

JAY COUNTY COUNCIL

AYE

NAY

*Chad Aker*  
*Randy Bracy*  
*Harold Towell*  
ATTEST: *Emily Franks*  
JAY COUNTY AUDITOR

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JANUARY 30, 2023

The Jay County Commissioners and Jay County Council met in a joint executive session on Monday, January 30, 2023 at 6:00 PM in the auditorium in the courthouse. Attending was Brian McGalliard, Rex Journey, Chad Aker, President of the Jay County Commissioners; Jeanne Houchins, president, Cindy Bracy, Matt Mimnich, Faron Parr, Dave Haines and Randy May of the Jay County Council. auditor Emily Franks and attorney, Wes Schemenaur was also in attendance. Absent was Harold Towell.

ARPA FUNDS

Jeanne Houchins recapped the progression of the ARPA monies from the initial meeting in August 2021 with Baker Tilly for the new council members in attendance. Broadband internet, housing, helped business hurt by COVID, daycares, HVAC at the jail, repairs at the county buildings, and cybersecurity. The list was narrowed down to following: The top priority was to take care of our existing buildings. Then the list was as follows:

- 1. Housing
- 2. Daycare
- 3. Upgrade to Radios
- 4. Helping Existing Business
- 5. Broadband Internet
- 6. JEMS/Health Building

The list has been narrowed down since to remove daycare; the sheriff would like to put the radio upgrade on hold to get the jail in order first. The local businesses were offered help during COVID and believe money could be better spent somewhere else. The joint JEMS/Health building has been put on the back burner due to looking into the property purchase on Hwy 67. If the county acquires the land, the building could be built there instead of HWY 67 and Creagor Ave. There are some repairs needing done at the jail as it is now thirteen years old. The highway department also has items they are needing with Jeanne Houchins suggesting \$500,000-\$600,000 of ARP monies set aside for county repairs.

Chad Aker spoke about a new heated building needed at the highway department. He believes it became evident when the temperatures got so low around Christmas time and the fuel was gelling up. Eric Butcher, Highway Superintendent added the under bodies take about 10-12 hours to get thawed. The building would be a steel structure that is 100' by 180' with two overhead doors. The estimate for a new building is around \$560,000 with the heated floors and drains in the middle. At the current garage only three trucks can get in at the same time. Rex Journey voiced his support for a building that would get the job done. They believe it would save wear and tear on the machinery including the straight plows operated by hydraulics.

Rex Journey questioned if there was a figure provided for the repairs at the jail to be able to set aside monies. He would like to see a plan in place for how to handle this correctly including windfarm and solar farm monies. A discussion was had regarding repairs needed on other county buildings including the courthouse and extension offices. The amount of money set aside for repairs will be determined after more figures are available. Brian McGalliard voiced his concern that helping county residents should be a big priority. If ARPA monies could not be used for certain projects, windfarm and solar farms monies could be used. The question of what can qualify to be spent out of ARP funds will be forwarded to Baker Tilly for clarification.

Brian McGalliard spoke regarding the use of ARP monies to purchase land on W Hwy 67 just inside the city limits. He favors a housing project for ARP monies as housing has been a top priority in several county studies. Rex Journey referenced MakeMyMove and the need for housing as another factor. The first appraisal has come back very favorable to the asking price. The second appraisal came about an hour prior to the meeting. They would feel more comfortable releasing that at a later date. He referenced an earlier presentation by Denny Spinner and Suzy Ripley and their idea of gateways and legacy projects. The next step would be to provide the two appraisals to the council and commissioners.

Wes Schemenaur advised the joint boards of the next steps for a straight purchase. A resolution would need to be created and approved by the council to allow the commissioners to become purchasing agents. Rex Journey questioned if it would be better to set up a separate corporation for the purchase or as the county. Mr. Schemenaur indicated there are advantages and disadvantages to both ways of purchasing. If the county would own it, it would be bound by the statutes when we sell it. It would be a public process and it would be bound by the appraisals. The county would however be able to maintain control throughout the process. If the county would go through a different entity like an economic development corporation or redevelopment commission, then those requirements would not be necessary. The county could build in some controls into the transfer of the property. If the county purchases it now, they could always transfer it to a corporation at a later date.

Rex Journey questioned if there would be liquidity in the negotiations for the property. Wes Schemenaur advised there was some room to negotiate but the county is bound by the appraisal rules. If it was needed, money could be transferred to an entity like an economic development with a written agreement for them to take the lead. Discussion was had about how soon a resolution could be signed for the purchase. After discussion, a joint meeting was decided for February 8, 2023 at 6 p.m. before the regularly scheduled council meeting. This will allow enough time for advertising and advisement.

After a recommendation to the board from Jeanne Houchins to set aside monies for building repairs, Cindy Bracy questioned if there was an overall 5-10-year plan for the use of monies. She would feel more comfortable having the plan before allocating the fund. Brian McGalliard spoke up



regarding his efforts for a comprehensive plan for the county. A grant from OCRA is available to assist in creating a plan which will take at least a year. He has reached out to a firm in hopes of applying and being awarded the grant. Travis Richards indicated that the last plan was from the 1990s. The funds must be designated by December 31, 2024 and spent by December 31, 2026. The ARP monies was discussed in relation to the HELPI Funds available. Rex Jourmay informed the board he would rather go through with the land purchase now and see if the project would qualify for HELPI Funds.

Jeanne Houchins recommended the land purchase, repair of buildings and the new building at the highway. Dave Haines concurred with the need for a new building at the highway. He questioned the status of the housing project on W Hwy 67 by Jay County High School. They have requested funding help from the county and city of Portland for placing in infrastructure. It is possible the developer could move the proposed development to the property being looked at for being purchased. Chad Aker would like to see the JEMS/Health building moved to a portion on the same land. Cindy Bracy questioned if the JEM could be combined with the Portland Fire Department. Chad Aker indicated there would not be enough room to expand on the current building. He believes the highway location would be a more advantageous area.

Brian McGalliard questioned if the HELPI List could be adjusted to include other projects. Travis Richards, JCDC director, informed the board it is a living document and would have the ability to be altered. The plan should be back from Purdue University in February for review. The county has committed to use 1.3 million through the HELPI Process. When returned it should be reviewed to see what projects could potentially qualify. Brian McGalliard expressed concerns about the involvement of elected officials in the final plan. Mr. Richards indicated the deadline for submission was before the board was scheduled to meet again. He pulled information from other studies with the state understanding things might change. The purpose was to keep the plans as generic as possible but had to be specific enough to please the state.

With no further business, Rex Jourmay made a motion to adjourn at 7:11 p.m.; Faron Parr seconded the motion and the motion passed by unanimous vote.

JAY COUNTY COUNCIL

NAY

DAVE HAINES

Travis Richards

Randy May

Dave Haines

Chad Aker

Matt Minnich

ATTEST: Emily Franks  
JAY COUNTY AUDITOR

February 8, 2023

The Jay County Commissioners and Jay County Council met in a joint executive session on Wednesday, February 8, 2023 at 6:00 PM in the auditorium in the courthouse. Attending was Brian McGalliard, Chad Aker, President of the Jay County Commissioners; Jeanne Houchins, president, Cindy Bracy, Harold Towell, Faron Parr, Dave Haines and Randy May of the Jay County Council. auditor Emily Franks and attorney, Wes Schemenaur was also in attendance. Absent was Matt Minnich and Rex Jourmay. The purpose of the meeting was to discuss resolution 2023-01.

RESOLUTION 2023-01

RESOLUTION TO PURCHASE REAL ESTATE

WHEREAS, the Jay County Council and the Jay County Commissioners have expressed interest in purchasing a certain parcel of real estate located in Section 18, Wayne Township, Jay County, Indiana containing 68.01 acres currently owned by Christopher D. and Tracy S. Muhlenkamp; and

WHEREAS, the Jay County Council and Jay County Commissioners believe said acquisition will be in the best interest of Jay County for the purpose of economic development; and,

WHEREAS, two appraisers professionally engaged in making appraisals and licensed as appraisers and real estate brokers have provided appraisals for said real estate and said appraisals are attached hereto and incorporated by reference herein; and,

WHEREAS, the average of the two appraisals is One Million One Hundred Sixty-four Thousand One Hundred Fifteen Dollars (\$1,164,115.00) and the County Council authorizes the County Commissioners to act as purchasing agent for the purchase of said property.

NOW, THEREFORE, BE IT RESOLVED by the Jay County Council that is interested in purchasing 68.01 acres of real estate located in Section 18, Wayne Township, Jay County, Indiana for the sum of One Million One Hundred Sixty-four Thousand One Hundred Fifteen Dollars (\$1,164,115.00) and the Jay County Commissioners are authorized to act as purchasing agent for said transaction.

Brian McGalliard shared his belief to the joint board that the money should be allocated before the deadline to make sure the county doesn't wait too long to use it. Faron Parr made a motion to approve Resolution 2023-01. David Haines seconded the motion and the motion passed by unanimous vote.

Jeanne Houchins discussed the information they had received back from regarding the use of ARP monies. The proposed items would be allowable to be purchased with ARP monies. Brian McGalliard had questioned if the redevelopment commission could take on the purchase of the land. The redevelopment commission could be involved and would follow most of the same rules and laws required of the county. Wes Schemenaur confirmed the county could also transfer this over after the purchase of the real estate. As there is a statute that allows two government agencies to transfer property amongst themselves for no money exchanged. At some point it might be wise to transfer it to the redevelopment commission. The redevelopment commission buying and selling would not be subject to the two appraisal rule and could purchase it for more money.



With no further business to come before the joint board Brian McGalliard made a motion to adjourn the meeting at 6:15p. Chad Aker seconded the motion and the motion was passed by unanimous vote.

JAY COUNTY COUNCIL

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ATTEST: JAY COUNTY AUDITOR

FEBRUARY 8, 2023

The Jay County Council met in regular session on Wednesday, February 8, 2023, at 6:45 PM, in the auditorium at the Jay County Courthouse. Attending were, Harold Towell, Cindy Bracy, Faron Parr, Randy May, David Haines, Attorney Wes Schemenaur, Auditor Emily Franks, and Jeanne Houchins, presiding. Absent was Matt Minnich. Faron Parr made a motion to approve the minutes from January 11, 2023; Cindy Bracy seconded the motion and the motion passed by unanimous vote.

Additional Appropriations:

RETIREMENT CENTER DONATIONS

4102-001-40-0064 Retirement Center Donations \$6,534.00  
Cindy Bracy made a motion to approve the retirement center donation additional appropriation. Dave Haines seconded the motion and the motion passed by unanimous vote.

COMM CORR 08-09

8106-001-10-0017	Employer Social Security	\$8,943.63
8106-001-10-0018	Employer PERF	\$13,093.95
8106-001-10-0048	Wages- Director	\$66,910.20
8106-001-10-0049	Employer Health Insurance	\$14,740.00
8106-001-10-0127	Wages- Deputy Director	\$50,000.00
8106-001-20-0011	Office Supplies	\$500.00
8106-001-20-0022	Gas. Oil & Lube	\$752.22
8106-001-30-0026	Telephone	\$2,000.00
8106-001-30-0044	Utilities	\$1,500.00

Cindy Bracy made a motion to approve the Comm Corr 08-09 additional appropriations. Faron Parr seconded the motion and the motion passed by unanimous vote.

TITLE IV-E REIMBURSEMENT

8891-001-30-0087 Pauper Counsel \$261.00  
Cindy Bracy made a motion to approve the Title IV-E additional appropriation. Dave Haines seconded the motion and the motion was approved by unanimous vote.

TRANSFERS

Comm Corr 09-10- 8107-001-10-0127 (Director) to 8107-001-10-0018 (Employer PERF) \$223.52  
Comm Corr 09-10- 8107-001-10-0017 (Employer SS) to 8107-001-10-0018 (Employer PERF) \$45.66  
Cindy Bracy made a motion to approve the two transfers from Community Corrections. Faron Parr seconded the motion and the motion passed by unanimous vote.

PURDUE EXTENSION

Alison Keen, Co-Extension Coordinator, came to the meeting to inform the council about their annual meeting on February 15, 2023 from 12:00-1:30 p.m. The meeting will be at the IU Health Jay Hospital conference room A & B. She also presented paperwork to regarding current programs.

REDEVELOPMENT COMMISSION

Jeanne Houchins made a recommendation for the two council appointments be Jack Houck and Faron Parr. Cindy Bracy made a motion to appoint Jack Houck to the commission. Dave Haines seconded the motion and the motion was approved by unanimous vote. Dave Haines made a motion to appoint Faron Parr to the redevelopment commission. Cindy Bracy seconded the motion and the motion passed by unanimous vote.

PERSONNEL COMMITTEE UPDATE

Jeanne Houchins gave an update from the personnel committee meeting January 26<sup>th</sup>, 2023. The committee recommended the hiring of an open backhoe operator position for the surveyor. The also approved the hiring of a merit deputy and a jail custodian (and name change from Jail Maintenance) for the sheriff. The sheriff also discussed the need to create a part time deputy position to fill in the shifts and cut down on overtime at a rate of \$26 an hour. The last topic discussed was 2023 wages for merit deputies, they believe the budget was adopted and signed in error. The budget was adopted at the 25% proposed salary increase column provided by the department. The

difference for merit deputies stemmed from the change from a 7k schedule with 1952 hours worked in a year to 40 hours or 2080 worked in a year. The two investigators were already working the 40 hour a week schedule prior to this budget. The recommendation is for the deputies to make \$26.15 an hour, Sgt \$27.48, Investigator Lt \$28.86, Investigator Capt. \$30.30. The matter will be decided at the March 8th council meeting along with the required additional appropriation.

With no further business for the council Faron Parr made a motion to adjourn the meeting; Randy May seconded the motion and the meeting was adjourned at 7:06 p.m.

JAY COUNTY COUNCIL

NAY

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*Deborah Malone*  
*Randy May*  
*Faron Parr*  
*David Jones*  
*John A. Carr*  
*Michael*  
ATTEST: *Emily Stark*  
JAY COUNTY AUDITOR