

**PORTER COUNTY COUNCIL
Regular Meeting
August 23, 2016**

The Porter County Council met on Tuesday, August 23, 2016 at 5:30 p.m. in the County Administration Center, 155 Indiana-Suite 205, Valparaiso, Indiana.

Mr. Whitten called the meeting to order with the Pledge of Allegiance.

Members present were Council Member Dan Whitten, Council Member Karen Conover, Council Member Jim Biggs, Council Member Sylvia Graham, Council Member Mike Jessen, and Council Member Bob Poparad (not present Council Member Jeremy Rivas). Also present was Council Attorney Harold Harper, Auditor Vicki Urbanik, Auditor Chief Deputy Toni Downing and Council Administrative Assistant Joy Blakely.

Mr. Whitten, Thank you very much Madame Auditor let's have first reading.

Auditor Vicki Urbanik,

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Porter County, Indiana that the proper legal officers of Porter County, Indiana will meet in the Porter County Government Administration Building located at 155 Indiana Avenue, Valparaiso IN 46383 on August 23, 2016 at 5:30 p.m. to consider the following additional appropriations in excess of the county budgets for the year 2016 and to transact any further business which might come before the Council:

General Fund			
Sheriff General	1000-1005-1130-05	Overtime	\$ 2,717.43
Sheriff General	1000-1005-1110-05	Salaries	\$ (6,466.90)
Jail General	1000-1032-1110-32	Salaries	\$ 6,394.60
Election Board	1000-1021-1120-21	Hourly	\$ 20,000.00
Voters Registration	1000-1022-1130-22	Overtime	\$ 25,000.00
Circuit Court	1000-1081-1110-81	Salaries	<u>\$ 1,000.00</u>
			\$ 48,645.13
Local Health Maintenance Fund			
Health Maintenance	1168-0000-3220-95	Telephone	\$ 3,260.00
Riverboat Fund			
Riverboat	1191-0000-1241-25	Longevity	\$ 165,000.00
Tobacco Fund			
INLHDTA	1206-0000-1120-95	Hourly	\$ 30,000.00
INLHDTA	1206-0000-1210-95	FICA	\$ 2,295.00
INLHDTA	1206-0000-3130-95	Training and Education	<u>\$ 5,000.00</u>
			\$ 37,295.00
Ineligible Homestead Fund			
Ineligible Homestead	1216-0000-3950-02	Contractual Services	\$ 160,000.00
General IV-D Incentive Fund			
IV-D Incentive	8895-0000-4510-40	Data Processing Equipment	\$ 10,000.00
Park Grant Fund			
Park Grant	9102-0000-3620-85	Building and Structures	\$ 10,000.00

JDAI Grant Fund

JDAI Grant	9125-0000-1120-80	Hourly	\$ 37,002.00
JDAI Grant	9125-0000-1210-80	FICA	\$ 2,832.00
JDAI Grant	9125-0000-2250-80	Other Supplies	\$ 11,000.00
JDAI Grant	9125-0000-3130-80	Training and Education	\$ 1,415.00
JDAI Grant	9125-0000-3210-80	Travel	\$ 1,706.00
JDAI Grant	9125-0000-3950-80	Contractual Services	\$ 7,000.00
			\$ 60,955.00

PK-Bicentennial Fund

Pk-Bicentennial Trust	9145-0000-3950-85	Contractual Services	\$ 73,143.82
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Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the Indiana Department of Local Government Finance. The DLGF 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 taken.

Vicki Urbanik
Auditor of Porter County

Publish August 12, 2016

Commissioners

General Fund 1000-1030-30

Transfer \$3,500 from 1110 Salaries to 1241 Longevity. Reason: Transfer to supplement first payment of Longevity.

Transfer \$430 from 1120 Hourly to 3430 Workman’s Comp. Reason: Transfer to finish work comp payment to end of year.

Transfer \$16,000 from 4210 Buildings to 4440 Furniture/Fixtures Over \$100. Reason: Office furniture for Judge Alexia.

Transfer \$30,000 from 1120 Hourly to 3950 Contractual Services \$25,000 from 1110 Salaries to 3950 Contractual Services. Reason: Legal fee line item is depleted.

Mr. Whitten, Thank you Vicki. Scott are you here for the Commissioners?

County Attorney Scott McClure, Yes.

Mr. Whitten, Come up here please. The Commissioners have added some transfers and I think while you are here Scott we ought to address those. Please go to your last page, the Commissioners have a series of transfers that was late added. I’ll just go through them. Transfer \$3,500 from Salaries to Longevity the transfer to supplement first payment of Longevity. Transfer \$430 from Hourly to Workman’s Compensation the Transfer to finish work comp payment to end of year. Transfer \$16,000 from Buildings to Furniture/Fixtures Over \$100 for Office furniture for Judge Alexia. Transfer \$30,000 from Hourly to Contractual Services \$25,000 from Salaries to Contractual Services the Legal fee line item is depleted.

Ms. Conover, Moved.

Ms. Graham, Second.

Mr. Whitten, We have a motion and a second on the transfers. Discussion, Scott is there anything you need to say about these?

County Attorney Scott McClure, No.

Mr. Whitten, They all seem pretty straight forward. Ok, all in favor signify by saying aye? Opposed? Thank you Scott.

Motion carried on a unanimous voice vote.

County Attorney Scott McClure, The only thing on the Longevity once the math was done. I believe that is farther down in you Agenda the Longevity this makes that work with the \$3,500. This (\$3,500) plus that additional would be for the first longevity, ok?

Mr. Whitten, Ok. Thank you Scott.

County Attorney Scott McClure, Thank you.

Porter Circuit Court

Judge Harper

General Fund Circuit Court – 1000-1081-81

Additional \$1,000 to Salaries. Reason: Needed to update Salary for Michele Rhodes.

Form 144: \$31,145 to \$32,145 for Executive Assistant. Reason: Needed to update Salary for Michele Rhodes. Transfer \$250 from 3978 Care of Patients and Inmates to 1330 Psychiatric Services. Reason: Amount needed to cover competency evaluation performed on Defendant. Transfer \$700 from 3978 Care of Patients and Inmates to 4440 Furniture/Fixtures Over \$100. Reason: Amount needed to cover new lectern for courtroom.

Mr. Whitten, So Judge Harper is asking for General Fund Circuit Court. A few things additional \$1,000 to salaries needed update salary for an employee. Form 144 \$31,145 to \$32,145 for Executive Assistant for same employee. Transfer \$250 dollars from Care of Patients and Inmates to Psychiatric Services amount needed to cover competency evaluation performed on Defendant. And lastly \$700 from Care of Patients and Inmates to Furniture/Fixtures over \$100 amount needed to cover new lectern for courtroom. What's your pleasure with these?

Ms. Conover, Moved.

Mr. Jessen, Second.

Mr. Whitten, Motion and a second on the floor, any discussion?

Ms. Graham, I have.

Mr. Whitten, I assumed there would be some, Sylvia.

Ms. Graham, I was just wondering was your \$1,000 salary for Michele was she missed?

Judge Harper, I think it was missed last year. Remember last year I cut my budget a lot. But I had that \$1,000 for her in that budget and the copy I got just didn't have it.

Ms. Graham, Oh, ok. Thank you.

Mr. Whitten, So were making it right from the beginning of the year.

Judge Harper, I thought it was approved last year.

Mr. Whitten, So that's right, (inaudible)...

Judge Harper, The lectern, ours is falling apart and we want one with wheels because we are tired of hauling it all over the court room. People are cutting their hands on it.

Mr. Whitten, That's not good. Ok, any other questions? Jim did you have a question?

Mr. Biggs, Yes, Judge Harper the psychiatric services is that performed by Porter Starke?

Judge Harper, Yes and it's not performed on me.

(Laughter)

Mr. Whitten, He was thinking for us.

Judge Harper, Well, your bill would be higher.

(Laughter)

Mr. Biggs, I have a question over the years, there has been some discussion since Porter Starke receives its own tax levy. Am I correct?

Mr. Whitten, That's correct.

Judge Harper, Yes.

Mr. Biggs, Is there anyone on our end that's negotiating these fee's outside of that?

Judge Harper, We talked to them about what they would charge us. Two Hundred and Fifty dollars (\$250) for a competency is not very expensive for a Clinical Psychologist PHD, Clinical Psychologist...

Mr. Poparad, Mine was a lot more.

(Laughter)

Judge Harper, Your bill is sky high.

(Laughter)

Mr. Whitten, And you're not done.

Mr. Poparad, That's what I am saying. But it does seem awful cheap though.

Mr. Whitten, Yeah.

Judge Harper, Yeah, I know they get a lot of money from the County. But we have to get these things done and there really isn't another good source to request to do the service. And Porter Starke we need Psychiatrists, we need Physiologists and they have them.

Mr. Biggs, I am just wondering if we are receiving a rebate of sorts for lack of a better term because they are receiving tax dollars. Or is this they're going rate?

Judge Harper, You know, I can't tell you if they charge like a defense attorney more...I can't tell you that, but this is not very much.

Mr. Biggs, That's good to know, ok.

Judge Harper, I'm not willing to get in a fight with them over that and you know we will have a few more competencies because there are a lot of people more out there that will need that.

Mr. Poparad, You can't use that word.

Mr. Whitten, I'd like to speak to that just a little bit. I mean my experience with meeting with Porter Starke over there budget issues. Looking at some of their finances coming in and money going out and some of the hardships they have had with money strains. The things that they charge us for is completely competitive. And I must say that they do charge us less than they charge other folks. They do, or at least they historically they have and I think that that's part of it. I think that goes into the mix.

Judge Harper, We've found them to be a good partner.

Mr. Whitten, Yeah and I do think it's cheaper.

Judge Harper, They have helped us a lot.

Mr. Whitten, My guess is, just based upon the history that I've had with them with their budget stuff.

Mr. Biggs, My question was because I didn't have an answer and I wanted to know so I thought I would ask.

Judge Harper, I would have to tell you that there is a lot that they do that they don't charge for. For example they send their Director of adolescent services to every drug court hearing that we have and we're not getting billed for that. There just helping up because so many of drug court kids have mental health issues, so they are giving us that prospective and they do it for free. They come out to detention a lot. For kids in crisis or if we have you know a bad situation happens...like when a boy died, or maybe when a staff member is attacked and we've got to do some crisis counseling for the staff and/or for the kids they come out and do that and they don't charge us for that.

Ms. Graham. Ok, that's the kind of stuff we need to know.

Judge Harper, Yes.

Mr. Whitten, Ok so we have got a motion and a second on the floor for the additional, 144 and the two transfers, let's get a roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Ms. Conover	-	Yes	Mr. Jessen	-	Yes
Mr. Biggs	-	Yes	Mr. Poparad	-	Yes
Ms. Graham	-	Yes	Mr. Whitten	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, Thank you and have a great evening.

Judge Harper, Thank you very much, I appreciate it.

Juvenile Detention

DOC - JDAI Grant - 9125-0000-80

Additional \$37,002 to 1120 Hourly; \$2,832 to 1210 FICA; \$11,000 to 2250 Other Supplies; \$1,415 to 3130 Training and Education; \$1,706 to 3210 Travel and \$7,000 to 3950 Contractual Services. Reason: For new grant allotment awarded for 2016-2017.

Form 144 - Home Detention Case Manager (1) up to \$10 per hour Teen Court Case Manager (2) up to \$17 per hour. Reason: For a new grant allotment awarded for 2016-2017.

Judge Harper, Hi Alison.

Alison Cox, Hi, are you going to sit with me Judge?

Judge Harper, Yeah, I will sit right here.

Mr. Whitten, Additional JDAI Grant \$37,002 to hourly; \$2,832 to FICA; \$11,000 to other supplies; \$1,415 to training and education; \$1706 to travel and \$7,000 to contractual services for new grant awarded for 2016-2017. For Form 144 we have a Home Detention Case Manager up to \$10 per hour and Teen Court Case Manager up to \$17 dollars per hour for a new grant allotment awarded for 2016 and 2017.

Mr. Poparad, I make the motion.

Mr. Whitten, We have a motion.

Ms. Conover, Second.

Mr. Whitten, I assume as to all?

Ms. Conover, Yes.

Mr. Whitten, Any discussion? This is all grant...Great work! Well done!

Mr. Biggs, Is this an annual grant?

Alison Cox, Actually this is a surprise for us, we usually get...we received our 2016-2017 regular JDAI grant that we expected and then all of the sudden we go a letter from the state that we did such a good job they are giving us an additional \$59,000.

Mr. Whitten, That's wonderful.

Ms. Conover, That's great.

Alison Cox, To keep what we do and to improve on some of the services that we already provide.

Mr. Poparad, So should we not plan on this the following year you think? Or...

Alison Cox, What they have told us is that they are going to do evaluations on us every year and it's based upon a quarterly and annually type of review and a formula situation. So they said as long as they are doing a good job they are going to continue to give us some funding. It might not be \$59,000 it might only be \$20,000...it just depends. But they said as long as we are doing a good job we will probably expect further funding each year for a few more years.

Mr. Poparad, Do the case managers become full time employees or are they going to stay hourly?

Alison Cox, We are not anticipating that. Actually what we are looking at doing is looking at utilizing students at VU, because we know that they are going to be around during the school year, and they are probably not going to be full-time employees or even part-time employees.

Mr. Poparad, Ok.

Alison Cox, So it gives them experience and it gives us the extra hands we need in the meantime.

Ms. Conover, Wonderful.

Mr. Whitten, Roll call please.

Mr. Poparad made the motion on all the Additional and Form 144 for Juvenile Detention. Seconded by Mr. Jessen.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Biggs	-	Yes	Mr. Poparad	-	Yes
Ms. Graham	-	Yes	Mr. Whitten	-	Yes
Mr. Jessen	-	Yes	Ms. Conover	-	Yes

Auditor Vicki Urbanik, 6-0

Alison Cox, Thank you.

Highway Department

MVH (Motor Vehicle Highway) - 1176-0000-91

Transfer \$3,000 from 2470 Calcium Chloride to 2220 Uniforms and Clothing; Transfer \$500 from 3976 Drainage Assessment to 2110 Office Supplies; Transfer \$9,000 from 2360 Aggregate Stone to 2220 Uniform and Clothing. Reason: For bi-annual clothing allotment and supplies to finish year.

Mr. Whitten, Highway Department MVH a transfer of \$3,000 from calcium chloride to uniforms and clothing. \$500 from drainage assessment to office supplies and another \$9,000 from aggregate stone to uniform and clothing for bi-annual clothing allotment and supplies to finish year. What's your pleasure?

Ms. Graham, Move

Ms. Conover, Move

Ms. Graham, Second.

Mr. Jessen, Second.

Mr. Whitten, Two motions and two seconds. Any discussion?

Mr. Biggs, David you still have a lot of black topping to do in the subdivision yet don't you?

David James, Well as of this afternoon, we found out in the Commissioners meeting from representative Ed Soliday that we got our million cross match.

Ms. Graham, That's great.

David James, So we got another two million yet to spend weather permitting, we will spend two more million.

Mr. Biggs, I am sure you know where to spend it.

David James, Yeah, we have got it all planned out.

Mr. Biggs, Good.

David James, We have to send in the nineteen (19) projects to get that so...

Mr. Biggs, Very good.

David James, We're good to go.

Ms. Graham, Excellent.

Ms. Conover, That is great news.

Mr. Whitten, All in favor by saying aye? Opposed? Transfers are approved.

Motion carried on a unanimous voice vote.

David James, Thank you and have a good evening.

Mr. Poparad, Thank you.

Sheriff – General Fund

General Fund – Sheriff - 1000-1005-05

Additional \$2,717.43 to 1130 Overtime. Reason: Special Service Overtime reimbursement

Reduction \$6,448.60 from 1110 Salaries. Reason: Salaries Restructuring.

Form 144 - \$30,000 to \$33,179 Investigations Admin Assist.; \$35,779 to 0 Records Division Manager; \$30,000 to 0 Records Division Manager/Data Entry; 2 @ \$28,097 to 3 @ \$33,179.30 Records Division Data Entry/Switchboard; \$30,079 to \$33,276.30 Civil Paper Clerk (was Warrants Division Clerk); \$30,815 to \$34,012.30 Civil Paper/Protective Order Clerk (was Bureau Clerk/Protective Order); \$31,119 to \$34,316.30 Civil Warrant Clerk (was Civil Bureau Clerk/Prot Order NCIC IDAS); \$32,635 to \$35,832.30 Civil Protective Order/Bookkeeper (was Clerk/Bookkeeper); No change in salary, Comptroller (was Business Manager). Reason: Salaries restructuring

Mr. Whitten, Sheriff, general fund. There is a lot going here, hello, Sheriff. Additional \$2771.43 to overtime for special services overtime reimbursement. Reduction \$6,448.60 from salaries for salaries restructuring. A whole series of 144 requests reason is salaries restructuring. What's your pleasure?

Mr. Biggs, Motion to approve.

Ms. Conover, Second.

Mr. Whitten, Motion and a second on the floor. So your basically...there is no new money your just reorganizing the office.

Sheriff Reynolds, Right. Cross training which is really important and Edie was telling me this morning that we'll actually save over \$10,000 in insurance.

Mr. Whitten, Oh, that's good.

Mr. Poparad, Did somebody leave?

Sheriff Reynolds, Somebody did leave.

Mr. Whitten, Normally we would say just wait to budget time but we are close and this gives us a good idea what to budget for, quite frankly. Any other questions and concerns?

Ms. Conover, No.

Mr. Whitten, Let's get a roll call.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Ms. Graham	-	Yes	Mr. Whitten	-	Yes
Mr. Jessen	-	Yes	Ms. Conover	-	Yes
Mr. Poparad	-	Yes	Mr. Biggs	-	Yes

Auditor Vicki Urbanik, 6-0

Jail

General Fund Jail - 1000-1032-32

Additional \$6,394.60 to 1110 Salaries. Reason: Salaries Restructuring.

Form 144 - \$33,560 to \$36,757.30 Administrative Assistant \$35,779 to \$38,976.30 Support Services (was Civil Bureau Warrant Div/Supervisor). Reason: Salaries Restructuring.

Mr. Whitten, Then we've got the general fund Jail additional \$6,394.60 to salaries for salaries restructuring. Again a 144 with two different requests for salaries restructuring. For the same deal, Dave?

Sheriff Reynolds, Yes.

Eddie Hahn, Yes.

Mr. Whitten, What's your pleasure?

Ms. Conover, Move.

Mr. Whitten, We have a motion.

Mr. Jessen, Second.

Mr. Whitten, And a second. Any discussion? Hearing none, roll call please.

Auditor Vicki Urbanik, Did you say roll call?

Mr. Whitten, Yes, I said roll call.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Jessen	-	Yes	Ms. Conover	-	Yes
Mr. Poparad	-	Yes	Mr. Biggs	-	Yes
Mr. Whitten	-	Yes	Ms. Graham	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, Alright Sheriff, have a good evening.

Sheriff Reynolds, Thank you.

Election Board and Voters Registration

General Fund Election Board - 1000-1021-21 & General Fund Voter Registration - 1000-1022-22

Additional \$20,000 to 1120 Hourly. Reason: Additional funds needed for election expenses. Workload from this Election is more than anticipated, will need to bring in additional part-time.

Additional \$25,000 to 1130 Overtime. Reason: Additional funds needed for election expenses. Workload from this Election is more than anticipated, will be using more hours than previously anticipated.

Mr. Whitten, General fund election board additional \$20,000 to hourly. Additional funds needed for election, workload is more than anticipated will need to bring in additional part-time. And we also have the same kind of request from voter's registration, \$25,000 to overtime and the same reason. What is your pleasure? I know that there were questions on this so if you still have them fire away.

Ms. Graham, How many people are you bringing on board part-time?

Sundae Schoon, Right now we have...I think that there is eight (8) in the office trying to help us catch up.

Ms. Graham, And I think that from what I heard that the State sent you five thousand (5,000) cards or something?

Sundae Schoon, Yeah, we have a voter list maintenance and for some reason the State decided to this on a Federal Election in the Presidential year. What it is, I'm sure you all got your little postcards verifying that you're registered to vote at your residence? Well we had over five thousand (5,000) that were returned for people that have moved either out of the county or they have moved with-in the county and we have to update the registration and change their name. And on top of the ten thousand (10,000) registrations that we have alone in our office, so that kind of pushed us back pretty far on just getting the voter's registrations out in a timely manner. So we had to bring our part timers in a lot sooner than we usually do and we had to start working over a lot sooner than we usually do. With the VLM's (voter cards) and the registrations we have actually processed seventeen thousand (17,000) since July 1st.

Ms. Graham, How much do you pay your part-time workers?

Sundae Schoon, Between Nine (\$9) and Twelve (\$12) dollars an hour depending on how long that they have been there and worked with us. They are absentee, travel board and stuff like that.

Mr. Poparad, Now are you talking about the Election Board or Voter's Registration?

Ms. Graham, I'm talking about Election Board.

Mr. Poparad, That's just because is an Election and you need more part time.

Sundae Schoon, Correct. On the overtime for the Voter's Registration it's kind of a skewed...

Mr. Poparad, Well now wait a minute.

Sundae Schoon, Well it's skewed...

Mr. Whitten, The reasoning is the same for both requests.

Mr. Poparad, Right.

Mr. Whitten, So they are saying that there is unanticipated workload increase.

Mr. Poparad, So the Election Board request is the same as Voter's Registration they just split it apart.

Mr. Whitten, Well the reason certainly is the same.

Sundae Schoon, Yes the reasoning...the overtime in the Voter's Registration actually covers the part-time, our absentee, our travel board from the Election Budget and our office.

Ms. Conover, Ok, your office is four (4) employees right?

Sundae Schoon, Yes.

Mr. Whitten, If we grant this request how will this budget compare to four years ago?

Sundae Schoon, This 2012 Budget?

Mr. Whitten, Yes. And then we can talk about the 2008 which was really out of the box.

Sundae Schoon, I didn't grab the 2012 but I did grab the 2008 because that seems like it's being kind of on the same track.

Mr. Whitten, Ok use that one.

Sundae Schoon, In 2008 we spent \$60,000 dollars in overtime, between both Elections. And then for the hourly we spent...not including absentee board and all that it was \$45,000 dollars. That was in 2008.

Mr. Whitten, So with these requests have we already approved those with these line items and this just bumps them up more? So how would they compare at the end of the day?

Sundae Schoon, For the overtime that would bring us up to the \$60,000 dollars.

Mr. Whitten, Alright.

Sundae Schoon, That we spent like in 2008 and then for the hourly it will bring it up to more than, but we have already spent more than we usually do.

Mr. Whitten, How much more?

Sundae Schoon, That will bump it up to...we are approved for hourly at \$40,000 dollars and then that \$20,000 dollars would bring it up to \$60,000 dollars. And we have already spent over \$20,000 dollars in hourly.

Ms. Conover, Ok, but do you not have two less employees this election than you did four years ago in the Presidential?

Sundae Schoon, Two less full time?

Ms. Conover, Yes

Sundae Schoon, And we are hoping that we won't have to use so much overtime. We brought more part-timers in to try and train them to cut down on the overtime so that they are not working so many hours. We have been trying to limit their hours so that they are not getting paid overtime. More people but less overtime so that's why the hourly is bumped up more than...

Mr. Whitten, You know that we don't want to short sheet the Election.

Ms. Conover, No you are on the ballot.

Mr. Whitten, It's a Presidential election.

Sundae Schoon, I don't want to have enough time or help to make sure you are on it.

Mr. Whitten, Right.

Mr. Biggs, Sundae, who is entitled to the overtime request for \$25,000 dollars? Who qualifies for that?

Sundae Schoon, That is everybody....the full-time employees as well as the eight of the part-timers.

Mr. Biggs, Does that include you and Kathy as well?

Sundae Schoon, Yes, that includes me, Kathy, Jeannie, all four of us. Like I said the absentee board, the part-timers, the travel board, anybody that we use in the office comes out of the overtime money.

Mr. Biggs, There was a question of whether or not exempt, non-exempt and the recent law that was passed. When it goes into effect...I'm glad Pam is here.

Ms. Graham, Yes

Pam Courtney, (Inaudible)

Mr. Biggs, Those positions (Sundae's and Kathy's) position is it...are they allowed overtime?

Mr. Whitten, Are they exempt or non-exempt that's their question.

Pam Courtney, I definitely think they are exempt, however as of December 1st the amount of money that you have to earn is going up. So that's going to be...

Mr. Whitten, Yeah, but the question is that this will all be done by December 1st. So the question is and I think what Jim is eluding to is are we approving overtime for exempt employees?

Ms. Graham, Right.

Sundae Schoon, You guys, I don't know. You guys have always the Commissioners and the Council have always allowed overtime just during the Election time.

Pam Courtney, It's says exempt on their job descriptions.

Mr. Whitten, It does. Is says you are exempt on your job descriptions.

Sundae Schoon, I don't know.

Mr. Whitten, So...

Mr. Biggs, The question is by law can we give them overtime? Can we allow them overtime?

Pam Courtney, Their exempt, you don't have to give them overtime. You can always give them more you just can't give them less. So, yeah you can give them overtime if you want to. Are you talking about pay or hours?

Mr. Whitten, We are not talking about flextime...comp time, we are talking about overtime pay.

Pam Courtney, If they are exempt they are really are not entitled to overtime pay.

Mr. Biggs, Because they do not have a set hourly rate.

Mr. Whitten, There is a whole long discussion about the pro and cons of exempt.

Mr. Biggs, I don't know how you would...

Pam Courtney, Because they meet the criteria under the fair labor standards act of exempt.

Mr. Biggs, Do you see what I am saying Sundae?

Sundae Schoon, No

Mr. Biggs, Because you are salary...

Sundae Schoon, Yes

Mr. Biggs, You do not have a hourly wage. If you don't have an hourly wage then how do you get overtime.

Mr. Poparad, How do you pay them overtime?

Ms. Graham, Yeah, how do you pay overtime?

Sundae Schoon, Yeah, I don't know we have always had the overtime and the hourly wage. They have always...

Mr. Whitten, Here is the deal, you are either exempt or you're not and being exempt carries with it some benefits, like working partial weeks and still getting paid for the week and that sort of stuff. Leaving, like if you had to leave at two, and you still get paid for the day. Those are the benefits of exempt status.

Sundae Schoon, We have never...

Mr. Whitten, And the negative of that is that you are not entitled to the overtime pay. So I guess that is the real question and I think that we probably need to get an answer to that question.

Sundae Schoon, Yeah, because we have always...

Mr. Whitten, Here the question, I know what you are saying...

Sundae Schoon, Yeah, we have always been structured at the thirty-five (35) hour work week.

Mr. Whitten, Right.

Sundae Schoon, And if we take the day off we either have to make it up in comp time or we have to use our vacation days.

Mr. Whitten, And that's fine.

Sundae Schoon, I mean we are allowed vacation days so that wouldn't make sense.

Mr. Whitten, Well you are allowed vacation days.

Sundae Schoon, Right but if we're exempt and we can come and go as we please then why would we get...

Mr. Whitten, Well that not exactly true that you can come and go as you please.

Sundae Schoon, Well, I mean that's what you are saying is that we get to leave at 2 then...

Mr. Whitten, That's not what I am saying...that is not what I'm saying, don't put words

Pam Courtney, Can I say something?

Mr. Whitten, Yes, go ahead.

Sundae Schoon, Ok, well, I'm not... you know what I mean.

Pam Courtney, I've been looking them up and getting the job descriptions and there is a huge misunderstanding about what is exempt and non-exempt so I am not surprise that this is something they do not understand.

Mr. Whitten, Ok.

Pam Courtney, I just saying that in their behalf.

Mr. Whitten, Right, and this isn't a indictment on her work ethic quite frankly. We're just trying to figure it out. I mean you are doing a great job and this doesn't reflect on your performance.

Mr. Poparad, The problem is, if they say that they are exempt at 4:30 p.m. they go home.

Mr. Whitten, Or not.

Mr. Poparad, But my point is if they stay over are we circling back to that comp time.

Mr. Whitten, We get into flex time and comp time...

Mr. Poparad, Right, but I mean, I guess after December 1st is it a moot point, correct?

Mr. Whitten, Well, it depends on what they make. But the income threshold goes up.

Mr. Poparad, Yes.

Mr. Whitten, Ok...

Mr. Poparad, So we are having a theoretical discussion that's going to be...

Mr. Whitten, So I guess it's going to be as we peel back the layers of this onion. It just makes you want to cry.

(laughter)

Mr. Whitten, I guess the question is...let's just assume for a moment, let's assume the worse. Let's assume that you and Kathy are not entitled to overtime. Let's just say that as our HR director...

Ms. Graham, By law.

Mr. Whitten, Correctly noted. Yeah you are not entitled to it and there is a lot of misunderstanding about it. Does that then lower the amount that you are requesting or would you just have to have other people work that, or those times? Or would you work it for free?

Sundae Schoon, Work it for free?

Mr. Whitten, I mean you don't get overtime. Your salary is your salary.

Mr. Jessen, Sundae how much of that \$25,000 dollars is for you and Kathy?

Mr. Whitten, That's what I am getting at.

Sundae Schoon, Ok, it's...well I am not sure I have never broke down exactly what each person got.

Mr. Whitten, You probably need to because of exempt and non-exempt status. You guys probably need to get in there and call it out and figure out how much money you need or how much you are anticipating needing for those individuals. You and Kathy would be consider exempt and everybody else.

Mr. Poparad, But Dan, I got to ask a question that Jim raised. How does anybody know what her time and half rate is if she is salary?

Mr. Biggs, Right.

Ms. Graham, That's right.

Mr. Biggs, What is that rate?

Mr. Whitten, But we don't have to go that far.

Mr. Poparad, Well, no how would she turn it in? Let's say we approve this for her to get overtime. What does she turn in?

Mr. Whitten, She probably takes her paycheck and divides it by 40 and that's her hourly.

Sundae Schoon, Which is...yeah, which is what they have been doing. We got overtime in the Primary, so I mean...

Toni Downing, 52 dived by....

Sundae Schoon, They have always made an exemption to our office because we get comp time 99% of the year. But during Elections like when it starts to get busy, we had problems trying to not being able to use up all our comp time that they decided...

Mr. Biggs, I'm sure there is some kind of equitable way, but what I am more concerned about is from a liability standpoint, and from a fairness standpoint. Historically what have we been doing with exempt employees? Have any of these positions been receiving overtime? Or...

Mr. Jessen, Sounds like they have.

(Inaudible)

Sundae Schoon, That was in 2008.

Auditor Vicki Urbanik, But generally we don't pay overtime generally speaking. But there are some that's falling through the cracks...apparently Election Board and Voters Registration.

Mr. Whitten, The question has been asked the question has been posed. The question is on the table and we need an answer. We are probably not going to get that answer necessarily tonight. But it is a question that Jim raised and other quite frankly before the meeting, so we probably need to have an answer.

Auditor Chief Deputy Toni Downing, Dan, just like we would some people would be getting a no pay day because they left or did not work the entire 35 hours, what we would do is we would come up with an hourly rate by using that amount of weeks and hours that they should have worked and that's how we determine the hourly rate.

Mr. Whitten, So like for a exempt employee your deducting...you're not deducting a partial day?

Auditor Chief Deputy Toni Downing, I'm not.

Mr. Whitten, Because that would be not good.

Auditor Chief Deputy Toni Downing, It very rarely happens, I talking about non-exempt.

Mr. Whitten, Oh, but we are talking about exempt though.

Auditor Chief Deputy Toni Downing, Right.

Mr. Biggs, Well, for the record I am not in favor of paying an exempt employee overtime. I think that I am in favor of you certainly being paid a salary that is fair in the relation of what you are doing. If that's what we need to do here in County Government is to adjust your salary so that it reflects that responsibility, that's what we should do.

Mr. Whitten, But Jim, here is the deal, we are probably going to have to finish that anyways because it's what all my corporate clients are asking. What do I do about this...well you can raise their salary to above the threshold or there non-exempt.

Mr. Biggs, Yes.

Mr. Whitten, So we are going to be facing that anyways. So whether we feel like that's the fair and equitable thing that we do or not the Federal Government does.

Mr. Poparad, Does that go to \$45,000?

Pam Courtney, Well, quite frankly there isn't a lot of consistency about how much (inaudible)

Mr. Whitten, We're not going to get into that tonight. So what do you want to do with this, what's your pleasure?

Ms. Conover, Well do we need them to come back and sort out what the exempt employees might possible need? To work and make versus the temporary help that is working and working overtime?

Mr. Whitten, So I guess the question that I would have along that vein is if we put this off to our September meeting...

Mr. Poparad, To late.

Mr. Whitten, I mean, are we to far down the road because there is so much work that's being done between now and then that you need money for or you anticipating this to get you through the November Election?

Sundae Schoon, I am anticipating this to get us through November. But as far as when we're going to run out of it...let's see...

Ms. Graham, You think that you are going to need more?

Mr. Poparad, Dan, I will make the motion that we approve both requests and we will circle back in a month to the exempt, non-exempt discussion. But give them money now so that they can keep going with the Voter Registration etcetera...etcetera.

Ms. Conover, And clean it up...

Mr. Poparad, And we will clean it up next month when we a clearer picture of the Budget.

Mr. Whitten, So on this particular overtime I don't disagree with that Bob. Originally budget is \$35,000 and they have expended \$17,000 dollars.

Mr. Poparad, I talked to Sundae before the meeting and the State dumped all of them cards out of the blue.

Mr. Biggs, I have a question? Defining this and what they are entitled to in their position in the County Government, wouldn't that be a decision on the Board of Commissioners?

Mr. Whitten, Not really.

Mr. Biggs, No?

Mr. Poparad, I just want to make sure we have a honest election.

Mr. Whitten, It depends on what there...

Mr. Biggs, Well isn't that policy?

Mr. Whitten, Yeah, but you can't policy somebody that...If somebody falls into that category, no I'm not going to get into a legal opinion. There is a motion on the floor and I will second it. I don't know, yes the Commissioners would have a say.

Mr. Jessen, This is a mess.

Ms. Graham, Why are they getting more?

Mr. Biggs, I think it is County policy and the Executive Board is the one...

Mr. Whitten, Yeah, but you've got...well I would say yes and no, and I don't want to get to far into this but if you have somebody that you are characterizing as exempt because of your policy, but the truly don't qualify under the Fair Labor Standards Act and they're not really in exemption for exempt. I don't care what your policy said if they don't fall within that exemption to overtime you are putting yourself in harm's way.

Mr. Biggs, I don't disagree with that, but I don't know if that has been established or not.

Ms. Graham, Dan can I ask a question?

Mr. Whitten, Yes.

Ms. Graham, I am wondering...your part-time that you are utilizing.

Sundae Schoon, Yes

Ms. Graham, And you're not asking as much money for your part-time as you are for your full-time workers. The full-time you're asking more.

Sundae Schoon, What do you mean?

Ms. Graham, Your full-time is \$25,000 dollars and you're asking \$20,000 for hourly.

Sundae Schoon, That's just not for our full-time workers. That \$25,000 dollars covers our full-time, our part-time, absentee and travel board. That's everybody, that's not just us four.

Ms. Graham, Ok

Sundae Schoon, That's the whole entire election.

Ms. Graham, And that Election Board is just part-time people.

Sundae Schoon, Yes

Mr. Whitten, So let's do this, let's move this wheel a little further down the road. We got a motion and a second on the floor. I do think that Bob is correct in that between now and our next meeting. I think our Attorney and our HR Director and at least these two individuals need to have some conversations about what their anticipated plan is for themselves with this money. And whether they are entitled to it or not and report back to us at our next meeting whether or not.

Attorney Harold Harper, Yes.

Mr. Whitten, If they are not they're not...if they are, they are. The law is the law.

Ms. Graham, Thank you.

Mr. Biggs, Well, Bob's got a motion on the floor.

Mr. Whitten, And I seconded it.

Ms. Graham, Right.

Mr. Whitten, So, let's get a roll call?

Ms. Conover, We have to fund this going forward...irregardless

Mr. Whitten, Right, and that was the motion. In 2008 we had an unexpected turn-out which is surprising because since I was in fact on the ballot then too you would expect people to vote. But they didn't.

(laughter)

Mr. Whitten, They were scrambling there and we don't want that to happen again.

Ms. Graham, Right.

Mr. Whitten, So I do appreciate what you are coming in front of us with and you do need to get ahead of that and we will sort out the other stuff.

Mr. Jessen, Dan can I ask a question?

Mr. Whitten, Sure.

Mr. Jessen, So, the motion on the floor is to approve the transfers as requested?

Mr. Whitten, The additional.

Mr. Jessen, The same time we are saying...

Ms. Graham, Clarify.

Mr. Jessen, We're not certain as to whether or what that means and can we do it or will we do it?

Mr. Whitten, I think what we are saying is that she is saying that some of that stuff has been set aside for her and Kathy, but not all of it first of all and that they need additional funding for hours that are going to be needed to get the job done. So either way we have got to appropriate some money, because there is going to have to be somebody doing it and if in fact it's not them or if in fact that they work the hours but they are not entitled to get paid overtime then they can't share in this money.

Mr. Jessen, And we're saying that if we don't appropriate the additional tonight that going to stop?

Mr. Poparad, We're going to fall behind the curve.

Mr. Jessen, You can't wait to the next meeting?

Mr. Whitten, Well that the question and I have already asked that question but answer it again.

Sundae Schoon, What?

Mr. Whitten, If this were put off till September would you have sufficient funding to get that far along? And by the way Sundae, I think you would want to know that answer to this question.

Sundae Schoon, For the exempt and the non-exempt? Yeah, of course I do.

Mr. Whitten, I think you want to know.

Sundae Schoon, Yes, of course I want to know. Uhm, I have expended...we have \$20,000, no \$19,000 dollars left in hourly. That's the one I am worried about the most, I don't want to not have money to pay for our part-timers.

Ms. Graham, For Voter's Registration? Or Election Board?

Sundae Schoon, Yes, in our hourly budget. I mean I don't want to sit here and say yes we have enough money and then not have enough money to pay somebody.

Ms. Conover, Well we have to have enough money to pay.

Auditor Chief Deputy Toni Downing, Are you talking about hourly for the Election Board?

Ms. Graham, See that's where I'm getting confused.

Sundae Schoon, No wait, yeah hourly is Election Board, sorry it's 1120-21. And you guys, I mean I don't have access to anything like that to see the weekly of what we pay.

Mr. Whitten, Well you have a balance in the one...

Sundae Schoon, But it's part-timers that I need.

Mr. Whitten, The balance in the one is \$19,786

Sundae Schoon, But what about a month later?

Mr. Whitten, That is what I am saying the balance is.

Sundae Schoon, Right that's what I am saying I wouldn't think that will take us through September and I am not going to...

Mr. Jessen, Can we amend the motion to say we will pay what is needed to pay to get us through to September where we can make it finalized?

Mr. Whitten, Well that's a recipe for...

Mr. Jessen, Up to that amount?

Mr. Whitten, We could but, that's the idea anyway.

Sundae Shoon, What if we separate the hourly and the overtime? I mean it is it's separated, its two separate.

Mr. Biggs, So we should just separate them.

Sundae Shoon, Hourly is not what you have a problem with it's overtime.

Mr. Whitten, So you're not, and that's a good point.

Sundae Schoon, And we will come back for the overtime in September.

Mr. Poparad, I withdraw my motion.

Mr. Whitten, Ok the motion and second has been withdrawn. Can we have a new motion?

Mr. Poparad, I make the motion on the Election Board for the \$20,000 dollar additional.

Mr. Whitten, I will second that for discussion. Any further discussion?

Ms. Conover, No

Ms. Graham, No

Mr. Whitten, Roll call please.

Mr. Poparad moved to approve the Election Board additional for \$20,000. Seconded by Mr. Whitten.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Poparad	-	Yes	Mr. Biggs	-	Yes
Mr. Whitten	-	Yes	Ms. Graham	-	Yes
Ms. Conover	-	Yes	Mr. Jessen	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, Thank you and then on the General Fund Voter Registration can I get a motion to table that to our next meeting?

Ms. Conover, So moved.

Mr. Whitten, There is a motion

Mr. Jessen, Second

Mr. Whitten, And a second, any discussion?

Mr. Biggs, Scott and Pam?

Mr. Whitten, No Harold.

Mr. Biggs, Sorry, Harold...

Mr. Whitten, Scott is yesterday's news.

Mr. Biggs, Could you put something together so we could get a answer? I notice that Dan feels slightly different, but I still say that this is county policy, comes out of county policy because you said (Pam Courtney HR) we can't pay them less but we can pay them more.

Pam Courtney, You know that under the Federal Law. You can't pay somebody less than what the (inaudible), but you can always pay them more.

Mr. Biggs, Right. Ok, but I want to do what is consistent with county policy, because if we are not consistent with this we are going to have other department heads in here saying whoa, whoa, whoa.

Pam Courtney, Right.

Mr. Whitten, Yeah, but listen if the Commissioner's came back to us and said we want this individual to be exempt and they get all the benefits of being exempt. But we also want you to pay them overtime. I am not going to like that very much.

Mr. Biggs, Well, I wouldn't either.

Mr. Whitten, Because you are cutting it both ways.

Mr. Jessen, There has to be a distinction between exempt and non-exempt.

Mr. Whitten, Well, we don't speak for the Commissioners and I understand where you are coming from because you are looking at it from an HR perspective. But he is talking about Commissioner's establishing policy. We will address that when the time comes.

Ms. Graham, It will get worked out Sundae. It will get all worked out.

Veterans

General Fund Veterans Affairs - 1000-1027-27

Transfer \$750 from 3130 Training and Education to 3950 Contractual Services.
Reason: It has been State mandated that we go paperless.

Mr. Whitten, Veterans, General Fund from Veterans Affairs transfer \$750 dollars from Training and Ed to Contractual it has been State mandated the we go paperless. Worse things can happen

Mr. Poparad, I make the motion

Ms. Graham, Second

James Atkinson, Good evening

Mr. Whitten, Motion and a second on the floor and you were going to say something.

James Atkinson, I just want to say that the transfer from our Training and Education and it is mandatory. Federal has been going paperless for the last two years and I IDVA or Indiana Division of Veterans Affairs is following suit. We are buying these signature pads which will help us retrieve information for progress reports and also decisions so that we can pass it on to our Veterans community.

Mr. Whitten, Sound great we have a motion and a second on the floor all in favor signify by saying aye? Opposed? Keep up the good work.

Motion carried on a unanimous voice vote.

James Atkinson, Thank you very much.

Health Department

INLHDTA (Tobacco Fund) - 1206-0000-95

Additional \$30,000 to 1120 Hourly \$2,295 to 1210 FICA. Reason: To cover hourly personnel (RN's, Clerical, Food Service and Environmental) through the end of year.

Additional \$5,000 to 3130 Training and Education. Reason: Inadvertently omitted line item in 2016.

Mr. Whitten, INLHDTA tobacco fund.

Connie Rudd, Thank you tobacco fund.

Mr. Whitten, \$30,000 dollars to hourly \$2,295 to FICA to cover hourly personnel, RN's Clerical, Food Service and Environmental through the end of the year. Also in that same fund \$5,000 Training and Education inadvertently omitted line item in 2016. What's your pleasure with these?

Mr. Biggs, Motion to approve.

Mr. Whitten, With the tobacco fund. We have a motion.

Ms. Graham, Second.

Mr. Jessen, Second.

Mr. Whitten, And a couple of seconds. Any discussion? Roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Whitten	-	Yes	Ms. Graham	-	Yes
Ms. Conover	-	Yes	Mr. Jessen	-	Yes
Mr. Biggs	-	Yes	Mr. Poparad	-	Yes

Auditor Vicki Urbanik, 6-0

Health Maintenance - 1168-0000-95 & Health General - 1159-0000-95

Additional \$3,260 to 3220 Telephone. Reason: For additional fulltime employees added to the PCHD cell phone reimbursement roster.

Transfer \$500 from 3230 Postage to 2420 Shop Supplies. Reason: To purchase additional testing supplies needed for Food Service and Environmental

Mr. Whitten, Health Maintenance \$3,260 dollars to telephone for the additional fulltime employees added to the PCHD cell phone reimbursement roster. And in addition we have a transfer of \$500 dollars from Postage to Shop Supplies to purchase additional testing supplies needed for Food Service and Environmental. What is your pleasure?

Ms. Conover, Moved

Ms. Graham, Second

Mr. Whitten, Motion and a second on the floor, any discussions? Hearing none roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Ms. Conover	-	Yes	Mr. Jessen	-	Yes
Mr. Biggs	-	Yes	Mr. Poparad	-	Yes
Ms. Graham	-	Yes	Mr. Whitten	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, I told Beth we should probably meet and go through your budgets and she said was going to coordinate so just let me know.

Keith Letta, Ok, thank you.

Ms. Conover, Thank you.

Ms. Graham, Goodnight.

Storm Water

Storm Water - 1180-0000-24

Transfer \$1,500 from 1110 Salaries to 3320 Legal Notices. Reason: To pay for the public hearing cases legal notices published in the papers.

Mr. Whitten, Stormwater transfer \$1,500 dollars from Salaries to legal notices to pay for public hearing cases legal notices published in the papers. That's Storm Water 1180-0000-24.

Ms. Conover, Move

Mr. Jessen, Second

Mr. Biggs, I bet you all have been very busy.

Mr. Whitten, Motion and a second, discussion? I believe she has been very busy.

Kristy Marasco, We have been very busy.

Mr. Whitten, Very good, keep up the good work. Any other insightful comments other than Jims? All in favor signify by saying aye? Opposed? The aye's have it.

Motion carried on a unanimous voice vote.

Kristy Marasco, Thank you.

Prosecutor IV-D

IV-D Incentive Fund - 8895-0000-40

Additional \$10,000 to 4510 Data Processing Equipment. Reason: For wireless router, monitors and cables.

Mr. Whitten, Prosecutor IV-D. Incentive Fund additional \$10,000 to Data Processing Equipment for wireless router, monitors and cables. What's your pleasure?

Mr. Biggs, Motion to approve.

Ms. Graham, Second.

Mr. Whitten, Motion and a second, any discussion? Hearing none, roll call.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Biggs	-	Yes	Mr. Poparad	-	Yes
Ms. Graham	-	Yes	Mr. Whitten	-	Yes
Mr. Jessen	-	Yes	Ms. Conover	-	Yes

Auditor Vicki Urbanik, 6-0

Prosecutor

General Fund - 1000-1008-08

Transfer \$10,000 from 3950 Contractual Services to 2430 Law Books. Reason: Not enough funding for bills through the end of the year.

Mr. Whitten, And the Prosecutor \$10,000 dollars from Contractual to Law Books not enough funding for bills through the end of the year.

Mr. Poparad, I'll make the motion

Mr. Whitten, There's a motion on the floor.

Ms. Graham, Second.

Mr. Whitten, And a second. Any discussion? Got to have those law books, we want to follow the law. All in favor signify by saying aye? Opposed? The aye's have it.

Mr. Biggs, Goodnight.

Mr. Whitten, Is Walter here?

Ms. Conover, Yes.

Mr. Whitten, Oh, there he is.

Parks and Recreation

Sunset Hill Farm Garden – 9145-0000-85

Additional \$73,143.82 to 3950 Contractual Services. Reason: For Bicentennial Nature Trust pass through for Indiana Dunes National Lakeshore

Sunset Hill Playground - 9102-0000-85

Additional \$10,000 to 3620 Building and Structures. Reason: For playground equipment and supplies.

Transfer \$67.48 from 3950 Contractual Services to 2250 Other Supplies. Reason: For materials for new concrete canoe.

Parks Operation Fund - 1179-0000-85

Transfer \$6,300 from 2250 Other Supplies to 3980 Event Expenses. Reason: To pay invoices erroneously coded to Other Supplies.

Mr. Whitten, Parks and Recreation additional \$73,143.82 Sunset Hill Farm Garden for Bicentennial Nature Trust pass through for Indiana Dunes National Lakeshore that’s simple enough. Sunset Hill playground \$10,000 for playground equipment and a transfer \$67.48 for other supplies for materials for new concrete canoe, that seems counter intuitive.

Walter Lenckos, It floats.

Mr. Whitten, Well, if it works. And then Parks Operations fund \$6,300 dollars from other supplies to event expenses to pay invoices erroneously coded to other supplies.

Ms. Conover, Move

Ms. Graham, Second

Mr. Whitten, I assume that’s on all the requests?

Ms. Conover, Yes

Ms. Graham, Yes

Mr. Whitten, Any discussion? Hearing none roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Ms. Graham	-	Yes	Mr. Whitten	-	Yes
Mr. Jessen	-	Yes	Ms. Conover	-	Yes
Mr. Poparad	-	Yes	Mr. Biggs	-	Yes

Auditor Vicki Urbanik, 6-0

Walter Lenckos, Thank you.

Mr. Whitten, I expected a lot of responses to my concrete canoe, I didn’t expect that it floats.

Walter Lenckos, It does, come and check it out. Valparaiso University donated it from their engineering club. They are an award winning engineering team and they donated a concrete canoe.

Ms. Graham, How big is it?

Walter Lenckos, It's several inches thick.

Ms. Conover, Wow.

Ms. Graham, No kidding.

Walter Lenckos, Yeah, it's big. Come check it out, it's really cool.

Mr. Biggs, What kind of paddle do you use?

Ms. Graham, Concrete.

(Laughter)

Walter Lenckos, The imaginative kind.

Mr. Whitten, Ok, thank you.

Auditor

Ineligible Homestead Fund - 1216-0000-02

Additional 160,000 to 3950 Contractual. Reason: Financial-payroll software upgrade.

Mr. Whitten, Auditor, ineligible homestead fund \$160,000 to contractual for financial payroll software upgrade.

Ms. Conover, Moved.

Mr. Whitten, We have a motion on the floor

Ms. Graham, Second, I was able to do that because I heard it this afternoon.

Mr. Whitten, And a second, any discussion?

Mr. Biggs, I think it's a great idea.

Auditor Vicki Urbanik, Thank you

Ms. Graham, Really, long overdue.

Mr. Whitten, Roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Jessen	-	Yes	Ms. Conover	-	Yes
Mr. Biggs	-	Yes	Ms. Graham	-	Yes
Mr. Whitten	-	Yes	Mr. Poparad	-	Yes

Mr. Whitten, 6-0 it passes.

Auditor Vicki Urbanik, Thank you.

Council

Riverboat - 1191-0000-25

Additional \$165,000 to 1241 Longevity. Reason: First payout for Longevity.

Mr. Whitten, Council additional \$165,000 dollars for longevity, this is the first payout for longevity.

Mr. Poparad, I'll make the motion.

Ms. Graham, Second.

Mr. Whitten, Motion and a second on the floor, any discussion?

Ms. Graham, Right there.

Auditor Vicki Urbanik, Dan, the state will not approve it because we advertised based on what we thought we needed and we just received the riverboat distributions and there is not enough for the fund...in the fund to pay for longevity that is why we needed to do the transfer earlier.

Mr. Whitten, The \$3,500 made up the difference.

Auditor Vicki Urbanik, Yes, so you could either approve that \$165,000 and the State will cut it back to \$161,612. Or just approve the \$161,612 tonight.

Mr. Whitten, Does it matter? Which would you prefer?

Auditor Vicki Urbanik, Approve the \$161,612.

Mr. Whitten, Can I get a amended motion on that?

Mr. Poparad, Yes

Mr. Whitten, Does the second concur?

Ms. Graham, Yes.

Mr. Poparad, Question?

Mr. Whitten, Yes

Mr. Poparad, We advertised \$165,000.

Mr. Whitten, We can go lower.

Auditor Vicki Urbanik, We can go lower than advertised.

Mr. Whitten, We have the amended motion and the second on the floor for the revised amount.

Mr. Poparad moved to approve longevity for \$165,000. Seconded by Ms. Graham. Motion was amended by Mr. Poparad to \$161,612 and Ms. Graham concurred.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Poparad	-	Yes	Mr. Biggs	-	Yes
Mr. Whitten	-	Yes	Ms. Graham	-	Yes
Ms. Conover	-	Yes	Mr. Jessen	-	Yes

Auditor Vicki Urbanik, 6-0

Ms. Conover, Dan?

Mr. Whitten, Yes madam Vice Chairman.

Ms. Conover, I would just like to say if it's not this budget cycle, maybe for sure maybe next year we need to build this into our pay...

Mr. Whitten, Yes, we do.

Ms. Conover, and take the guesswork out of this. It's pay we give them and they've earned it and to try to come up with the money every year and be creative and people get a little afraid. Like are you going to come up with it are we going to get our LP pay and so on.

Ms. Graham, Yes.

Ms. Conover, I'd like to include it in salaries.

Mr. Whitten, Well we can certainly look at that. Yes, we can certainly talk about that at budget time.

Ms. Conover, Ok.

Mr. Biggs, I mean it is salary.

Ms. Conover, Yes it is.

Mr. Biggs, That's what it is.

Ms. Conover, And why is it just allocated just twice a year, because we have always done it that way.

Ms. Graham, Well, it came from the Casino money.

Mr. Whitten, Right, something extra in addition to the Salaries that we have always painfully made sure that we gave that to our employees.

Ms. Conover, Well, we always did but it's such a moving target and it would be nice to just include it.

Mr. Whitten, It's also nice to get that right before Christmas, there is that extra money and it's a wonderful thing.

Ms. Conover, Yeah, well there bi-weekly salaries and we could just build it in.

Mr. Poparad, That's exactly what they wanted....first pay in December.

Pam Courtney, I have not seen a policy that said anything about (inaudible)

Mr. Biggs, Well it might be easier to allocate if we are doing it every two weeks instead of twice a year.

Ms. Conover, Yes.

Mr. Biggs, Because we are coming up with these huge large sums, which I think is a little more difficult to account around.

Mr. Whitten, True.

Mr. Biggs, If we had it every two weeks.

Auditor Vicki Urbanik, Keep in mind that longevity is based on the person not the position.

Ms. Conover, Oh the years of service...yes.

Auditor Vicki Urbanik, To roll it into the salary we would have to sort of with a two tiered salary ordinance.

Mr. Biggs, That's why Pam's paid the big bucks.

(Inaudible)

Mr. Whitten, Hold on, when we approach it at our budget sessions we can certainly talk about a budgeted longevity. I just think she is right it would be bit of a...

Mr. Poparad, Your both right we need to budget it for it and not out of riverboat. And she's right it would be kind of a nightmare to try and keep track of it so...

Mr. Whitten, Right.

Mr. Poparad, Once or twice a year whatever we want just budget for it.

Ms. Conover, Well, it's really not we do it across the street here and have always done it that way.

Mr. Poparad, How's that?

Ms. Conover, It's in everybody's paycheck.

(Inaudible)

Ms. Conover, You get a salary ordinance you have salaries and then you have longevity pay.

Mr. Biggs, You hear what I said Bob and Dan? You make all additional come out of Riverboat. If it's there, it's there, if not you don't get it.

Mr. Poparad, Dan said that or you?

Mr. Whitten, No, Jim said that one.

Mr. Poparad, Ok. Is it in the policy manual to get longevity?

Pam Courtney, (Inaudible).

Mr. Whitten, Alright second reading please.

Auditor Vicki Urbanik, Alright bare with me hold on.

Second Reading

Auditor Vicki Urbanik,

Whereas it has been determined that it is now necessary to appropriate more money than what was appropriated in the annual budget. Therefore be it ordained resolved by the Porter County Council of Porter 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 purposes specified subject to the laws governing the same.

General Fund			
Sheriff General	1000-1005-1130-05	Overtime	\$ 2,717.43
Sheriff General	1000-1005-1110-05	Salaries	\$ (6,448.60)
Jail General	1000-1032-1110-32	Salaries	\$ 6,394.60
Election Board	1000-1021-1120-21	Hourly	\$ 20,000.00
Circuit Court	1000-1081-1110-81	Salaries	\$ 1,000.00
			\$ 23,663.43

Local Health Maintenance Fund				
Health Maintenance	1168-0000-3220-95	Telephone	\$	3,260.00
Riverboat Fund				
Riverboat	1191-0000-1241-25	Longevity	\$	161,612.00
Tobacco Fund				
INLHDTA	1206-0000-1120-95	Hourly	\$	30,000.00
INLHDTA	1206-0000-1210-95	FICA	\$	2,295.00
INLHDTA	1206-0000-3130-95	Training and Education	\$	<u>5,000.00</u>
			\$	37,295.00
Ineligible Homestead Fund				
Ineligible Homestead	1216-0000-3950-02	Contractual Services	\$	160,000.00
General IV-D Incentive Fund				
IV-D Incentive	8895-0000-4510-40	Data Processing Equipment	\$	10,000.00
Park Grant Fund				
Park Grant	9102-0000-3620-85	Building and Structures	\$	10,000.00
JDAI Grant Fund				
JDAI Grant	9125-0000-1120-80	Hourly	\$	37,002.00
JDAI Grant	9125-0000-1210-80	FICA	\$	2,832.00
JDAI Grant	9125-0000-2250-80	Other Supplies	\$	11,000.00
JDAI Grant	9125-0000-3130-80	Training and Education	\$	1,415.00
JDAI Grant	9125-0000-3210-80	Travel	\$	1,706.00
JDAI Grant	9125-0000-3950-80	Contractual Services	\$	<u>7,000.00</u>
			\$	60,955.00
PK-Bicentennial Fund				
Pk-Bicentennial Trust	9145-0000-3950-85	Contractual Services	\$	73,143.82

And that concludes second reading.

Mr. Whitten, What's your pleasure for second reading?

Ms. Conover, Move.

Mr. Whitten, There is a motion.

Ms. Graham, Second.

Mr. Whitten, And a second, roll call.

Ms. Conover moved to approve second reading. Ms. Graham seconded the motion.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Poparad	-	Yes	Mr. Biggs	-	Yes
Mr. Whitten	-	Yes	Ms. Graham	-	Yes
Ms. Conover	-	Yes	Mr. Jessen	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, Before we go to the attorney's report, I am not sure that we did the approval of the July 2016 minutes. I think I may have bumped that down for the Commissioners.

Mr. Poparad, I make that motion.

Ms. Graham, Second.

Mr. Whitten, There is a motion and a second on the floor to approve our July 2016 minutes, any errors or corrections? All in favor signify by saying aye? Opposed? Minutes are approved.

Motion carried on a unanimous voice vote.

Attorney's Report

Mr. Whitten, Attorney's report do you have anything for us tonight Harold?

Attorney Harold Harper, I do not have anything for the Council tonight, but I will sit down and meet with Pam and prepare some information for the Council on these exempt versus non-exempt issues and make sure everyone is aware.

Mr. Whitten, Ok

Mr. Poparad, Can I ask a question Mr. President?

Mr. Whitten, I'm sorry, I didn't...

Mr. Poparad, Can I ask a question?

Mr. Whitten, Yes

Mr. Poparad, In that regard, there has always been a cloud under Chief Deputies. I would like some clarification on that.

Mr. Whitten, Ok

Mr. Poparad, Of who...you know they are appointed by the office holder. Are they exempt? Etcetera...etcetera. It always seems to be about the Chief Deputies rather than the...

Mr. Whitten, That's your task Harold.

Attorney Harold Harper, Ok.

Mr. Whitten, Should you choose to accept this mission.

Auditor Vicki Urbanik, Thank you Bob.

Any other matter that may properly come before the Council.

Mr. Whitten, Any other matter that may properly come before the Council. Council Review of Levy Limits and Tax Caps per IC 6-1.1-17-3.6 and Vicki I think this was...

Auditor Vicki Urbanik, Yes, as you may fondly remember in previous years the Council was tasked with what was called the non-binding review of other taxing units, tax rates or budgets. And you had to review their budgets and their levies and their tax rates and you had to give a recommendation.

Mr. Whitten, A finger wagging as we used to like to call it.

Auditor Vicki Urbanik, Yes, yes.

Mr. Poparad, A tongue lashing, I thought it was tongue lashings.

Auditor Vicki Urbanik, It was non-binding and so the law has changed. The law changed a number of steps in the process this year.

Mr. Whitten, Let's just focus on this one for now.

Auditor Vicki Urbanik, Pardon?

Mr. Whitten, Let just stick to this one.

Auditor Vicki Urbanik, Yes, but the one that is on the topic tonight is this one.

Mr. Whitten, Yes.

Auditor Vicki Urbanik, Pursuant to the law at the first meeting in August you must review the estimates of the maximum levies and the tax cap circuit breaker cuts. The estimated tax cuts next year for each of the taxing units. It's not a binding review or non-binding review but you may or may not give a recommendation. If you do not give a recommendation then the law requires that I distribute the minutes of this meeting to all of the taxing units. If you do give a recommendation then either your office or my office will send out the recommendation to all of the taxing units.

Mr. Whitten, Ok.

Auditor Vicki Urbanik, So what needs to...why we're doing this I believe, is because you're looking at what the State said at each taxing unit will be allowed to raise in property taxes. The maximum levy, but then you're looking at how much they are going to lose because of the tax cap cuts. And this is the first year that all taxing units, like the City of Valparaiso, the Library, the County Government...we have to build in the tax caps in our Budget paperwork. So when we tell you how much you have to cut in the General Fund and the CCD and Health Budget that will incorporate the estimate of the tax cap.

Mr. Whitten, But these are still in theory non-binding right?

Auditor Vicki Urbanik, Correct and it's all estimated at this point. The State released the net AV's. The net AV's are going to go up and even though the levies are going up that could mean reduced tax rates preliminarily. I believe the County tax rate is going to go down for the fourth year in a row.

Ms. Graham, Yes.

Mr. Poparad, The first meeting in August?

Mr. Whitten, Wait a minute, let's get our heads around that. So the tax rate is going down for the fourth year in a row.

Ms. Graham, Fourth year in a row.

Auditor Vicki Urbanik, I think it's the fourth year, isn't it Dan?

Mr. Whitten, Yes, I believe that is correct.

Auditor Vicki Urbanik, The County tax rate, you don't have any control over the Schools or Cities.

Mr. Whitten, Right, the County portion of the Tax is going down again for the fourth year in a row.

Mr. Poparad, We're supposed to review for the first meeting in August?

Mr. Whitten, This is the first meeting in August.

Mr. Poparad, I have not seen anything.

Ms. Conover, They are saying it now, this is our first meeting in August.

Mr. Biggs, It's non-binding so if we're late

Mr. Whitten, It's kind of the same...

Ms. Conover, Then don't recommend because then your thoughts have to go to the entities.

Mr. Whitten, So what are you wanting to do Bob?

Mr. Poparad, This whole thing about binding and non-binding is...

Mr. Whitten, It is what it is.

Mr. Poparad, We have moved to the comical stage.

Ms. Conover, Vicki did these numbers come from the State? And how accurate are these numbers that the State is telling you to put on this piece of paper?

Auditor Vicki Urbanik, The maximum levies are pretty solid.

Ms. Conover, Ok. But, how about this tax cap impact?

Auditor Vicki Urbanik, They are estimates only. Now for your fund...for informational purposes we included this year's estimates just to show what the change is estimated to be. I believe it is fair to say that the State has said that they are being very conservative. The growth quotient we up higher than it was this year and that's why they are estimating that the taxing units are going to be losing more because of the cuts. But keep in mind....

Mr. Whitten, Well given the fact that this is non-binding and I doubt very seriously that anybody on this list really cares what we think, they have got their own problems. Perhaps, we could just cut to the chase. So Vicki, how many of these are over the estimated maximum levy?

Auditor Vicki Urbanik, It's not, it's just a statement of what the maximum levy is.

Mr. Whitten, Ok.

Auditor Vicki Urbanik, You're not looking at their proposed budgets, you are looking at what the State said that they can raise in property taxes and what the State thinks what they are going to be cut in property taxes.

Mr. Whitten, Ok, my recommendation would be...

Ms. Graham, Do we take any action?

Attorney Harold Harper, If I may just point out...

Mr. Whitten, Yes, please Harold.

Attorney Harold Harper, The Statue requires the Council simply review the levy limits that are contained in Vicki's council review levy limits and tax caps and review the estimate which is also contained in there. That is all the Statue requires that the first meeting in August those be review by the Council. So what it boils down to

is..have you reviewed them, if you have reviewed them then we have complied with the statute. The only other point that is required or that is necessary by the Statue is if any of the taxing units that are described their attend the meeting today...

Mr. Whitten, Yes.

Attorney Harold Harper, Today's meeting, if they want to comment they would be allow to comment. Other than that, that's what the statute required are those three things. And then that they be allow to review and if they have a comment on those.

Mr. Poparad, Where are they at?

(Laughter)

Mr. Whitten, Vicki was speaking to if we give no recommendation then she has some required follow-up. So, my recommendation is don't increase the property tax.

Ms. Graham, Absolutely.

Mr. Poparad, I'll make that motion.

Ms. Graham, I'll second that.

Mr. Poparad, Are you looking for a motion? Are you looking for a nod of our heads? What are our actions today?

Ms. Graham, Do we actually have to do anything?

Mr. Jessen, Anywhere in the regulation from the State do they talk about the purpose of the review and what might potentially come from it?

Attorney Harold Harper, Not that I saw, at least in the...

Mr. Poparad, Oh, no, no, no, you know where this is going. If you sit here long enough we are going to be approving every municipal budget in this county.

Mr. Whitten, No, I mean historically this has been non-binding, so actually this is a little tongue and cheek but it's non-binding.

Mr. Biggs, I hope we get paid for it.

Mr. Whitten, We get that we can give the finger wagging and tell them not to increase taxes. But, perhaps it's just another set of eyes on it and there have been a couple of times that at our non-binding review that we've see something that seems a little extraordinary and the entity has come up and said yes, but this is what's happening and that's what is happening. Now, whether we bought into that or not at least the question was asked. So it's not completely fruitless, however the net result is it doesn't really matter what we do. I mean it just doesn't.

Ms. Conover, Well it matters that we do it, it just doesn't matter what we say.

Mr. Whitten, That's right.

Ms. Graham, And we have done it.

Mr. Whitten, Right. So, I guess my question is this is different...this is a different process I want to make sure we get this right. So if we make sort of a blanket recommendation that the taxing entities do not increase property taxes. Is that enough?

Attorney Harold Harper, I believe that we certainly could do that. I don't think the Statue even requires that. The Statue requires that after the review by the Council at this particular meeting and this is just from a legal perspective...

Mr. Whitten, Right.

Attorney Harold Harper, Ok, that we review those levies and that we if there is any representatives of those bodies that want to comment that they be allow to comment. And that the fiscal body my prepare and distribute a written recommendation for the taxing units.

Mr. Whitten, Here is my suggestion, is there anybody here for the minutes...is there anybody here, any of these taxing authorities that wishes to speak as to their maximum levy?

Mr. Jessen, There must be some sort of disconnect because obviously they're not getting (inaudible)

Mr. Whitten, Well there not coming the non-binding they never show. Yeah, Dave will come for a couple of those and then I guess my second though would be we need to do nothing, we have reviewed it now. We have looked at them...

Ms. Conover, We've seen it.

Mr. Whitten, Or do you want to give some sort of recommendation that they do not increase there maximum levy?

Ms. Conover, There's a written recommendation that you would have to supply them with.

Ms. Graham, I would make a recommendation

Mr. Biggs, Speaking for me personally, I have a difficult time making any type of recommendation to another Board in regards to that matter I know nothing of.

Mr. Jessen, Based on no knowledge whatsoever.

Mr. Biggs, Absolutely.

Mr. Whitten, Having said all of that, we are doing that about non-bindings and as a fiscal conservative I would like to encourage and recommend to the taxing authoring that they not increase their maximum levy. I would like to, because that's what we do.

Ms. Graham, Send that.

Mr. Whitten, I would like them to follow our example....I am going to talk slow just in case someone is taking this down. I would like to...

Mr. Biggs, Jeez...

Mr. Whitten, follow our example and not increase the maximum levy.

Ms. Graham, Second.

Mr. Poparad, He can't make that motion, I will make that motion.

Mr. Whitten, Alright, and there is a second.

Ms. Graham, Yes.

Mr. Whitten, Any further discussion?

Ms. Graham, No.

Mr. Whitten, All in favor signify by saying I? Anybody want to say no because they are a tax expender?

Ms. Conover, I just don't want to speak for another Government Agency.

Mr. Whitten, We're not.

Mr. Poparad, We're not.

Mr. Whitten, We're just encouraging, we're just making a recommendation that they try.

Mr. Poparad, We're not yet...

Mr. Jessen, Not to do it unless it's necessary in their eyes so to say.

Ms. Conover, Yes.

Ms. Graham, Dan?

Mr. Whitten, Yes.

Ms. Graham, Could I say one thing?

Mr. Whitten, Yes you can.

Ms. Graham, I notice that Kevin Pazour is in the audience and he was here today at the Commissioners meeting and you made an announcement. Would you like to say something Kevin.

Kevin Pazour, Sure, in fact this is where I was going to ask is this where I submit my eight and a half years back overtime?

(Laughter)

Mr. Whitten, Go ahead.

Mr. Biggs, There you go.

Kevin Pazour, Not to take up any more of your evening but I do have a little bit of information here for you to keep as reference.

Mr. Poparad, You don't get comp-time for this.

Kevin Pazour, I'm not compensating for this don't worry. And I guess this is for Jeremy if he wants to take a look.

Ms. Graham, We will put it in his box.

Kevin Pazour, I just you to be aware that I have had the pleasure and I don't know if I need to say my name for the record Kevin Mathew Pazour the executive director for the Porter County Museum. I have been appointed by the Indiana Historical Society and the Indiana Historical Bureau as the official Porter County Historian.

Ms. Conover, Wow.

Ms. Graham, Very good.

Mr. Poparad, Congratulations.

Kevin Pazour, The folder explains a little bit of what the role is, it's unpaid. But it really is an honor. I'm the fifth person to serve in this capacity. I also hold the

distinction of being the youngest in the state and also the first to be born after the program was founded in 1981. So I feel very honored to be here.

Mr. Biggs, I have socks older than him.

(Laughter)

Kevin Pazour, Well I tell you I have taken this opportunity to get in front of every Town and City Council in Porter County just to make people aware of the roll of the County Historian. But also speak about the work that's going on at the Porter County Museum. At this point I've had the chance to speak in front of Ogden Dunes, Chesterton, Porter, Burns Harbor, also Beverly Shores and Dune Acres. In fact I'd like to go on record that I had the opportunity to go and meet Bob's better looking older brother...his words not mine for the record.

Mr. Poparad, Better looking? Are they going to put the (inaudible) in?

Kevin Pazour, Yeah they are, which I think is exciting and I have offered that if there is anything we can do officially as the Porter County Museum we'd love to do that. I just think it's important we have got a great history here. Not to throw a whole lot at you but I have learned something about this Council...well maybe not this exact Council but how you came to be. I did not realize that is was Governor Mount in 1899 that established County Councils throughout the entire State of Indiana.

Mr. Whitten, Also the first year Sylvia was elected.

Ms. Graham, No way come on.

Kevin Pazour, I didn't want to say anything, but I think it's really cool in a way but at that time you were required to meet once a year in September. But you follow the same format that was established in 1899 and I think that is pretty cool.

Mr. Whitten, And I want to say this, Kevin I think that I went to your picnic at the museum which was very cool and he was doing tours around town at some of the historical site and I think that was very interesting and kind of cool.

Kevin Pazour, And I think it's important to note too that there is great history outside just the county seat. And I am committed both as my role as Porter County's Historian and Executive Director to get out and make sure people realize that there is some cool stuff that has happened here.

Mr. Whitten, Yes.

Kevin Pazour, And it is all part of our history and I am just really thankful to be here and that I got to come before you so thank-you.

Ms. Graham, Thank-you.

Ms. Conover, I'd like to toot your horn too you do a lot of work with our school children.

Ms. Graham, Yes.

Ms. Conover, In the classroom setting.

Kevin Pazour, It's important, yes it really is and we are going to continue that work and I think if anything we will increase what we do. And it really just is an honor to be here.

Mr. Whitten, Thanks so much Kevin that for your work and it's really great.

Kevin Pazour, Thank you for have to do this, maybe this is off the record but I can't imagine what you go through.

Mr. Whitten, That having been said I believe we have reached the end of our meeting so...

Mr. Biggs, Motion to adjourn.

Mr. Whitten, I'll Second, all in favor signify by saying I? Goodnight.

There being no further business, meeting was adjourned.

**PORTER COUNTY COUNCIL
PORTER COUNTY, INDIANA**

Jim Biggs

Karen Conover

Sylvia Graham

Mike Jessen

Bob Poparad

Jeremy Rivas

Dan Whitten

Attest: _____
Auditor Vicki Urbanik