

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING APRIL 3, 2006

The Howard County Board of Commissioners met in Regular Session on Monday, April 3, 2006, at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included Board of Commissioner President Bradley J. Bagwell, Vice President Paul J. Raver, and Member John B. Harbaugh. Also in attendance were County Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Bagwell.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the March 20, 2006 Regular meeting were submitted and reviewed. A typographical error was found in the second sentence of page five. The minutes are corrected to read, "...as that *term* is now defined...." A motion was made by Mr. Raver, seconded by Mr. Harbaugh and carried to approve the minutes of the March 20, 2006 Regular Meeting as amended.

IN THE MATTER OF HIGHWAY ISSUES:

Highway Engineer / Supervisor Ted Cain presented Additional Appropriation requests as follows:

Highway (Fund 002):	14523	Group Insurance	\$ 4,000.00
	24321	Gas, Oil & Lube	\$ 15,000.00
	22430	Bituminous	\$160,000.00
	31220	Utilities	\$ 10,000.00
Cumulative Bridge (Fund 006):	32250	Repair by Contract	\$240,000.00
	33705	Bridge #55	\$ 50,000.00
Local Road & Street (Fund 007):	23754	Bituminous	\$281,000.00
	33759	Dixon Road	\$ 20,000.00

On a motion made by Mr. Harbaugh and seconded by Mr. Raver, the Additional Appropriation requests were approved.

IN THE MATTER OF SHERIFF ISSUES:

Sheriff Marshall Talbert submitted the following requests for Commissioner information and approval:

1. **Bids for New Vehicles:** An Invitation to Bid and bid specifications have been prepared and are ready to advertise (*please refer to item three, page two of the Regular Meeting minutes dated March 20, 2006*). A motion was made by Mr. Raver, seconded by Mr. Harbaugh and carried to approve the Invitation to Bid and the bid specifications, with bids to be turned in to the Auditor's Office no later than 3:00 p.m. on Friday, April 28, 2006, to be opened and read at the Commissioner meeting, May 1, 2006.
2. **Request for Additional Canine:** Sheriff Talbert would like to acquire another canine for use on the midnight shift. He would like to use the services of Vohne Liche Kennels to purchase the dog as well as training for dog and handler. The cost would be \$9,500.00 to be paid from various sources including the Community Based Drug Free program, a grant from Wal-Mart, Misdemeanant funds and possible Commissary funds. Sheriff Talbert believes he will have enough vehicle money to purchase a pickup truck for the canine. Since an additional Canine was not budgeted for, he is just in the research phase at this time. On a motion made by Mr. Raver and seconded by Mr. Harbaugh, Sheriff Talbert was authorized to research the availability of funds to secure an additional canine for the Sheriff's Department.
3. **Trash Removal Contract:** This contract will be referred to later in the meeting (*see page four*).

IN THE MATTER OF PLAN COMMISSION ISSUES:

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

1. **Case 33-CP-04:** Six lots in Myers Acres located at 9778 West 200 South were approved on a motion made by Mr. Harbaugh and seconded by Mr. Raver.
2. **Unsafe Building:** Mr. Boise had no new information to report to the Commissioners at this time.
3. **Flood Mitigation Driveway Demolition:** Mr. Boise has recently sent letters to two demolition/excavation contractors for the demolition of a driveway located at 3258 West 250 South (*please refer to item two under "In the Matter of Highway Issues", page one of the Regular Meeting minutes dated March 6, 2006*). He has had only one response to date, and suggests that this issue be reviewed at the April 17th meeting.
4. **Multi Hazard Mitigation Plan:** Mr. Boise is in the process of making additional copies to be presented at the next meeting.

IN THE MATTER OF MAINTENANCE ISSUES:

Buildings and Grounds Supervisor Art Fross presented the following issues for Commissioner information and approval:

1. **HVAC System:** Mr. Fross has received a letter from Vintage Archonics with a quote of \$27,200.00 to provide "construction documents consisting of all required plans and specifications". Mr. Raver made a motion to authorize Mr. Fross and Mr. Murrell to contract with Vintage Archonics to prepare plans and specifications at a cost of \$27,200.00, with the first set of plans to be available for the May 1st meeting. The motion was seconded by Mr. Harbaugh and carried.
2. **Bids for Pest Control:** Mr. Fross received bids for pest control from Indiana Pest Control, Arab Termite and Pest Control and Arrow Pest Control, for Howard Haven, Criminal Justice Center, Courthouse, Administration Center, and the Government Center. The bid from Indiana Pest Control was not the lowest, but did include services not included in the other two bids. A motion was made by Mr. Raver, seconded by Mr. Harbaugh and carried to contract with Indiana Pest Control as the lowest and most responsive bid, taking into consideration that return visits are covered in the contract price, and authorize the President to sign on behalf of the Board of Commissioners. The total amount of the contract is \$3,148.00:

Howard Haven	\$568.00	Criminal Justice Ctr.	\$900.00
Administration Ctr.	\$720.00	Courthouse	\$480.00
Government Ctr.	\$480.00		

3. **Softener Salt for County Use:** Kinsey Youth Center and the Criminal Justice Center are the only two County buildings that use water softener salt. Each facility is currently purchasing its own and Mr. Fross proposes that his department purchase the salt and store it in the Pole Barn. Mr. Fross can purchase the salt from Culligan at \$4.46 per bag, a savings of about \$925.20 annually. Kinsey and the Criminal Justice Center can use it as needed. It was the consensus of the Board to allow the Maintenance Department to purchase the softener salt as described.
4. **Concession Increase:** Mr. Fross has been in contact with the Coca-Cola Company concerning in increase in the concession profits. They will increase revenue to 30% of the gross sale of the 20oz bottles.
5. **Courthouse Driveway and Sidewalk Proposal:** A proposal has been received from B & H Construction for a concrete drive and sidewalk on the west side of the Courthouse, in the amount of \$3,750.00 for the driveway and an additional amount of \$385.00 for removal and replacement of existing sections of sidewalk. This will provide an additional drive for the inmate entrance just south of the west Courthouse entrance. This project has not been budgeted and Mr. Fross would need to ask the Council for an additional appropriation. On a motion made by Mr. Harbaugh and seconded by Mr. Raver, Mr.

Fross was authorized to proceed with an additional appropriation request of \$4,500.00 for the West side Drive and Sidewalk Project.

IN THE MATTER OF PERSONNEL ISSUES:

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

1. **Anthem Settlement Statement for 2005:** Mrs. McKillip introduced Mr. Doug Heath from Miles & Finch to explain the Settlement Report for 2005. The report reflected amounts collected and claims paid out, with a balance of \$2,263,329.51 that can remain with Anthem or be withdrawn. Because Howard County is now administering the Health Fund, and because Anthem's interest rate is .0075, Auditor Wells requested that the balance be withdrawn from Anthem and be put in a Money Market fund that can be drawn out as needed. She would also like the fund to be named Howard County Employees' Health Fund. At the conclusion of discussion, a motion was made by Mr. Raver to request that all funds available from Anthem be withdrawn and forwarded to the County, authorize the President to sign the initial Anthem document on behalf of the Board of Commissioners; and authorize the Auditor to sign additional documents to accomplish the withdrawal.
2. **Deferred Compensation Meeting:** The annual Deferred Compensation employee meeting is scheduled for Thursday, April 20 and Friday, April 21, 2006 at the various County buildings. A memo has been prepared for distribution through the payroll vouchers. Approval was given to distribute the Deferred Comp memo through payroll vouchers on a motion made by Mr. Raver and seconded by Mr. Harbaugh.
3. **OSHA Mandatory Training:** Memos will be given to all elected officials and department heads, announcing the mandatory training class for all county employees concerning universal precautions / blood borne pathogens training. The training will be held at 10:00 a.m. on Friday, April 21, 2006, at the Government Center.

IN THE MATTER OF INFORMATION SYSTEMS ISSUES:

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

1. **Daylight Savings Time:** At 2:00 a.m. on Sunday, April 3rd, Howard County went to Daylight Savings Time and had to move its clocks one hour forward. In anticipation of the change, the Information Systems automated the change on April 26th, catching about 75 - 80% of the servers and computers in the six Howard County Government buildings. Mr. Tribby is expecting a higher than normal call volume for today, and had prepared a memo and website document to instruct people concerning checking their computer to see if the change was completed.
2. **Website Trouble:** The Website is down. The Information Systems Department is working to correct the problem and hope to have it up soon.
3. **Absentee Voting:** Today is the first day for the absentee voting. The State's voting system is down but the County's system is working well.

IN THE MATTER OF THE WHEELCHAIR LIFT PROJECT AT THE SEIBERLING MANSION:

Ms. Kelly Thompson, Howard County Historical Society Director, presented a Memorandum of Agreement regarding a wheelchair lift at the Seiberling Mansion. A Memorandum of Agreement between the City of Kokomo and The Indiana State Historic Preservation Officer had been submitted and signed in May of 2005 (*please refer to page four of the Regular Meeting minutes dated May 16, 2005*). Because the cost of the project was financially prohibitive, the Historical Society and the Historic Preservation Officer have offered several different options and have been able to negotiate a workable plan that falls within the budget. This new Memorandum of Agreement will require the current Board President's signature as Howard County is the title owner of the Seiberling Mansion. On a motion made by Mr. Raver and seconded by Mr. Harbaugh, the Memorandum of Agreement between the City of Kokomo and The Indiana State Historic Preservation Officer was approved and the President was authorized to sign on behalf of the Board of Commissioners.

IN THE MATTER OF A NEW POSTAGE METER FOR THE COUNTY EXTENSION OFFICE:

County Extension Office Director Susan Neher submitted a three year contract with Hasler Company for a new postage meter machine. The old machine, whose contract is finished, can no longer be used because of a change in memory chip and red ink. The remaining postage amount can be transferred to the new machine. The contract is on a rent to own basis. A motion was made by Mr. Harbaugh, seconded by Mr. Raver and carried to approve the three year contract with Hasler for a new postage machine and to authorize the President to sign on behalf of the Board of Commissioners.

IN THE MATTER OF 2006 ELECTION YEAR POLLING SITE LIST:

Howard County Clerk Mona Myers presented the 2006 Polling Site list for the 2006 elections, to the Board of Commissioners for its review and approval. After a brief explanation of new sites, in order to make all sites handicapped accessible, the 2006 Polling Sites List was approved on a motion made by Mr. Raver and seconded by Mr. Harbaugh.

IN THE MATTER OF THE E-911 EQUIPMENT LEASE CONTRACT WITH THE A T & T:

Resolution No. 2005-BCC-40, a resolution to approve the renewal of the County's E-911 Service Agreement with SBC and an equipment lease-purchase agreement with Ameritech Credit Corporation, d/b/a SBC Capital Services, was approved at the December 27, 2005 meeting (*please refer to page two "In the Matter of the SBC Contract for E-911 Service", of the Regular meeting minutes dated December 27, 2005*). Ms. Kelly Poole, Senior Regional Manager for A T & T Capital Services was in attendance to submit an amended agreement reflecting the name change from Howard County Commissioners to **Howard County**. A motion was made by Mr. Raver, seconded by Mr. Harbaugh and carried to ratify the Purchase Agreement reflecting the lessee and lessor name changes, originally signed December 27, 2005, and authorize the President to sign on behalf of the Board of Commissioners. This motion also authorizes the President to sign the Certificate of Acceptance at the completion of the project.

IN THE MATTER OF THE SHERIFF'S DEPARTMENT TRASH REMOVAL CONTRACT:

Sheriff Marshall Talbert presented a Service Agreement with Waste Management with quotes for a one, two or three year agreement (*see item three, page one*). A motion was made by Mr. Raver to authorize Sheriff Talbert to enter into a three year Service Agreement with Waste Management. The motion was seconded by Mr. Harbaugh and carried.

IN THE MATTER OF CLAIMS AND REPORTS:

Auditor Ann Wells presented the following issues for Board information and approval:

1. **Salary Claims:** Commissioner Salary claims payable April 7th and 14th, in the amount of \$289,010.76, was approved on a motion made by Mr. Harbaugh and seconded by Mr. Raver.
2. **Operating Claims:** Commissioner Operating Claims payable April 3, 2006, in the amount of \$328,491.27 were approved on a motion made by Mr. Raver and seconded by Mr. Harbaugh.
3. **Postage Claim:** The Treasurer's Office submitted a claim for postage to mail the 2006 Tax Statements. The claim was turned in after the deadline and Auditor Wells asked for the Commissioners' approval, to be advertised on the April 17th docket. The postage claim for \$9,000.00 was approved for payment on a motion made by Mr. Harbaugh and seconded by Mr. Raver.
4. **New Check Signer:** The Auditor's office has need for a new check signer machine but has no budgeted money for equipment. A motion was made by Mr. Raver to authorize the Auditor to purchase a check signer using a portion of the remaining Cumulative Capital funds from the Board of Health Office Repair (150-04410). The motion was seconded by Mr. Harbaugh and carried.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **Crowe-Chizek Invoice:** An invoice from Crowe-Chizek in the amount of \$2,086.75, for professional consulting services related to contingency planning for Delphi bankruptcy, was approved on a motion made by Mr. Harbaugh and seconded by Mr. Raver.
2. **Reschedule Public Hearing:** On behalf of Mr. Dan Fawcett, Mr. Murrell asked that the Public Hearing to Vacate an Alley, scheduled on April 17, 2006, be rescheduled, to provide enough time for required publication. A motion was made by Mr. Raver, seconded by Mr. Harbaugh and carried to reschedule the Public Hearing on the Petition to Vacate Alley, to Monday, May 1st at 9:30 a.m.
3. **Homeland Security Salary Grant:** Emergency Management Director Larry Smith contacted Mr. Murrell concerning notice from the State of a grant received from the U. S. Department of Homeland Security. This grant would offer \$63,000.00 to help underwrite salaries of three workers in the Emergency Management Department. Mr. Raver signed the grant and his signature would need to be ratified. On a motion made by Mr. Harbaugh and seconded by Mr. Raver, the Homeland Security Grant was approved and Commissioner Raver's signature was ratified.
4. **Ordinance No. 2006-BCC-14:** An Ordinance of the Howard County Board of Commissioners amending Ordinance 1991-7 establishing the Auditor's fee for endorsement of deeds and affidavits of transfer. This Ordinance allows the Auditor's office to collect a fee of \$5.00 for the first legal description contained in the deed or affidavit and \$3.00 for each additional legal description contained in the deed or affidavit. The fees collected go into the Auditor's Plat Book Fund. A motion was made by Mr. Raver to approve Ordinance 2006-BCC-14. The motion was seconded by Mr. Harbaugh and carried.

IN THE MATTER OF COMMISSIONER ISSUES:

1. **Solid Waste Paper Shredding:** Mr. Raver submitted letters received from the Solid Waste District with information concerning the paper shredding service offered to County offices.
2. **Roofing Projects on Hold:** Re-roofing projects for Howard Haven and the Administration Center were discussed in 2005 and specifications were drawn up by Butler Fairman and Seufert, but were put on hold pending further information. Butler Fairman and Seufert have contacted Mr. Murrell and asked the status of the projects. Mr. Raver has talked with Maintenance Supervisor Art Fross and Howard Haven Superintendent Tom Tolen. Mr. Fross would like to examine the leakage problems at Howard Haven to determine whether they can be attended to in-house. The problem in the Administration Center is not critical.
3. **Septic Ordinance:** The Board of Commissioners has received communications from the Homebuilders Association and the Board of Health in reference to the proposed Septic Ordinance. They would like to have input from the Board of Commissioners concerning this ordinance. During the Purdue Road School, Mr. Raver had the opportunity to discuss the ordinance with Professor Don Jones, who is a member of the State Septic Committee. Mr. Raver learned valuable information concerning the set aside proposal, that there are other alternatives such as an aeration system or a wetland system. Two of the issues between the Board of Health and the Homebuilder's Association concerning backfill on perimeter drains have been resolved. Mr. Raver suggests that the time for the permits be changed from forty-five to twenty-one days. Discussion ensued.
4. **DLZ Guest:** Ms. Laurie Christie, from DLZ Architects & Engineers, introduced herself to the Board of Commissioners. She expressed interest in many of the issues discussed in the meeting and thanked the Board for letting her attend.

There being no further action to come before the Board at this time, the meeting was adjourned at 10:46 a.m. on a motion made by Mr. Raver and seconded by Mr. Harbaugh.

HOWARD COUNTY BOARD OF COMMISSIONERS:

BRADLEY J. BAGWELL, PRESIDENT

PAUL J. RAVEN, VICE PRESIDENT

JOHN B. HARBAUGH, MEMBER

ATTEST:

ANN WELLS, AUDITOR

Commissioner Meeting Minutes April 3, 2006