

2021 Budget Hearing Minutes  
Elkhart County Council  
September 9<sup>th</sup>, 2020

The meeting of the Elkhart County Council was called to order by Sheriff Jeff Siegel at 8:30 a.m., in Room 104 of the County Administrative Building, Goshen, Indiana. Members present were Council President John K. Letherman, Council Vice President David L. Hess, Tina M. Wenger, Douglas S. Graham, Randy Yohn, Darryl J. Riegsecker, and Thomas W. Stump.

Also present were Patricia A. Pickens, County Auditor; Fred Avery, First Deputy Auditor; Mike Yoder, Commissioner and Jeff Taylor, County Administrator.

**Budgets:**

Department Heads presented their 2021 Budget to the Elkhart County Council.

The CCPC requests were presented at this time to the Council.  
Council's actions are noted after each request.

**REPORT-COUNCIL COMMISSIONER PERSONNEL COMMITTEE**

Elkhart County Council Commissioner Personnel Committee  
117 N. Second Street, Room 104, Goshen, Indiana  
August 18, 2020 at 8:30 a.m.\*  
August 25, 2020 at 8:30 a.m.\*

*\*Presentations were made August 18<sup>th</sup> and all items were discussed, some were voted on, however, new position requests only were voted on August 25<sup>th</sup> \**

**For Presentation to County Council on September 9, 2020 during budget hearings.**

**I. Human Resource Requests**

**A. Prosecutor**

1. General Fund (1000-108): Request one new Investigator I position, \$27.30-30.33/hr, effective 12-20-20.

On motion made by Stump seconded by Lucchese and carried with a 3-1 vote, the CCPC recommended approval.

2. General Fund (1000-108): Request reclassification of one Legal Assistant I position, \$14.89/hr to a Paralegal Trainer, \$21.51-23.90/hr, effective 12-20-20.

On motion made by Stump seconded by Yohn and unanimously carried, the CCPC recommended approval, 4-0.

**On Motion made by David Hess to deny new Investigator I position and to approve the reclassification of one Legal Assistant to Paralegal Trainer and seconded by Stump, The Council unanimously carried and approved this motion.**

**B. Public Defender**

1. General Fund (1000-175): Request three new Deputy Public Defender positions, \$68,000 a year base plus benefits, effective 12-20-20.

On motion made by Yohn seconded by Lucchese and carried with a 3-1 vote, the CCPC recommended approval.

2. General Fund (1000-175-41120): Request reclassification of one Deputy Public Defender to one Chief Deputy Public Defender, \$117,094, effective 12-20-20.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval with the rate to be determined by the 2021 salary ordinance, 4-0.

3. General Fund (1000-175-41135): Request one new Legal Assistant position, \$35,611 plus benefits, effective 12-20-20.

On motion made by Yohn seconded by Lucchese and carried with a 3-1 vote, the CCPC recommended approval.

**A roll call vote was called by Hess and seconded by Graham,**

1. **To remove all duplications in the Sheriff's proposed budget.**
2. **To reduce the Public Defender's requests for 3 (three) new Deputy Public Defender's positions to 1 (one) new Deputy Public Defender.**
3. **To deny Public Defender's request for 1 (one) new Legal Assistant**
4. **To lower Chief Public Defender's position to reflect current salary range.**
5. **Adjust budget to reflect \$300,000.00 above the maximum levy.**

**The Roll Call Votes are as follows:**

**Letherman-Aye  
Hess-Aye  
Wenger-Aye  
Graham-Aye  
Yohn-Nay  
Riegsecker-Aye  
Stump-Aye**

**With a vote of 6 to 1 the above motion was approved by the Elkhart County Council.**

**C. Sheriff**

1. HEA Jail Treatment Grant (9125-980-41120): Request reclassification of two Corrections Officer positions to two Intensive Case Manager positions, effective 12-20-20 or with grant renewal.

2. HEA Jail Treatment Grant (9125-980-41120): Request one additional Intensive Case Manager position, \$17.73-\$19.71/hr, effective 12-20-20, if grant approved.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval of 1&2, 4-0.

**On motion made by Yohn and seconded by Hess to approve request 1 & 2, the Council unanimously carried and approved both these requests.**

#### **D. Court Services**

1. General Fund (1000-168-41120): Request one new Youth Specialist I position, effective 12-20-20.

**On motion made by Stump and seconded by Yohn to approve Court Services request for one new Youth Specialist I position, the Council unanimously carried and approved the request.**

2. General Fund (1000-168-41120): Request one new Probation Officer (Juvenile) position, effective 12-20-20. Discussion on part time positions.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval of 1&2, 4-0.

**On motion made by Stump and seconded by Riegsecker to approve Court Services request for one new Probation Officer, the Council unanimously carried and approved this request.**

3. General Fund (1000-168-41120): Request two new Probation Officer positions (Adult) and one new Probation Officer/Sp position, effective 12-20-20. Discussion on part time positions.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval of one Probation Officer and one Probation Officer/Sp, 4-0.

**On motion made by Stump and seconded by Riegsecker to approve 1 new Probation Officer (Adult) and one new Probation Officer/Sp position, the Council carried and approved this request. Hess voted Nay.**

4. General Fund (1000-168-41120): Request reclassification of Youth Specialist Training Coordinator to Training and Quality Assurance Probation Officer/Sp, effective 12-20-20.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

5. General Fund (1000-168-41115): Request reclassification of Drug Court Coordinator (Supervisor PO) to Division Director-Pretrial, effective 12-20-20.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 3-0, Hess abstained.

**On motion made by Stump and seconded by Yohn to vote for approval on both requests 4 & 5 together, the Council carried and approved both requests. Hess abstained.**

6. Discussion on contractual agreement with Oaklawn with up to \$21,000 additional funding needed, effective 12-20-20.

No motion needed.

**On motion by Stump for approval and seconded by Graham, the Council unanimously carried and approved this request.**

7. Juvenile Community Corrections (JCC) Grant (9120-980): Request to flip positions between the grant and General fund, due to newly approved grant guidelines. Request to move one Youth Specialist I position from General Fund to JCC Grant and move one Probation Officer position from the JCC Grant to General Fund. Effective with new grant year beginning 7-1-20.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Yohn and seconded by Stump. The Council unanimously carried and approved this request.**

8. Discussion only on part time drug lab position.

No motion needed.

#### **E. Highway**

1. Highway Fiber Fund (4928-980): Request one new Fiber Technician position, \$18.68-\$20.75/hr, effective 12-20-20.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Stump and seconded by Riegsecker, the Council unanimously carried and approved this request.**

2. Highway (1176-202-41140): Request reclassification of Secretary II position from 80 hours per pay period to 60 hours per pay period.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

3. Request approval of additional hours compensation for limited projects, as outlined in the request letter.

On motion made by Lucchese seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Stump and seconded by Yohn to approve both requests 2 & 3 together, the Council unanimously carried and approved both 2&3 requests.**

**F. Health Department**

1. Health Operating (1159-340): Request new full time Health Administrator position, salary per compensation study \$79,717-\$106,289 and request that the Health Officer position become part time, the full time salary per compensation study is \$88,087-\$117,449. Effective 12-20-20.  
*\*Note 8-28-20: Hourly rate is \$88.087-\$117.449; not salary. Health Board will recommend salary, Commissioners will approve via contract.*

On motion made by Yohn seconded by Lucchese and unanimously carried, the CCPC recommended approval of one full time Health Administrator contingent upon the Health Officer being a part time position, 4-0.

**A roll call vote was called by Hess and seconded by Graham to approve the Health Department's request for a new Health Administrator's position and for the current Health Officer's position to become part-time without approving the salaries. Hess recommended the Health Department come back to negotiate salaries after the Commissioner's approve the contract and to leave the current Health Officer's salary the same until January 2021.**

The roll call votes are as follows:

Letherman-Aye  
Hess-Aye  
Wenger-Aye  
Graham-Aye  
Yohn-Aye  
Riegsecker-Nay  
Stump-Nay

**With a vote of 5 to 2 the above requests were approved by the Elkhart County Council.**

**G. Surveyor**

1. General Fund (1000-106): Request to eliminate the vacated Rodman position \$23,905 and request the following new positions: Supervisor-Drainage, \$25.36-28.17/hr and Survey Party Chief, \$51,249-\$56,945. Effective 12-20-20.

On motion made by Yohn seconded by Lucchese and unanimously carried, the CCPC recommended approval of the reclassification of the Rodman to a Supervisor-Drainage position, 4-0.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval of one Survey Party Chief paid from Surveyor perpetuation funds, 4-0.

**On motion made by Graham to approve and seconded by Stump, the Council unanimously carried and approved the request.**

**H. Park and Recreation**

1. Park and Recreation (1219-320): Request reclassification of one Park Services I/II position, \$14.89/hr or \$30,971 to a Parks Safety Coordinator position, \$17.73-19.71/hr. Effective 12-20-20.

On motion made by Yohn seconded by Stump and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Stump and seconded by Riegsecker, the Council carried and approved this request. Hess voted Nay.**

2. Park and Recreation (1219-320): Request one new RPT Development Coordinator position, up to 29 hrs per week \$22.26/hr, effective 12-20-20.

**On motion to deny made by Stump and seconded by Riegsecker, the Council unanimously carried and denied the request.**

3. Park and Recreation (1219-320): Request one new RPT Park Services I position, up to 29 hrs per week, \$16.97/hr, effective 12-20-20.

On motion made by Stump seconded by Yohn and unanimously carried, the CCPC recommended denial of item 2 and approval of item 3, 4-0.

**On motion made by Yohn and seconded by Stump, the Council unanimously carried and approved the request.**

**I. Emergency Management**

1. General Fund (1000-137): Request reclassification of Secretary II (Sailor), \$17.29/hr to Deputy Director of Support/Administration, \$22.26-24.73/hr, effective 12-20-20.

On motion made by Lucchese seconded by Yohn and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Yohn and seconded by Hess, the Council unanimously carried and approved this request.**

**J. Buildings and Grounds**

- ~~1. General Fund (1000-140): Request two additional Maintenance II positions, \$18.68-20.75/hr. Effective 12-20-20.~~
- ~~2. General Fund (1000-140): Request one additional Maintenance I position, \$16.97-\$18.85/hr. Effective 12-20-20.~~

- ~~3. General Fund (1000-140): Request night shift differential of \$1/hr, effective 12-20-20.~~
- ~~4. General Fund (1000-140): Request Maintenance Helper position be entry level and be able to promote to Maintenance I through career development. Effective 12-20-20.~~

**Revised requests:**

1. General Fund (1000-140-41145): Request Maintenance Helper positions be reclassified to Maintenance I positions, \$16.97-18.85/hr, effective 12-20-20.
2. General Fund (1000-140-41145): Request that one vacant Custodian position be reclassified to a Maintenance II position, \$18.68-20.75/hr, effective 12-20-20.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval of 1&2, 4-0.

**On motion made by Stump and seconded by Graham, the Council unanimously carried and approved revised requests of 1&2.**

**K. Community Corrections**

1. General Fund (1000-179): Request one new Programs Facilitator position, \$21.22-23.58/hr. Effective 12-20-20.

On motion made by Yohn seconded by Stump and carried with a 3-1 vote, the CCPC recommended approval.

**A roll call vote was called by Stump and seconded by Hess to deny Community Corrections request for 1 (one) new Program's Facilitator position.**

**The roll call vote are as follows:**

**Letherman-Aye**

**Hess-Nay**

**Wenger-Aye**

**Graham-Nay**

**Yohn-Aye**

**Riegsecker-Nay**

**Stump-Nay**

**With a vote of 4 to 3 the above request was denied by the Elkhart County Council.**

2. IDOC Grant (1130-981): Request reclassification of Administrative Assistant position, \$17.39/hr to Executive Assistant, \$19.10-21.23/hr. Effective 12-20-20.

On motion made by Stump seconded by Yohn and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Stump and seconded by Riegsecker, the Council unanimously carried and approved the reclassification of Administrative Assistant position to Executive Assistant.**

3. Request shift differential pay of up to \$1.50/hr, as outlined in request letter. Effective 12-20-20.

**No motion needed, will be included in salary ordinance for 2021.**

**L. Information Technology**

1. Cum Cap- IT (1138-141): Request reclassification of Computer Specialist position, \$16.39/hr to System Analyst position, \$31.30-34.78/hr. Effective 12-20-20.

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval, 4-0.

**On motion made by Stump and seconded by Yohn, the Council unanimously carried and approved the reclassification of Computer Specialist position to System Analyst position.**

**II. Miscellaneous Items**

- A. Discussion regarding grants and moving positions
- B. Review part time rate maximums
- C. Discussion on title changes
- D. Formal recommendation of compensation study results

On motion made by Stump seconded by Lucchese and unanimously carried, the CCPC recommended approval of the compensation study results/recommendations, 4-0.

**On motion made by Stump and seconded by Graham, the Council unanimously carried to approve the compensation study results/recommendations.**

**III. Adjournment**

**On motion made by Yohn and seconded by Riegsecker and unanimously carried, the Council adjourned the meeting at 5:10 pm.**