

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JULY 6, 2004

The Howard County Board of Commissioners met in Regular Session on Tuesday, July 6th, 2004, at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. This meeting was scheduled for Tuesday instead of Monday due to the Independence Day Holiday. 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 held on June 28th, and the Executive Session held on July 1st, 2004 were approved on a motion made by Mr. Raver. Mr. Bagwell seconded the motion to approve the minutes as submitted and the motion carried.

IN THE MATTER OF HIGHWAY ISSUES:

Mr. Ted Cain, Howard County Highway Engineer/Superintendent presented the following issues for Commissioner information and approval:

1. **Performance Bond:** A Memorandum of Performance Bond No. 5010633 in the amount of \$556,320.50 was submitted from Triton Development LLC, the owner and developer of **Webster Crossing Subdivision, Section One**, for the storm sewer, street pavement (base binder, surface), curbs, erosion control, monuments and markers, street signs and sidewalks.

Mr. Bagwell made a motion to approve the performance bond for Webster Crossing Subdivision, Section One. Mr. Raver seconded the motion, which carried.

By the time the Subdivision is completed, it is anticipated that it will have been annexed into the City. If this is the case, Mr. Cain will work with the City to assure that the completed project meets with City standards.

2. The **Chip and Seal process** is moving forward. Mr. Cain anticipates the project to be completed by September or the first part of October 2004.
3. **Bridge Update:**
 - a. The bridge located on 250 South at 675 West has been completed.
 - b. Harrison Street in Greentown is being closed today for bridgework that is scheduled while school is closed.
 - c. The bridgework on 200 South is anticipated to be let sometime during this month.
 - d. A sinkhole was filled on the bridge at 850 East, just north of the Howard County Fairgrounds. The hole seems to continue sinking, which prompted Mr. Cain to conduct an on site inspection this morning to check the status.
 - e. A bridge closing is scheduled in the western part of the county later this year.
4. **Paving Project Update:** There is still a considerable amount of paving to complete on various projects, including the 400 North and Dixon Road Projects. Mr. Cain plans to contact Mr. Steve Johnson of Mohr Construction Company regarding help with finishing the paving projects.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

(See page 4, attached, "In the Matter of Additional Sheriff's Department Issue" f-or related discussion)

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

1. **Commissary Financial Report:** Sheriff Marshall Talbert distributed copies of the Commissary Financial Report to the Commissioners for the month of May 2004.
2. **Vehicle Accidents:** The Indiana State Police are currently investigating two (2) accidents involving Sheriff Department vehicles:
 - a. On July 2nd a State Conservation Officer backed into a Sheriff's Department transport van, causing damage to the left front fender. Because the Conservation Officer was at fault, Sheriff Talbert received a Tort Claim form to collect money to repair the damages.
 - b. On July 3rd, Deputy Michael Welker was in route on Cass County 400 East to pick up a prisoner when he failed to navigate a curve in the road. The squad car was severely damaged, perhaps totaled. Fortunately Deputy Welker did not sustain any serious injuries.
3. **Concrete Project:** The Sheriff proposes placing some concrete in the northwest corner of the property to enable semi-trucks to maneuver without damaging the grass. In addition he would like to place

some concrete in front of the small storage barn that has been relocated near the gas pump. Proposals were obtained from Scott Construction, IMI/Irving Materials, and B & H Construction. Maintenance and Grounds Superintendent Tom Harrison reviewed the proposals and noticed some important information was missing. Only B & H Construction provided specific details of the work at a cost of \$4,325. The details and costs on the other two proposals were incomprehensive. Sheriff Talbert said he would contact the other two vendors about clarifying their proposals.

Mr. Bagwell made a motion to approve an appropriation of \$4,500.00 out of the Cumulative Capital Development Fund for the concrete work at the jail. For clarification, the motion was not to choose a vendor, but to make money available for the project whenever a vendor is selected. Mr. Raver seconded the motion, and it carried.

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 35.1-CP-03 – thirty (30) lots in The Greens at Wildcat Subdivision, Section 3, located at 3155 Crooked Stick Drive** was approved on a motion made by Mr. Bagwell. Mr. Raver seconded the motion, which carried.
2. **Case 10-CP-04 – one (1) lot in Little Run Subdivision located at 11230 East 200 South** was considered. Mr. Raver made a motion to approve Case 10-CP-04. Seconded by Mr. Bagwell, the motion carried.
3. **Ordinance No. 2004-BCC-25 – Case 6-CZ-04** – the petition of Singing Meadows Partnership requesting a change in zone classification from A-1 (Agriculture) and R-1 (Residential) to R-1 (Residential) for property located at 2906 W. Jefferson Street was considered. Mr. Bagwell made a motion to approve Ordinance No. 2004-BCC-25. Mr. Raver seconded the motion, which carried.
4. **Unsafe Buildings:** No report was available at this time. Due to the number of seasonal complaints about corn blocking the view at road intersections, Mr. Boise was unable to conduct further investigations on the buildings.
5. **Flood Mitigation Issues:** Mr. Boise completed a correction list from the Indiana Housing Finance Authority. He anticipates receiving further information after July 22nd, 2004.
6. **Additional Items for 2005 Budget:** *(See page 6, attached, “Discussion Regarding the Proposed Economical Development Income Tax Fund”, Items 9 and 10, for related discussion)* Mr. Boise submitted a letter asking the Commissioners to consider appropriating money in the budget for 2005 for the following items:
 - a. **Unsafe Buildings:** Have available funds to pay for demolition of unsafe buildings as opposed to asking for the money each year. Mr. Boise requested annual appropriations of \$30,000 to pay for demolition of two or three homes. The fund could be replenished by billing the owner for the cost of the demolition.
 - b. **Flood Mitigation:** The next phase of the Flood Mitigation Plan is to buy out and demolish flood damaged homes. Mr. Boise recommended an appropriation of \$160,000, which would also provide money to update the flood mitigation plan.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

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

1. **Courthouse Update:**
 - a. **Renovation Acceptance:** *(See page 3, June 28th, 2004 minutes, “In the Matter of Maintenance Department Issues”, Item 2, for related discussion)* Mr. Harrison faxed a letter and punch list of items that need to be completed under the contractual warranty to the general contractor and subcontractors. Terstep Company responded immediately and responses are anticipated from the other contractors. Mr. Harrison received a letter from Mr. William Bassett about scheduling a meeting within the next two weeks to address problems and unfinished work.
 - b. **Repairs to Air Conditioning:** Quality Heating and Plumbing was recently called in to repair the air conditioning system for the Computer Room. Mr. Harrison is going to check into verifying whether the warranty is still in effect for the air conditioning system.
2. **Government Center:** *(See page 3, June 28th, 2004 minutes, “In the Matter of Maintenance Department Issues”, Item 4, for related discussion)* Three contractors visited the Howard County Government Center regarding replacement of the air conditioning units. Thus far, Mr. Harrison has not received any estimates from the contractors.

3. **Festival Cleanup:** Mr. Harrison reported that the areas around the Courthouse and Administration Building were cleaned up following the Haynes Apperson Festival held on July 3rd, 2004. Table and chairs were placed on the Courthouse lawn without permission but nothing seemed to be disturbed. Mr. Harrison will monitor this issue during future events.

IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:

Personnel Administrator Wanda McKillip was away on vacation and 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. **Property Record Internet Access Update:** *(See page 4, June 28th, 2004 minutes, “In the Matter of Information Systems Director Issues”, Item 2, for related discussion)* The tax and assessment information is ready to be viewed on the Howard County website. *(A new patriotic design will be displayed on the website).*
2. **Recorder Software Upgrade:** The Recorder’s Office has gone “live” with a new software scanning system. Recorder Linda Koontz previously commented that the change over to the new software went very well without any problems. Mr. Tribby estimates the project to be about 85% completed. While documents are being scanned into the new system, the old system is being used for the archival. Both of the systems will be used until the Fidlar Company completes the conversion of the old data into the new system.
3. **Invitation to Open House:** Mr. Tribby has been working with SBC Communications to get the video arraignment system up and running in Superior Court III. SBC Communications sent an invitation to a video arraignment open house.
4. **County Auction:** Mr. Harrison advised if Information Systems has any equipment to place in the Howard County Auction the items, including a list, must be delivered to the site by July 25th. the auction is scheduled for **Saturday, August 7th, 2004 at 10:00 a.m.** Mr. Tribby stated that the Sheriff’s work release crew will pick up the items.

IN THE MATTER OF GRANT ACTIVITY:

Grant Administrator Tina Mendenhall Henderson presented the following issues for Commissioner information and approval:

1. **Honey Creek Township:** The new fire truck is anticipated to be ready in September 2004. Ms. Henderson proposes to schedule a photo ceremony when the truck arrives at the fire station. It is unfortunate that former Fire Chief Ike Hollingsworth recently passed away prior to the event.
2. **Taylor Township Regional Sewer District:** Ms. Henderson thanked the Howard County Health Department for their help in providing information to the Indiana Department of Commerce so the project could be funded. The request for bids will be sent out in the next two weeks. Construction is anticipated to begin in about 1-1/2 months. Mr. Williams, Professional Engineer from Gove and Associates, is the contact person on the construction. Ms. Henderson thanked County Government for the efforts in helping with the project.
3. **New London Conservancy District:** Ms. Henderson requested Mr. Harbaugh’s signature on the project proposal and authorize Mendenhall and Associates to hold the public hearings. The signed proposal is due on July 9th and the final grant application is due on September 3rd, 2004.

Mr. Bagwell made a motion to grant approval to the project proposal, and authorize Mendenhall and Associates to hold the public hearings for the New London Conservancy District; and, in addition to authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, and it carried.

4. **Future Projects:** Mr. Raver commented that once Honey Creek Township receives the new fire truck in September 2004, the County can move forward with a new project. Ms. Henderson agreed and stated that according to the grant guidelines, the County may have three construction grants open at one time, but only one grant application can go in at a time. She advised that \$50,000 could be received for planning and \$500,000 for construction activities. The minimum requirement for any project is 90% grant money with a 10% local match.

Ms. Henderson advised that Federal funds are no longer limited to water and sewer projects. Funding has been expanded to provide money for storm water projects, faith based organizations (i.e. food banks, children’s programs), homeless shelters, senior citizen projects/homes, and nursing homes

IN THE MATTER OF MS4 PROJECT – PURCHASE NEW SOFTWARE:

(See pages 3-4, June 7th, 2004 minutes, “In the Matter of County Surveyor Issues”, Item 2, for related discussion)

County Surveyor and MS4 Director Beryl Grimme, together with Chief Deputy Surveyor and County MS4 Coordinator Greg Lake, presented the following issues for Commissioner information and approval:

At the June 7th Commissioners meeting Mr. Lake explained that the conveyance system outfalls, drains, and the receiving water are required to be mapped by November 2004. In order to assist with the project and to coordinate with development of the MS4 Program, Mr. Lake requested an appropriation of \$8,000.00 to purchase GIS coordinating equipment (ArcPad Application Builder & GeoXT Handheld GPS) from the ERSI Company.

The GIS Steering Committee met on June 17th, 2004 and recommended that County Departments should avoid duplication when purchasing GIS-type products. The Schneider Corporation invited individuals from county departments that would be involved with ArcGIS, including Greg Lake, to see miscellaneous mapping software products working. This would enable them to observe various software packages before deciding which one to purchase for their departments. Mr. Lake postponed purchasing the GeoExplorer Series and met with representatives from The Schneider Corporation to discuss software packages designed specifically to track and map the County drains, etc. Following review of the software, Mr. Lake decided to withdraw the initial purchase request for the GeoExplorer Series and submit a new request for equipment that would better coordinate with the GIS Project. Mr. Lake presented the following proposal from The Schneider Corporation:

Ditch Overlay Application	\$ 9,200.00
2 Copies of ArcView 9.0	\$ 2,160.00
ArcPad customization for Field Collection	\$ 2,800.00
1 Copy of COGO Extension	\$ 1,000.00
Project Management	\$ 1,000.00
Database Design	\$ 2,000.00
Training on Field Application	\$ 1,000.00
1 Copy of ArcPad	\$ 416.00
1 Rugged TabletPC w/GPS	<u>\$ 4,894.00</u>
TOTAL	\$24,470.00

Mr. Lake stated that the cost would be slightly cheaper now than it would be during the general release because Howard County would be participating as a beta site, along with four other counties. Once the software has been designed and installed in the Surveyor’s Office, it would become a standard software application for any surveying office in the State of Indiana. Mr. Lake stated, “This software would be the initial making of the County’s GIS Project.” Information Systems Director Terry Tribby commented that he was impressed with the software package.

Sources of funding were discussed briefly. During discussion it was noted that the software directly related to the GIS Project could be paid for with Reassessment Funds. County Assessor Ann Harrigan has indicated she supports funding the software out of the Reassessment Fund. The remaining costs representing the hardware could be paid from the Cumulative Capital Development (CCD) Fund. The division of the costs would be as follows:

CCD Fund	\$ 5,310.00
Reassessment Fund	<u>\$19,160.00</u>
TOTAL	\$24,470.00

Mr. Bagwell made a motion to request an appropriation of \$5,310.00 out of the Cumulative Capital Development Fund, representing a portion of the total project as outlined above. Mr. Raver seconded the motion, which carried.

Mr. Bagwell made a motion to approve the total project and support the request of funds by the County Assessor from the Reassessment Fund for the remaining amount of the purchase. Seconded by Mr. Raver, the motion carried.

IN THE MATTER OF HUMANE SOCIETY ANIMAL CONTROL CONTRACT RENEWAL:

(See page 7, “Discussion Regarding the Proposed Board of Commissioners General Fund Operating Budget for 2005”, Item 15, attached, for related discussion)

Mr. Beryl Geer, Executive Director of the Kokomo Humane Society, submitted a budget that coordinates with the renewal of the Animal Control Program Contract for 2005. The total projected cost for the County includes a 4% increase for a total amount of \$150,663.54. The Commissioners decided to discuss the Animal Control Contract Renewal during the 2005 Budget Discussion later in the meeting. The issue was taken under advisement by consensus.

IN THE MATTER OF COMMUNITY CORRECTIONS:

Community Corrections Director Steve Maus advised that Captain Napoleon Leal’s term as President on the Community Corrections Board expired on June 30th, 2004. Mr. Maus recommended the reappointment of Captain Leal.

Mr. Raver made a motion to reappoint Captain Leal to the Community Corrections Board for a term of four (4) years. Mr. Bagwell seconded the motion, and it carried.

IN THE MATTER OF ADDITIONAL SHERIFF DEPARTMENT ISSUE:

(See page 1, June 28th, 2004 minutes, "In the Matter of Sheriff Department Issues", Item 2, for related discussion)

The Commissioners approved the LexisNexis Contract at the previous meeting and President Harbaugh signed the document on behalf of the Board. Sheriff Talbert noticed a signature was also needed on page 4 of the document and returned with the contract. Mr. Harbaugh executed his signature on behalf of the Board as requested.

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 July 6th, 2004 in the amount of \$1,057,856.23** 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 July 9th and July 16th, 2004** were considered. Mr. Raver made a motion to approve payment. Mr. Bagwell seconded the motion, and it carried.
3. **Selective Insurance submitted a written report** from a survey conducted at the Howard County Museum properties on May 20th, 2004. Copies of the report were distributed to the Board.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. Attorney Murrell presented a claim for his **monthly office allowance** in the amount of \$385.00 and **quarterly litigation services** rendered through June 30th, 2004 in the amount of \$522.50. Mr. Bagwell made a motion to approve payment. Mr. Raver seconded the motion and it carried.
2. **Internet Use Policy:** *(See page 4, June 28th, 2004 minutes, "In the Matter of Information Systems Director Issues", Item 3, for related discussion)* Attorney Murrell continues to work on drafting a policy to establish guidelines for internet use in the County.
3. **Attorney Murrell will be on vacation the week of July 12 through 16, 2004.** Assistant County Attorney Brian Oaks will be available for legal assistance.

IN THE MATTER OF COMMISSIONER ISSUES:

1. **MS4 Committee Report: Mr. Raver reported that the MS4 Committee held a meeting last week** and set the next meeting for July 27th, 2004. In the meantime, MS4 Coordinator Greg Lake and Attorney Murrell are working on an MS4 Ordinance that is required to be in place by November 2004.
2. **Joint Storm Water Advisory Committee:** *(See page 7, June 28th, 2004 minutes, "In the Matter of Commissioner Issues", Item 5, for related discussion)* Mr. Raver and Mr. Lake scheduled a meeting with Mayor Matt McKillip next week to discuss flood issues.
3. Mr. Bagwell reported that he provided his signature last week on the **Local Elected Officials Agreement** between Howard County and Workforce Development.

IN THE MATTER OF HOWARD HAVEN SEWER PROJECT AND OTHER EXISTING COUNTY SEWER PROJECTS:

1. **Howard Haven Sewer Project:** Last week Mr. Jerry Williams, Professional Engineer with Gove and Associates, sent plans, specifications, and a cost estimate for the Howard Haven Sewer connection. Mr. Williams explained that the plan is simple; it involves a small pump station, two pumps, valve chamber, and directional-drilled force main across the road. The pavement of the parking lot and the county road will not be disturbed. No Federal and State permits are required. Only local permits will be required, an example being the inspection of the utility installation required by the City.

The next step is to send out specifications for quotes. The Commissioners decided to confer with Chief Deputy Surveyor and MS4 Coordinator Greg Lake regarding contractors that have the equipment and the capability to build a lift station. The quotes are anticipated to be submitted at the meeting on July 19th, 2004.

Mr. Bagwell made a motion to proceed with requesting quotes on the Howard Haven Sewer Construction Project. Mr. Raver seconded the motion, and it carried.

2. **Miscellaneous Sewer Projects:** Mr. Jerry Williams submitted a color-coded map outlining the

various sewer service areas within Howard County. Mr. Williams provided an update on the following projects:

- a. **Taylor Township Regional Sewer District:** Taylor Township RSD has formally changed their name to Taylor RSD and has completed the necessary paperwork with I.D.E.M. They are in the process of expanding their Board to seven members in order to include a representative from Darrough Chapel Subdivision. The Board appreciates that the Commissioners sponsored the grant. A permit is being obtained from I.D.E.M.; all other permits for the project have been obtained. Once the I.D.E.M. permit has been secured, the project will go into letting in approximately 2-3 weeks. Construction is anticipated to begin in October 2004.
- b. **Darrough Chapel Sewer Project:** Survey work is scheduled to begin next week in Darrough Chapel Subdivision. Information flyers have been distributed to the residents.

IN THE MATTER OF REQUESTS FOR COMMISSIONERS' 2005 BUDGETS:

DISCUSSION REGARDING THE PROPOSED ECONOMICAL DEVELOPMENT INCOME TAX FUND (EDIT) FOR 2005:

It was the consensus of the Board that the 2005 requests for EDIT Funds be the same as the Commissioners requested in 2004 (even though many were cut by the Council) except for the following:

1. **3217.00 Main Street Association** – For clarification purposes the Main Street Association name has been changed to the Downtown Association.
2. **3218.00 US 31 Corridor Study** – Last year the request was for \$6,000, but the Council approved \$5,000. The Commissioners agreed to request \$6,000 for the 2005 Budget, subject to Council approval. Commissioner Bagwell stated that the goal is to try to get each county to contribute a specific amount of money to the project. If contributions were received from some of the private organizations interested in promoting the US 31 Corridor Study, then less money would be needed from the County.

Mr. Bagwell made a motion to request an additional \$1,000 out of the Economical Development Income Tax Fund for the US 31 Corridor Study for 2004. Mr. Raver seconded the motion, which carried. This request will be heard at the July 27th Council Meeting.

3. **3220.01 Civic Center – Misc. Operating** – In past years the original appropriation was for \$65,000 for Capital Outlay. At the January 27th, 2004 Special Meeting, the Commissioners discussed whether money could be made available in a fund that the Civic Center could use for either capital or operating expenditures. *(See pages 1-2, January 27th, 2004 minutes, “In the Matter of City of Firsts Automotive Heritage Museum, Inc., for related discussion)* Mr. Bagwell suggested requesting an appropriation of \$65,000 but restrict the expenditures to \$35,000 and any additional money would be contingent on the Civic Center’s ability to meet specific goals. In summary, request an appropriation of \$65,000 from the Council but only approve \$35,000 in account 03220.01 and zero-out Account 04722.00 Civic Center Capital Outlay.
4. **3222.00 County Comprehensive Plan** – Because the second phase of the plan has been completed, the Commissioners were uncertain how much appropriation would be needed. For clarification, Mr. Raver said he would contact the Plan Commission Director regarding the status of the plan. A suggestion was made to encumber any money left from last year and then adjust the amount of appropriation request for the 2005 Budget.
5. **4722.00 Civic Center Capital Outlay** – *(See Item 4 above for related discussion)* Reduce the appropriation request from \$35,000 to \$0.
6. **4733.01 Emergency Equipment** – Request an appropriation of \$10,000 in the account.
7. **4735.00 Computer Equipment Criminal Justice Center** – Zero out the appropriation request. Any additional appropriations needed would be requested as needed.
8. **Flood Mitigation Fund** – Appropriate \$160,000 into a line item to buy out flood damaged homes.
9. **Unsafe Building Fund** - Appropriate \$30,000 into a line item to fund demolition of unsafe buildings. Remove 3120.01 Unsafe *(Building)* Contract Services in the Commissioners Budget for 2005.
10. A **3000** number will be established for the County Museum (currently funded by the County General Fund) for all items other than salaries and benefits, the amount to be determined by checking the 2005 budget request submitted by the Museum Director.

**DISCUSSION REGARDING THE PROPOSED BOARD OF COMMISSIONERS GENERAL FUND
OPERATING BUDGET FOR 2005:**

The Board members carefully examined each line item, and addressed the anticipated cost increases. The Board reached an agreement on line item needs and proposed requests. Changes from 2004 were made to the following line items:

1. **Salaries and Wages:** Request an increase the salaries for Commissioners, Council, County Attorney, and Assistant County Attorney, Personnel Administrator, Administrator Assistant and all County Employees by 6%; and convey a message to the Council that the Commissioners feel the employees should have a raise even if the Commissioners and Council do not receive one.
2. **1121.00 Personnel Part-Time** – The appropriation was cut from \$6,000 to \$3,000 last year. The Commissioners decided to request an appropriation of \$6,000 in the Budget for 2005.
3. **1512.03 Unemployment Compensation** – Due to unemployment fluctuations it is difficult to predict how much money is needed in this account. Normally the cost runs between \$2,000 to \$3,000 per month for a total of about \$35,000 per year. The amount spiked last year in October but leveled off in April and continues to be low. The Commissioners decided to request an appropriation of \$35,000 in this account in the Budget for 2005.
4. **1521.00 FICA County Share** – The figures are adjusted proportionately to the salaries. The County Auditor will review the current and proposed figures and the appropriation request will be calculated accordingly. In order to advertise a figure, it was the consensus of the Commissioners to set the figure at \$850,000.
5. **1522.00 PERF Retirement Contribution** – These figures are adjusted proportionately to the salaries. In order to advertise a figure, it was the consensus of the Commissioners to set the initial figure at \$800,000.
6. **1523.00 Group Insurance** – (Medical and Life) The County Auditor reported that the 2004 line item will run short by approximately \$200,000. The Commissioners decided to increase the appropriation request by \$200,000 in the Budget for 2005 for a total of \$2,500,000.
7. **1523.01 Health Insurance Sheriff** – Sheriff Talbert advised that the State proposes an increase in contributions for health insurance. He did not foresee any problems with the appropriation remaining the same as last year in the amount of \$1,560.
8. **3120.00 Contract Services** – The Commissioners recommended an increase from \$94,000 to \$115,000 for the Budget in 2005.
9. **3120.01 Unsafe (Building) Contract Services** – Remove the line item because \$30,000 was requested in the EDIT Fund to pay for demolition of unsafe buildings.
10. **3121.00 Office Allowance County Attorney** – Request an appropriation of \$6,600, the same amount appropriated in 2003, for the Budget in 2005.
11. **3212 Postage** – Though the appropriation request remains the same as last year, the Commissioners expressed interest in saving printing and postage costs by sending meeting agendas and minutes by e-mail. The Auditor suggested sending out a form letter to initiate responses from those who wish to provide their e-mail address for future mailings. There was also discussion about combining the postage for all offices in the Administration Center into one line item.
12. **3215.01 Flood Hazard Plan** – Zero out the line item because appropriation was changed over to the EDIT Fund.
13. **3216.00 Telephone and Internet** – The Council approved an appropriation of \$170,500 in 2004. Due to the increased activity of updated technology, the Commissioners decided to increase the request to \$176,000 for the Budget in 2005.
14. **Judge ProTem and Temporary Judge** line items have been added to the Budget for 2005 in the amount of \$2,500 each for a total of \$5,000.
15. **3597.00 Dog Control** – As per Mr. Beryl Geer's request, increase the figure for the Animal Control Contract to \$150,663.54 subject to Council approval.
16. **3615.00 Mental Health** – The Auditor explained that the amount would be based on the levy and tax rate. When calculated the amount would amount to approximately \$470,000.
17. **4724.00 Law Books** – County Attorney advised that the current Burns Statutes are a 1998 edition, therefore an updated version of the law books is necessary. It was the consensus of the Commissioners to request an appropriation in the amount of \$500.00 to purchase the new law books.

IN THE MATTER OF MISCELLANEOUS BUSINESS:

The Auditor distributed the **Codification of Ordinances Upgrade through December 2003** to the Board Members to be placed in their existing binders. The CD that accompanies the upgrade will be turned over to Information Systems Director Terry Tribby to post on the County Website.

There being no further business, Mr. Bagwell made a motion to adjourn. Mr. Raver seconded the motion, which carried. The meeting closed at 11:10 a.m.

THE HOWARD COUNTY BOARD OF COMMISSIONERS

JOHN B. HARBAUGH, PRESIDENT

PAUL J. RAVEN, VICE PRESIDENT

BRADLEY J. BAGWELL, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Commissioner Minutes, July 6th, 2004