

**AGENDA**  
**Montgomery County Council Meeting**  
**Montgomery County Board of Commissioners Meeting**  
**May 14, 2024 at 9:00 am**  
**1580 Constitution Row - Room E109**  
**Crawfordsville, IN 47933**

**Call to Order:** Council President David Hunt

**Pledge of Allegiance and Prayer**

**Consent Agenda**

**Approval of Minutes:**

April 9, 2024

**Approval of Claim(s):**

\$728.50 – Taylor, Minnette, Schneider & Clutter, P.C.; Invoice 22108

\$852.69 – Peters Franklin, LTD; Invoice 16115

**Accept & Acknowledge Receipt:**

Same Series Transfer Report – Auditor

**Public Comment on Agenda Items**

**Money Matters**

<b>ADDITIONAL APPROPRIATIONS:</b>						
<b>Fund</b>	<b>Fund Description</b>	<b>Dept #</b>	<b>Department Description</b>	<b>Account</b>	<b>Account Description</b>	<b>Additional Amount Requested</b>
1000	County General	0068	Commissioners	30050	Contractual Services	\$37,500.00
1000	County General	0202	Superior Court #2	30051	Interpreter	\$3,491.77
1000	County General	0235	Probation	11032	Salary	\$24,000.00
2100	Supplemental Adult Probation	0235	Probation	30051	Interpreter	\$6,000.00
2100	Supplemental Adult Probation	0235	Probation	33010	Office/Maintenance	\$5,000.00
1222	Statewide 911	0303	MCCCC	11021	OT	\$27,000.00
1159	Health	0610	Health Department	44523	Vehicle Purchase	\$48,127.25
8130	Bulletproof Vest Grant	0005	Sheriff	44500	Equipment	\$668.50
<b>TOTAL:</b>						<b>\$151,787.52</b>

**1000.30050.0068:** One-half of the Thrive West Central Contract w/ the City.

**1000.30051.0202:** Reimbursement from an Interpreter Grant. Just putting the appropriation back in place.

**1000.11032.0235:** Salary to fund training for new Grant & Financial Administrator.

**2100.30051.0235:** Need due to an increase in Hispanic cases.

**2100.33010.0235:** New flooring in lobby area.

**1222.11021.0303:** Extra needed due to being short-staffed. Should cover balance of 2024.

**1159.44523.0610:** 2009 Health Dept truck has several on-going issues. Cost to fix exceeds value.

**8130.44500.0005:** Reimbursement being used to cover a replacement vest. Open invoice.

<b>TRANSFER of APPROPRIATIONS:</b>								
<b>Fund</b>	<b>Fund Description</b>	<b>Dept #</b>	<b>Department</b>	<b>From Account</b>	<b>Account Description</b>	<b>To Account</b>	<b>Account Description</b>	<b>Transfer Amount Requested</b>
4900	MCCCC	0303	Central Communications Center	30007	Radio & Warranty Maintenance	24201	Office Supplies	\$8,000.00
4900	MCCCC	0303	Central Communications Center	30007	Radio & Warranty Maintenance	30400	Repairs & Maintenance	\$20,000.00
4900	MCCCC	0303	Central Communications Center	44500	Equipment	44524	Radio Equipment	\$2,811.90
9189	DOC CRRP Drug Court Grant	0235	Probation	11027	Salary (EC)	12005	MED/SS/INPRS	\$1,342.00
9190	DOC Grant	0235	Probation	11026	Salary (BY)	12050	Group Insurance	\$2,905.00
9190	DOC Grant	0235	Probation	11524	Salary (FM)	12050	Group Insurance	\$1,301.00
9190	DOC Grant	0235	Probation	12005	SS/MED/INPRS	12050	Group Insurance	\$648.00
<b>TOTAL:</b>								<b>\$37,007.90</b>

**4900 to Office Supplies:** Office and storage items needed for newly created space at center. Radio & Warranty already covered for 2024.

**4900 to Repairs & Maintenance:** Needed for additional space improvements at center. Radio & Warranty already covered for 2024.

**4900 to Radio Equipment:** Balance needed for new radios. Incorrect amount budgeted last summer for 2024.

**9189 to MED/SS/INPRS:** Grant award. Amendment based on salary.

**9190 all:** Grant award. Amendments based on salary.

## New Business

### Clarification of Base Pay for Vacancies in Prosecutor's Office

#### Action

We are seeking guidance from the Council on how to proceed with determining the base pay for the vacant positions in the Prosecutor's Office.

#### Background and Analysis

Prosecutor, Joe Buser, requested starting pay for two positions; Office Administrator (left vacant by Cheryl Halle's retirement) and Administrative Assistant (vacated by Samantha Parker, who is taking Halle's spot).

Auditor, Mindy Byers, using the calculations previously approved by Council for the Recorder and Treasurer's open positions in the April meeting, provided the following starting salaries:

Office Administrator: 31,110 (starting 2021) plus 2% for years 2022 and 2023 and 4.9% for 2024. That resulted in a starting salary of \$33,953.

Administrative Assistant: 29,500 (starting 2021) – same calculation as above, resulting in a starting salary of \$32,195.

#### Official Request

Prosecutor Buser has asked that we go back to 2019 to add the cost of living raises. The results of that calculation are as follows:

Office Administrator: 31,110 (starting **2019**) plus 2% for years 2020 through 2023 and 4.9% for 2024. That resulted in a starting salary of \$35,325.

Administrative Assistant: 29,500 (starting **2019**) – same calculation as above, resulting in a starting salary of \$33,496.

**\*\*Per the Prosecutor's calculations provided in the attached letter, he is requesting a starting salary of \$48,000 for the Office Administrator and a starting salary of \$35,000 for the Administrative Assistant. The Auditor is unable to duplicate those numbers, but the assumption can be made that they are based off of the salary of the previous employee(s).**

**Note: Halle worked for the county for 20 years and Parker started in 2021 (3 years).**

**Presentation by Kelly Taylor, Montgomery County Community Foundation, regarding Early Learning Center**  
*Kelly Taylor will present information regarding the early learning center that is being constructed at the northeast corner of South Boulevard and Grant Street.*

**1<sup>st</sup> Quarter Financial Report**  
*Mindy Byers, Auditor, to present.*

**Courthouse Project Financing Timeline**  
*Staff has worked with the County Attorney, Bond Counsel and Financial Consultant to develop the timeline of the steps to finance the repair of the Courthouse.*

**Review of Central Communications Center Financial Projection**  
*Mindy Byers, Auditor, to present current budget, projections and concerns moving into and beyond 2025.*

## **Old Business**

### **Reports**

**Funded Organizations**  
**Department Heads**  
**Elected Officials**  
**Councilors**

### **Public Comment**

### **Next regular meeting**

June 11, 2024 at 9:00 a.m. at Montgomery County Government Center, 1580 Constitution Row – Room E109

### **Adjournment**

**Next Resolution: 2024-2**

**Next Ordinance: 2024-1**

*\*Agenda subject to change\**

*Montgomery County acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretive services, alternative audio/visual devices, and amanuenses) for participation in or access to County sponsored public programs, services, and/or meetings, the County requests that individuals makes requests for these services forty-eight (48) hours ahead of the scheduled program, service, and/or meeting. To make arrangements, contact ADA/Title VI Coordinator Lori Dossett @ 765-361-2623*

