

MEETING MINUTES
MONTGOMERY COUNTY COUNCIL
MONTGOMERY COUNTY COMMISSIONERS
January 9, 2024

The January 9, 2024, Montgomery County Council Meeting was held at 9:00 am at the Community Meeting Room of the Montgomery County Government Center. In attendance were Council Members David Hunt, Jake Bohlander, Gary Booth, Brett Cating, Joyce Grimble, Steve Loy and Matt Nelson. Auditor Mindy Byers, Commissioner John Frey, County Administrator Tom Klein and Attorney Dan Taylor were also present.

- I. CALL TO ORDER: Council President Hunt called the meeting to order, followed by the Pledge of Allegiance and a prayer.
- II. CONSENT AGENDA:
 - A. Council Member Bohlander moved to approve the consent agenda items, which included receipt and acceptance of the 4th Quarter Commissary Report from the Sheriff and the prior month's Same-Series Transfer report from the Auditor. The motion was seconded by Council Member Nelson, and carried 7-0.
- III. PUBLIC COMMENT ON AGENDA ITEMS: None.
- IV. ELECTION OF 2024 COUNCIL OFFICERS:
 - A. Council Member Bohlander nominated David Hunt as Council President. This was seconded by Council Member Grimble. There were no other nominations; motion carried 7-0.
 - B. Council Member Loy nominated Jake Bohlander as Council Vice President. This was seconded by Council Member Cating. There were no other nominations; motion carried 7-0.
- V. APPOINTMENTS BY THE COUNCIL – presented to the Council for approval by Council President Hunt:
 - A. Council Attorney: Dan Taylor. A motion to retain Attorney Taylor was made by Council Member Loy. This was seconded by Council Member Bohlander, and carried 7-0.
 - B. Montgomery County Solid Waste Management District: Council Member Nelson. A motion to approve was made by Council Member Grimble. The motion was seconded by Council Member Cating, and carried 7-0.
 - C. Montgomery County Plan Commission: Steve Loy. A motion to approve was made by Council Member Grimble. The motion was seconded by Council Member Bohlander, and carried 7-0.
 - D. Alcoholic Beverage Commission: Council President Hunt had not yet received a commitment from a prospective appointee. All agreed to revisit this at the next Council meeting.
 - E. Redevelopment Commission (2): Council Member Booth and Brad Monts. A motion to approve was made by Council Member Bohlander. The motion was seconded by Council Member Loy, and carried 7-0.
 - F. Regional Sewer District (2): Council Members Bohlander and Grimble. A motion to approve was made by Council Member Booth. The motion was seconded by Council Member Nelson, and carried 7-0.
 - G. Board of Zoning Appeals: John Hedrick II. A motion to approve was made by Council Member Booth. The motion was seconded by Council Member Loy, and carried 7-0.
 - H. Economic Development Commission: Council Members Hunt and Bohlander. A motion to approve was made by Council Member Grimble. The motion was seconded by Council Member Nelson, and carried 7-0.
- VI. APPOINTMENTS BY THE COUNCIL PRESIDENT:
 - A. Liaisons to Departments
 1. Highway: Council Member Booth
 2. Sheriff, EM-HS, Coroner and CCC: Council Member Booth
 3. Health: Council Member Cating
 4. Soil & Water Conservation District and Extension Office: Council Member Grimble
 5. Commissioners, Mapping, Building/Maintenance, Surveyor, Veteran's Services and Weights & Measures: Council Member Loy
 6. Clerk, Judges, Probation, Prosecutor and Public Defender: Council Members Bohlander and Hunt.

7. Assessor, Auditor, Recorder and Treasurer: Council Member Nelson

B. Liaisons to Funded Organizations

1. Animal Welfare League: Council Member Cating

A motion to approve all of the liaison appointments as presented was made by Council Member Nelson, seconded by Council Member Grumble. Motion carried 7-0.

C. Committees:

1. Information Technology Committee: Council Member Bohlander
2. Internal Controls Committee: Council Member Loy
3. Risk Management Committee: Council Member Loy
4. Tax Abatement Committee: Council Members Bohlander and Nelson
5. HIPAA Compliance Committee: Council Member Grumble
6. ERPS Committee: Council Members Hunt and Bohlander

A motion to approve all of the committee appointments as presented was made by Council Member Bohlander, seconded by Council Member Nelson. Motion carried 7-0.

VII. 2024 COUNCIL HOME RULE:

- A. Authority to approve transfers within Same Series in 2024 Budget: Department Heads, with the exception of 1000-series requests. A motion to continue the rule as previously set was made by Council Member Cating, seconded by Council Member Grumble. Motion carried 7-0.

- B. Authority to sign the 2024 Drainage Board Reconstruction Loans: Council President and Vice President. A motion to continue the rule as previously set was made by Council Member Loy, seconded by Council Member Cating. Motion carried 7-0.

VIII. MONEY MATTERS:

TRANSFER OF APPROPRIATIONS:								
Fund	Fund Description	Dept #	Department	From Account	Account Description	To Account	Account Description	Transfer Amount Requested
1000	County General	0235	Probation	11026	Salary (BY)	11213	Salary (HC)	\$66,410.00
1000	County General	0001	Clerk	11600	Courts Deputy	11401	Order Book Deputy	\$3,693.00
1000	County General	0001	Clerk	11300	Chief Deputy	11401	Order Book Deputy	\$3,768.00
1000	County General	0001	Clerk	11211	Child Support Deputy	11401	Order Book Deputy	\$5,531.00
XXXX							TOTAL:	\$79,402.00

- A. Council Member Loy moved to approve the Probation Department's transfer request. Council Member Nelson seconded the motion, which carried 7-0.

- B. Council Member Grumble moved to approve all of the Clerk's transfer requests. The motion was seconded by Council Member Nelson and carried 7-0.

ENCUMBERING OF APPROPRIATIONS:								
Fund	Fund Description	Dept #	Department	Account	Account Description	Invoice Info	Invoice Date	Encumbrance Amount Requested
1000	County General	0063	Drainage Bd	30230	Attorney Fees	Schneider & Clutter	12/27/2023	\$315.00
1135	Cumulative Bridge	0529	Highway	24202	Supplies	US Aggregates	12/9/2023	\$6,568.83
1169	Local Road & Street	0529	Highway	30137	Cnty Brdg & Rd Maint	S & G Excavating	12/11/2023	\$15,856.88
1169	Local Road & Street	0529	Highway	44235	Road Resurfacing	US Aggregates	12/29/2023	\$6,554.56
1169	Local Road & Street	0529	Highway	44235	Road Resurfacing	US Aggregates	12/16/2023	\$6,932.80
1169	Local Road & Street	0529	Highway	44235	Road Resurfacing	S & G Excavating	12/28/2023	\$1,661.76
1169	Local Road & Street	0529	Highway	44235	Road Resurfacing	S & G Excavating	12/22/2023	\$1,019.52
1169	Local Road & Street	0529	Highway	44235	Road Resurfacing	S & G Excavating	12/5/2023	\$581.04
1173	Highway Restricted	0529	Highway	20015	Stone, Gravel & Sand	US Aggregates	12/9/2023	\$2,904.88
1173	Highway Restricted	0529	Highway	21522	Tires, Tubes & Batteries	Pomp's Tire Service	12/18/2023	\$882.28
1173	Highway Restricted	0529	Highway	21522	Tires, Tubes & Batteries	Surb's Tire	12/15/2023	\$1,473.90
1173	Highway Restricted	0529	Highway	21522	Tires, Tubes & Batteries	Bane Auto Tires	12/18/2023	\$2,625.00
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Glascok	12/28/2023	\$18.08
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Clark	12/11/2023	\$721.00
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Clark	12/20/2023	\$281.00
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Glass	12/11/2023	\$60.00
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Glass	12/11/2023	\$60.00
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	Wiers	12/14/2023	\$19.19
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	MacAllister	12/11/2023	\$141.84
1176	Highway Unrestricted	0529	Highway	23523	WS-Other Garage & Motor	D Patrick	12/25/2023	\$215.94
1159	Health	0610	Health	24201	Office Supplies	Services, Inc.	12/30/2023	\$131.22
1159	Health	0610	Health	33500	Seminars & Training	JP Morgan Chase	12/26/2023	\$2,200.00
1168	Local Health Maintenance	0610	Health	21925	LHM Water Lab Supplies	JP Morgan Chase	12/26/2023	\$516.42
1168	Local Health Maintenance	0610	Health	21925	LHM Water Lab Supplies	JP Morgan Chase	12/26/2023	\$226.20
1168	Local Health Maintenance	0610	Health	44400	LHM Computer & Software	JP Morgan Chase	12/26/2023	\$652.52
8903	COVID Testing	0610	Health	24201	COVID Office Supplies	JP Morgan Chase	12/26/2023	\$3,755.76
8903	COVID Testing	0610	Health	32019	COVID Contractual Svcs	Inc	12/31/2023	\$357.45
1000	County General	9655	EMA/HS	21000	Fuel	Ceres Solutions	12/31/2023	\$348.18
1000	County General	9655	EMA/HS	30035	Utilities	Reliable Exterminators	12/22/2023	\$60.00
1000	County General	9655	EMA/HS	30127	EOC	CP Products	12/29/2023	\$309.17
1000	County General	0007	Coroner	44500	Equipment	J&K Communications	12/22/2023	\$5,032.51
XXXX							TOTAL:	\$62,482.93

- A. Council Member Cating moved to approve all encumbrance requests. The motion was seconded by Council Member Nelson and carried 7-0.

IX. NEW BUSINESS:

- A. Attorney Taylor presented Resolution 2024-1 – Sheriff’s Compensation Agreement. An annual agreement, formalizing the Sheriff’s salary. A motion to approve Resolution 2024-1 was made by Council Member Booth, seconded by Council Member Loy. Motion carried 7-0.
- B. Attorney Taylor then presented Resolution 2024-2 – Approving Attorney Engagement Letter. Another annual agreement, formalizing the new rate and terms of engagement. A motion to approve Resolution 2024-2 was made by Council Member Nelson, seconded by Council Member Loy. Motion carried 7-0.
- C. Attorney Taylor and Sheriff Ryan Needham presented Resolution 2024-3 – Commissary Fund. This lists the Council-approved uses of the Sheriff’s Commissary fund each calendar year. A motion to approve Resolution 2024-3 was made by Council Member Booth, seconded by Council Member Cating. Motion carried 7-0.
- D. Sheriff Needham informed the Council that South Montgomery Community School Corporation had requested a second School Resource Officer (SRO). As with other SRO arrangements, the Corporation would agree to reimburse the County for half of the SRO’s salary and vehicle costs. The Sheriff asked the Council for a commitment of support, so that the School Corporation and Sheriff’s department may move forward with arrangements for the officer. The Sheriff will present budget appropriation requests at the next meeting, since they had not yet been budgeted for 2024. A motion to support the School Corporation and Sheriff’s request was made by Council Member Loy, seconded by Council Member Cating. Motion carried 7-0.
- E. Angela Swazay, Office Administrator for the Child Support Department informed the Council that their office had realized that one of the Deputy Prosecutor’s salaries was not in line with all other Deputy Prosecutors. She wanted to explain that in order to fix the issue, an additional appropriation request would be presented at the next meeting. Mrs. Swazay wanted to clarify ahead of time that the upcoming request did not represent an actual change of salary for the employee.

X. OLD BUSINESS: None.

XI. REPORTS:

- A. Funded Organization: None.
- B. Department Heads:
 1. Highway Director Jake Lough reported that the department had received very competitive bids for the Community Crossing Grant. They came in at \$1.1million, which is below the estimated cost of the planned projects.
 2. Chief Probation Officer Andria Geigle reported that the department had ordered a new vehicle in July of 2023, and they are still waiting for it. She will be requesting an additional appropriation at the next meeting since the new vehicle costs had not been budgeted for 2024.
 3. County Administrator Tom Klein reported that the bid process had begun for the Purple Heart Parkway project and that the expansion project should be substantially completed by August.
- C. Elected Officials:
 1. Commissioner John Frey reported that the latest Comprehensive Plan shows that lack of housing is a concern. Commissioner Frey reported that the READI 2 program could bring \$3million or more towards local residential upgrades. He also mentioned planned meetings between City leaders, Commissioners and Council in order to figure out how to work together to make the necessary things happen to comply with the READI program, among other items. Commissioner Frey also asked the Council for a motion of support to match funds for the Community Crossings Grant, which will be increasing next year. A motion to support the pursuit of these grants and make matching funds available was made by Council Member Booth, seconded by Council Member Grimble. Motion carried 7-0.
 2. Auditor Mindy Byers reported that the department had completed Fall Settlement, which helped bring the cash balance in County General to the healthiest level it has been for years. She also reported that she had received and accepted the 1782 Notice from the Department of Local Government Finance; therefore, the 2024 Budget Order should be arriving soon.
- D. Councilors:
 1. Several Council Members expressed their condolences to Council Member Loy due to the recent passing of his wife.
 2. Council Member Grimble also congratulated Council Member Cating on his new radio announcing position.
 3. Council Member Loy thanked the Council. He also reported that he plans to continue gathering data on the funding of the County’s criminal justice team in order to help the Council move forward with more educated decisions.

- XII. PUBLIC COMMENT: None.
- XIII. NEXT MEETING: February 13, 2024, at 9:00 a.m. at the Montgomery County Government Center, 1580 Constitution Row – Room E109.
- XIV. ADJOURN: Council Member Nelson made a motion to adjourn, seconded by Council Member Bohlander. Motion carried 7-0.

David Hunt, Council President

Jake Bohlander, Council Vice President

Gary Booth, Council Member

Brett Cating, Council Member

Joyce Grimble, Council Member

Steve Loy, Council Member

Matt Nelson, Council Member

Attest:

Mindy Byers, Auditor

