

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JULY 16, 2012

The Howard County Board of Commissioners met in Regular Session on Monday, July 16, 2012, 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 in the Pledge of Allegiance, and Vice President Wyman offered a word of prayer.

President Moore wished Vice President Paul Wyman a belated HAPPY BIRTHDAY.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the July 2, 2012, Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the July 3, 2012, Administrative Meeting were submitted. Commissioners Tyler Moore and Paul Wyman received information and recommendations from Department of Health officials Dr. Don Zent, Dr. Thomas Scherschel, Kent Weaver and James Vest. The minutes were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the July 9, 2012, Administrative Meeting were submitted. Commissioners Tyler Moore and Paul Wyman received information and recommendations from Auditor Ann Wells and Chief Deputy Laurie Martin regarding current financial data necessary to prepare the Commissioners' 2013 budget recommendations. The minutes were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

The minutes of the July 10, 2012, Administrative meeting were submitted. Commissioners Tyler Moore, Paul Wyman and Bill Thompson received information and recommendations from Wanda McKillip, Brittany Dockemeyer and Consultant Kent Irwin regarding possible revisions to the Howard County Employee Handbook. A motion was made by Mr. Wyman to approve the minutes of the July 10, 2012, Administrative Meeting. The motion was seconded by Mr. Thompson and carried.

IN THE MATTER OF DEPARTMENTAL REPORTS:

SHERIFF DEPARTMENT:

Sheriff Rogers submitted an agreement with McAllister Power Systems, in the amount of \$2,791.32, for the two generators located at the Criminal Justice Center. McAllister proposed several upgrades and recommended repairs to the generators that are included in the agreement. Mr. Murrell has reviewed the agreement and changed the bill payment procedure verbiage to reflect the county's statutory claims procedure. Building & Grounds Superintendent Scott Reed has also reviewed the agreement. A motion was made by Mr. Wyman to approve the McAllister Power System agreement for maintenance of the two generators, in the amount of \$2,791.32, including the amendment by Attorney Murrell, and authorize the President to sign on behalf of the Board of Commissioners.

Sheriff Rogers commented that there were no major incidences at the County Fair, this year; it was very good fair.

COUNTY CLERK OFFICE:

Clerk Kim Wilson distributed information concerning Vote Centers, and Howard County's Vote Center Plan. A Vote Center is a place where any registered voter in the county can vote on Election Day. Instead of traditional precinct-based polling sites on Election Day, the vote center concept calls for vote center locations where any registered voter from any precinct can go to cast their ballot and retrieve their correct ballot style. After observing vote centers and their impact on voters and election administration, the Election Board of Howard County has voted unanimously to move forward with the Vote Center plan. Ms. Wilson cited statistics concerning cost savings to the County and convenience to the voters. Our current voting machines (using paper ballots) work well but cannot be used in the Vote Centers, so there will be initial start up costs to the system. Election Systems Software (ESS) is the Election Board's current vendor and they would like to continue with ESS, subject to any public bidding requirements. Ms. Wilson plans to have the system in place for the 2014 election. Discussion ensued concerning budgeting the funds needed in the 2013 budget, and at its conclusion *a motion was made by Mr. Thompson to forward a recommendation to the County Council to move forward with planning for Vote Centers*

in Howard County, to be paid from the Cumulative Capital Equipment line item. The motion was seconded by Mr. Wyman. Discussion ensued concerning voting machines, electronic voting books, immediate vote information, recount information, provisional voting, the ability to upload information to the State's voter file, and the voting machine's ability to create a paper trail. At the conclusion of discussion a vote was taken and the motion carried.

The meeting was recessed at 9:14 a.m. on a motion made by Mr. Wyman and seconded by Mr. Thompson, in order to hold a previously scheduled Public Hearing on an Unsafe Building located at 900 S Clark Street.

Plan Commission Director Greg Sheline and Attorney Larry Murrell informed the Board of Commissioners that there was a fire at 900 South Clark Street that destroyed most of the house but not the out buildings. The owner currently resides at the Criminal Justice Center, and after meeting several times with Mr. Sheline and Head Matron Ree Moon, has consented to have the County demolish what remains of the house, only, waiving all her rights to a hearing and appeals. Along with the Waiver prepared by Mr. Murrell, the owner submitted a letter, to be incorporated with the Consent, stating her request to exclude the carport and the vehicle stored there, and the two outbuildings and fencing, from the items to be demolished. After speaking with the neighbors, Mr. Sheline has no problem agreeing to the owner's request. The owner has no insurance on the property and no funds available to demolish or restore the structure. She has no mortgage on the property but she did agree to have a lien put on her property for the demolition expense. Mr. Sheline expressed appreciation to Head Matron Loretta Moon, for her efforts in this matter, and Mr. Murrell echoed the sentiment and thanked the owner for her cooperation in this matter as well.

The Public Hearing was closed at 9:18a.m. on a motion made by Mr. Wyman and seconded by Mr. Thompson.

A motion was made by Mr. Wyman to continue the Unsafe Building matter until the August 6th Regular meeting, and authorize Mr. Murrell to prepare the Order of Demolition documents, and instruct Mr. Sheline to begin the bidding process. The motion was seconded by Mr. Thompson and carried.

HEALTH DEPARTMENT:

Health Department Director Kent Weaver submitted an amended Fee Ordinance No. 2012-BCCO-18. This amended Ordinance increases the Non Sufficient Funds Fee in section 3J of Schedule A, due to the increase handed down by the banks. Mr. Murrell informed the Board and Mr. Weaver that since this Ordinance amends Ordinance 2012-BCCO-11, that reference needs to appear on the Ordinance. Mr. Murrell can prepare a new draft of the Ordinance that includes the reference, and submit it at the August 6th meeting, for signatures. A motion was made by Mr. Wyman to approve Ordinance No. 2012-BCCO-18, the amended Fee Ordinance, as submitted, subject to the Attorney's preparation of a new draft, to submit at the August 6th meeting. The motion was seconded by Mr. Thompson and carried.

IN THE MATTER OF AWARDING THE DARROUGH CHAPEL BIDS:

Stormwater Coordinator Greg Lake and Senior Project Manager Martin Spees submitted the award recommendation letter from Fleis and Vandenbrink Engineering, for the Darrough Chapel Project (*please refer to page one, "In The Matter Of Darrough Chapel Bids", of the Special Session minutes dated June 28, 2012*). After reviewing all bids, Fleis and Vandenbrink Engineering recommends "...that the Howard County Storm Board award the above mentioned project to Keith Sullivan Excavating on their special meeting scheduled on July 16, 2012. Upon your approval we will contact the contractor and request necessary bonds and insurances as required prior to contract signing." Keith Sullivan Excavating was the lowest and most responsive bid, in the amount of \$634,057.15. The original Howard County Match Fund amount, as reported to the State OCRA Office, was \$189,000. This bid is \$46,407.15 over our budgeted amount. Mr. Lake has prepared a letter to the Indiana Office of Community and Rural Affairs (OCRA), increasing Howard County's match amount to \$235,407.15. Mr. Lake is asking for approval from the Board of Commissioners on this amount and the letter to OKRA. Mr. Lake continued to explain other additional costs for this project. It is possible that he may have to ask for an Additional Appropriation from the Stormwater fund, before the end of the year. A motion was made by Mr. Wyman to award the Darrough Chapel Project to Keith Sullivan Excavating, in the amount of \$634,057.15, and authorize the President to sign the award document and the Commitment Letter to the Indiana Office of Community and Rural Affairs, subject to the Stormwater Board's approval. The motion was seconded by Mr. Thompson and carried. Mr. Lake informed the Board that if the Stormwater Board approves the bid and commitment letter, the project will move forward with requesting bonds, hold a preconstruction meeting, and begin construction in three to four weeks. He would like to get through the school's property before school is back in session.

IN THE MATTER OF A RECOMMENDATION OF A RAISE TO THE COUNTY COUNCIL:

Commissioner Bill Thompson offered this comment.

“A couple of meetings ago we discussed raising County employees wages. It was stated that a raise would need to be addressed during budget sessions. With those sessions fast approaching, I will again make a motion for the Board of Commissioners to send to the County Council a recommendation for a 5% increase in wages for County employees.”
At the conclusion of ensuing discussion, the motion died for lack of a second.

IN THE MATTER OF A UNITED WAY PRESENTATION AND RESOLUTION:

Deputy Auditor Konny Zurcher introduced Ms. Marilyn Skinner, Campaign Chairperson for the 2012-2013 United Way Campaign. Ms. Skinner showed a four minute DVD concerning the programs supported by United Way and the services they provide to our community. She then spoke to the Board concerning the campaign and a goal to develop leadership in our community. Ms. Zurcher submitted Resolution No. 2012-BCCR-20, a resolution of the Howard County Board of Commissioners supporting the United Way of Howard County 2012/2013 Campaign. A motion was made by Mr. Wyman to approve Resolution No. 2012-BCCR-20. The motion was seconded by Mr. Thompson and carried. Ms. Zurcher also asked that an employee memo, concerning the Taste of Kokomo and the Day of Caring and Blood Drive, would be approved for distribution through the Auditor's mail box system and posted to the County's website for employee information. The employee memo distribution request was approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

IN THE MATTER OF CLAIMS AND REPORTS:

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

1. **Salary Claims:** Commissioners' Salary, Hourly and Overtime claims payable July 20, 27 and August 3, 2012, in the amount of \$346,081.33 each, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.
2. **Operating Claims:** Commissioners' Operating Claims payable today, in the amount of \$493,727.50, were approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.
3. **Recorder Early Pay Claim:** Ms. Wells submitted a claim for the Recorder's office that had been paid early upon signature of the Mr. Moore. Ms. Wells asks that his signature be ratified. A motion was made by Mr. Wyman to ratify Mr. Moore's signature on the early pay claim for the Recorder's office. The motion was seconded by Mr. Thompson and carried.
4. **Sheriff Early Pay Claim:** Ms. Wells submitted an early pay claim to Button Dodge for a Sheriff Vehicle that was previously approved by the Board of Commissioners. A motion was made by Mr. Wyman to approve the claim for early payment and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried.
5. **Monthly Reports:** Ms. Wells submitted the Monthly Clerk's Report for the month ending June 30, 2012, and the Monthly Treasurer's Report for the month ending June 30, 2012. Both reports were received on a motion made by Mr. Wyman and seconded by Mr. Thompson.
6. **Semi-Annual Report:** On behalf of Grant Administrator Tina Henderson, Ms. Wells submitted Subrecipient Semi-Annual Reports for Honey Creek Township and Taylor Regional Sewers. These reports are due to the State for ten years after the grant has been completed. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to approve the Semi-Annual Reports for Taylor Regional Sewers and Honey Creek Twp., and authorize the President to sign on behalf of the Board of Commissioners.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **DLZ Invoice:** Mr. Murrell submitted an invoice from DLZ Indiana, LLC, for services rendered for the Indoor Recreation Renovation and Security Electronics Upgrade, in the amount of \$9,570.00. The invoice was approved for payment on a motion made by Mr. Wyman and seconded by Mr. Thompson.
2. **Barnes & Thornburg Invoice:** A Barnes & Thornburg invoice, in the amount of \$771.50 was submitted, for legal services rendered in connection with general finance advice to the Personnel Office. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to approve the Barnes & Thornburg Invoice in the amount of \$771.50.
3. **Request To Abandon Right-Of-Way:** Mr. Murrell received a request from Attorney Conrad Maugans, to Abandon a Right-Of-Way. The property in question, off 400 East, used to belong to Mr. Dale Yeoman and in 1978 Mr. Yeoman dedicated a grant of right-of-way across the front of his property for the possibility of a future road installation. A road has never gone through that property and the Highway Department confirms that there are no plans to build a road on the right-of-way. The new owners, the Meehans, are requesting the Board of Commissioners to abandon the right-of-way, so the property can revert back to the property owners. After reviewing the attached mapping, there was a question concerning the correct property lines and a question of access to other property. A motion was made by Mr. Wyman to continue this request until the August 6th meeting in order to receive clarification from Attorney Maugans. The motion was seconded by Mr. Thompson and carried.

IN THE MATTER OF COMMISSIONER ISSUES:

COMMISSIONER MOORE:

- 1) Commissioner Moore presided over a Township Assistance Appeal Hearing for Mr. Brandon R. Abbott, Center Township. After hearing testimony from both parties Mr. Moore recommended that the Board uphold the denial of assistance to Mr. Abbott. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to uphold the denial of the Center Twp. Trustee.
- 2) Mr. Moore submitted the June and July Emergency Management Agency Calendars and Event Schedules. The EMA Calendars and Event Schedules were received on a motion made by Mr. Wyman and seconded by Mr. Thompson.
- 3) The Board of Commissioners received a copy of a Nepotism Disclosure Form on file at the Personnel Office.
- 4) The Kokomo-Howard County Public Library has invited the Board of Commissioners to their ribbon-cutting and grand opening for the Annex on 305 E. Mulberry Street, on Friday, July 27, 2012 from 1 – 3 p.m.
- 5) The Board of Commissioners is invited to a Drug Court Graduation Ceremony at noon, today.
- 6) The Board of Commissioners received a notice from E & B Paving, Inc., informing the Board of an Air Permit Application form sent to IDEM for relocation permission to the Southeast junction of the new US-31 bypass and SR 35, Kokomo, Howard County, Indiana. The notice from E & B Paving was received on a motion made by Mr. Wyman and seconded by Mr. Thompson.
- 7) Mr. Moore recognized the following employees for the years of service to Howard County Government:

5 Years:

Sonja Myles
Amber Brooks
Paula Hummer
Allana Gill
Mark Clark
Kasey Lewis
Don Zent
Christopher Hawkins
Scott Grimes
Jody Hutcheson
Dennis Merrick
Amanda Wolf

10 Years:	Karen Johnson
15 Years:	Donna Crowell Stephanie Smith Jesslyn Hughes
20 Years:	James Jackson Karol Kohls
30 Years:	Martha Lake
35 Years:	James Daily

*There being no further business to come before the Board of Commissioners at this time,
the meeting was adjourned at 10:18 a.m. on a motion made by
Mr. Wyman and seconded by Mr. Thompson.*

HOWARD COUNTY BOARD OF COMMISSIONERS:

TYLER O. MOORE, PRESIDENT

PAUL G. WYMAN, VICE PRESIDENT

WILLIAM THOMPSON, MEMBER

ATTEST:

ANN WELLS, AUDITOR

Howard County Commissioner Meeting July 16, 2012