

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING AUGUST 6, 2012**

The Howard County Board of Commissioners met in Regular Session on Monday, August 6, 2012, 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. Commissioner Thompson led in the Pledge of Allegiance, and Vice President Wyman offered a word of prayer.

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

The minutes of the July 16, 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 18, 2012, Administrative Meeting were submitted. The meeting was held to receive information and recommendations from County Attorney Larry Murrell and Sheriff Steve Rogers regarding operation and status of inter-local cooperative agreements with the City of Kokomo.

The minutes of the July 25, 2012 Administrative Meeting were submitted. This meeting was held to receive information and recommendations from County Attorney Larry Murrell regarding operation and status of inter-local cooperative agreements with the City of Kokomo.

The minutes of the August 1, 2012 Administrative Meeting were submitted. This meeting was held to receive information and recommendations from County Attorney Larry Murrell and Sheriff Steve Rogers regarding operation and status of inter-local cooperative agreements with the City of Kokomo.

The minutes of the August 3, 2012 Administrative Meeting were submitted. The purpose of the meeting was to receive information and recommendations from staff regarding operation and status of inter-local cooperative agreements with the City of Kokomo.

The four sets of Administrative meeting minutes were approved as submitted on a motion made by Mr. Wyman and seconded by Mr. Thompson.

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

#### **PLAN COMMISSION:**

1) Plan Commission Director Greg Sheline submitted Case 2-CP-12, one lot in County Line Subdivision, located at 10760 E. County Road 500 South. This request received a favorable recommendation from the Plan Commission Board. A motion was made by Mr. Wyman to approve County Line Subdivision Case 2-CP-12. The motion was seconded by Mr. Thompson and carried.

2) Mr. Sheline submitted Resolution No. 2012-BCCR-23, a resolution of the Howard County Board of Commissioners affirming the June 11, 2012 Order on Unsafe Premises issued by the Howard County Enforcement Authority. The property is located at 900 South Clark Street, owned by Ms. Rebecca Hall and she has executed a Waiver and Consent to removal of the residence, only. The carport (with vehicle), two sheds, and fence are to remain. A motion was made by Mr. Wyman to approve Resolution No. 2012 –BCCR-23, a resolution of the Howard County Board of Commissioners affirming the June 11, 2012 order on Unsafe Premises issued by the Howard County Enforcement Authority. The motion was seconded by Mr. Thompson and carried.

A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to approve the Invitation to Quote for the demolition of 900 South Clark Street, and authorize Mr. Sheline to distribute them. Quotes are due no later than September 4, 2012.

3) Mr. Sheline, Commissioner Moore, and several members of the Plan Commission Staff and Board, visited Benton County to tour the wind farm there.

## HEALTH DEPARTMENT:

In the absence of Health Department Director Kent Weaver, Attorney Larry Murrell submitted Ordinance No. 2012-BCCO-18, an Ordinance of the Howard County Board of Commissioners amending Ordinance No. 2012-BCCO-11, which establishes fees for the Howard County Health Department. This Ordinance amends Section III-J of Exhibit A, Fee for checks returned for non-sufficient funds, and was previously submitted at the July 16<sup>th</sup> meeting (*please refer to page two, "Departmental Reports: Health Department", of the Regular Meeting minutes dated July 16, 2012*). The amended Ordinance No. 2012-BCCO-18 was approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

## INFORMATION SYSTEMS:

Information Systems Director Terry Tribby has interviewed five different vendors concerning the Imaging Project for the Personnel Department. Mr. Tribby would like to use DocuWare Software from Information and Records Associates, Inc., South Bend, Indiana. The software can be purchased and installed in the Information Systems Department, then expanded to other departments. He would begin with the Personnel Department, and then expand to the Public Defenders' Office. This company can even handle the needs of the Health Department's Vital Records. Mr. Tribby fielded questions from the Commissioners and at its conclusion, a motion was made by Mr. Wyman to approve the purchase of DocuWare Software from Information and Records Associates, in the amount of \$7,524.00 for the IS Department and \$6,336.00 for the Personnel Department. The motion was seconded by Mr. Thompson and carried. Mr. Tribby informed the Board that both packages will be purchased by the Information Systems Department's budget.

## SHERIFF/DISPATCH:

1) Dispatch Coordinator Nick Capozzoli informed the Board of Commissioners of the CISCO CAD System Upgrade. About halfway through the process, Mr. Capozzoli was informed that the upgrade would have to begin again. The integration is finally complete and the upgrade is working well.

2) Mr. Capozzoli submitted a Technical Service Order from Global Software (CISCO CAD Co.) for the purchase and installation of the CISCO/DDTI mapping Interface, and Annual Support. Because the Interface should have been included with the other equipment, there will be no cost to the county. There is, however, a \$2,000 fee for the Annual Support. A motion was made by Mr. Wyman to approve the Maintenance Agreement for the CISCO/DDTI mapping interface, in the amount of \$2,000. The motion was seconded by Mr. Thompson and carried.

3) Auditor Ann Wells submitted the Bids received for the Criminal Justice Center Renovation and Technical Upgrade, and the bids were opened by the Board of Commissioners as follows:

|                             |           |                      |                        |
|-----------------------------|-----------|----------------------|------------------------|
| Terstep Co. Inc.            | \$647,000 | Alternate I: \$6,500 | Alternate II: \$ 3,500 |
| Mattcom General Contractors | \$774,000 | Alternate I: N/A     | Alternate II: \$15,000 |
| MacDougall Pierce           | \$708,000 | Alternate I: \$7,920 | Alternate II: \$18,900 |

A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to take all three bids under advisement for further review by DLZ Indiana, Inc.

## IN THE MATTER OF A REQUEST TO ABANDON A RIGHT-OF-WAY:

Attorney Conrad Maugans submitted a request on behalf of William and Nancy Meehan to Abandon a right-of-way located at 983 N. County Road 400 East, Kokomo, Indiana (*please refer to page four, item three, "In The Matter Of County Attorney Issues", of the Regular Meeting minutes dated July 16, 2012*). A portion of this right-of-way is located in the Firm Flood area, and there are no plans now or in the future to make this a road way. At the conclusion of ensuing discussion a motion was made by Mr. Wyman to approve the Order of Abandonment of Highway Right-of-Way as requested. The motion was seconded by Mr. Thompson and carried. Mr. Maugans will have the paperwork and title recorded.

#### **IN THE MATTER OF AN EMPLOYEE RAISE RECOMMENDATION TO COUNCIL:**

Commissioner Thompson read the following motion: "For the third and probably last time I make a motion for the Howard County Board of Commissioners to send to the County Council a recommendation for a County employee raise for 2013." Commissioner Thompson had made two similar motions at two previous meetings that set a specific amount for 5%; this motion did not specify an amount. Both previous motions, as well as this motion, died for lack of a second. Mr. Wyman commented that even though the employees deserve a raise, he could not support it without knowing how to finance the raise in 2013, and in the future years. The amount of a raise was discussed and Commissioner Thompson stated the Council would decide the appropriate amount. Mr. Wyman would like to do an analysis and then talk to the Council at their September Budget meeting.

#### **IN THE MATTER OF AN EQUIPMENT PURCHASE REQUEST FROM SUPERIOR COURT II:**

Superior Court II Judge Brant Parry submitted a request to purchase 2 office chairs from the Cumulative Capital Fund, in the amount of \$209.98. Judge Parry obtained quotes from three different vendors and found the products from Staples to most fit his needs, for the best pricing. In the interest of buying locally, a motion was made by Mr. Wyman to approve the purchase of two chairs in an amount not to exceed \$180.00 per chair. The motion was seconded by Mr. Thompson and carried.

#### **IN THE MATTER OF AN UNDERGROUND TANK ISSUE AT THE CRIMINAL JUSTICE CENTER:**

Sheriff Rogers informed the Commissioners that on July 12<sup>th</sup>, Indiana Department of Environmental Management visited the Criminal Justice Center in order to inspect the underground tanks. We do have one unused tank and IDEM directed Sheriff Rogers to remove the tank. There is no time limit on removal and Sheriff Rogers would like approval to include the tank removal in their Parking Lot Resurfacing Project in 2013. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to approve the removal of the unused storage tank as a part of the Parking Lot Resurfacing Project, in 2013 and ask IDEM to work with the County concerning the timeline.

#### **IN THE MATTER OF DEPOSIT BOXES IN THE BASEMENT OF THE ADMINISTRATION CENTER:**

Auditor Wells informed the Board of Commissioners that in a room in the basement of the Administration Center there are deposit boxes formerly used by the bank located here. Those boxes are no longer being used. Ms. Wells is asking that the Board approve removal and scrapping of the boxes so the room can be used for permanent storage of hard documents we are required to keep. Maintenance Superintendent Scott Reed fielded questions and its conclusion it was the consensus of the Board to direct Mr. Reed to look into the matter.

#### **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:** Commissioners' Salary, Hourly and Overtime claims payable August 10 & 17, 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:** The Commissioners Operating claims payable today, in the amount of \$1,048,873.91, were submitted and approved on a motion made by Mr. Wyman and seconded by Mr. Thompson.

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

1. **DLZ Invoice:** Mr. Murrell submitted an invoice from DLZ Indiana LLC, in the amount of \$2,702.50, for services rendered for the Howard County Jail – Indoor Recreation Renovation and Security Electronics Upgrade project. The invoice was approved for payment on a motion made by Mr. Wyman and seconded by Mr. Moore.
2. **Barnes & Thornburg Invoice:** Mr. Murrell submitted an invoice from Barnes and Thornburg in the amount of \$2,411.00. This invoice is for work done for the EEOC charge. The invoice was approved for payment on a motion made by Mr. Wyman and seconded by Mr. Thompson.

3. **Addendum For County Home ARCH Agreement:** On behalf of Howard Haven Superintendent Jennifer Vary, Mr. Murrell submitted an Addendum reflecting a recent law stating that proof has to documented that Howard County is not engaged in any investment activity by Howard County (Howard Haven) in Iran. A motion was made by Mr. Wyman to approve the Addendum, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Thompson and carried.
4. **Confirm President's Signature:** President Moore signed a Darrough Chapel Construction Agreement with Sullivan Excavating for work on the Darrough Chapel Project, and Mr. Murrell asks that the signature be confirmed by the Board of Commissioners. A motion was made by Mr. Wyman, seconded by Mr. Thompson and carried to confirm President Moore's signature on the Construction Agreement with Sullivan Excavating.

President Moore signed an application for a JAIBIG Grant and his signature was confirmed on a motion made by Mr. Wyman and seconded by Mr. Thompson. Mr. Murrell informed the Board that this grant will enable Mr. Travis to hire a part time employee at \$20,000 annually to act as the Juvenile Detention Alternative Initiative Coordinator (JDAI). Mr. Travis will use the grant as a way to self review the practices and policies of the Juvenile Detention system in the Circuit Court to help ensure that Howard County is being as effective in Juvenile Detention as we can be. As soon as the grant is received Mr. Travis will go through the PAC Committee, to the County Council to add a part time line item to his budget.

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

##### **COMMISSIONER MOORE:**

1) On June 28, 2012, this Board adopted Ordinance No. 2012-BCCO-17 which imposed a temporary burn ban in Howard County, effective June 26, 2012. We have now been advised by Landon Bartley, Russiaville Fire Chief and president of the Howard County Fire Chiefs Association, that this ban is no longer necessary to protect the lives and property of Howard County citizens. President Moore would entertain a motion to rescind Ordinance No. 2012-BCCO-17, effective immediately. This Board shall retain the authority to reinstate the ban at any time should adverse weather conditions require. A motion was made by Mr. Wyman to rescind Ordinance No. 2012-BCCO-17 immediately and encourage people to "use extreme caution", especially during the future harvest season. There may be a need to impose the Burn Ban during that time.

2) The Board of Commissioners received a Public Notice and Notice of Public Hearing on Resolution 2615, entitled Preliminary Economic Revitalization Area Resolution. This resolution designates an area within the City of Kokomo as an Economic Revitalization Area, 207 East Superior Street, Howard County, Kokomo, Indiana. The amount of deduction is limited to \$700,000 for three years.

Notice was also given for a Public Hearing on Resolution No. 2616, designating 2205 South Washington Street, Howard County, Kokomo, Indiana, as an Economic Revitalization Area. The new construction and manufacturing equipment deduction is limited to 7 million dollars for the period of 5 years.

3) The Community Development Block Grant funds for the Darrough Chapel Project have been released, in the amount of \$600,000. The project can now proceed.

4) The Board of Commissioners received notice of a Public Meeting to consider giving drainage board approval to 1 lot in Taylor Subdivision (3277 N 500 W), and 1 lot in MK Winger Subdivision at 350 N County 850 E.

5) IDEM notices were received as follows:

Darrough Chapel Interceptor, Phase I, Sanitary Sewer Construction Permit #20316  
Darrough Chapel STEP Project, Sanitary Sewer Construction Permit #20301  
E & B Paving Portable Source Relocation Letter for SOA #067-6655-01542, operate portable ready-mix concrete  
Receipt of Air Permit Application for E & B Paving  
Notice of 30-Day Period for Public Comment – modification to a Part 70 Operating Permit for Chrysler Group, LLC.

All Notices were received on a motion made by Mr. Wyman and seconded by Mr. Thompson.

6) A State Revolving Fund Loan Programs Environmental Assessment and Finding of No Significant Impact was received for the Town of Greentown Wastewater Treatment Plan Improvements, project WW 12 34 05 01. The notice was received on a motion made by Mr. Wyman and seconded by Mr. Thompson.

7) Thank You letters were received from Purdue University (Howard County 4-H Exhibit Association Budget Request) and the US 31 Coalition (\$6,000 support contribution).

8) Windmill Grill / Shine 99 / Kokomo Tribune / Howard County Board of Commissioners' project Stuff the Bus will be for Eastern High School at Eastern High School, August 6<sup>th</sup>; Kokomo High School at Windmill Grill, August 7<sup>th</sup>; Western High School at Windmill Grill on August 8<sup>th</sup>; Northwestern School at the Windmill Grill August 9<sup>th</sup>; and Taylor High School on August 10<sup>th</sup>.

*There being no further business to come before the Board at this time, the meeting  
was adjourned at 5:23 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 Board of Commissioners Meeting August 6, 2012