (LEPC)	1152.20217.000.0142	Response Equipment	\$4,500.00	
6	Emergency Management (LEPC)	1152.30317.000.0142	Administrative Communications	\$600.00	
7	Emergency Management (LEPC)	1152.30500.000.0142	Training	\$3,500.00	
8	Emergency Management (LEPC)	1152.34406.000.0142	Special Projects	\$4,100.00	
9	Emergency Management (LEPC)	1152.35710.000.0142	Planning	\$3,500.00	
10	Emergency Management (LEPC)	1152.35711.000.0142	Einformation Mgmt	\$790.00	
11	Emergency Management (LEPC)	1152.36600.000.0142	Equipment Maintenance	\$9,200.00	
12	Emergency Management (LEPC)	1152.10000.000.0142	Personal Services	\$243.88	
13	CASA	1212.34500.000.0160	Printing & Advertising	\$2,089.11	
14	CASA	1212.31900.000.0160	Contract Services	\$12,236.45	
15	CASA	1212.31900.000.0160	Contract Services	\$11,588.55	
16	Court Improvement Grant	8151.31700.000.0160	Service Contracts	\$16,000.00	
17	Court Improvement Grant	8151.32525.000.0160	Professional Development	\$250.00	
18	Court Improvement Grant	8151.39900.000.0160	Miscellaneous	\$2,000.00	
19	Problem Solving Court Grant	9114.39403.000.0162	Field Officer Overtime	\$1,272.18	
20	EDIT	1112.42930.000.0137	Jail Security Scanner	\$100,000.00	
21	Food & Beverage	1157.42930.000.0162	Jail Security Scanner	\$100,000.00	

Adopted this 6th day of March, 2018 by the following vote:

AYE

Caleb M. Brown

Larry R. Hesson

Jay R. Puckett

Michael C. Rogers

Eric Wathen

Brad Whicker

David Wyeth

Attest:

Nancy Marsh, Auditor

NAY

Caleb M. Brown

Larry R. Hesson

Jay R. Puckett

Michael C. Rogers

Eric Wathen

Brad Whicker

David Wyeth

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/15/18

Amount: 3833.33

Fund Name: County General
(Example – County General)

Account Name: GIS Addressing Update
(Example – Supplies)

Account Number: 1001.30910.000.131

Explanation of Request:

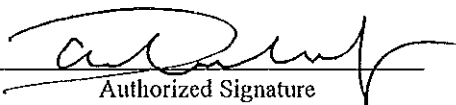
We have an M.O.U. between Hendricks County
(Surveyor and Planning & Bldg) and the Town of
Brownsburg. We are asking for a claim to be paid to U.S.
Geological Survey in the amount above.

Due to the contract being between USGS and the
County, Brownsburg had to pay the County their portion of
the amount and then we have to pay USGS directly.

Attached you will find a copy of the contract, check
from Brownsburg and the claim.

☒ I will be attending the Council meeting.

☐ I will not be attending the Council meeting.


Authorized Signature

129738

Date	Invoice Number	Description	Invoice Amount
11/22/17	0000002	1225 STREAMGAGE	3,833.33

RECEIVED

JAN 29 2018

HENDRICKS COUNTY
COMMISSIONERS

Check Total: 3,833.33

1001.00039.000.131

TOWN OF
Brownsburg
61 N. GREEN ST. - BROWNSBURG, INDIANA 46112

FIRST MERCHANTS BANK
BROWNSBURG IN 46112

71-65/749

129738

FORM APPROVED BY STATE BOARD OF ACCOUNTS
FOR TOWN OF BROWNSBURG - 1999
THIS WARRANT VOID TWO (2) YEARS
AFTER DEC. 31ST OF THE YEAR OF ISSUE

DATE	CHECK NUMBER	AMOUNT
01/25/2018	129738	\$*****3,833.33

PAY

THREE THOUSAND EIGHT HUNDRED THIRTY-THREE AND 33/100 DOLLARS*****

TO THE
ORDER OF

HENDRICKS COUNTY COMMISSIONERS
355 S. WASHINGTON STREET
204
DANVILLE IN 46122

Ann R. Hatfield
CLERK-TREASURER

CLERK-TREASURER

⑈0000129738⑈ ⑆074900657⑆ 0220002736⑈

Update Co
Ordinance

100,30800.000.131

SITE NUMBER	DESCRIPTION	CODE	NO. UNITS	DIFF FACTOR	USGS FUNDS	CUST. CASH	OTHER FUNDS	TOTAL COST
03953670	WHITE LICK CREEK NEAR BROWNSBURG, IN Water quality, Continuous	WQCONT	1	1		\$500		
				WQ Total:				\$500
				WQ Grand Total:		\$500		\$500

SUMMARY FOR 18EMNF0000048				
Hendricks County				
TYPE	USGS FUNDS	CUST. CASH	OTHER FUNDS	TOTAL COST
SURFACE WATER (SW)	\$3,500	\$10,500		\$14,000
CLIMATE (CLIM)		\$500		\$500
(WQ)		\$500		\$500
GRAND TOTAL	\$3,500	\$11,500		\$15,000

Hendricks County Planning & Building	\$3833.34
Hendricks County Surveyor's Office	\$3833.33
Town of Brownsburg	\$3833.33
Total	\$11,500.00
USGS	\$3500.00
Grand Total	\$15,000.00

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Agreement#: 18EMNF0000048
Customer#: 6000004129
Project #: NF009SB
TIN #: 00-3118525
USGS DUNS #: 949289961

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the October 1, 2017, by the U.S. GEOLOGICAL SURVEY, Indiana-Kentucky Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the Hendricks County party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the operation and maintenance of the White Lick Creek streamgage and rain gage near Brownsburg, Indiana (per attachment), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$3,500 by the party of the first part during the period
October 1, 2017 to September 30, 2018
- (b) \$11,500 by the party of the second part during the period
October 1, 2017 to September 30, 2018
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of:

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request; be furnished by the party of the first part; at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties.

9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered quarterly. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983.).

27189

Form 9-1366
(April 2015)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Agreement#: 18EMNF0000048
Customer#: 6000004129
Project #: NF009SB
TIN #: 00-3118525
USGS DUNS #: 949289961

USGS Technical Point of Contact

Name: Jeffrey Woods
Supervisory Hydrologist
Address: 5957 Lakeside Blvd.
Indianapolis, IN 46278
Telephone: (317) 600-2762
Fax: (317) 290-3313
Email: jwoods@usgs.gov

Customer Technical Point of Contact

Name: Tonya Cottrell
Address: 355 South Washington St. Room 212
Danville, IN 46122
Telephone: (317) 745-9445
Fax:
Email: tcottrell@co.hendricks.in.us

USGS Billing Point of Contact

Name: Tonja Clark
Administrative Officer
Address: 5957 Lakeside Blvd.
Indianapolis, IN 46278
Telephone: (317) 600-2723
Fax: (317) 290-3313
Email: trclark@usgs.gov

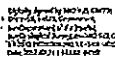
Customer Billing Point of Contact

Name: Tonya Cottrell
Address: 355 South Washington St. Room 212
Danville, IN 46122
Telephone: (317) 745-9445
Fax:
Email: tcottrell@co.hendricks.in.us

U.S. Geological Survey
United States
Department of Interior

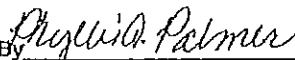
Hendricks County

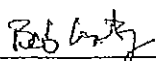
Signature

By  Date: Jul 19, 2017
Name: Michael Griffin
Title: Director

Signatures

By  Date: 10/10/17
Name:
Title:

By  Date: 10-10-17
Name:
Title:

By  Date: 10/10/17
Name: Comm.
Title:

Hendricks County
Attachment for 18EMNF0000048
10/1/2017 to 9/30/2018

SURFACE WATER

SITE NUMBER	DESCRIPTION	CODE	NO. UNITS	DIFF FACTOR	USGS FUNDS	CUST. CASH	OTHER FUNDS	TOTAL COST
03353670	WHITE LICK CREEK NEAR BROWNSBURG, IN Full Range Streamflow Station	QCONT	1	1	\$3,500	\$10,500		
				SW Total:				\$14,000
				SW Grand Total:	\$3,500	\$10,500		\$14,000

CLIMATE

SITE NUMBER	DESCRIPTION	CODE	NO. UNITS	DIFF FACTOR	USGS COST, FUNDS CASH	OTHER FUNDS	TOTAL COST
395156086234200	RAIN GAGE AT WHITE LICK CREEK NEAR BROWNSBURG, IN Precipitation, Continuous	PRECIPCONT	1	1	\$500		
				CLIM Total:			\$500
				CLIM Grand Total:	\$500		\$500

SITE NUMBER	DESCRIPTION	CODE	NO. UNITS	DIFF FACTOR	USGS FUNDS	CUST. CASH	OTHER FUNDS	TOTAL COST
03353670	WHITE LICK CREEK NEAR BROWNSBURG, IN Water quality, Continuous	WQCONT	1	1		\$500		
				WQ Total:				\$500
				WQ Grand Total:		\$500		\$500

SUMMARY FOR 18EMNF0000048

Hendricks County

TYPE	USGS FUNDS	CUST. CASH	OTHER FUNDS	TOTAL COST
SURFACE WATER (SW)	\$3,500	\$10,500		\$14,000
CLIMATE (CLIM)		\$500		\$500
(WQ)		\$500		\$500
GRAND TOTAL	\$3,500	\$11,500		\$15,000

11/22/2017

Invoice 0000002 Hendricks County Planning & Building

Hendricks County Planning & Building
ATTN: Tonya Cottrell
355 S. Washington #212
Danville, IN 46122

INVOICE

Town of Brownsburg
ATTN: Lisa Christie
61 N Green Street
Brownsburg IN 46112

Invoice # 0000002
Invoice Date 11/22/2017
Due Date 12/22/2017

Item	Description	Unit Price	Quantity	Amount
Product	Streamgage (per attached MOU)	3833.33	1.00	3,833.33
<p><u>NOTES:</u> Payment can be submitted to:</p> <p>Hendricks County Planning & Building 355 S. Washington Street #212 Danville, IN 46122 ATTN: Tonya Cottrell</p> <p>PLEASE MAKE CHECK PAYABLE TO: HENDRICKS COUNTY COMMISSIONER</p>				
Subtotal				3,833.33
Total				3,833.33
Amount Paid				0.00
Balance Due				\$3,833.33

PATRICIA ANN BALDWIN
Prosecuting Attorney

JAMES E. BRYAN
Chief Deputy

HENDRICKS COUNTY PROSECUTOR
6 SOUTH JEFFERSON ST.
DANVILLE, IN 46122



Telephone: (317) 745-9283
Fax: (317) 745-9290

February 9, 2018

To: Nancy Marsh
Tami Mitchell
Cinda Kattau
Auditor's Office

From: Patricia Ann Baldwin
Hendricks County Prosecutor's Office

Re: Change of Pay Line Items and Additional Money for Child Support Employees

Dear Nancy, Tami and Cinda:

This is to inform you that we need to be put on the March County Council meeting and have the below amounts advertised for Child Support employees Kaytlin Marnee, Kim Wilburn and Cheryl Nichols who are being paid currently from lines 8897 and 8895 in the Child Support Budget. The salary amounts below would also include the benefit amounts for all three employees. We are also asking to be advertised \$16,670.00 for Kaytlin Marnee 2017 county benefits since there is no money in line item 8897.

The below names and amounts are what we are asking the Council to fund.

Kaytlin Marnee	\$29,995.00	1001.18406.000.184
Kim Wilburn	\$29,995.00	1001.18413.000.184
Cheryl Nichols	\$29,995.00	1001.18407.000.184

Sincerely,

Patricia Ann Baldwin
Prosecuting Attorney

IV-D FUND BALANCES END OF 2017

8895		8897
69,000		-0-
(15,000)	TRANSFER 1-2-18	15,000
54,000		

Employees:

Cheryl – Pros CM (\$33,000)
Michelle – Court Admin (\$21,000)

Kaytlin – Pros CM (\$33,000 plus benefits) 8897.18406
Kim – Pros CM (\$33,000) 8897.18413
Matt – Pros PT Dep (\$38,000)

2018 AND GOING FORWARD

Both accounts can sustain one salary (no benefits) based on annual deposits historically. Original intent was to deplete accrued incentive funds before switching anyone to County General (at which point those employees' costs would be subject to 66% reimbursement).

8895

\$28,000 anticipated annually

Cheryl was first to be paid from this fund. Prosecutor's intent once accrued incentive depleted was to have shortfall covered by 8897 (before Michelle was added).

2018 – existing cash on hand is enough to cover both for 2018 and at year end.

2019 – accrued incentive will be depleted so one would move to County General. Makes most sense to keep Michelle here (at \$21,000) to be sustainable and avoid depletion. Then Cheryl's salary (\$33,000) would be subject to 66% reimbursement.

Some cushion in 2018 if money needs transferred to 8897 again.

8897

\$41,500 anticipated annually

To maximize amount that can be paid with incentive it would be best to keep PT DPA tied to this fund (\$39,000) and account will remain sustainable. 37,772

Possible to transfer some money from 8895 until account builds up again.

Kaytlin and Kim need to move to County General immediately and would then be subject to 66% reimbursement. Keep in mind that in 2016 IV-D Pros and Auditor worked to start claiming benefits for 66% and \$132,000 was reimbursed retroactively.

LEPC

Alan Pike, Chairman

Kathi Mortensen, Vice Chair

Lisé Crouch, Treasurer/Secretary

Re: Appropriations Fund 1152-00005-000-0142 Submitted for approval

February 12, 2018

The Hendricks County Local Emergency Planning Commission in compliance with IC 6-6-10-7(b) and IC 6-6-10-7 (d) has approved following appropriations;

Beginning Funds Available.....	\$26,433.88
1152-20217-000-0142 Response Equipment.....	\$4,500.00
1152-30317-000-0142 Administrative Communications.....	\$600.00
1152-30500-000-0142 Training.....	\$3,500.00
1152-34406-000-0142 Special Projects.....	\$4,100.00
1152-35710-000-0142 Planning.....	\$3,500.00
1152-35711-000-0142 Information Mgt.....	\$790.00
1152-36600-000-0142 Equipment Maintenance.....	\$9,200.00
1152-10000-000-0142 Stipend.....	<u>\$243.88</u>
TOTAL.....	\$26,433.88

Prepared by
Lisé Crouch, AEM, PEM
LEPC Treasurer/Secretary

Cc; Ian Ewusi, IERC
Cc; Hendricks County Council
Cc; Hendricks County Auditor

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/16/18

Amount: \$2,089.11

Fund Name: CASA

(Example – County General)

Account Name: Printing & Advertising

(Example – Supplies)

Account Number: 1212 34500 000 0160

	Fund #	Account #	Object #	Location #
Example -	100	20100	000	102

Explanation of Request:

I am respectfully requesting appropriation of our General Fund matching funds to fund our CASA Program's 2018 operating budget.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/15/18

Amount: \$12,236.45

Fund Name: CASA

(Example – County General)

Account Name: Contract Services

(Example – Supplies)

Account Number: 1212 31900 000 0160

Example -

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

I am respectfully requesting appropriation of our General Fund matching funds to fund our CASA Program's 2018 operating budget.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/6/18

Amount: \$11,588.55

Fund Name: CASA

(Example – County General)

Account Name: Contract Services

(Example – Supplies)

Account Number: 1212 31900 000 0160

Example –

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

We are respectfully requesting appropriation of matching grant funds
to fund our CASA Program's 2018 operating budget.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/5/18

Amount: \$16,000

Fund Name: Court Improvement Grant

(Example – County General)

Account Name: Service Contracts

(Example – Supplies)

Account Number: 8151 31700 000 0160

Example –

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

We are respectfully requesting appropriation of grant funds in order
to pay for CHINS facilitation services.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/5/18

Amount: \$250

Fund Name: Court Improvement Grant

(Example – County General)

Account Name: Professional Development

(Example – Supplies)

Account Number: 8151 32525 000 0160

Example -

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

We are respectfully requesting appropriation of grant funds in order
to pay for CHINS facilitation services.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/5/18

Amount: \$2,000

Fund Name: Court Improvement Grant

(Example – County General)

Account Name: Miscellaneous

(Example – Supplies)

Account Number: 8151 39900 000 0160

Example -

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

We are respectfully requesting appropriation of grant funds in order
to pay for CHINS facilitation services.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes:

REQUEST FOR EMERGENCY APPROPRIATION

Date: 2/5/18

Amount: \$1,272.18

Fund Name: Problem Solving Court Grant

(Example – County General)

Account Name: Overtime

(Example – Supplies)

Account Number: 9114 . 39403 . 000 . 0162

Example -

Fund #
100

Account #
20100

Object #
000

Location #
102

Explanation of Request:

We are respectfully requesting appropriation of these grant funds in
order to pay for Drug Court home visits.

X I will be attending the Council meeting.

 I will not be attending the Council meeting.

s/Catherine Haines

Authorized Signature

Auditor's Notes: