

**MINUTES OF A SPECIAL MEETING OF THE COMMON COUNCIL  
OF THE CITY OF JASPER, INDIANA  
AUGUST 8, 2019**

A special meeting of the Common Council of the City of Jasper, Indiana, was held on Thursday, August 8, 2019 in the Pfaffenweiler Room of City Hall located at 610 Main Street, pursuant to the call of the Mayor and notice given to the media.

**Call to order.**

Presiding Officer Mayor Dean Vonderheide called the meeting to order at 7:30 a.m.

**Roll Call.**

Clerk-Treasurer Juanita S. Boehm called the roll.

Mayor Dean Vonderheide	Present
Council members:	
John Schroeder	Present
John Bell	Present
David Hurst	Present
Earl Schmitt	Present
Kevin Manley	Present
Nancy Eckerle	Present
Philip Mundy	Present
Clerk-Treasurer Juanita Boehm	Present

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the council members must be in attendance. All seven council members were in attendance; which is a majority, therefore, there was a quorum for the special meeting.

Also present during the meeting was Financial Coordinator Sharon Sander. Various department heads were present during their respective scheduled times.

**Pledge of Allegiance.** Mayor Vonderheide invited all those present to join him in reciting the Pledge of Allegiance.

**Purpose.** The purpose of the special meeting was to have the various department heads present their proposed budget for the year 2020. The notice to the media also indicated that the council may discuss and act on any other business.

**Budget information.** Financial Coordinator Sharon Sander presented a summary report of the property tax dollars needed for the proposed 2020 budget based upon amounts submitted by the department heads. The Department of Local Government Finance [DLGF] said the maximum levy growth factor for 2020 is 3.5%.

The estimated amount of property taxes needed to support the department budgets is \$7,747,592. According to the summary report prepared by Sander, the estimated maximum levy amount less an estimated circuit breaker amount is \$7,419,085. The estimated property tax dollars needed for the submitted budgets is more than the city is allowed to raise in property tax dollars in 2020, therefore \$328,507 in appropriations from the property tax funds need to be cut from the proposed budget.

A 2.0% wage increase for full time and part time employees is included in the proposed budget. There will be 53 weekly pay periods in 2020.

Also included in the proposed budget is \$1,950,000 for street paving from the following funds; General Fund \$200,000, Motor Vehicle Highway Fund \$950,000, Local Road and Street Fund \$100,000, EDIT Fund \$325,000, and Cumulative Street Fund \$375,000.

**Department budgets.** Personnel/Safety/Loss Control Director Cale Knies, Fire Chief Kenneth Hochgesang, Street Commissioner Jeffrey Theising, Park Director Ken Buck, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, Police Chief Nathan Schmitt, City Engineer Chad Hurm, Arts Director Kyle Rupert, Clerk-Treasurer Juanita Boehm, Mayor Vonderheide, and the council members each reviewed his respective 2020 department budget that had been presented to the Clerk-Treasurer's department at an earlier date to compile. General Manager of Utilities Gerald 'Bud' Hauersperger was present at a designated time to discuss some utility matters.

**Proposed pay increase and adjustments.** Mayor Vonderheide said he proposed a 2% salary ordinance wage increase for 2020 based upon a 1.6% increase per the consumer price index. The City's complete benefit package needs to be considered along with what the City pays in wages. Vonderheide said a department head does not have to give an employee the entire 2% but the 2% is factored into the budget and the salary ordinances. The 2% pay increase applies to all full and part time positions listed in the salary ordinance.

The Mayor, Personnel/Safety/Loss Control Director, and the Clerk-Treasurer met with department heads several months prior to this meeting to discuss salary and personnel matters.

Vonderheide reviewed the following recommendations for 2020:

[1] increase the council member pay rate from \$125 per week to \$155 per week so pay is more in line with other benchmark communities; in the future, the pay rate will be adjusted based on the rate increase given each year

[2] if a pay range is listed in the salary ordinance, eliminate the minimum rate

[3] list pay rate for interns at \$12.20 per hour

[4] Fire Department

[a] assistant fire chief pay rate for non-emergency duties and emergency calls should be the same pay rate as all other firefighters

[b] station duty-adjust from \$12.00/hr to \$14.00/hr

[c] training-adjust from \$11.50/hr to \$14.00/hr

[d] Miscellaneous duties-adjust from \$10.00/hr to \$14.00/hr

[e] Meetings-adjust from \$10.00/hr to \$14.00/hr

[f] emergency call categories including fire calls, extrication, and first responder calls-adjust from \$14.25/hr to \$16.00/hr

[g] add Fire watch duty at \$35.00/hr

The entity requesting a fire watch will be billed for such services.

[h] No Sunday station duty

[i] eliminate Medical helicopter duty and Inspect & Invest

[5] Legal Department

Adjust Legal Assistant position pay from \$15.94/hr to \$20.00/hr

When the City Attorney presented the legal department budget, she wanted the \$20.00/hr changed to \$22.02/hr plus 2% increase [22.46/hr] like some administrative assistant positions. The council agreed.

[6] Planning Department

adjust Planning Technician position pay from \$16.50/hr to \$17.00/hr

[7] All Utilities

[a] adjust evening shift differential rate from \$.35/hr to \$.50/hr

[b] adjust night shift differential rate from \$.50/hr to \$.75/hr

[8] Water and Gas Utility

Adjust Gas Line Welding differential from \$25.00/hr to \$35.00/hr

- [9] Utility Business Office
  - IT staff addition for Utilities, seek Utility Service Board approval going forward
- [10] Street Department
  - [a] Change mechanic pay rate to the same rate for the mechanic position listed in the Utility salary ordinance
  - [b] currently the street department has one person in the foreman position  
Wants a total of three working foremen, one for asphalt, one for storm sewer, and one for concrete work
- [11] Park Department
  - [a] In the 2020 salary ordinance, adjust the Community Engagement Coordinator position pay to \$800/wk
  - [b] In the 2020 salary ordinance, adjust the Assistant Municipal Golf Course superintendent pay rate to \$925/wk
- [12] Police
  - [a] list the administrative assistant pay rate in the salary ordinance at \$700/week
  - [b] approved a lateral transfer for a person who is hired as a police officer who has two or more years of law enforcement experience-90 days probationary police officer pay rate then first-class officer pay rate

The benefits for a lateral transfer such as but not limited to health insurance, vacation, sick, personal hours will be based on the City's hire date and longevity pay will be based on the City's hire date

The police chief asked for funding for part-time telecommunicators so there is a backup person for each shift. No decision was made at this meeting.

**EDIT Fund.** Mayor Vonderheide reviewed the proposed appropriations in the EDIT Fund for 2020.

**Budget cuts.** The council members then reviewed the proposed budget and recommended some appropriation cuts or reductions. Instead of reducing the EDIT Fund appropriations by \$200,000.00, the mayor was going to look at line items in the General and Park Funds to see if the \$200,000.00 could be cut from those funds. The mayor would also discuss with certain department heads possible cuts from their budgets.

**Budget meeting-day 2.** The council members will meet again on Thursday, August 22, 2019 at 7:30 a.m. to finish discussing the proposed 2020 budget and to discuss potential economic development projects.

**Adjournment.** There being no further business to come before the Council, a motion was made by Council member John Schroeder and seconded by Council member David Hurst to adjourn the special meeting. Motion carried 7-0 and the meeting adjourned at 5:04 p.m.

The minutes were hereby approved \_\_\_ with ✓ without corrections or clarification this 23<sup>rd</sup> day of October, 2019.

Dean Vonderheide  
Mayor Dean Vonderheide, Presiding Officer

Attest: Juanita S. Boehm  
Juanita S. Boehm, Clerk-Treasurer