

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING NOVEMBER 7, 2011**

The Howard County Board of Commissioners met in Regular Session on Monday, November 7, 2011, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President Tyler Moore, Vice President Paul Wyman and Member Bill Thompson. Also in attendance were County Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Moore. The Pledge of Allegiance was led by Commissioner Thompson, and Commissioner Wyman offered a word of prayer.

### **IN THE MATTER OF RESOLUTION NO. 2011-BCCR-36:**

President Moore submitted Resolution No. 2011-BCCR-36, a Veterans Day / Military Appreciation Days Proclamation by the Howard County Board of Commissioners. President Moore presented this Resolution at the opening ceremony of the Military Appreciation Days, over the weekend. The "mission" of this proclamation is "...to create a county wide campaign designed to express the City of Kokomo/Howard County's profound appreciation for all active military personnel and veterans who reside in Kokomo/Howard County." A motion was made by Mr. Wyman to approve Resolution No. 2011-BCCR-36. The motion was seconded by Mr. Thompson and carried.

### **IN THE MATTER OF APPROVAL OF MINUTES:**

The minutes of the November 2, 2011 Administrative Session were submitted and approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the October 26, 2011 Administrative Session were submitted and approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the November 3, 2011 Administrative Session were submitted and approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the October 17, 2011 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

### **IN THE MATTER OF PUBLIC COMMENT:**

At this time Commissioner Thompson submitted the following comment:

"In our meeting today, issues that have a direct impact on County employees and their families will be discussed. These issues include Holiday Schedules, County support for elections, Personal days, and the increased cost of health care. At stake is how to balance: limited tax revenues and fair employee compensations.

For the past ten years (when tax dollars were not stretched as tight as they are today) Federal, State, and City employees received raises and cost-of-living adjustments while Howard County Employees did not.

For those same ten years, Howard County leadership attempted to provide some relief to County Employees by giving occasional bonus or more time off instead of an actual raise. County employees appreciate bonuses and the time off but time off does not help with higher cost-of-living items such as day care, gas bills, and higher health insurance premiums.

Howard County Employees need and deserve a real raise. Please keep this information in mind as we discuss these issues today."

### **IN THE MATTER OF DEPARTMENTAL ISSUES:**

#### **MAINTENANCE DEPARTMENT:**

1. The Maintenance Department will replace the booster pumps in the Administration Center on Tuesday, while the offices are closed.

2. The newly purchased truck for the Maintenance Department is in and a plow will be installed on it this Thursday.
3. A room to be used for storage at the Old Jail facility is nearly completed. The kitchen staff at the Criminal Justice Center is expecting a shipment of dry goods, the week of Thanksgiving (*please refer to page two, issue three, "Maintenance Department", of the Regular Meeting minutes dated October 17, 2011*). The Clerk's Office would like to begin putting storage shelving on the second floor of the Old Jail, and the Maintenance Department is waiting on decisions from the Board of Commissioners.

**PLAN COMMISSION:**

1. Demolition Bids for the property located at 2295 South County Road 300 West have been received. Any party with a substantial interest in the property was notified by certified mail, and the bid opening was advertised in both papers. Attorney Murrell has prepared a Certificate of Service Notice of Public Quotes for submission. A motion was made by Mr. Wyman to place in public record the Certificate of Service Notice of Public Quotes. The motion was seconded by Mr. Thompson and carried. The bids were then opened and recorded as follows:

Alliance Excavating	\$5,980.00
Rice Demo	\$5,150.00
Feightner Excavating	\$9,420.00

A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to take the bids under advisement for further review.

2. Mr. Sheline was notified for the first time, last week, that additional paperwork is needed for the Flood Mitigation Grant. Apparently HUD has an interest in the funding of the Matching Grant (25%) and they require that a CDBG certified individual handle the closing of the project. Grant Administrator Tina Henderson has agreed to handle the closing of the project. The contract for the Flood Mitigation Matching Grant (25%) was to be received last Friday, but Mr. Sheline has not received it. There are enough funds in the Flood Mitigation grant (75%) to make the property purchases, but demolition must be paid from the Matching Grant funds.

**RECORDER:**

Recorder Brook Cleaver submitted a contract with PayGov that will allow the Recorder's office to accept debit and credit card transactions. Mr. Murrell has reviewed the contract and made changes. There are similar agreements for the Clerk, Treasurer and Probation Departments. This is a thirty day contract that automatically rolls over, and Ms. Cleaver can cancel it at any time. A motion was made by Mr. Wyman to approve the PayGov.US, LLC Service Agreement and authorize the President to sign this and any other follow up documents on behalf of the Board of Commissioners, subject to review by Attorney Murrell.

**INFORMATION SYSTEMS:**

The GSA Verizon Wireless Purchase Order was submitted on behalf of IS Director Terry Tribby. This is for cellular service for forty-two (42) lines at a pre-determined rate for governments, allowing Mr. Tribby to bypass the bidding procedure. Mr. Murrell has not reviewed the contract at this time. A motion was made by Mr. Wyman to take this Purchase Order for Verizon Wireless under advisement for further review by Mr. Murrell and submit it at our next meeting. The motion was seconded by Mr. Thompson and carried.

**AUDITOR:**

Auditor Ann Wells submitted an Annual Maintenance Agreement with Komputrol Software Systems. This is the Inventory software in the Auditor's Office. Mr. Murrell has reviewed the agreement. A motion was made by Mr. Wyman to approve the Annual Maintenance Agreement with Komputrol Software Systems, in the amount of \$625.00, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried.

**PERSONNEL:**

Personnel Director Wanda McKillip opened discussion of the Employee Health Insurance by reminding the Board of Commissioners and employees present, that the insurance rates have not been changed in the last seven years. However, changes must be considered for 2012 because of the decline in the Insurance Fund due to high utilization of the plan. Ms. McKillip invited Insurance consultant, Doug Heath, from Regions Insurance to provide more details. Mr. Heath gave a brief overview of the November 4<sup>th</sup> Insurance meeting and its discussion and

determination. Anthem requests a \$9,659 increase in administration costs for the year 2012, an increase in specific stop loss premium of \$134,518, and an increase in aggregate stop loss premium of \$3,276. This totals \$147,453 worth of fixed costs. This is the smallest portion of our self-funded program. The Committee had asked Mr. Heath to look into other health insurance vendors. Mr. Heath has e-mailed three different vendors and has not received responses yet. Mr. Heath requested that the companies respond no later than November 30, 2011. All were provided with current census data and claim information. Mr. Heath distributed Nov. 4 Insurance Committee recommendations for rate increases and the wellness program which are attached to these minutes as Exhibits B-1, B-2 and C-1. Summaries of these options are as follows:

- Exhibit B-1: includes insurance rates paid 52 weeks in lieu of the current 48 weeks, Deductibles \$1,000/\$3,000: Out of Pocket \$4,000/\$8,000  
Affects Group A employees (grandfathered in the plan, hired prior to 2003 and paying 15%) increasing their rates by 26.51%, 52 weeks.  
Group B (after 2003 paying 30%) rates would be similar to current rates, 52 weeks  
No rate increase for Group C (part time)
- Exhibit B-2: includes rates paid 52 weeks, Deductibles \$1,500/\$3,000: Out of Pocket \$4,000/\$8,000  
15% increase for Groups A, B, and C, 52 weeks
- Exhibit C-1: includes rates paid 52 weeks, employee may elect to choose higher Deductibles \$3,000/\$6,000: Out of Pocket \$6,000/\$12,000

The Insurance Committee has asked that Anthem review possible rate relief in Administrative costs and the aggregate stop loss premium section. The Committee is aware there will not be very much relief available, if any. The Committee also discussed the Smart Shopper program. Concerning a Wellness Incentive Program, the Committee voted unanimously to reduce all employees from four (4) days to three (3) personal days, with the 4<sup>th</sup> day earned back after the employee has received an Annual Physical and presents paperwork to the Personnel Office. The "Personal Wellness Incentive Day must be scheduled and taken by October 31, 2012, and may not be carried over to the next calendar year."

After comment from Commissioner Wyman, the floor was opened for comment by employees. Comments were voiced by Napoleon Leal, retired Deputy and member of Insurance Committee: Kim McColly, Clerk's Office: Laura Stiner, Superior Court I and member of Insurance Committee: Scott Reed, Maintenance Department.

At the conclusion of employee comments, a motion was made by Mr. Wyman to set a Special Session for Thursday, November 17, at 9:00 a.m. in the Commissioners' Hearing Room 338 of the Administration Center, to finalize insurance matters, and ask the Auditor to post the meeting notice. The motion was seconded by Mr. Thompson and carried. Mr. Moore thanked the employees and members of the Insurance Committee who attended and gave their opinions.

**IN THE MATTER OF NOT-FOR-PROFIT ORGANIZATIONS THAT HAVE EXPRESSED AN INTEREST IN PROPERTIES NOT SOLD AT TAX SALE:**

Attorney Murrell informed the Board that he will have a notice and outline ready to submit at the November 21<sup>st</sup> meeting. Auditor Wells informed the Board that she has received numerous calls concerning the possibility of a Certificate Sale for the properties that did not sell at the Tax Sale. Our Tax Sale vendor, SRI, has offered a proposal. Mr. Wyman asked that SRI update the proposal for presentation at the November 21<sup>st</sup> Commissioner meeting.

**IN THE MATTER OF THE PROPOSED 2012 HOLIDAY SCHEDULE:**

Auditor Ann Wells submitted the proposed 2012 Holiday Schedule at the October 17<sup>th</sup> meeting. The Commissioners had taken the Schedule under advisement for further review, until the next meeting (*please refer to page four, item four, "In The Matter Of Claims and Reports"; of the Regular Meeting minutes dated October 17, 2011*). The floor was opened for discussion as follows:

County Clerk Kim Wilson spoke to the importance of closing the Courthouse, outlining the duties of the Clerk's office as it pertains to the Courts, and the duties as it pertains to the elections. She also spoke to keeping July 4, 2012 as a holiday, closing the Government offices.

Carol Shallenberger, Republican member of Voter's Registration: Spoke to hours the polling sites are open and the hours that election central (Courthouse) is open. Ms. Shallenberger also spoke to the parking situation.

Laura Stiner, Superior Court I: Wanted to understand what the Board of Commissioners thought the advantages would be to keeping the County Offices open.

The Board of Commissioners cited the following reasons for keeping the Courthouse and County Offices open:

- a. Make the county offices more accessible to the Title Companies and Realty Offices.
- b. Make the county offices more accessible to the taxpayers.

At the conclusion of discussion, a motion was made by Mr. Thompson to accept the 2012 Holiday Schedule as it was presented, including the two election days and Wednesday, July 4, 2012, and open discussion with all the Courts and office holders/department heads on the affect of varying from the Schedule on July 4<sup>th</sup>. President Moore vacated the chair in order to second the motion. The motion carried on Aye votes by Mr. Thompson and Mr. Moore. Mr. Wyman offered a Nay vote.

#### **IN THE MATTER OF BORDER GAS SUPPLY DISCUSSION:**

At the October 3<sup>rd</sup> meeting the Board of Commissioners voted to take the Border Gas Supply Proposal under advisement for further review (*please refer to page two, "In The Matter Of New Business", of the Regular Meeting minutes dated October 3, 2011*). Mr. Moore commented that the Board of Commissioners did contact NIPSCO and received a listing of service providers. At the conclusion of ensuing discussion it was the consensus of the Board of Commissioners to take no action at this time.

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

Auditor Ann Wells submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Salary, Hourly and Overtime Claims, payable November 10 and 18, 2011, in the amount of \$352,254.24 each, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.
2. **Operating Claims:** Operating Claims payable today, in the amount of \$1,141,158.00 were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.
3. **Clerk's Report:** The Clerk's Monthly Report for the month ending September 30, 2011 was submitted, and accepted on a motion made by Mr. Wyman and seconded by Mr. Thompson.
4. **EMA Calendar:** The EMA Calendar for October and November, 2011, and listing of events for November, 2011 was submitted, and accepted on a motion made by Mr. Wyman and seconded by Mr. Thompson.

*The Regular Board of Commissioner Meeting was recessed at 6:01 p.m. in order to hold a previously scheduled Drainage Board Meeting, on a motion made by Mr. Wyman and seconded by Mr. Thompson.*

*The Regular Meeting reconvened at 6:55 p.m. on a motion made by Mr. Wyman and seconded by Mr. Thompson.*

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

Attorney Larry Murrell submitted the following issues for the Board's information and approval:

1. **Ratify Signature:** Mr. Murrell submitted a copy of a letter to Ms. Debra Cook, Director of the City of Kokomo Development Department concerning membership in the coalition comprised of the City of Kokomo Development Department, Howard County, Greentown and Russiaville. This coalition is for the

purpose of applying for a U.S. Environmental Protection Agency Brownfield Assessment Grant to help foster badly needed brownfields redevelopment in the Coalition communities. This Grant will allow communities to investigate properties to determine if they are good economic development opportunities. This letter had to be sent before today's meeting and Vice President Wyman signed the letter. Mr. Murrell is asking the Board to ratify Mr. Wyman's signature. A motion was made by Mr. Wyman to ratify his signature on the U.S. EPA Brownfields Assessment Grant Coalition. The motion was seconded by Mr. Thompson and carried.

2. **Swank Agreement:** Mr. Murrell submitted a Public Performance Licensing Agreement for Correctional Institutions with SWANK Motion Pictures, Inc. This renewal agreement is for the Criminal Justice Center and Mr. Murrell has reviewed the agreement and made changes, which SWANK has agreed with. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to approve the SWANK Public Performance Licensing Agreement renewal and ratify President Moore's signature.
3. **Wilson Invoices:** Mr. Murrell submitted invoices from Alan D. Wilson, Attorney, for several litigation cases for the Howard County Health Department, Plan Commission and Rodney Shrock, totaling \$3,267.36. A motion was made by Mr. Wyman to approve the invoices for payment. The motion was seconded by Mr. Thompson and carried.

### **IN THE MATTER OF COMMISSIONER ISSUES:**

#### **COMMISSIONER THOMPSON:**

Commissioner Thompson encouraged everyone to vote in tomorrow's election. He also wished all a happy Veteran's Day.

#### **COMMISSIONER WYMAN:**

Mr. Wyman received requests from the Greater Kokomo Economic Development Alliance to use the Courthouse Square and lawn for the Light Up Your Holiday event and light displays on December 3<sup>rd</sup>, and to use the Courthouse roof for the New Year's Eve downtown fireworks. A motion was made by Mr. Wyman to approve both requests subject to receipt of Insurance paperwork for the fireworks. The motion was seconded by Mr. Thompson and carried.

#### **COMMISSIONER MOORE:**

Indiana Department of Environmental Management notices were submitted as follows:

Notice of Public Comment pertaining to the proposed Air Permit for the Chrysler Group LLC, Indiana Transmission Plant: #067-30897-00058, #067-30939-00058, #067-30807-00065, #067-30859-00065. The 30-day public comment period begins the day the Notice is published in the newspaper.

Notice of 30-Day Period for Public Comment pertaining to preliminary findings regarding a Significant Modification to a Part 70 Operating Permit for Chrysler Group, LLC, Howard County, #067-30807-00065 and Significant Permit Modification #067-30859-00065. The date the Notice is published in the paper begins the 30-day period.

Notice that IDEM has received a sanitary sewer permit application from Mr. Carey Stranahan, PE City of Kokomo, for Indian Heights Sewer Upgrade at Center Road, Kokomo, Indiana.

All Notices were received by the Board of Commissioners on a motion made by Mr. Wyman and seconded by Mr. Thompson.

Mr. Moore publicly thanked Commissioner Thompson and Attorney Murrell for their service to our County.

***There being no further business to come before the Board at this time, the meeting was adjourned at 7:10 p.m. on a motion made by Mr. Wyman and seconded by Mr. Thompson.***

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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TYLER O. MOORE, PRESIDENT

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PAUL G. WYMAN, VICE PRESIDENT

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WILLIAM THOMPSON, MEMBER

ATTEST:

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ANN WELLS, AUDITOR

Howard County Commissioner Meeting November 7, 2011