

## HOWARD COUNTY BOARD OF COMMISSIONERS MEETING MAY 17, 2004

The Howard County Board of Commissioners met in Regular Session on Monday, May 17<sup>th</sup>, 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.

The minutes from the regular meeting held on May 3<sup>rd</sup>, 2004 and the Special Meeting held on May 6<sup>th</sup>, 2004 were reviewed. Mr. Raver made a motion, which was seconded by Mr. Bagwell and carried, to approve the May 3<sup>rd</sup>, 2004 minutes with the following changes made on Page 1, "In the Matter of Highway Issues" (*changing Sections 1 and 2 to Sections 1, 2 and 3. Clarification of business in regard to two subdivisions, Walnut Estates Subdivision and the Preserve at Bridgewater Subdivision:*

1. **Walnut Estates Subdivision, Section 18, Phase I - Maintenance Bond No. 400TD4062:** A three (3) year maintenance bond in the amount of \$181,372.00 was submitted from Community Land Development and Mohr Construction Company, Inc., a Division of E & B Paving, Inc. for **Walnut Estates Subdivision, Section 18, Phase I**, Harrison Township, for the stone base for street, asphalt binder and surface for street, concrete curb and gutters, street signs, traffic control devices. Mr. Cain reviewed the documents and determined that the bond was in order and ready to be accepted.

Mr. Bagwell made a motion to accept the maintenance bond for Walnut Estates Subdivision, Section 18, Phase 1, as presented. Mr. Raver seconded the motion and it carried.

2. **Preserve at Bridgewater Subdivision -- Locate Sewer Line in Right-of-Way:** Mr. Wyatt Johnson, P.E., L.S. representing the **Preserve at Bridgewater Subdivision** was present for the discussion. The **Preserve at Bridgewater Subdivision** might be annexed into the City and the developers plan to install a forced sewer main on county property on 300 South, just west of Rice's Golf Center. Mr. Cain initially spoke to a representative of the project and requested the sewer line to be located off of the county right-of-way as much as possible. However, the developers were not successful in obtaining permission from the property owners to place sewer lines on their properties. Mr. Cain had no problems with placing the sewer lines in the right-of-way.

Mr. Bagwell made a motion approve placing the sanitary sewer line in the right-of-way of County Road 300 South as outlined above. Mr. Raver seconded the motion, and it carried.

3. **Annual Operating Report:** (*See page 6, attached, "In the Matter of Claims and Reports", Item 3, for related discussion*) Mr. Cain provided copies of the Howard County Highway Department Annual Operating Report for 2003 and gave a brief overview of some of the projects planned for the year 2004.

*In addition:*

*For the record, a verbal clarification was made on page 6, "In the Matter of Claims and Reports", Item 4, regarding the annual interest paid by the County as documented in the Annual School Report for the year ending April 30, 2004. The County Auditor confirmed that the County does indeed pay the percentage of interest.*

There were no questions or comments on the May 6<sup>th</sup>, 2004, Special Meeting Minutes. Mr. Raver made a motion to approve the minutes as submitted. Mr. Bagwell 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 and approval:

1. **Acceptance of New Streets:** The streets in Hidden Valley Subdivision, Section 3 were completed last year but work needed to be accomplished in order to meet with Mr. Cain's approval. Since that time the recommended work has been completed, together with work on Section 4 of the subdivision. The streets in both sections met the terms of Mr. Cain's approval and were ready to be accepted. The contractor will be responsible for the maintenance of these improvements for three (3) years after the acceptance and needs to provide a three-year maintenance bond.

Mr. Bagwell made a motion to accept the streets in Hidden Valley Subdivision, Sections 3 and 4, into the County Highway System. Mr. Raver seconded the motion, and it carried.

2. Mr. Cain advised that he would be on vacation and **would not be present at the next regular meeting** on June 7<sup>th</sup>, 2004.

3. **Road Work Update:**

- a. The Paving Project is going very well. The paving work recently crossed from Taylor Township into Union Township.
  - b. This year's **Chip and Seal Project** will begin soon. Mr. Cain mentioned an article was printed in the Kokomo Tribune last week that contained an inaccurate statement. The article remarked that 1-1/2 inches of chip and seal has been placed on the roads and it would eventually be increased to 3-inches. Mr. Cain clarified that the paving operation might eventually be increased to 3-inches but not the chip and seal.
3. Mr. Cain recently received a set of plans for the **Taylor Township Regional Sewer Project**. Mr. Cain stated he had no problems with the work planned as long as roads would be put back into their original condition or better in a timely manner.

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

*Also see pages 4-5, attached, "In The Matter of Miscellaneous Sheriff Department Issues" for related discussion)*

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

1. **Quotes for Replacement Vehicle:** *(See page 1, May 3<sup>rd</sup>, 2004 minutes, "In the Matter of Sheriff Department Issues", Item 2, for related discussion)* Quotes for a 2004 extended cab pickup truck were presented at the previous meeting. There was some confusion whether a trailer tow package option was included in the price of the trucks in order to include an auxiliary transmission oil cooler. After further review, the Sheriff determined that the quotes contained the tow package options in error. The correct quotes are as follows:

<u>Dealership</u>	<u>Price</u>
Erik's Chevrolet	\$ 21,000.00
Brad Howell Ford	\$ 21,599.44
Kokomo Auto World	\$ 22,633.25
Conkle Pontiac	\$ 23,522.16

Following review of the quotes, the Board accepted the lowest responsible and responsive quote from Erik's Chevrolet on a motion made by Mr. Bagwell. Seconded by Mr. Raver, the motion carried.

2. **Underground Fuel Tank Disposal:** During a recent power failure at the Criminal Justice Center the new generator operated well for about two hours until a low fuel indicator warning light activated. When fuel was pumped from the old tank, it was discovered that the diesel fuel was contaminated. The new generator has a self-contained 500-gallon fuel tank unit, so it was determined that the old underground storage tank is no longer needed. The Sheriff briefly discussed options to drain the contaminated fuel and take the old tank out of service. It was the consensus of the Board to seek a professional company that would be familiar with I.D.E.M. requirements. Sheriff Talbert said he would check with Mr. Ted Cain for the name of the company that removed a tank at the Highway Department sometime back.
3. **Storage of Veterans Transport Van:** Howard County Veterans Service Officer Alan Polsgrove Jr. contacted the Sheriff about storing a new transport van in a secure area at the Criminal Justice Center. Sheriff Talbert has no problem with storing the van as long as a list of authorized drivers is provided. Questions arose regarding what manner the van had been purchased and insurance coverage. During a conversation with the Sheriff, Mr. Polsgrove had mentioned the American Veterans Organization. The Board contemplated whether the organization provided the van. Auditor Martha Lake said she would contact Mr. Polsgrove concerning information about the owner and insurance coverage.

**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 10-CP-04 – seven (7) lots in Western Bluffs Subdivision located at 12548 West 00 North/South** was approved on a motion made by Mr. Raver. Mr. Bagwell seconded the motion, which carried.
2. **Unsafe Building Issues:**
- a. A new complaint was received about an old farm barn located on the east side of Albright Road, approximately 300 feet north of Teasdale Lane.
  - b. Mr. Boise stated that he been encouraged to ask the Commissioners to consider adopting a nuisance ordinance similar to the one that the City has. Issues would need to be addressed such as enforcement, lack of departmental resources, and funding to clean up the properties. This issue was taken under advisement by consensus.

3. **Flood Mitigation Issues:** (See page 2, May 3<sup>rd</sup>, 2004 minutes, “In the Matter of Plan Commission Issues and Properties for Approval”, Item 5, for related discussion) Mr. Boise is in the process of preparing an application to submit to the Indiana Housing Finance Authority to apply for consideration of funding for the flood mitigation activities. The application must be submitted by May 28, 2004. The legal publication was completed to advertise the public hearing at the Special Meeting scheduled for **May 24<sup>th</sup>, 2004, at 6:00 p.m. in Room 338 of the Howard County Administration Center.** Notices were sent to all those who applied to I.D.E.M. for flood assistance.

Mr. Boise received a call from the State Emergency Management Agency suggesting that two of the houses on the buy-out list qualified for a separate grant fund called Flood Mitigation Assistance, funded by the Federal Emergency Management Administration. Mr. Boise will begin working on the application, which is due May 30<sup>th</sup>, 2004.

#### **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:** (See pages 2-3, May 3<sup>rd</sup>, 2004 minutes, “In the Matter of Maintenance Department Issues” for related discussion)
  - a. **Superior II Courtroom:** All of the work has been completed and a letter of appreciation has been received from Judge Stephen Jessup.
  - b. **County Clerk’s Office:** Mr. Harrison continues to work together with Bill Bassett to finish the heating and air conditioning in the Clerk’s area on the first floor.
  - c. **Exterior Entry Lights:** A further study of the four (4) pillar lights located at both the east and west entrances was conducted. Mr. Raver and Mr. Harrison concluded that the tarnished brass on the lights matches the current entry doors and the oxidation around the windows. Even after the paying the expected high cost to clean and seal the lights, there would be no guarantee that the brass wouldn’t eventually tarnish again. It was the consensus of the Board to leave the lights just as they are.
2. **Administration Center County Parking Lot (corner of Main and Mulberry):** The Commissioners requested Mr. Harrison to contact Howard Regional Health System to find out when they plan to repair the alley following renovations to their new Behavioral Health Center. The bark and stone on the island at the north side of the parking lot will be replaced with white stone.

#### **IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES – PAC RECOMMENDATIONS:**

Personnel Director Wanda McKillip said due to the County’s current financial situation, it is difficult to make a recommendation to increase one employee’s salary when employees in all departments are important. Mrs. McKillip presented the following recommendations from the PAC:

1. **Sheriff’s Budget – Nurse:** The Sheriff’s Department requests an increase in the nurse’s salary from \$30,595 to \$42,000 and to possibly hire a Registered Nurse. The PAC recommends that the (LPN) nurse position be changed to a (RN) nurse and the salary be increased to \$40,000. If the Sheriff’s Department cannot hire a qualified (RN) nurse, then the position would remain an (LPN) nurse and increase the salary to \$37,500. The PAC recommendations are based on the hazardous and challenging environment at the jail that the Nurse Administrator must endure. Furthermore, the PAC recommends reviewing all county nurses’ salaries at budget time.

Sheriff Department Personnel Administrator Ree Moon requested flexibility in the salary in order to base the pay on the qualifications of the LPN’s and RN’s. Ms. Moon commented, even with a salary of \$42,000, it is not going to be easy to find an (RN) nurse with supervisory experience for all the responsibilities that are required at the Sheriff’s Department.

County Attorney Larry Murrell commented that the issue of nurses’ salaries has been a recent concern to the County. However, the jail has specific medical needs and the jail must have adequate medical personnel in order to avoid liability issues. This is an immediate need and should not be delayed until budget time.

Mr. Raver made a motion to accept the recommendation from the PAC and forward the salary change to the Council. The motion died for lack of a second.

Mr. Bagwell made a motion for the Commissioners to forward the PAC recommendation to hire a nurse in accordance with the PAC guidelines for the Sheriff’s Department, but with a maximum allocation of \$42,000 instead of the \$40,000; with the final salary to be determined by the Council. Mr. Raver seconded the motion, and it carried.

2. **Kinsey Youth Center – Caseworker to accommodate EPSDT RO Program:** The Kinsey Youth Center requested a \$5,000 increase in salary, from \$28,955 to \$33,955 due to additional responsibilities and change in job description for a caseworker. The PAC recommended not increasing the

caseworker's salary at this time. The PAC would like to see how the program will function and what the financial results would be. Since the EPSDT RO Program (Early and Periodic Screening, Diagnosis, and Treatment Rehabilitation Option Program) has not received final approval, no decisions on additional salaries would be recommended. The PAC recommends reviewing the position at budget time.

Kinsey Youth Center Director Jan Weaver further clarified that the \$5,000 increase was annually. The additional responsibilities have already started with the implementation of the Kinsey Youth Center Mental Health Care Program.

Mr. Bagwell pointed out that many job responsibilities have increased throughout the county. He noted that a precedent was set when the decision was made to not increase the Communications Director and Assistant Communications Director salaries at the Dispatch Center.

Mr. Bagwell made a motion to not increase the caseworker's salary at this time. Mr. Raver seconded the motion, which carried.

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

*(See page 4, May 3<sup>rd</sup>, 2004 minutes, "In the Matter of Information Systems Director Issues", for related discussion)*

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

1. **Interoperability Communications Upgrade Project:**

**Resolution No. BCC-2004-12, A Resolution of the Howard County Board of Commissioners Establishing Special Purchase Procedures for the Wireless Communications Project:** An information packet for the Inner Agency Communications Upgrade Project was distributed to the Commissioners for perusal. The project is to set up the backbone, which is a wireless network between the Criminal Justice Center, Kokomo Police Department, and the Administration Center. The acquisition of supplies and services necessary to implement the project shall be considered a special purchase, not subject to the customary bid procedures. The project will be advertised this week and once again next week. The first step is to make sure the vendors who receive additional detailed information are bona fide vendors. All vendors who pick up a Request for Proposal in the Auditor's Office will be required to sign a log disclosing their name, address and contact person. The Information Systems Department has the authority to exclude any non-bona fide vendor from the informational meeting set for **Wednesday, June 2, 2004**. All vendors who wish to submit proposals for the project must be represented at the meeting. All vendors will be required to sign a Confidentiality Agreement. The RFP's must be submitted to the Auditor's Office by **4:00 p.m. on June 21<sup>st</sup>, 2004**.

Mr. Tribby stated he appreciated Attorney Larry Murrell's time and effort on putting the documents together for this project.

Mr. Bagwell made a motion to approve Resolution No. BCC-2004-12 as outlined above. Mr. Raver seconded the motion, and it carried.

2. Mr. Tribby has completed the **second part of the Homeland Security Grant application** and provided it to Emergency Management Agency Director Larry Smith, who then forwarded the application onto the State.
3. **Property Record Internet Access:** NX Communications anticipates having the tax and assessment information posted on the internet by Friday, May 21, 2004. The next step would be training people how to access the information.
4. **Property Software Program:** The new personal property software program from Assessment Software Solutions, Inc. ("AS2") has been installed in the County Assessor's Office. The employees received training on the program and are currently entering data. The next step is to interface with tax information.

#### **IN THE MATTER OF RECORDER'S REQUEST TO CLOSE OFFICE:**

County Recorder Linda Koontz, together with Information Systems Director Terry Tribby, presented the following issue for Commissioner information and approval:

Mr. Tribby stated the Recorders Office has numerous projects to complete and the necessary equipment has been ordered for the software upgrades. The equipment is anticipated to be received and installed by the end of July 2004.

Mrs. Koontz advised that Fidlar Software Company asked if the Recorder's Office would be able to close for at least one day for training on the new software. In order to have a smooth and problem free transition, Mrs. Koontz felt that it is important that everyone has a good understanding of how the new system works. If the training is

conducted on an interrupted basis, there is a possibility that someone might not comprehend the whole concept of everything that needs to be done with the software.

Attorney Murrell mentioned that many transactions recorded in the Recorder's Office are time sensitive. He was concerned that closing the office would affect these types of recordings. Mr. Bagwell commented that the Recorder's Office is obligated to be open to accommodate the public's transactions and suggested scheduling the training on a weekend. Mrs. Koontz said she would ask the Fidlar Company if they would be willing to conduct the training on a Saturday and report the answer at the June 7<sup>th</sup> Commissioners' meeting.

**IN THE MATTER OF MISCELLANEOUS SHERIFF DEPARTMENT ISSUES:**

1. **Annual Howard County Public Auction:** Mr. Raver asked Sheriff Talbert if a date has been set to conduct the County Auction. Sheriff Talbert said Deputy Ernie Shirar has been attempting to contact Auctioneer Cartwright Ellis and hopes to have a date set by the close of this day.
2. **Mowing List:** Earlier this year Ms. Deborah France, Co-Manager of Howard Haven, spoke to Road Gang Supervisor Mike Chapman about mowing. Mr. Chapman agreed to place Howard Haven on the priority list for the inmate work crew to mow during the 2004 summer. Sheriff Talbert confirmed that the crew would soon begin mowing at Howard Haven.

**IN THE MATTER OF SEIBERLING MUSEUM ISSUE:**

Museum Director Kelly Thompson presented the following issue for Commissioner information and approval:

All four facilities of the Seiberling Museum are now climate controlled for the storage of artifacts. The utility expenses are exceeding the budget projection because of the new climate control system. The Howard County Historical Society raised almost \$500,000 over a three-year period for the new system and the Designers' Showhome Project. In addition, the Society raised about \$100,000 for the annual operating budget. As a result of a downward market, reserve funds were needed to make up some shortfalls in the two campaigns. In the interim, the part time staff has been reduced and expenses have been cut. The Museum Board and staff are researching other ways to increase the revenue and build up the reserve funds.

The County allocated \$17,000 for utilities in 2004. Mrs. Thompson reported that \$14,040 has been spent to date, leaving a balance of \$2,960 to finish the year. The average utility bills cost \$3,535 per month and the museum needs approximately \$25,000 to carry through to the end of the year. The Historical Society budgeted for \$12,000 for utilities this year, which leaves a total of \$13,000 that the museum will not be able to cover through the end of this year. Therefore the Historical Society requested assistance with the utility costs through the end of the 2004-year.

Various funding sources were considered. A suggestion was made to approve an allocation to support the museum's operation out of the Economical Development Income Tax Fund (EDIT) at this time; and then take a look at funding the entire operation (other than salaries) out of EDIT Funds at budget time. This would be similar to the funding process currently used for the Civic Center.

Mr. Raver made a motion to request an appropriation of \$13,000 out of the Economic Development Income Tax Fund for the museum to use for operation expenses through the end of the year 2004. Mr. Bagwell seconded the motion, which carried.

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

*(See page 7, April 5<sup>th</sup>, 2004 minutes, "In the Matter of County Attorney Issues", Item 1, for related discussion)*

The deadline to submit bids for the Vital Records Imaging System Project was on Friday, May 14<sup>th</sup>, 2004. Vital Records County Registrar Janet Kissinger was present for the opening of the bids as follows:

Crowe Chizek – chose not to bid  
Global Systems Incorporated  
ACS Governmental Records Management

Attorney Murrell advised that the RFP was structured to allow the Board of Commissioners to refer the RFP's to the Board of Health for review to make a recommendation. Mr. Bagwell made a motion to take the bids under review for up to sixty (60) days and refer the bids to the Board of Health for further review and to make a recommendation regarding selection of the vendor. Mr. Raver seconded the motion, and it carried.

**IN THE MATTER OF POOR RELIEF APPEALS FOR CENTER TOWNSHIP:**

A Poor Relief Hearing was conducted on May 14, 2004 at 12:00 p.m. for Center Township on behalf of **Chasity Ryan**. When a petition for a poor relief appeal was submitted it was initially assumed that a written denial had been received from the Township Trustee. In actuality the Trustee's decision was pending an additional 72 hours, ending at 10:00 a.m. on May 14<sup>th</sup>. Mr. Gary Guest from the Township Trustee's Office attended the hearing and provided a verbal denial for assistance. As a matter of proper procedure, the Commissioners decided to not make any decisions regarding the appeal unless a written denial is received.

Mr. Bagwell made a motion to find that the Poor Relief Hearing on May 14<sup>th</sup>, 2004 on behalf of **Chasity Ryan** was conducted prematurely and the recommendations are null and void. Seconded by Mr. Raver, the motion carried.

**IN THE MATTER OF HOWARD HAVEN:**

Co-Managers Joyce Colburn reported that two (2) residents have left the facility; one went to the Veterans Hospital and the other moved to a nursing home. Ms. Colburn presented the following issues for Commissioner information and approval:

1. **Application for Admission:** Dorothy Lucille Ellison submitted an application for admission to Howard Haven on a self-pay basis. Mr. Bagwell made a motion to accept the application to Howard Haven Home for Dorothy Lucille Ellison on a self-pay basis for a ninety-day probationary period. Seconded by Mr. Raver, the motion carried.
2. **Improvements / Work in Progress:**
  - The two new washing machines have been installed.
  - Concrete was poured for the patio.
  - The new carpet is being installed today.
  - Ms. Colburn expressed gratitude for allowing the Inmate Work Crew to mow the property.

**IN THE MATTER OF CONCERN FROM A CITIZEN REGARDING USE OF COUNTY VEHICLES:**

Mr. Darvel E. Harner, 1930 W. Defenbaugh Street, stated he is a handicapped senior citizen living on a fixed income. Mr. Harner commented if the law enforcement officers are underpaid then their salaries should be increased; however, those officers should not be receiving free gasoline, vehicles, and insurance to use county owned vehicles for their personal use at the taxpayers' expense. Mr. Harner thanked the Commissioners for listening to his comments.

**IN THE MATTER OF STREET LIGHTS IN INDIAN HEIGHTS SUBDIVISION:** *(See page 5, April 5<sup>th</sup>, 2004 minutes, "In the Matter of Street Lights in Indian Heights Subdivision" and page 5, April 19<sup>th</sup>, 2004 minutes, "In the Matter of County Attorney Issues", Item 2, for related discussion)*

Mr. John Roberts, President of the Indian Heights Community Association, was present along with other Community Association Board Members to check on the progress of the Barrett Law to fund street lighting in the Indian Heights Subdivision.

County Attorney Larry Murrell presented an outline of the Barrett Law Procedures. The Barrett Law is a lengthy and complicated process whereby it permits a project for the citizens who are benefited by the project. The County does not have a Board of Works like the City does; therefore the statute provides that the Board of Commissioners shall function as a County Works Board. The County does not have a County Engineer but the statute contemplates that a Project Coordinator needs to be appointed, preferably an engineer. County Highway Superintendent Ted Cain has indicated that he is willing to serve as engineer on the project.

In addition, the Works Board must complete the following steps: *(See Proposed Indian Heights Street Lighting Project Summary of Barrett Law Procedure, IC 36-9-36-1 et seq. for the Summary in its entirety)*

1. Obtain general plans, specifications, and an estimate of the cost of the improvement.
2. Meet with Cinergy to develop plans for the location of streetlights and any costs involved.
3. Adopt a preliminary resolution for the improvement, which includes adoption of plans, specifications, and a cost estimate.
4. Set a public hearing on the preliminary resolution.
5. The engineer must file an estimate of the costs 10 days before the hearing.
6. The Board must make a finding at the hearing regarding the costs versus benefits; and either confirm, modify, or rescind the preliminary resolution.
7. Once the Board makes a final decision, there are two avenues to appeal the ordering of the improvement.
8. After the improvements are completed, the Board shall prepare and file an assessment roll. The assessment roll is required to be published and a hearing must be held followed by another period of remonstrance.
9. The Board must make allowance to the property owner if the improvement already exists in front of his property before the improvement is ordered.
10. The Board will establish a procedure to permit owners to elect to pay the assessments in annual or monthly installments. (Note: There is no provision for ongoing assessments to pay for the cost of electrical service to the lights.)

11. The statute contemplates the County borrowing money for the improvement and amortizing the loan with the assessment proceeds.
12. Assessments constitute a lien against the real property.

Attorney Murrell stated that there is nothing in the Barrett Law that provides for an ongoing assessment to pay the electric bill after installation of the lights. Discussion ensued regarding various means to collect the money. Attorney Murrell and Mr. Cain are willing to meet with Cinergy to research a solution to this issue. Mr. Roberts said the Indian Heights Community Association would like to be included in this issue and offered their assistance.

Mr. Bagwell made a motion to authorize Attorney Larry Murrell and County Highway Superintendent Ted Cain to act as the “point men” for the above-described process. Mr. Raver seconded the motion, and it carried.

**IN THE MATTER OF DISPATCH CENTER IMPROVEMENTS:**

Sheriff’s Department Stephen Kline presented the following requests for improvements to the Dispatch Center to be paid out of the Cumulative Capital Development Fund:

1. Gooch and Company: Install new carpet in dispatch room	\$ 4,610.00
2. Huston Electric: Install indirect lighting	\$ 2,900.00
3. Thomas Shelby & Company, Inc: Install task lighting	<u>\$ 1,614.60</u>
Total of All Improvements	\$ 9,124.60

The Commissioners felt these costs should be paid by the County since the County owns the building.

Mr. Bagwell made a motion to request a total of \$9,125.00 out of the Cumulative Capital Development Fund for the above listed projects. Mr. Raver seconded the motion, and it carried.

**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 May 17<sup>th</sup>, 2004 in the amount of \$53,628.57** 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 May 21<sup>st</sup>, May 28<sup>th</sup> and June 4<sup>th</sup>, 2004** were considered. Mr. Raver made a motion to approve payment. Mr. Bagwell seconded the motion, and it carried.
3. The **Howard County Treasurer’s Report for the month of April 2004** was accepted on a motion made by Mr. Bagwell, seconded by Mr. Raver, and it carried.
4. **2003 State Board of Accounts Audit Exit Hearing:** Mr. Raver made a motion to schedule an **Executive Session at 10:00 a.m. on Thursday, June 3<sup>rd</sup>, 2004** for the purpose of receiving the report from the State Board of Accounts for the County audit for the year 2003. Seconded by Mr. Bagwell, the motion carried.
5. The Commissioners acknowledged a **letter of appreciation form Howard Superior Court II Judge Stephen Jessup** regarding the recent improvements that were made to his courtroom.
6. Copies of the **Soil and Water Conservancy District** March 17<sup>th</sup> minutes, and the agenda for the May 26<sup>th</sup>, 2004 meeting were provided to the Commissioners.

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

County Attorney Larry Murrell had nothing further to present at this time.

**IN THE MATTER OF COMMISSIONER ISSUES:**

1. **Boundaries for County Ambulance Services:** Mr. Harbaugh prepared letters to St. Joseph Hospital and Howard Regional Health System regarding establishing boundaries for ambulance territories. Mr. Bagwell requested a clarification of the word “we” in the following sentence: *“In the event that mutually agreeable boundaries are not forthcoming, we will engage the services of a company with experience in the geographic assignment of calls for emergency medical services.”* Mr. Harbaugh stated the word “we” implicates the hospital committee, and not the Board of Commissioners. Mr. Harbaugh said he would send a clarification to both hospitals.

In addition, Mr. Raver requested a correction in the letters: Change the name *“Howard County Administration Building”* to *“Howard County Administration Center”*.

2. A list of Howard Regional Health System Board members’ names whose terms were about to expire was distributed to the Commissioners for perusal.

3. The **Veteran Service Office Report for the month of April 2004** was accepted on a motion made by Mr. Bagwell. Mr. Raver seconded the motion, which carried.

There being no further business before the Board at this time, Mr. Bagwell made a motion to adjourn. Mr. Raver seconded the motion and it carried. The meeting closed at 10:57 a.m.

**THE HOWARD COUNTY BOARD OF COMMISSIONERS**

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JOHN B. HARBAUGH, PRESIDENT

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PAUL J. RAVER, VICE PRESIDENT

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BRADLEY J. BAGWELL, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Commissioner Minutes, May 17<sup>th</sup>, 2004