

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JULY 7, 2008

The Howard County Board of Commissioners met in Regular Session on Monday, July 7, 2008 at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President Bradley J. Bagwell, Vice President David A. Trine and member Paul J. Raver. Also in attendance were County 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 Regular meeting minutes of the June 16, 2008 meeting, having been previously submitted and reviewed were approved on a motion made by Mr. Raver and seconded by Mr. Trine. The Administrative meeting minutes of the June 20, 2008 Administrative meeting were approved on a motion made by Mr. Trine and seconded by Mr. Raver.

Mr. Raver took this opportunity to thank everyone who sent cards and flowers, and prayed for him during his recent hospitalization and recuperation. He was welcomed back by Commissioners Bagwell and Trine.

IN THE MATTER OF HIGHWAY DEPARTMENT ISSUES:

Highway Department Engineer / Supervisor Ted Cain was welcomed back from his recent absence. Mr. Cain submitted the following issues for Board information and approval:

1. **Close Ohio Street Bridge:** Work is beginning on the Ohio Street Bridge and the bridge will be closed beginning today. Mr. Cain hopes to re-open the bridge in November or December, 2008. There are major gas lines located in that area that need to be made available before winter.
2. **Proposed EMA Building:** Mr. Bagwell informed Mr. Cain that in the revised EMA Building plans under consideration, the lean-to that is now used by the Highway Department for storage of the graders and other equipment, will be removed and the Highway Department will be given a 50' by 65' heated bay in the new building. Mr. Cain agreed that it would be acceptable.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

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

1. **Reimbursement Check:** Sheriff Talbert submitted a prisoner hold reimbursement check from the Department of Corrections, in the amount of \$27,440.00. It was given to Auditor Wells for receipt into County General funds.
2. **Hail Damage:** Sheriff Talbert reported that seven to eight vehicles sustained hail damage during the recent storm. He is working with Miles & Finch to assess the damage. Though the damage was not severe, it will affect the trade-in value of the vehicles.
3. **Nurse Administrator Position:** Andrea Stonestreet has accepted the position of Nurse Administrator. Their part-time LPN, who enjoys working for Ms. Stonestreet, has quit her full-time job to become a full-time LPN at the Criminal Justice Center. Sheriff Talbert will be looking for another part-time LPN. This will help to create stability in the medical office of the Jail.
4. **New Vehicles At Kokomo Auto World:** The four new vehicles have been delivered to Kokomo Auto World (*please refer to page two, item five, "In The Matter Of Sheriff Department Issues", of the Regular Meeting minutes dated April 7, 2008*). They are processing the trade-in vehicles and outfitting the new patrol cars. The Sheriff's Department is finished with purchasing new vehicles for this year. They will need to appropriate additional money for fuel.
5. **Firearm Selection And Purchase:** The Sheriff's Department received recommendations from the Insurance Company's Risk Manager that all department officers carry the same firearm, and that the firearms be serviced and inspected in-house. The selected firearm is a Sig Sauer P226 9mm handgun.

The merit deputies' firearms will be purchased from the Firearms Training Fund. The Correctional Officers' firearms will be purchased from the Misdemeanant Fund (*please refer to page four of these meeting minutes*).

6. **Misdemeanant Fund:** Sheriff Talbert submitted a copy of the letter received from the Department Of Corrections informing the Department that they will be receiving Misdemeanant Funds for the year 2008/2009, in the amount of \$66,500.00. This will be direct deposited into the county's account around September 1, 2008.
7. **Engraved Service Weapon:** The Sheriff's Department is looking into a plan to present an officer's service weapon to them upon retirement from the Department after at least twenty years of service. The service weapon would be engraved and identified as Howard County, possibly with the sheriff's star. Replacement weapons would be purchased from the user fee fund (firearms training money). An Ordinance would need to be prepared and approved, and he is currently modeling the Ordinance from the State Police program.
8. **Jail Population:** The current inmate population at the Criminal Justice Center is three hundred thirty-one inmates (331), with fifty-eight being female.

IN THE MATTER OF PLAN COMMISSION ISSUES:

Plan Commission Director Glen Boise does not have any issues to report on at this time. He did, however, say that he is still receiving inquiries concerning US31 freeway issues.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

Buildings and Grounds Superintendent Art Fross presented the following issues for Board information and approval:

1. **Quotes For Government Center Roofing Project:** Mr. Fross received the following quotes for the Government Center Roofing Project:

John Jarrett	\$3,200.00
Consolidated Roofing d/b/a Arnie Cook's Exteriors	\$4,900.00

A motion was made by Mr. Trine, seconded by Mr. Raver and carried to take the quotes under advisement pending Mr. Fross' review.

No quotes have been received for the Courthouse Concrete Pad Project.

2. **Waste Management Contract:** Mr. Fross is working with Waste Management on a contract quote for service to the Criminal Justice Center and Howard Haven, in the amount of \$2,900.00.
3. **Jail Garbage Disposal At Jail:** The new garbage disposal has been installed at the Criminal Justice Center and is working well.
4. **Amco Elevator Service Agreement:** Amco Elevator is working on an upgrade agreement for the County's elevators to bring them into compliance with state regulations.
5. **Employee Return From Surgery:** Assistant Building Superintendent Scott Reed has returned from medical leave for back surgery and is in attendance at today's meeting. Employee Don Irwin is still out on a Worker's Compensation injury.
6. **Administration Center Graffiti:** At the June 16th Commissioner Meeting it was brought to Mr. Fross' attention that there was graffiti on the south side walls of the Administration Center (*please refer to page four, item six, "In The Matter of Maintenance Department Issues" of the Regular Meeting minutes dated June 16, 2008*). Mr. Fross will assess the situation today.

7. **Haynes Apperson Festival:** The Courthouse did survive the weekend's Haynes Apperson Festival. There was some trash left that had to be removed and there were several grease spots on the lawn.
8. **Emergency Back-up Generators:** Mr. Fross needs direction from the Board of Commissioners concerning the need for back-up generators for the Administration Center and the Courthouse, in case of an emergency. Because the Board of Commissioners agrees that it is essential to keep the Administration Center operable during any emergency, they directed Mr. Fross to contact McAllister Machinery Co. for quotes on a backup generator for the Administration Center. He may look at one for the Courthouse for future need.
9. **Hail Damage From Recent Storm:** Mr. Reed reported that the Administration Center and Courthouse had received some damage from the recent hail storm, including several broken light globes and damage to the two chillers on top of the Administration Center. Trane, Inc. was contacted and they estimated replacement costs for the coils at \$42,000.00. This amount will be turned in to the insurance company. An adjuster will be contacting the Maintenance Department.
10. **Maintenance Agreement For Criminal Justice Emergency Tower:** Attorney Larry Murrell has reviewed and made changes to the McAllister Agreement for full diagnostic and maintenance service for the generator at the CJC tower. Mr. Fross would like to designate the three year contract option. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the three year maintenance contract with McAllister Machinery for the back-up generator for the Emergency Tower on the Criminal Justice Center subject to the modifications made, and authorize the President to sign on behalf of the Board of Commissioners.

IN THE MATTER OF PERSONNEL DEPARTMENT ISSUES:

Personnel Director Wanda McKillip submitted the following issues for Board information and approval:

1. **Attendance For Training Request:** Veterans Service Officer Robert Ladd asked the Board's approval to attend training at Scott Air Force Base, October 20 - 24, 2008. He does have money in his account and the Office will remain open. This training will allow Mr. Ladd to represent veterans on the national level. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the request to attend training at Scotts Air Force Base October 20 - 24, 2008.
2. **Colonial Life Supplemental Insurance Memo:** Ms. McKillip submitted copies of a memo she would like to distribute to the employees concerning meetings with a Colonial Life Supplemental Insurance Company representative. She would like to distribute the memo through payroll this week. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the distribution of the Colonial Memo to employees through this week's payroll.
3. **Trustee Appointments:** The appointment of Jay Freeman to the Howard Regional Health System Board of Trustees expires June 30, 2008, and he is willing to serve another term. Mr. Freeman was reappointed to the Howard Regional Health System Board of Trustees for a term of four years on a motion made by Mr. Raver and seconded by Mr. Trine.
4. **Advisory Board Appointments:** Community Corrections Advisory Board Member Anita Wooldridge's term expired April of 2008 and Member Napoleon Leal's term expired June, 2008. Both members are willing to serve another four year term and were re-appointed on a motion made by Mr. Trine and seconded by Mr. Raver.

The Personnel Office is in the process of preparing an Excel Spreadsheet report that outlines the Board of Commissioners' appointments. The report will also list Kokomo, Greentown and Russiaville committees.

5. **Introduce New Intern:** Ms. McKillip introduced summer intern Ms. Ashley McKay. Ms. McKay is a junior at IUK and began her internship several weeks ago. IUK pays the interns to work 120 hours. The Personnel Office is also working on updating job descriptions.

IN THE MATTER OF INFORMATION SYSTEMS DEPARTMENT ISSUES:

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

1. **Lightning Strikes At The Criminal Justice Center:** In two weeks time the Emergency Tower at the Criminal Justice Center received two lightning strikes. The back-up system worked and except for a system slow down, dispatch was not affected. Vendors will be coming in today to help with the radios. There are some continuing issues to be addressed. There are some problems with the new radios, and critical links to EMA, Plan Commission and one fire station are still down. Wireless Network Solutions have been great to work with, and they have reported more lightning strikes so far this year, than in the last three years.
2. **Comcast Cable:** To this point, DSL with Comcast has remained stable. Mr. Tribby has received quotes from A T & T for managed backup solutions and their costs are four times higher than our present service with Comcast. The Board would like to give Comcast more time to improve their service.
3. **Tax Statements:** Tax statements were sent from the Treasurer's Office, last week. The Information Systems Department is monitoring the Treasurer's office equipment to make sure the tax collection process runs smoothly.

IN THE MATTER OF THE CONTRACT BETWEEN INDIANA UNIVERSITY INDIANAPOLIS AND KINSEY YOUTH CENTER:

Kinsey Youth Center Director Brent Kelley submitted an agreement between Indiana University School of Social Work and the Kinsey Youth Center for the services of an intern. The intern would assume the responsibilities of a caseworker, and the agreement to reimburse for mileage was removed. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the Intern Agreement with the Indiana University School of Social Work and authorize the President to sign on behalf of the Board of Commissioners.

IN THE MATTER OF REASSESSMENT CONTRACTS WITH AD VALOREM:

On behalf of County Assessor Jamie Shepherd, Attorney Murrell presented to the Board of Commissioners two Addenda to the 2007 Maintenance Contract; one for the County and one for Center Township. Recently passed HB1001 gives the State of Indiana, as of July 1st, the responsibility of approving reassessment outsourcing contracts. Both contracts were approved on a motion made by Mr. Raver and seconded by Mr. Trine.

IN THE MATTER OF OFFICE CLOSING REQUESTS:

Auditor Ann Wells would like permission to close the exemption and mapping portions of the Auditor's Office and the County Assessor's Office from 9:15 - 11:15 a.m. on Friday, July 25, 2008, for a training session on the new Sales Disclosure Form. Department of Local Government Finance agreed to sponsor a regional instructional class on July 25th, and Ms. Shepherd had sent letters to attorneys, appraisers, closing agents and anyone involved in the buying and selling of properties. That meeting has been cancelled by the State, and Ms. Shepherd and Ms. Wells have decided to attend other regional meetings to learn the information, then train all those who attend the local meeting on July 25th. The office closing request was approved on a motion made by Mr. Trine and seconded by Mr. Raver.

IN THE MATTER OF FURTHER CLARIFICATION OF THE SHERIFF'S DEPARTMENT FIREARM REQUEST:

Major Rogers approached the lectern to give further clarification pertaining to the request to purchase new firearms for the Sheriff's Department (*please refer to pages one and two of these meeting minutes*). The Department's insurance carrier did come in and do an assessment of the Sheriff's Department. One of the issues they addressed was a uniform firearm for all officers and that the firearm be serviced by the Department. Officers were given the opportunity to evaluate, field strip and fire several selections. At the conclusion of that process the Sig Sauer P226 9mm handgun was selected. All officers working for the Sheriff's Department will be issued this handgun. This will prove consistent for training and liability purposes, and ammunition magazines are inter-changeable. Holsters will also be customized for the different needs in the department (jail, transport, and street officer needs). The new firearms shooting range is almost complete.

IN THE MATTER OF CLAIMS AND REPORTS:

Auditor Wells presented the following issues for Commissioners' information and approval:

1. **Commissioner Salary Claims:** Salary, hourly and overtime claims payable July 11 and 18, 2008, in the amount of \$337,929.59 each were approved on a motion made by Mr. Trine and seconded by Mr. Raver.
2. **Commissioner Operating Claims:** Operating claims payable today, in the amount of \$1,495,934.28, were submitted for approval. A claim to Family Psychiatric Center on today's docket, submitted by Kinsey Youth Center, was signed by Commissioner Trine and needs to be declared an emergency claim. The claims docket includes \$182,257.23 from County General, \$74,837.32, and \$1,310.78 from the Health Fund. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to declare the Family Psychiatric Center claim an emergency claim and approve it with the rest of the claims payable July 7, 2008.
3. **State Mileage Increase:** Ms. Wells distributed memos to the Board informing them of the State's increased mileage rate to \$.44. All jurors will now be paid the \$.44 mileage rate as outlined by state statute. The County's mileage rate remains at \$.40.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

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

1. **Quote For Government Center Roofing Project:** Earlier in the meeting Mr. Fross submitted two quotes for the Government Center Roofing Project (*please refer to page two, item one, "In The Matter of Maintenance Department Issues" of these meeting minutes*). The quote from John Jarrett is the lowest quote at \$3,200.00, and upon review, Mr. Fross has declared it is also responsive to the quote specifications. Both Mr. Fross and Mr. Reed recommend acceptance of the John Jarrett quote in the amount of \$3,200.00. A motion was made by Mr. Trine, seconded by Mr. Raver and carried to accept the quote of \$3,200.00 from John Jarrett Contracting for the Government Center Roofing Project.
2. **Workforce Development Elected Officials Agreement:** Mr. Murrell is in receipt of the Area Four Regional Workforce Board Regional Elected Officials Agreement and Local Elected Officials Agreement. The period of both agreements is from July 1, 2008 through June 30, 2010. Commissioner Bagwell is the Chief Elected Official for region four. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the Regional Elected Officials Agreement and the Local Elected Officials Agreement, and authorize the President to sign on behalf of the Board of Commissioners.

IN THE MATTER OF COMMISSIONER ISSUES:

1. **Dodge Brothers Convention:** Commissioner Trine noted that he and his wife catered the Dodge Brothers Convention, last week. He heard many positive comments on the beauty of the Seiberling Mansion. They chose that weekend because of the Haynes - Apperson Festival; however, they were not able to visit the Haynes Museum because it was closed.
2. **Weights And Measures Reports:** Mr. Raver submitted the Weights and Measures Report for the month ending June 15, 2008 and the Weights And Measures Annual Report for the year June 16, 2007 to June 15, 2008. Both reports were accepted on a motion made by Mr. Raver and seconded by Mr. Trine.
3. **2009 Proposed Budget:** The Board of Commissioners has prepared a 2009 Budget for County General Fund - Commissioners Department, Cumulative Capital Fund and the EDIT Fund. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the proposed 2009 Budget for the County General Fund - Commissioners Department, the Cumulative Capital Fund, and the EDIT (Economic Development Income Tax), and forward the budget to the County Council for their consideration during the 2009 Budget Hearings.

4. **Redevelopment Authority Appointment:** The terms of Mr. Dale Fawcett and Mr. David Steele have expired. Mr. Steele would consider reappointment but Mr. Fawcett would like to be replaced. The Commissioners were asked to be thinking of names for consideration at the next Commissioner Meeting.
5. **Change In Arch Payments:** The Commissioners are in receipt of a notice changing the ARCH payments beginning July 1, 2008. Mr. Murrell recommended that the Board of Commissioners modify the private pay rates for Howard Haven. The State Family and Social Services will be sending their recommendation. The Board of Commissioners will wait until they receive the State's recommendation before making any changes.
6. **Invitation To Bid On EMA Building:** The bids that were received for the first set of plans for the new EMA building were rejected because all bids had exceeded the funds currently available (*please refer to page six, item two, "In The Matter Of Commissioner Issues" of the Regular Meeting minutes dated April 7, 2008*). Since that action the Board has considered other options and has determined that an emergency exists. Accordingly, Commissioner Bagwell presented the following resolution:

"The Board hereby finds that the financial constraints currently experienced by Howard County government have (1) prevented the Board from adopting and implementing the preferred design of a replacement facility; and (2) required substantial time in exploring alternative options, including the possible purchase of existing buildings and a less expensive design of a new facility. Having settled on the latter option, the Board determines that an emergency exists with respect to the implementation of the alternative design so that a new EMA facility can be constructed as soon as reasonably possible.

Accordingly, pursuant to IC 36-1-12-0, the Board hereby declares an emergency and determines that the Invitation to Bid be approved contemporaneously with this Declaration and shall be immediately distributed to the following contractors who submitted bids on the original design:"

*Beau Mitchell Corporation
Bowman Construction
C & Z Construction
R. L. Turner*

A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve this resolution. A motion was made by Mr. Trine to set a Special Called Meeting for 10:00 a.m. July 28, 2008. The motion was seconded by Mr. Raver and carried. A further motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve submitting the Invitation to Bid to the above listed bidders, whose bids are to be received no later than 8:30 a.m. on July 28, 2008, and opened at the Special Called Meeting at 10:00a.m.

There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 10:15 a.m. on a motion made by Mr. Raver and seconded by Mr. Trine.

HOWARD COUNTY BOARD OF COMMISSIONERS:

BRADLEY J. BAGWELL, PRESIDENT

DAVID A. TRINE, VICE PRESIDENT

PAUL J. RAVER, MEMBER

ATTEST:

ANN WELLS, AUDITOR

Howard County Board of Commissioner Meeting July 7, 2008