

July 8, 2015

The Ellettsville, Indiana, Town Council met for a budget meeting on Wednesday, July 8, 2015, at the Fire Department Training and Conference Room. Members present were Scott Oldham, President; Dianna Bastin, and David Drake. Sandra Hash, Clerk-Treasurer, and Jim Davis, Town Manager, were also present.

Year 2016 Budgets

The Supervisors presented their 2016 Budgets to the Council for review and the discussion follows. Jim Davis, Town Manager, moderated the meeting and started by informing stating the budgets presented did not include salary increases. Ms. Hash provided a separate spreadsheet showing the cost of salary increases ranging from 1.5% to 3%.

Planning Department:

Jim Davis, Town Manager, explained the Planning Department has a total increase of \$449.54. There are internal changes. He, Kevin Tolloty and Sandra Hash agree Denise Line should become full time. She is within four hours of being full time and will be on health insurance due to the hours worked threshold. Mr. Tolloty was creative with reductions and increases in his budget lines to cover most of Planning's portion of the cost.

Kevin Tolloty, Planning Director, presented his budget. He added four hours a week for Denise Line. The salary of \$34,000 will be split with Planning paying 60% and the Clerk-Treasurer paying 40%. He removed \$2,500 from overtime. If he works overtime, he prefers comp time instead of money. Ms. Line rarely gets overtime and to date approximately \$60 has been used. He added \$350 to Training.

Utilities:

Jim Davis, Town Manager, stated Utilities has increases and decreases in their budgets. Overall, there is a decrease of 4% in Water and 40% in Wastewater.

Mike Farmer, Bynum Fanyo and Associates, explained the basis for their 2016 projections are based on costs for the first five months of 2015. Water was drastically reduced because of a leak detection survey in 2014 so they are projecting a decrease of \$110,000 for 2016. They project an increase of \$5,000 on Purchased Power. Wastewater Supplies decreased by \$6,000 based on their activities and what they think may happen. When doing capital projects they rotate between water and sewer from year-to-year. This year they have a water project for Woodyard Road. They have a ten year outlay of capital projects that includes a few projects for water. They are supposed to be constantly repairing and replacing the infrastructure. Rate payers' money is to be spent on capital projects. After 2015, the sewer plant will be fully funded. Contractual costs such as legal could change in 2016. All rate increases have a ten year plan for equipment and upgrades.

Street Department:

MVH: Jim Davis, Town Manager, explained the MVH budget has reductions and increases. Overall, the MVH budget has a reduction of \$8,929 or a 1.56% decrease.

Danny Stalcup, Street Commissioner, stated they had a reduction in personnel services and everything is operating as it should. There was a big savings in Health Insurance because it has been over budgeted in prior years. Other Supplies was moved to Laundry and the CDL line. MVH will gain approximately \$100,000 in their operating balance by the end of 2015.

Stormwater: Jim Davis, Town Manager, explained \$2,000 was added for Contractual Education. The overall budget has a decrease of \$1,934.12 or a 2.9%. Mr. Stalcup added there is an educational requirement under the MS4 to provide educational materials. Martha Miller of the Monroe County Soil and Water District will take care of the educational outreach if the Town will help fund her budget.

CCI: Jim Davis, Town Manager, stated there is no change in the budget. Mr. Oldham asked if they would need a new paver. Mr. Stalcup replied they need to purchase a paver but it is cheaper to contract the paving.

Local Road and Streets: Jim Davis, Town Manager, explained this budget has no increase.

Parks and Recreation Department:

Jim Davis, Town Manager, noted Parks and Rec has a decrease in Capital Outlays and a \$4 increase in Workers Compensation. Ms. Hash explained in the 2015 budget \$25,000 was

added for the Heritage Trail. Due to funding in 2016 the Trail line was reduced to \$15,000.

Fire Department:

Jim Davis, Town Manager, explained the Fire Department budget has an increase in Personal Services. There are five employees who meet the Affordable Health Care Act (“AHCA”). The increase projected for the Fire Department is 2.12%.

Fire Chief Mike Cornman stated the first increase is in Firefighting under Operating Supplies which incurred an additional expense because of the Food and Drug Administration requirements on automatic external defibrillators and suction units. EMS expenses come out of Firefighting. The cost of uniforms has increased and he anticipates hiring additional part-time personnel to help reduce the possibility of liability from the AHCA. There is Workforce Development interest in the community to have additional part-time firefighters and he will have to provide them with uniforms. Fleet Insurance increased \$1,900.

Cumulative Fire Building and Equipment Fund (“CBE Fund”): **Fire Chief Mike Cornman** advised there are no changes to the CBE Fund.

Police Department:

Jim Davis, Town Manager, explained the Police Department has an increase in Health Insurance. There are also increases in Supplies and Other Services. The overall increase from 2015 is \$20,126.95 or 2.263%.

General Fund: Marshal Tony Bowlen stated all of the increases are in Personal Services. The largest increase is Health Insurance. There appears to be an increase in Certification and Education Pay because they were under-budgeted in 2015.

Cumulative Capital Development Fund (“CCD”): **Jim Davis, Town Manager**, explained CCD has an increase of \$5,949.62 or 5.221%. Marshal Bowlen stated this year they reinsulated their building. In 2016, they want to sound proof various rooms in the building. The \$4,373.32 added to Equipment under Capital Outlays is for extra expenses that may be incurred for changing to LED lighting.

Law Enforcement Continuing Education: Marshal Tony Bowlen stated it remains the same.

Clerk-Treasurer’s Office:

Sandra Hash, Clerk-Treasurer, explained her budget has a small adjustment for the Administrative Assistant because of bumping her salary to \$34,000 a year. There were also increases in Health Insurance, PERF, Office Supplies, Subscription and Dues, Legal Services, BCAT and Office Rental. The Heritage Trail was removed for 2016 because it was a one-time expense.

Scott Oldham asked if the budget for 2016 is funded or balanced. Ms. Hash replied it is funded. Without salary increases the 2016 General Fund ending balance should be approximately \$587,365 which represents an increase. In 2015, the beginning balance in the General Fund was \$421,000.

After some discussion the Council agreed to give a 2% raise to Town employees for 2016.

Scott Oldham entertained a motion to give the employees a 2% raise for 2016. Dianna Bastin made a motion to give the employees a 2% raise for 2016. David Drake seconded. Roll call vote: Scott Oldham – yes; Dianna Bastin – yes; and David Drake - yes. Motion carried 3-0.

Adjournment

The meeting adjourned at 7:23 p.m.

Scott Oldham, President

Scott Thomas, Vice-President

Dianna S. Bastin

David Drake

Kevin Farris

Sandra Hash, Clerk Treasurer