

HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING MAY 15, 2017

The Howard County Board of Commissioners met in Regular Session on Monday, May 15, 2017, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman and Vice President Tyler Moore. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan Wilson, and Auditor Martha Lake. Commissioner Bray was not in attendance.

The meeting was called to order by Lieutenant Todd Prifogle and conducted by President Wyman. Vice President Tyler Moore led in the Pledge of Allegiance, and Deputy Ezekiel Zimmerman offered a word of prayer.

*In order to carry on the business of today's meeting, President Wyman vacated the chair
in order to second any motion made.*

IN THE MATTER OF SPECIAL RECOGNITION:

1) Mr. Moore read the following Certificates of Appreciation for employee years of service to Howard County:

5 Years of Service:	Brandi Ramer
10 Years of Service:	David Johnson
	Linda Fross
	Bernardus Paauwe
	Christopher Cramer

Mr. Moore thanked the employees listed for their service to Howard County.

2) Chief Probation Officer Dustin Delong introduced Probation Officers Joshua Rosselot, Curt Rawlings, Kari Barnes, Megan Enright, and Clerical worker Leslie Beck. Last week these employees worked together to intervene in a potentially life threatening situation in the waiting room of the Adult Probation offices. Mr. Delong is proud of the work they do on a daily basis, but he was amazed at their quick and appropriate response to the situation. Mr. Delong also thanked the Sheriff's Department and the Courthouse Security officers for their assistance. The situation concluded in a positive way and he wanted to give recognition to these outstanding employees. Applause and thanks were extended in recognition.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the May 1, 2017 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Moore, seconded by Mr. Wyman and carried.

The minutes of the May 5, 2017, Executive Session were submitted. Those present at the Session included Commissioners Paul Wyman, Tyler Moore, and Brad Bray. The purpose of the session was to discuss job performance evaluations under IC 5-14-1.5-6.1(b)(9).

The minutes of the May 12, 2017, Executive Session were submitted. Those present were Commissioners Paul Wyman, Tyler Moore, and Brad Bray. The purpose of the session was to discuss job performance evaluations under IC 5-14-1.5-6.1(b)(9).

Both sets of Executive Session minutes were approved as submitted on a motion made by Mr. Moore, seconded by Mr. Wyman and carried.

IN THE MATTER OF DEPARTMENTAL REPORTS:

RECORDER:

Howard County Recorder Brook Cleaver submitted a Laredo On-line Access Agreement between Howard County (Recorder) and First American Data Tree. They are contracting for three (3) Unlimited Plans. A motion was made by Mr. Moore to approve the Laredo On-line Access Agreement with First American Data Tree, as submitted. The motion was seconded by Mr. Wyman and carried.

ADULT PROBATION:

Chief Probation Officer Dustin Delong submitted quotes for the purchase of a new copier. Their current copier has 960,000 copies on it and has had several repair issues in the last few years. With the amount of copier usage on a daily basis, Mr. Delong believes a new copier is needed. The Maintenance Department has expressed interest in the Probation's current copier. The quotes are as follows:

Shearer Printing & Office Solutions	Bizhub 458	\$5,279.00
Beckley Office Equip & Computer Ctr	Canon IR 4551	\$5,695.00

Mr. Delong recommends the purchase of the Shearer Bizhub 458, in the amount of \$5,279.00, as the lowest responsive quote. A motion was made Mr. Moore, seconded by Mr. Wyman and carried to approve the purchase of the Bizhub 458 copier, in the amount of \$5,279.00, as recommended by Mr. Delong.

IN THE MATTER OF THE MASS FATALITY PLAN PROPOSAL:

Kristina Sommers, Environmental Health Specialist, and Coroner Steve Seele submitted a Mass Fatality Plan for Howard County and reviewed the plan with the Board of Commissioners. Mass fatalities can occur through a man-made, natural, or epidemic situation. This plan includes a Concept of Operation, Phases of Emergency Response, Organization and Assignment of Responsibility, Continuity of Government, Administration and Logistics, Plan Development and Maintenance, and Authority and Reference. Attachments included Mortuary Branch, Mass Fatality forms, Incident Action Plan, and Body Flow for Influenza Pandemic. At the conclusion of review and discussion, a motion was made by Mr. Moore to approve the 2017 Mass Fatality Plan Proposal for Howard County as presented. The motion was seconded by Mr. Wyman and carried.

IN THE MATTER OF PETITION TO AMEND THE TAYLOR REGIONAL SEWER DISTRICT:

Mr. Marcus Misinic came to the podium to represent the leadership of Green Acres subdivision and the Taylor Regional Sewer District. Mr. Misinic submitted a Petition to add Green Acres to the Taylor Regional Sewer District, and reorganize the District subsequent to the addition. He reported that there is no environmental impact to either territory with this addition. This addition will. "...secure their financial well-being and avoid potential significant rate hikes, as well as the infusion of Green Acres residents into the current district to assist with the Board as well as any operational maintenance issues..." A motion was made by Mr. Moore, seconded by Mr. Wyman, and carried to approve the Petition to add Green Acres to the Taylor Regional Sewer District and to reorganize the district, as submitted.

IN THE MATTER OF CLAIMS AND REPORTS:

Auditor Martha Lake submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Salary, Hourly, and Overtime claims payable May 19, 26 and June 2, 2017, in the amount of \$383,185.62 each, were submitted, and approved on a motion made by Mr. Moore, seconded by Mr. Wyman and carried.
2. **Operating Claims:** The Commissioners' Operating Claims, payable today, in the amount of \$512,748.58, were approved on a motion made by Mr. Moore, seconded by Mr. Wyman and carried.
3. **Monthly Reports:** Ms. Lake submitted the Clerk's Monthly Report for the month ending April 30, 2017; and the EMA April and May, 2017, Calendar and the May Event Listing. These reports were receipted into record.
4. **Time-Keeping Software Agreement:** Ms. Lake submitted the Right Stuff Time Keeping Software Application Hosting Agreement (End User) and the Right Stuff Software License Agreement. Right Stuff did decrease their original pricing, and they also made provision, that this being a new project, they would allow us to give a 30 day notice to terminate the agreement in the event that there is a problem that they cannot resolve. A motion was made by Mr. Moore to approve the Right Stuff Time Keeping Software License Agreement, as submitted, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Wyman and carried. A motion was made by Mr. Moore to approve the Right Stuff Time Keeping Software Application Hosting Agreement, and authorize the

President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Wyman and carried.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

County Attorney Larry Murrell submitted an Agreement with Mendenhall & Associates, LLC, concerning their intent to provide grant application services and environmental review services for the New London CDBG Grant and Environmental Review, in the amount of \$2,500.00 (one-time fee). The agreement was signed by Mr. Wyman on May 12, 2017, and Mr. Murrell is asking that his signature be ratified. A motion was made by Mr. Moore, seconded by Mr. Wyman and approved to ratify the President's signature on the New London CDBG Grant and Environmental Review Agreement.

IN THE MATTER OF COMMISSIONER ISSUES:

COMMISSIONER MOORE:

Commissioner Moore submitted two (2) Notices of Public Hearing from 40th Parallel Surveying LLC. One is to consider giving drainage board approval to Burris Subdivision Section 2, a proposed 1 lot subdivision east of County Road 50 East on County Road 550 North. This is being developed by Ronald R. and Treva M. Burris.

The second notice is to consider giving drainage board approval to JCB Acres, a proposed one lot subdivision at 250 South 370 West, Howard County. The developer is Ryan Blattner.

Mr. Moore received two notices from the Indiana Department of Environmental Management concerning upcoming Storage tank inspections at the Sheriff Department and the Highway Department.

COMMISSIONER WYMAN:

Mr. Wyman received a request from the Indiana National Guard Band to use the east side of the Courthouse on Thursday, June 8, 2017. A motion was made by Mr. Wyman to approve that request. The motion was seconded by Mr. Moore and carried.

*There being no further business to come before the Board of Commissioners, the meeting
was adjourned at 4:30 p.m. on a motion made by Mr. Moore,
seconded by Mr. Wyman and carried.*

HOWARD COUNTY BOARD OF COMMISSIONERS:

PAUL G. WYMAN, PRESIDENT

TYLER O. MOORE, VICE PRESIDENT

ROBERT B. BRAY, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Commissioner Meeting May 15, 2017