

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING MARCH 17, 2014

The Howard County Board of Commissioners met in Regular Session on Monday, March 17, 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 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 March 3, 2014 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Moore and seconded by Mr. Bray.

IN THE MATTER OF RESOLUTION NO. 2014-BCCR-8:

President Wyman read Resolution No. 2014-BCCR-8 in full one time as follows:

A Resolution of the Howard County Board of Commissioners Honoring The ISHAA Class 3A
Basketball State Champion Western Lady Panthers.

WHEREAS, over the past 3 years under head coach Chris Keisling, the Western Lady Panthers basketball team has won 3 Howard County titles, 1 Mid-Indiana Conference title, 2 sectional titles and 2 regional titles; and

WHEREAS, after ending the 2014 regular season with a 16-3 record, the Panthers won their first semi-state title beating Norwell 41 – 31, and earning a berth in the State Championship game; and

WHEREAS, on March 8, 2014 at The Hulman Center on the campus of Indiana State University in Terre Haute, Western triumphed over two-time defending state champions Evansville Mater Dei in the championship game to win its first-ever IHSAA basketball state championship, 38-35; and

WHEREAS, the Lady Panthers and Coach Keisling have thus distinguished themselves and the community which they represent, and well deserve public recognition and honor for this exceptional achievement.

NOW, THEREFORE, BE IT RESOLVED BY THE HOWARD COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

1. The Western Lady Panthers basketball team is hereby publicly recognized and honored for winning the school's first-ever IHSAA Class 3A girls basketball state championship.
2. The Western team, Coach Keisling, parents, students, faculty, administration, fans and community are hereby commended for their enthusiastic and unwavering support during both the regular season and the tournament.
3. In honor of this remarkable accomplishment, the Board of Commissioners hereby joins the Howard County Council in declaring and designating March 17, 2014, 2014, as the "*Day of the Panther*" in Howard County, Indiana.
4. A copy of this Resolution shall be delivered to the Team and shall be made a part of the official records of the Howard County Board of Commissioners.

DULY ADOPTED THIS 17TH DAY OF MARCH, 2014

Resolution No. 2014-BCCR-8 was approved as submitted on a motion made by Mr. Moore and seconded by Mr. Bray.

IN THE MATTER OF DEPARTMENTAL REPORTS:

COUNTY CLERK:

Clerk Kim Wilson submitted the Poling Site listing for the 2014 election year. Attached are the signed agreements with each poling site. This listing has not changed from the previous election except for Local 685, which was demolished in November's tornado. INVENTREK Park will be the poling site. The Howard County Election Board requested that the Board of Commissioners approve the 2014 Poling Site Listing as submitted. A motion was made by Mr. Moore to approve the 2014 Precinct Poling Site Listing as submitted. The motion was seconded by Mr. Bray and carried.

At this time Ms. Wilson asked for prayers for one of her staff members who has been battling cancer and has been given one week to live.

RECORDER:

Recorder Brook Cleaver submitted an Amended Schedule D, Tapestry Fees, of the Laredo / Fidler Contract. Currently the fee for a Tapestry record search is \$5.95 and the Recorders Office receives \$2.25 of the search and 50 cents per copy. Fidler is amending the Recorder portion of the search fee to \$1.00 and all of the copy money. That would mean more money going into the Perpetuation Fund and less money into the Enhanced Access Fund. A motion was made by Mr. Moore to approve amended Schedule D Tapestry Fees of the Laredo / Fidler Contract, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray, and carried with two aye votes. Commissioner Moore abstained from the vote.

COUNTY ASSESSOR:

At the March 3rd Commissioner Meeting, County Assessor Jamie Shepherd submitted one bid from Ad Valorem for Assessment Services (*please refer to page two, item two, "In The Matter Of Departmental Reports, County Assessor", of the Regular Meeting dated March 3, 2014*). The Bid was taken under advisement for further review. The Ad Valorem bid is for Assessment Services for 2014 – 2018. The gross amount (which includes appeal days) is \$1,326,000.00. This is the same amount as their bid two years ago, and the same amount as the Contract we just completed with Ad Valorem. The Assessor is also asking Ad Valorem to add digital photos to the assessment services, to attach to the parcels. Ms. Shepherd recommends awarding the bid to Ad Valorem. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the Assessment Services contracts of Ad Valorem, in the total amount of \$1,326,000.00.

Attorney Murrell commented that these Reassessment Contracts are very complex and that we are fortunate to have an Assessor who understands all the issues.

KINSEY YOUTH CENTER:

Kinsey Director Jeff Lipinski expressed appreciation to the Board of Commissioners for recognizing the Western Lady Panthers earlier in the meeting. Mr. Lipinski submitted a rebate check in the amount of \$9,002.00 from Energize Indiana. This rebate concerns the Lighting Project approved by the Commissioners in 2013, in the amount of \$14,000.00, paid from the Cumulative Capital Fund. The money will be receipted back into that fund. Mr. Lipinski also reported on funds turned back to County General, in the amount of \$250,000.00 through the month of February.

COUNTY HOME – HOWARD HAVEN

At the March 3rd meeting the Board of Commissioners approved the purchase of a 2013 Dodge Caravan for the County Home, with the trade-in of three county vehicles to help underwrite the cost (*please refer to page one, "In The Matter of Departmental Reports: County Home (Howard Haven)", of the Regular meeting minutes dated March 3, 2014*). Superintendent Jennifer Vary now submits the titles from the trade-in vehicles for signature and release, and asked the Board to sign an early payment claim for the new vehicle. A motion was made by Mr. Moore to authorize the President to sign the title work and other purchase documents, on behalf of the Board of Commissioners, and to approve and sign the claim for the new vehicle as an early paid claim. The motion was seconded by Mr. Bray and carried.

PERSONNEL DEPARTMENT:

1) Personnel Director Wanda McKillip submitted an Employee Memo concerning enrollment meetings with Hoosier S.T.A.R.T., our Deferred Compensation provider. Representative George Foster will be meeting with

employees on Wednesday, April 2nd and Thursday, April 3rd, 2014. The Employee Memo and its distribution was approved on a motion made by Mr. Moore and seconded by Mr. Bray.

2) Ms. McKillip submitted the following:

The PAC Committee met with Director, Jeff Lipinski, on Monday, March 10, 2014, and has the following recommendation to the Board of Commissioners for the Kinsey Youth Center. All of the five members of the PAC were in attendance and they were in agreement on the recommendation listed:

Recommend the hiring of a new part-time janitor/custodian position for the KYC at 10.00 an hour. This recommendation is based on the facts that were submitted by Director Jeff Lipinski in the attached letter.

This position would work 16 to 20 hours and the salary would be paid half from the FFT User Fee Fund and half from Jail and Juvenile COIT Fund.

Kinsey Director Jeff Lipinski also spoke to this request. He informed the Commissioners that the Muncie Juvenile facility closed last week and Mr. Lipinski is expecting an influx of residents to Kinsey Youth Center. At one time Youth Managers had helped maintenance with mopping and cleaning duties. But with increased transports and more residents coming to Kinsey our Youth Managers are no longer available to help maintenance with cleaning duties, hence, the need for this request. At the conclusion of discussion a motion was made by Mr. Moore to support the PAC recommendation for a part time janitor / custodian position for Kinsey Youth Center, and to forward the recommendation to the County Council for their consideration. The motion was seconded by Mr. Bray and carried.

3) April is National County Government month. The Personnel Office is scheduling Courthouse and Administration Center tours for area schools. A listing of scheduled tours will be given to the Board of Commissioners.

4) Ms. McKillip submitted Ordinance No. 2014-BCCO-8, an ordinance amending Ordinance No. 2011-BCCO-43, adopting an additional 457 option for county employees. This amendment is needed because the Hartford Life Insurance Company was bought by Mass Mutual Financial Group. Everything else about the amendment is the same. A motion was made by Mr. Bray to approve Ordinance No. 2014-BCCO-8. The motion was seconded by Mr. Moore and carried.

IN THE MATTER OF THE HOWARD COUNTY EMERGENCY PLAN COMMITTEE APPOINTMENT:

The Board of Commissioners will table this committee appointment until a later date.

IN THE MATTER OF THE GIS SYSTEM UPDATE INFORMATION:

Auditor Martha Lake began this update by informing the Commissioners that, although we need a GIS Coordinator, the county GIS Committee does not want to hire a GIS coordinator for Howard County. They believe a better solution would be to use an employee from Schneider, Adam Williams, to act as the Coordinator, working with Auditor mapping coordinator Chief Deputy Laura Johnson. Each county department that uses GIS mapping has their own version of the maps specific for their function. Those maps would be coordinated to provide easier access, inquiry, and consistent information. The committee has received a Staff Augmentation agreement from Schneider, in the amount of \$33,500.00 annually from April 1, 2014 – December 31, 2016. Mr. Williams will be on site two (2) days each month, for a total of twenty-four (24) days annually. This agreement would be re-evaluated after 90 days and if it is not working as anticipated, the agreement could be cancelled, only owing a pro-rated portion. Attorney Murrell has reviewed the agreement and is satisfied it meets the county's needs. The amount needed would be put into a GIS Contract line item in the Information Systems Department Budget, and the committee will reach out to the City of Kokomo concerning their GIS mapping. At the conclusion of explanation and discussion, a motion was made by Mr. Moore to approve the Staff Augmentation Contract with Schneider with Mr. Adam Williams acting as GIS Coordinator for Howard County, and appointing Laura Johnson as Howard County's GIS representative, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

IN THE MATTER OF BRIDGE #64 SPECIFICATIONS:

Auditor Lake submitted the Title Page for the Bridge #64, DES #0900163, purchasing right-of-ways, that needs the Boards' signatures. Bridge #64 is on Lafountain Blvd., just south of Lincoln Road. The purchase prices for the two (out of four) pieces of land right-of ways, are \$1,215.00 and \$668, with checks written at the time of purchase. A motion was made by Mr. Moore to approve the Bridge Plans for Bridge #64, 0900163, on Lafountain Blvd, and to authorize President Wyman to sign all Sales Disclosure and associated documents for the purchase of two right-of-way parcels. The motion was seconded by Mr. Bray and carried. Mr. Moore amended his motion to include authorizing the President to sign the Partial Mortgage release document when available. That motion was seconded by Mr. Bray and carried.

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 March 21, 28, and April 4, 2014, in the amount of \$357,338.30 each, were approved on a motion made by Mr. Bray and seconded by Mr. Moore.
2. **Operating Claims:** The Commissioners' Operating Claims payable today, March 17, 2014, in the amount of \$352,702.92, were approved as submitted on a motion made by Mr. Bray and seconded by Mr. Moore.
3. **Monthly Reports:** The following reports were submitted as follows: Weights & Measures for the month of February 16 – March 15, 2014; Clerk Monthly Report for the month ending February 28, 2014; Veterans Service Office for the month of February, 2014; Treasurer's Monthly report for the month ending February 28, 2014. All reports were accepted as submitted on a motion made by Mr. Bray and seconded by Mr. Moore.
4. **2013 Annual Report:** Auditor Lake informed the Commissioners that the 2013 Annual Report and the 2014 Abstract is on file in the Auditor's Office if the Commissioners would like to review them. The State Auditors are here to perform the 2013 Audit of Howard County. The Beacon web site will be updated in two (2) weeks.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **Hillcrest Bid Package:** Plan Commission Director Greg Sheline and Mr. Murrell have been working on the bid package for the excavation of property at 617 Hillcrest, Kokomo, Indiana. The opening of bids will be at the April 7th Commissioner Meeting. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the Bid packets for the demolition project at 617 Hillcrest, as submitted. Grant Administrator Tina Henderson will advertise the bids in needed publications.
2. **Ordinance No. 2014-BCCO-7:** Mr. Murrell submitted Ordinance No. 2014-BCCO-7, an ordinance that amends the Howard County Health Department Fee Ordinance No. 2013-BCCO-23, for clarification and correction. Mr. Murrell explained that while the Auditor's Office was preparing the 2013 Ordinances and Resolutions for codification, clarification was needed by the lawyers of the codification service on this specific ordinance. In reviewing the ordinance, Mr. Murrell felt that several issues did need further clarification. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve Ordinance No. 2014-BCCO-7 as submitted.

IN THE MATTER OF COMMISSIONER ISSUES:

COMMISSIONER BRAY:

Everbridge Mass Notification system is now available for citizen sign-up. It takes about five (5) minutes to sign up for the notification service. Citizens can sign up through the County's website, www.co.howard.in.us. If help is needed citizens can contact EMA, Sheriff Department, or local libraries.

IN THE MATTER OF PUBLIC COMMENT:

President Wyman opened the floor for public comment as follows:

Mr. Jerry Paul, President of the Howard County Veterans Memorial Corp at Darrough Chapel Park: State Resolution No. 45 encourages cities and municipalities to fly the POW flag whenever possible. He would like to see the Commissioners approve flying the POW Flag from the Administration Center. Mr. Paul offered to contact Bagwell Events to visit this site and give an estimate on the cost of a POW flag. By consent the Commissioners directed Mr. Paul to proceed with obtaining an estimate for a POW flag for the Administration Center.

*There being no further business to come before the Board of Commissioners at this time,
the meeting was adjourned at 4:58 p.m. on a motion
made by Mr. Moore and seconded by Mr. Bray.*

HOWARD COUNTY BOARD OF COMMISSIONERS:

PAUL G. WYMAN, PRESIDENT

TYLER O. MOORE, VICE PRESIDENT

ROBERT B. BRAY, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Commissioner Meeting March 17, 2014