

July 25, 2018

The Ellettsville, Indiana, Town Council met for a budget meeting on Wednesday, July 25, 2018, at 6:05 p.m., at the Ellettsville Town Hall Meeting Room located at 1150 W. Guy McCown Drive. Members present were Scott Oldham, President; Brian Mobley, Vice President; Kevin Farris and Brice Teter were absent. Sandra Hash, Clerk-Treasurer; Darla Brown, Town Attorney; and Mike Farmer, Interim Town Manager; were also present. Supervisors present were: Mike Cornman, Danny Stalcup, Jimmie Durnil and Kevin Tolloty.


Sandra Hash, Clerk-Treasurer, began the budget meeting with a statement summarized below:

Mike Farmer, Interim Town Manager, lead the conversations on the 2019 budget with one thing in mind and that was raises for the employees and it took compromise from all supervisors to accomplish this. The Street Department, however, is the hardest hit due to a change in the law pertaining to the MVH funds. Paige Sansone, H. J. Umbaugh and Associates, presented a draft of the Comprehensive Financial Plan to her, Mr. Farmer and the Supervisors on July 17, 2018. In the past we have used 18 months for the budget process. The report breaks it down to the incoming year only and her guidelines were followed in preparing the 2019 budgets. Ms. Sansone will present the final Comprehensive Financial Plan to the Council August 13, 2018. In July 2017, Public Law 218-2017 went into effect making it a requirement to use at least 50% of the Motor Vehicle Highway Fund ("MVH") distributions for construction, reconstruction and maintenance of roads. In 2018, that amount was \$140,000, in 2019 it will be \$131,451. To make sure the Town complied 50% of the MVH distributions were appropriated into the capital outlay appropriation for Road and Alleyways. This increased the MVH budget in 2018 by \$95,000 which is not sustainable for 2019. Ms. Sansone explained the need to use a portion of the 50% MVH special distribution in wages to cover the hour's employee's work on the roads. A formula was created to determine just how many hours it would take to utilize the MVH special distribution with Town employees. In order to create a balanced budget, 25% of the MVH Restricted Distributions was reallocated to wages allowing a reduction in the Road and Alleyways of \$74,274. The \$30,000 equipment line was totally removed and the Tire and Tubes appropriation was shifted to Local Roads and Streets. One employee was moved from MVH to Utilities. This allowed a slight increase in the part time line of \$28,000 to be used when the employee works for the Street Department. Ms. Sansone advised the law had changed on the use of Cumulative Capital Development ("CCD") making it possible to use CCD for any town purpose. This requires an Indiana Code reference change to our ordinance and only local approval. Using this suggestion all the computer and software lines from the general fund in the amount of \$6,500 were moved to CCD. These are balanced budgets and all employees will receive a raise with Town Council approval. Matching funds from MVH will be required for the Community Crossing Grant. The Town is applying for \$579,950 which will require a match of \$144,987. In 2018 we were awarded 60% of the amount requested. If that follows in 2019, the match needed would be \$86,993. There will be \$65,725.25 in the MVH Road and Alleyways Appropriation and \$11,000 remaining in the Community Crossing Matching Fund for a total of \$76,726. This creates a possible need to pull matching money from the Rainy Day Fund which is permissible. If this is needed the Town would have to move money back into the Rainy Day fund with unspent appropriations from the general fund as available.

- **Clerk-Treasurer's Budget.** Budget was reduced by \$2,249.44. Town Manager's salary remains in the budget but all else pertaining to that department has been removed. Part-time administrative position has been increased to allow for an additional day weekly with sewer and water paying the salary for the additional two days a week making this a full-time accounts payable position.
- **Planning Department.** Reductions: Gas & Oil, Telephone & Fax and Office Furniture. Computer Software was transferred to CCD. Director of Planning Services' salary was reduced by \$3,000 and transferred to Stormwater. The Assistant Planner position will become full time in Planning.
- **Fire Department.** General Fund: Budget increased by \$36,249 or 3.2%. Richland Township and I.U. Health Ambulance Service have been asked for a 3.4% increase. There is a salary increase of 3% for most part-time employees. Increases: Gas & Oil, Uniforms, Telephone, Fleet Insurance and Electric. Reductions: Office Supplies, Radio Repairs, Natural Gas and Volunteer Fire Contract. Computer Software was transferred to CCD.
- **Public Safety LIT – Fire Department.** \$2,000 increase in Salaries.
- **Cumulative Fire Building and Equipment ("CBE").** Reductions: Squad Truck Payment and Equipment totaling \$16,000.
- **Police Department.** Reductions: Worker's Compensation and Unemployment Tax.
- **Public Safety LIT – Police Department.** One officer was transferred to the Public Safety LIT in 2017.

- **Law Enforcement Continuing Education.** Addition of \$2,500 for Active Shooter Upgrades.
- **Community Capital Development ("CCD").** Now available to all Town departments. Four cars will be removed from the 2019 estimate, reducing Police Vehicles and Equipment by \$25,100 and Police Body Armor is not funded in the 2019 budget. Increases: \$1,000 to Computer & Software and \$15,000 for Equipment/Radio Upgrades
- **Fire Department.** Increases: Gas & Oil, Office Supplies, Telephone & Fax, Fleet Insurance and Electricity. Reductions: Security system removed. An increase for part-time officers will be calculated and funds should be available.
- **MVH – Street Department.** MVH will have major cuts as outlined in Ms. Hash's earlier summary. One employee will be moved to the Utilities Department resulting in a decrease of \$65,000 and an increase of \$28,000 to Part-Time. Reductions: Longevity Pay, Fleet Insurance, Property & Liability, Roads & Alleyways and Equipment totaling \$149,994.28. Tire & Tubes were moved to Local Road and Streets. Mr. Farmer advised a proposal on combining the Street and Utilities Departments will be presented after budget ratification. Utilities and Street Departments will split the cost of a new dump truck. Mr. Oldham asked if merging departments will alter the budget. Mr. Farmer answered no, because they will start the process whether or not Town Council officially consolidates the departments.
- **Local Road and Streets.** Budget reduced by \$50,000. This is an isolated fund and is funded solely by the Local Roads and Streets distribution. Tires & Tubes were added. Reductions: Signs and Equipment.
- **Cumulative Capital Improvements ("CCI").** No change.
- **Stormwater.** Director of Planning Services' salary of \$5,000 has been added. Reductions: Long term debt for the Stewart Property. Increases: Sand Removal. Revenue of \$171,800 is projected. As this is a utility fund, it does not have to be advertised.
- **Utilities Department.** Sewer budget increased due to chemicals for phosphorus removal. New line for meter replacement has been added. Budgets are rate driven. Available cash in Water is \$500,000 and Sewer is \$1.2 Million. Raises were not listed on the budget because it includes the salary of two former employees so they know there are sufficient funds available. Sewer projected for revenue is \$1.5 Million and the budget is \$1.6 Million. Water budget is \$2 Million, an increase of \$126,500 over 2018. Water projected revenue is \$2 Million.

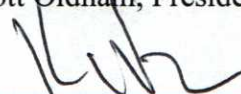
Meeting was adjourned at 7:58 p.m.



Scott Oldham, President




Brian Mobley, Vice President



Kevin Farris

Brice Teter



Scott Thomas



Sandra C. Hash, Clerk-Treasurer, IAMC, MMC