

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JANUARY 7, 2008

The Howard County Board of Commissioners met in Regular Session on Monday, January 7, 2008 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 David A. Trine and Member Paul J. Raver. Also present were County Attorney Larry Murrell and Auditor Ann Wells.

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

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the December 17 and December 28, 2007 meetings were previously submitted and reviewed. An error was found on page four of the December 28, 2007 minutes. Under Commissioner Issues, Item 4 (b.), "on a motion made by Mr. Bagwell and seconded by Mr. Fross", was changed to read, "**on a motion made by Mr. Bagwell and seconded by Mr. Trine**". The minutes of the December 17th meeting were approved and the minutes of the December 28th meeting were approved as amended on a motion made by Mr. Trine and seconded by Mr. Raver.

IN THE MATTER OF HIGHWAY DEPARTMENT ISSUES:

Highway Superintendent / Engineer Ted Cain did not have anything to submit to the Board of Commissioners, but wanted to report that in the month of December, 2007, the Highway Department put down more materials on the County's roads than in previous years. This is an indication that the present vehicles used by the Highway Department are in better shape and able to be more productive. He also indicated that he will need to request an Additional Appropriation to purchase more salt.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

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

1. **Jail Population:** The current population is three hundred five (305) inmates at the Criminal Justice Center, with forty (40) being female.
2. **Electronic Commissary:** The Electronic Commissary is going well with over three hundred (300) items available to order. Central Control is able to supervise visitation more efficiently now that inmate funds are received electronically.
3. **Hot Water Tank Replacement:** One of the water tanks at the Criminal Justice Center is leaking and has created problems with sanitizing the dishes. Disposable utensils had to be used requiring the procurement of an additional dumpster. Mr. Fross informed the Board that the second tank at the Criminal Justice Center is also failing. Benchmark Mechanical is coming, today, to install a replacement for the first tank. The second tank will be replaced soon. Discussion ensued concerning funds for both tank replacements, as well as the funds currently located in the Cumulative Capital Fund, Administration Center HVAC Account. A motion was made by Mr. Raver to rename the HVAC Account (150-000-04724-00) the Building Repair Account and authorize the purchase of two hot water tanks. The motion was seconded by Mr. Trine and carried.
4. **Courthouse Security Replacements:** Sheriff Talbert is in the process of considering a part-time replacement for Courthouse Security in the event of paid days off. The problem that arises when Corrections Officers are trained for replacement is that, by law, their position has to be filled at the Criminal Justice Center. Sheriff Talbert has been approached by a retired officer who is willing to work the replacement hours needed at the Courthouse on an on-call basis at the present part-time rate. Sheriff Talbert will request additional part-time money from the Council.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

Buildings and Grounds Superintendent Art Fross submitted the following issues for Board information and approval:

1. **Automatic Door Panel Service Agreement:** Mr. Fross presented a Service Agreement from Stanley Integrator.Com for the Automatic Door Panel of the automatic doors located at the Criminal Justice Center. Changes to the three-year Agreement have been made per Mr. Murrell's request and is ready for approval. Discussion ensued whether to pay for the Service Agreement or to pay for service on a will-call basis. A motion was made by Mr. Trine to approve the Service Agreement with Stanley Integrator.com and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Raver and carried.
2. **Additional Cameras:** Mr. Fross informed the Board that additional security cameras are needed at the Criminal Justice Center and its parking lot. Mr. Fross is in the process of obtaining estimates for the cameras and cable to the cameras on the perimeter fencing.
3. **Graphics For Jail Sign:** Mr. Fross distributed copies of the proposed graphics for the replacement sign at the Criminal Justice Center, for Commissioner information. The sign will be moved closer to the flag pole and will more closely follow the contour of the ground, and requirements dictated by the City's sign code.

IN THE MATTER OF PERSONNEL DEPARTMENT ISSUES:

Personnel Department Director Wanda McKillip submitted the following issues for Commissioners' information and approval:

1. **Commissioner Appointments:** The following Appointments and Assignments were completed:
 - a. A listing of 2008 Commissioner Committee Assignments were reviewed and accepted as listed on a motion made by Mr. Trine and seconded by Mr. Raver.
 - b. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to appoint Ms. Lesa Cooney to the Howard County Board of Health, for a term of one year, that expires December 31, 2008.
 - c. The appointment for the City of Firsts Automotive Heritage Museum Board will be addressed at the January 22nd meeting.
 - d. Ms. Jamie Shepherd stepped up to the podium to nominate William Sahm and William Jones as the Commissioners' appointees to the Reassessment Board of Appeals. The appointments for William Sahm and William Jones to the Reassessment Board of Appeals were approved on a motion made by Mr. Raver and seconded by Mr. Trine.

Ms. Shepherd informed the Board of Commissioners that the 2003 Reassessment figures are now compliant with the Department of Local Government Finance. The only tax year remaining is 2007/2008. As soon as that is submitted and approved, the DLGF will hold our budget hearings for approval.

IN THE MATTER OF INFORMATION SYSTEMS DEPARTMENT MATTERS:

Information Systems Director Terry Tribby submitted the following issues for Board information and approval:

1. **Recap Of 2007 / 2008 Goals:** Mr. Tribby reviewed the accomplishments of the year 2007 and informed the Board of the goals for 2008. Mike Huffman, from the City of Kokomo IT Department, was present to assure the Board of Commissioners of the City Administration's firm commitment to greater cooperation with the County concerning information technology. He thanked the Board of Commissioners for allowing Mr. Tribby and the IT Department to help the City's technology department the past few years. Increased cooperation between the City and County is a goal of Mr. Tribby for the year 2008. Other

goals include security, technology advances, preparation for J-Tech, Voter Registration, wireless in the Courtrooms, jury selection (J-Tech from the State), one server for the Dispatch, data backups, CJC access software, financial changes in the Administration Center, and the new EMA building. President Bagwell commended Mr. Tribby and the Information Systems Department, calling them one of the best County IT departments in the State. Auditor Wells commended Mr. Bagwell for his foresight concerning computer technology, many years ago.

2. **Temporary Cable For Insight Communications:** Mr. Tribby informed the Board that he received permission from Mr. Scott Pitcher to run an overhead line from his building across from the Courthouse to the Courthouse, for cable hook-up to the Courthouse. A T & T has not yet checked the cable location on the east side of the Courthouse. Mr. Tribby will also negotiate with Insight for the construction costs.
3. **Verizon Phone Accounts:** Mr. Tribby will be meeting with the Verizon representative to review the County's Cell Phone and CDMA accounts.
4. **CSI Agreement:** The CSI contract for software services at the Courthouse has been reviewed by Mr. Murrell and suggested modifications have been accepted. The contract is now ready for approval. On a motion made by Mr. Trine and seconded by Mr. Raver, the contract with CSI for premium Software Services is approved. Mr. Murrell expressed appreciation to Mr. Tribby for his assistance with County contracts. He also commended the whole IT Department.

IN THE MATTER OF THE AT&T ENHANCED SERVICE CONTRACT FOR E-911:

E-911 Coordinator Tony Ramsey presented the Second Addendum to the AT&T Enhanced Service for E-911, in the amount of \$3,875.00. This addendum is for the labor performed to move the phone systems from the old E-911 consoles to the new E-911 consoles. Mr. Ramsey continued to explain that since this contract was paid in full at the beginning of the service period, any new service to the original contract is addressed with an addendum. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the Second Addendum to the E-911 Enhanced Service Contract with AT&T.

IN THE MATTER OF THE 2008 FLU VACCINE ORDER:

Ms. Karen Long of the Health Department submitted a request for flu vaccine for the year 2008/2009. For the 2007/2008 year 400 hundred doses were ordered and 372 doses were used for county employees and their families. She would like to order 400 doses for this year, as well, at a projected cost of \$4,688.80 (\$117.20 cost per 10 dose vial). Ms. Long reported that the employees and their families were very grateful; many positive comments were received. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the purchase of 400 doses of the flu vaccine, in the amount of \$4,688.80.

IN THE MATTER OF CLAIMS AND REPORTS:

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

1. **Commissioner Operating Claims:** The Operating Claims payable January 7, 2008, in the amount of \$185,637.35, were approved on a motion made by Mr. Raver and seconded by Mr. Trine.
2. **Commissioner Salary Claims:** Salary, hourly and overtime claims payable January 4, 2008, (one day at the 2007 rate and four days at the 2008 rate) in the amount of \$329,800.34 were approved on a motion made by Mr. Raver and seconded by Mr. Trine.

Because Ms. Wells did not have an exact figure for the payroll dated January 11, 2008, the Board of Commissioners approved an amount no greater than \$350,000.00 on a motion made by Mr. Raver and seconded by Mr. Trine.

3. **Certifications:** Ms. Wells submitted certifications for the following:
 - a. Covered Bridge Certification, certifying there are **no** covered bridges used in Howard County.
 - b. Certification of Employment of a full-time County Engineer.

4. **Resolution No. 2008-BCCR-01:** This is a resolution of the Howard County Board of Commissioners to adopt a Capital Improvement Plan for the calendar years 2008 / 2009. MS-4 Operation will be overseen by the Surveyors office for the year 2008. Items one through five, seven and eight have been previously approved by the Council for the 2008 budget. At the close of ensuing discussion, a motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve Resolution No. 2008-BCCR-01, the Capital Improvement Plan for calendar years 2008/2009.
5. **Information Concerning The Homestead Rebate:** Ms. Wells has made the decision to issue the Homestead rebates to the property owner as of March 1, 2006, at the property's address, notwithstanding a change of owner after March 1, 2006. Unclaimed monies will be sent back to the State. The Treasurer's Office is still in the process of checking for delinquencies. Once that is finished, the Auditor's Office will prepare a spreadsheet for Boyce Forms, who will be assisting in the printing of the rebate checks.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **Community Corrections Contracts:**
 - a. Amendment #1 with the Department of Corrections for tracking services.
 - b. Extended Warranty with BI Incorporated for the tracking system.
 - c. Amendments #1 and #2 for the Exacutrak Company Contract, furnishing five (5) extra units.

A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the Community Corrections amendments and contracts as submitted, and authorize the President to sign on behalf of the Board of Commissioners.

2. **Barnes & Thornburg Invoice:** An invoice is submitted on behalf of Barnes & Thornburg, in the amount of \$5,500.00 for legal services in the matter of the acquisition of New London Conservancy District. Mr. Murrell advised the Board that they had previously approved payment of 50% of the costs of the New London Conservancy District rate study and associated costs with the acquisition by Russiaville (please refer to page seven, item three, "In The Matter Of County Attorney Issues", of the Regular Meeting minutes dated June 4, 2007). Mr. Murrell informed the Commissioners that the New London Board was still intact and willing to continue.

IN THE MATTER OF COMMISSIONER ISSUES:

1. **Common Construction Wage Hearing:** Mr. Raver is the Board Representative for the Common Construction Wage Hearing. He has a conflict and cannot attend the January 16th meeting. One of the items on the agenda is the EMA Reconstruction, and he feels that the Board of Commissioners will want a representative at the hearing. Both Mr. Bagwell and Mr. Trine have previous commitments, so on a motion made by Mr. Raver and seconded by Mr. Trine, the Board appointed Attorney Larry Murrell as the Commissioners' representative to the Wage Hearing on Wednesday, January 16, 2008.
2. **Expired Term On Public Defender Board:** The three-year term of Mr. William Beck expired on December 31, 2007. The appointment does not require an attorney but can be any lay person interested in the judicial system and willing to serve for three years. The Public Defender Board replacement will be addressed at the January 22nd meeting.
3. **Thank You Notes Received:** Mr. Bagwell read thank you notes received from the Personnel Office, on behalf of the Howard County Employees, and the Treasurer's Office. Pictures are also available.

There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 10:25 a.m. on a motion made by Mr. Raver and seconded by Mr. Trine.

HOWARD COUNTY BOARD OF COMMISSIONERS:

BRADLEY J. BAGWELL, PRESIDENT

DAVID A. TRINE, VICE PRESIDENT

PAUL J. RAVEN, MEMBER

ATTEST:

ANN WELLS, AUDITOR

Howard County Board of Commissioner meeting January 7, 2008