

Comp Time
Treasurer’s Report
Additional Appropriations
Highway Trucks
Feasibility Study

**Vermillion County Council
Meeting Agenda**

Monday, February 8, 2016
6:30 p.m.

Commissioners Courtroom, Courthouse, Newport, Indiana

- I. **CALL TO ORDER:** The Vermillion County Council convened in a regular meeting at 6:30 p.m. on Monday February 8, 2016.
- II. **ROLL CALL:** Members present were Michael Costello, Jill Wesch, Randy Dreher, Michael Carty, Brent Bush, Jim McLain, Basil Ave, Auditor Phyllis Orman, First Deputy Auditor Amy Tolbert and Attorney Don Darnell.
- III. **MINUTES:** The minutes from January 11, 2016 were approved on a motion made by Wesch and seconded by Ave. The motion carried.
- IV. **COMP TIME:** Costello reported that the amount has increased around \$1,800.
- V. **COUNTY TREASURER’S MONTHLY REPORT.** Costello acknowledged receipt of the report.
- VI. **ADDITIONAL APPROPRIATION/REDUCTION REQUESTS:** The Council considered additional appropriation requests as published. President Michael Costello reviewed the appropriations from the written requests submitted by Auditor Phyllis Orman. Thus, the following ordinance was adopted: WHEREAS: it has been determined it is now necessary to appropriate more money than was appropriated in the annual budget for 2016, BE IT ORDAINED, by the County Council of Vermillion County Indiana, for the expenses of said county government, the following additional sums of money are hereby appropriated and ordered set out of the funds herein specified, subject to the law governing the same:

Bush made a motion to table, seconded by Ave. Motion carried.

FUND/DEPT	AMOUNT REQUESTED	AMOUNT APPROVED
County General	\$1,000.00	\$1,000.00
Veteran’s Service Officer Phil Hutson is wanting to donate money to help towards the purchase of a van in Parke County. The van transports Veterans from Parke, Vigo and Vermillion Counties to the VA or doctor’s appointments. Darnell said he spoke with Jon Spurr and the issue is in the wording “donation.” Darnell said that after speaking with Spurr, they did not feel it was appropriate for a county officer to make the request. They felt that it should come from the commissioners. Darnell said the commissioners should enter into an agreement with Parke County. He said he would like to see the word “donation” replaced with another word such as “reimbursement.” Costello asked Hutson who owned the van. Hutson said it is actually the Disabled American Veterans (DAV) who own it, not Parke County. He said the Parke County Service Officer schedules the drivers. He said Vermillion County Veterans can use their services. Dreher stated that it was at no cost to the Veteran and Hutson agreed. Costello asked if this was something that could be worked out and Darnell said yes but that it needs to be called something other than a donation and the commissioner’s need to request it. He said they also need to enter into an agreement with Parke County. Hutson said Parke County has nothing to do with it. Costello said he thinks it is a great idea, they just need to work out the wording. Dreher said it is a pretty trivial amount. Costello said he agreed considering what they do for our Veterans. He said it is just a matter of getting it worded properly and through the right channels. Hutson said the van services Parke, Vigo and Vermillion County. He said any Veteran that wants to use their services can. He said he spoke to the commissioners it about and they agreed that to purchase a van would be much more costly. Dreher said the liability alone would be something they would not want.		

Dreher made a motion to allow, seconded by McLain. Carty opposed. Motion carried.

FUND/DEPT	AMOUNT REQUESTED	AMOUNT APPROVED
Park Non-reverting	\$2,400.00	\$2,400.00

Costello said the problem is that the money needs to be in place before purchases are made and there was no one present to discuss the request at the last meeting. Dreher said he has a problem with the fact that the trees were purchased and planted before the money was approved and it was not an emergency. He said they should really appropriate the money before purchasing. He asked Carty if he agreed and Carty said yes. Dreher said he understands that sometimes emergencies come before them, such as a bridge needing repaired as soon as possible. He said this project could have waited. Park Board President, Dick Zumwalt, said that Commissioner Yocum was behind the project. He said they were trying to get everything done before the end of the year so it would have been paid with 2015 funds. McLain said Yocum needs to get with the other 2 commissioners so that all 3 heads are together. Zumwalt said the money comes from the non-reverting account and there is not much they are allowed to do with that money. Dreher asked if there were other bids received. Zumwalt said there were 3 total bids. Costello said sometimes they would like to see the bids. Zumwalt said the work that was done was great and was recommended by the commissioners. Commissioner Crossley said Affordable Tree Service out of Clinton was the cheapest bid. Costello said the tree removal request was approved last month. This request is for the planting of the new trees. He said in the future, make sure the money is in place before you spend it.

Carty made a motion to allow, seconded by Busy. Wesch and Ave abstained. Motion carried.

FUND/DEPT	AMOUNT REQUESTED	AMOUNT APPROVED
Pre-Trial Diversion	\$18,000.00	\$18,000.00

The 2016 budget amount was entered incorrectly.

VII. OPEN ISSUES

- a. E911 Board Appointment. Costello asked Dreher if he was still interested in the appointment. Dreher said he was not. Costello asked Wesch and Ave if they were interested. Wesch said she was not but Ave said he was. Bush made a motion to appoint Basil Ave to the E911 Board, seconded by Wesch. Motion carried.

- b. Business Personal Property Assessment Ordinance. Costello said they had asked Darnell to prepare an ordinance. Darnell had the ordinance ready and stated they need to decide whether to move forward. It was agreed they should so the ordinance was set for public hearing on March 14, 2016 during their regular monthly meeting. It was stated that they county would lose around \$80,000 but would recoup some of that by charging the filing fee. Darnell read the ordinance. Kilgore asked that if they do choose to pass the ordinance that they be more specific in their wording. She suggested changing it to reflect at least \$1 but not greater than \$10,000 and \$10,001 but less than \$20,000. Costello asked if they had found out who the fiscal officer is and Darnell said the Auditor is. Kilgore agreed and said they are the ones to set up the accounts. She said it is all so new and that there is still legislation out there about it.

- c. Appeals funding for taxing units. Nothing new to report at this time.

VIII. NEW BUSINESS

- a. Highway Trucks. Crossley said he spoke to Costello and was told to check on prices of trucks. He said he received quotes from Kenworth of Terre Haute and 3 International dealers. He said a 2017 Kenworth cab and chassis lists for \$143,932 but they can get them for \$85,760. 4 units would cost \$343,040. He said International lists for \$116,019 but they can get them for \$76,435. 4 units would cost \$305,740. He said they would purchase the beds from Rahn Equipment at a cost of \$28,133.87. 4 units would cost \$112,535.48. He said the total for all 4 trucks would be \$418,275.48. Crossley explained that they have 6 trucks that are 19 years old. He said they need new trucks. Costello asked if Rahn was the only quote for the beds and Crossley they were the cheapest and do good work. Dreher asked if they were tandem or single axle and Crossley said single axle. Carty asked why they didn’t ask for them at budget time. Crossley said they did not know they needed them 7 months ago. Costello asked why they need 4 instead of 3 and Crossley said that 1st district needed 2. Dreher said he would like to see the expenses that have

been paid on these trucks each year. Dreher said he would also like to see an account set up where they could put money each year for this purpose. Carty asked what the trucks used are for and Crossley said plowing snow. Carty asked about the tandems that were last purchased. Crossley said they are used for the country routes and the single axles are used in towns. Crossley said they are also used for blacktopping in the summer, hauling gravel and plowing snow. Costello said there is no doubt they are probably needed but said it is always such a big expense all at once. He said one at a time would be more palatable. Carty said that Paula Neild, the Highway Office Manager, has not sent him the year-end summary report to analyze how much time is actually used on the trucks. He said he would like to see that report. Crossley said if it doesn't snow, they don't use them. Highway truck driver Bob Dixon said the numbers are good to look at but the trucks are 20 years old. He said they take one out in a snowstorm, they don't know if they will make it back. He said he understands that numbers are great but they don't always represent. Carty said he agreed that they really need them when it snows but said they don't need them if it doesn't snow. He asked if they can afford another \$418,000 spent to have it sit if it doesn't snow. He asked if there was an alternative. He said he was curious to how much time is put on the trucks and we won't know if we don't see the reports. He stated that we are already over budget by a million dollars. McLain said he would rather buy the 3 or 4 trucks now rather than 8 or 10 later. Costello said he agreed and stated they needed to get on some sort of rotation. Carty suggested money be put in the budget each year. McLain asked how to do that if you don't know at budget time that you will need them. Crossley asked if they would prefer he come back at budget time. Carty said they don't have a formal request in front of them. Crossley said it is just putting it off if they wait. Bush asked what the time frame is if they ordered now. Crossley said if they ordered them today they would have them around September. No action taken, no formal request was submitted.

- IX. **Feasibility Study.** Eric Weflen, the architect with RQAW, was present to share with the Council the study that was completed in January. He said he would give them a quick overview but would be happy to come back and meet with anyone to discuss things in detail if needed. The purpose of the study was to determine the 20 year space needs for the jail and courthouse and how to accommodate those needs at the existing facilities. He said they first distributed a survey to the office holders and department heads. They then compiled that information and used that data to make projections. The information was evaluated based on space standards. Space standards are based on experience, code, or function. The standards determine that offices or spaces should be a certain size. He said that was done for all the existing courthouse and jail spaces. He said if the space doesn't exist they assign a square footage for it. They use all the information to develop an architectural program. The program will state what you have and what you need. It is organized by headings so in the case of the jail it might be listed under housing, administration, kitchen and laundry or support spaces. He said they use the architectural space program as a list of spaces that need accounted for diagrammatically. They then develop diagrams that represent those spaces and their locations. He said in terms of the jail the first thing they did was conducted the interviews and were told that there was a need for two more holding cells with a capacity to hold four or five each. He said a recurring theme on the jail is the idea of classification. Classification is really important in terms of managing a jail because what it does is it says that these inmates are with these inmates. In terms of managing the population it is very critical. It is important in the obvious way such as males and females or violent and non-violent. There is a desire to keep certain inmates, such as sexual predators, away from others. The Sheriff gave a really good talk on this. He said you want to make sure the inmates are housed with inmates with similar offenses. If an inmate is not violent you really don't want to house them with a violent one. It is critical to keep them separate. He said the issues at the jail are lack of office space, administrative space and the functionality of that space. There are two people that share cubicle space in the four cubicles that are in that office space. The chief deputy's office is open to the training room. The training room is also used as a conference space and used for polygraph testing. The office in this space is open at the ceiling so if the chief deputy is on the phone and they are doing a polygraph in the training room, he either has to be really quiet or leave his office until they are done. He said the space also houses the staff restrooms. If there is training taking place then employees can't

come through there to use the restroom. Weflen said there are too many functions in that one space. He said it also has become file storage central. There is a lot of stuff going on in there. It was noted that there is one padded cell and the Sheriff would prefer two or three. The medical exam room needs more space. The laundry room is undersized. Investigators need their own workable space. The drug task force uses a closet for their office now because they need to secure evidence. If there were an opportunity for more space then there would be a desire to expand work release. The library is too small and this is another space where multiple functions occur within one space. The library is also a conference room and is used for contact visitation, and attorney client meetings. It is where programs such as GED and drug programs take place. It is interesting to note that the jail population can be as low as 50 but has increased in the past up to 80 or 90. Weflen said they were out there around 6 times and the population was around 70 each time. He said this is important to note because of that classification factor. He said, imagine 78 beds, 70 inmates and trying to split them up by classification factors. He said it is not always perfectly efficient. You may have twelve beds and 8 people that are similar in classification. You are inefficient by 4 beds. It was also noted that it would be beneficial for the jailers and the dispatchers to have separate spaces. They currently share a space. The analytic summary for the jail is the data they gathered and used to make projections. They look at things such as average daily population, county population, and average length of stay. He said they have projected that out and looked at what the trends seem to be. He said they found that the daily population has been increasing since 2012. The jail population has been as high as 80-90 at times. The female population is at least 25%. It is broken out and noted separately because it is important to note that back 20-30 years ago the female population in jails were typically less than 10%, usually 2-3%. He said it is important because of the classification factor. He said they are now designing jails to accommodate females. He said the reason is because drugs are an equal opportunity offense. These rates are increasing so must be taken into consideration. The projection modeling suggests that there is a need for 120 beds excluding work release. He said this means there is a need to expand the jail. He said housing needs to be expanded for classification purposes. He said based on the projections they are looking at 100-115 beds plus a classification factor of around 20%, so that would be an additional 22-23 beds, level 6 return DOC felonies accounts for another 8-12 beds. So they have determined the rate of capacity to be around 140-150 beds, this is the target but not necessarily the exact answer. Weflen went on to explain that with more housing there creates a need for more kitchen space and laundry. The jail needs a better programming space for the current and future needs. One of the things they are seeing more and more of in jails is education such as GED and drug programs such as AA and NA, also more religious programs. Space is needed for that. He said the booking and holding areas need increased including padded cells. The medical space needs increased as well. He said one of the things they do in all of their designs is provide negative air pressure in booking and medical. It is important because when you bring someone into the jail you don't know if they have anything that could contaminate others, infect others, so they always design the use of negative air pressure. It means that the air that is in that area is not shared in other areas of the jail. It is exhausted out. He said in order to meet these needs they have provided two options. The first option basically utilizes as much of the existing space and cells as possible. The cells would be upgraded. This option includes 74 beds in the existing space and then a dormitory would be added. Work release would account for about 20 beds. Intake would be expanded and provide about 26 beds including padded cells. This option also incorporates a proper medical suite. He said there are advantages and disadvantages to this option. He said currently you have a linear jails. He said in order for someone to observe these linear spaces, someone has to walk the entire length of the building so if you are on one end and something happens on the other end, you have to travel down the hall to the other end. He said this option does increase the programming space. Indoor/outdoor recreation is enclosed and utilizes a large garage door to open it up to the outside. This design helps keep contraband out of the jail. The Sheriff's office would be expanded as well as kitchen and laundry. He said the dorms would be open spaces and have restrooms within them. Weflen said the advantage to this option is that it is the least expensive. Dreher asked if the jail would be shut down during the renovation and Weflen said it would not, it would be done in phases. He said they can also do phases, certain areas at a time. He said there is a definite need for all that has been mentioned but the county may choose to only do certain areas at this time. The projects can be prioritized. Dreher asked if RQAW has done other jails similar to this. Weflen said 75% of the jail projects they do are a variation of what has been presented here. He said Washington County is a great example of a jail that has had 200 beds added. He said they are now working in Posey County, the jail will still be in operation while they do those renovations. Dreher said that is important so they don't have to

pay anyone to house their inmates during the construction. Kevin Meyer, with RQAW, said he is from Knox County and RQAW built their jail and said he would arrange a tour for anyone interested.

Dixon asked how much of this is state mandated and if they do the renovations will the state come back and change those mandates down the road? Weflen said that Washington County was required to do their renovations. Dreher said this is not something we need to do immediately and Weflen said that was correct. Dreher said they have time to look at it and study it, as long as we are making an attempt, the state may lay off of us. Weflen said he will give the county credit for talking about things before there is a crisis. He said it is important because then you don't have to make knee jerk reactions.

Carty said he was disappointed in looking at the statistics that were put in the report. It states that our county is not going to grow over this time frame but our incarceration rate is going to go up around 55% without work release. He said the report states we need to increase our ability to house felons by almost 66% but our county population is basically going to stay the same. It is one thing to come up with the money to build it but then to maintain and staff it over the next 20 years, and we can't even afford to purchase 5 new trucks. He said this concerns him. Weflen said it is important to note that with the projections, the increases, it doesn't necessarily mean the jail bed count needs to increase by that percentage. He said they looked at the peak times of housing 80-90. If you add in the returning felons you can add another 12-15 beds. Then you add in the classification factor. Carty said he understands but the point is that with the classification factor, wanting to protect them, but how can they afford to pay for that protection. Weflen said that at no point during the study did anyone say a dollar amount should be considered when providing answers. It was stated that here is the big picture and here is what we think will solve the problem. Carty asked if anyone was looking at it from the other side, such as jail sentences being reduced for the petty crime offenders. He said he would rather see them in a housing facility rather than paying all this money to put into a jail. He said with the numbers, he is sure the reality is there, but he is having a hard time putting his arms around how any county, let alone ours, can continue to do this and still have other services because other services are important too. Dreher said the state has put a burden on the counties by putting level 6 back because that means the jail capacity is just going to keep growing. He said the state is not going to give us any money either. Meyer said there is talk about giving some money back to the counties but nothing is set in stone at this time. Weflen said he thinks that part of what they are talking about involves Judges, Prosecutors, and Attorneys utilizing programs such as work release where people pay to be a part of a work release program. Work release is huge in some counties. Carty asked where they could get more information about that. Dreher asked how the money would be collected for something like that. Weflen said one of the things they did was look at court cases and the numbers remained relatively steady, they were not seeing huge spikes in the percentage of cases. Carty asked, then why did they go from 78 to 120. Weflen said part of the problem is that this is an existing condition right now, from a classification standpoint, that there is a less than desirable ability to classify at the existing jail. He said there is 70 on average right now. He said the Sheriff may be able to speak about the decisions that were made when that jail was built but he cannot. He said as far as he knows that jail was close to full from a classification standpoint the day it was opened. That may be part of the issue. Meyer said they have added beds since it was built, they have squeezed all the good out of it. Weflen said 4 more beds were added recently. Dreher said he has heard that they have to move them around, some may be on the floor but can't stay there, so they shift them around to meet their needs. Ave said that currently the jail has 78 beds and this morning there were 76 inmates. Meyer said the 120-130 number is looking towards the future. Weflen said that is correct, they want to save future problems. He said that typically they spend around 2/3rd of the cost to just provide more bed space and that is a quite a bit of money. It will end up being more costly in the long run. It would be more efficient to design it once and build what you will need for the next 20 years. It not only solves the problems for today but for years to come. Carty said it troubles him to think that they are going to need that but not going to make any progress with the ability for society to improve its way of living. We have to plan out 20-25 years to increase our beds by 66%. We don't have enough confidence that we are going to find a way to fix some of these problems with some offenders that really shouldn't be in an incarcerated situation in the first place. We need other things such as mental health. We need to do some other things besides stick people in jail. Weflen said he is not here to tell the county philosophy on jailing people or providing rehabilitation. That is between the Judge and the Sheriff. He said what they can do is look at where the county is today, where the county has been in the last 20 years, and where the county will be in the next 20 years. Ave said they have a generation coming up that have been in court several times, aged 14, 15, 16. We kick them

out, put them in a program, they will be back in 6 months and as soon as they are 18 we lock them up.

Meyer said the way the jails are designed today are totally different from the old linear system. He said if you go to this pod system, it will require less manpower to watch more inmates.

Weflen said option 2 incorporates the pod system. It is designed with an elevated central control away from the dispatch center. He said dispatch will be only dispatch. Central control is at an elevated location with tiered cells, which uses a mezzanine system. It allows the housing to be concentrated in one location. If a crisis breaks out in one day room it is literally across the hall. We will utilize the existing jail so that laundry is closer to housing. We have put the dormitories and work release together on one end to keep the housing concentrated. From a staff standpoint and a functionality standpoint, this system is more efficient.

Indoor/outdoor recreation and programming are near the housing. It is a more effective layout than what you have now. Meyer said this is the system they use in Knox County. The cells are stacked and there is a walking area behind it so if the power goes out or if there are plumbing problems the maintenance can be done without the inmates even knowing they are back there.

Weflen said the maintenance is outside of the secure area. He said as with option one, areas will be expanded such as the sally port, medical, administration, kitchen and laundry. He said the disadvantage with this option is that it is more expensive. The pod system costs more but you are concentrating all of your needs in one central location and getting rid of the linear design.

Weflen said the same process applies to the Courthouse. He said they only identified a handful of areas that were in need of additional space, Probation, Purdue Extension, Prosecutor, and there is a currently not a Public Defenders space. The Treasurer's office evaluation showed they needed more space but after talking with the Treasurer it was determined that they have sufficient space. Weflen explained that Probation has no room to grow. It was also noted that the Prosecutor has several offices on different floors and there is a desire to group them together.

The first option would move Purdue Extension to the Auditorium. It does not provide them more space, it's basically just shifting them to a different area to free up space for the Prosecutor. The Prosecutor would take over their existing space. It solves one problem and keeps Purdue Extension in the building. The second floor would remain the same but you would get one shared conference space where the Victim's Assistance office was. On the third floor the Clerk would absorb some of the Child Support space and the Probation would absorb part of the Clerk's space. What the Clerk loses, they would gain from the Child Support space. Dixon said, but it is ultimately up to the Commissioners and the Sheriff, not the Council. The Council only is required to find a way to pay for it. Meyer explained that the Commissioners asked that the study be presented to the Council. Dixon asked how it would be paid for and Costello said with bonds.

Weflen explained that option two would move Purdue Extension out of the building, The Probation would move the Auditorium. The Prosecutor would take over the Purdue Extension's space and the North entrance would become a private entrance for the Prosecutor's clients. It would make that entire space contiguous. There are options to expand some offices on the second and third floor by expanding the offices out to the columns similar to the Auditor's office. The Probation office would become an office for the Public Defender's and there would be added conference space on the third floor.

Costello said that some of the issues in the courthouse could relate back to the criminal element as well. Weflen agreed and said that they cannot expand Probation within their current space.

Ave asked how many courthouses had Purdue Extension in their buildings and Meyer said very few.

Weflen end the presentation by reiterating that he was available if anyone needed a more in-depth presentation and encouraged them all to visit some of the jails they have renovated.

ADJOURNMENT: Having no further business to come before the Council, the motion to adjourn was made by Dreher, seconded by McLain.

AYE

NAY

Michael Costello, President

Jill Wesch, Vice-President

Randy Dreher

Michael Carty

William Brent Bush

Jim McLain

Basil Ave

ATTEST:

Phyllis Orman, Auditor