

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JANUARY 21, 2014

The Howard County Board of Commissioners met in Regular Session on Tuesday, January 21, 2014, at 4:00 p.m. in Hearing Room 338 of the 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 and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Paul 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 December 30, 2013, Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Moore and seconded by Mr. Bray.

The minutes of the January 7, 2014, Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Bray and seconded by Mr. Moore.

IN THE MATTER OF SPECIAL RECOGNITION:

Commissioner Wyman asked Ms. Pam Isaac and Ms. Teri Rose to the podium. He explained that early in December several individuals from the Family Service Association informed the Board of Commissioners the Jackson Street Commons project for displaced Veterans was deficit in completing the project. The Commissioners reached out to Center Twp Trustee Jean Lushin and with Mr. Jim Brannon to partner with Howard County to help close the deficit gap. Mr. Wyman is happy to announce that Howard County will be giving \$25,000.00 and Center Township will be giving \$25,000.00 toward the Jackson Street Commons project, supporting veterans and their families. On behalf of Ms. Isaac and Ms. Judy Dennis, Ms. Rose thanked the Commissioners and Center Township for their support. This project will not only help the 27 veterans who will live there, but will also reach out to other veterans in Howard County and veterans from other counties with free supportive services. Ms. Isaac also thanked the Board of Commissioners and the Center Twp. Trustee's office. They are looking forward to providing this service "for the men and women who served our country".

IN THE MATTER OF DEPARTMENTAL REPORTS:

CLERK OFFICE:

County Clerk Kim Wilson submitted a contract with Mr. Jeremy Peelle, Peelle Law Office for the collection of certain fines and fees associated with court costs, infractions, and civil penalties in Howard County which may become delinquent. This is the same contract that was approved last year. A motion was made by Mr. Bray to approve the contract with Peelle Law Office for the collection of delinquent fines and fees for the Howard County Clerk's Office. The motion was seconded by Mr. Moore and carried.

SHERIFF DEPARTMENT:

1) On behalf of Sheriff Rogers, Head Matron Loretta Moon submitted a three year Maintenance Agreement with MacAllister Power Systems, for the maintenance of radio and Criminal Justice Center generators. The agreement is the same as the one signed in 2010, but lacks the claim payment procedure language that is usually added to the agreement. Ms. Moon did add that language to the agreement and asks the Commissioners to approve as amended. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the MacAllister Maintenance Agreement with the addition of claim payment procedure language, and authorize the President to sign on behalf of the Board of Commissioners and initial the additional language.

2) Ms. Moon submitted the 2013 Sheriff's Benevolent Christmas Fund report to the Board of Commissioners. This fund gives assistance to needy families during the Christmas season. Eighty-Five children went shopping with Sheriff's Department employees. Golden Corral provided a free dinner for the children and their parents, and Expressions donated sweatshirts with the child's school logo on them. \$8,359.06 was used for this endeavor.

COUNTY ASSESSOR OFFICE:

On behalf of Assessor Jamie Shepherd, Chief Deputy Susan Kordel submitted re-appointment recommendations for the Property Tax Assessment Board Of Appeals as follows, for a term of one year expiring December 31, 2014:

Ann Harrigan.....Republican
Virginia Baker.....Democrat
Andy Hardie.....Republican

A motion was made by Mr. Moore to re-appoint Ms. Ann Harrigan, Ms. Virginia Baker, and Mr. Andy Hardie to the Howard County Property Tax Assessment Board of Appeals. The motion was seconded by Mr. Bray and carried.

A motion was made by Mr. Moore, seconded by Mr. Bray and carried to specify the term as retroactive beginning January 1, 2014 and ending December 31, 2014.

VETERANS SERVICE OFFICE:

Retired Colonel Ross Waltemath submitted the Monthly Report for December, 2013, and the 2013 Year Roll-Up report, and reviewed them with the Board of Commissioners. The 2013 Roll-up report included 2013 Goals and Major New Community Initiatives as follows:

1. Increase County Veterans' Disability Income by 1 million dollars – accomplished October, 2013.
2. Initiate a Veterans Community Council – accomplished July, 2013
3. Survivor Assistance Program Structure (only county conducting this program) – accomplished December, 2013.

Mr. Waltemath also talked about the Jackson Street Commons Project.

KINSEY YOUTH CENTER:

1) KYC Director Jeff Lipinski began his presentation by correcting the amount of money previously reported, as being returned to the County through the Kinsey Youth Center services, to \$1,693,750.00.

In 2013 several upgrades to the building and equipment were accomplished through the generosity of the Board of Commissioners. Several upgrades are still needed. The first is the resident bed-check system using the hand held Morris Watch System, which has been in use since 1999. New technology is available through their current vendor and the cost will be \$6,091.00 to upgrade. Mr. Lipinski is asking this new technology be paid from the Commissioners Equipment line item in the Cumulative Capital Fund. At the conclusion of his presentation a motion was made by Mr. Moore to approve the purchase of the GT 70 55-hour Check Guard Tour Systems from Morris Watchman, in the amount of \$6,091.75, from the Cumulative Capital Fund, Commissioner Equipment Line item. The motion was seconded by Mr. Bray and carried.

2) The Security System in Kinsey is made up of multiple pieces that do not talk to each other, and needs to be replaced. Network Administrator Jeremy Stevens talked about a new system that would be like the camera and security systems newly installed in the Courthouse and the Administration Center (*please refer to page two, item one, "In The Matter of Departmental Issues: Sheriff Department", of the Regular Meeting minutes dated November 18, 2013*). The new system from Wireless Networking Solutions makes information retrieval easier and will cost \$12,900. Mr. Lipinski is asking that this system also be purchased from the Commissioners' Equipment line item in the Cumulative Capital Fund. A motion was mad by Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of the Camera-DVR system from Wireless Networking Solutions, in the amount of \$12,900.00, to be purchased from the Cumulative Capital Fund.

Mr. Lipinski thanked Highway Superintendent / Engineer Ted Cain and his department for the "top notch condition" of the county's roads in the aftermath of snow and extreme temperatures.

PERSONNEL DEPARTMENT:

1) Personnel Director Wanda McKillip submitted additional Commissioner Appointments for 2014 and they were acted upon as follows:

Howard County Alcoholic Beverage Commission: A motion was made by Mr. Moore to re-appoint Mr. Matt Grecu to the Howard County Alcoholic Beverage Commission for a term of one year. The motion was seconded by Mr. Bray and carried.

Howard County Community Corrections Board: A motion was made by Mr. Bray, seconded by Mr. Moore and carried to approve the re-appointment of Mr. Robert (Bob) Hayes and Ms. Jacquelyn Thomas-Miller to the Howard County Community Corrections Board for a term of four (4) years each.

Howard County Public Defender Board: The Commissioners appointed Mr. Tom Trine to the Howard County Public Defender Board for a term of three years (expires 12/31/16), on a motion made by Mr. Moore and seconded by Mr. Bray.

2) Ms. McKillip is asking that she and employee Beth Wilson be given the opportunity to re-activate the Disaster Preparedness Committee, and that Commissioner Bray be appointed to that committee. The request was approved by consensus.

COMMUNITY CORRECTIONS:

Community Corrections Director Ray Tetrault submitted a request to hire DLZ Engineering for an engineering study on the feasibility of converting the old jail building on Berkley Street into a Work Release Center. This Center would house offenders who violate in-home detention, in lieu of sending them directly to prison. The study would cost \$5,000.00 to be paid by Community Corrections. The request has already been approved by the State and the local Community Corrections Board. The Board is also putting together a financial proforma on how to make money and allow the proposed Work Release Center to become self-sufficient. A copy of the DLZ Agreement has not been submitted to Attorney Murrell at this time. A motion was made by Mr. Moore to approve up to \$5,000.00 for an engineering study to be done by DLZ Engineering, of the old jail facility, for a potential Work Release Center, subject to Attorney Murrell's review and approval, and authorize President Wyman to sign the agreement on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

HIGHWAY DEPARTMENT:

President Wyman thanked Mr. Cain and his department for the work they've done in clearing the County roads. Highway Superintendent / Engineer Ted Cain admitted his department has already gone through half of the funds budgeted for overtime and fuel. Mr. Cain then submitted the quotes received for the 2014 Extended Van, to be used for engineering/surveying as follows:

Kokomo Auto World	\$24,700.25
Brad Howell Ford	\$26,727.30
McGonigal	\$29,721.40

Mr. Cain recommends accepting the quote from Kokomo Auto World, in the amount of \$24,700.25. No additional equipment will be needed. A motion was made by Mr. Moore to approve the recommendation of purchasing of the 2014 Extended Van from Kokomo Auto World, in the amount of \$24,700.25. The motion was seconded by Mr. Bray and carried.

The next piece of equipment Mr. Cain will look into purchasing will be a single axle dump truck, if funds are sufficient.

PLAN COMMISSION:

1) Plan Commission Director Greg Sheline informed the Commissioners that Mr. Hutchins, owner of the unsafe property located on 580 West, will be demolishing his property at his own expense. He has hired Feightner Excavating and the demolition was scheduled to begin on the 14th of this month.

2) The second meeting of the Flood Mitigation Steering Committee will be held this Thursday Morning in the Plan Commission Office. Mr. Sheline received word that the Flood Mitigation Plan Update will also include multi hazard mitigation.

At this time the Regular meeting was recessed to hold a Board of Finance meeting, on a motion made by Mr. Moore and seconded by Mr. Bray.

The Board of Finance meeting was closed and the Regular Commissioner meeting was reconvened on a motion made by Mr. Bray and seconded by Mr. Moore.

TREASURER'S OFFICE:

Treasurer Ann Wells would like to contract with Thomson Reuters for the printing of the 2014 tax bills, and send them out earlier than she did last year. The contract has not changed from last year, but the 55,000 piece printing job is estimated at \$13,625.84, a slight decrease from last year. A motion was made by Mr. Moore to approve the contract with Thomson Reuters for the printing of tax bills, in an amount not to exceed \$14,000.00. The motion was seconded by Mr. Bray and carried.

MAINTENANCE DEPARTMENT:

Interim Buildings & Grounds Superintendent Bill Stonestreet began by commending the work done by Benchmark Mechanical in the maintenance of the HVAC systems. The Maintenance Department would like to work now with Irish Mechanical. The one technician that will be working with Howard County used to work with a local company, and is already familiar with the County buildings. At the December 30th meeting the Board of Commissioners directed the Maintenance Department to negotiate four (4) minimum service hours in lieu of eight (8) hours (*please refer to page two, item one, "In The Matter of County Attorney Issues", of the Regular Commissioner Meeting dated December 30, 2013*). That issue has been re-negotiated and will be a part of the amended contract, as well as language changes made by Attorney Murrell. The final contracts for the Criminal Justice Center, Kinsey Youth Center, and the Courthouse – Administration Center – Government Center (1 contract) will be received later this week. A motion was made by Mr. Moore to approve the three contracts with Irish Mechanical Services Inc. for HVAC maintenance and support, and authorize the President to sign the contracts, once they have arrived, on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

The Commissioners thanked Mr. Stonestreet for the work of the Maintenance Department on removing snow from county sidewalks and parking lots.

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:** Auditor Lake submitted the Commissioners' Operating Claims payable today, in the amount of \$968,565.54. These claims represent the 2013 expenses and/or contracts paid with encumbered money. The claims were approved for payment on a motion made by Mr. Bray and seconded by Mr. Moore.
2. **Salary Claims:** Commissioners' Salary Claims payable January 24 & 31, 2014, in the amount of \$350,545.99 each, were approved on a motion made by Mr. Bray and seconded by Mr. Moore.
3. **Treasurer's Monthly Report:** The Treasurer's Monthly Report for the month ending December 31, 2013, was submitted, and accepted on a motion made by Mr. Bray and seconded by Mr. Moore.
4. **Darrough Chapel Grant Report:** Ms. Lake submitted a Semi-Annual Report on the Darrough Chapel Grant, reporting that the Darrough Chapel project is 100% complete. Total expenditures were reported as \$643,057.15 and this report has been reviewed and confirmed by Deputy Auditor Delmo Lynch. A motion was made by Mr. Bray to approve the Semi Annual Report for the Darrough Chapel Project Grant, and authorize President Wyman to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Moore and carried.

ATTORNEY MURRELL HAD NO REPORT AT THIS TIME

IN THE MATTER OF COMMISSIONER ITEMS:

COMMISSIONER MOORE:

Mr. Moore submitted a letter received from Functional Family Therapy Partners concerning an award through the department of Children Services for certifying and training options for our Functional Family Therapy model. The letter was received on a motion made by Mr. Moore and seconded by Mr. Bray.

COMMISSIONER WYMAN:

Mr. Wyman congratulated The United Way for attaining their \$2 million dollar goal. It was reported that Howard County employees pledged over \$10,000.00 toward the campaign.

*There being no Public Comment and no further business to come before the Commissioners
At this time, the meeting was adjourned at 5:05 p.m. on a motion
made by Mr. Moore and seconded by Mr. Bray.*

HOWARD COUNTY COMMISSIONERS:

PAUL G. WYMAN, PRESIDENT

TYLER O. MOORE, VICE PRESIDENT

ROBERT B. BRAY, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR

Howard County Commissioner Meeting January 21, 2014