

## **HOWARD COUNTY COUNCIL REGULAR MEETING JANUARY 28, 2014**

The Howard County Council met in Regular Session on Tuesday, January 28, 2014, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President Richard Miller, Vice President Stan Ortman, and members Leslie Ellison, Jeff Stout, John Roberts, Dwight Singer and James Papacek. Also in attendance were County Attorney Larry Murrell and Auditor Martha Lake.

### **IN THE MATTER OF APPROVAL OF MINUTES:**

The minutes of the December 10, 2013, Regular Council Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Singer and seconded by Mr. Ortman.

### **IN THE MATTER OF COUNCIL RE-ORGANIZATION:**

A motion was made by Mr. Singer to nominate Mr. Miller as President of the County Council for the year 2014. The motion was seconded by Mr. Papacek. A motion was made by Mr. Papacek and seconded by Mr. Stout to close nominations. The motion to close nominations was carried. The motion to nominate Mr. Miller as chair of the 2014 County Council was carried. Mr. Miller is President of the 2014 County Council.

A motion was made by Mr. Ortman to nominate Mr. Jim Papacek to the office of Vice President of the 2014 County Council. The motion was seconded by Mr. Singer. A motion to close nominations was made by Mr. Stout and seconded by Mr. Roberts. The motion carried. The motion to nominate Mr. Papacek to the office of Vice President of the 2014 County Council was carried. Mr. Papacek is the Vice President of the 2014 County Council.

### **IN THE MATTER OF COUNCIL COMMENT:**

President Miller opened the floor for Council Member comment as follows:

Vice President Papacek: Mr. Papacek thanked the Board of Commissioners, EMA Department, Sheriff Department, and Highway and Maintenance Departments for their hard work and extra hours during recent snowstorms. It shows what good employees Howard County has.

### **IN THE MATTER OF ORDINANCE NO. 2014-HCCO-01 – ADDITIONAL APPROPRIATIONS:**

Auditor Martha Lake read Ordinance No. 2014-HCCO-01 – Additional Appropriations through one time and it was acted upon as follows:

		AMOUNT	
<b><u>1120</u></b>	<b><u>Howard County COIT Special Leg Jail &amp; Juv</u></b>	<b>REQUESTED:</b>	<b>APPROVED:</b>
01522.00	PERF	\$ 426,482.00	\$ 426,482.00
01523.00	FICA	\$ 1,150,000.00	\$ 1,150,000.00

Auditor Lake informed the Council that at the 2013 Budget Session there was an error in the advertised amount of the Jail & Juvenile COIT. This request is to advertise the correct amount.

A motion was made by Mr. Papacek to approve the appropriation request of \$426,482.00 in line item 01522.00, PERF and \$1,150,000.00 in line item 01523.00, FICA. The motion was seconded by Mr. Stout and carried.

<b>TOTAL COIT SPECIAL LEGISLATION FUND</b>	<b>\$ 1,576,482.00</b>	<b>\$ 1,576,482.00</b>
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<b><u>1154</u></b>	<b><u>Howard County Recorder Enhanced Access Fund</u></b>		
03121.00	Contract Services (Fidlar Enhanced Access)	\$ 3,000.00	\$ 3,000.00

Recorder Brook Cleaver explained that this fund was established in August, 2013, and has now had time to gain collections for the fund. She is asking that those funds be appropriated to the Contract Services line item. She will return when she has more funds to appropriate to the line item.

A motion was made by Mr. Singer that the request of \$3,000.00 be appropriated to line item 03121.00, Contract Services. The motion was seconded by Mr. Ortman and carried.

<b><u>1122</u></b>	<b><u>Howard County Statewide 9-1-1 Fund:</u></b>			
01521.00	FICA	\$	60,000.00	\$ 60,000.00
01522.00	PERF	\$	76,500.00	\$ 76,500.00
01523.00	Employee Insurance	\$	135,000.00	\$ 135,000.00
03213.00	Travel & Training	\$	10,000.00	\$ 10,000.00
03216.00	Communication System Support	\$	60,000.00	\$ 60,000.00
03564.00	A T & T Lease	\$	160,000.00	\$ 160,000.00
04720.00	Equipment	\$	10,000.00	\$ 10,000.00

Auditor Lake explained that at the time of the 2014 Budget Sessions, we did not have final figures on the funding for 911, since it had been given completely to the County by agreement with the City of Kokomo. These appropriation requests reflect the final figures for the 2014 911 Budget. This budget does not include salaries that are paid out of County General and were included in the 2014 Budget requests.

Auditor Lake fielded questions from the Council and at its conclusion a motion was made by Mr. Ortman, seconded by Mr. Singer, and carried to approve the 911 additional requests as submitted.

<b>TOTAL STATEWIDE 9-1-1 FUND</b>	<b>\$ 511,500.00</b>	<b>\$ 511,500.00</b>
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<b><u>2508</u></b>	<b><u>Howard County User Fees –Law Enforcement Cont Ed</u></b>			
03213.00	LEEF Training Funds	\$	1,937.00	\$ 1,937.00

Sheriff Rogers reminded the Council that this User Fee Fund is generated from citations (484 cause numbers) issued. These funds need to be appropriated to the training funds line item.

A motion was made by Mr. Stout, seconded by Mr. Papacek and carried to approve the appropriation request of \$1,937.00 to line item 03213.00, LEEF Training Funds.

<b>TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS</b>	<b>\$ 2,092,919.00</b>	<b>\$ 2,092,919.00</b>
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**IN THE MATTER OF RESOLUTION NO. 2014-HCCR-02-TRANSFERS:**

Auditor Martha Lake read Resolution No. 2014-HCCR-02 – Transfers through one time and it was acted upon as follows:

	<b>Transfer From:</b>	<b>To:</b>	<b>Amount Requested:</b>	<b>Allowed:</b>
<b><u>1000</u></b>	<b><u>Howard County General Fund</u></b>			
<b><u>003</u></b>	<b><u>Howard County Treasurer</u></b>			
01114.01	Job Share (Part Time 2)	01117.00 Part-Time	\$ 26,336.00	\$ 26,336.00

Treasurer Ann Wells had originally budgeted \$26,336.00 into her Job Share Line item. Because of recent changes to the Personnel Policy, Job Share positions are no longer allowed. She is asking the money be transferred to her part-time line item.

A motion was made by Mr. Papacek to approve the transfer of \$26, 336.00 from line item 01114.01, Job Share, to line item 01117.00, Part Time. The motion was seconded by Mr. Stout and carried.

<b><u>014</u></b>	<b><u>Howard County Superior Court I</u></b>			
01118.00	Over-time	01140.00 Security Officer	\$ 142.17	\$ 142.17

Judge William Menges informed the Council that their Security Officer Don Mills will be retiring in March. This transfer request is to pay out his unused personal time without shorting the fund for the next Security Officer.

A motion was made by Mr. Ortman to approve the transfer request of \$142.17 from line item 01118.00, Overtime, to line item 01140.00, Security Officer. The motion was seconded by Mr. Roberts and carried.

At this time, Judge Menges distributed invitations to the RE-Entry Court Graduation, to the Council Members.

<u>029</u>	<u>Howard County Emergency Management</u>			
01111.00	Director	01118.00	Overtime	\$ 2,000.00 \$ 2,000.00

Auditor Martha Lake explained that the transfer request is to pay the overtime accrued by Interim Director Janice Hart since the retirement of former Director Larry Smith. This reflects 20 hours of straight overtime and 56 hours of time-and-a-half overtime.

**IN THE MATTER OF SALARY ORDINANCE NO. 2014-HCCO-2 – AMENDING SALARY ORDINANCE FOR 2014:**

<b>1000</b>	<b>Howard County General Fund</b>	<b>REQUESTED:</b>	<b>APPROVED:</b>
<u>003</u>	<u>Treasurer's Office</u>		
01114.01	Job Share	\$ -26,336.00	\$ -26,336.00
01117.00	Part Time	\$ 26,336.00	\$ 26,336.00
<u>014</u>	<u>Howard County Superior Court I</u>		
01118.00	Over-time	\$ -142.17	\$ -142.17
<u>029</u>	<u>Howard County Emergency Management Agency</u>		
01111.00	Director	\$ -2,000.00	\$ -2,000.00
01118.00	Over-Time	\$ 2,000.00	\$ 2,000.00

		<b>FROM:</b>	<b>TO:</b>
		<b>Hourly Rate 40 hours</b>	<b>Hourly Rate 35 Hours</b>
12110.00	Truck Driver (4)	\$16.43	\$18.78
12120.00	Equipment Operator (7)	\$16.85	\$19.26
12130.00	Laborers/Engineers Aide	\$16.05	\$18.34
12140.00	Crew Leader (2)	\$17.79	\$20.33
12150.00	Special Equipment Operator (8)	\$17.73	\$20.26
12170.00	Laborers/Engineers Aide	\$16.43	\$18.78
12180.00	Truck Driver/Sign Shop Director	\$16.91	\$19.33
12190.00	Truck Driver / safety Director	\$16.91	\$19.33
14110.00	Mechanics (4)	\$17.77	\$20.31

**IN THE MATTER OF PUBLIC DEFENDER ISSUES:**

2) The Public Defender's Office no longer has a need for a legal secretary on-site (1000-030-01114.00, Chief Secretary). He does need an extra office employee to cover the office when the Administrative Assistant is out of the office. He has hired Steve Maus to fill that position but is asking to change the name and duties from Chief Secretary to Investigator. Although he will assist in the office as necessary, his chief duty will be to assist public defender attorneys with their cases, helping to gather and analyze evidence with their criminal and civil trials. He will work under the direct supervision of the Howard County Public Defender. The 2014 budgeted salary remains the same, but Mr. Raquet may ask to increase the

salary at the next budget session. A motion was made by Papacek to approve the request to change the title of line item 1000-030-01114.00 from Chief Secretary to Investigator. The motion was seconded by Mr. Ortman and carried.

**IN THE MATTER OF A REQUEST FOR AN OVERTIME LINE ITEM IN THE SUPERIOR COURT IV BUDGET:**

Judge George Hopkins of Superior Court IV requested to either create an Overtime line item or activate an existing Over-time Line item for Superior Court IV. Under the revised Policy Handbook, offices are encouraged to pay out overtime so as not to accrue more than 50 compensation hours through the year and 40 hours to be carried over as was discussed at the December 17<sup>th</sup> meeting. At one time, the Court did have an Over-time line item, but it is currently unfunded. He needs to know what the process would be to activate the account and put funds into it. The former account line item was 1000-044-01118.00. Auditor Lake confirmed that Judge Hopkins would need to submit a Form 1 Additional Appropriation Form, or a Council Transfer request for action at February's Council meeting. Judge Hopkins will submit a request for February's meeting, in the amount of \$3,000.00, no later than the first week of February.

**IN THE MATTER OF THE VETERANS SERVICE OFFICE REPORT:**

Veterans Service Officer Retired Colonel Ross Waltemath submitted the Monthly VSO report for the month of December, 2013, and the 2013 Year Roll-up Report. While reviewing the report with Council Members, Mr. Waltemath pointed out that the Monthly Report shows the Out of County Veterans that have been supported, which County they reside in, and if that County has a full-time Service Officer. Mr. Waltemath asked the Council to review the reports and let him know if there is any other information they would like him to include. Mr. Waltemath thanked the efforts of former VSO Officer Robert Ladd, Selma Bliss, and Linda Richey for their assistance. In 2013 the office averaged fourteen (14) office visits per day. Also reported were the 2013 goals for the office, and the date they were accomplished. Mr. Waltemath also reported on the status of the Jackson Street Commons Veterans Home.

**IN THE MATTER OF COUNCIL APPOINTMENTS:**

1) The County Council is responsible for two appointments to the Property Tax Assessment Board of Appeals. The 2013 Council appointees are Ms. Susan Kordel and Mr. Ralph Reddersdorf. A motion was made by Mr. Papacek to re-appoint Ms. Kordel and Mr. Reddersdorf to the PTABOA Board for the term of one year. The motion was seconded by Mr. Stout and carried.

2) The County Council has two appointments to the Howard County Redevelopment Commission, serving a one-year term that expires December 31, 2014. A motion was made by Mr. Stout, seconded by Mr. Singer, and carried to re-appoint Mr. E. P. Severns, Jr., and Mr. Bradley R. Newton to the Howard County Redevelopment Commission for a one-year term.

3) 2014 Council Member Appointment listings have been distributed.

**IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:**

Interim Buildings and Grounds Superintendent Bill Stonestreet will be submitting requests at the February Council meeting, but was asked to submit information to the Council members tonight. Mr. Stonestreet believes that there are not enough duties to fill a secretarial position full-time. He believes those duties can be accomplished by the Assistant Superintendent position, allowing for a new Labor position. He believes the greater need is for an additional worker.

**IN THE MATTER OF MISCELLANEOUS BOARD OF COMMISSIONER ISSUES:**

Board of Commissioner President Paul Wyman submitted several issues for the Council's information:

1) Mr. Wyman informed the Council Members of the \$25,000.00 additional contribution to the Jackson Street Commons, and the \$25,000.00 contribution to the CEO Entrepreneurial Program for five county schools. These monies came from the Special Projects & Incentive line item in the EDIT Fund and he thanked the council for their budget approval of that fund.

2) The FSA (Family Service Association) will hold a special time for the Council to visit and tour the Jackson Street Commons, sometime in the next thirty (30) days.

**IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:**

Sheriff Steve Rogers submitted the December, 2013 Commissary Report and reviewed it with the County Council. Also submitted was the Howard County Sheriff's Department Benevolent Fund Report for 2013. The Benevolent Fund provided a shopping experience for eighty-five (85) children and a total of \$8,359.06 was spent. Sgt. Stacy Wines heads the Benevolent Fund and its activity. On behalf of the County Council President Miller expressed appreciation to Sgt. Wines and Sheriff Rogers.

*There being no further business to come before the County Council at this time,  
the meeting was adjourned at 4:51 p.m. on a motion made by  
Mr. Papacek and seconded by Mr. Ortman.*

**HOWARD COUNTY COUNCIL:**

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RICHARD H. MILLER, PRESIDENT

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JAMES T. PAPACEK, VICE PRESIDENT

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STAN ORTMAN, MEMBER

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LESLIE ELLISON, MEMBER

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JEFF STOUT, MEMBER

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JOHN ROBERTS, MEMBER

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DWIGHT V. SINGER, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR

Howard County Council Meeting January 28, 2014