

HOWARD COUNTY COUNCIL REGULAR MEETING MAY 25, 2010

The Howard County Council met Tuesday, May 25, 2010 at 7:00 p.m. in Room 101 of the Government Center. Those present included President Richard Miller, Vice President Paul Wyman, and members James Papacek, Stan Ortman, Leslie Ellison, Joseph Pencek and Jeff Stout. Also in attendance were County Attorney Larry Murrell and Deputy Auditor Konny Zurcher.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Richard Miller. Mr. Miller led the Council in a word of prayer.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the April 27, 2010 meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Pencek and seconded by Mr. Stout.

IN THE MATTER OF COUNCIL COMMENT:

President Miller opened the floor for comment from the Councilmen as follows:

Councilman Ortman reviewed a summary of the County’s Health Insurance and commended the County for the good ratings and the fact that the premiums have not been raised for five years.

Councilman Wyman reported on attending a recent D.A.R.E. Graduation at Northwestern High School. He commended the Sheriff’s Deputies and the students who participated thanking them for their work with this program.

Councilman Wyman reminded the Council that the Strawberry Festival will take place on Thursday, June 3, 2010, on the North and East side of the Courthouse, downtown. The Haynes Festival is scheduled for July 1 – 3, 2010, downtown Kokomo.

IN THE MATTER OF ORDINANCE NO. 2010-HCCO-15 – ADDITIONAL APPROPRIATIONS:

Deputy Auditor Konny Zurcher read Ordinance No. 2010-HCCO-15 – Additional Appropriations in full one time and it was acted upon as follows:

| | | AMOUNT | |
|-------------------|--|--------------------------|-------------------------|
| | | <u>REQUESTED:</u> | <u>APPROVED:</u> |
| <u>006</u> | <u>Howard County Bridge Fund</u> | | |
| 32250.00 | Repair By Contract | \$ 300,000.00 | \$ 300,000.00 |
| 33717.00 | Bridge #9 CR 800 W & 425 N | \$ 40,000.00 | \$ 40,000.00 |
| 33722.00 | Bridge #45 CR 200 W & 00 NS | \$ 50,000.00 | \$ 50,000.00 |
| <u>007</u> | <u>Howard County Local Rd & St Fund</u> | | |
| 33759.00 | Dixon Road Zartman Rd to Judson Rd | \$ 75,000.00 | \$ 75,000.00 |
| 33760.00 | CR 100 S Goyer Rd to New US-31 | \$ 75,000.00 | \$ 75,000.00 |

Highway Engineer / Superintendent Ted Cain began his justification by commenting that the Federal Aid projects are “killing us”. The State wants to move forward at a pace different than what was first agreed upon. The Highway Department scheduled its projects around the first date proposed by the State for the US 31 Corridor, in the year 2016. They want to reschedule the starting and completion dates so the Highway Department has to change their project schedule to complete bridge and road work allowing needed roads to be opened. There was also a change in the Dixon Road project and the County’s schedule has to be move forward, as well. To complicate matters, prices have skyrocketed, forcing the Department to pay twice the amount they paid several years ago, while working with less revenue. Bridge #9 was scheduled for repair work last year, but with the Major Moves projects, Mr. Cain was not able to get a contractor in time for last year’s budget schedule. Several bridges that need attention are being used as temporary detour routes for the US 31 projects. Bridge 45 (Dixon Rd Bridge) has places where the concrete is breaking up and it is past the point of being patched. Mr. Cain will replace the west lane and will wait until after school is out. That repair should take about three weeks.

A motion was made by Mr. Wyman to approve the Additional requests in the Howard County Bridge Fund and the Local Road and Street Fund as submitted. The motion was seconded by Mr. Papacek and carried.

| | | | |
|------------|--|--------------|--------------|
| 108 | Howard County Auditor – Plat Book Fund | | |
| 03000.00 | Other Services & Charges – <i>Scanning Books</i> | \$ 45,000.00 | \$ 45,000.00 |

In the absence of Auditor Wells, Recorder Linda Koontz informed the Council that this request to appropriate funds into the Other Services & Charges line item is to digitalize the transfer books in the Auditor’s Office. Because the Recorder’s Office uses the Auditor’s Transfer Books, Ms. Koontz was going to use her Perpetuation Fund to underwrite the costs. The State Board of Accounts did not approve that expenditure but advised Ms. Wells that the Plat Book Fund could be used for that purpose. Copies of the digitalized records will be stored off-site and this project will take several years to complete. Input of data will need to start from the beginning and work toward current.

The request to appropriate \$45,000.00 to line item 03000.00, Other Services & Charges, was approved on a motion made by Mr. Ortman and seconded by Mr. Ellison.

IN THE MATTER OF RESOLUTION NO. 2010-HCCR-08-TRANSFERS:

Deputy Auditor Zurcher read Resolution No. 2010-HCCR-08-Transfers one time and it was acted upon as follows:

| | Transfer From: | To: | AMOUNT | |
|------------|------------------------------|--|-------------------|-----------------|
| 002 | Howard County Highway | | REQUESTED: | ALLOWED: |
| 12170.00 | Laborers / Engineer Aides | 11140.02 Asst Secretary/ Bookkeeper | \$ 790.00 | \$ 790.00 |

When Highway Employee Ora Rody passed away some of his duties were given to the Assistant Secretary / Bookkeeper after the 2010 budget had been approved. This transfer of funds is to supplement the fund after a raise in pay had been approved.

The transfer request of \$790.00 from line item 12170.00, Laborers / Engineer Aides to 11140.02, Asst Secretary / Bookkeeper was approved on a motion made by Mr. Wyman and seconded by Mr. Stout.

Mr. Cain continued to inform the Council that he has two employees that are retiring and he does not intend to replace both positions. Instead of hiring the second position he wants to slightly raise the salaries of two of his current hourly employees and change their descriptions to take extra responsibilities. This will save the county around \$52,400.00 (including PERF, Insurance and taxes). These positions need to remain hourly and are basically on-call positions. Discussion ensued concerning the salaries of the two retirees, at \$33,000 to \$37,000.00. The Hiring Freeze is working.

A motion was made by Mr. Stout, seconded by Mr. Ortman and carried to approve the rehiring of one position in the Highway Department.

Taxpayer Clee Oliver thanked Mr. Cain and his department for cutting down the weeds on Old Sycamore Road. Mr. Miller reminded all that Mr. Cain does not request dipping into property tax funded accounts. All the Highway funds come from the gas tax. Mr. Cain does an admirable job.

IN THE MATTER OF SALARY ORDINANCE NO. 2010-HCC0-16-AMENDING SALARY ORDINANCE FOR 2010:

Salary Ordinance No. 2010-HCCO-16 – Amending Salary Ordinance for 2010 was read in full one time by Deputy Auditor Zurcher and it was acted upon as follows:

| | Howard County Community Corrections | Requested: | Approved: |
|----------|--|-------------------|------------------|
| 01117.00 | Bookkeeper / Receptionist <i>Changing a Part Time position to Full time Previously addressed April 27, 2010</i> | \$ 28,500.00 | \$ 28,500.00 |

Mr. Miller reminded the Council that this request from Community Corrections to change a part time position to a full time position was approved at April’s meeting, and this amended salary ordinance reflects that approval.

A motion was made by Mr. Papacek, seconded by Mr. Ortman and carried to approve Salary Ordinance No.2010 – HCCO-16 – Amending Salary Ordinance for 2010.

IN THE MATTER OF A REQUEST TO HIRE TEMPORARY PART TIME:

Building & Grounds Superintendent Scott Reed submitted a request to hire a temporary part time position to work nights because of an employee going on FMLA, and also to help cover vacation schedules. Mr. Reed had originally planned to hire work done on contract but learned from the Personnel Department that Labor Relations does not approve hiring on contract the same kind of work currently being done by employees. There is money in the Part Time budget to cover the expense 20 to 30 hours weekly for four to six weeks. A motion was made by Mr. Wyman to allow Mr. Reed to hire a temporary part time worker to cover vacation schedules and an employee on FMLA. The motion was seconded by Mr. Ellison and carried.

IN THE MATTER OF A REHIRE REQUEST FOR THE COUNTY ASSESSOR'S OFFICE:

County Assessor Jamie Shepherd informed the Council that the Real Estate Deputy will be leaving employment the end of the week. Ms. Shepherd had previously e-mailed information to the Council members of her request to re-hire the position. She currently has three full-time positions and a job share position. The Center Township Assessor's office employs two full time positions and one part time. This does not include the elected official positions for either office. Ms. Shepherd reviewed with the Council the jobs assigned to the Assessors' offices. In 2008 the Assessor's office assumed the Township Assessor duties and they did that by re-organizing the office and using additional part time help. Since the merge she is happy to report that all deadlines have been met. Ms. Shepherd continued to review her office's assignments and accomplishments and reminded the Council that this position requires a Level II certification for assessment tasks. Councilman Wyman asked if this position could be replaced by a county employee from another office. Ms. Shepherd replied that that could be a possibility but they would have to be trained for the Level II certification. An additional task being assigned to the Assessor's office beginning July 1st is the requirement to do a site visit for each sale. Ms. Shepherd is willing to work with the Council but sees no other option than to re-hire the position. A motion was made by Mr. Wyman to respectfully request an internal replacement and not an outside hire, and to not replace the position left in the office of origin. The motion was seconded by Mr. Ortman and carried.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert submitted the following issues for the Council's information and approval:

1. **Commissary Reports:** Sheriff Talbert submitted and reviewed the March 2010 and April 2010 Commissary Reports. Phone cards continue to be a popular and much needed item.
2. **Jail Inspection:** Sheriff Talbert thanked the Councilmen for their attendance at the Jail Inspection. He and Councilman Miller believe that the annual inspections have been beneficial to the Officers, helping them to have the pride of ownership, and giving them the opportunity to reorganize property and equipment. Mr. Miller plans to question Sheriff's candidates as to their intent to continue with the Jail Inspections.
3. **Firearms Range:** Sheriff Talbert extended an invitation to the Board of Commissioners and the Councilmen to visit the new Firearms Range in Greentown. It has been the goal of Sheriff Talbert to cooperate with surrounding residents as to notification when the range will be used. The Department has set up an e-mail notification, which also allows residents to contact the Department with activity dates to work around their schedule. It's a very nice facility and he will inform the Council of the date of the BBQ activity.
4. **Courthouse Security:** One of the Court Security Personnel will be on extended medical leave. Sheriff Talbert will need to cover the position with one of the Department's deputies. There are several high profile court cases on the docket and Sheriff Talbert will be meeting with security personnel concerning how to best provide security.
5. **Jail Population:** The inmate population has exceeded three hundred sixty (360) for several days. They have been using Unit 6 as a housing area which is not designed for that type of usage. Concerning the recent release of the wrong inmate, Sheriff Talbert would not totally blame the situation on jail overcrowding, but he would say it played a part. The inmate law library books have been removed from the book-in area. Thanks to Mr. Tribby and the Information Systems Department a law disc from the Public Defender's office and a computer have been made available to the inmates. That computer only goes to the law information site. There is no capability to use e-mail or internet and the books cannot be used to store messages to and from inmates. That is a big improvement.

IN THE MATTER OF PERSONNEL ISSUES:

Personnel Director Wanda McKillip submitted the following issues for the Council’s information and approval:

1. **Amendment To Business Travel Procedure:** Ms. McKillip submitted amendment to Resolution No. 1998-HCC-21, Business Travel Procedure. In answer to a question pertaining to subsistence, Ms. McKillip clarified that the daily rate is \$26.00 and the policy no longer specifies the amounts per meal, except in the instance of arrival and departure times during travel. This amended policy has been reviewed and approved by the PAC Committee and the Board of Commissioners. A motion was made by Mr. Ortman to approve the amendment to the Business Travel Procedure, Resolution No. 1998-HCC-21. The motion was seconded by Mr. Ellison and approved.
2. **Health Insurance Issues:** There has been a change in the mail-in prescription plan provider to Express Scripts. There have been a few issues involved with the change but they are being worked out. Memos have been sent to employees to help them navigate the change.

Four proposals have been received for the On-site Health Clinic; one was for imaging services only. Ms. McKillip welcomes Mr. Papacek and Mr. Stout to the selection and review committee. The first meeting will be June 3, 2010 at 9:00 a.m. The proposals will not become public information until after the Board of Commissioners has made a selection.

A Worker’s Comp audit for the years 2008 / 2009 has been completed and Howard County has received a credit check in the amount of \$14,115.00 from Selective Insurance.

3. **Re-Appointment To Alcoholic Beverage Commission:** Mr. Kent Evans serves on the ABC Board and his term expires December 31, 2010. He will be leaving the term immediately and a re-appointment needs to be made. A motion was made by Mr. Stout to appoint Mr. Brant Perry to the Alcoholic Beverage Commission to complete the term that expires December 31, 2010. The motion was seconded by Mr. Papacek and carried.

There being no further business to come before the Council at this time, the meeting was adjourned at 8:01 p.m. on a motion made by Mr. Papacek and seconded by Mr. Ellison.

HOWARD COUNTY COUNCIL:

RICHARD A. MILLER, PRESIDENT

PAUL G. WYMAN, VICE PRESIDENT

JAMES T. PAPACEK, COUNCILMAN

LESLIE ELLISON, COUNCILMAN

STANLEY ORTMAN, COUNCILMAN

JEFFREY STOUT, COUNCILMAN

JOSEPH PENCEK, COUNCILMAN

ATTEST:

ANN WELLS, AUDITOR
Howard County Council Meeting May 25, 2010