

NOTICE OF AND AGENDA FOR:
HOWARD COUNTY BOARD OF COMMISSIONERS' REGULAR MEETING
HOWARD COUNTY ADMINISTRATION CENTER
220 NORTH MAIN STREET, ROOM 338 (3RD FLOOR)
MONDAY, DECEMBER 18, 2023, AT 4:00 P.M.

- I. Pledge of Allegiance, Prayer
- II. Special Announcements / Recognitions
- III. Approval of Previous Meeting's Minutes
- IV. Departmental Business & Reports
 - A. *Sheriff's Department- Sheriff Asher*
 - i. Swearing in of Deputies
- V. New Business
 - A. Commissioner Appointments – Pam Isaac
 - B. Stoploss Renewal - Doug Heath
- VI. Claims & Reports
 - A. Salary Claims
 - B. Payroll Expense
 - C. Operating Claims
 - D. Ratify Claims
 - E. Monthly Reports
 - F. Grants
- VII. County Attorney Issues
- VIII. Commissioner Issues
 - A. Township Appeal Decision
- IX. Public Comments
- X. Adjourn

R. BRAD BRAY, PRESIDENT
JACK W. DODD, VICE PRESIDENT
JEFF S. LIPINSKI, MEMBER

HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING: DECEMBER 4, 2023

The Howard County Board of Commissioners met in Regular Session on Monday, December 4, 2023, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Brad Bray, Vice President Jack Dodd, Commissioner Jeff Lipinski, County Attorney Alan Wilson, and County Auditor Jessica Secrease.

The meeting was called to order by Sheriff Asher and conducted by President Bray. President Bray led the Pledge of Allegiance, and Commissioner Lipinski offered a word of prayer.

IN THE MATTER OF SPECIAL ANNOUNCEMENTS/RECOGNITIONS:

Commissioner Dodd shared that he appreciated everyone who participated in the Kokomo Christmas Parade.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the November 20, 2023, regular meeting, having been previously submitted and reviewed, were approved as presented on a motion made by Commissioner Dodd. Commissioner Lipinski seconded the motion, and the motion carried.

IN THE MATTER OF DEPARTMENTAL BUSINESS & REPORTS:

INFORMATION SYSTEMS DEPARTMENT

Ordinance Update

Information Systems Director Jeremy Stevens presented an agreement with American Legal to bring the County's ordinances up to date and to put them on the County's website. There is a one-time fee of \$4,850.00 to codify the ordinances and a one-time charge of \$795.00 to create the online portion. It will then cost \$495.00 annually to maintain the ordinances. Commissioner Dodd made a motion to authorize President Bray's signature on the agreement. The motion was seconded by Commissioner Lipinski, and the motion carried.

HIGHWAY DEPARTMENT

Annual Bid Awards

Highway Superintendent Amber Tolle presented the Annual Bid Awards. Milestone won the bid for the precast and prestressed beams as well as for the equipment rental. E&B Paving won the asphalt emulsion and HMA & CMA pavement bid. Heidelberg Aggregates won the bid for stone. Ceres Solutions won the bid for diesel fuel.

Salt Barn Advertisement

Highway Superintendent Amber Tolle requested to postpone the salt barn advertisement until January.

PLAN COMMISSION

Rezoning (Case 11-CZ-23)

Plan Commission Executive Director Greg Sheline submitted Ordinance No. 2023-BCCO-48 for the rezoning of the property located at 4086 N. 1200 W., Kokomo, Indiana from AG (Agriculture) to RR (Rural Residential). There was a favorable recommendation by the board. There was no remonstrance. With the rezoning request having been heard, Commissioner Lipinski made a motion to approve Ordinance No. 2023-BCCO-48 as presented. Commissioner Dodd seconded the motion, and the motion carried.

Subdivision (Case 7-CP-23)

Plan Commission Executive Director Greg Sheline submitted a new subdivision, Sheets Creek Subdivision, located on a new lot at 4086 N 1200 W., Kokomo, Indiana. There was a favorable recommendation by the board. There was no remonstrance. With the new subdivision request having been heard, Commissioner Dodd made a motion to

approve Sheets Creek Subdivision, located on a new lot at 4086 N. 1200 W., Kokomo, Indiana as presented. Commissioner Lipinski seconded the motion, and the motion carried.

HOWARD HAVEN

Approval of New Residents

Howard Haven Superintendent Jennifer Brower submitted for two new residents to be approved as a private pay. The resident's name is on file in the Auditor's Office. A motion made by Commissioner Lipinski to approve the new resident subject to a 90-day probation period. Commissioner Dodd seconded the motion, and the motion carried.

MAINTENANCE DEPARTMENT

Courthouse Chiller Quote Approvals

Maintenance Superintendent Bill Stonestreet presented the award for the Courthouse chiller installation with the winning bid going to QPH for \$142,000.00 and to Electric Plus for \$12,800.00. This will be paid for by the ARP Grant Fund. Commissioner Lipinski made a motion to approve the installation of the Courthouse chiller. The motion was seconded by Commissioner Dodd, and the motion carried.

MacAllister Maintenance Agreement

Maintenance Superintendent Bill Stonestreet presented an agreement with MacAllister to do the Jail's generator maintenance for three years for a total of \$10,468.00 and the Berkley Road tower generator maintenance for three years for a total of \$6,233.00. These generators cover the County's 911 system. Mr. Stonestreet will pay for this agreement out of his maintenance and service contracts account. Commissioner Dodd made a motion to approve the MacAllister Service agreement. Commissioner Lipinski seconded the motion, and the motion carried.

Concrete for Kinsey Youth Center Pole Barn

Maintenance Superintendent Bill Stonestreet requested an additional \$6,739.00 to cover the concrete apron for the pole barn at the Kinsey Youth Center. These funds will come out of the Cumulative Capital Development Building Fund's building repair account. Commissioner Dodd made a motion to approve the additional concrete for the Kinsey Youth Center pole barn. The motion was seconded by Commissioner Lipinski, the motion carried.

Jail Heat Pump Presentation by Envelop

Maintenance Superintendent Bill Stonestreet had Envelop give a presentation on heat pumps and how they can help with replacing the heat pumps at the County Jail. Mr. Stonestreet stated that as soon as they can start to replace the heat pumps, the better off they will be.

SHERIFF'S OFFICE

Integrated Reentry and Correctional Support (IRACS) Program

Sheriff Asher introduced Jaime Whitaker from the Integrated Reentry and Correctional Support (IRACS) Program to present to the Commissioners about the program and how they are going to implement the it within the Jail starting in January 2024. Commissioner Lipinski made a motion to support the IRACS Program in Howard County. Commissioner Dodd seconded the motion, and the motion carried.

IN THE MATTER OF CLAIMS AND REPORTS:

Howard County Auditor Jessica Secrease submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Salary, Hourly, and Overtime Claims for payment on December 1, 2023, in the amount of \$971,970.28 was submitted and approved on a motion made by Commissioner Dodd. Commissioner Bray seconded the motion, and the motion carried.

2. **Payroll Expenses:** The Commissioners' Payroll Expenses for payment on December 1, 2023, in the amount of \$971,970.28 was submitted and approved as presented on a motion made by Commissioner Dodd. Commissioner Bray seconded the motion, and the motion carried.
3. **Operating Claims:** The Commissioners' Operating Claims to be paid December 4, 2023, in the amount of \$848,506.08 was submitted and approved as presented on a motion made by Commissioner Dodd. The motion was seconded by Commissioner Bray, and the motion carried.
4. **Monthly Reports:** Auditor Jessica Secrease presented the following reports to be received into the record:
 - a. Treasurer's Monthly Report for October 2023
 - b. Weight's & Measurers Monthly Report for November 2023

IN THE MATTER OF ATTORNEY ISSUES:

Ordinance No. 2023-BCCO-51

County Attorney Alan Wilson presented Ordinance No. 2023-BCCO-51 to create a new fund titled Workforce Stabilization Grant Fund. This ordinance creates a fund for the Kinsey Youth Center's grant funding to be received in January 2024. Ordinance No. 2023-BCCO-51 was submitted and approved as presented on a motion made by Commissioner Lipinski. The motion was seconded by Commissioner Dodd, and the motion carried.

IN THE MATTER OF COMMISSIONER ISSUES:

Property Complaint

Commissioner Lipinski has received several complaints about a property located at 3247 S. 750 W. in Russiaville. The complaints have been about the amount of garbage on the property. Attorney Wilson has sent a letter to them to clean up the property.

***There being no further business to come before the Board of Commissioners at this time
the meeting was adjourned at 4:48 p.m. on a motion made by Commissioner Dodd.
The motion was seconded by Commissioner Lipinski, and the motion carried.***

HOWARD COUNTY BOARD OF COMMISSIONERS:

R. BRAD BRAY, PRESIDENT

JACK W. DODD, VICE PRESIDENT

JEFF S. LIPINSKI, MEMBER

ATTEST:

JESSICA SECREASE, AUDITOR

Howard County Commissioners' Meeting: December 4, 2023

Signature Page for Howard County Payroll Expense Docket

Date 12/15/2023

Gross Payroll \$ 972,335.68

Total Amount of Payroll Expense Docket \$ 972,335.68

I approve that there is sufficient money in the bank account to pay out the attached docket.

Christie Branch, Howard County Treasurer

Howard County Commissioners

R. Brad Bray, President

Jack W. Dodd, Vice President

Jeff Lipinski, Member

Attest:

Jessica Secrease, Howard County Auditor

COMMISSIONERS' SALARY CLAIMS

The following claims have been filed with this office and will be presented for approval to the Board of Commissioners, Howard County, at this regular session to be paid on December 15, 2023.

Complete details of salary claims, Longevity & Sign on Bonus may be seen in the office of the County Auditor.

Clerk	\$	21,668.56		Co. Gen Total	\$	673,157.83
Auditor	\$	19,479.60				
Treasurer	\$	7,726.17		Health	\$	36,817.14
Recorder	\$	6,732.85		Highway	\$	51,348.68
Sheriff	\$	299,238.99		CASA	\$	6,189.54
Surveyor	\$	8,743.23		Recycling	\$	10,254.30
Coroner	\$	6,610.73		GCC	\$	9,323.68
Co. Assessor	\$	8,290.88		Howard Haven	\$	7,766.02
Prosecutor	\$	90,323.08		IT	\$	9,571.15
Co Agent	\$	3,445.30		Magistrate	\$	3,340.38
Veterans Svcs	\$	4,501.83		Kinsey	\$	87,135.52
Center Assess	\$	5,985.47		Juv Probation	\$	21,157.44
Pers/Comm	\$	15,656.17		Comm Corr	\$	56,274.00
Museum	\$	5,458.89				
Superior I	\$	6,890.76				
Superior II	\$	7,110.76				
Superior III	\$	9,207.04				
Adult Probation	\$	44,704.03				
Superior IV	\$	6,890.76				
Circuit Court	\$	10,610.38				
Public Defender	\$	50,338.23				
EMA	\$	6,118.00				
Weights & Measures	\$	2,193.88				
Maintenance	\$	21,541.70				
Soil & Water	\$	3,690.54				
Sub-Total	\$	673,157.83		TOTAL	\$	972,335.68

**Witness my Hand and Seal of the
Board of Commissioners, Howard County, On: December 18, 2023**

R Brad Bray, President

Jack W. Dodd , Vice-President

Jeff S. Lipinski, Member

Attest:

Jessica Secrease, Auditor