

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JANUARY 22, 2013**

The Howard County Board of Commissioners met in Regular Session on Tuesday, January 22, 2013, 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 Brad Bray. Also present were Attorney Larry Murrell and Auditor Martha Lake.

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

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

The minutes of the January 7, 2013 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Wyman and seconded by Mr. Bray.

President Moore recognized the presence of Ms. Mikki Jeffers, Director of the Howard County Recycling District.

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

#### **RECORDER:**

- 1) Recorder Brook Cleaver submitted an Addendum to the Fidlar Technologies Contract for the use of the Monarch Data Distribution software product. This product gives a subscriber secure access to Howard County Recorder's information in exchange for a service fee. The County has to give consent for each new subscriber and the County can request to terminate access to any subscriber. This software makes bulk information purchases go much more smoothly. The one-time installation price of this software is \$2,000, with iPad II Annual Support of \$350. A motion was made by Mr. Wyman to approve the Addendum to the Fidlar Technologies Contract for use of the Monarch Data Distribution Software Product, as submitted, and authorize the President to sign the Addendum on behalf of the Board of Commissioners. Because of a potential conflict of interest with President Moore, the motion was amended to authorize Vice President Wyman to sign the document on behalf of the Board of Commissioners. Mr. Bray seconded the amended motion and the motion carried. Mr. Wyman commended the Recorder's Office employees for their fine service during a recent visit to the office.
- 2) Attorney Larry Murrell informed the Board of Commissioners that they needed to confirm/ratify the Recorder's action to serve notice to Data Trace for termination of services. A motion was made by Mr. Wyman, seconded by Mr. Bray and carried to confirm/ratify Recorder Brook Cleaver's action to serve notice to Data Trace for termination of services.

*At 8:43 a.m. the Board of Commissioners recessed the Regular Meeting in order to hold the Annual Board of Finance Meeting, on a motion made by Mr. Wyman and seconded by Mr. Bray.*

*At the conclusion of the Board of Finance Meeting, the Board of Commissioners reconvened the Regular Meeting at 8:50 a.m. on a motion made by Mr. Wyman and seconded by Mr. Bray.*

### **DEPARTMENTAL REPORTS CONTINUED:**

#### **VETERANS SERVICE OFFICE:**

Veterans Service Officer Col. Ross Waltemath submitted and reviewed the format for the Monthly VSO Report. He has changed the report format to include tracking what the office is doing for Howard County Veterans, as well as out of Howard County traffic. The report included the average number of people traffic in the office (at least 15 minutes each) and the number of full claims submitted (1.5 to 2 hours per claimant). Also included is counseling service, Power of Attorney for VSO filed, out of office interviews, fully developed claims filed, miscellaneous, and telephone calls. In December there was an average of 28 people per day, visiting the Veterans Office. Col. Waltemath has learned that half of the surrounding counties only have a part time Officer, and those are the counties we usually see the traffic from. His office does have difficulty tracking the GI Bill because veterans don't usually come to the local office for that purpose. He will receive those numbers through IUK and IVY Tech. At the conclusion of review, the report was received on a motion made by Mr. Wyman and seconded by Mr. Bray.

Both Commissioner Moore and Commissioner Wyman commended the report, and the work of Col. Waltemath and the Veterans Service Office. Col. Waltemath reminded the Board that he has a “passion” for the Veterans of Howard County.

**PERSONNEL:**

1) Personnel Director Wanda McKillip submitted the Commissioner Committee Appointment listing for the Board’s review and approval. A motion was made by Mr. Wyman to approve the Commissioner Committee Appointment list as submitted in 2012, with Commissioner Bray assuming the Committee Appointments left vacant by former Commissioner Bill Thompson. The motion was seconded by Mr. Bray and carried.

2) A motion was made by Mr. Wyman, seconded by Mr. Bray and carried, to appoint Dr. Allison Simpson to the Board of Health.

**SHERIFF:**

1) Sheriff Steve Rogers submitted the Incentive Payment Memorandum of Understanding (IPMOU) between the Social Security Administration and Howard County, Indiana. This MOU is for the purpose of setting forth terms and conditions under which a state or local facility or institution will provide to the Social Security Administration (SSA) information about certain individuals who are confined to a facility or institution, during the period covered by SSI payments. SSA may use the information to investigate and monitor the payee confined to the facility, and, if warranted, revoke the certification for benefits. The money received by the Sheriff’s Department will be receipted into County General funds. A motion was made by Mr. Wyman to approve the SSA Memorandum of Understanding with Howard County, and authorize the President to sign on behalf of the Board of Commissioners.

2) Sheriff Rogers submitted Invoice #817059 from DLZ Indiana, Inc., in the amount of \$4,215.00. This is for engineering work for the Criminal Justice Center Renovation and Technology Upgrade Project. Sheriff Rogers updated the Commissioners on the status of the project. Fabrication of the bunks should be completed in February. A motion was made by Mr. Wyman to approve the invoice to DLZ Indiana, Inc., in the amount of \$4,215.00. The motion was seconded by Mr. Bray and carried.

3) A partial invoice from Terstep was submitted, in the amount of \$303,903.00, for the Jail Renovation and Technology Upgrade Project. Sheriff Rogers has reviewed the invoice and confirms that the work specified, has been done. The Terstep Invoice, in the amount of \$303,903.00 was approved for payment on a motion made by Mr. Wyman and seconded by Mr. Bray.

4) Sheriff Rogers submitted a listing of items confiscated at the Courthouse Security check point. It has been an active year. Commissioner Wyman referred to the recent newspaper article concerning the jail, and asked Sheriff Rogers to thank the employees on the Commissioners’ behalf.

5) Attorney Murrell and Sheriff Rogers submitted the Second Amendment to the Agreement for Inmate Health Services between Howard County and Correctional Healthcare Companies. Effective January 1, 2013 the agreement was increased; the base amount to \$38,399.00 and the monthly payments to \$3,199.99, pro-rated for any partial months. A motion was made by Mr. Wyman to approve the Second Amendment to the Agreement for Inmate Health Services. The motion was seconded by Mr. Bray and carried.

**COUNTY HOME / HOWARD HAVEN:**

Howard Haven Superintendent Jennifer Vary submitted an Application and Admission Record for Edward P. Beverly. Mr. Beverly will be a private pay resident and he is currently a Howard County Resident. Ms. Vary recommends that his application for residency be approved. After reviewing the application, a motion was made by Mr. Wyman, seconded by Mr. Bray and carried to approve the Application for Residency for Mr. Edward P. Beverly, with the usual 90-day probationary period. Ms. Vary thanked the Board of Commissioners for their guidance and support with the issues of the County Home. President Moore thanked the Friends of Howard Haven for their care and assistance to Howard Haven.

Robert Croll, from the Friends of Howard Haven, thanked the Board of Commissioners, including former Commissioner Bill Thompson, for the support given to Jennifer Vary and Friends of Howard Haven, helping to achieve objectives and goals for the County Home. Mr. Croll thanked Sheriff Rogers for allowing the Inmate Work Crew to help with many of the projects at the Home, recognizing the work of Officer Brubaker and the inmate crew members. Mr. Croll also thanked Buildings and Grounds Superintendent Scott Reed for his support

and the time that he and his department give to Howard Haven. Mr. Croll proceeded to list the accomplishments and activities for the Home as follows:

- 1) Aluminum Can Drive: helps fund resident prescription co-pays.
- 2) Donations to Howard Haven and Friends of Howard Haven.
- 3) Chrysler donated 70 volunteers, one Saturday, to prep and paint every wall in the facility, the garage, some of the outdoor furniture, and worked with landscaping, as well as providing lunch for the residents and workers.
- 4) A \$3,000 private donation helped to pay for the installation of the dining room floor.
- 5) New lights in the hallways of men's and women's wing donated by Friends of Howard Haven.
- 6) Presents, food, and parties that come in to make Christmas a joyful time for the residents. Many of them would not have a Christmas without the donations and volunteers.
- 7) Food and donations that come year-round. This is a wonderfully, supportive community.
- 8) A young man working on his Eagle Scout Community Project award, installed gutters over the garage door and a roof over the utility room that leads into the room that contains the freezers. He was supervised by Mr. Dave Peters, a member of Friends of Howard Haven, and he worked in very cold temperatures.

Every Board of Commissioner member is an Honorary Member of the Friends of Howard Haven, and receives their monthly minutes. Mr. Croll welcomed Commissioner Bray as the newest member of Friends of Howard Haven.

#### **PLAN COMMISSION:**

- 1) Plan Commission Director Greg Sheline reminded the Board of Commissioners of the pre-bid meeting for the Flood Mitigation Project home excavations.
- 2) The letter of intent from Russiaville for the Flood Mitigation Update Plan Project has been forwarded to the State; the City and County Councils have sent their letters, and Mr. Sheline is waiting for a letter from Greentown.

#### **EMERGENCY MANAGEMENT AGENCY:**

Larry Smith, Director of EMA, and Auditor Lake submitted all of the EMA vehicle titles and the Weights and Measures vehicle titles. Also submitted was a claim for payment of the \$15.00 per title transfer amount, to be approved by the Board of Commissioners. There is a semi-trailer given to the City by Mervis Equipment that the City does not have title to. Ms. Lake will contact the Bureau of Motor Vehicles concerning the title. A motion was made by Mr. Wyman to approve the claim for the \$15 per title transfer amount, and to receive the EMA and Weights & Measures vehicle titles from the City of Kokomo. The motion was seconded by Mr. Bray and carried. Municipal license plates are free of charge; the present plates will be given back to the City of Kokomo.

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

Auditor Martha Lake submitted the following claims and reports for the Commissioners' information and approval:

1. **Operating Claims:** The Commissioners' Operating Claims payable today, in the amount of \$1,419,759.38, were submitted, and approved on a motion made by Mr. Wyman and seconded by Mr. Bray.
2. **Salary Claims:** Salary, Hourly and Overtime Claims payable January 25 and February 1, 2013, in the amount of \$351,341.90 each, were submitted, and approved on a motion made by Mr. Wyman and seconded by Mr. Bray.

3. **Treasurer's Report:** The Treasurer's Monthly Report for the month ending December 31, 2012, was submitted, and accepted on a motion made by Mr. Wyman and seconded by Mr. Bray.
4. **Conservation Celebration Invitation:** The Board of Commissioners received an invitation to a Conservation Celebration sponsored by the Howard County Soil & Water Conservation District, Stormwater District and County Surveyor. The Celebration is on Tuesday, February 12, 2013, from 5:00 – 8:00 p.m., at YMCA Camp Tycony.

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

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

1. **Resolution No. 2013-BCCR-02:** Mr. Murrell submitted Resolution 2013-BCCR-02, a resolution that establishes an interim employee parking policy for County employees who work downtown. A motion was made by Mr. Wyman to approve Resolution No. 2013-BCCR-02. The motion was seconded by Mr. Bray. Mr. Wyman explained the Resolution as follows. Until the parking garage is completed, the City has asked the County to not distribute the parking passes at this time. County employees will continue to park in the Farmers Market Lot, the Community First Lot or the Button Motors Lot without assigned spaces. If a space is not readily available in any of the three lots, an employee may park temporarily in a public parking space and immediately report it to their supervisor. When the City assigns the 80 parking spaces, the Board will replace this interim policy with a permanent policy establishing the requirement to park in an assigned space as a work rule. At the close of the explanation, the motion was carried.
2. **Disclosure Statement:** Mr. Murrell submitted a Uniform Conflict of Interest Disclosure Statement for Captain Jerry Asher, Howard County Sheriff's Department. In July, 2010 Captain Asher was appointed as acting director of the North Central Law Enforcement Training Council, and received partial compensation for that position. The Howard Co. Sheriff's Department paid the North Central Law Enforcement Training Council, for mandated training. The Uniform Conflict of Interest Disclosure Statement was accepted on a motion made by Mr. Wyman and seconded by Mr. Bray.

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

##### **COMMISSIONER WYMAN:**

Commissioner Wyman gave a personal thank-you to Commissioner Moore for the volunteer coaching position that Mr. Moore fills, for the community, and especially for Mr. Wyman's son, who is on the team.

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

- 1) Mr. Moore submitted Resolution No. 2013-BCCR-03, a resolution of the Howard County Board of Commissioners approving the 2012 five year Comprehensive Economic Development Strategy (CEDS). The US Economic Development Administration requires the submission of a Comprehensive Economic Development Strategy (CEDS) from counties to maintain eligibility for EDA grant and loan programs. Cass, Clinton, Fulton, Howard, Miami, and Tipton are the counties that make up North Central Indiana. They have reviewed the 2012 CEDS and find that it reflects the development needs of North Central Indiana. Approval of this resolution does not obligate Howard County to provide any funding at this time. Mr. Steven Ray, from the Indiana Office of Community and Rural Affairs, was in attendance and stepped to the podium to speak about CEDS. He has worked with the six counties in our region to craft the Comprehensive Economic Development Strategy document. He is asking each county to give its approval of the CEDS document before taking it to the US Economic Development Administration. At the conclusion of his review, and comments from Commissioner Wyman, Resolution No. 2013-BCCR-03 was approved on a motion made by Mr. Wyman and seconded by Mr. Bray.
- 2) Mr. Moore submitted an IDEM Notice for a Construction Permit for the City of Kokomo and their construction activity for a sanitary sewer system to be located on Walnut Street west of Purdum Street, in Kokomo. The Notice was received on a motion made by Mr. Wyman and seconded by Mr. Bray.
- 3) Mr. Moore submitted and read for the record, the Certificates of Service for the following employees:

Five (5) Years	Sally Souply Cheryl Davis Megan Bond Kent Weaver Michael McGraw
Ten (10) Years	Rebecca Vent
Fifteen (15) Years	Laurie Martin LaVerna Smith Rita Conner
Twenty (20) Years	William Baldridge Diana Kendall Rose Robinson Janet Kiser-Lloyd Kimberly Gerber-Camden Susan Thompson Sherri Galloway Steven Arnold Brian Fitzgerald Larry Murrell
Thirty (30) Years	Rita Berry

Mr. Moore thanked the employees for the years of service to Howard County.

*There being no further business to come before the Board of Commissioners at this time  
the meeting was adjourned at 9:53 a.m. on a motion made by  
Mr. Wyman and seconded by Mr. Bray.*

**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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ROBERT B. BRAY, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Howard County Commissioner Meeting January 22, 2013