

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING APRIL 20, 2015**

The Howard County Board of Commissioners met in Regular Session on Monday, April 20, 2015, at 8:30 a.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice President Tyler Moore, and member Brad Bray. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan Wilson, and Auditor Martha Lake.

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

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

The minutes of the April 6, 2015 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.

The minutes of the April 15, 2015 Executive Session of the Board of Commissioners were submitted and reviewed. Those in attendance included Commissioner Paul Wyman; County Attorney Larry Murrell; Sheriff Steve Rogers; other members of the Courthouse Security Committee. The purpose of the meeting was to discuss strategy with respect to the implementation of the security systems. A motion was made by Mr. Moore to approve the April 15, 2015 Executive Session minutes. The motion was seconded by Mr. Bray and carried.

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

#### **HIGHWAY DEPARTMENT:**

1) Howard County Highway Engineer / Superintendent Ted Cain submitted the Annual Operational Report for Local Roads and Streets for the year ending December 31, 2014. The figures Mr. Cain used for the report agree with the Auditor's records and Mr. Cain had distributed copies of the report, earlier, to the Commissioners for their review. A motion was made by Mr. Moore to approve the Annual Operational Report for Local Roads and Streets for the year ending December 31, 2014. The motion was seconded by Mr. Bray and carried.

2) Mr. Cain submitted two quotes for the Asphalt Roller as follows:

West Side Tractor Sales	\$34,100.00 (similar to current roller)
MacAllister Machinery Co.	\$46,871.91 (bigger roller, not needed)

Mr. Cain recommends the purchase of the Asphalt Roller from West Side Tractor Sales, in the amount of \$34,100.00. MacAllister did submit several other quotes for used rollers, but that was not what the specifications included. The old roller will remain at the Highway Department as a back-up piece of equipment since trade-in value was not worth using on the new purchase. Mr. Cain will also be purchasing a new Trailer but will pay \$6,000.00 or less. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of an Asphalt Roller from West Side Tractor Sales, in the amount of \$34,100.00.

#### **HOWARD COUNTY RECORDER:**

Recorder Brook Cleaver submitted two Laredo Agreements for enhanced access. The first is for Mr. Chad VanErman (independent searcher), for plan #1. The second agreement is for Metropolitan Title Company, plan #4 (two accounts). A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the two Laredo Agreements for enhanced access for Mr. Chad VanErman and Metropolitan Title Company.

#### **INFORMATION SYSTEMS:**

On behalf of Information Systems Director Terry Tribby, Attorney Murrell submitted an agreement with Scared Rabbit, for website development for Howard County Government. The down payment is \$2,987.00 and the additional expenses will be billed at \$80.00 per hour, for a total amount not to exceed \$8,960.00 (112 hours). A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the Agreement with Scared Rabbit for the development of the new County website, for a total amount not to exceed \$8,960.00 to be paid from the Special Projects line item in the EDIT Fund (1112), and authorize the President to sign on behalf of the Board of Commissioners.

**SHERIFF DEPARTMENT:**

1) Captain Jerry Asher submitted a request to approve an Invitation to Quote for three patrol vehicles. The Invitation is ready to submit to vendors and the vehicles to be replaced will not be used as trade-ins, but will be transferred to the Emergency Management Agency. All the vehicles have over 110,000 miles on them. The quotes are scheduled to be returned no later than May 15, 2015, and be submitted at the May 18<sup>th</sup> meeting. A motion was made by Mr. Moore to approve the Invitation to Quote for three patrol vehicles. The motion was seconded by Mr. Bray and carried.

2) Lieutenant Kurt Goerges submitted a request to replace the current vehicle used for towing with a new truck appropriate for towing different sizes of equipment trailers. He has received three quotes and recommends the purchase of a Chevrolet Silverado with a towing package and crew cab in the amount of \$32,815.00. His current vehicle will be transferred to the EMA Department. A motion was made Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of a Chevrolet Silverado with the towing package and the crew cab from Erik's Chevrolet, in the amount of \$32,815.00.

**PERSONNEL:**

Personnel Director Wanda McKillip submitted PAC Recommendations as follows:

**Howard County Recorder:**

Requesting increasing salary of Second Deputy from \$29,392.00 to \$30,254.00 (increase of \$862.00). This increase would bring the Second Deputy position in line with other 2<sup>nd</sup> Deputy positions in comparable offices. The Recorder wants to modify the split to a 40 (County General) / 60 (Recorder Perpetuation) split.

The PAC Committee recommends increasing the Salary of the Second Deputy by \$431.00 to \$29,823.00 and modify the salary split to a 40/60 split as requested. At the conclusion of discussion a motion was made by Mr. Bray to give a favorable recommendation of the PAC recommendation. The motion was seconded by Mr. Moore and carried.

**Howard County Sheriff Department:**

The Sheriff's Department is requesting; (1) a new full-time Nurse position; (2) maintain two (2) part-time nurse positions; (3) hire six (6) full-time Corrections Officers, even though twelve (12) are needed.

The PAC Committee recommends the Sheriff Department, (1) hires a new full-time Nurse Position; (2) maintains the two (2) part-time Nurse positions; (3) hires four (4) full-time Correction Officer positions; (4) increase part-time pay for Corrections Officers from \$14.34 per hour to \$15.00 per hour; and (5) adjusts the Holiday Schedule for Corrections Officers. At the conclusion of discussion a motion was made by Mr. Moore to take the request under advisement for further review and set a Special Session to announce the recommendation. The motion was withdrawn by Mr. Moore. A motion was made by Mr. Moore to give an unfavorable recommendation for the PAC request because of lack of funding concerns. The motion was seconded by Mr. Bray and carried.

**Kinsey Youth Center:**

Kinsey Youth Center requests (1) increase the Administrative Assistant from \$32,818.00 to \$33,818.00; (2) increase Secretary / Bookkeeper from \$29,887.00 to \$30,637.00; (3) increase Secretary / Bookkeeper from \$28,612.00 to \$29,362.00; (4) increase Program Director / Shelter Care from \$42,765.00 to \$45,765.00.00; (5) increase FFT from \$41,000.00 to \$43,000.00 and change job from FFT to FFT Supervisor; (6) increase two FFT positions from \$41,000.00 to \$42,000.00. These requests would all be done by Council or office Transfers.

The PAC recommends all increases as submitted by Kinsey Youth Center. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to give a favorable recommendation of the PAC recommendation.

**STORMWATER:**

The Stormwater Department requests (1) not to re-hire the Marketing / Educator position; (2) increase the Field Technician salary by implementing a salary range of the current salary \$37,000.00 – a portion of the savings from the Marketing / Educator position will be used to transfer funds to this position; (3) The Field

Technician will be assuming part of the Marketing / Educator's job responsibilities; (4) the Stormwater District Director will be assuming some of the job responsibilities as well and some responsibilities will be contracted out. These would all be accomplished by transfer of existing funds.

The PAC recommends not to rehire the Marketing / Educator position and increase the Field Technician's salary by \$4,000.00 to \$41,000.00. The Department Head could pay the Field Technician any amount up to \$41,000.00 based on her increased job responsibilities. The County Council would have to approve a salary, then the Department Head could pay any amount up to the approved amount. The current salary ordinance does not allow for a salary range position. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to give a favorable recommendation to the County Council for the PAC recommendation.

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

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

1. **Salary Claims:** The Commissioners' Salary, Hourly and Overtime claims payable April 24 and May 1, 2015, in the amount of \$367,253.57 each were submitted, and approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
2. **Operating Claims:** The Commissioners' Operating Claims, payable today, in the amount of \$316,805.17 were submitted, and approved for payment on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
3. **Monthly Reports:** Auditor Lake submitted the Treasurer's Monthly Report for the month ending March 31, 2015, and the EMA March and April Calendars and event listings. A motion was made by Mr. Bray to accept the Treasurer's Report and the EMA March and April Calendars and event listings. The motion was seconded by Mr. Moore and carried.

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

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

1. **Litigation Settlement Agreement:** Mr. Murrell submitted a Settlement Agreement between Howard County and former employee Donald Hughes. A motion was made by Mr. Moore to approve the Confidential Settlement and Release Agreement with Donald Hughes. The motion was seconded by Mr. Bray and carried.
2. **Resolution No. 2015-BCCR-08:** Mr. Murrell submitted Resolution No. 2015-BCCR-08, a resolution of the Howard County Board of Commissioners for exchange of property with the City of Kokomo. The County currently owns one hundred twenty-seven (127) parcels of real estate, acquired through the years that are no longer needed by the County. All of these parcels are located within the City of Kokomo limits and the City is willing to assume ownership and responsibility for them. The County will quit-claim the parcels to the City of Kokomo at no cost. A motion was made by Mr. Moore to approve Resolution No. 2015-BCCR-08, and upon approval by the City of Kokomo Board of Public Works and Safety, authorize Commissioner Wyman to execute the Quit Claim Deeds on behalf of Howard County. The motion was seconded by Mr. Bray and carried.

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

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

- 1) A motion was made by Mr. Moore to appoint Mr. Steve Byrum to the Howard County Drainage Board in order to finish the term vacated by Mr. Ron Smith. This appointment will expire December 31, 2016. The motion was seconded by Mr. Bray and carried.
- 2) Mr. Moore reported that the North Central Indiana Regional Planning Council met last week. Mr. Steven Ray is serving as Executive Director and Commissioner Moore was elected as President. The Mayor of Peru serves as the Vice President. Those involved are Howard, Tipton, Cass, Miami, and Fulton Counties.

3) Mr. Moore thanked the Board of Commissioners for the opportunity to take part in Habitat for Humanity's ground breaking for the Veteran's building.

*There being no further business to come before the Board of Commissioners at this time,  
the meeting was adjourned at 9:40 a.m. on a motion made by  
Mr. Moore and seconded by Mr. Bray.*

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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PAUL G. WYMAN, PRESIDENT

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TYLER O. MOORE, VICE PRESIDENT

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ROBERT B. BRAY, MEMBER

ATTEST:

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MARTHA LAKE, AUDITOR

Howard County Commissioner Meeting April 20, 2015