

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING NOVEMBER 17, 2008**

The Howard County Board of Commissioners met in Regular Session on Monday, November 17, 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. 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 Regular Meeting dated November 3, 2008 and the minutes of the Executive Session dated November 6, 2008, having been previously submitted and reviewed, were approved on a motion made by Mr. Trine and seconded by Mr. Raver.

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

Highway Engineer / Superintendent Ted Cain submitted the following issues for Board information and approval:

1. **2009 Materials & Supplies Highway Department Bids:** The 2009 Materials and Bids for the Highway Department were received as follows:

Item #2, Various grades of Asphalt, emulsions:	Mohr Construction Asphalt Materials, Indianapolis
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Item #3, Bituminous Coded Aggregate, etc.	Mohr Construction
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Item #4, Stone	Martin Marietta U. S. Aggregate, Indianapolis Hanson Aggregates, Peru Irving Materials, Swayzee
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Item #5, Equipment Rental	Primeco, Fort Wayne
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Item #6, Diesel Fuel	North Central Indiana Coop, Wabash
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A motion was made by Mr. Raver, seconded by Mr. Trine and carried to accept the bids and take them under advisement pending review by Mr. Cain and Attorney Mr. Murrell.

2. **Ohio Street Bridge:** The Ohio Street Bridge is progressing. There are several temperature oriented issues to deal with at this time. They are hoping to finish pouring the concrete for the sidewalks. The asphalt is sensitive to 40 degrees. The other temperature oriented issue is striping. If the temperatures are not high enough they will have to do a temporary striping. Once the asphalt is down, he will decide if the temporary striping should be used.
3. **EMA Reconstruction:** Currently the concrete flooring for the equipment side of the building is being poured but not yet complete. The office section concrete will be poured when the equipment side is completed. If the temperature does not cooperate, they may begin closing up the building to heat it so that the remainder of the concrete can be poured.

### **IN THE MATTER OF THE 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 thirty-nine (339) with sixty-two (62) being females. Sheriff Talbert reminded the Board that the female pod was built to house thirty-two females. He also reminded the Board that there is currently no dormitory style housing for the Inmate Work Crew. Sheriff Talbert would like to see these issues resolved before his term is completed.

2. **2007 Annual Report:** Sheriff Talbert and Captain Vincent presented and distributed copies of the 2007 Annual Report. This report is self generated and is not the same as the State Jail Inspector's Report. Captain Vincent offered to come to the next Commissioner meeting to answer any questions they might have.
3. **New Firearms Range:** The Greentown Firearms Range is completed and the Sheriff's Department will begin using the range on Tuesday. Neighbors whose properties surround the new range will be notified of practice shooting days. The new Range is in a rural area that is much more conducive to target practice.
4. **Dumping At The Transfer Station:** At the November 3<sup>rd</sup> meeting, Commissioner Trine informed the Board of complaints of illegal dumping at the Transfer Station on Davis Road at State Road 35 (*please refer to page five, item two, "In The Matter Of Commissioner Issues", of the Regular Meeting minutes dated November 3, 2008*). Sheriff Talbert expressed appreciation to Commissioner Trine for speaking with Wabash Valley Refuse Removal about reimbursing the Sheriff's Inmate Crew for their work in clearing the trash close to the transfer station. The Inmate Work Crew has cleaned the location several times. Officer Don Martin will submit an invoice for hours worked by the Crew.
5. **Sheriff Conference:** Sheriff Talbert attended the Sheriff's Conference and reported on several issues discussed at the Conference. The first is the Inmate medical issue. They will try to introduce legislation to require hospital and medical providers to bill inmate medical costs at the Medicare/Medicaid rate. The second issue is the Department of Corrections reimbursement checks. Knox County's Sheriff Department receipts their Department of Corrections reimbursement checks into a special Jail fund to maintain the jail. The Sheriff's Association is working on legislation to require 30% of the Department of Corrections reimbursement checks to be dedicated to a Jail fund for maintenance costs.

#### **IN THE MATTER OF PLAN COMMISSION ISSUES:**

Plan Commission Director Glen Boise submitted the following issues for the Board's information and approval:

1. **Flood Mitigation Grant:** The Flood Mitigation Grant received by Howard County is moving through the process. There was an issue with the State but it has been rectified by the Auditor's office. The title search was initiated by Mr. Murrell.
2. **US 31 Freeway Corridor Plan:** The Plan Commission Office is going through the State's review of the consultant selection process. Mr. Boise has met with the planner for American StructurePoint concerning this project. A contract will be forthcoming in a few months, for Board review and State approval.

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

Mr. Fross did not have any maintenance issues to submit at this time. He turned the podium over to Kinsey Youth Center Director Brent Kelley to submit maintenance issues at Kinsey Youth Center as follows:

1. **Replacement Hot Water Heater:** Last week one of Kinsey Youth Center's hot water heaters rusted through and needs to be replaced. Mr. Fross contacted Benchmark Mechanical for a replacement cost and was quoted an amount of \$24,900.00. Mr. Kelley reported that Kinsey has \$11,242.00 in the Cumulative Capital Equipment line item. If approval for purchase is given, they will need to request an additional appropriation. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the purchase of the hot water heater and to request an additional appropriation of \$14,000.00 in the Cumulative Capital Fund.
2. **Motion Picture Contract:** This contract for movie licensing services was first presented at the October 6<sup>th</sup> meeting (*please refer to page four, "In The Matter Of Contracts For Kinsey Youth Center" of the Regular Meeting minutes dated October 6, 2008*). This two-year contract is now ready for approval. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the contract for movie licensing with Swank Motion Pictures, 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 the Commissioners' information and approval:

1. **Employee Flu Shots:** Ms. McKillip forwarded appreciation expressed by employees, to the Board of Commissioners, for making the flu shots available to the employees and their families. All four hundred (400) doses have been used or spoken for.
2. **Joint Venture Retirement Seminar:** Fifty-three (53) employees of Howard County, City of Kokomo, Public Library and Center Township attended the Retirement Seminar (*please refer to page two, item two, "In The Matter Of Personnel Department Issues" of the Regular Meeting minutes dated October 20, 2008*). The seminar was conducted at the Government Center on Thursday, November 13 and Ms. McKillip remarked that the speakers were very good. She plans on organizing another seminar in a few years.
3. **Change In Insurance Effective Date:** Because the County had to switch insurance companies from Lafayette Life Insurance Company to Standard Insurance Company, the effective date is November 1, 2008. This means the anniversary date will be November 1<sup>st</sup> in lieu of April 1<sup>st</sup>. The Personnel Office will be sending letters to employees who had an age/band change, informing them of rate changes, the new carrier, and anniversary date.
4. **Attend PERF Seminar:** Ms. McKillip and assistant Anne Williams have been invited to be a part of the seminar sponsored by PERF, in Noblesville on Friday, November 21<sup>st</sup>. This is a round table discussion for employers pertaining to the changes in PERF and how it will affect employers and employees.
5. **2009 Anthem Health Insurance Plan:** Ms. McKillip invited Mr. Doug Heath from Miles & Finch Insurance to speak to the Board of Commissioners concerning the recommendation of the Insurance Committee as it pertains to the County's health insurance. Last Friday Mr. Heath met with the Insurance Committee. The first thing they did was to review the year's claim statistics. The following issues were discussed: optional prescription rebate program, optional "Specific Deductible" changes, dedicated insurance fund balance, possible plan changes, and possible premium cost changes. At the conclusion of this review, it is the Insurance Committee's recommendation to maintain the same plan design and employee cost levels for 2009. If there is a significant increase in enrollment, they will come before the Board of Commissioners. Commissioner Trine asked Mr. Heath if it would be advantageous for the City of Kokomo and Howard County to be on the same plan. Mr. Heath remarked that there are extreme differences in the City and County's plans. The City has to deal with three different unions whereas the County does not have unions. Mr. Trine did commend Ms. McKillip and the Insurance Committee for the work with the County's insurance needs. Ms. McKillip declared that her office will continue to educate employees on the best use of their health care and prescription plans. A motion was made by Mr. Raver, seconded by Mr. Trine and carried to approve the insurance plan at the current rates and plan, and authorize the President to sign on behalf of the Board of Commissioners.

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

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

1. **Server Replacement:** Mr. Tribby first explained to the Board of Commissioners his policy concerning server warranty issues. The maximum amount of time to warranty a server is five years for mission critical issues. Servers that are not mission critical issue sensitive have been replaced after as many as eight years. The server in the Courthouse completes its five year warranty this month and is scheduled for replacement. He continued to report of the age of the servers in each County building. The Tax server in the Administration Center will be replaced in 2009. The State is offering a grant through the Homeland Security Department to replace the GIS server in efforts to provide data to the State for a seamless map of the State. Mr. Tribby will investigate this grant and Schneider Corporation (GIS provider) will help with specifications needed for that server. The server at the Criminal Justice Center will be due for replacement in another two years.

Mr. Tribby has been impressed with the level of productivity of the server for the Recorder's office in its use during the digital imaging of records. Its warranty will expire in the 1<sup>st</sup> quarter of 2009 so it will need to be replaced. He has worked with Dell to ascertain the size of server needed for the imaging process and they have decided upon a unit for the price of \$14,466.00. There are enough funds in the Recorder's Perpetuation Fund to finance the purchase and Mr. Tribby is asking for Board approval for the purchase of a Dell server for the Recorder's Office. Approval for the purchase of a Dell server for the Recorder's Office in the amount of \$14,466.00 was given on a motion made by Mr. Trine and seconded by Mr. Raver.

2. **A T & T Issues:** During an e-mail conversation with an A T & T sales manager, Mr. Tribby was asked if there was anything A T & T could do to help Howard County. Mr. Tribby commented that we are still awaiting final Centrex Contract application and billing corrections to our account and that this is not the level of service we would expect from a company like A T & T. The manager responded that everything is on track on getting the proper rates loaded and the credit back to the County. Mr. Murrell commented that they have been in contact with Carolyn Morris from A T & T, and are still working on final line count numbers, but feels the County is in touch with the right people and progress is being made. Concerning a fiber solution for Kinsey Youth Center, A T & T will not allow the County to run lines through their facilities. Since they already have fiber they could work out special deals with us. Mr. Tribby will get quotes for the cost of laying our own fiber, then go back to A T & T.
3. **Video Arraignment Project:** All the equipment needed at the Public Defender's Office for the Video Arraignment Solution has been received (*please refer to page three, item one, "In The Matter Of Information Systems Department Issues" of the Regular Meeting minutes dated October 20, 2008*). They will be testing the equipment this afternoon, then contact Howard Regional to order their equipment and order equipment for the Criminal Justice Center.

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

1. **Local Coordinating Council:** At the November 3<sup>rd</sup> meeting the Board decided to contact the entities that serve the Local Coordinating Council for a listing of their appointees to avoid a duplication (*please refer to page three, item three, "In The Matter Of Personnel Department Issues", of the Regular Meeting minutes dated November 3, 2008*). Several of the recommended appointees are already serving of the Council. This issue will be tabled until the December 1<sup>st</sup> meeting.
2. **Howard Regional Health Systems Board:** The Commissioners discussed this appointment due to the fact that Mr. Jack Leckner does not wish to serve another term (*please refer to page two, item two, "In the Matter Of Personnel Department Issues", of the Regular Meeting minutes dated November 3, 2008*). This will also be put on the agenda for the December 1<sup>st</sup> meeting, under Old Business.

#### **IN THE MATTER OF THE 2009 CONTRACT FOR ANIMAL CONTROL AND SHELTER SERVICES:**

Auditor Ann Wells submitted the contract from the Kokomo Humane Society for 2009 Animal Control and Shelter Services. The original requested amount is \$180,000.00. Ms. Wells will confirm the amount with the Council's 2009 Proposed Budget. Commissioner Trine requested that he and Attorney Murrell review the contract before approval is given.

#### **IN THE MATTER OF LETTER OF AUTHORIZATION FOR COUNTY ASSESSOR SOFTWARE CONTRACT:**

County Assessor Jamie Shepherd has a software contract with Manatron and was contacted by them, informing her that before assessment values can be rolled over to the Auditor's Office, nine new scripts are needed in addition to the software. These scripts do fall under our present contract, as an Addendum, and only a Letter of Authorization signed by the Board of Commissioners is needed. Ms. Shepherd was reminded that all software contracts now have to be approved by the Department of Local Government Finance (State). A motion was made by Mr. Trine, seconded by Mr. Raver and carried to approve the Letter of Authorization for the addition of nine scripts as an addendum to the present software contract, subject to the review of Assessor Shepherd and Mr. Murrell, and acceptance by the State, and authorize the President to sign on behalf of the Board of Commissioners.

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

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

1. **Commissioners' Salary Claims:** The salary, hourly and overtime claims payable November 21 and 28, 2008 in the amount of \$341,476.30 was approved on a motion made by Mr. Trine and seconded by Mr. Raver.
2. **County Operating Claims:** The County Operating Claims payable November 17, 2008, in the amount of \$757,269.24 were approved on a motion made by Mr. Raver and seconded by Mr. Trine.
3. **Veterans Service Office Report:** The Veterans Service Office Report for the month of October, 2008, was accepted on a motion made by Mr. Trine and seconded by Mr. Raver.

### **IN THE MATTER OF COUNTY ATTORNEY ISSUES:**

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

1. **Barnes & Thornburg Invoice:** An invoice was submitted by Barnes & Thornburg, in the amount of \$789.50 for services as it pertains to the Delphi Bankruptcy Matters. The invoice is approved for payment, in the amount of \$789.50 on a motion made by Mr. Raver and seconded by Mr. Trine.
2. **Set Executive Session:** Mr. Murrell recommended to the Board of Commissioners that they set an Executive Session for follow-up issues as they pertain to the pending litigation and the possible Institution of Litigation pursuant to I 5-14-1.5-6.1(b)(2)(B). A motion was made by Mr. Raver, seconded by Mr. Trine and carried to set an Executive Session for 3:00 p.m. on Friday, November 21, 2008, in Room 220D of the Administration Center.

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

1. **Darrough Chapel Appropriations Request:** At the November 3<sup>rd</sup> meeting the Board of Commissioners approved forwarding an Additional Appropriation Request to the County Council in the amount of \$60,000.00 from the EDIT Fund, for sewer system engineering design fees for Darrough Chapel (*please refer to pages five, item four, "In The Matter Of Commissioner Issues" of the Regular Meeting minutes dated November 3, 2008*). Mr. Raver has a conflict and will not be able to attend the meeting to represent the request. Mr. Murrell and Mr. John Caton will be there to justify the request.
2. **County Travel Policy:** Mr. Bagwell reminded the Commissioners that they received copies of the State's Travel Policy. He asked that the Board review the policy along with the County's policy and make recommendations for change at the December 1<sup>st</sup> meeting.

There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 9:50 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 Nov. 17, 2008