

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING DECEMBER 29, 2008**

The Howard County Board of Commissioners met in Regular Session on Monday, December 29, 2008 at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President Bradley Bagwell, Vice President David Trine, and Member Paul Raver (who arrived late). Also in attendance were Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Bagwell.

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

The minutes of the December 15, 2008 Regular meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Trine and seconded by President Bagwell, who had vacated the chair to second the motion, due to the lateness of Commissioner Raver.

### **IN THE MATTER OF THE COUNTY'S INSURANCE PROPOSAL FOR 2009:**

Agent Phil Thatcher from Miles & Finch Insurance Agency submitted copies of the Insurance Proposal for 2009 and reviewed policy coverage and rates with the Board of Commissioners. The named insured for this policy is Howard County Board of Commissioners, Howard County Jail & Juvenile Detention Center Building Corporation and the Howard County Redevelopment Authority. The Howard County Historical Society is also included. The effective date of the proposed insurance is December 31, 2008 – December 31, 2009, with Selective Insurance Company, Indian Harbor Insurance, and Arch Specialty as the carriers. The Insurance Proposal includes the following lines:

- Property – covers the new EMA building with an increased building limit
- Enhancements / Elite Pac
- Inland Marine
- Crime
- General Liability
- Law Enforcement Liability – Decrease in claims caused reduction in deductible
- Errors & Omissions
- Employment Practice Liability
- Commercial Auto (149 vehicles)
- Worker's Compensation

The total premium for the proposed 2009 coverage is \$683,970.00, a decrease of \$71,866.00 from 2008's premium, with most of the savings being in the Law Enforcement Liability coverage. At the conclusion of the review, Sheriff Talbert complimented Mr. Thatcher on the fine customer service provided by Mr. Thatcher and Miles & Finch. Mr. Thatcher was on the scene of the EMA Fire soon after receiving the call from the Sheriff's Department. Attorney Larry Murrell commented that he has had positive experiences with all three of the carriers. At the conclusion of ensuing discussion, a motion was made by Mr. Trine, seconded by Mr. Raver (who arrived late) and carried to approve the proposed Insurance Coverage for 2009 as presented.

### **IN THE MATTER OF THE EMA RECONSTRUCTION CHANGE ORDER NUMBER TWO:**

At the October 20, 2008 Commissioner meeting, change order number one, in the amount of \$99,919.00 was approved (*please refer to page one, item three, "In The Matter Of Highway Department Issues", of the Regular Meeting minutes dated October 20, 2008*). Not included in that change order was the piping and drains associated with changing from electric radiant heat to gas unit heaters in the Sheriff's garage area. This second change order reflects the addition of \$17,998.00, making the total project now \$1,124,491.00. The amendment to the original contract, which incorporates Change Orders #1 and #2 is approved on a motion made by Mr. Raver and seconded by Mr. Trine. Mr. Trine commented that he has been to the EMA site and it is progressing well. A copy of the change order will be sent to C & Z for their counter signature.

### **IN THE MATTER OF INFORMATION SYSTEMS DEPARTMENT ISSUES:**

Information Systems Director Terry Tribby submitted the following issues for Board information and approval:

1. **Severe Weather Damage:** The Wireless Network in the Administration Center received some damage from the severe weather over the weekend. Traffic has been rerouted and the Information Systems Department will repair the damage.
2. **CD Presented:** Mr. Tribby's office prepared CDs of portions of the December 15<sup>th</sup> Commissioner Meeting where words of thanks, appreciation and encouragement were given to out-going Commissioners Raver and Bagwell. Mr. Tribby presented those CDs to Commissioner Bagwell and Commissioner Raver.

#### **IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:**

Sheriff Marshall Talbert submitted the following issues for the Commissioners' information and approval:

1. **Jail Population:** The current inmate population is three hundred fourteen (314) with fifty-two (52) being females. Sheriff Talbert commented that there were two hundred ninety-seven (297) during the Christmas holiday, the first time the population has been below 300 in a long time.
2. **Kudos To Maintenance Department:** Sheriff Talbert expressed appreciation to the Maintenance Department at the Jail for their work in keeping the parking lot and sidewalks clear of snow and ice during the heavy visitation traffic at Christmas.
3. **Kudos To Emergency Management Agency:** Mr. Larry Smith from Emergency Management sent help to the Sheriff's Department to assist them during the icy weather with slide-offs, broken poles, etc. Sheriff Talbert expressed appreciation to them for their help.

#### **IN THE MATTER OF BONA VISTA'S BOX SHOP PROPOSAL:**

Representatives from Bona Vista's the Box Shop were in attendance to present a proposal for mail pick-up Courier Service for Howard County. Jill Dunn, Teresa Miller and Jim Milner were introduced, and Teresa Miller began by explaining the service being offered. Bona Vista has teamed up with Pitney Bowes of Indianapolis, the largest clearing house for pre-sorted and discounted first class mail. The Box Shop, a subsidiary of Bona Vista can offer first class, one ounce mail at .394 pick up service. If the mail is already metered, there will be no extra postage charge. If the mail is not metered there will be a penny charge for each piece of mail. Any rate increases from the U.S. Post Office will be passed on to the customer. Two ounce mail will be charged 51.4 cents and three ounce mail will be charged 69.4 cents. Pitney Bowes will pick mail up from the Box Shop at 3:30 p.m., so all mail must be to the Box Shop before then. The charge for the courier pick-up service is \$2.50 per pick up location. At the conclusion of the presentation Ms. Dunn reminded the Board that this is a new source of training and special needs adults will be the workers. What the program can offer is limited at this time because it is a test program. Mr. Milner then spoke concerning payment terms in the contract. At this time, weekly pick ups are on a ten day payment term: monthly pick ups will be on a 30 day payment term. Second Deputy Auditor Konny Zurcher informed Mr. Milner of the current statute payment policy and emergency claim process. The courier process includes pickup of County mail at one location, then taken to Bona Vista. Pitney Bowes picks the mail up from Bona Vista at 3:30 p.m. and it is taken to their Indianapolis distribution center by 8:00 p.m. the same night. It is taken to the U.S. Post Office in Indianapolis to be processed, and then back to Kokomo. They guarantee a two-day turn-a-round, the same as if it stays in Kokomo. Commissioner Bagwell suggested that since there are still some issues to be worked out, that Commissioner Trine's committee work with Bona Vista and report back to the Board of Commissioners.

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

Auditor Ann Wells presented the following issues for Board information and approval:

1. **Operating Claims:** Commissioner Operating Claims payable December 29, 2008, in the amount of \$767,984.68 were approved on a motion made by Mr. Trine and seconded by Mr. Raver.
2. **Clerk's Monthly Report:** The Clerk's Monthly Report for the month ending November 30, 2008, was accepted on a motion made by Mr. Trine and seconded by Mr. Raver.

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

1. **Weights & Measures Report:** The Weights and Measures Monthly Report for the month of November 15, to December 15, 2008 was submitted and accepted on a motion made by Mr. Raver and seconded by Mr. Trine.
2. **Office Closing Request:** The Board of Commissioners received a request from the County Extension Office to close their office for one day on January 16, 2009 for their annual office retreat. Permission was granted to the County Extension Office to close their office on Friday, January 16, 2009, on a motion made by Mr. Raver and seconded by Mr. Trine.
3. **Commissioner Appointments:** The Commissioner Appointments, listed on the agenda, will be addressed at the January 5, 2009 Commissioner meeting. President Bagwell informed the Board and the Commissioner-elect Thompson and Commissioner-elect Moore that a request was received from Jackson Township Trustee Gregg Kingseed to appoint Mr. Byron Shockley to the Jackson Township Advisory Board. This, too, will be addressed at the January 5, 2009 meeting.

At this time, County Council President Richard Miller stepped to the podium to thank Mr. Raver and Mr. Bagwell for their work and efforts, at this, their final meeting. He also extended good wishes to Mr. Thompson and Mr. Moore, knowing that some things really don't change. Regardless of personnel, the difficulties will be the same. He continued to wish Mr. Bagwell and Mr. Raver the best in their futures.

Second Deputy Auditor Konny Zurcher also addressed the Board of Commissioners with closing comments and appreciation to Commissioner Raver and Commissioner Bagwell. After listing qualities of each Commissioner and how they were applied to their service to Howard County as Commissioners, she closed by stating, "... You both have brought the best of who you are to the table and Howard County has reaped the benefits." "You have been faithful Public Servants and I thank you."

There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 9:30 a.m. on a motion made by Mr. Raver and seconded by Mr. Trine.

## **HOWARD COUNTY BOARD OF COMMISSIONERS:**

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BRADLEY J. BAGWELL, PRESIDENT

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DAVID A. TRINE, VICE PRESIDENT

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PAUL J. RAVEN, MEMBER

ATTEST:

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ANN WELLS, AUDITOR

Howard County Board of Commissioner Meeting December 29, 2008