

## HOWARD COUNTY BOARD OF COMMISSIONERS MEETING SEPTEMBER 7, 2004

The Howard County Board of Commissioners met in Regular Session on Tuesday, September 7<sup>th</sup>, 2004, (following the Labor Day Holiday on Monday, September 6<sup>th</sup>) at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President John B. Harbaugh, Vice President Paul J. Raver, and Member Bradley J. Bagwell. Also present were County Attorney Lawrence Murrell, and Auditor Martha Lake. Personnel Administrator Wanda McKillip was unable to attend the meeting.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President John B. Harbaugh.

The minutes from the regular meeting which was held from 8:30 a.m. to 11:10 a.m. on August 16<sup>th</sup> and was continued to August 17<sup>th</sup> from 3:00 p.m. to 3:55 p.m., having been previously reviewed, were approved on a motion made by Mr. Bagwell. Mr. Raver seconded the motion and it carried.

### IN THE MATTER OF HIGHWAY ISSUES:

No issues were presented at this time. Mr. Ted Cain, Howard County Highway Engineer/Superintendent was not able to attend today's meeting.

### IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert presented the following issues for Commissioner information and approval:

1. **Memorandum of Understanding:** Sheriff Talbert explained that equipment is available through the Hoosier Project SAFE-T Program that would allow interoperability between the state wide public safety radio system and Howard County. Before any of this equipment can be installed or activated, a Memorandum of Understanding between the participating local government agencies is required. Mr. Dave Vice, Field Coordinator of the Indiana Project SAFE-T Program, provided the Sheriff with a "Memorandum of Understanding Between The Integrated Public Safety Commission and Howard County". The Sheriff commented that Emergency Management Agency Director Larry Smith has money available through Homeland Security that could be used to help purchase some of the equipment necessary to connect the systems.

The Commissioners took no action on this today. The document was passed on to County Attorney Larry Murrell for further review.

2. **Purchase of Tires for Sheriff Department Vehicles:** In the past, the tire needs of the department for each calendar year have been anticipated and quantities of tires have been purchased. Fout's Tire has stocked the tires and handled the tire needs for the Sheriff's Department. However, no tires have been purchased since March 2003 (18 months ago). Tires are replaced on an average of 7-8 tires per month. The Ford Crown Victoria and Chevrolet Impala vehicles use the same size tires. The truck and van utilize different tire sizes, which are purchased separately on an as needed basis. Sheriff Talbert conducted some research and found that \$65.76 is the standard price for a Goodyear police pursuit tire for governmental entities. The Sheriff requested approval to purchase 130 tires from Indy Tire Center (formerly Fouts Tire) at a cost of \$8,548.80 plus \$32.50 for disposal of the junk tires, for a total cost of \$8,581.30. He has enough money left in his 2004 General Fund Budget to pay for the purchase and disposal as requested.

Mr. Bagwell made a motion to authorize the Sheriff to purchase 130 Goodyear police pursuit tires from Indy Tire at a cost of \$8,548.80 plus \$32.50 for disposal, for a total cost of \$8,581.30.

3. **Jail Seminar:** DLZ Indiana, LLC will be hosting a County Jail and Community Corrections Seminar on **September 23, 2004 in Indianapolis**. The free seminar opens at 8:30 a.m. and concludes at 5:00 p.m. Sheriff Talbert already invited members of the County Council to attend the seminar and likewise extended an invitation to the Commissioners and County Attorney.
4. **Jail Population:** Last week a new record was set with a total of 349 inmates. The Sheriff reported there are currently 339 inmates; 325 incarcerated at the Howard County Jail and 14 at the Cass County Jail.
5. **Jail Population Assessment:** (See page 1, August 2<sup>nd</sup>, 2004 minutes, "*In the Matter of Sheriff Department Issues*", *Item 1, for related discussion*) The Sheriff's Department received a response from the National Institute of Corrections ("NIC") indicating they would send a group to Howard County to perform a local systems analysis. Beginning today, NIC is starting an assessment for the Miami County Sheriff's Department. Sheriff Talbert plans to contact Miami County Sheriff Kenneth Roland to gain insight on the process and to make plans to attend their public hearing. Mr. Bagwell is also interested in attending the Miami County Public Hearing.

### IN THE MATTER OF PLAN COMMISSION ISSUES AND PROPERTIES FOR APPROVAL:

Plan Commission Director Glen Boise presented the following issues for Commissioner information and approval:

1. **Case 27-CP-04 – one (1) lot in Jan & Kent Subdivision located at 3034 South 600 West** was approved on a motion made by Mr. Bagwell. Mr. Raver seconded the motion, which carried.

2. **Case 29-CP-04 – one (1) lot in Crosley Field Subdivision located at 11372 East 450 North** was considered. Mr. Raver made a motion to approve Case 29-CP-04. Mr. Bagwell seconded the motion, and it carried.
3. **Case 6-CP-04 – twenty-five (25) lots in Walnut Estates Subdivision, Section 18, Phase One, located at 2073 Foxfire Lane was considered.** Mr. Bagwell made a motion to approve Case 6-CP-04. Seconded by Mr. Raver, the motion carried.
4. **Case 26-CP-04 – sixty-seven (67) lots in Webster Crossing Subdivision, Section 1, located at 3700 S. Park Road** was approved on a motion made by Mr. Bagwell, seconded by Mr. Raver, and carried.
5. **Unsafe Buildings - Status of property at 2255 South 350 West: (See page 4, August 16<sup>th</sup>, 2004 minutes for related discussion)** – The owners have not completed the clean up, however the pile of debris has diminished since the photograph was taken and the property has been mowed.
6. **Flood Mitigation Issues:**

- a. **Multi-Hazard Planning:** A few years ago the Commissioners adopted a Flood Mitigation Plan for Howard County. Since that time Congress decided to change the rules and require the county to expand the plan to include Multi-Hazard Planning to address other natural hazards. The local planners held off working on the expanded plan because the state was in the process of purchasing software to facilitate their efforts. Approximately two weeks ago the State obtained the necessary software in order to try to meet the November 1, 2004 deadline. Because the software requires a considerable amount of data collection and coordination with various agencies, Mr. Boise requested approval to hire a consultant for assistance on the project.

S.E.M.A. has allocated \$40,000 to pay for a consultant for the County if the Multi-Hazard Plan includes the City of Kokomo. The flood mitigation monies that the County Council has appropriated for either 2004 or 2005 should have enough money to pay for the 25% local match requirement. The City would then need to provide an in-kind match. Mr. Boise requested approval to move forward with the project.

Mr. Bagwell made a motion to authorize Mr. Boise to proceed with requesting the \$40,000 from S.E.M.A. and also the hiring of a consultant, for the preparation of a Multi-Hazard Mitigation Plan. Mr. Raver seconded the motion, which carried.

- b. **Buy-Out Process:** According to the current grant's buy out process, the purchasing agents for the County are required to acquire two (2) appraisals and complete the title work to purchase the two homes. Mr. Boise provided a list of certified appraisers and local title companies.

After reviewing the list, Mr. Bagwell made a motion to hire Cartwright Ellis Appraisers and Associates and Ralph H. Williams Appraisals to conduct the appraisals and Moore Title and Escrow to complete the necessary title work. Seconded by Mr. Raver, the motion carried.

**IN THE MATTER OF A RIGHT-OF-WAY ISSUE – THE PRESERVE AT BRIDGEWATER SUBDIVISION:**

*(See page 1, May 3<sup>rd</sup>, minutes and page 1, May 17<sup>th</sup>, 2004 correction to minutes, “In the Matter of Highway Issues”, for related discussion)*

Mr. Chris Monroe with Harmony Development is involved with the development of The Preserve at Bridgewater Subdivision, located at 311 West 300 South. The subdivision would eventually be annexed into the City. Mr. Monroe explained the developers plan to install a forced sewer main along Road 300 South, just west of Rice's Golf Center. The developers were not successful in obtaining permission from the property owners to place the sewer lines on their property.

The developers contacted Howard County Highway Engineer/Superintendent Ted Cain regarding placing the sewer lines in the county right-of-way. Mr. Cain had no problem with their request as long as the sewer line would be located as far off the pavement as possible. At the May 17<sup>th</sup>, 2004 meeting, Mr. Wyatt Johnson, P.E., L.S., requested approval from the Commissioners to place the sewer line in the county right-of-way and it was granted.

Harmony Development met with the City and discovered that no documentation had been found regarding the exact location of the right-of-way. There was a question whether the right-of-way ended at the edge of the pavement or the existing fence line. Mr. Monroe said if the right-of-way goes to the fence line, then the developers would be able to proceed with boring the force main underground. Mr. Boise commented that it is not clear whether a proposed 40-foot right-of-way is shown on the quarter section map.

Clarification of the right-of-way depth was needed before any further action could be taken regarding this issue. Discussion was deferred until later in the meeting to allow time for Mr. Boise and Mr. Monroe to research records in the Auditor's Office for a true description of the right-of-way. *(See page 3, attached, for related discussion)*

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

Maintenance and Grounds Superintendent Thomas Harrison presented the following issues for Commissioner information and approval:

1. **Government Center:** (See page 3, August 2<sup>nd</sup>, 2004 minutes, "In the Matter of Maintenance Department Issues", Item 4, for related discussion) Three quotes were received to repair the air conditioning system at the Government Center:

<b>Trane</b> - Provide one new 40-ton Trane chiller & equipment	(Equipment Only)	\$24,800
and have Quality Heating and Plumbing perform the	(Installation)	\$19,500
installation.	Total	\$44,300

**Siemens Building Technologies** - Repair the existing chiller and replace the remaining equipment. \$37,994

**Quality Plumbing and Heating** – Furnish labor and material to provide one new 40-ton Carrier chiller, and repair the existing chiller to be used for a back up. \$38,000

Only the quotes from Trane, and Quality Heating and Plumbing met the requirements of providing a new chiller. The quote from Siemens Building Technologies did not provide for a new chiller and therefore did not meet the requirements set by the County. Quality Heating and Plumbing was determined to be the lowest responsive and responsible quote.

Mr. Bagwell made a motion to approve Quality Heating and Plumbing as being the most responsive and responsible quote to provide a new Carrier chiller, equipment, and installation at a cost of \$38,000. Seconded by Mr. Raver, the motion carried.

(On August 24<sup>th</sup>, 2004, the County Council approved an additional appropriation of \$40,000 out of the Cumulative Capital Development Fund for the replacement work to the air conditioning system and the County is anticipating the appropriation approval to be received from the State soon.)

**IN THE MATTER OF A RIGHT-OF-WAY ISSUE – THE PRESERVE AT BRIDGEWATER SUBDIVISION – Continued Discussion from page 2:**

Mr. Boise reviewed the property maps in the Auditor's Office and contacted Mr. Wyatt Johnson, the surveyor working on this project. The right-of-way is located one rod (16-1/2 feet) from each side of the centerline of Road 300 South. The pavement width is 20 feet; this would leave about 6-1/2 feet of right-of-way to install the sewer line. Mr. Monroe indicated that this was adequate room to perform the installation work.

Mr. Bagwell made a motion to allow Harmony Development to place the forced main sanitary sewer line, the size to be determined by their agreement with the City, in the right-of-way on the south side of Road 300 South (Center Road). Mr. Raver seconded the motion, and it carried.

**IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:**

Personnel Director Wanda McKillip was unable to attend the meeting.

**IN THE MATTER OF INFORMATION SYSTEMS DIRECTOR ISSUES:**

Information Systems Director Terry Tribby presented the following issues for Commissioner information and approval:

1. **Digital Voice Logging System:** (See page 5, August 16<sup>th</sup>, 2004 minutes, "In the Matter of Information Systems Director Issues", Item 3, for related discussion) Assistant E-911 Director Steve Kline was unable to attend the meeting, however Mr. Tribby proceeded with presenting information on the project. Mr. Tribby referred to the equipment as a "mission critical system", meaning consequence of liability and/or loss of lives. Discussion on the project was deferred from the last meeting in order for further information to be obtained from one of the vendors who quoted on the project. The vendor's application, product services and ongoing support have been reviewed.

Mr. Tribby provided a detailed Digital Voice Logging System Quote Evaluation for three vendors. Due to ongoing support issues and standardization of equipment, the first specification requested a Windows based system. Both Word Systems and Emergency Radio Service conformed to the specifications. This eliminated Mobile Radio of Kokomo because their quote was based on a Linux system. The local technical support staff is the first responder to issues related to applications, software, and hardware in Howard County. The technical staff does not have a thorough working knowledge of Linux products at this time.

Mr. Tribby individually addressed the fourteen requirements in the specifications and the vendor's compliance to each requirement. The following recommendation was made: "In consideration of the evaluation as presented, we would make a recommendation to the Commissioners that they accept the quote submitted by Word Systems as the most responsive and responsible quote. This evaluation takes into consideration all aspects of the quotes received including hardware, software, training, ongoing support, and vendor experience with this technology."

The initial quote from Word Systems was \$47,165.75. Emergency Radio Service quoted \$ 36,495.00, which included a trade-in of \$500.00. Auditor Martha Lake explained there were not sufficient funds appropriated to cover the cost for this project. A legal advertisement was published in the newspaper for to request an additional appropriation of \$50,000.00 from Fund 145, E-911 Enhancement Services Fund.

Mr. Bagwell made a motion to approve Ordinance No. 2004-BCC-31, requesting an additional appropriation of \$50,000.00 from the E-911 Funds for the Digital Voice Logging System Project. Mr. Raver seconded the motion, which carried.

Mr. Raver made a motion to approve Word Systems Inc. as being the lowest responsive and responsible quote for the Digital Voice Logging System in the amount of \$47,165.75. Seconded by Mr. Bagwell, the motion carried.

**IN THE MATTER OF DEPARTMENT OF HEALTH – VITAL RECORDS IMAGING PROJECT:**

*(See page 4, March 15<sup>th</sup>, 2004 minutes, “In the Matter of Department of Health Issues”, Item 1, and page 5, May 17<sup>th</sup>, 2004 minutes, “In the Matter of Department of Health – Vital Records Imaging Project”, for related discussion)*

Executive Director Kris Conyers presented the following issues for Commissioner information and approval:

Seven Requests for Proposals were sent out to vendors. Responses were received from the following two vendors by the scheduled deadline on May 14<sup>th</sup>, 2004.

Affiliated Computer Services, Inc. (“ACS”) from Indianapolis	\$257,150
Global Systems Inc. from Fort Wayne	\$107,000

At the May 17<sup>th</sup>, 2004 meeting, the Commissioners voted to take the bids under review and refer the bids to the Board of Health for further review and make a recommendation regarding selection of the vendor. Both vendors have conducted presentations to the Board of Health. Following the presentations, the Board of Health recommended Global Systems Inc.

Mrs. Conyers and Vital Records County Registrar Janet Kissinger visited the Fort Wayne Health Department to view some work performed by Global Systems Inc. and liked what they observed. The company proposes to perform the work in three phases. They can digitize and preserve the records for safeguarding and index them onto a database. Global Systems is currently working with the State on a web-based program that would allow the local vital records to be shared on-line to the State Department of Health. The Health Department anticipates starting the project in 2004 and estimates that the completion would be in the next 3-5 years. County funds would not be used for this project; the cost would be paid for with State provided Tobacco Settlement Funds.

County Attorney Larry Murrell cautioned Mrs. Conyers to make certain that the contract specifies exactly what is shown in the proposal and that the payment agreement would conform to the County’s claim procedures. Mrs. Conyers would like Attorney Murrell to review the contract once it has been received.

Mr. Bagwell made a motion to accept the proposal from Global Systems Inc.; proceed with obtaining a contract in compliance with the actual terms and conditions of the Vital Records Imaging Project, subject to approval of funding by the County Council, and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, and it carried.

**IN THE MATTER OF COUNTY CLERK ISSUES:**

Clerk Mona Myers presented the following issues for Commissioner information and approval:

1. **Consulting Proposal:** *(See page 6, August 16<sup>th</sup>, 2004 minutes, “In the Matter of County Clerk Issues”, Item 3, for related discussion)* At the previous meeting Mr. Charles Malinowski presented a proposal for services to recover overhead costs from funding sources in the Clerk’s Office and the Commissioners took the issue under advisement.

Mr. Malinowski proposes to start re-examining monthly County claims for reimbursement of Title IVD funds from January 2003 to date, in order to recover additional money for the Howard County General Fund. Conservatively, he estimated that the County could recover between \$4,000 to \$6,000 in funds. Mr. Malinowski submitted a written proposal detailing the scope of his services and fees. He discussed the benefits he would bring to the County relating to meeting deadlines, representing the work to State and Federal Auditors, and guaranteeing his work. Mr. Malinowski stated that his objective is to offer his services with a comprehensive approach to identify reimbursements available to the Clerk, Prosecutor, and Courts, and integrate it with the cost allocation project on an annual basis.

Auditor Martha Lake was concerned about duplication of services provided by the current contract with Maximus. Though the services are related, Mr. Malinowski assured the Commissioner that his contract would not conflict with the services that Maximus provides.

Clerk Mona Myers proposes to pay the contract service cost of \$2,300.00 out of Title IV-D Funds, with 66% (\$1,518.00) being reimbursed to the General Fund. Ms. Myers stated that the cost to the County after reimbursement would be only \$782.00. She commented that this would be a more cost

effective process than the number of hours and overtime it would take the Clerk's Office to perform the work. In addition, Mr. Malinowski's knowledge and experience with the process would bring in additional reimbursements that otherwise might have been overlooked. Mr. Malinowski stated if the County does not receive the reimbursements; the County would not be required to pay his fee.

County Attorney Larry Murrell reviewed the contract and found the document to be in order.

Mr. Bagwell made a motion to approve the Agreement between Howard County and Malinowski Consulting to provide Title IV-D claiming services on behalf of the County Clerk effective September 7, 2004. Mr. Raver seconded the motion, which carried.

2. **Credit Card Bonding System:** (See page 6, August 16<sup>th</sup>, 2004 minutes, "In the Matter of County Clerk Issues", Item 1, for related discussion) At the previous meeting the County Clerk requested approval to implement the services of PayTRUST Solutions ("PTS") as an alternative method for payment for posting bonds and payment of traffic tickets. The service enables fees to be paid with a credit card. The County Attorney reviewed the contract to determine whether amendments must be made to incorporate PayTRUST's separate fee schedules for each county department. PayTRUST submitted a revised agreement that combines everything into one contract with three separate fee schedules. In addition, PayTRUST offered a "Budget Bonus" rebate program that would reimburse the County 5% of the convenience fees collected. If the County chooses not to participate in the rebate, then the convenience fees charged to the card holders would be reduced.

Mr. Jeff Millner, President of PayTRUST Solutions, explained the intent of the program is to bring in lower rates than those of their competitors, offer superior services, provide internet and live processing, and in addition to provide collection services at no cost or liability to the county or taxpayers. Mr. Miller assured that PayTRUST rates are the lowest in the industry and the 5% bonus is offered to every county strictly as an option. He said 5% of the gross profit generated out of Howard County would be clarified and would come out of PayTRUST's profit, not from the credit card holder. PayTRUST feels that this "Would be a way to put something back into each community that they do business in."

The Commissioners clarified that the intent is to utilize the contract service to make sure the County is paid for the fees that are due by making it easier for people to pay their costs, and not a means to increase income in the General Fund. Mr. Bagwell commented that if this payment method could move people out of the already crowded jail, then it would save the County more money in the long-term than the 5% bonus reimbursement.

Mr. Bagwell made a motion to accept the Agency Service Agreement between Howard County and PayTRUST Solutions excluding the 5% Budget Bonus Rebate Program and requested a reduced fee schedule. Seconded by Mr. Raver, the motion carried.

3. **Purchase Receipt Printers:** The current receipt printers in the Clerk's Office are outdated. Each year the State has added new line items to be printed. Currently 14 to 16 lines are needed and the existing receipt printers can only accommodate 12 lines. Ms. Myers presented a proposal from Computer Systems, Inc. ("CSI") to provide 8 new receipt printers and associated equipment for a cost of \$2,640.00.

Mr. Bagwell made a motion to approve the purchase of 8 Epson TM-U200 receipt printers and the associated peripherals for a price of \$2,640.00 and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, which carried.

#### **IN THE MATTER OF SET DATE FOR PETITION TO VACATE PUBLIC WAY:**

Attorney David T. Baird submitted a petition on behalf of his client, Tamara L. Bishop, to vacate a public way in Taylor Township, contiguous to the property located at 3900 South 135 East, in Oakford.

Due to scheduling conflicts, Attorney Baird requested that the petition be resubmitted for acceptance at the October 4<sup>th</sup>, 2004 meeting. The Commissioners decided, by consensus, to consider acceptance of the petition on October 4, 2004 and tentatively set the date for the public hearing on November 1, 2004 at 9:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center.

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

County Attorney Larry Murrell presented the following issues for Commissioner information and approval:

1. **Monthly office allowance** for September 2004 in the amount of \$385.00. Mr. Bagwell made a motion to approve payment. Mr. Raver seconded the motion and it carried.
2. **MS4 Public Hearing:** The MS4 Committee will soon request that the Commissioners pass an ordinance for banning illicit discharges in Howard County. The ordinance must be in place by November 1, 2004. A public hearing is required to present the details of the ordinance and County MS4 Coordinator Greg Lake will attend the hearing to make a presentation.

Mr. Raver made a motion to schedule a **Special Meeting on Monday, September 27<sup>th</sup>, 2004 at 7:00 p.m. in Hearing Room No. 338 of the Howard County Administration Center** for the purpose of

holding a public hearing with reference to the proposed MS4 ordinance. Mr. Bagwell seconded the motion, and it carried.

**IN THE MATTER OF COUNTY GRANT ADMINISTRATION UPDATE:**

Deputy Auditor Delmo Lynch presented the following report regarding grant activity in Howard County for the years 2004 and 2005.

Howard County is currently responsible for the administration of 28 active grants. These grants represent \$1,710,061.81 in funding. There are seven pending grants in the amount of \$1,376,628.00. Once the pending grants have been approved, the County would have a total of \$3,086,689.81 in grants. The following seven (7) pending grants are awaiting approval or final signatures:

Flood Mitigation Assistant Grant		\$ 216,987.00
Local Match	\$ 72,329.00	
Approved but not assigned a number.		
Awaiting receipt of funds.		
Law Enforcement Terrorism Prevention Program		\$ 51,546.00
City of Kokomo	\$21,771.00	
County of Howard	\$29,775.00	
Local Law Enforcement Block Grant Program		\$ 8,991.00
Local Match	\$ 999.00	
New London Conservancy District		\$ 302,100.00
On hold until 01/01/05		
U.S. Homeland Security		\$ 285,604.00
Interoperable Communications Upgrade		
Taylor Regional Sewer District		\$ 501,900.00
Local Fund	\$4,170,690.00	
Approved but awaiting final signature process.		
HIV Testing		<u>\$ 9,500.00</u>
Application for 2005		
TOTAL OF PENDING GRANTS		\$1,376,628.00

Auditor Lake commented that tracking grant activity is not an easy task due to the different time lines, various match monies, carry-overs, renewals, and expiration dates. She commended Mr. Lynch for his excellent work in documenting the grant activity.

**IN THE MATTER OF CLAIMS AND REPORTS:**

Howard County Auditor Martha Lake presented the following reports for Commissioner information and approval:

1. **Operating claims payable on September 7<sup>th</sup>, 2004 in the amount of \$1,015,417.36** were approved on a motion made by Mr. Bagwell. Seconded by Mr. Raver, the motion carried.
2. **Commissioner’s Salary Claims for hourly, salary, and overtime payable for September 10<sup>th</sup>, and September 17<sup>th</sup>, 2004** were considered. Mr. Raver made a motion to approve payment. Mr. Bagwell seconded the motion, and it carried.
3. **The Budget Adoption meeting is scheduled for Wednesday, September 8<sup>th</sup>, 2004 beginning at 8:30 a.m.** in Hearing Room No. 338 of the Howard County Administration Center.
4. **2005 Tax Levy – Cumulative Bridge Fund:** Mr. Bagwell made a motion to approve the letter to the Indiana Department of Local Government Finance to set the maximum levy in the Cumulative Bridge Fund at a maximum of \$560,000 for the year 2005 and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, which carried.
5. **Bridge No. 61 Claim:** As a matter of record, Mr. Bagwell made a motion to approve the claim for \$28,349.84 for the improvements to Bridge No. 61. Mr. Raver seconded the motion, and it carried.
6. **The Indiana Department of Transportation provided a list of existing and proposed projects** within the Howard County area.
7. Copies of the **Soil and Water Conservancy District** August 25<sup>th</sup>, 2004 minutes, and the agenda for the September 22<sup>nd</sup>, 2004 meeting were provided to the Commissioners.
8. **Plan Commission Contract for 2005:** The Council President suggested moving the Plan Commission Budget out of the General Fund into the Edit Fund for the year 2005. The proposed amount for the contract is approximately \$190,000. Discussion ensued regarding money that has

already been designated to be spent out of EDIT. Due to the diminishing fund, the Commissioners felt it was necessary to set a limit on the amount to be paid out of EDIT toward the Plan Commission.

Mr. Raver made a motion to authorize the use of \$80,000 out of EDIT Funds for the Plan Commission Budget for 2005, subject to Council approval. Seconded by Mr. Bagwell, the motion carried.

9. **Insurance Coverage Request:** The State can no longer afford to cover liability insurance coverage for the Soil and Water Conservancy District ("SWCD"). Therefore the Soil and Water Conservancy District submitted a request that the County provide liability coverage. The SWCD leases their office building. Because the County does not own the building, the Commissioners were unsure whether the County has a legal insurable interest or the authority to provide the insurance. Regarding the SWCD vehicles, the Commissioners were hesitant to consider insuring vehicles that were not titled to them.

**IN THE MATTER OF COMMISSIONER ISSUES:**

1. **The Weights and Measures Monthly Report for July 15<sup>th</sup> to August 15<sup>th</sup>, 2004** was accepted on a motion made by Mr. Raver. Seconded by Mr. Bagwell, the motion carried.
2. **Trick or Treat Schedule:** The Commissioners received a telephone message from a citizen inquiring about a schedule for Trick or Treat hours in the County. The Commissioners have never been involved with this issue. The Commissioners requested Auditor Lake to return the phone call and advise the citizen that the Commissioners are not responsible for this issue.
3. **Indiana Association of Commissioners** sent a notice that they are involved with securing grant funds to be used for Hazardous Illumination Safety Funds. Mr. Raver contacted County Highway Engineer/Superintendent Ted Cain, regarding the issue. Mr. Cain indicated he and Mr. Larry Ives, Kokomo-Howard County Governmental Coordinating Council, are involved and familiar with this issue.
4. **Kokomo Academy Lease:** Attorney Murrell plans to check on the status of the lease with the Kokomo Academy and determine if it is up to date.

There being no further business, Mr. Raver made a motion to adjourn. Mr. Bagwell seconded the motion, which carried. The meeting closed at 11:15 a.m.

**THE HOWARD COUNTY BOARD OF COMMISSIONERS**

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JOHN B. HARBAUGH, PRESIDENT

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PAUL J. RAVEN, VICE PRESIDENT

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BRADLEY J. BAGWELL, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Commissioner Minutes, September 7<sup>th</sup>, 2004