

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING DECEMBER 19, 2011**

The Howard County Board of Commissioners met in Regular Session on Monday, December 19, 2011 at 8:30 a.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. Commissioner Thompson led the Pledge of Allegiance and a prayer was offered by Vice President Wyman.

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

The minutes of the December 5, 2011 Regular Session, having been previously submitted and reviewed, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

At this time a vehicle title was submitted to President Moore for his signature. The vehicle, assigned to the Community Corrections Department, had been totaled in an accident. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried, to approve President Moore's signature on the title of the disabled vehicle.

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

President Moore opened the floor for Public Comment as follows:

Commissioner Thompson: "Week after week, sometimes day after day, the Howard County Board of Commissioners is faced with making many tough decisions that affect people's lives. Our system calls for three Commissioners working together on many issues to make these tough decisions.

Maybe, because of philosophical differences we do not always agree on the best course of action to take, but I assure you, all three Commissioners (knowing more about these issues than most), make these decisions based on what they believe is best for our community.

It's easy for others to be a Tuesday morning quarterback and express an opinion (or write an article) **not** knowing what we know, but that's ok; Freedom of Speech (including opinions) are protected by the First Amendment to the Constitution. Opinions belong on the opinions page and as the saying goes, opinions vary."

Commissioner Wyman: At the November 7<sup>th</sup> meeting, the Board of Commissioners approved the 2012 Holiday Schedule as submitted, with the two election days and Wednesday, July 4, 2012, and to 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> (***please refer to page four, "In The Matter of the 2012 Proposed Holiday Schedule", of the Regular Meeting minutes dated November 7, 2011***). After speaking with the Courts and several employees and department heads, a motion was made by Mr. Wyman to confirm the official July 4<sup>th</sup> holiday in 2012 as Wednesday, July 4, 2012. The motion was seconded by Mr. Thompson and carried.

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

#### **COMMUNITY CORRECTIONS:**

Community Corrections Director Steve Maus will be retiring in mid-February, 2012. The Community Corrections Advisory Board has chosen a replacement, and that decision needs the approval of the Board of Commissioners. Mr. Maus introduced Mr. Ray Tetrault as the new Community Corrections Director. Mr. Tetrault is a current employee with ten (10) years of experience. A motion was made by Mr. Wyman to approve the appointment of Mr. Ray Tetrault as Director of the Community Corrections program. The motion was seconded by Mr. Thompson and carried.

#### **SHERIFF DEPARTMENT:**

Nick Capozzoli, E911 Coordinator, submitted the annual Equipment Maintenance Agreement with WMS Electronics, LLC, in the amount of \$1,104.00 per month. This is the first year that the Dispatch Center has used WMS and they are very satisfied with the service they've received. Mr. Capozzoli commented that they were, "...sometimes overly responsive to us; they know things before we know them...". WMS won the Fire Contract bid, and the new equipment was included in the County's contract without raising the price. The old contract

expires December 31, 2011 and included all aspects of 911. Mr. Murrell completed his review of the contract. A motion was made by Mr. Wyman to approve the Communication Equipment Service Agreement with WMS Electronics LLC, in the amount of \$1,104.00 monthly, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried. Mr. Capozzoli will be submitting a new recording contract with Word Systems, in January, 2012.

President Moore commended Mr. Capozzoli and the Dispatch Center for the great work that was done during the recent snow storm. All seven (7) consoles were manned and it was a chaotic night. The Dispatch employees expressed gratitude to police, firemen and volunteer agencies for their help.

Sheriff Rogers informed the Commissioners that at the recent PCAT meeting held in Indianapolis last week, Mr. Capozzoli was asked to make a presentation on the topic of Consolidation. Good reports have been received by Sheriff Rogers.

#### **KINSEY YOUTH CENTER:**

Director Brent Kelley submitted a contract with the Indiana Department of Child Services for Residential Treatment Care at Kinsey Youth Center. The contract has been reviewed by Attorney Murrell and he gives a positive recommendation with his usual reservations. A motion was made by Mr. Wyman to approve the contract with the Indiana Department of Child Services for Residential and Shelter Care Treatment at Kinsey Youth Center, with the usual reservations, and authorize President Moore to sign on behalf of the Board of Commissioners.

#### **INFORMATION SYSTEMS:**

1) Mr. Tribby submitted a three year contract with A T & T for Long Distance service. The consultant group we are currently working with helped to negotiate the contract at a lower rate, matching the State's QPA rate with Quest. Howard County should see a savings of close to \$7,000.00 annually in basic rates and discounts. Mr. Tribby reviewed the contract with the Board, and at its conclusion, a motion was made by Mr. Wyman to approve the three years Long Distance Contract with A T & T, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried. Mr. Tribby thanked a group of people for their "due diligence" in the process of reviewing communications contracts. It has helped Howard County Government see a savings of over \$30,000 this year.

2) Mr. Tribby offered project updates as follows:

Data Center Project – waiting for one piece of information, then project will be complete.

HIPPA Contract – this has been a challenge; will be putting Health Department Nursing on their own server, set up a virtual private network, in order to attain HIPPA requirements. Making progress to have completed by the first of 2012.

Congratulations to IS Department employee who completed this semester of his continuing education classes at IUUK. He made straight A's and is on the Dean's list. He is working towards his Bachelor's Degree in Technology.

#### **IN THE MATTER OF RESOLUTION NO. 2011-BCCR-42:**

Mr. Murrell submitted Resolution No. 2011-BCCR-42, a resolution that establishes a grievance procedure under the Americans with Disabilities Act. This resolution also names a Coordinator (Mr. Ted Cain, Highway Department Engineer) and identifies the President of the Board of Commissioners as the person who will handle any appeal of the Coordinator's decision. Resolution No. 2011-BCCR-42 was approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

#### **IN THE MATTER OF THE HOWARD HAVEN GENERATOR PURCHASE:**

Buildings & Grounds Superintendent Scott Reed has asked for a second quote for a generator for Howard Haven, from Huston Electric (*please refer to page two, "Maintenance", of the Regular Meeting minutes dated December 5, 2011*). That quote could not be ready for today's meeting but Mr. Reed can submit it at the January 3, 2012 meeting. Mr. Reed informed the Board that once the generator is purchased it will take four to five days to install it. It is Commissioner Thompson's recommendation to authorize Mr. Reed to choose the most responsive quote that best fits the needs for Howard Haven. A motion was made by Mr. Wyman to authorize Mr. Reed to choose the most responsive quote and install the generator, in an amount not to exceed \$10,000. The motion was seconded by Mr. Thompson and carried.

## IN THE MATTER OF PERSONNEL ISSUES:

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

1. **Ordinance No. 2011-BCCO-43:** At the December 5<sup>th</sup> meeting the Board of Commissioners approved adding an additional vendor for the Employee's Deferred Compensation program (457 plan), The Hartford Company through Edward Jones (*please refer to page two, "Personnel, Department Issues", of the Regular Meeting minutes dated December 5, 2011*). Ordinance No. 2011-BCCO-43 formally adopts that action, and was approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.
2. **Commissioner Appointments:** It was the consensus of the Board of Commissioners to table Commissioner Appointments until the December 29<sup>th</sup> meeting.
3. **Democratic Appointment:** The Board of Commissioners received written notice from Howard County Democratic Party Chairman, Rick Ward, appointing Ms. Beth Rakestraw as the Department Head for the Howard County Democratic Party in the Voters Registration Office, effective 1 January, 2012, located in the Howard County Courthouse. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to confirm and receive the appointment of Ms. Beth Rakestraw as the Democratic Department Head for the Voters Registration Office, effective January 1, 2012. The motion was seconded by Mr. Thompson and carried.
3. **Employee Wellness Incentive Program:** A recommendation was received from the Insurance Committee for a first step toward an employee wellness incentive program (*please refer to page two, "Personnel", of the Regular Meeting minutes dated December 5, 2011*). There was much discussion at the meeting but no action was taken at that time. To continue in discussion, Commissioner Thompson asked the following questions:

"1. As I understand it, if Option #1 is implemented, the Board of Commissioners will be taking away one of the 4 personal days that County employees currently earn and the employee will be able to earn that day back again by taking an annual physical, is that correct?

2. As I understand it, Option #1 includes all full time employees with four exceptions:

- A. Merit Deputies at the Sheriff's Department.
- B. Employees at the Kinsey Youth Center.
- C. Employees working for the Juvenile Probation Department.
- D. Employees working for the courts with a different policy.

By taking an annual physical, if Option #1 is implemented, which of these four groups will maintain their current personal days off and which ones would then earn an additional day off that they are not currently earning?

3. Will County employees without any insurance and county employees with other plans be required to do the annual physical in order to earn back the one day the Board of Commissioners is taking away from them?

If implemented, I believe Option #1 discriminates against some employees and favors others but the County leadership has done this at least several times over the last 3 years that I am aware of and I am not sure this won't be the last. How can we look in the mirror to shave?"

Ms. McKillip responded to the questions as follows:

1. Yes
2. No change for Merit Deputies; Kinsey Youth Center will receive an additional day off from what they currently receive; the Juvenile Probation Department will receive an additional day off from what they currently receive; Courts will receive no additional days off.
3. Yes

Discussion of additional options ensued and at its conclusion the Commissioners, by consensus, directed this issue back to the Insurance Committee for further review. Commissioner Thompson thanked the Board for the two-week extension in order to review the information and allow comment from department heads and elected officials. Commissioner Wyman commented that he recognizes the fact that not all employees abuse sick days.

#### **IN THE MATTER OF LAND USE LAYER PRESENTATION:**

County Assessor Jamie Shepherd, MS4 Coordinator Greg Lake, and Mapping Coordinator Laura Johnson submitted a presentation of the Land Use Layer. Howard County has developed a working Land Use Layer, required for the 2013 state-wide reassessment. The Assessor, Auditor (GIS Department), MS4, and Surveyor offices have been involved in obtaining and sharing information for this project. A Land Use Layer is a report that documents parcels and what they are used for. If there are more than one use for one parcel, that is documented as well. This documentation is necessary for assessment of real property and water run-off. As a result of the re-flight of aerials for this project, it was found that the existing system was skewed. Through this process they were able to develop a ranking system to go through present files and fix the GIS and bring it into alignment. This work is being done in-house, saving Howard County thousands of dollars. For the taxpayers, this recalculation will be used, making more accurate assessments and drain calculations for the tax-payer. This system uses technology to offset the increase in demands for this type of information as we go into reassessment years. In the future, individual reports will be available through the Beacon website. Ms. Shepherd thanked Mr. Lake and Ms. Johnson for their work in training the Assessor's staff. She also thanked the Information Systems department for their technological assistance.

#### **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 December 22 and December 30, 2011, in the amount of \$346,348.97 each, were approved for payment on a motion made by Mr. Wyman and seconded by Mr. Thompson.
2. **Operating Claims:** The Commissioners' Operating Claims, payable today, in the amount of \$397,202.39, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson. Ms. Wells reminded the Board that the claims payable December 29<sup>th</sup>, are the last for the year 2011. Any 2011 invoices not paid then will have to be encumbered.
3. **Treasurer's Report:** The Treasurer's Monthly report for the month ending November 30, 2011, was submitted, and accepted on a motion made by Mr. Wyman and seconded by Mr. Thompson.
4. **Weights & Measures Report:** The Weights and Measures Report, for the month of November 16 – December 15, 2011 was submitted, and accepted on a motion made by Mr. Wyman and seconded by Mr. Thompson.

Ms. Wells took this opportunity to distribute copies of a report, "Becoming a Vote Center County" to the Board Members for their review. A copy was also given to Clerk Kim Wilson.

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

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

1. **Resolution No. 2011-BCCR-44:** Mr. Murrell submitted the 2012-2013 Capital Improvement Plan for the Board's review and approval. A motion was made by Mr. Wyman to approve the 2012-2013 Capital Improvement Plan, Resolution No. 2011-BCCR-44. President Moore vacated the chair to second the motion. The motion was carried with two aye votes and one nay vote. It was noted that all the programs contained in the Plan have been budgeted for 2012 by the County Council.
2. **Grant Administrator Contract:** Mr. Murrell submitted a contract with Tina M. Henderson for the services of a Grant Administrator for the HUD portion of the Flood Mitigation Project. A motion was made by Mr. Wyman to approve the contract between Howard County and Tina Mendenhall Henderson

for the services of Grant Administrator for the Flood Mitigation Project, and authorize the President to sign the contract on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried.

3. **Wilson Invoices:** Mr. Murrell submitted thirteen invoices from Alan Wilson for services rendered for Contract Service cases and Insurance Deductible cases, in the total amount of \$3,767.77. The invoices were approved for payment as submitted on a motion made by Mr. Wyman and seconded by Mr. Thompson.
4. **Center Township Homestead Credit Resolution:** Mr. Murrell has not received confirmation of the approval of a Center Township Resolution for the Homestead Credit. He will table this issue until the December 29<sup>th</sup> meeting.
5. **Not-For-Profit Entities Interested In Tax Sale Properties:** Family Service Association and the Rescue Mission/Open Arms are conducting a Phase I study for the properties they are interested in obtaining. Notices have been sent to those who have an interest in the properties by certified mail and by publication, as applicable. The process is moving forward. Interest was never received from Carver Center and it is now too late.
6. **Letter To North Pole:** Mr. Murrell submitted the following e-mail that was sent to the North Pole:

Dear Santa Claus  
As you load up your sleigh,  
Here's what I ask you  
To bring down our way.

For Commissioner Bill  
Just dump in the snow,  
A big sack of gifts  
Made in Mexico.

And leave for Commissioner Paul  
As you fly through the cold,  
Hundreds of big listings  
He can call "sold".

To President Tyler  
A gift I will mention,  
Is all expenses paid  
To a comic book convention.

And for Auditor Ann  
When her comments go South,  
Some designer duct tape  
To stick to her mouth.

To our reporters Ken and Tim  
As they write their County ditty,  
May it sound just half as good  
As news about the City.

And a gift for yours truly  
Before you end your journey,  
Just another fun year  
As County Attorney!

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

### **COMMISSIONER THOMPSON:**

Commissioner Thompson read from the following AP News Report, Monday, 19 December 2011, "Last U.S. Troops Leave Iraq"

{Outside it was pitch dark. Six American soldiers; part of the last convoy of U.S. troops to leave Iraq during the final moment of a nearly nine-year war were hushed and exhausted from an all night drive. As dawn broke Sunday, a small cluster of Iraqi soldiers along the highway waved goodbye to the departing American troops.

"My heart goes out to the Iraqis," said Warrant Officer John Jewell. "The innocent always pay the bill". His comrade, Sgt. Ashley Vorhees, mustered a bit more excitement. "I'm out of Iraq," she said, "It's all smooth sailing from here."

The start of the war began before dawn on March 20, 2003, but the last soldiers out were looking ahead, mostly, and not back. They spoke eagerly of awaiting family reunions – some of them in time for Christmas – and longing for Western "civilization" and especially the meals that await them back home.}

"I would like the minutes, today, to reflect the thanks this Board and our Nation has for the many men, women, and families that sacrificed so much for our Country in this war."

### **COMMISSIONER WYMAN:**

Wished everyone a Merry Christmas. "It's been a great ride, so far."

### **COMMISSIONER MOORE:**

Mr. Moore submitted letters from the County Extension Office. The first was a letter thanking the Board of Commissioners for their support given, this year. The second letter requests that the County Extension Office be allowed to close on Thursday, January 5, 2012, for their annual office retreat. The office staff will be meeting to do program planning and leadership training. A motion was made by Mr. Wyman to approve the County Extension Office's request to close their office on January 5, 2012. The motion was seconded by Mr. Thompson and carried.

Mr. Moore received a letter from the Howard County Right To Life, requesting permission to use the east side of the Courthouse on Sunday, January 22, 2012 from 2:00 p.m. – 3:00 p.m., in order to conduct the annual peaceful, pro-life rally. They also request the use of the electric outlet for their PA system. The request to use the east side of the Courthouse and the electrical outlet on January 22, 2012, was approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The last Board of Commissioners' meeting is on Thursday, December 29, 2011 at 4:00 p.m.

Mr. Moore wished all a "very Blessed Christmas and a prosperous New Year". Thank You for the employees that work hard all year.

Mr. Wyman thanked the Personnel Department and helpers for their work preparing for the Employee Christmas Party, last Friday.

### **PUBLIC COMMENT:**

Treasurer Martha Lake announced to the Board that \$106,934,257.27 has been collected for all taxes, homesteads and special assessments, to date.

***There being no further business to come before the Commissioners at this time, the meeting was adjourned 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 December 19, 2011