

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JUNE 28, 2004

The Howard County Board of Commissioners met in Regular Session on Monday, June 28th, 2004, at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President John B. Harbaugh, Vice President Paul J. Raver, and Member Bradley J. Bagwell. Also present were County Attorney Lawrence Murrell, Personnel Administrator Wanda McKillip, and Auditor Martha Lake.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President John B. Harbaugh.

The minutes from the Joint Executive Session held on June 3rd and the regular meeting held on June 7th, 2004 were reviewed. Mr. Raver made a motion to approve the minutes with the following correction to the June 3rd, 2004 minutes:

Change the first word of the first paragraph from “An” to “A”.

Mr. Bagwell seconded the motion, and the minutes were approved as corrected.

IN THE MATTER OF HIGHWAY ISSUES:

Auditor Martha Lake presented the following issues on behalf of Mr. Ted Cain, Howard County Highway Engineer/Superintendent, who was unable to attend the meeting:

1. **The Preserve at Bridgewater Subdivision Maintenance Bond No. 400TD4258:** A three (3) year maintenance bond in the amount of \$495,409.00 was submitted from Harmony Development LLC and Mohr Construction Company, a Division of E & B Paving, Inc. for The Preserve at Bridgewater Subdivision, Harrison Township, for the storm sewer, stone base for street, asphalt binder and asphalt surface for street, concrete curbs and gutters, street signs, and traffic control devices. Mr. Cain previously reviewed the document and determined that everything is in order and the document is ready to be accepted.

Mr. Bagwell made a motion to accept the maintenance bond for The Preserve at Bridgewater Subdivision as presented. Mr. Raver seconded the motion and it carried.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert presented the following issues for Commissioner information:

1. **Truck Title:** (*See page 1, June 7th, 2004 minutes, “In the Matter of Sheriff Department Issues”, Item 3, for related discussion*) A Duplicate Certificate of Origin was obtained from the Ford Motor Company for the 2002 white Ford maintenance truck that was purchased two years ago and had never been titled. The title was turned over to the County Auditor. The Sheriff stated that all of the vehicles at the Sheriff’s Department now have titles on file.
2. **LexisNexis Contract:** Sheriff Talbert requested approval to subscribe to LexisNexis, which is an on-line legal information service. The service provides unlimited access to all cases and codes nationwide. The service would be supplied to the workstation for CID Commander Lieutenant Greg Hargrove. The total monthly cost of the service is \$27.00 per user, which would be paid out of the Commissary Fund.

LexisNexis has advised they are in the process of negotiating a contract with the State Department of Corrections to provide an electronic library for all of the State DOC facilities. If the negotiations are successful, the State DOC would consider making arrangements for all counties to connect to the system. The Sheriff commented that the electronic library would eliminate the need for the law books that are mishandled by the inmates at the jail.

County Attorney Larry Murrell previously reviewed the contract and found everything to be in order. Mr. Bagwell made a motion to approve the subscription agreement with LexisNexis for online service for the Sheriff’s Department at a cost of \$27.00 per month and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, which carried.

3. **Medical Professional Contract:** An Addendum to the Agreement for the provision of inmate health services at the Criminal Justice Center with Health Professionals, LTD, was presented with a 5% rate of increase, commencing on January 1, 2004 through December 31, 2004. This percentage will increase the monthly payment to \$2,646.00, bringing the total cost to \$31,752.00.

Mr. Bagwell made a motion to approve the Addendum to the agreement for the provision of inmate health services at the Criminal Justice Center with Health Professionals, LTD, and authorize the President to sign on behalf of the Board. Mr. Raver seconded the motion, which carried.

4. **Double Bunking in Unit 6:** On April 27, 2004, the Council approved an additional appropriation of \$15,000 out of the Howard County Cumulative Capital Development Fund to fund a project to install double bunking in Unit 6 at the Jail. The County Maintenance Department together with Mr. Art Fross, labor/maintenance employee at the Criminal Justice Center, installed fourteen (14) new bunk beds. The additional beds increased the jail capacity from 310 to 324 inmates.
5. **Appreciation of Inmate Work Crew:**
 - a. The Sheriff received a letter from Ms. Jan Hendricks from the Kokomo Technology Center expressing appreciation for the clean up performed by the inmate work crew.

- b. **Weed Complaint at 521 E. Walnut St.** (*See page 2, June 7th, 2004 minutes, “In the Matter of Sheriff Department Issues”, Item 6, for related discussion*) The inmate work crew mowed, removed trees, and hauled trash away from the property. The crew might need help from the Highway Department backhoe operators to remove the steel buildings.
- c. The Commissioners expressed appreciation on the work completed at Howard Haven by the inmate work crew.

IN THE MATTER OF PLAN COMMISSION ISSUES AND PROPERTIES FOR APPROVAL:

Plan Commission Director Glen Boise presented the following issues for Commissioner information and approval:

1. **Case 13-CP-04 – one (1) lot in Laubsch Estates Subdivision located at 1163 North 900 East** was approved on a motion made by Mr. Bagwell. Mr. Raver seconded the motion, and it carried.
2. **Case 16-CP-04 – one (1) lot in Tyler Subdivision located at 4656 North 150 West** was considered. Mr. Raver made a motion to approve Case 16-CP-04. Seconded by Mr. Bagwell, the motion carried.
3. **Unsafe Buildings:** Mr. Boise was unable to conduct further investigations and no report was available at this time. He assured the Commissioners that he would check on the status of the property at 2255 South 350 West, owned by Gregory & Sonya Ward, before the next meeting. (*See page 3, May 3, 2004 minutes, “Continued Public Hearing – 9:30 a.m. - Unsafe Building - 2255 South 350 West” for related discussion*)
4. **Visibility Complaints:** Mr. Boise has begun to receive complaints about corn planted too close to intersections. Requirements state that a vehicle sitting four feet back from the intersection must have a line of visibility of at least 200 feet in either direction.
5. **Flood Mitigation Issues:**
 - a. The Indiana Housing Finance Authority requested some additional material for the grant applications.
 - b. The amount appropriated in 2004 to buy out flood damaged homes is \$200,000.
 - c. **504 Ridge Road:** Mr. Bagwell commented that the property was not thoroughly cleaned up and asked if any recourse could be taken. Mr. Boise said the company that performed the clean up has broken up and the County would not likely get any action from them.
 - d. **Discussion ensued regarding County options for acceptable use of the property acquired through the flood mitigation procedure.** The property can be given to a non-profit organization but they cannot place any buildings on the lot; the property may only be used for an open type use. A brief discussion was held regarding excavation of the area in order to create an overflow for floodwater. Mr. Boise commented that an engineer would be needed to design the project. Mr. Bagwell suggesting contacting Butler, Fairman and Seufert about for creating design work for overflows in the Hillcrest and Hillsdale areas. Funding for the project would be paid out of the Economical Development Income Tax (EDIT) Fund.

Mr. Raver made a motion to authorize Mr. Bagwell to contact Butler, Fairman and Seufert regarding design work to help with the flood mitigation efforts in the Hillcrest and Hillsdale Subdivisions. Mr. Bagwell seconded the motion, and it carried.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

Maintenance and Grounds Superintendent Thomas Harrison presented the following issues for Commissioner information and approval:

1. Mr. Harrison thanked Mr. Ted Cain and the Highway Department for hauling stone for the improvements to the county parking lots.
2. **Courthouse Maintenance Update:**
 - a. **Divider Wall in New Courtroom:** Mr. Harrison submitted a proposal from Hayes Brothers, Inc. in the amount of \$3,713.00 to extend a divider wall and fabricate a glass screen near the jury box on the east side of the new courtroom. The improvement would enhance the courtroom.

Mr. Bagwell made a motion to approve the proposal from Hayes Brothers, Inc. in the amount of \$3,713.00 as outlined by Mr. Harrison, to be paid from the existing funds. Mr. Raver seconded the motion, which carried.
 - b. **Exterior Handrail:** The center handrail at the east entrance has been damaged by a truck. As a matter of liability, the Commissioners felt the handrail should be repaired. Hayes Brothers, Inc. was previously authorized to make and replace the handrail at a cost of approximately \$1,500.00 to be paid out of the Courthouse Renovation Fund.

- c. **Courthouse Renovation Acceptance:** The date of acceptance for the courthouse renovations is scheduled for July 1st, 2004. Mr. Harrison reported there are a few unfinished issues that still need to be resolved. County Attorney Larry Murrell advised Mr. Harrison to prepare and fax a punch list of the items that need to be completed under the contractual warranty to Terstep Company, Quality Plumbing and Heating, and Mr. William Bassett.
3. **Howard Haven:** Mr. Harrison agreed to visit the facility every week to keep track of maintenance needs and the maintenance staff will continue to assist with the repair work.
4. **Government Center:** Mr. Harrison reported problems with the air conditioning system in the Howard County Government Center. Only two of the three air conditioning units are in operation, and those units have internal leaks. Mr. Harrison is working on obtaining cost estimates to either repair or replace the units. Mr. Harrison feels that replacement might be a more cost effective solution.

IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:

Personnel Director Wanda McKillip presented the following issues for Commissioner information and approval:

1. **Office Intern:** Mrs. McKillip introduced Brandy Roseler, has been hired in the Personnel Office as an intern and is working on job descriptions for county employees. The deadline to complete the job descriptions has been projected for August 1st, 2004.
2. **Job Descriptions:** Job Description forms have been distributed to all departments to be completed and returned to the Personnel Office. Brandy Roesler will work on putting every job description in the same format.
3. **Howard Haven Job Posting:** The Howard Haven Committee met on Friday, June 25th, 2004 and recommended hiring a Superintendent for an annual salary of \$30,000 rather than having co-managers operate the home. In addition the Committee recommended posting the open position for Superintendent for Howard Haven and to advertise the position in the newspaper beginning July 3rd. Once the Superintendent has been appointed, it would be his/her responsibility to coordinate the administrative staff and services.

Mr. Raver made a motion to reorganize the Howard Haven Residential Center with a Superintendent, as per statute, and authorize advertisement of the position for an annual salary of \$30,000. Mr. Bagwell seconded the motion, and it carried.

The objective is that the Superintendent would begin with 90% of the salary and to have a ninety-day probationary period. If the probationary period is successful, then the Superintendent would serve a four-year term as contemplated in the statute. Applications/Resumes will be accepted until July 14th, 2004 and reviewed by the Howard Haven Committee prior to setting up interviews with the applicants.

4. **Future Job Postings:** The Personnel Office has a future goal of advertising job postings on the County website.
5. **Exempt/Nonexempt Status:** The Personnel Office is reviewing the Fair Labor Standards Act, which will have a change in the exempt and nonexempt status effective in August 2004. Mrs. McKillip anticipates very few changes resulting from the revisions.
6. **Mr. Jay Freeman was appointed to serve on the Howard Regional Health Systems Board of Trustees** for a four-year term beginning July 1st, 2004 on a motion made by Mr. Bagwell. Seconded by Mr. Raver, the motion carried.

IN THE MATTER OF INFORMATION SYSTEMS DIRECTOR ISSUES:

Information Systems Director Terry Tribby presented the following issues for Commissioner information and approval:

1. **Interoperability Communications Upgrade Wireless Project:** The project is to set up the backbone for a wireless network between the Criminal Justice Center, Kokomo Police Department, and the Administration Center. The project is to remain confidential and the Proposals were required to be submitted to the Auditor's Office by 4:00 p.m. on June 21st, 2004.

An RFP from SBC Communications was submitted after 4:00 p.m. on June 21st. In the interest of fairness and in compliance with the statute, Mr. Bagwell made a motion to reject the RFP from SBC Communications because it was not timely submitted by 4:00 p.m. on June 21st, 2004. Mr. Raver seconded the motion, which carried.

The following vendors submitted responses for the ICU Wireless Project:

Communications Products, Inc.
Mobile Radio of Kokomo
Berbee Information Networks
Miller and Miller Information Systems

Mr. Bagwell made a motion to take the RFP's under advisement and request the Information Systems Director to review them and make a recommendation to the Board. Mr. Raver seconded the motion, and it carried.

2. **Property Record Internet Access Update:** NX Communications arrived today to install the equipment that is going to download the tax and assessment information to their website on a daily basis. This is the final step to complete this project. County Assessor Ann Harrigan thanked the Commissioners for supporting the project. Mrs. Harrigan said a test site has been set up and has received very much praise from people. She highly commended NX Communications persistence and hard work on the project. NX was successful in deciphering the ProVal program and have fulfilled everything they had promised to accomplish. Mr. Tribby affirmed that NX Communications has performed very well.

Once the tax and assessment data has been downloaded to the internet website and the process is tested, the information would be ready to go online. Mr. Tribby said the next stage of the project is to discuss how to accomplish the roll out with the different agencies involved, notify the media, and training sessions on how to use the software.

3. **Internet Use Policy:** A policy needs to be drafted to establish guidelines for internet use in the County. The policy would give Information Systems a tool to monitor internet usage. The County Attorney, along with Mr. Tribby, is working on drafting a policy that addresses issues of concern, liability, and risks to the County's network. Mr. Tribby anticipates presenting the policy to the Board of Commissioners at the July 19th, 2004 meeting. Mr. Tribby briefly talked about researching software tools to monitor internet use by the county employees.

IN THE MATTER OF SET DATE FOR PETITION TO VACATE RIGHT-OF-WAY:

Attorney David T. Baird submitted a petition on behalf of his client, Damion A. Griggs, to vacate an undeveloped portion of 460 East. The public way is contiguous to Lot 9 in Ingel's First Addition to the Town of Terre Hall (Hemlock), Taylor Township. Attorney Larry Murrell previously reviewed the documents and found the petition to be in order, and it follows the guidelines of the statute.

Mr. Bagwell made a motion to accept the petition to vacate the public way and set the date for **public hearing on Monday, July 19th, 2004 at 9:30 a.m.** Mr. Raver seconded the motion, which carried.

IN THE MATTER OF KINSEY YOUTH CENTER ISSUES:

Kinsey Youth Center Director Janet Weaver presented the following issue for Commissioner information and approval:

The commercial clothes dryer at the Kinsey Youth Center stopped working. The dryer was at least eleven years old and beyond repair. An emergency replacement was necessary at a cost of \$3,203.75 from Industrial Specialty Supply Company. In order to save on labor costs, the maintenance personnel at the Kinsey Youth Center will install the new dryer. Ms. Weaver requested an additional appropriation of \$4,000 out of Cumulative Capital Development Fund to pay for the replacement.

Mr. Bagwell made a motion to authorize the purchase of the commercial clothes dryer for \$3,203.75 and request an additional appropriation of \$4,000 out of the Cumulative Capital Development Fund to cover the expense and any costs incurred with the installation. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF JUVENILE PROBATION DEPARTMENT ASP GRANT:

Chief Juvenile Probation Officer Don Travis recapped that the Alternative School Program (ASP) is a computer assisted educational program transmitted over the internet for kids experiencing expulsion or pending expulsion. The Kokomo Center School Corporation provides the in-kind match by providing the staff. Initially the grant was to fund \$75,000.00 each year for a three-year term. In March 2004, Mr. Travis was notified that the Federal Government cut back the grant funds and there was no money to fund the program. Approximately two weeks ago the Indiana Criminal Justice Institute notified Mr. Travis that \$44,459.00 has been set aside and offered the money to continue funding for the Alternative School Program. The deadline to submit the grant application was only three days after Mr. Travis was notified. Mr. Travis hurriedly met with all of the collaborating agencies, obtained President Harbaugh's signature on the grant application, and was able to submit the grant application by the deadline.

Mr. Raver made a motion to approve the grant application and reaffirm the signature of President Harbaugh on the grant application to the Indiana Criminal Justice Institute for Title V Community Prevention Grants Program Funds. Seconded by Mr. Bagwell, the motion carried.

IN THE MATTER OF GASB-34 CAPITAL ASSETS POLICY:

(See page 7, April 5th, 2004 minutes, "In the Matter of Claims and Reports", Item 3, for related discussion)

Howard County is working on implementing a new "Capital Asset Policy and Procedure Manual". The policy is being put into effect to comply with the provisions of GASB 34 (Governmental Accounting Standards Board) and the requirements of the Indiana State Board of Accounts. GASB 34 is a re-fitting of the accounting and reporting model used by governmental entities throughout the nation. An inventory of capital assets will be maintained by the county at all times and verified on an annual basis through confirmations by each department head. This purpose of

this policy is to enhance financial and operational accountability to the citizens of Howard County and to all other concerned constituents.

In April 2004, the County entered into a contract with a CPA firm, Umbaugh and Associates, to assist with bringing Howard County in compliance with GASB 34 requirements. Mr. Dan Hedden, Representative from Umbaugh and Associates, presented a preliminary draft of the GASB 34 Capital Asset Policy and Procedure Manual for perusal. Mr. Hedden went over the main points of the manual. For internal and insurance reasons the county is currently tracking everything with a valuation over \$250.00. There has been discussion that this amount will be raised to \$500.00. Mr. Hedden summarized that Howard County is required to complete three new requirements:

1. A policy regarding accounting, reporting, and record keeping of capital assets.
2. Prepare a management discussion and analysis.
3. Prepare a budgetary comparison.

Attorney Larry Murrell had the opportunity to review the manual last week. He commented that the manual is very concise and well written.

Auditor Martha Lake advised that implementation of the new procedure will require new software. Information Systems personnel are developing a workable program in Microsoft Access to track inventory and capital assets. In addition, Highway Engineer/Superintendent Ted Cain is working on providing infrastructure information.

Mr. Raver made a motion to adjust the tracking and inventory threshold by changing the figure from \$250.00 to \$500.00. Mr. Bagwell seconded the motion, which carried.

Mr. Bagwell made a motion to approve the GASB 34 Capital Asset Policy and Procedure Manual subject to execution of the final version. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF EMERGENCY MANAGEMENT AGENCY ISSUE:

Emergency Management Agency Director Larry Smith explained that approximately a month ago severe weather passed through Howard County. Lightning surged through the wiring at the Howard County Government Center and damaged a computer. Information Systems Director Terry Tribby repaired the power supply to the computer. Approximately two weeks ago Mr. Smith became aware that the lightning also damaged a Zetron console. Mr. Smith submitted a cost proposal from Mobile Radio of Kokomo, Inc. in the amount of \$3,280.00 to repair the console and to purchase two surge protectors.

Auditor Martha Lake had talked to the county insurance representative about filing a claim for damages. She explained that an additional appropriation out of the Cumulative Capital Development Fund would pay for the repair in anticipation of insurance money to reimburse the cost, minus the \$500.00 deductible amount.

Mr. Bagwell made a motion to approve the proposal and request an appropriation of \$3,280.00 out of the Cumulative Capital Development Fund to repair the console and purchase two surge protectors at the Emergency Management Agency. Mr. Raver seconded the motion, which carried.

IN THE MATTER OF GREENTOWN VOLUNTEER FIRE DEPARTMENT REQUEST:

Greentown Volunteer Fire Chief Vince Jaenicke explained that the Fire Department assumed an Emergency Medical Service, which was formerly owned and operated under the name of Eastern Howard Emergency Service. The Fire Department legally received all of the former owner's assets and is operating under the Greentown Volunteer Fire Company. The Fire Company has been issued a new certification from the State EMS Commission. Since the service began this year, the Fire Company has been helping with funds and manpower to improve ambulance in-service time, which is approximately three times more than the start of 2004. The service has increased in members. The Greentown Volunteer Fire Department is requesting financial assistance for the Fire Company from the County Commissioners.

The Commissioners recalled that financial assistance was provided to the Galveston and the Eastern-Converse Ambulance Services. Mr. Bagwell made a motion to request an appropriation of \$5,000 out of EDIT to provide financial assistance to the Greentown Volunteer Fire Company Ambulance start-up activities. Seconded by Mr. Raver, the motion carried.

IN THE MATTER OF STATEMENT OF APPRECIATION:

Sheriff Talbert publicly thanked EMA Director Larry Smith for assisting the Sheriff's Department while the Sheriff's Department has been experiencing personnel shortages. Sergeant Larry Shipman and Deputy Paul Cherry have been called away to active military duty; Transportation Officer Jon Zeck was on sick leave following surgery; Deputy Kurt Georges is off of work for several weeks with a fractured hand; and Deputy Don Leffert is currently absent for knee surgery. Sheriff Talbert said, "Larry has really stepped up to the plate and helped us." EMA has provided support officers for out of state prisoner transports. Even with all of the activities that keep EMA busy, they have done an excellent job of lending support to the Sheriff's Department.

EMA Director Larry Smith accredited the county departments and elected officials for working together to support the various agencies and sharing grant money for projects. He said our county should take pride for accomplishing the level of cooperation and support that has been occurring.

IN THE MATTER OF POOR RELIEF APPEALS FOR TAYLOR TOWNSHIP:

A Poor Relief Hearing was conducted on June 25th, 2004 for Taylor Township on behalf of **Daniel G. Blackburn**. Commissioner Harbaugh, Poor Relief Hearing Officer, made a recommendation to uphold the written denial for assistance made by the Taylor Township Trustee on June 9th, 2004. Mr. Raver made a motion to uphold the denial of the Taylor Township Trustee based upon the finding that the Township Trustee followed the Eligibility Standards and Guidelines for Poor Relief applicable to the case. Mr. Bagwell seconded the motion and it carried.

IN THE MATTER OF GRANT ACTIVITY:

Grant Administrator Tina Mendenhall Henderson was unable to attend the meeting. On behalf of Ms. Henderson, Auditor Martha Lake presented the following issues for Commissioner information and approval:

1. **New London Conservancy District Interlocal Agreement:** The Council approved and signed the Interlocal agreement attached to Ordinance No. 2004-HCC-24 at their meeting on June 22, 2004. Attorney Murrell received a call from Steve Johnson, President of the New London Conservancy District, expressing appreciation of the support that the Commissioners provided for New London.

Mr. Raver made a motion to approve the Interlocal Agreement between Howard County and the New London Conservancy District. Mr. Bagwell seconded the motion, which carried.

2. **Honey Creek Semi-Annual Report:** Mr. Raver made a motion to ratify the signature of President Harbaugh on the Honey Creek Township Semi-Annual Report on the grant for the fire engine. Mr. Bagwell seconded the motion, and it carried.

IN THE MATTER OF CLAIMS AND REPORTS:

Howard County Auditor Martha Lake presented the following reports for Commissioner information and approval:

1. **Operating claims payable on June 28th, 2004 in the amount of \$25,954.50** were approved on a motion made by Mr. Raver. Seconded by Mr. Bagwell, the motion carried.
2. **Commissioner's Salary Claims for hourly, salary, and overtime payable for July 2nd, 2004** were considered. Mr. Raver made a motion to approve payment. Mr. Bagwell seconded the motion, and it carried.
3. Mr. Bagwell made a motion to hold an **Executive Session on Thursday, July 1, 2004 at 10:00 a.m.** to hear the results of Howard Haven audit report from the State Board of Accounts. Mr. Raver seconded the motion, and it carried.
4. **Maximus Contract Renewal:** Maximus Inc. assists the County in recovery of overhead costs from various sources. The fee for their services is the same as last year in the amount of \$9,500.00.

Mr. Bagwell made a motion to approve the Agreement for Professional Consulting Services with Maximus, Inc. in the amount of \$9,500.00 and authorize the President to sign on behalf of the Board. Seconded by Mr. Raver, the motion carried.

5. The **Capital Improvement Plan for 2004-2005** was submitted for perusal. Auditor Lake gave a brief account of the figures, financial commitments, and operating balance in this particular EDIT Fund.

Mr. Raver made a motion to approve and submit the Capital Improvement Plan. Mr. Bagwell seconded the motion, which carried.

6. **Howard County Auction:** Auctioneer Cartwright Ellis has agreed to conduct the 2004 annual County Howard County Auction. Mr. Raver made a motion to approve the contract with Mr. Cartwright Ellis of Crume/Ellis Auctioneers for the Howard County Auction to be scheduled on **Saturday, August 7th, 2004 at 10:00 a.m.** and authorize the President to sign on behalf of the Board. Mr. Bagwell seconded the motion, which carried.
7. The **Howard County Treasurers Report for the month of May 2004** was accepted on a motion made by Mr. Bagwell, seconded by Mr. Raver and carried.
8. The **Howard County Chamber of Commerce** sent a letter of appreciation for the County's contribution of \$9,000 out of EDIT Funds.
9. Mr. Paul Wood, President of the **Kokomo Downtown Association**, submitted a letter regarding the appropriation of funds from Howard County. Last year their appropriation request for \$30,000 was reduced to \$15,000 by the County Council due to the economic shortfall. Mr. Wood felt the economy has since improved and wished to make a presentation to discuss fulfillment of the entire appropriation request. No action was taken at this time.
10. The **Weights and Measures Monthly Report for May 15th through June 15th, 2004** was accepted on a motion made by Mr. Bagwell. Mr. Raver seconded the motion, which carried.
11. The Commissioners Budget will be discussed at the next meeting scheduled for **Tuesday, July 6th, 2004.**

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

County Attorney Murrell had no issues to present at this time.

IN THE MATTER OF COMMISSIONER ISSUES:

1. A written request was received from Ms. Marilyn Martino, Cook at Howard Haven, to **remove Joyce Colburn's name from the list for Food Finders Bank, Inc.** The Commissioners agreed by consensus to send a letter to Food Finders Bank, Inc. requesting Joyce Colburn's name to be removed from their list.
2. **Proclamation:** The week of June 21st, 2004 has been proclaimed by Delphi Delco Electronics Systems as "Excellence Week" for their employees. Mr. Raver made a motion to ratify and acknowledge the proclamation for Delphi Delco Electronics and Safety. Mr. Bagwell seconded the motion, and it carried.
3. **Limited Access Agreement:** The Indiana Department of Transportation requested Howard County to grant a limited access easement for Project No. STP-153-3(023) for an access road south of and parallel to U.S. 35 / S.R. 22 located at approximately 525 East. The access road, about one-quarter mile in length, serves ten lots in Hochstedler's Subdivision with an access to the highway at each end. When the state highway is widened to five lanes in 2007, the pavement will be very close to the access road. As a matter of traffic safety, the concept is to prevent numerous accesses to the state highway. The County Attorney previously reviewed the documents, which met with his approval.

Mr. Raver made a motion to accept the limited access proposal from the Indiana Department of Transportation and authorize the President to sign on behalf of the Board. Mr. Bagwell seconded the motion, and it carried.

4. **GIS Steering Committee Report:** Mr. Raver reported that the Committee met on June 17th, 2004. The Committee has plans to visit The Schneider Corporation in Indianapolis on July 22nd, 2004 to review their various specialty operations.
5. **Joint Storm Water Advisory Committee:** The Commissioners received e-mail correspondence from the Mayor of Kokomo regarding drainage situations in the community. One suggestion is to form a storm water advisory committee with the City to review the joint operations. The Drainage Board made a recommendation to the Commissioners that the County should participate on the task force, especially those involved with the MS4 Project. Mr. Harbaugh appointed Mr. Raver to be the Commissioners' representative on the committee. Mr. Raver stated he will also include Greg Lake in the committee since he is the County MS4 Coordinator.
6. **Cannon-Goyer Drain Clean Up:** The city crews are scheduled to pick up the brush piles today. The surveyors will be responsible for the leveling and seeding. Mr. Bagwell noticed large piles of dirt along the banks. If dirt is being hauled in, Mr. Bagwell suggested that someone should find out if the excess dirt from the Tudor Drain Project could be used. Mr. Raver said he would take a look at the site.
7. **Update on Status of General Manager:** Councilman Dwight Singer reported that an individual recently accepted the position of General Manager of the Civic Center and Director of the City of Firsts Automotive Heritage Museum. The individual's name will be disclosed in the near future, pending approval of the salary.
8. **Howard Haven Sewer Plans:** The plans and specifications to connect Howard Haven to the City sewer system have been completed. Mr. Jerry Williams, Professional Engineer from Gove and Associates will give a presentation of the plans at the next meeting on July 6th, 2004. The estimated cost of the project is \$22,730.

There being no further business, Mr. Bagwell made a motion to adjourn. Mr. Raver seconded the motion, which carried. The meeting closed at 11:15 a.m.

THE HOWARD COUNTY BOARD OF COMMISSIONERS

JOHN B. HARBAUGH, PRESIDENT

PAUL J. RAVEN, VICE PRESIDENT

BRADLEY J. BAGWELL, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Commissioner Minutes, June 28th, 2004

