

TERM OF COMMISSION: October Session of the August Adjourned Term

PLACE OF MEETING: Hearing Room One, Boone County Courthouse

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Linda Vogt
Deputy County Clerk Michelle Malaby
Auditor and Chief Budget Officer June Pitchford

The budget hearing was called to order at 1:43 p.m. Budget hearing minutes consist of discussion not addressed in budget narratives and spreadsheets, copies of which are on file in the office of the Boone County Clerk.

SUBJECT: Public Administrator (Organization 1290)

Public Administrator Connie Hendren reviewed the budget narrative. Ms. Hendren stated Ms. Pitchford advised the Other Fees revenue category (03569) should be set up as a receivable. The account should be eliminated next year. Ms. Hendren noted her salary is set by statute. She does not receive across the board salary increases. She discussed the statute with Senator Joe Moseley. They plan to change the wording to allow her to be paid twice each month as other County employees are rather than one time per month as specified in the statute.

The Commission agreed to request the legislature change the statute to allow the salary to increase. The Commission agreed the salary should be raised to the level of other officeholders.

Ms. Hendren stated although she did not request funding for an additional employee, one will be needed next year. She would like to add a deputy position.

Commissioner Stamper advised Ms. Hendren her cellular telephone should be included in the County's contract for cellular service and to present receipts for reimbursement of cellular calls made previously.

Following discussion of the increase requested for mileage reimbursement, Ms. Pitchford noted Ms. Hendren expressed interest in using a pool car for long trips.

SUBJECT: Circuit Clerk (Organization 1221)

Circuit Clerk Cheryl Whitmarsh presented her budget request.

In response to a question from Ms. Pitchford as to whether the County will receive reimbursement for services the Circuit Clerk provides to the Family Court Commissioner from fees used to establish the Family Court, Ms. Whitmarsh replied she does not know, but felt any extra funds would likely be directed elsewhere.

Commissioner Stamper stated the establishment of the Family Court was supposed to redistribute existing funds and work, rather than creating additional work.

Ms. Whitmarsh replied although she believes in the purpose and goal of the Family Court, it does create additional work for her office. It is an additional courtroom. She spoke with Judge Conley about the work load of the office. He asked that she document work she believes can be discontinued in order to keep up what is required by statute. She believes the list will be taken up at the next court en banc meeting.

Commissioner Stamper asked what is the value of staffing the information booth in the lobby?

Ms. Whitmarsh replied people are often upset after coming through the screening station. It helps if someone is at the information booth to direct them.

Commissioner Stamper stated he seldom sees someone there.

Ms. Whitmarsh replied the booth is currently staffed during peak hours.

Commissioner Stamper stated the Circuit Clerk's needs another employee, however, he questions the value of staffing the information booth, especially with someone at the screening station.

Ms. Whitmarsh replied she has been told to staff the information booth. She does not understand why the duty cannot be shared with other Courthouse offices.

Commissioner Miller stated it is a waste of money to have someone at the information booth when there are bailiffs at the security station. Most of the time the bailiffs are not doing anything.

Ms. Whitmarsh stated she would like to use \$3,000 left in the supply portion of her 1994 budget to purchase panels to place around workstations in her office in order to provide privacy. The money was intended for printing which will be done in 1995 instead.

Ms. Pitchford noted the court en banc approves the Circuit Clerk's budget prior to submission to the County Commission. This request for panels would not likely be approved by the court en banc as a priority for 1995.

Commissioner Stamper commented the Circuit Clerk's office was not furnished properly when the Courthouse was renovated. He does not object to redirecting funds to purchase the panels. He invited Ms. Whitmarsh to advise the Commission how much is needed to furnish her office properly. The Commission will try to fulfill the need with an emergency appropriation.

SUBJECT: Assessor (Organization 2100)

Assessor Tom Schauwecker presented his budget. Mr. Schauwecker stated in requesting salary enhancements for his appraisers, he is not requesting a range change. He realizes countywide reclassification will occur next year, but that is not soon enough. After the core budget is funded, there is a surplus of \$9,000 in the assessment fund which will be placed into reserves. Based on very conservative estimates of commissions, the salaries can be enhanced without drawing from reserves.

Ms. Pitchford commented the ripple effect approval would have on other positions has to be considered. She does not contest the need or the fact that there are resources available, but she would hate to approve the request only to find other departments experience the same problem but have not expressed it. If salary enhancements are approved, they have to be given equitably.

Commissioner Stamper stated the Assessor has two vacant positions he cannot fill. There have been cases where the Commission has authorized additional funding in order to attract or retain a person. He agrees the precedent set by approving this request is a concern. Commissioner Stamper stated the Commission will offer a compromise proposal within a few days.

In response to a question from Commissioner Vogt, Ms. Pitchford stated Mr. Schauwecker is not requesting to hire above the base of the range as current policy allows because it would create an inequity in his office for an identical position.

Commissioner Stamper asked are two State certified general real estate appraisers necessary?

Mr. Schauwecker replied he wants to replace the employee who left--a State certified general real estate appraiser.

Commissioner Stamper stated he would like to arrive at a temporary solution allowing the Assessor to fill the two vacant positions.

Ms. Pitchford stated Human Resources Director Mark Stone has to be involved in that discussion.

Mr. Schauwecker stated he spoke with Mr. Stone and was frustrated. He asked him to help him fill the positions. Mr. Stone indicated he would have to talk with the Commission.

Commissioner Vogt stated Mr. Stone has no staff. It would be difficult for him to proceed. Tomorrow, he will present his plan to officeholders and department heads. He will probably take over recruitment on January 1, 1995. He has no clerical staff.

Commissioner Stamper suggested Commissioner Vogt and Mr. Schauwecker meet with Mr. Stone to determine if Mr. Schauwecker can be provided with any immediate relief. The issue can be discussed at the next budget hearing.

Commissioner Vogt agreed.

Mr. Schauwecker reviewed the remainder of his supplemental request.

Ms. Pitchford questioned the need for the additional vehicle. The County has paid his office about \$800 to date for mileage reimbursement this year. Is the vehicle requested because of the number of miles driven or because of where appraisers go?

Mr. Schauwecker replied if the salaries for the appraisers were where they ought to be, he could live without the additional vehicle. He does not include himself or David Sabbath in mileage reimbursement. Mr. Schauwecker stated he drives his own vehicle and does not claim mileage.

Commissioner Stamper stated Mr. Schauwecker should not do that.

Mr. Schauwecker stated he is very conservative with his own money and even more conservative with the taxpayer's money.

In response to a question from Commissioner Vogt, Mr. Schauwecker replied Times-Two file cabinets, drafting chairs and three five drawer file cabinets are included in his budget.

The meeting adjourned at 2:45 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner

June Pitchford
Boone County Auditor