

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JULY 19, 2004

The Howard County Board of Commissioners met in Regular Session on Monday, July 19th, 2004, 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, Personnel Administrator Wanda McKillip, and Auditor Martha Lake.

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

Mr. Bagwell made a motion to approve the minutes of July 6th, 2004 as submitted. Mr. Raver seconded the motion and it carried.

IN THE MATTER OF HIGHWAY ISSUES:

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

1. **Bridge Update:** *(See page 1, July 6th, 2004 minutes, "In the Matter of Highway Issues", Item 3, for related discussion)* Mr. Cain described the bridgework that has concluded on the Harrison Street bridge in Greentown. The bridge will open to traffic next week following completion of a portion of the curb and paving.
2. The **Chip and Seal Process** will intensify soon in order to complete this year's schedule on a timely basis.
3. **Project Letting:** The Bridge on 200 South and the Dixon Road Project for the section between 250 South and Greentree Lane will be let on July 20th, 2004 in Indianapolis.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert presented the following issues for Commissioner information:

1. **Local Law Enforcement Block Grant:** Earlier discussions were held with the Mayor and Kokomo Police Chief regarding distribution of the Local Law Enforcement Block Grant money. A determination was made to divide the \$18,498 by 1/3 (County) and 2/3 (City). The County portion in the amount of \$6,166.00 would be used to fund and equip the Reserve Deputy Program. On July 13th, 2004, Major Steve Rogers and two Deputy Reserve candidates attended a Cass County Reserve Deputy meeting to obtain knowledge on how they conduct their program.
2. **Jail Population:** The Sheriff has communicated with the State Jail Inspector in regard to the jail population, which has now reached 320 inmates. The Inspector suggested that Howard County could contact the National Institute of Corrections ("NIC") to request a local systems assessment. The NIC is funded by the Federal Government to provide training on correctional topics. An expert from NIC would conduct an independent evaluation at no cost to the County to review the inmate population, bond system, courts, and community corrections and make recommendations to alleviate the burgeoning jail population. Sheriff Talbert proposes to contact the inspector further details. Mr. Harbaugh voiced concerns as to whether the recommendations from NIC would initiate obligations for the County. Sheriff Talbert affirmed that the evaluation would only be an advisory-type investigation.

Mr. Bagwell made a motion to authorize the Sheriff to proceed with the evaluation from the National Institute of Corrections. 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. There were no **subdivision plats** presented at this time.
2. **Unsafe Buildings:** No report was available at this time. Due to the number of visibility complaints regarding corn blocking the view at intersections, Mr. Boise was unable to conduct further investigations on the buildings.
3. **Flood Mitigation Issues:** *(See May 24th, 2004, minutes for related discussion)*
 - a. **Flood Mitigation Assistance Grant:** The Indiana State Emergency Management Agency has approved Howard County's grant application for Flood Mitigation Assistance. The grant money is only available to the homes that had flood insurance at the time of the flooding. The grant will fund the purchase and demolition of the homes at 3258 West 250 South and 500 Ridge Road. Mr. Boise requested approval to proceed with the title search and appraisals. The funding sources are as follows:

Flood Mitigation Assistance	\$216,987	(75%)
Local Match – Howard County	\$48,329	
NFIP ICC Funds	\$24,000	

Local Match Subtotal	\$ 72,329	(25%)
Total	\$289,316	

The letter from State Emergency Management Agency also mentioned a State and Local Grant Agreement, which Mr. Boise has not received. The Commissioners also did not receive a copy of the agreement.

- b. **Community Development Block Grant:** The Indiana Housing Finance Authority is currently reviewing the Community Development Block Grant Application. There were some qualification issues regarding one of the homes submitted in the grant application. The house at 4089 South 50 East does not meet the criteria of the grant requirements; therefore Mr. Boise submitted a revised grant application excluding the home. Mr. Boise anticipates receiving a response from the IHFA by next week. Shortly after the house was removed from the grant application, Mr. Boise discovered that the owners had flood insurance. Mr. Boise proposed to submit an application for funds for the purchase and demolition of this home with Flood Mitigation Assistance Grant money.

Mr. Bagwell made a motion to authorize Mr. Boise to proceed with the grant application to buy out the home at 4089 South 50 East according to the Flood Mitigation Project Plan and authorize the President to sign the grant application on behalf of the Board. Mr. Raver seconded the motion, which carried.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

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

1. **Courthouse Renovation Acceptance:** *(See page 2, July 6th, 2004 minutes, "In the Matter of Maintenance Department Issues", Item 1, for related discussion)* Huston Electric completed their work on the punch list. Quality Plumbing and Heating has yet to check on the boilers. Mr. Bassett plans to schedule a meeting with the contractors soon to discuss finalizing the renovation work. Mr. Harrison anticipates all of the unfinished business relating to the renovation project to be completed by the end of August 2004.

Mr. Harrison also reported that all of the water leak problems seem to be resolved.

2. **Outdoor Electrical Boxes at Courthouse:** *(See page 2, June 7th, 2004 minutes, "In the Matter of Maintenance Department Issues", Item 2, for related discussion)* On July 15th, 2004, Mr. Harrison attended a meeting scheduled by Mr. Paul Wood, President of the Kokomo Downtown Association, to discuss the outdoor electrical boxes used for festivals and events around the Courthouse. Those in attendance were City Electrician Kim Phipps, a representative from Cinergy, Mr. Dave Broman from WWKI Radio Station, Assistant Maintenance Superintendent Jeff Berry, and Maintenance and Grounds Superintendent Tom Harrison. Mr. Paul Wood was not present at the meeting.

The (electrical box) committee agreed that in order for festivals to use the electricity, some electrical upgrades must be completed by June 1st, 2005. The current billing process is that Cinergy reads the boxes on Friday afternoons before the festival begins, returns to read the boxes on the morning after the festival concludes, and generates a bill. Mr. Harrison suggested that the County Attorney, City Attorney, and perhaps WWKI's Attorney collaborate regarding liability issues relating to the festivals. The existing electrical boxes will be removed following Oktober Fest and returned to Haynes Apperson Festival Inc., the original owners. The next meeting for discussion of electrical improvements will be scheduled sometime in August.

3. **Howard Haven Sewer Project:** *(See page 5, July 6th, 2004 minutes, "In the matter of Commissioner Issues, "Item 4, for related discussion)* Four requests for quotes were sent out regarding the connection of Howard Haven to the City sewer system. The quotes must be submitted by no later than **3:30 p.m. on Friday, July 30th, 2004.**
4. **Government Center:** *(See page 2, July 6th, 2004 minutes, "In the Matter of Maintenance Department Issues", Item 2, for related discussion)* Contractors have recommended repair of the air conditioning system in lieu of installing new units. New equipment would be very expensive and it would be complicated to get it into the basement.

IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:

Personnel Director Wanda McKillip presented the following issues for Commissioner information and approval:

1. An updated **Howard County Employee Data Report** from January 1, through July 9, 2004 was presented. An updated report will be presented prior to budget time in August.
2. Certificates of appreciation were signed by the Commissioners for the newsletter that will be distributed at the end of July.
3. Effective July 19th, 2004, the **Howard County Department of Health will no longer close their offices during lunch hour** from 12:00 p.m. to 1:00 p.m.

4. **PAC Recommendations: Sheriff's Budget – Nurse** (*See page 3, May 17th, 2004 minutes, “In the Matter of Personnel Administrator Issues”, Item 1, for related discussion*) Beginning August 9th 2004 the vacancy for a new RN Nurse will be filled at the Sheriff's Department. Recently one LPN Nurse resigned, which created a new opening and one LPN continues working. Last week the Personnel Administration Committee met with Sheriff Talbert and Sheriff's Department Personnel Administrator Ree Moon regarding the request for a salary change for nurses. After discussing and reviewing the job qualifications and the liability/responsibility that an LPN Nurse at the Sheriff's Department has, the PAC made the following recommendations:

- The PAC recommends the LPN Nurse salary to be increased to \$32,140.
- These recommendations are based on the hazardous and challenging environment that the Nurse's must endure.
- The PAC also recommends reviewing all county nurses' salaries at budget time.

Mr. Raver made a motion to approve the PAC recommendations regarding the salary change for the two (2) LPN Nurses at the Sheriff's Department in the amount of \$32,140 for each position, subject to Council approval. Seconded by Mr. Bagwell, the motion carried.

5. **Howard Haven Superintendent Position:** (*See page 3, June 28th, 2004 minutes, “In the Matter of Personnel Administrator Issues”, Item 3, for related discussion*) The position for a Superintendent for the Howard Haven Residential Center was recently advertised. Thirty-one applications were submitted resulting in thirteen possible candidates for the position. The PAC will meet at **1:30 p.m. on Tuesday, July 20th, 2004** to discuss the interview process. The salary for the position will be discussed at the next Council meeting on July 27th, 2004.

IN THE MATTER OF INFORMATION SYSTEMS DIRECTOR ISSUES:

(*See page 5, attached, “In the Matter of Information Systems Director Issues” for related discussion*)

1. **Inoperability Communications Upgrade Wireless Project:** (*See page 3, June 28th, 2004 minutes, “In the Matter of Information Systems Director Issues”, Item 1 for related discussion*) Information Systems Director Terry Tribby gave an informative presentation of the proposals received for the Interoperability Communications Upgrade Wireless Project (“ICU”). The following vendors submitted responses for the ICU Project:

Communications Products, Inc.	\$160,819.60
Did not include Mobile Access Router and Additional Equipment might be needed.	
Mobile Radio of Kokomo	\$ 33,975.00
Quote on One Free Standing Tower and One Transmission Line	
Berbee Information Networks	\$188,045.00
Quote Matched Detailed Specifications.	
Miller and Miller Info. Systems	N/A
Decided not to quote on the project.	
SBC Communications	N/A
Submitted after the deadline.	

The Information Systems technical staff carefully reviewed the quotes that were received. Due to the complexity of the equipment design, a technical support consultant from the equipment manufacturer was brought in to assist with evaluating the quotes.

The first phase of the project consists of two layers; the wireless layer and the network layer. The wireless layer consists of the towers and radio equipment to communicate between the facilities. The network layer is the equipment that enables wireless communications to be connected to the physical networks. An additional off-site tower is proposed to be installed in the Indian Heights Subdivision to be used for an access point to test the wireless coverage before proceeding with Phase 2 of the project.

Mr. Tribby advised that Mobile Radio of Kokomo quoted prices exclusively for one tower and one transmission line. Berbee Information Networks presented the best overall design, simplicity of updates through the network, and addresses the second phase of the project. Berbee also quoted as a part of Phase I of the Project, a Mobile Access Router (“MAR”), which is a piece of equipment and antenna for the Mobile Command Center so they can connect to the wireless network in the county or through a cellular connection.

The quote from Communications Products, Inc. (“CPI”) was found to be flawed. Their quote did not include a Mobile Access Router (“MAR”), consequently their equipment would not be compatible with the MAR. Updates would need individually installed on each mobile unit rather than through the network. CPI also proposed a different frequency range between downtown and the remote (Indian Heights) access point. CPI proposed a 2.4 Ghz frequency and Berbee proposed a less saturated 5.8 Ghz frequency range.

In summary, the ICU Wireless Project generated a lot of interest. However, the quote from Communications Products, Inc. in the amount of \$160,819.60 was flawed and would necessitate purchasing additional equipment. Mobile Radio of Kokomo quoted a price for only the towers, which was about \$1,000 more than the price from Berbee Information Networks. Miller and Miller Information Systems advised they did not plan to quote on the project. The proposal from SBC Communications was submitted after the deadline and the Commissioners officially rejected the proposal at their meeting on June 28th, 2004. The quote from Berbee Information Networks was the only proposal that closely matched the specifications of the project in the amount \$188,045.00.

Mr. Tribby provided itemized pricing information for the project as follows:

Section I The Wireless Layer	
Hardware and Software	\$ 92,250
Implementation **	\$ 14,000
Section II The Network Layer	
Hardware and Software	\$ 46,895
Implementation **	\$ 34,900
Section II Mobile Access Router and EMA Mobile Command Center	
Hardware and Software	\$ 39,465
Implementation **	\$ 14,675
Total Project	\$242,185

** Not to Exceed Pricing

Funding sources for the project was discussed. Mr. Tribby advised that Homeland Security Grant Money is currently available from the Federal Government in the amount of \$215,000. An application has been submitted for additional Homeland Security Grant money to fund the second phase of the project. In addition there is a commitment of \$180,000 from E-911 Dispatch for the year-2004. Money was appropriated to the city to provide the 18 dispatchers salaries a supplement of \$10,000 each for a total of \$180,000. Since the City had already completed their 2004 budgeting, Police Chief Thomas Dinardo said the money was not needed for salaries. Instead, it should be used to fund the ICU Project as needed.

Some of the equipment is anticipated to take 45 – 60 days for delivery. Mr. Tribby advised that the equipment must be fully implemented, invoiced, and fully paid for by December 31st, 2004. Mr. Tribby gave the contract from Berbee Information Networks to County Attorney Larry Murrell for review. Rather than delay the process for two weeks until the next meeting, the Commissioners, in order to allow proper review of the contract, deferred the issue at 9:25 a.m. to the County Attorney. The contract will be re-addressed before this meeting ends.

2. **Internet Use Policy:** *(See page 4, June 28th, 2004 minutes, “In the Matter of Information Systems Director Issues”, Item 3, for related discussion)* The County Attorney drafted a policy addressing issues of concern, liability, and risks to the County’s network. Mr. Tribby will provide copies of the document to the Commissioners, and the policy will be discussed at the August 2nd, 2004 meeting.

SCHEDULED PUBLIC HEARING – 9:30 A.M. VACATE UNDEVELOPED PORTION 460 EAST - Ordinance No. 2004-BCC-28:

(See page 4, June 28th, 2004 minutes, “In the Matter of Set Date for Petition to Vacate Right-of-way” for related discussion)

The public hearing was opened at 9:30 a.m.
Property Owner - Damion A. Griggs

David T Baird, Attorney for U.A.W. Legal Services, submitted a petition to vacate an undeveloped portion of the right-of-way for 460 East in Taylor Township. The 40 foot right-of-way lies adjacent to the east side of Lot 9 in Ingel’s First Addition to the Town of Terre Hall (Hemlock) at 4609 East 410 South. The adjoining property owners were notified by certified mail and the request was legally advertised. Copies of letters from the utilities were submitted stating they had no objections to vacating the right-of-way. Attorney Larry Murrell previously reviewed the documents and found the petition to be in compliance with the legal requirements of the statute.

Discussion was held about access to the adjoining property. One half of the vacated right-of-way would be granted to Mr. Griggs’ property and the other half to the adjoining property.

There being no questions or comments from the audience, Mr. Bagwell made a motion to close the public hearing. Mr. Raver seconded the motion, and it carried.

Mr. Bagwell made a motion to approve Ordinance No. 2004-BCC-28, an Ordinance Vacating a Street in the Town of Terre Hall (Hemlock) as described. Seconded by Mr. Raver, the motion carried.

IN THE MATTER OF JUVENILE PROBATION:

(See page 4, June 28th, 2004 minutes, “In the Matter of Juvenile Probation Department ASP Grant” for related discussion)

Chief Juvenile Probation Officer Don Travis presented the Juvenile Accountability Block Grant Application for Federal Funds from the Indiana Criminal Justice Institute. There was a 20% reduction in the amount of funding available since last year. The amount of money available this year is \$44,670.00 compared to \$63,008.00 for last year. The local match money of \$4,963.00 is funded out of the Juvenile Probation User Fees Fund. Last year when Mr. Travis presented the grant, he anticipated the reduction and therefore purchased capital items.

The grant money provides funds to reduce recidivism and to support the Juvenile Drug Court Program. This year the Federal Government has standardized the goals and objectives of the projects and implemented a new reporting mechanism. The Graduated Sanctions require President Harbaugh’s signature. Mr. Travis advised that the Mayor has already approved the City’s portion of the funding. In summary, Mr. Travis requested approval for the Juvenile Accountability Block Grant Application and the System of Graduated Sanctions as follows:

JABIG Allocation	\$ 44,670.00
Local Cash Match	<u>\$ 4,963.00</u>
Total Project Cost	\$ 49,633.00

Mr. Bagwell made a motion to approve the application for Federal Funds for the Juvenile Accountability Block Grant Program (JABIG) and authorize the President to sign the Graduated Sanctions (on page 13) and the Grant Application (on page 24) on behalf of the Board. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF ADULT COMMUNITY CORRECTIONS:

Community Corrections Director Steve Maus presented the following issues for Commissioner information and approval:

On July 15th, 2004 the Howard County Advisory Board authorized Community Corrections to use PayTrust Solutions (“PTS”), a service that enables fees to be paid with a credit card. The Juvenile Probation Department has already received approval from the Board of Commissioners to contract with PTS. *(See page 5, May 3rd, 2004 minutes, “In the Matter of Juvenile Probation Issue – Credit Card Payment” for related discussion)* The County Attorney previously reviewed the contract with PTS and found the document to be in order.

Mr. Bagwell made a motion to extend the use of PayTrust Solutions to the Adult Community Corrections Program. Seconded by Mr. Raver, the motion carried.

Sheriff Marshall Talbert expressed an interest in using PayTrust Solutions as a possible alternative method for posting bonds. The Commissioners were in favor of the Sheriff researching this issue.

IN THE MATTER OF INFORMATION SYSTEMS DIRECTOR ISSUE - Resolution No. 2004-BCC-15:

(Continued from pages 4-5, attached)

Attorney Larry Murrell completed a preliminary review of the proposal submitted from Berbee Information Networks for the Interoperability Communications Upgrade Wireless Project. Mr. Bagwell read Resolution No. 2004-BCC-15 into the record regarding the network information presented earlier by Information Systems Director Terry Tribby:

“Based upon the review and recommendations of the County Information Systems Department and his review committee, in accordance with IC 5-22-9-7, it is hereby determined in writing by the Board that the proposal of Berbee Information Networks is the most advantageous to Howard County, taking into consideration price and the other evaluation factors set forth in the Request for Proposal. Accordingly, award is hereby made to Berbee Information Networks subject to negotiation of a final purchase agreement within 60 days. The proposed purchase agreement submitted by Berbee Information Networks is hereby approved, subject to review by the County Attorney and the Information Systems Department; the President of the Board is authorized to execute such agreement upon advice from the County Attorney and the Information Systems Department that the agreement is in proper form.”

Mr. Bagwell made a motion to approve Resolution No. 2004-BCC-15, as read. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF NEW GENERAL MANAGER OF CIVIC CENTER:

Mr. Dwight Singer, Chairman of the City of Firsts Automotive Heritage Museum Inc., introduced Ms. Kelli Austin, as the new General Manager of the Civic Center and Director of the City of Firsts Automotive Heritage Museum. Ms. Austin, former executive director of the Eastern Howard Performing Arts Center in Greentown, possesses experience, enthusiasm, interest, and many ideas on how to make the Civic Center self-sufficient. Ms. Austin conveyed her excitement and has already started working on a list of priorities and goals. She enjoys researching for grants and coming up with new ideas. Ms. Austin looked forward to being a positive aspect and hopes to bring positive concepts to the facility. The Commissioners extended a warm welcome to Ms. Austin.

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 19th, 2004 in the amount of \$60,404.24** 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 23rd, and July 30th, 2004** were considered. Mr. Raver made a motion to approve payment. Mr. Bagwell seconded the motion, and it carried.
3. The **Howard County Treasurers Report for the month of June 2004** was accepted on a motion made by Mr. Bagwell, seconded by Mr. Raver and carried.
4. **GASB-34 Policy: (See page 5, June 28th, 2004 minutes, "In The Matter of GASB-34 Capital Assets policy" for related discussion)** The final version of the GASB-34 Capital Asset Policy was approved and signatures executed by the Board on a motion made by Mr. Bagwell. Seconded by Mr. Raver, the motion carried.
5. **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.
 - a. Line Item 3216 Telephone and Internet – Due to careful consideration, the total estimate was reduced from \$176,000 to \$155,000.
 - b. Line Item 3592 Change of Venue – Only \$500.00 was appropriated and the account was operating about \$2,300 in the red. The request for the line item in the 2005 budget was increased to \$3,500.
 - c. Line Item 3242 Publication Legal Notices - \$13,100 was appropriated for 2003; the balance has been drawn down to less than \$2,000. For the year 2005, the appropriation request was increased to \$20,000.
 - d. Line Items 1523 Group Insurance, and 3512 and 3512.01 Insurance Building/Vehicles and Insurance Deductibles: The Auditor contacted Miles and Finch Insurance in order to estimate the County's insurance costs for 2005. They suggested increasing both the health and buildings/vehicles coverage by 5%, bringing the total amount proposed for health insurance to \$2,625,000 and the amount proposed for buildings/vehicles insurance \$541,800 for the year-2005.
 - e. Line Item 3212 Postage: A brief discussion was held about combining the postage for all administrative offices. Treasurer Ann Wells favored having a roll of stamps readily available for a small amount of mail, especially when the letters are mailed after business hours.
 - f. EDIT Fund: The Auditor has scheduled an appointment with Museum Director Kelly Thompson to discuss a budget for the Seiberling Museum for 2005. Further information about the Museum budget will be presented at the next Commissioners' meeting.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **Taylor Township Sewer Project:** Assistant County Attorney Brian Oaks reviewed Community Development Block Grant No. CF-02-137 for Taylor Township in the amount of \$501,900. Attorney Oaks found the agreement to be in order.

Mr. Bagwell made a motion to execute the Community Development Block Grant Agreement for Taylor Township and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF COMMISSIONER ISSUES:

1. **Taylor Township Regional Sewer Meeting Update:** Mr. Raver reported that a number of people from Darrough Chapel Subdivision attended the Taylor Township Regional Sewer District meeting last week. Gove and Associates are conducting survey work in Darrough Chapel Subdivision. The Taylor Regional Sewer District appointed Mr. Donald Young from Darrough Chapel as a member on their Board.
2. **Howard Haven:**
 - a. Personnel Administrator Wanda McKillip is working with the applications to fill the Superintendent position at Howard Haven.

- b. Mr. Jerry Williams, Professional Engineer from Gove and Associates is working on plans for connecting Howard Haven to the City sewer system.
 - c. **Nursing Services:** *(See page 5, April 19th, 2004 minutes, “In the Matter of County Attorney Issues”, Item 1 for related discussion)* In April 2004, a Howard County entered into a contract with Registered Nurse David Lawson to go to Howard Haven every week to set up prescription medications. Mr. Lawson is being called to Howard Haven more frequently than once per week. Mr. Lawson has expressed an interested in receiving additional compensation for the extra trips to the facility. At the time the agreement was accepted, the Co-Managers’ signatures appeared on the contract. Since one of the Co-Managers is no longer employed at Howard Haven, Mr. Lawson requested that the signatures be corrected on the contract. Attorney Murrell explained that the contract is valid due to approval and signatures by the Board of Commissioners. The entire matter will be looked into further when a new Superintendent is appointed.
3. **Joint Storm Water Advisory Committee:** Last week Mr. Raver and Greg Lake, County MS4 Coordinator, attended a meeting with the Mayor and City Representatives to discuss flood issues. There was no information to report at this time. Additional meetings are proposed to be scheduled for further discussions.
 4. **Limited Access Agreement:** *(See page 7, June 28th, 2004 minutes, “In the Matter of Commissioner Issues”, Item 3, for related discussion)* Ms. Nancy Jones, Land Acquisition Specialist from the Indiana Department of Transportation, submitted documents regarding the acquisition of a right-of-way for the proposed improvements to U.S. 35 / S.R. 22:
 1. Quit Claim Deed
 2. Claim Voucher
 3. W-9 Form

Mr. Bagwell made a motion to authorize execution and delivery of the Quit Claim Deed and fulfillment of the request to purchase the right-of-way. Mr. Raver seconded the motion, which carried.

Mr. Bagwell made a motion to submit the Land Acquisition Claim Voucher to the Indiana Department of Transportation. Seconded by Mr. Raver, the motion carried.

There being no further business, Mr. Bagwell made a motion to adjourn. Mr. Raver seconded the motion, which carried. The meeting closed at 10:35 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 19th, 2004