

## **HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING DECEMBER 28, 2016**

The Howard County Board of Commissioners met in Regular Session on Wednesday, December 28, 2016, at Noon, in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice President Tyler Moore, and Member Brad Bray. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan Wilson, and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Wyman. Commissioner Bray led in the Pledge of Allegiance and Vice President Moore offered a word of prayer.

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

A motion was made by Mr. Moore to table the minutes of the Regular Meeting dated December 19, 2016 until the January 3, 2017 Regular Meeting. The motion was seconded by Mr. Bray and carried.

### **IN THE MATTER OF DEPARTMENTAL REPORTS:**

#### **CLERK OFFICE:**

On behalf of Howard County Clerk Kim Wilson, Auditor Lake submitted a contract between Howard County and Jeremy A. Peelle, for Clerk Collection Services for the year of 2017. Mr. Murrell has no problem with the contract. A motion was made by Mr. Bray to approve the 2017 Clerk Collections contract between Howard County and Mr. Jeremy Peelle. The motion was seconded by Mr. Moore and carried.

#### **SPECIAL PROJECTS:**

Projects Manager Pam Isaac submitted a Memorandum of Understanding between Howard County and the Greater Kokomo Economic Development Alliance for the Small Business Rent Abatement for the new Downtown Business, Studio Black Antiques. The Rent Abatement Committee has approved the application for the \$5,000.00 Rent abatement, and the business will be located at 107 East Sycamore Street. A motion was made by Mr. Moore to approve the Memorandum of Understanding between Howard County and the Greater Kokomo Economic Development Alliance, for the rent abatement grant given to Studio Black Antiques. The motion was seconded by Mr. Bray and carried.

#### **KINSEY YOUTH CENTER:**

1) KYC Director Jeff Lipinski submitted a contract between Howard County and the Indiana Department of Child Services for the 2017 residential services of the Youth Center. The rate has increased slightly, which is good for Howard County. Mr. Murrell has reviewed the contract and given his approval. A motion was made by Mr. Moore, seconded by Mr. Bray and carried, to approve the 2017 Residential Services Provider Contract #A93-7-17-RE-SO-4048, between the Indiana Department of Child Services and Howard County Board of Commissioners, and authorize President Wyman to sign the contract on behalf of the Howard County Board of Commissioners.

2) Mr. Murrell submitted the approved Standard Form Purchase Agreement between Howard County Board of Commissioners and Piazza Produce, Inc. A motion was made by Mr. Moore to approve the Standard Form Purchase Agreement between Howard County Board of Commissioners on behalf of Kinsey Youth Center, with Piazza Produce, Inc., and authorize President Wyman to sign on behalf of the Board of Commissioners.

#### **PERSONNEL OFFICE:**

Personnel Director Debbie Lorenz submitted the 2017 Workers Compensation Proposal between Patriot Insurance Corp and Howard County Board of Commissioners. The payroll has been increased about 2% and the price went up just 1% from 2016. The total 2017 contribution to Indiana Public Employee's Plan (IPEP) is \$305,929. A motion was made by Mr. Moore to approve the 2017 Worker's Compensation Proposal as submitted. The motion was seconded by Mr. Bray and carried.

### **IN THE MATTER OF ORDINANCE NO. 2016-BCCO-47:**

Personnel Director Debbie Lorenz submitted Ordinance No. 2016 BCCO-47, an ordinance repealing Ordinance No. 2016 BCCO-38 which modified the Bereavement Leave for full-time Employees. At the October 24, 2016, meeting, the Commissioners approved Ordinance No. 2016-BCCO-38 (*please refer to page one, "In the Matter of Departmental Reports: Personnel Department", of the October 24, 2016 Regular Meeting minutes*). Ordinance BCCO-38 modified the existing

Bereavement policy by **including son-in-law, daughter-in-law, and any family member residing in the same household**, in the listing of family members for allowed bereavement leave; **excluding former relatives or former in-laws of the employee** from the listing of family members allowed for bereavement leave; and stated that **Proof of attendance of the funeral service MAY be required** by the Office holder or Department Head. The Ordinance also approved the **decrease in bereavement days allowed, from five to three**, for the death of spouse, child, step-child and parent. The Commissioners decided to re-visit the issue of the decrease in days for spouse, child, step-child, and parent. With BCCO-47 the newly proposed bereavement policy would keep all changes except the decrease from five days to three days bereavement leave for spouse, child, step-child or parent. **The leave remains at five days.** A motion was made by Mr. Moore to approve Ordinance No. 2016-BCCO-47, repealing Ordinance no. 2016-BCCO-38, which modified bereavement leave for full-time employees effective January 1, 2017. The motion was seconded by Mr. Bray and carried.

#### **IN THE MATTER OF THE 2016-2017 COUNTY INSURANCE PROPOSAL:**

Mr. Phil Thatcher from Regions Insurance submitted the 2016-2017 Insurance Proposal for Howard County Government, and distributed copies of the proposal. He then reviewed the proposal with the Board of Commissioners that included the following lines:

Commercial Property  
Contractor's Equipment  
Commercial Crime  
Commercial General Liability  
Law Enforcement  
Public Entity Practice  
Public Entity Errors and Omissions Liability  
Cyber Liability  
Business Auto  
Commercial Umbrella

The total cost of the coverage is \$577,148.00, an increase from 2016. At the conclusion of review, and a time of questions and answers, Mr. Wyman and Auditor Lake expressed appreciation to Mr. Thatcher and his office for their service to Howard County, including their availability when needed. A motion was made by Mr. Bray, seconded by Mr. Moore and carried, to approve the 2016-2017 Insurance Proposal from Regions Insurance 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. **Operating Claims:** Commissioners' Operating Claims, payable today, in the amount of \$478,362.00 were submitted, and approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
2. **Ratify Signature:** Ms. Lake submitted the claim to J & K Communications, Inc., in the amount of \$541,023.66, and asked that Mr. Wyman's signature be ratified. This is the fourth payment for the P-25 Project. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to ratify the signature of Mr. Wyman on the J & K claim for early payment.
3. **Monthly Reports:** The following monthly reports were received by the Board of Commissioners: Treasure's Report for the month ending November 30, 2016; and the Weights & Measures Report for the month of November 16 – December 15, 2016.

#### **IN THE MATTER OF COUNTY ATTORNEY ISSUES:**

County Attorney Larry Murrell submitted the following issues for the Commissioners' information and approval:

1. **Williams Electric Annual Renewal:** On behalf of Dispatch Coordinator Gary Bates, Mr. Murrell submitted a 2017 Renewal of the Williams Electric Contract 911 Service Agreement. There is a minimal increase from last year's service agreement. A motion was made by Mr. Moore to approve the 2017 911 Service Agreement with Williams Electric, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

2. **Vacation of Easement:** At the November 21<sup>st</sup> Regular meeting the Board of Commissioners approved the proposed Ordinance No. 2016-BCCO-43, subject to Mr. Murrell's approval (Ordinance had not yet been written and submitted) for the Vacation of Easement located on a portion of Evans Minor Subdivision, 5485 West County Road 300 South, Russiaville, Indiana (*please refer to page two, Issue one of the Public Hearing, of the regular meeting minutes dated November 21, 2016*). The Ordinance has not yet been submitted to Mr. Murrell making the vacation incomplete. Mr. Murrell will contact the owner and representative again.
3. **Resolution No. 2016-BCCR-42:** Mr. Murrell submitted Resolution No. 2016-BCCR-42, a resolution of the Howard County Board of Commissioners adopting a Capital Improvement Plan for Calendar Years 2016-2017. Resolution No. 2016-BCCR-42 was approved as submitted on a motion made by Mr. Moore, seconded by Mr. Bray and carried.

**IN THE MATTER OF COMMISSIONER ISSUES:**

Commissioner Bray, Commissioner Moore, and Commissioner Wyman all declared that it has been a pleasure serving Howard County as a Commissioner, this year, with their fellow board members. They wished all a **HAPPY NEW YEAR!!**

*There being no further business to come before the Board of Commissioners  
at this time, the meeting was adjourned at 12:30 p.m. on a motion  
made by Mr. Bray, seconded by Mr. Moore, and carried.*

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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PAUL G. WYMAN, PRESIDENT

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TYLER O. MOORE, VICE PRESIDENT

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ROBERT B. BRAY, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Howard County Commissioner Meeting December 28, 2016