

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING AUGUST 18, 2008**

The Howard County Board of Commissioners met in Regular Session on Monday, August 18, 2008 at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President Bradley Bagwell, Vice President David Trine, and Member Paul Raver. 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:**

Minutes of the Regular Commissioner Meeting dated August 4, 2008, having been previously submitted and reviewed, were approved on a motion made by Mr. Trine and seconded by Mr. Raver.

### **IN THE MATTER OF HIGHWAY DEPARTMENT ISSUES:**

Highway Engineer / Superintendent Ted Cain submitted the following issues for Board of Commissioner information and approval:

1. **Lincoln Road Bridge:** Mr. Cain informed the Board that the Lincoln Road Bridge was closed, today, for repairs to the east apron. He hopes to re-open the bridge by Labor Day weekend.
2. **Chip & Seal Operation:** Chip and seal operations are essentially complete and the Highway Department is working on patch operations. There are still two to three days of paving before that project is complete. The striping project will also be completed soon.
3. **Airport Runway Extension Project:** Mr. Murrell informed Mr. Cain that the road re-location agreement with the Kokomo Municipal Airport is progressing.
4. **Appreciation To Highway Department:** Sheriff Talbert expressed appreciation to Mr. Cain and his employees for their help with removing vegetation as a result of complaints received concerning the Railroad crossing on Touby Pike. The Inmate Work crew was sent to that site; however, the situation required heavier equipment than what the Crew has. The Highway Department sent help with the bush hog equipment. Mr. Cain assured the Board that his department will continue to work with the Inmate Crew to accomplish what needs to be done in the County.

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

Sheriff Marshall Talbert submitted the following issues for Board information and approval:

1. **Jail Population:** The current population is three hundred thirteen (315) inmates, fifty-five (55) of them being female.
2. **Reimbursement Check For Bomb Dog:** Sheriff Talbert submitted a check in the amount of \$76.61 for the services of Howard County's Bomb sniffing K9 in Logansport. A bomb threat was called in by juveniles, to the local Pizza restaurant, but a bomb was never found. The check was forwarded to Auditor Wells for receipt into the appropriate fund. A second check is expected for the 2<sup>nd</sup> half of the amount.
3. **Detonation Of Explosives:** The Sheriff's Department, Commissioner Bagwell and Commissioner Raver all received calls of complaint that explosives were being detonated at the City/County Firearms Range. Apparently at 7:00 p.m. Friday evening some thirty-year-old explosives were found in an attic. Someone made the decision to detonate the explosives about 2:30 a.m. Saturday morning. Sheriff Talbert went on record to say that it was not his department that made the decision to detonate, and neither does he know who issued the order to detonate. E911 Dispatch reported more that two hundred phone calls were received regarding the explosions.
4. **New Firearms Range:** Major Rogers will be taking measurements at the location of the new Firearms Range in Greentown, in preparation for grass seed and other landscaping needs. The highway department

is finished transporting fill dirt to that site and the target standards have been completed and are ready to install. When the range is completed, Sheriff Talbert would like the Board of Commissioners and the County Council to visit the new firearms range.

5. **Ordinance No. 2008-BCCO-27:** Attorney Larry Murrell submitted Ordinance No. 2008-BCCO-27, an ordinance amending Ordinance No. BCC-1997-44, to increase the hourly fee for the Sheriff's Inmate Work Crew. Sheriff Talbert has not received any complaints due to the fee increase and feels it is well deserved for the hard work and fine service being done for the community. These fees cover the expenses of the Work Program and the Ordinance raises the hourly fee from \$35.00 to \$45.00. Ordinance No. 2008-BCCO-27 is approved on a motion made by Mr. Trine and seconded by Mr. Raver.

#### **IN THE MATTER OF PLAN COMMISSION ISSUES:**

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

1. **Unsafe Building At 1001 East Alto Road:** Mr. Boise reported that the Sheriff's Inmate Work Crew boarded the house and garage doors. Owner Mike Davis has contacted the Plan Commission office and informed them that he will continue cleaning up the property. A neighbor of Mr. Davis e-mailed Mr. Bagwell and reported seeing the owner cleaning the property.
2. **Unsafe Building At 3116 West County Road 100 North:** The owner, Mr. Joseph Neal, was contacted concerning this unsafe building. Mr. Neal has agreed to remove the house and the out building.
3. **Unsafe Building at 6209 Jeff Court:** Mr. Boise is sending an enforcement letter to the owner of this property who now lives in Sharpsville.

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

Assistant Building & Grounds Superintendent Scott Reed submitted the following issues for the Board's information and approval:

1. **Superintendent Fross:** Mr. Reed informed the Commissioners that today is Mr. Fross' last radiation treatment.
2. **Taste Of Kokomo:** The Courthouse survived the Taste of Kokomo without any major problems.
3. **Thanks To The Highway Department:** Mr. Reed expressed thanks to the Highway Department for the signs that were installed in the new cement pad on the west side of the Courthouse.
4. **Replacement Coils At The Administration Center:** The replacement coils for the HVAC system at the Administration Center will be delivered to Trane on the 19<sup>th</sup> of August. Trane will then inspect them and installation will take place on a Thursday or Friday.

#### **IN THE MATTER OF PERSONNEL DEPARTMENT ISSUES:**

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

1. **Grant Application:** CPS Human Resource Services along with International Public Management Association for Human Resources is offering a \$25,000.00 CPS/IPMA-HR Grant for Government Agencies. The grant application must be submitted by August 29<sup>th</sup>. Ms. McKillip would like to apply for this grant to help underwrite the cost of implementing and training personnel in the imaging of documents. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to authorize Ms. McKillip to apply for the CPS/IPMA-HR grant for government agencies.
2. **Employee Health Fair:** As a result of their most recent meeting, the Insurance Committee is recommending a Health Fair be held for City and County Employees (including Library and Event Center employees). Anthem Insurance will be helping the Personnel Department with the fair that is proposed for October 15 from noon until 8:00 p.m. At the conclusion of discussion a motion was made by Mr.

Raver, seconded by Mr. Trine and carried to authorize the Personnel Department to proceed with plans for an Employee Health Fair. Mr. Trine commended the Personnel Office, for their efficiency, and commented that the County is lucky to have Ms. McKillip.

3. **County Golf Outing:** The Golf Outing to benefit Howard County Employees' Holiday Party is scheduled for Wednesday, September 10, 2008.
4. **Employee Holiday Party:** The Howard County Employee Holiday Party is scheduled for Friday evening, December 12<sup>th</sup>.
5. **2009 Budget PAC Recommendations:** Ms. McKillip submitted copies of the PAC Recommendations for the proposed 2009 Budget Salaries. On the report, the yellow highlighted areas denote 2009 specific salary increase requests, above the percentage increase that may be allowed by the Council. The green highlighted areas denote PAC Recommendations. The Board will review the recommendations and contact the Personnel Office.
6. **Redevelopment Authority Appointment Certificates:** At the August 4<sup>th</sup> meeting the Board of Commissioners made appointments for the Redevelopment Authority (*please refer to page three, item one, "In The Matter Of County Attorney Issues", of the Regular Meeting minutes dated August 4, 2008*). The Personnel Office has paperwork that needs the Board's signatures and Mr. Murrell made that paperwork available. Ms. McKillip was directed to mail the signed forms.

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

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

1. **Greentown Volunteer Fire Department:** Mr. Tribby reported that the Greentown Volunteer Fire Department is now successfully connected to the County's network. He informed the Department that they should contact Mr. Tribby any computer needs they have.
2. **Treasurer Home Link:** Treasurer Martha Lake now has a home link with the County's network for working from home.
3. **E-Mail Repair:** Council President Miller's e-mail has been repaired.
4. **State Funded Projects:** Mr. Tribby informed the Board that several state funded projects will be handed over to local offices beginning in 2009 (Voters Registration is the first). He is concerned about the impact this will have on the County's 2009 budget.
5. **State Health Department:** The State Health Department's food inspection data base will be handed over to the County level. Howard County's Health Department has until October 31, 2008 to set up their data site and has already met with a vendor for possible software. Mr. Tribby is looking closely at proposed state project packages, and expressed concern for programs that are already running smoothly on the County level, being taken over by the State.
6. **Kudos To The Sheriff's Inmate Crew:** Mr. Tribby expressed appreciation to the Sheriff's Inmate Crew for their work in the Courthouse Computer Replacement project. Some systems were salvaged for use in other areas; some will be sold.
7. **Kinsey / Comcast Contract:** Mr. Tribby and Mr. Murrell are moving forward in negotiations with Comcast concerning a contract for Kinsey Youth Center's ISP.
8. **Interns Return To School:** The Information Systems Department had two interns from Purdue, this summer, and they are returning to school for the fall semester. Mr. Tribby reported that both interns were invaluable to the department, especially with all the projects this summer. Mr. Tribby forwarded an e-mail, to the Commissioners, thanking the County for the opportunity to intern, this summer.

9. **Hearing Room CD Recorder:** Auditor Wells reported to Mr. Tribby that the microphone at the podium needs to be adjusted in order for the CD system to record effectively. She also reminded him of the need to set up a recording for budget hearings. Mr. Tribby will call Sound of Music to look at the system.

#### **IN THE MATTER OF MS4 NOTICE OF INTENT:**

Chief Deputy Surveyor Greg Lake has prepared a 2009 Budget for MS4. With the budget is a Letter Of Intent, appointing an operator and contact person, to be appointed by the Board of Commissioners. It is recommended that Commissioner Trine be named the MS4 Operator and Mr. Lake be named the contact person. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to appoint Commissioner Dave Trine as MS4 Operator and Mr. Greg Lake as the contact person.

#### **IN THE MATTER OF HOWARD HAVEN ISSUES:**

Interim Howard Haven Superintendent Jennifer Vary presented the following issues for the Commissioners' information and approval:

1. **Inventory List:** Ms. Vary submitted the Donation Inventory List for July 13 - August 10, 2008. Also submitted was a Disposal List for May 8 - August 14, 2008.
2. **Applications For Residency:** Ms. Vary submitted two Application For Residencies as follows:
  - a) Debra Carter, ARCH pay, fifty-six years of age: the Application For Residency for Debra Carter was approved with the usual ninety-day probationary period on a motion made by Mr. Trine and seconded by Mr. Raver.
  - b) Linda Smith, fifty-nine years of age, private pay: a motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the Application For Residency with the usual ninety-day probationary period, for Linda Smith.

Ms. Vary informed the Board that with these two new residents, the County Home is at full capacity.

#### **IN THE MATTER OF A REQUEST TO RESCIND A TRESSPASSING WARRANT:**

Ms. Miriam Rutherford submitted a request to the Board of Commissioners to rescind a Trespassing violation issued by the Security Officer at the County Courthouse. Ms. Rutherford explained the situation that precipitated the issuance of the violation. Attorney Murrell suggested that the Board listen to an explanation from the Security Officer before making a determination. The Board by consensus directed Sheriff Talbert to contact Officer Trott and have he and Ms. Rutherford attend the September 2<sup>nd</sup> Commissioner Meeting.

#### **IN THE MATTER OF A DARROUGH CHAPEL RESIDENT CONCERN:**

Mr. Gerald W. Shuck, 1040 South Lewis Street, asked the Board of Commissioners for current information concerning the Darrough Chapel sewer situation. He is concerned that available grant money may be lost because it was not applied for in a timely manner. Commissioner Raver and Attorney Murrell spoke to this issue and assured Mr. Shuck they have met with the engineers, about a month ago. There is new information concerning the possible effects of the annexation to the City of Kokomo that need to be heard by the residents involved and the City Administration. Mr. Raver and Mr. Murrell are attempting to schedule a meeting with all the parties involved to present new information, waiting on the availability of the City. Mr. Murrell will contact Mr. Shuck with further information.

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

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

1. **Commissioners' Salary Claims:** Salary, hourly and overtime claims payable August 22 and 29, 2008, in the amount of \$337,929.59 each were approved on a motion made by Mr. Trine and seconded by Mr. Raver.

2. **Commissioner Operating Claims:** Operating Claims payable August 18, 2008, in the amount of \$322,213.24, were approved on a motion made by Mr. Raver and seconded by Mr. Trine.
3. **Resolution No. 2008-BCCR-15 - Transfer:** Mr. Bagwell submitted the request to transfer \$20,000.00 from the E911 Communication System Support to Dispatch Overtime, for additional overtime needs in the dispatch area. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the transfer as submitted.

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

County Attorney Larry Murrell submitted the following issues for the Commissioners' information and approval:

1. **Contract With US Imaging:** Mr. Murrell and Recorder Linda Koontz presented the contract for imaging of documents with US Imaging (*please refer to page four, item three, "In The Matter Of Commissioner Issues", of the Regular Meeting minutes dated August 4, 2008*). Ms. Koontz reported to the Board that the imaging project has been addressed in phases. They have just completed imaging of records back to 1959. She realizes that much of the very old records are being destroyed by time. She would like to begin imaging of records covering a one hundred fifteen year time span from 1855 - 1959, about 180,000 images. US Imaging is excellent to work with. This last phase of imaging will cost \$48,000.00 and Mr. Murrell has reviewed the agreement and made minor changes concerning the payment due date. Mr. Raver commended the job Ms. Koontz is doing with the project that was begun by former Recorder Marilyn Shirley. A motion was made by Mr. Raver to approve the agreement with US Imaging for completion of the imaging process and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Trine and carried.
2. **Rebanding Project Invoice From Keller & Heckman:** Mr. Murrell submitted an invoice from Keller & Heckman for rebanding services. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the invoice and forward it to Sprint / Nextel for payment.
3. **Consent To Disclose E911 Information:** Mr. Ramsey was presented with a Consent form from A T & T. A T & T is involved in a lawsuit with Digital Company, who is in the process of putting together a State network for E911. A T & T denied access to Digital to A T & T's equipment. Digital filed a complaint with the Indiana Utility Regulatory Commission and the Commission ordered A T & T to let Digital have access. As part of the lawsuit, A T & T has to allow Digital copies of agreements. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the Consent to Disclose the E911 contract with A T & T and authorize the President to sign on behalf of the Board of Commissioners.
4. **Sheriff Department Voice Mail Contract:** Mr. Murrell submitted a contract with A T & T for voice mail services at the Sheriff's Department. This is a separate contract with A T & T, in the amount of \$5,445.00. Mr. Murrell has made the same kind of changes to the contract that had been accepted on previous contracts with A T & T. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the Voice Mail contract with A T & T, subject to the amendments made by Attorney Murrell.

#### **IN THE MATTER OF THE MAYOR'S SUBSTANCE ABUSE BUDGET PRESENTATION:**

Superior Court I Judge Bill Menges and Local Coordinating Council Chair Person Kathy Horton presented the Mayor's Community-Based By-laws and the 2009 Proposed Budget. Judge Menges gave a brief history of events concerning the termination of the relationship with the Drug-Free Fund Director, State rejection of the 2008 Comprehensive Plan, and the State's acceptance of the revised Comprehensive Plan. Judge Menges reported that the Family Social Services Association received a \$150,000.00 Grant to conduct a comprehensive study concerning substance abuse. Information from the study will be used to develop an effective Comprehensive Plan. The FSSA is required to hire a Grant Administrator. That position will not be a full-time position so the LCC will contract with the FSSA for the Administrator's services as a Director of the Mayor's Substance Abuse Program. This will result in a substantial savings for the LCC. Judge Menges continued to review the 2009 Proposed Budget. There is currently \$160,000.00 in their account that is divided into four (4) entries of \$40,000.00. Judge Menges confirmed that the amended bylaws have been approved by the LCC and are now in effect. The LCC will be contacting the Board of Commissioners concerning the Commissioners' appointment to the LCC Board. At the close of the presentation a motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the allocation of the 2009 Proposed Budget and forward the recommendation to the County Council.

**IN THE MATTER OF COMMISSIONER ISSUES:**

1. **Veteran Service Report:** The Veterans Service Office Monthly Report for the month of July, 2008 was accepted on a motion made by Mr. Trine and seconded by Mr. Raver.
2. **EMA Activity Report:** Larry Smith from Emergency Management Agency is now submitting monthly activity reports. The EMA Activity Report for the months of July and August, 2008, was accepted on a motion made by Mr. Trine and seconded by Mr. Raver.
3. **Notification Of Application:** The Board of Commissioners are in receipt of two Notifications of Application Submittal by Steve Byrum, Byrum Livestock Farms, Inc., for properties located at County Road 900 West and 300 North, and 1000 West County Road 200 North. These were sent as a result of Mr. Byrum being contacted by Indiana Department of Environmental Management concerning the expiration of a permit. After the applications were sent, he received notice from IDEM that there had been a mistake and his permits are still valid. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to acknowledge receipt of the two Notification of Application Letters concerning Confined Feeding Approval.
4. **Confirm Copier Purchase Request From Health Department:** Health Department Director Kent Weaver requested authorization to purchase a copier from Grant funds that are soon to expire, as an emergency purchase. Authorization was granted by two Commissioners. The approval to purchase the copier was confirmed by the Board of Commissioners on a motion made by Mr. Trine and seconded by Mr. Raver.

There being no further business to come before the Board at this time, the meeting was adjourned at 10:16 a.m. on a motion made by Mr. Trine and seconded by Mr. Raver.

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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BRADLEY J. BAGWELL, PRESIDENT

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DAVID A. TRINE, VICE PRESIDENT

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PAUL J. RAVEN, MEMBER

ATTEST:

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ANN WELLS, AUDITOR

Howard County Board of Commissioner Meeting August 18, 2008