

MONDAY, SEPTEMBER 17, 2012

Pursuant to adjournment comes now the Starke County Council and meet in regular session at 5:30PM in the Annex meeting room, Knox Indiana and the following proceedings were held to wit:

The meeting was called to order by Council President Dave Pearman.

Absent from the meeting was Councilwoman Judy Benninghoff, Councilman Mitch Semans, and Councilman Mark Smith.

UPDATE FROM LOW ASSOCIATES RE: COUNTY'S FINANCIAL SOFTWARE CONVERSION

Andy Low, of Low Associates appeared before the Board to give an update on the progress of the financial software conversion for the financial software of the Auditor and Treasurer Offices.

He advised he had promised during the initial presentation to the Council he had promised to return and keep the Council updated as to the progress of the conversion. He advised the conversion is going smoothly. They have extracted the financial information and are projected to be live on the Low financial accounting system on October 1st. He noted, after the offices are comfortable with the use of the software, approximately two months later, Low will initiate the State mandated conversion of the fund numbering system, so that all counties in the State are utilizing the same numbers for the same funds.

ADOPTION OF THE COUNTY'S 2013 BUDGETS

Councilman McLaughlin made a motion to adopt all the Starke County budgets for the 2013 fiscal year. Councilman Radkiewicz seconded the motion and it passed with all ayes. Gateway Form 4 was then signed by the Council.

Councilman Radkiewicz made a motion to adopt the Starke County Solid Waste District's 2013 budget, seconded by Councilman Sims. The motion passed with all ayes, and Gateway Form 4, for the Solid Waste District, was then signed.

NON-BINDING REVIEWS OF OTHER COUNTY TAXING ENTITIES

Auditor Chaffins advised all non-binding reviews had been received from all the County's other taxing entities, except for Washington Township. The other taxing entities include the townships, the libraries, and the airport. Councilman McLaughlin made a motion to approve all the non-binding review forms, seconded by Councilman Radkiewicz. The motion passed with all ayes, and President Pearman signed all the review forms present.

NORTH JUDSON-SAN PIERRE SCHOOLS 2013 BUDGET PUBLIC HEARING

President Pearman advised, due to a technicality in the original advertisement of the NJ-SP School 2013 budget, the DLGF is requiring the School to re-do this portion of the budget process. Councilman McLaughlin made a motion to open the public hearing portion of the meeting in regard to the NJ-SP School budget, seconded by Councilman Radkiewicz. The motion passed with all ayes. There was no public comment. Councilman McLaughlin made a motion to close the public hearing portion of the meeting, seconded by Councilman Radkiewicz. The motion passed with all ayes. Councilman McLaughlin made a motion to approve the NJ-SP School's 2013 budget, seconded by Councilman Radkiewicz. The motion passed with all ayes.

AMERICAN OAK REQUEST FOR TAX ABATEMENT

Councilman McLaughlin made a motion to open the public hearing portion of the meeting, in regard to American Oak's request for a tax abatement on real and personal property in regard to their new warehouse project. Councilman Radkiewicz seconded the motion and it passed with all ayes. There was no public comment. Councilman Radkiewicz made a motion to close the public hearing, seconded by Councilman McLaughlin. The public hearing was closed. Todd Wallsmith, American Oak's legal representation, submitted Conforming Resolution 2012-3C, and "Determination and Finding of Fact Regarding ERA and Two Statement of Benefits" to the Council for their signatures. President Pearman then also signed the Statement of Benefits for Personal Property, and the Statement of Benefits for Real Property. Copies of all paperwork are on file in the Auditor's Office.

MINUTES

Councilman Radkiewicz made a motion to approve the minutes of the August 20th regular Council meeting, seconded by Councilman Sims. The motion passed with all ayes.

Councilman McLaughlin made a motion to approve the minutes of the August 8th Council 2013 Budget Work Session, seconded by Councilman Sims. The motion passed with all ayes.

CVC BOARD/INNKEEPER'S TAX

Councilman Sims made a motion to table this subject until the next meeting since no one was present from the CVC Board to answer any questions in regard to this Board. Councilman Radkiewicz seconded the motion, and it passed with all ayes. Councilman Radkiewicz suggested to possibly direct the businesses in Starke County, who are currently required to collect that tax, to submit the tax directly to the County, instead of to the State. They noted they would like to see a list of the businesses in the County that are currently collecting the innkeeper's tax and submitting it to the State. Attorney Marty Lucas advised he had attempted to receive that information from the

Indiana Dept. of Revenue, but was not successful. President Pearman advised he would like an official notice be sent to the CVC Board requesting their attendance at the next Council meeting in October.

ADDITIONAL APPROPRIATIONS / TRANSFER REQUESTS

Planning Commission Department Clerk, Pam Starkey, and Planning Commission Attorney, Steve Dodge, appeared before the Board to discuss the \$10,000.00 request of the Planning Commission to increase the appropriation of their department's 2012 budget, for line item 0101 022-3000.10: legal services, and the BZA's \$3,000.00 additional appropriation request of their 2012 budget, line item: 0101 030-3000.28, legal services. Councilman McLaughlin inquired as to what the increases in legal expenses are due to, and Attorney Dodge listed the various pending cases. In regard to the Council considering an additional appropriation to the County General Fund versus a transfer within that Fund, Auditor Chaffins advised she had spoken with County Prosecutor, Nick Bourff, that he would be willing to have the Council transfer appropriations from his budget, 0101 032, out of the medical insurance line item. She noted, even after calculating the projected cost of the yearly insurance expense, there was a large balance of unexpended appropriations in that line item, that the Prosecutor was willing to allow the Council to use. He had noted though, he would not want his 2013 budget to be affected. Councilman McLaughlin made a motion to transfer the \$13,000.00 from the prosecutor budget, 0101 032-1000.05 to \$10,000.00 into 0101 022-3000.10 and \$3,000.00 in 0101 030-3000.28. The motion was seconded by Councilman Radkiewicz and passed with all ayes.

County Courthouse Custodian, Carl Goodrich, appeared before the Board to request a transfer into his janitor supply line, of his County General Department's 2012 budget, 0101 026-2000.01.

He noted he had originally requested the transfer be made from the department's line item, 0101 026-2000.03, the Annex Building supplies, but noted the Annex Building Custodian had not agreed to that transfer, believing he will need the balance of those appropriations for the remainder of 2012. Mr. Goodrich advised his budget was cut in half for 2012, to divide the expenses of the Courthouse and the Annex Buildings but didn't believe he had enough in his supply line. He also noted that the Annex supplies will probably have an unexpended appropriations balance and said that would probably just go into the Rainy Day Fund. President Pearman advised, having an unexpended budget balance that could be transferred to the Rainy Day Fund, was not a bad thing, and should be the goal of each Department Head. Auditor Chaffins advised since Mr. Goodrich purchases supplies for the Prosecutor's Office out of his Courthouse supplies budget, possibly the Prosecutors Office could be purchasing their own supplies, since they have access to other sources of funding, such as the Pre-Trial Diversion Fund. Councilman Sims made a motion to approve the transfer of \$700.00 from the Prosecutors medical insurance line item, 0101 032-1000.05 into the Courthouse's supplies line item, 0101 026-2000.01. Councilman McLaughlin seconded the motion and it passed with all ayes.

IN OTHER BUSINESS:

Auditor Chaffins advised, in regard to the County's Monthly Financial Reporting Ordinance, that the SBOA Auditor who was recently auditing the County was very complimentary about the Ordinance but had suggested the Ordinance be changed to request a copy of the reconciled bank statement, and not just a copy of the bank statement. She advised all departments were in compliance with this change in the Ordinance. All departments, who have their own bank accounts, have submitted their reports, except for the Probation Department, who had advised the Auditor, since they fell under the jurisdiction of the Court and the Judge, they should not be required to comply. The Probation Officer was advised that this was a new policy, and so far other counties have not passed such a reporting ordinance. Attorney Lucas advised he would speak with the Judge, since he saw no reason for the probation department's non-compliance with the ordinance.

President Pearman expressed his concern with the building project the Knox Schools has been discussing, and the possible impact it may have to the County's circuit breaker values. He stated he believed that Umbaugh was their Financial Advisor also, but would like this issue be addressed before the project progresses. A discussion followed, but it was unknown who use legal representative is for the Knox Schools. Councilman Radkiewicz stated he will speak with Knox School Board member, Nathan Marcum about this issue.

With there being no further business, Councilman McLaughlin made a motion to adjourn the meeting, seconded by Councilman Radkiewicz. The motion passed with all ayes and the meeting was adjourned at 6:35PM.

SEPTEMBER 17, 2012

Dave Pearman, President

ABSENT _____
Mitch Semans, Vice President

_ABSENT _____
Judy Benninghoff

Marvin McLaughlin

ABSE T _____
Mark Smith

Tony Radkiewicz

Robert Sims

Katherine Chaffins,

Starke Co. Auditor & Council Secretary