

HOWARD COUNTY COUNCIL REGULAR MEETING OCTOBER 27, 2015

The Howard County Council met in Regular Session on Tuesday, October 27, 2015, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President Richard Miller, Vice President Jim Papacek, and members Stan Ortman, Leslie Ellison, Jeff Stout, John Roberts, and Dwight Singer. Also in attendance were County Attorney Larry Murrell and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Miller. Councilman Dwight Singer led in the Pledge of Allegiance and Councilman Ellison offered a word of prayer.

IN THE MATTER OF THE APPROVAL OF MINUTES:

The minutes of the August 25, 26, 27, and September 2 and 10, 2015, Regular Meeting and 2016 Budget Sessions, having been previously submitted and reviewed, were approved as submitted on a motion made by Mr. Stout, seconded by Mr. Papacek and carried.

IN THE MATTER OF OPENING COUNCIL COMMENT:

President Miller invited Council Comment as follows:

Councilman Singer: On behalf of the Council, Mr. Singer expressed sympathy to Mr. Miller and his family in the recent passing of Mr. Miller's brother.

IN THE MATTER OF ORDINANCE NO. 2015-HCCO-35 – ADDITIONAL APPROPRIATIONS:

Ordinance No. 2015-HCCO-35 – Additional Appropriations was read through one time by Auditor Martha Lake and acted upon as follows:

| | | AMOUNT | |
|--------------------|---|-------------|-------------|
| | | REQUESTED: | APPROVED: |
| <u>1154</u> | <u>Howard Co Recorder's Enhanced Access Fund</u> | | |
| 03121.00 | Contract Services – Fidlar Enhanced Access Fees | \$ 2,000.00 | \$ 2,000.00 |

Howard County Recorder Brook Cleaver submitted this request to increase the access fees paid to Fidlar because their office has added several new customers.

A motion was made by Mr. Singer to approve the request of \$2,000.00 to line item 03121.00, Contract Services – Fidlar Enhanced Access Fees. The motion was seconded by Mr. Ortman and carried.

IN THE MATTER OF RESOLUTION NO. 2015-HCCR-22 – TRANSFERS:

Auditor Lake read Resolution No. 2015-HCCR-22 – Transfers in full one time and it was acted upon as follows:

| | TRANSFER FROM: | TO: | | REQUESTED: | APPROVED: |
|--------------------|---|--------------------------------|-----------|------------|-----------|
| <u>1000</u> | <u>Howard County General Fund</u> | | | | |
| <u>029</u> | <u>Emergency Management Agency</u> | | | | |
| 02333.00 | Institutional Medical | 03000.00 Other Charges & Svcs. | \$ 600.00 | \$ 600.00 | |

EMA Director Janice Hart is requesting a creation of line 03000.00, Other Charges & Services, to pay for vaccination services and TB tests for the EMA volunteers. She would like to transfer \$600.00 to the account line from Institutional Medical.

A motion was made by Mr. Ortman to approve the creation of line item 03000.00, Other Charges & Services, and transfer \$600.00 from line item 02233.00, Institutional Medical, to line item 03000.00, Other Charges & Services. The motion was seconded by Mr. Stout and carried.

| | | | | | |
|-------------------|--------------------------------|-----------------------------------|-----------|-----------|--|
| <u>032</u> | <u>Soil & Water</u> | | | | |
| 01117.00 | PT Technical | 01113.00 Secretary / Office Mgr. | \$ 540.67 | \$ 540.67 | |
| 01117.00 | PT Technical | 01114.00 Resource Conservationist | \$ 616.65 | \$ 616.65 | |

Auditor Lake explained that the transfer requests were to cover a deficit in the amount of encumbrances from 2015.

A motion was made by Mr. Papacek to approve the transfer request of \$540.67 from line item 01117.00, PT Technical, to line item 01113.00, Secretary / Office Manager; and the request of \$616.65 from line item 01117.00, PT Technical, to line item 01114.00, Resource Conservationist. The motion was seconded by Mr. Ortman and carried.

1120 **Howard County Jail & Juvenile COIT Fund**

035 **Kinsey Youth Center – Shelter Care**

| | | | | | | | |
|----------|---------------------------|----------|---------------------|----|----------|----|----------|
| 01118.00 | Nurse | 01111.00 | Program Director | \$ | 423.00 | \$ | 423.00 |
| 01119.01 | Shift Supervisor | 01119.02 | PT Shift Supervisor | \$ | 1,333.00 | \$ | 1,333.00 |
| 01115.01 | Secretary | 01115.00 | Secretary | \$ | 65.00 | \$ | 65.00 |
| 03263.01 | Mental Health Diagnostics | 01117.00 | Youth Manager | \$ | 1,000.00 | \$ | 1,000.00 |
| 01115.01 | Secretary | 01117.00 | Youth Manager | \$ | 166.00 | \$ | 166.00 |
| 02340.00 | Food | 01117.00 | Youth Manager | \$ | 2,666.00 | \$ | 2,666.00 |
| 01123.00 | Nurse | 01117.00 | Youth Manager | \$ | 666.00 | \$ | 666.00 |
| 01118.01 | Nurse | 01117.00 | Youth Manager | \$ | 1,333.00 | \$ | 1,333.00 |
| 01116.00 | Janitor | 01117.00 | Youth Manager | \$ | 2,000.00 | \$ | 2,000.00 |
| 01120.01 | Dietary Manager | 01117.00 | Youth Manager | \$ | 4,166.00 | \$ | 4,166.00 |

037 **Kinsey Youth Center – Residential**

| | | | | | | | |
|----------|------------------|----------|---------------------|----|----------|----|----------|
| 01119.01 | Shift Supervisor | 01119.02 | PT Shift Supervisor | \$ | 1,333.00 | \$ | 1,333.00 |
| 01115.01 | Secretary | 01115.00 | Secretary | \$ | 66.00 | \$ | 66.00 |
| 01113.01 | Program Director | 01120.02 | Cooks | \$ | 1,970.00 | \$ | 1,970.00 |
| 01115.01 | Secretary | 01117.00 | Youth Manager | \$ | 167.00 | \$ | 167.00 |
| 02340.00 | Food | 01117.00 | Youth Manager | \$ | 2,667.00 | \$ | 2,667.00 |
| 01123.00 | OT Nurse | 01117.00 | Youth Manager | \$ | 667.00 | \$ | 667.00 |
| 01120.01 | Dietary Manager | 01117.00 | Youth Manager | \$ | 4,167.00 | \$ | 4,167.00 |

038 **Kinsey Youth Center – Secure Detention**

| | | | | | | | |
|----------|---------------------------|----------|-------------------------|----|----------|----|----------|
| 01119.01 | Shift Supervisor | 01119.02 | PT Shift Supervisor | \$ | 1,334.00 | \$ | 1,334.00 |
| 01115.01 | Secretary | 01115.00 | Secretary | \$ | 66.00 | \$ | 66.00 |
| 01113.02 | Caseworker | 01113.00 | Secure Program Director | \$ | 28.00 | \$ | 28.00 |
| 03263.01 | Mental Health Diagnostics | 01117.00 | Youth Manager | \$ | 1,000.00 | \$ | 1,000.00 |
| 01113.02 | Caseworker | 01112.00 | Director | \$ | 682.00 | \$ | 682.00 |
| 01113.02 | Caseworker | 01117.01 | Assist Director | \$ | 200.00 | \$ | 200.00 |
| 01115.01 | Secretary | 01117.00 | Youth Manager | \$ | 167.00 | \$ | 167.00 |
| 02340.00 | Food | 01117.00 | Youth Manager | \$ | 2,667.00 | \$ | 2,667.00 |
| 01123.00 | OT Nurse | 01117.00 | Youth Manager | \$ | 667.00 | \$ | 667.00 |
| 01116.00 | Janitor | 01117.00 | Youth Manager | \$ | 2,000.00 | \$ | 2,000.00 |
| 01120.01 | Dietary Manager | 01117.00 | Youth Manager | \$ | 4,167.00 | \$ | 4,167.00 |

Kinsey Director Jeff Lipinski made several opening comments concerning the elimination of the Residential Care Program and the expansion of the Shelter Care Program that began October 1, 2015. In these first twenty-seven (27) days there has been an increase in population by 2.75 kids and believes this trend will increase in the coming days. An increase will also be seen in the amount of funds to receipt into the Jail & Juvenile COIT Fund. Several of the transfer requests are the result of 2015 encumbrance deficits. The Youth Manager and PT Shift Supervisor requests are the result of increased overtime. The increased overtime is a direct result of the twenty-eight hour part-time rule. In response to a question posed by Mr. Papacek, Mr. Lipinski responded that overtime is paid from the regular hourly line item and not from an Overtime line item. The Council members are asking that KYC be able to track the overtime. Auditor Lake suggested they might want to look at that issue for the 2016 budget. Mr. Lipinski reminded all that beginning next year Kinsey will be dealing with two (2) departments in lieu of three (3).

A motion was made by Mr. Papacek to approve the transfers for Kinsey Youth Center as submitted. The motion was seconded by Mr. Roberts and carried.

2150 **Howard Co. Supplemental Juv Probation**

| | | | | | | | |
|----------|-------------------|----------|---------------|----|--------|----|--------|
| 03213.00 | Travel & Training | 04999.00 | EHD Equipment | \$ | 817.50 | \$ | 817.50 |
|----------|-------------------|----------|---------------|----|--------|----|--------|

Juvenile Probation Officer Chris Biehn is requesting this transfer in order to pay the monthly home detention equipment rental while he is waiting for a new grant to help underwrite the costs.

A motion was made by Mr. Ortman, seconded by Mr. Ellison and carried to approve the transfer request of \$817.50 from line item 032131.00, Travel & Training, to line item 04999.00, EHD Equipment.

4913 **Howard Co. Functional Family Therapy Fund**

| | | | | | | | |
|----------|-----|----------|-----|----|----------|----|----------|
| 01112.00 | FFT | 01117.00 | FFT | \$ | 1,674.96 | \$ | 1,674.96 |
|----------|-----|----------|-----|----|----------|----|----------|

Mr. Lipinski explained that this was to balance deficit encumbrance amounts. He also answered questions asked by Councilman Roberts.

A motion was made by Mr. Roberts to approve the transfer request of \$1,674.96 from line item 01112.00, FFT, to 01117.00, FFT. The motion was seconded by Mr. Papacek, and carried.

4930 **Howard Co. Law Enforcement Fund**

| | | | | | | | |
|----------|-------------------|----------|-------------------------|----|-----------|----|-----------|
| 03120.00 | Contract Services | 04726.00 | Community Contributions | \$ | 30,000.00 | \$ | 30,000.00 |
| 03213.00 | Witness Travel | 04726.00 | Community Contributions | \$ | 7,000.00 | \$ | 7,000.00 |
| 03260.00 | Witness Fees | 04726.00 | Community Contributions | \$ | 7,000.00 | \$ | 7,000.00 |

Prosecutor Mark McCann requests the creation of a new line item, 04726.00, Community Contributions, in order to award confiscated drug monies to local organizations in the community who are fighting the drug problems. The first award of contributions will be to the Gilead House to assist them in obtaining a \$450,000.00 grant through HUD to create sixteen (16) transitional housing units. These units are planned to assist those released from jail, re-entry programs, etc. to be a part of a positive environment instead of being forced back into the environment that fueled the addictive and criminal behaviors.

A motion was made by Mr. Papacek to approve the transfer request of \$30,000.00 from line item 03120.00, Contract Services, to line item 04726.00, Community Contributions; the request of \$7,000.00 from line item 03213.00, Witness Travel, to line item 04726.00, Community Contributions; and the request of \$7,000.00 from line item 03260.00, Witness Fees, to line item 04726.00, Community Contributions. The motion was seconded by Mr. Roberts and carried.

IN THE MATTER OF SALARY ORDINANCE NO. 2015-HCCO-36 – AMENDING SALARY ORDINANCE FOR 2015:

Auditor Martha Lake read Salary Ordinance No. 2015-HCCO-36 – Amending Salary Ordinance for 2015 through one time and it was acted upon as follows:

| | | AMOUNT REQUESTED: | APPROVED: |
|--------------------|--|------------------------------|------------------|
| <u>1000</u> | <u>Howard County General Fund</u> | | |
| <u>032</u> | <u>Soil & Water</u> | | |
| 01117.00 | PT Technical | \$ (1,157.32) | \$ (1,157.32) |
| 01113.00 | Secretary / Office Manager | \$ 540.67 | \$ 540.67 |
| 01114.00 | Resource Conservationist | \$ 616.65 | \$ 616.65 |
| <u>1120</u> | <u>Howard Co. Jail/Juvenile COIT Fund</u> | | |
| <u>035</u> | <u>Kinsey – Shelter Care</u> | | |
| 01118.00 | Nurse | \$ (423.00) | \$ (423.00) |
| 01119.01 | Shift Supervisor | \$ (1,333.00) | \$ (1,333.00) |
| 01115.01 | Secretary | \$ (65.00) | \$ (65.00) |
| 01115.01 | Secretary | \$ (166.00) | \$ (166.00) |
| 01123.00 | OT Nurse | \$ (666.00) | \$ (666.00) |
| 01118.00 | Nurse | \$ (1,333.00) | \$ (1,333.00) |
| 01116.00 | Janitor | \$ (2,000.00) | \$ (2,000.00) |
| 01120.01 | Dietary Manager | \$ (4,166.00) | \$ (4,166.00) |
| 01111.00 | Program Director | \$ 423.00 | \$ 423.00 |
| 01119.02 | PT Shift Supervisor | \$ 1,333.00 | \$ 1,333.00 |
| 01115.00 | Secretary | \$ 65.00 | \$ 65.00 |
| 01117.00 | Youth Manager | \$ 11,997.00 | \$ 11,997.00 |
| <u>037</u> | <u>Kinsey – Residential</u> | | |
| 01119.01 | Shift Supervisor | \$ (1,333.00) | \$ (1,333.00) |
| 01115.01 | Secretary | \$ (66.00) | \$ (66.00) |

| | | | | | |
|-------------|---|----|------------|----|------------|
| 01113.01 | Residential Program Director | \$ | (2,173.00) | \$ | (2,173.00) |
| 01115.01 | Secretary | \$ | (167.00) | \$ | (167.00) |
| 01123.00 | OT Nurse | \$ | (667.00) | \$ | (667.00) |
| 01118.01 | Nurse | \$ | (1,333.00) | \$ | (1,333.00) |
| 01116.00 | Janitor | \$ | (2,000.00) | \$ | (2,000.00) |
| 01120.01 | Dietary Manager | \$ | (4,167.00) | \$ | (4,167.00) |
| 01119.02 | PT Shift Supervisor | \$ | 1,333.00 | \$ | 1,333.00 |
| 01115.00 | Secretary | \$ | 66.00 | \$ | 66.00 |
| 01112.01 | Maintenance / Labor | \$ | 203.00 | \$ | 203.00 |
| 01120.02 | Cooks | \$ | 1,970.00 | \$ | 1,970.00 |
| 01117.00 | Youth Managers | \$ | 11,001.00 | \$ | 11,001.00 |
| 038 | <u>Kinsey – Secure Detention</u> | | | | |
| 01119.01 | Shift Supervisor | \$ | (1,334.00) | \$ | (1,334.00) |
| 01115.01 | Secretary | \$ | (66.00) | \$ | (66.00) |
| 01113.02 | Caseworker | \$ | (1,299.00) | \$ | (1,299.00) |
| 01115.01 | Secretary | \$ | (167.00) | \$ | (167.00) |
| 01123.00 | OT | \$ | (667.00) | \$ | (667.00) |
| 01118.01 | Nurse | \$ | (1,334.00) | \$ | (1,334.00) |
| 01116.00 | Janitor | \$ | (2,000.00) | \$ | (2,000.00) |
| 01120.01 | Dietary Manager | \$ | (4,167.00) | \$ | (4,167.00) |
| 01119.02 | PT Shift Supervisor | \$ | 1,334.00 | \$ | 1,334.00 |
| 01115.00 | Secretary | \$ | 66.00 | \$ | 66.00 |
| 01113.00 | Secure Program Director | \$ | 28.00 | \$ | 28.00 |
| 01117.01 | Maintenance Tech One | \$ | 389.00 | \$ | 389.00 |
| 01112.00 | Director | \$ | 682.00 | \$ | 682.00 |
| 01117.01 | Assistant Director | \$ | 200.00 | \$ | 200.00 |
| 01117.00 | Youth Manager | \$ | 12,002.00 | \$ | 12,002.00 |
| 4913 | <u>Howard County Functional Family Therapy</u> | | | | |
| 01112.00 | FFT | \$ | (1,674.96) | \$ | (1,674.96) |
| 01117.00 | FFT | \$ | 1,674.96 | \$ | 1,674.96 |

Salary Ordinance No. 2015-HCCO-36 – Amending Salary Ordinance for 2015 was approved as submitted on a motion made by Mr. Ortman, seconded by Mr. Papacek, and approved.

IN THE MATTER OF ORDINANCE NO. 2015-HCCO-37:

Howard County Recorder Brook Cleaver submitted Ordinance No. 2015-HCCO-37, an ordinance of the Howard County Council granting the recorder's request to use monies from the Recorder's Perpetuation Fund to supplement the Recorder's 2016 Budget. Also submitted is an Affidavit signed by Ms. Cleaver. This process is now required by the State of Indiana on an annual basis. A motion was made by Mr. Papacek to approve Ordinance No. 2015-HCCO-37 and Affidavit as submitted. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF ORDINANCE NO. 2015-HCCO-38 – SALARY ORDINANCE FOR 2016:

Auditor Martha Lake submitted Ordinance No. 2015-HCCO-38 – Salary Ordinance for 2016, finalizing the 2016 budget work. A motion was made by Mr. Stout to approve Ordinance No. 2015-HCCO-38, Salary Ordinance for 2016. The motion was seconded by Mr. Ortman and carried.

*There being no further business to come before the County Council at this time,
the meeting was adjourned at 5:00 p.m. on a motion made by
Mr. Papacek, seconded by Mr. Ortman and carried.*

HOWARD COUNTY COUNCIL

RICHARD H. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

LESLIE W. ELLISON, MEMBER

STANLEY E. ORTMAN, MEMBER

JEFFREY A. STOUT, MEMBER

JOHN J. ROBERTS, MEMBER

DWIGHT V. SINGER, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR

Howard County Council Meeting October 27, 2015