

VIGO COUNTY COUNCIL
Sunshine Meeting Minutes
Tuesday, June 7, 2022 at 5:00 P.M.
Council Chambers, Vigo County Government Center

Pledge of Allegiance

President Aaron Loudermilk called the meeting to order at 5:00.

Calling of the roll

R. Todd Thacker – present, Vicki Weger - present, Marie Theisz - absent, Travis Norris – present, Brenda Wilson - present, David Thompson – absent, and Aaron Loudermilk - present.

Public Comments

Kevin Southwood asked what would be done with the railroad ties being removed from the Riley Spur. President Loudermilk advised that the County would not be doing anything. That is a job being conducted by a contractor through the railroad company.

Communications from elected officials, other officials or agencies of the County

Commissioner Chris Switzer advised that first, the easement agreement with the Indiana railroad had been executed earlier today regarding the Riley Spur. A letter to the Surface Transportation Board has been sent in behalf of CSX. He thanked the Council for all their efforts. Second, he also said he had talked to the Council Administrator earlier about gasoline. Several departments have talked with him about their gas budgets being depleted or nearly so with the current inflated gas prices. He would like to work together with the Council in trying to come up with a solution as the various departments struggle to come up with money to pay for gas to finish out the year. And last, he talked about the success of The Mill, a venue located on property being leased to them by the County, and the tourism it is generating. Council Administrator Kylissa Miller said that she had run a report earlier today that shows the status of the gas account in every fund if the Council wanted to look at it for a review and work on figuring out what can be done. There was a lengthy discussion about take-home vehicles and policies that could be instituted by the County. It was recommended that as new vehicles were being requested by various departments that gas mileage of the vehicle should be taken into consideration.

Brenda Wilson talked about the current state of the economy and the effect it was having on running the County. She proposed a Resolution that states that the County has to have a balanced budget. She distributed a copy of the proposed Resolution to the Council members and read the same into record as follows:

**RESOLUTION OF THE COUNTY COUNCIL OF
VIGO COUNTY, INDIANA, FOR THE EXPRESS
PURPOSE OF A BALANCED BUDGET**

WHEREAS, the County Council is tasked with approving and fixing annual operating budgets of all county government offices and agencies; and

WHEREAS, Vigo County last adopted a balanced budget in the year 2021; and

WHEREAS, the total amount of expense appropriations enacted by the Vigo County Council for an annual budget, may not exceed the estimated revenue of the county in the annual budget period; and

WHEREAS, "Revenues" is defined as all income received by the county general fund and all other county funds, excluding the proceeds of bonds or other loans. And, "Expenses" is defined as the ordinary operating costs of county government, including debt service payments made during the budget period; and

WHEREAS, if expenses exceed actual revenue, when reconciled at the close of the annual budget period, the subsequent annual budget must subtract any shortfall from the projected revenue available for that subsequent annual budget.

NOW, THEREFORE, BE IT RESOLVED BY THE
COUNTY COUNCIL OF VIGO COUNTY, INDIANA,
that:

- (1) The total amount of expense appropriations enacted by the Vigo County Council for the annual budget may not exceed the estimated revenue of the county in the annual budget period.
- (2) If expenses exceed actual revenue received by the County when reconciled at the close of the annual budget period, the subsequent annual budget must subtract any shortfall from the projected revenue available for that subsequent annual budget.

She then went on to say that with the budget hearings coming up, she felt that the department heads may have to work on creating ways to cut expenses and still provide services that are needed. Todd Thacker asked whether or not this resolution could be added during the meeting since it was not on the agenda. Council Attorney Bob Effner stated that an item can be added to the agenda. Ms. Wilson stated that she had cleared it with the President of the Council before bringing it up. The proposed resolution did not have a number and that will have to be determined. Kylissa Miller said that a signature

block will also need to be added. Travis Norris asked that as proposed, is the basic difference that if the expenses exceed the actual revenue part, then that particular department needs to make up for that revenue at the beginning of the next budget year? Ms. Wilson responded affirmatively. There was a brief discussion.

First reading by summary reference of proposed ordinances and resolutions

- i. ROC 2022-23, Additional Appropriation 2022-19 – Vigo County Health Department – Purchase of 2 New Trucks
- ii. ROC 2022-24, Resolution of Reallocation 2022-07 – Vigo County Health Department – Out of Series Transfer
- iii. ROC 2022-25, Additional Appropriation 2022-20 – Vigo County Health Department – Reimbursement to General Fund
- iv. ROC 2022-26, Salary Ordinance 2022-16, Additional Appropriation 2022-21 – Vigo County Health Department, Add Employee and Stipend
- v. ROC 2022-27: Treasurer – Amend Resolution 2022-05 and Adopt Ordinance 2022-02 – Investment of Public Funds
- vi. ROC 2022-28: Annual tax abatement compliance review

Council Administrator Kylissa Miller asked that ROC 2022-29 be added for the Resolution of the County Council of Vigo County, Indiana, for the Express Purpose of a Balanced Budget. She also stated that the Resolution number is to be determined.

Reports from committees

There were none.

Resolutions and Ordinances other than appropriations.

- i. **Amend Resolution 2022-05 and adopt Ordinance 2022-02; ROC 2022-027: Treasurer, Investment of Public Funds**

This pertains to an item that was approved last month. There is some language that needs to be amended within the Resolution and an Ordinance Authorizing and Approving the Investment of Public Funds by the Vigo County Treasurer needed to be adopted. Clarification has been received about what the expiration date should be. The Ordinance mirrors much of the Amended Resolution with the exception of the expiration dates. Kylissa Miller noted that the dates will need to match in both documents. If the date shown on the Resolution is chosen, then the date in the Ordinance will need to be adjusted to match. There was a brief discussion on the dates.

- ii. **Annual Tax Abatement Compliance Review; ROC 2022-028**

Kylissa Miller had prepared a spreadsheet listing the companies with real and/or personal property tax abatements with the pertinent information and whether or not the annual compliance forms had been filed along with comparison information on numbers and dollar amounts. There was discussion about contacting the entities that had not submitted

any compliance documents. With regard to Saturn Petcare and Midwest Investments, LLC, the permit was closed and there was no change in footprint for the real property. For the personal property, there was no filing by the deadline last month. It was also noted by Kylissa Miller and County Assessor Kevin Gardner that no personal property had been filed with the Assessor so there was nothing to abate. There was a lengthy discussion about non-filing and what repercussions there were for non-filing. County Attorney Bob Effner explained the process that could be taken with non-filers. It was decided that Kylissa Miller should contact either the attorney for the business who filed the abatement or the business to see why they are not in compliance with the filing and possibly asking them to come before the Council if an inadequate explanation was provided. Travis Norris asked about Taghleef Industries who had two abatements and had filed documents for one but not the other. During the discussion, it was noted that on the second abatement with no filing, the business had an open permit and that there might not be anything to abate at this point. Todd Thacker did note that he was aware that Taghleef was just now completing a substantial project that was not in production yet. He was unaware if it pertained to this abatement or not.

iii. Resolution of Reallocation 2022-07; ROC 2022-24: Vigo County Health Department, Out of Series Transfer

Joni Wise, Administrator of the Vigo County Health Department, explained that when they applied for and got the Immunization Grant, they had written in a position for a full-time Immunization Clerk, including insurance benefits for that position. The position has allowed them to come from the bottom of all the counties in the State's immunization rate to putting Vigo County above the state level. However, insurance benefits set aside for that position were never used due to the person having other insurance. Consequently those funds have continued to be set aside for that purpose but never used. The State keeps reminding them that the funds are there for use. It was decided that this position could be moved to a contract position, allowing them to still get what they needed accomplished, plus allowing them to hire a nurse on a contract basis to help out with any additional workload that is Covid-19 related. In order to do that, they will need to move the monies from Payroll Salaries and Benefits to Other Services and Charges so that these two positions can be paid as contractual employees. Travis Norris asked if there would be a time frame stipulation put on the contract. Ms. Wise said that it would have a time frame stipulation that would coincide with the grant. Aaron Loudermilk asked if there were any barriers/restrictions that state how a contract employee is defined. Ms. Wise replied that there was and this had been worked on for years with the Auditor's Office regarding contract employees.

Ordinances relating to appropriations.

i. Additional Appropriation 2022-19; ROC 2022-23: Vigo County Health Department, Purchase of 2 New Trucks

Joni Wise, Administrator of the Vigo County Health Department, explained about the reimbursements they had received from the U.S. Centers for Medicare and Medicaid Service concerning Covid-19 vaccine administrative costs. She provided Council members with a copy of the settlement monies they had received and the additional

monies to be received in the future. She explained that the guidelines for usage of these funds state that they cannot be used to supplant the general health fund and strongly suggested using it for big purchases for things that would benefit the community. Aaron Loudermilk said that this request blends with the next request for reimbursement to the General Fund, Additional Appropriation 2022-20, ROC 2022-25, for the contribution from the Health Department toward the purchase of the Stryker Lucas Medical Chest Compression System Devices for the Vigo County Township Fire Departments. Todd Thacker asked for the reasoning behind why these particular models of trucks were picked and the availability of them if approved. Ms. Wise said she would have to defer those answers to Mike Grayless who would contact Mr. Thacker the following day. She did encourage all the members of the Council to visit their compound to see how they use their equipment. Mr. Thacker also said he would like to know about the fuel efficiency of the trucks in question. Brenda Wilson also thanked Ms. Wise for the generous reimbursement for the purchase of the chest compression equipment which was double what they had initially expected.

ii. Additional Appropriation 2022-20; ROC 2022-25: Vigo County Health Department, Reimbursement to General Fund

See prior paragraph.

iii. Salary Ordinance 2022-16; Additional Appropriation 2022-21; ROC 2022-26: Vigo County Health Department, Add Employee and Stipend

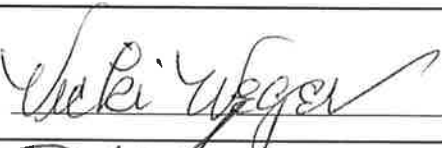
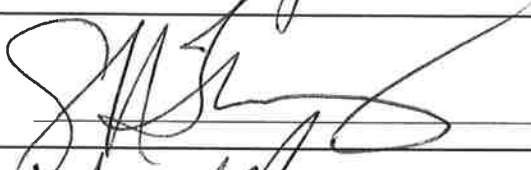
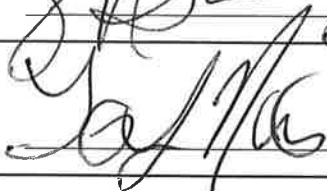


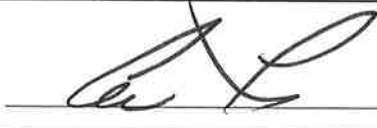
Joni Wise, Administrator of the Vigo County Health Department, talked about the various divisions/departments of the department. The Director of Nursing position was a position that was cut in 2007. They now basically have a division that does not have a supervisor. In the absence of a Director of Nursing, they look to Ms. Wise for guidance but since she is not a nurse, she can only provide so much help. She feels it is not a question “if” something is going to happen, but “when” without this position. If approved, she would like to hire someone immediately.

Travis Norris asked if there had been any communication or anything had been received from Baker Tilly regarding the employment study. Kylissa Miller said that she had participated in a virtual meeting this past Friday but she did not get a response to when this will be completed. The initial target date was this month. Mr. Norris then asked Ms. Wise that if the study would come back and we see an increase, would Ms. Wise anticipate that the new position could still fit into her budget for next year. Ms. Wise did not have a definitive answer at this time. Aaron Loudermilk asked Ms. Miller to reach out to Baker Tilly tomorrow about a timeline. Ms. Miller asked Ms. Wise if she had a job description for the position being requested and Ms. Wise said she did and that she had filled one out on the Baker Tilly survey.

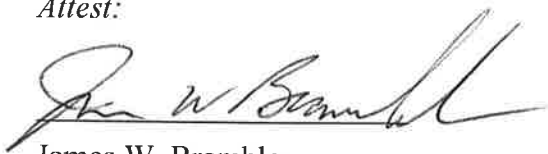
Travis Norris made a motion to adjourn the meeting at 6:10 p.m. Brenda Wilson seconded the motion. Upon a voice vote of 5-0, the motion was unanimously approved.

MINUTES OF THE VIGO COUNTY COUNCIL
SUNSHINE MEETING
JUNE 7, 2022

Presented to the Vigo County Council, read in full and adopted as written this 9th day of August, 2022.

Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	R. Todd Thacker	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	Vicki Weger	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	Marie Theisz	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	Travis Norris	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	Brenda Wilson	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	David Thompson	
Aye <input checked="" type="checkbox"/>	Absent <input type="checkbox"/>		
Nay <input type="checkbox"/>	Abstain <input type="checkbox"/>	Aaron Loudermilk, President	

Attest:



James W. Bramble
Vigo Auditor