

COUNCIL MINUTES

December 21, 2020

BE IT REMEMBERED that a meeting of the White County Council was held at the White County Building in Monticello at 9:00 A.M. on December 21, 2020 for the purpose of discussing any business that might come before the membership.

Council President Pro Tem Carter called the Council meeting to order in joint session with the Commissioners. The following members were present:

James B Davis	Dennis E Carter	Arthur A Anderson
Kevin L Crabb	James G Annis	Janet Faker

Absent: Raymond L Kramer Jr

Also, in attendance: Auditor Gayle Rogers, Leah Hull, Brad Woolley, Judge Jason Thompson, Melinda Provo, and Council Secretary Libby Billue

For contents of the joint session, see Commissioners' minutes.

PLEDGE OF ALLEGIANCE

Council President Pro Tem Carter opened the Council meeting with the Council reciting the Pledge of Allegiance.

MINUTES

Council minutes for the meeting held on 11/16/20 were presented for approval. Councilor Faker motioned to approve the minutes. Councilor Davis seconded the motion.

Vote: Unanimous

SHERIFF BILL BROOKS

Sheriff Brooks was not in attendance, but Auditor Rogers informed the Council that the Sheriff's Department plans to replace their current, outdated, phone system.

BRAD WOOLLEY – 2021 SALARIES

Brad Woolley, Superior Court Judge-elect, requested a change in the rate of pay for certain Superior Court staff in 2021. The job description for Full-Time Bailiff has changed and requires increased duties. He requests the salary for this position in 2021 be set at \$31,150 per year. In addition, he requests that the hourly rate for the Part-Time Bailiff, Jane Sprunger, be increased from \$12.15/hr. to \$15/hr. due to her years of experience. Per Auditor Rogers there is adequate funding in the budget to allow these pay rates. Following discussion, Councilor Faker motioned to accept changes to the salary for Full-Time Bailiff to \$31,150 also changing the base pay level to the bottom of level 3 rather than the bottom of level 4 due to job description updates and to \$14.80/hour (matching a part time employee in a different department) for Jane Sprunger in 2021 contingent upon approval of job descriptions to be provided by Brad Woolley. Councilor Anderson seconded the motion.

Vote: Unanimous

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JUDGE THOMPSON – 2021 SALARIES

Judge Thompson and Chief Probation Officer Melinda Provo requested an increase in 2021 pay rates for clerical staff. One staff member, Erika Martinez, currently serves as an interpreter in addition to her clerical role in the Probation office. Discussion included a suggestion to use monies budgeted for “interpreter” to supplement Erika’s pay for 2021. Councilor Crabb motioned to transfer monies from the Interpreter fund in order to set Erika’s 2021 pay at \$33,316 per year (mid-level 3 per the matrix). Councilor Anderson seconded the motion.

Vote: Unanimous

HR DIRECTOR – LEAH HULL

HR Director Leah Hull presented and reviewed updated job descriptions for Office Administrator and Adult Office Administrator for the Probation Department and noted that the committee recommended approval for all. Councilor Annis motioned to approved the proposed job descriptions. Councilor Davis seconded the motion.

Vote: Unanimous

2021 BUDGET CHANGES – HIGHWAY DEPT

As per the 1782 Notice for White County, the MVH budget has been approved at \$3,299,008 which will require a cut of \$193,778 from the proposed 2021 budget. After review of highway transfers requested throughout 2020, Auditor Rogers proposed reducing Overtime by \$100,000; Other Repairs by \$50,000; Gas & Oil by \$13,778; and Road Striping by \$30,000. Councilor Davis motioned to make changes to the highway budget for 2021 as per the recommendation of Auditor Rogers. Councilor Crabb seconded the motion.

Vote: Unanimous

AUDITOR GAYLE ROGERS – TIMEKEEPING SOFTWARE & BOARD PAY

Auditor Rogers noted that Right Stuff timekeeping software will be purchased and implemented for use by all county departments, as it was approved during this day’s joint Council/Commissioner’s meeting.

Auditor Rogers advised that per IRS guidelines Board Member pay must be issued through payroll. Most compensated board members have been paid through the claims process for previous years, but these payments will now be processed through county payroll.

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TRANSFERS

The following transfers were presented for approval:

	<u>From</u>	<u>Amount</u>	<u>To</u>
VA	1000-30102-000-0012 Mileage	\$1,367.38	1000-20106-000-0012 Flags
	1000-30107-000-0012 Conf	\$1,133.69	1000-20106-000-0012 Flags
	1000-30500-000-0012 POB Rent	\$100.00	1000-20106-000-0012 Flags
	1000-30605-000-0012 VetTransp	\$3,786.64	1000-20106-000-0012 Flags
	1000-30900-000-0012 Eq Repair	\$500.00	1000-20106-000-0012 Flags
	1000-30800-000-0012 Dues/Subs	\$884.74	1000-20106-000-0012 Flags
HWY	1135-40104-000-0000 Brdg Rpr	\$408,700.00	1135-64120-000-0000 Brdg 227
	1173-11505-000-0529 Foreman	\$13,000.00	1173-23100-000-0529 Stone
	1173-11301-000-0529 Laborers	\$29,480.00	1173-23100-000-0529 Stone
	1176-11001-000-0529 OT	\$4,020.00	1176-30900-000-0531 Rd Eq Rpr
	1176-11001-000-0531 OT Mech	\$15,300.00	1176-24200-000-0529 Steel
	1176-11505-000-0529 Foreman	\$550.00	1176-32400-000-0530 Bldg Rpr/Mnt
	1176-11505-000-0529 Foreman	\$33,000.00	1176-40100-000-0531 New Eq
	1176-22200-000-0529 Ca & Salt	\$3,500.00	1176-36200-000-0531 Other Eq Rpr
	1176-22200-000-0529 Ca & Salt	\$2,110.00	1176-22100-000-0529 Harddware
	1176-22200-000-0529 Ca & Salt	\$5,000.00	1176-32600-000-0529 Utilities
	1176-11001-000-0531 OT Mech	\$2735.00	1176-23101-000-0531 Oth Gar Supp
	1176-23201-000-0531 Weld Supp	\$65.00	1176-22201-000-0531 Tires
	1176-24300-000-0529 Rd Striping	\$1,950.00	1176-30202-000-0529 Contr Supp
	1176-39200-000-0530 Alc/Drq Test	\$840.00	1176-20101-000-0530 Ofc Supp
	1176-30300-000-0530 Travel	\$40.00	1176-30201-000-0530 Postage
	1176-11001-000-0531 OT Mech	\$1,025.00	1176-23101-000-0531 Oth Gar Supp
	1176-24200-000-0529 Steel	\$110.00	1176-30600-000-0530 Prnt/Adv
	1176-24200-000-0529 Steel	\$600.00	1176-23101-000-0531 Oth Gar Supp
	1176-24200-000-0529 Steel	\$1,405.00	1176-30202-000-0529 Contr Svc
	1176-24100-000-0529 Road Signs	\$3,510.00	1176-30202-000-0529 Contr Svc
	1176-24300-000-0529 Rd Striping	\$643.00	1176-30202-000-0529 Contr Scv
	1176-30900-000-0530 Ofc Eq Rpr	\$54.00	1176-20101-000-0530 Ofc Supp
	1176-30302-000-0530 Bonds/Ins	\$200.00	1176-11301-000-0529 Laborers
	1176-30303-000-0530 Phone	\$1,716.57	1176-11301-000-0529 Laborers
	1176-30600-000-0530 Prnt/Adv	\$2.00	1176-11301-000-0529 Laborers
	1176-30800-000-0530 Dues/Subs	\$17.01	1176-11301-000-0529 Laborers
	1176-30900-000-0530 Ofc Eq Rpr	\$246.00	1176-11301-000-0529 Laborers
	1176-30900-000-0531 Rd Eq Rpr	\$4.18	1176-11301-000-0529 Laborers
	1176-32100-000-0531 Radio	\$4.30	1176-11301-000-0529 Laborers
	1176-32400-000-0530 Bldg Rpr	\$2.82	1176-11301-000-0529 Laborers
	1176-32600-000-0529 Utilities	\$1.68	1176-11301-000-0529 Laborers
	1176-32400-000-0530 Bldg Rpr	\$13.44	1176-11403-000-0529 Sign Tech
	1176-36200-000-0531 Oth Eq Rpr	\$75.14	1176-11403-000-0829 Sign Tech
	1176-37100-000-0529 Eq Rental	\$395.00	1176-11403-000-0529 Sign Tech

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1176-39100-000-0529 Drain Assess	\$33.62	1176-11403-000-0529 Sign Tech
1176-39200-000-0530 Alc/Drq Test	\$279.00	1176-11403-000-0529 Sign Tech
1176-40100-000-0531 New Equip	\$1,590.05	1176-11403-000-0529 Sign Tech
1176-20101-000-0530 Ofc Supp	\$0.35	1176-11301-000-0529 Laborers
1176-20602-000-0529 Misc Mtrls	\$42.87	1176-11301-000-0529 Laborers
1176-22100-000-0529 Hardware	\$28.42	1176-11301-000-0529 Laborers
1176-22101-000-0531 Gas & Oil	\$9,180.93	1176-11301-000-0529 Laborers
1176-22200-000-0529 Ca & Salt	\$15.59	1176-11301-000-0529 Laborers
1176-22201-000-0531 Tires	\$3.55	1176-11301-000-0529 Laborers
1176-22400-000-0529 Oth Supp	\$0.28	1176-11301-000-0529 Laborers
1176-23101-000-0531 Oth Gar Supp	\$3.50	1176-11301-000-0529 Laborers
1176-23201-000-0531 Weld Supp	\$0.06	1176-11301-000-0529 Laborers
1176-23300-000-0529 Bituminous	\$4.46	1176-11301-000-0529 Laborers
1176-24100-000-0529 Road Signs	\$3.35	1176-11301-000-0529 Laborers
1176-24200-000-0529 Steel	\$1,214.58	1176-11301-000-0529 Laborers
1176-24300-000-0529 Rd Striping	\$182.00	1176-11301-000-0529 Laborers
1176-30201-000-0530 Postage	\$0.90	1176-11301-000-0529 Laborers
1176-30300-000-0530 Travel	\$20.84	1176-11301-000-0529 Laborers
1176-11505-000-0529 Foreman	\$240.87	1173-11001-000-0529 OT
1173-11001-000-0531 OT Mech	\$0.10	1173-11001-000-0529 OT
1173-11202-000-0529 Eq Oper	\$2,327.93	1173-11106-000-0529 Truck Drivers
1173-11202-000-0529 Eq Oper	\$251.86	1173-11301-000-0529 Laborers
1173-11403-000-0529 Sign Tech	\$2,586.57	1173-11301-000-0529 Laborers
1173-11603-000-0529 Drag Oper	\$3,386.48	1173-11301-000-0529 Laborers
1176-11001-000-0529 OT	\$1,920.80	1176-11106-000-0529 Truck Drivers
1176-11107-000-0531 Mech/Weld	\$8,746.52	1176-11106-000-0529 Truck Drivers
1176-11202-000-0529 Eq Oper	\$3,980.81	1176-11106-000-0529 Truck Drivers
1176-11505-000-0529 Foreman	\$1,047.15	1176-11106-000-0529 Truck Drivers
1176-11700-000-0529 Shop Mgr	\$241.94	1176-11106-000-0529 Truck Drivers
1176-13101-000-0531 Uniforms	\$1,463.50	1176-11106-000-0529 Truck Drivers
1176-13101-000-0531 Uniforms	\$978.73	1176-11301-000-0529 Laborers
1173-11202-000-0529 Eq Oper	\$588.80	1176-11301-000-0529 Laborers
1173-11505-000-0529 Foreman	\$75.26	1176-11301-000-0529 Laborers
1176-40100-000-0531 New Equip	\$1,620.11	1176-11603-000-0529 Drag Oper
1173-11505-000-0529 Foreman	\$152.78	1176-11603-000-0529 Drag Oper
1173-37100-000-0529 Eq Rental	\$69.04	1176-11603-000-0529 Drag Oper
1173-11001-000-0531 OT Mech	\$0.11	1173-11106-000-0529 Truck Drivers
1173-11107-000-0531 Mech/Weld	\$0.40	1173-11301-000-0529 Laborers
1176-22200-000-0529 Ca & Salt	\$745.10	1176-11106-000-0529 Truck Drivers
1173-23100-000-0529 Stone	\$14.39	1176-11106-000-0529 Truck Drivers
1173-23300-000-0529 Bituminous	\$5.03	1176-11106-000-0529 Truck Drivers
1176-11001-000-0531 OT Mech	\$0.10	1176-11301-000-0529 Laborers
1176-11001-000-0531 OT Mech	\$0.20	1176-11603-000-0529 Drag Oper

Council members expressed their concerns regarding ongoing large numbers of transfers received from the Highway Department and authorized Auditor Rogers to consolidate the

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transfers as needed for efficiency and transparency. Council members also support Auditor Rogers to collaborate with the highway department to better manage and prepare their budget for future years. Councilor Davis motioned to approve all transfers as presented. Councilor Annis seconded the motion. Council members voted to approve all transfers with a Nay vote from Councilor Faker.

Vote: 5 Ayes - 1 Nay

PAYROLL REQUESTS

Grant funding (fund 8111) is available for the hiring of a new employee for a new position within the courts. Katie Grayson has been hired for this position at \$45,000, pending approval of the payroll request by the Council. Grant documentation will be provided to the Auditor for auditing purposes and to provide job description details. Auditor Rogers also presented several other payroll requests due to staffing changes within multiple departments.

COUNCIL LEADERSHIP & APPOINTMENTS

Council leadership and various board appointments will be addressed at the January 19, 2021 Council meeting.

REPORTS

No reports.

ADJOURNMENT

There being no further business to bring before the Council, Council President Pro Tem Carter adjourned.

The next meeting of the White County Council is Tuesday, January 19, 2021.

DENNIS E CARTER

JAMES G ANNIS

ARTHUR A ANDERSON

JAMES B DAVIS

KEVIN L CRABB

(Absent)
RAYMOND L KRAMER JR
President

JANET J FAKER

Attest: _____
GAYLE E ROGERS, AUDITOR