

HOWARD COUNTY COUNCIL REGULAR MEETING JANUARY 27TH, 2004

The Howard County Council met Tuesday, January 27th, 2004 at 7:00 p.m., in Room 338 of the Howard County Administration Center. Those present were Council President Richard Miller, Council Vice President James Papacek and Council Members Dwight Singer, Leslie Ellison, Stanley Ortman, Jeffrey Stout and Ronald Gilman. Also present were County Attorney Larry Murrell, Personnel Administrator Wanda McKillip, and Auditor Martha Lake.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Richard Miller.

The minutes of the December 17th, 2003 Regular Meeting, having been previously reviewed, were approved as submitted on a motion made by Mr. Papacek, seconded by Mr. Singer, and carried.

IN THE MATTER OF ORGANIZATION FOR 2004:

Councilman Singer moved to elect Councilman Richard Miller to serve as Howard County Council President for 2004 and to elect Councilman James Papacek to serve as Vice President for 2004. The nominations were seconded by Mr. Stout and duly carried. A motion was made by Mr. Stout to close the nominations. The motion was seconded by Mr. Singer and carried. In a unanimous decision made by the Council, Mr. Miller will serve as President, and Mr. Papacek will serve as Vice President in the year-2004.

IN THE MATTER OF RESOLUTION HONORING JAMES K. SHEARER:

Council Member James K. Shearer passed away on December 27, 2003. Mr. Miller read in full, Resolution HCC-2004-03 a joint resolution of the Howard County Board of Commissioners and Howard County Council recognizing the commitment and many contributions made by James K. Shearer to Howard County and the community. Mrs. Barbara Shearer, and Mr. and Mrs. Brian Shearer were present to witness the adoption of this memorial resolution by the Howard County Council.

Mr. Papacek made a motion to accept Resolution No. HCC-2004-03. Mr. Singer seconded the motion which unanimously carried. Mr. Brian Shearer, son of the late Councilman James Shearer, accepted the document on behalf of the Shearer family.

IN THE MATTER OF COUNCIL OPENING COMMENTS:

On behalf of the Howard County Council, Mr. Miller extended a warm welcome and best wishes to newly appointed Council Member Mr. Ronald Gilman.

IN THE MATTER OF SHERIFF'S DEPARTMENT ISSUES:

1. **IDOC Holds:** Sheriff Marshall Talbert presented a check in the amount of \$10,885.00 to the County Auditor from the Indiana Department of Corrections which is the per diem for holding IDOC inmates. A check in the amount of \$17,220.00 was presented at the January 20th Board of Commissioners meeting bringing the amount of DOC claims collected this month to a total of approximately \$28,000. The Sheriff commended Bruce McKellar's perseverance in managing the claims.
2. **Commissary Reports:** The November and December 2003 Commissary Reports were presented for Council information.
3. **Military Service Personnel Update:** The Sheriff's Department received Deputy Paul Cherry's military orders and he expects to be away for one (1) year. Deputy Scott Waymire will temporarily receive the salary from the open position until Deputy Cherry returns to the department.

IN THE MATTER OF ORDINANCE NO. 2004-HCC-01 ADDITIONAL APPROPRIATIONS:

Ordinance No. 2004-HCC-01 was read in full for the first time by Auditor Martha Lake, and read in full for the second time by President Richard Miller. Ordinance No. 2004-HCC-01 was presented and acted upon as follows:

APPROPRIATION ADDITIONS REQUESTED:

	<u>REQUESTED:</u>	<u>APPROVED:</u>
<u>001 HOWARD COUNTY GENERAL FUND:</u>		
<u>005 HOWARD COUNTY SHERIFF'S DEPARTMENT:</u>		
4720 Equipment	\$ 6,000.00	\$ 6,000.00

Sheriff Talbert explained this money was received from the City of Kokomo to contribute toward payment of the Real Time Audio-Video System. Training day is set for Thursday, January 29th and a demonstration of the equipment is scheduled on Friday, January 30th, 2004.

Mr. Papacek made a motion to appropriate \$6,000.00 to Line Item 4720 in Howard County Sheriff's Department Budget, #005. Mr. Stout seconded the motion, and it carried.

<u>018 HOWARD COUNTY MAINTENANCE DEPARTMENT:</u>		
1118 Part-time	\$ 4,800.00	\$ 4,800.00

Auditor conduct their business. A software vendor chose Howard County as one of the best examples of how their software system is used to coordinate data between the two offices. Howard County is among the top six to complete Reassessment records in the state of Indiana. On behalf of the Council, Mr. Miller thanked these offices, along with the Assessor's Office, for making Howard County such a fine example to follow.

4305.02 Sheriff Equipment \$ 12,000.00 \$ 12,000.00

Sheriff Talbert said this fund is used to purchase and replace a variety of items such as printers, metal detectors, and general law enforcement equipment.

4305.03 Sheriff IDACS \$ 4,000.00 \$ 4,000.00

Mr. Miller commented that the Council already understands what the IDACS money is used for.

4605.04 Sheriff Mobile Computers \$ 10,000.00 \$ 10,000.00

Captain Napoleon Leal, Division Commander for the Sheriff's Department, explained a proposal to replace six lap top computers. The computers provide a communications link from the patrol cars to dispatch. They are also used to write police reports.

4605.06 Sheriff Automobiles \$ 150,000.00 \$ 150,000.00

Sheriff Talbert stated this money would be used to purchase vehicles for the Sheriff's Department. Comparably, \$225,000 was appropriated in 2002, and \$185,000 was appropriated in 2003. Safe and dependable vehicles are a basic staple of law enforcement. The Sheriff's Department has one patrol vehicle with over 90,000 miles and two (2) vehicles that have over 70,000 miles. The Sheriff proposes to purchase another prisoner transport van and move the old 3/4-ton Ford 12-passenger van to the Kinsey Center. The Sheriff is interested in a new General Motors Van with hinged cargo doors on both sides. Mavron Inc. now manufactures an insert that will separate prisoners in four ways. This smaller van would be easier to maneuver in large cities and gets better gas mileage.

4307 County Agent Equipment \$ 1,000.00 \$ 1,000.00

County Extension Director Susan Neher explained the proposed use of the money is to replace a broken slide projector used for teaching master gardener classes; and, purchase hand held equipment to barcode 4-H projects and scorecards.

4312 Prosecutor Equipment/Furniture \$ 2,300.00 \$ 2,300.00

Prosecutor James Fleming did not recall making a request out to the General Fund for equipment or furniture. However, he plans to use the money to go toward upgrading the computer system in the Prosecutor's Office this year.

4315.01 Veteran's Service Equipment/Furniture \$ 500.00 \$ 500.00

County Veteran Service Officer William Allen Polsgrove Jr. submitted a written request for \$500.00 to replace furniture and/or equipment when needed.

4318 Maintenance Dept. Equipment \$ 12,000.00 \$ 12,000.00

Superintendent of Building and Grounds Thomas Harrison explained the need for equipment in the year-2004 including a salt spreader for the pick up truck to maintain the county parking lots during the winter.

4320 County Haven Equipment/Furniture \$ 2,100.00 \$ 2,100.00

Co-Managers Deborah France and Joyce Colburn expressed a need to replace some worn mattresses and furniture at Howard Haven.

4333 Sup. Ct. III Equipment \$ 500.00 Withdrawn

This request was withdrawn because Superior III encumbered some money at the end of the 2003-year and purchased their equipment.

4335 Kinsey Center Van \$ 30,000.00 \$ 25,000.00

Kinsey Youth Center Jan Weaver would like to replace the 1994 Chevrolet 12 passenger van. The van lacks safety features such as air bags, working seat belts, air conditioning, and is rusting. A quote was received from Erik's Chevrolet for a 7-passenger 2004 Trail Blazer at a cost of \$23,000.00 with a trade-in. This quote, along with two other quotes, will be presented at the next meeting of the Board of Commissioners.

4335.01 Kinsey Center Equipment \$ 5,845.00 \$ 5,845.00

Ms. Weaver stated that the above account is used to replace various items such as radio batteries, kitchen appliances, and general equipment.

Mr. Ortman made a motion to approve \$106,096.86 to Line Item 4703 in Account 516 as requested. Seconded by Mr. Ellison, the motion carried.

TOTAL ADDITIONAL APPROPRIATIONS

ALL FUNDS: \$4,550,320.00 \$4,549,820.00

IN THE MATTER OF RESOLUTION NO. 2004-HCC-04 -- TRANSFERS:

Resolution No. 2004-HCC-04 addressing requested transfers was presented and read in full for Council information and review. The following actions were taken:

TRANSFERS:		AMOUNT:	
FROM:	TO:	REQUESTED:	ALLOWED:

001 HOWARD COUNTY GENERAL FUND:

023 HOWARD COUNTY BOARD OF COMMISSIONERS:

3120	Contract Services	3125	Advance Taylor Sewer District	\$ 3,000.00	\$ 3,000.00
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Commissioner Paul Raver explained that this will be an advance to the Taylor Regional Sewer District in connection with one of their grant applications. This money will be reimbursed to the County when grant funds are received by the District.

Mr. Singer made a motion to approve the transfer of \$3,000.00 from Line Item 3120 to Line Item 3125 for the loan advance to the Taylor Regional Sewer District. Seconded by Mr. Stout, the motion carried.

138 HOWARD COUNTY C.A.S.A. PROGRAM:

1116	Employee Bonus	1111	Director Salary	\$ 1,000.00	Tabled
1115	Part-time	1111	Director Salary	\$ 20.00	Tabled

CASA Program Director Katina Murray was unable to attend the meeting and decided to postpone the request until the next Council meeting. A motion to table the request was made by Mr. Singer, seconded by Mr. Stout, and it carried.

150 HOWARD COUNTY CUMULATIVE CAPITAL DEVELOPMENT FUND:

001 HOWARD COUNTY INFORMATION SYSTEMS DEPARTMENT:

3120.02	Contract Services	1113	Systems Administrator	\$ 1,000.00	\$ 1,000.00
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Information Systems Director Terry Tribby discovered an error after the additional appropriations were advertised for this meeting. The Systems Administrator position should have been listed at \$33,500 instead of \$32,500. Mr. Tribby requested approval to transfer \$1,000 from Contract Services to the Systems Administrator salary to correct the mistake.

Mr. Papacek made a motion to approve the transfer as requested. Mr. Stout seconded the motion, which carried.

500 HOWARD COUNTY ECONOMICAL DEVELOPMENT INCOME TAX:

4722	Civic Center Capital Outlay	3220.01	City of Firsts Auto. Her. Mus., Inc.	\$ 35,000.00	\$ 35,000.00
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Mr. Jerry Jenkins, General Manager of the Civic Center and Director of the City of First Automotive Heritage Museum thanked the Council for their support during the 2003-year.

Mr. Jenkins also informed the Council of the contribution made by the Howard County Community Foundation, which made it possible to finish the renovations in the Haynes Apperson Room. He stated that improvements throughout the facility have opened opportunities to increase the sale of rental space. The various activities have brought in a diverse customer base from neighboring counties and states. Mr. Jenkins reported that many activities occurred at the facility in 2003, which brought in an additional \$52,000. This amount was not entirely profit, but it was a good gross amount. The facility was able to save at least \$5,000 last year in electricity costs resulting from their cost reduction program. This included closing on Monday and Tuesday of each week, closing an hour earlier every other day, and turning the lights off until needed. January 2004 has been very successful, doubling gross dollars.

The Civic Center Board held a meeting in January 2004 and assumed that the existing 2004 \$35,000 EDIT appropriation could be used for operating expenses. At this time, Mr. Jenkins asked approval to use EDIT money for operating expenditures and requested the remaining \$30,000 appropriation. Currently, the Civic Center \$35,000, appropriated on line item 04722 is for Capital Outlay. There is a second line item set up in the EDIT Fund 3220.01, which is for Operating Expenses, but has zero dollars. *(In 2003 the original appropriation was for \$65,000 in Capital Outlay. The money was transferred to an operating line item, and the facility was allowed to reimburse itself for operating expenses with the funding provided by the County.)*

During budget time last year the Commissioners put \$65,000 in the Civic Center budget for the year-2004 for Capital Outlay, but the Council cut back the amount to \$35,000.

Mr. Bagwell said the money from the County represents an investment in the facility. If the money were put into capital expenses, the County would eventually get it back. When the current financing situation expires, the building will revert back to the County. In view of the changes that have occurred in the organization of the Civic Center Board and its operation, Mr. Bagwell felt confident that the County could put the money into their general operating fund and let them use the money as necessary.

As a point of order, Mr. Miller asked if approval of the transfer would effectively approve the money to be used for operating expenses as opposed to capital expenses. The Council Members agreed that it would. Mr. Papacek commented that the only issue the Council could consider this evening would be the transfer of \$35,000. The additional request to for \$30,000 would first need to be reviewed and voted upon by the Board of Commissioners before being considered by the Council.

Mr. Papacek made a motion to approve the transfer of \$35,000 from Line Item 4722 to Line Item 3220.01 in Account 500 EDIT Fund. Mr. Stout seconded the motion, and it carried.

IN THE MATTER OF SALARY ORDINANCE NO. 2004-HCC-04 – AMENDING THE EXISTING SALARY ORDINANCE FOR 2004:

A motion was made by Mr. Papacek, seconded by Mr. Stout, and carried to approve Amended Salary Ordinance 2004-HCC-04 as read. The amended salaries, any changed position titles and all other pertinent information is shown as follows:

POSITION/NUMBER/SALARY	REQUEST:	APPROVED:	YTD:
<u>001 HOWARD COUNTY GENERAL FUND:</u>			
<u>018 MAINTENANCE DEPARTMENT:</u>			
1118 Part-time Originally \$11,000	+\$ 4,800.00	+\$ 4,800.00	\$ 15,800.00
<u>138 HOWARD COUNTY C.A.S.A. PROGRAM:</u>			
1111 Director 1 @ \$34,002	+\$ 1,020.00	Tabled	\$ 34,002.00
<u>150 HOWARD COUNTY CUMULATIVE CAPITAL DEVELOPMENT FUND:</u>			
<u>001 INFORMATION SYSTEMS DEPARTMENT:</u>			
1112 Network Administrator (New to CCD Fund)	+\$ 43,000.00	+\$ 43,000.00	\$ 43,000.00
1113 Systems Administrator (New to CCD Fund)	+\$ 33,500.00	+\$ 33,500.00	\$ 33,500.00
1114 Part-time (New to CCD Fund)	+\$ 10,000.00	+\$ 10,000.00	\$ 10,000.00

IN THE MATTER OF RESOLUTION NO. 2004-HCC-05, A RESOLUTION OF THE HOWARD COUNTY COUNCIL APPOINTING COUNCIL ATTORNEY/COORDINATOR:

Mr. Miller explained this is a document regarding County Attorney Larry Murrell’s services. Indiana Code 36-2-3-10 allows the fiscal body to employ and fix the compensation of an attorney. There were no changes from the year-2003. Mr. Papacek made a motion to approve Resolution No. 2004-HCC-05, retaining Attorney Larry Murrell’s counsel to the fiscal body. Mr. Singer seconded the motion, which carried.

IN THE MATTER OF ANTICIPATED REQUESTS FROM EDIT:

Commissioner Paul Raver give notice that next month three (3) requests would be submitted for EDIT funds:

- a. A request for \$30,000 for the Civic Center budget.
- b. A request for approximately \$200,000 for the Flood Mitigation Project.
- c. A loan to the New London Conservancy District in the amount of \$30,000 to secure the grant for their sewer project.

IN THE MATTER OF KOKOMO-HOWARD COUNTY VISITORS CONVENTION CENTER:

Ms. Peggy Hobson, Executive Director of the Howard County Visitors Bureau, requested various transfers for the 2003 Budget in order to correct accounting changes. The transfers in the 2004 Budget are due to the increased costs for insurance.

<u>2003 BUDGET</u>		
<u>TRANSFER FROM:</u>	<u>AMOUNT</u>	<u>TRANSFER TO:</u>
Office Equip./4727-00	\$ 750.00	Office Expense/2360-00
Part Time Wages/1115-00	\$ 35.00	Unemployment Tax/1524-00
Advertising/3330-00	\$ 8,595.00	Insurance-Health/Life/1523-00
Advertising/3330-00	\$ 111.00	Payroll Taxes/1521-00
Advertising/3330-00	\$ 389.00	Liability Insurance/3420-00
Bonding/3410-00	\$ 220.00	Liability Insurance/3420-00
Mileage Reimbursement	\$ 639.00	Vehicle Expenses/4800-00
Office Expense/2360-00	\$ 278.00	Building Expenses/4112-00
<u>2004 BUDGET</u>		
<u>TRANSFER FROM:</u>	<u>AMOUNT</u>	<u>TRANSFER TO:</u>
Advertising/3330-00	\$ 5,300.00	Insurance-Health/Life/1523-00
Mileage Reimbursement	\$ 1,000.00	Insurance-Health/Life/1523-00
Bonding/3410-00	\$ 200.00	Liability Insurance/3420-00

