

MAY 13, 2024

REGULAR SESSION

The LaGrange County Council met in Regular Session on Monday, April 8, 2024, at their meeting room, County Office Building, 114 W. Michigan Street, LaGrange, Indiana 46761, at 8:30 a.m., with the following present: Council Members, Jeffrey L. Brill, Jeffrey A. Campos, Harold D. Gingerich, Steven E. McKowen, Ryan J. Riegsecker, and James R. Young; and LaGrange County Auditor, Kathryn Hopper. Mr. Michael G. Strawser was absent. Vice President, Mr. Jim Young brought the meeting to order and led the Pledge of Allegiance to the Flag.

AMENDMENTS TO THE SALARY ORDINANCE

The following Amendment to the Salary Ordinance were presented:

AMENDMENT TO THE SALARY ORDINANCE FOR 2024

BE IT HEREBY ORDAINED THAT the following changes be made in the LaGrange County Salary Ordinance for the year 2024:

<u>LOCAL PUBLIC HEALTH SERVICES</u>	<u>REQUESTED</u>
1161-000-01-1001 HFI Coordinator	Up to \$3,200 Biweekly
<ul style="list-style-type: none">• Budgeted as an hourly position – changing to salary.• No new Pay	

Mr. Steven McKowen made a motion to approve the amendment. Mr. Jeff Campos seconded the motion and it carried unanimously. Mr. Harold Gingerich made a motion to waive the requirement for second reading. Mr. Steven McKowen seconded the motion and it carried unanimously.

AMENDMENT TO THE SALARY ORDINANCE FOR 2024

BE IT HEREBY ORDAINED THAT the following changes be made in the LaGrange County Salary Ordinance for the year 2024:

<u>MOTOR VEHICLE HIGHWAY- ON CALL</u>	<u>REQUESTED</u>
1176-002-01-1516 ON- CALL INCENTIVE	Up to \$10/ day
<ul style="list-style-type: none">• 2 employees will be in on-call status at a time.	

Mr. Ryan Riegsecker made a motion to approve the amendment. Mr. Harold Gingerich seconded the motion and it carried unanimously. Mr. Harold Gingerich made a motion to waive the requirement for second reading. Mr. Steven McKowen seconded the motion and it carried unanimously.

ORDINANCE ADOPTING A NEW VERSION OF THE COUNTY’S PERSONNEL POLICIES HANDBOOK

Mrs. Jenny Landez, Human Resources Director, presented the following Ordinance for consideration:

**COUNTY OF LAGRANGE
JOINT ORDINANCE NO. 2024-05-13**

**AN ORDINANCE ADOPTING A NEW VERSION OF THE COUNTY’S PERSONNEL
POLICIES HANDBOOK**

WHEREAS, pursuant to Indiana Code 36-1-4-14, a unit may establish a system of employment for any class of employees based on merit and qualification;

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WHEREAS, the Board of Commissioners of the County of LaGrange (“Commissioners”) and the LaGrange County Council (“Council”), on behalf of LaGrange County, Indiana (“County”), have adopted, and at times amended, various personnel policies and procedures; *and*

WHEREAS, the Commissioners and Council have determined that there is a need for an update to the County’s *Personnel Policies Handbook* dated March 11, 2024, as adopted by Joint Ordinance 2024-03-11-A.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LAGRANGE AND BY THE COUNTY COUNCIL OF LAGRANGE COUNTY, INDIANA, JOINTLY, THAT:

SECTION I – NAME

The name of this ordinance is the “Personnel Policies Handbook Adoption Ordinance.”

SECTION II – RECITALS

The foregoing recitals, including all defined terms, are hereby incorporated into this ordinance and found to be true, accurate, and correct.

SECTION III – HANDBOOK ADOPTION

- A. Definition. As used in this ordinance, “Handbook” means the *Personnel Policies Handbook* effectively dated March 11, 2024 and attached to this ordinance as Exhibit A.
- B. Purpose. The Handbook is issued to provide information about working conditions, employee benefits, general employee responsibilities, and some of the policies affecting employment with the County. The Handbook shall be used to provide a work environment that is conducive to both personal and professional growth.
- C. Approval; Adoption; Incorporation. The Handbook is hereby approved and adopted. The Handbook is incorporated into this ordinance by reference as if fully set out herein.
- D. Construction. Nothing in the Handbook is intended, nor shall be construed, to constitute an employment contract nor to change the “at-will” status of any County employee.

SECTION IV – REPEAL OF PRIOR LAW

- A. Repeal. Joint Ordinance 2024-03-11-A, which was adopted by the Commissioners on March 4, 2024 and by the Council on March 11, 2024, is hereby repealed in its entirety.
- B. Continuance.
 - 1. The express or implied repeal or amendment by this ordinance of any other ordinance or part thereof does not affect any rights or liabilities accrued, penalties incurred, or proceedings begun prior to the effective date of this ordinance. Those rights, liabilities, and proceedings are continued, and penalties shall be imposed and enforced under the repealed or amended ordinance as if this ordinance had not been adopted.
 - 2. To the extent that the provisions contained in this ordinance substantially restate the provisions of a prior ordinance or resolution, the provisions shall not be deemed a new enactment, but rather shall be deemed to be the continuation of the original provisions.
 - 3. All rules and regulations adopted under any continued version of this ordinance shall remain in full force and effect except as specifically directed otherwise.
- C. Revival Prohibited. The express or implied repeal or amendment by this ordinance of any other ordinance or resolution or part thereof shall not be construed to revive any former ordinance, resolution, section, clause, or provision.

SECTION V – MISCELLANEOUS

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A. References.

- a. Except where a specific version or edition is given, reference to another section of this ordinance or to another law, document, fund, department, board, program, public servant, or public office, shall extend and apply to the same, as may be subsequently amended, revised, recodified, renamed, reappointed, or renumbered from time to time.
- b. Reference in this ordinance to a law, document, fund, department, board, program, public servant, or public office, either generally or by title, without reference to another jurisdiction, shall be construed as though it were preceded or followed, as appropriate, by the words “(of) LaGrange County (Indiana).”
- c. Should a provision of this ordinance require an act to be done which, by law, an agent or deputy may do instead of the principal, the requirement is satisfied by the performance of the act by an authorized agent or deputy.

B. **Judicial Review.** This ordinance is intended only to improve the internal management of the County. Notwithstanding anything in this ordinance to the contrary, nothing in this ordinance shall be construed to create any new legal duty, right, or benefit, whether substantive or procedural, enforceable against the County; nor to waive or diminish any protection that may be applicable to the County or any of its elected or appointed officials, employees, agents, or representatives under any applicable law providing governmental immunity, nor any other right, protection, immunity, defense, or limitation on liability that the County or such related parties is provided by applicable law.

C. **Conflicts.** No part of this ordinance shall be interpreted to conflict with any local, state, or federal laws, and all reasonable efforts should be made to harmonize same. To the extent this ordinance conflicts with the Wage and Salary Ordinance, that ordinance controls.

D. **Severability.** Should any section or part thereof of this ordinance be declared by a court of competent jurisdiction to be invalid, the decision shall not affect the validity of this ordinance as a whole, nor any other portion thereof, and for this purpose the provisions of this ordinance are hereby declared to be severable.

E. **Incorporated Materials.** Two (2) copies of all materials incorporated by reference herein shall be on file in the office of the Auditor for public inspection.

F. **Promulgation.** The Auditor is hereby authorized, empowered, and directed to take all action necessary or proper to authenticate, record, publish, promulgate, and/or otherwise make this ordinance effective.

G. **Codification.** The codifier of ordinances should not codify the Handbook in full, but rather should simply codify Section III of this ordinance.

H. **Retroactive Effective Date.** This ordinance shall take effect upon final adoption but shall be deemed effective as of, and retroactive to, March 11, 2024.

Mr. Steven McKowen made a motion to approve the amendment. Mr. Jeff Brill seconded the motion and it carried unanimously. Mr. Jeff Brill made a motion to waive the requirement for second reading. Mr. Ryan Riegsecker seconded the motion and it carried unanimously.

The complete copy of the County’s Personnel Policies Handbook has been recorded with the LaGrange County Recorder and is on file at the LaGrange County Auditor’s Office. Doc#2024-02355

PROCLAMATION – PEACE OFFICER APPRECIATION WEEK

Mr. Harold Gingerich made a motion to approve a Proclamation proclaiming May 12-18, 2024 as Peace Officer Appreciation Week. Mr. Jeff Campos seconded the motion and it carried unanimously.

TAX ABATEMENT COMPLIANCE

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Mrs. Kathryn Hopper, LaGrange County Auditor, presented a Compliance with Statement of Benefits for Real Estate Improvement from Gro Alliance LLC. They are in compliance with their tax abatement.

ADDITIONAL APPROPRIATIONS

Mr. Mike Strawser presented the following Ordinance of Additional Appropriations:

ORDINANCE OF ADDITIONAL APPROPRIATIONS

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget, now THEREFORE:

Sec 1: Be it ordained by the LaGrange County Council, LaGrange, Indiana, that for the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named for the purposes herein specified, subject to the laws governing the same.

	<u>REQUESTED AMOUNT</u>
<u>LIT – ECONOMIC DEVELOPMENT</u>	
1112-000-04-4030 2023 Road Construction Projects	363,629.50
<u>CUMULATIVE BRIDGE</u>	
1135-000-03-3101 Bridge Inventory Re-inspection	15,451.19
<u>4906 SUMMER DAY CAMP PROGRAM</u>	
4906-000-01-1005 Assistant	2,000.00
4906-000-02-2010 Camp Supplies	1,715.00
4906-000-03-3302 Camp Expenditures	900.00

Mr. Jeff Brill made a motion to approve the Ordinance. Mr. Ryan Riegsecker seconded the motion and it carried unanimously. Mr. Jeff Brill made a motion to waive the requirement for second reading. Mr. Ryan Riegsecker seconded the motion and it carried unanimously.

RESOLUTION TO TRANSFER FUNDS

Mr. Mike Strawser read the following Resolution to Transfer Funds:

	<u>DECREASE</u>	<u>INCREASE</u>
<u>COUNTY GENERAL - COMMISSIONER</u>		
1000-030-01-1523 Unemployment	1,500.00	
1000-030-03-3301 Grant match		1,500.00
<u>COUNTY GENERAL-SUPERIOR COURT</u>		
1000-037-03-3109 ADA Required Services	1,000.00	
1000-037-03-3182 Lodging/ Meals	1,000.00	
1000-037-01-1510 Extra Hours/ Overtime		2,000.00
<u>COUNTY GENERAL - PROSECUTOR</u>		
1000-008-01-1009 Prosecutor Clerk	878.31	
1000-008-01-1011 Paralegal		878.31
<u>COUNTY GENERAL – MAINTENANCE</u>		
1000-031-03-3050 Equipment repair & Maintenance	1,850.00	

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1000-031-04-4010 Equipment		1,850.00
<u>CUMULATIVE CAPITAL DEVELOPMENT</u>		
1138-000-04-4003 Capital Outlays	27,977.00	
1138-000-04-4219 Capital Purchases – Maintenance		27,977.00
<u>RECORDERS PERPETUATION</u>		
1189-000-04-4011 Plat books / filing cabinet	1,375.15	
1189-000-03-3300 Tapestry & Laredo		1,375.15
<u>PARK & RECREATION</u>		
1219-000-01-1004 Interpreter / Naturalist	60,387.83	
1219-000-01-1006 Event Planner / Nature Interpreter		60,387.83
<u>IMMUNIZATION DONATION</u>		
4105-000-02-2030 Vaccines	5,840.00	
4105-000-04-4010 Equipment		5,840.00
<u>SELF INSURANCE</u>		
4701-000-05-5001 Monthly Distribution Claims Funding Request	151,363.09	
4702 SELF INSURANCE CLEARING		
4702-000-03-3001 Health Insurance Claims		151,363.09

Mr. Harold Gingerich made a motion to approve the Resolution to Transfer Funds. Mr. Steven McKowen seconded the motion and it carried unanimously.

LEGAL CLAIMS

Mr. Harold Gingerich presented the legal claims in the amount of \$32,711.25 for March 2024, from Beers Mallers. Mr. Harold Gingerich made a motion to approve the legal claims. Mr. Steven McKowen seconded the motion and it carried unanimously.

MINUTES

Mr. Ryan Riegsecker made a motion to approve the April 8, 2024 regular session minutes. Mr. Jeff Campos seconded the motion and it carried unanimously.

ADJOURNMENT

There being nothing further to come before the Board at this time, Mr. Ryan Riegsecker made a motion to adjourn and meet on any subsequent day necessary to carry on the business of the Board. Mr. Jeff Brill seconded the motion and it carried unanimously.



Jeffrey L. Brill



Jeffrey A. Campos


Absent

Harold D. Gingerich

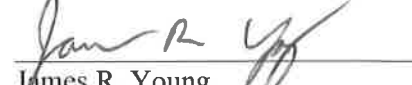
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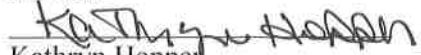

Steven L. McKowen


Ryan J. Riegsecker


Michael G. Strawser


James R. Young

ATTEST:


Kathryn Hoppel
LaGrange County Auditor