

**HOWARD COUNTY COUNCIL REGULAR MEETING FEBRUARY 24<sup>TH</sup>, 2004**

The Howard County Council met Tuesday, February 24<sup>th</sup>, 2004 at 7:00 p.m., in Room 338 of the Howard County Administration Center. Those present were Council President Richard Miller, Council Vice President James Papacek and Council Members Dwight Singer, Leslie Ellison, Stanley Ortman, Jeffrey Stout and Ronald Gilman. Also present were County Attorney Larry Murrell, Personnel Administrator Wanda McKillip, and Auditor Martha Lake.

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

The minutes of the January 27<sup>th</sup>, 2004 Regular Meeting, having been previously reviewed, were approved as submitted on a motion made by Mr. Papacek, seconded by Mr. Singer, and carried.

**IN THE MATTER OF ORDINANCE NO. 2004-HCC-07 ADDITIONAL APPROPRIATIONS:**

Ordinance No. 2004-HCC-07 was read in full for the first time by Auditor Martha Lake, and read in full for the second time by President Richard Miller. Ordinance No. 2004-HCC-07 was presented and acted upon as follows:

**APPROPRIATION ADDITIONS REQUESTED:**

	<b><u>REQUESTED:</u></b>	<b><u>APPROVED:</u></b>
<b><u>001     HOWARD COUNTY GENERAL FUND:</u></b>		
<b><u>008     HOWARD COUNTY SUPERIOR COURT II:</u></b>		
3111     Continuing Education	\$     500.00	\$     500.00
3593     Psychiatric Evaluations	\$   5,000.00	\$   5,000.00
Total Superior Court II:	\$   5,500.00	\$   5,500.00

Judge Stephen M. Jessup stated there are out of town conferences that Judges are mandated to attend. In addition, 36 hours of continued education is required every three years. He requested the additional appropriation to replace the \$500 that was cut from the Budget for 2004.

Regarding Line Item 3593: There are four to five pending psychiatric evaluations costing \$450.00 per doctor and each evaluation involves two (2) doctors.

Mr. Papacek made a motion to approve a total of \$5,500.00 to the line items as read. Mr. Singer seconded the motion, and it carried.

<b><u>020     HOWARD HAVEN HOME:</u></b>		
1117     Part-time	\$ 16,000.00	\$   8,000.00
1118     Overtime	\$ 14,000.00	\$   7,000.00
2335     Institutional and Medical	\$   2,200.00	\$   2,200.00
Total Howard Haven Home:	\$ 32,200.00	\$ 17,200.00

Co-Managers Joyce Colburn and Deborah France explained the need for additional money for part-time and overtime pay. When the 2004 Budget was first submitted there were only six residents. The Commissioners will be considering a new application at their next meeting, which will bring the number of residents to 18. Ms. France projected that the current appropriation for part-time pay would run out by March 2004.

Regarding the request for additional overtime money: There are only three full time employees; when one calls off work either Co-Manager must fill in for the absent person. The Co-Managers also provide transportation and assistance to the residents for medical appointments.

Councilman Stan Ortman initiated a discussion regarding comparison of the revenues received to operating expenses.

In conclusion, Mr. Papacek commended the Co-Managers for accomplishing their goals. Last year when the Council considered whether to continue supporting the operation, Mr. Papacek was skeptical, in view of the County’s financial situation, to do so. However, tonight he suggested funding 50% of the part-time/overtime requests; the Co-Managers possibly to return in June to discuss how things are progressing.

Mr. Papacek made a motion to approve \$8,000.00 to 1117 Part-time, \$7,000.00 to 1118 Overtime, and \$2,200.00 to 2335 Institutional and Medical for a total of \$17,200.00. Mr. Ortman seconded the motion, which carried.

<b>Total General Fund:</b>	<b>\$ 37,700.00</b>	<b>\$ 22,700.00</b>
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<b><u>020     HOWARD COUNTY SHERIFF’S ACCIDENT REPORT FUND:</u></b>		
2360     Supplies	\$ 3,000.00	\$ 3,000.00
<b>Total Accident Report Fund:</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>

Anything related to traffic safety for reduction of accidents can be funded out of the Accident Report Fund. Sheriff Marshall Talbert said the money would be used to pay for ticket books. This will remove the expenditure from the General Fund.

Mr. Papacek commended the Sheriff’s efforts in finding alternative ways to fund operational needs besides using the General Fund. Mr. Papacek made a motion to appropriate \$3,000.00 to Line Item 2360 Supplies. Mr. Singer seconded the motion, which carried.

<b>137</b>	<b><u>HOWARD COUNTY HEALTH DEPARTMENT – AIDS FUND:</u></b>		
1111	Health Educator R.N.	\$ 8,000.00	\$ 8,000.00
1521	FICA	\$ 612.00	\$ 612.00
2360	Materials/Supplies	\$ 238.00	\$ 238.00
2370	HIV Testing Supplies	\$ 400.00	\$ 400.00
3213	Conferences/Workshops	\$ 150.00	\$ 150.00
3321	Mileage	\$ 200.00	\$ 200.00
3253	Printing	\$ 100.00	\$ 100.00
3212	Postage	\$ 300.00	\$ 300.00
<b>Total Health Department Aids Fund:</b>		<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>

\*\*\* Executive Director Kris Conyers gave a detailed overview of the various grants that provide funding for the Department of Health.

This is the third year for this grant. The Health Department received \$8,000.00 in 2003 and was fortunate to receive \$10,000.00 in 2004. The money pays for a portion of the salary for HIV Educator Jane McIntyre and various other educational activities. The rest of the money is used for HIV testing, supplies, and informative pamphlets.

Mr. Stout made a motion to approve \$10,000.00 to the line items listed above in Fund 137. Mr. Papacek seconded the motion, and it carried.

<b>144</b>	<b><u>HOWARD COUNTY RECORDER’S PERPETUATION FUND:</u></b>		
3240	Computer Software Maintenance	\$ 2,975.00	\$ 2,975.00
3252	Computer/Imaging Lease	\$ 15,000.00	\$ 15,000.00
4720	Computer System	\$ 122,850.00	\$ 122,850.00
(New Software; Hardware for New System; Counters; Conversion Costs; Scanner/Filmer)			
<b>Total Recorder’s Perpetuation Fund:</b>		<b>\$ 140,825.00</b>	<b>\$ 140,825.00</b>

Recorder Linda Koontz, together with Information Systems Manager Terry Tribby, researched different software companies to help resolve ongoing problems with imaging and technical support. Mrs. Koontz received quotes from two vendors. On February 16, 2004, the Board of Commissioners selected a Computer System and Software License Sales Agreement from the Fidlar Software Company in the amount of \$59,850.00. Mrs. Koontz explained the need to upgrade the equipment, hardware, and conversion costs for the new imaging system.

Mr. Papacek made a motion to approve a total of \$140,825.00 into the line items listed above in Account 144. Seconded by Mr. Stout, the motion carried.

**150 HOWARD COUNTY CUMULATIVE CAPITAL DEVELOPMENT FUND:**

<b>000</b>	<b><u>HOWARD COUNTY INDIVIDUAL DEPARTMENT REQUESTS:</u></b>		
4305.00	Repair Bldg. & Structures	\$ 10,000.00	\$ 10,000.00

Sheriff Talbert said the request for \$10,000 is for general maintenance and emergency repairs at the jail. For example, the fund was recently used to pay for repairing an overhead garage door that came off the track at the loading dock during very cold weather.

4305.07	Intercom Phone System Upgrade	\$ 12,000.00	\$ 12,000.00
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The intercom phone system at the jail is antiquated and replacement parts are no longer available. The system has experienced failures necessitating some temporary repairs. An estimate has been provided from SimplexGrinnel to upgrade the system at a cost of \$11,433.00 plus shipping.

4315	Veteran’s Service Office Repair	\$ 1,500.00	\$ 1,500.00
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A letter was on file from Mr. Tom Harrison, Superintendent of Building and Grounds, advising that money is needed for Stout and Son Furnishings to remove and replace the carpet in the Veterans’ Service Office at a cost of \$1,500.00.

4320	Howard Haven Equip. & Bldg. Repair	\$ 20,000.00	\$ 20,000.00
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A brochure advertising Howard Haven was presented for Council perusal. Co-Managers Joyce Colburn and Deborah France explained the request for \$20,000.00 includes:

Remove and replace carpeting throughout the entire building		\$13,580.00
Purchase two (2) heavy duty front-loading washing machines with stands		\$ 2,006.30
Install security alarm systems on doors		\$ 1,273.00
Upgrade hood system in kitchen		\$ 1,099.00 plus tax.
		\$17,958.30
<b>Total CCD Fund:</b>		<b>\$ 43,500.00</b>
		<b>\$ 43,500.00</b>

Mr. Papacek made a motion to approve the appropriation of \$43,500.00 to the Line Items listed above in Account 150, Howard County Cumulative Capital Development Fund. Mr. Ellison seconded the motion. Mr. Stout abstained from voting. A vote was taken by the Council as follows:

Mr. Papacek	Aye
Mr. Ellison	Aye
Mr. Singer	Aye
Mr. Gilman	Aye
Mr. Ortman	Nay

**182     HOWARD COUNTY LAW ENFORCEMENT EDUCATION FUND:**

3213	Travel & Training	\$	699.00	\$	699.00
<b>Total LEEF:</b>		<b>\$</b>	<b>699.00</b>	<b>\$</b>	<b>699.00</b>

The money in this fund is generated from collecting \$3.00 from each traffic arrest, which is used to fund training related expenses. Mr. Papacek made a motion to allocate \$699.00 to Line Item 3213 Travel and Training. Seconded by Mr. Stout, the motion carried.

**205     HOWARD COUNTY HEALTH DEPARTMENT BIOTERRORISM FUND – YR. 1 (2003-04):**

3213	Training	\$	2,100.00	\$	2,100.00
3120	Contract Services	\$	2,000.00	\$	2,000.00
4720	Equipment	\$	17,087.00	\$	17,087.00
<b>Total Health Department Bioterrorism Fund Yr. 1:</b>		<b>\$</b>	<b>21,187.00</b>	<b>\$</b>	<b>21,187.00</b>

Ms. Conyers stated that the money is primarily spent on equipment and training to use the equipment. *(See Fund 213 below for further discussion)*

Mr. Papacek made a motion to approve \$21,187.00 to the line items in Account 205 as presented. Mr. Singer seconded the motion, which carried.

**213     HOWARD COUNTY HEALTH DEPARTMENT BIOTERRORISM FUND – YR. 2 (2004-05):**

2360	Supplies	\$	200.00	\$	200.00
3213	Training	\$	4,000.00	\$	4,000.00
<b>Total Health Department Bioterrorism Fund Yr. 2:</b>		<b>\$</b>	<b>4,200.00</b>	<b>\$</b>	<b>4,200.00</b>

Ms. Conyers continued that there are two (2) Bioterrorism grants. Fund 205 (previously presented and approved) and Fund 213. In Fund 213, \$4,200.00 is the first of three installments of the 2004 Bioterrorism funding. In April 2004, the Health Department will receive about \$10,600.00 and later in the year the District, comprised of 13 counties, will receive \$100,000.00.

For the last several years the Federal Government has provided a large amount of grant money to state and local government for bio-terrorism preparedness. In 2003 the Howard County Department of Health was awarded more than \$21,000 from this grant. The items that will be purchased from the 2003-04 grant money (see above Fund 205) will be GPS/GIS equipment and related software, Flashlink Dataloggers for food inspectors, laser fax machine, and a pharmacy/vaccine refrigerator. The money will also be use for assessment to determine what types of planning and training that would be needed and creating a Mass Prophylaxis Plan (MPP) by which all citizens of Howard County would be vaccinated or receive oral medication in the event of a public health emergency. The Health Department staff has looked at using the Johanning Civic Center for the facility as a part of the plan.

The Council and Board of Commissioners will be invited to some of the planning sessions as well as a district tabletop demonstration in Madison County on March 19, 2004 to review and discuss how a Mass Prophylaxis Plan would be handled. Mrs. Conyers said she would provide a memorandum regarding further information about the meetings.

The State has come to understand that all of the bioterrorism meetings involve a tremendous amount of Health Department staff time. In about six weeks the State Department of Health is looking at giving each county approximately \$50,000 to hire a Bioterrorism Coordinator. The position would be funded from 2004 through August 2005 and discussions are underway for further funding.

A motion was made by Mr. Singer to appropriate \$4,200.00 in Account 213 as read. Seconded by Mr. Ortman, the motion carried.

**500     HOWARD COUNTY ECONOMICAL DEVELOPMENT INCOME TAX FUND:**

3220.01	City of Firsts Auto. Herit. Museum, Inc.	\$	30,000.00	Tabled
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During budget time last year, the City of Firsts Automotive Heritage Museum, Inc. requested and appropriation of \$65,000.00 but the Council only approved \$35,000.00. This request is to now appropriate the additional \$30,000.00 that was withheld, to be spent on an “as needed” basis by authority of the County Commissioners.

A motion to table the request was made by Mr. Papacek. Seconded by Mr. Ellison, the motion carried.

3224	Flood Mitigation Match	\$	200,000.00	\$	200,000.00
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Plan Commission Director Glen Boise presented this request to be used to buy out six (6) properties that were damaged so severely from flooding that the homes, according to Federal standards, cannot be repaired. A Federal Program has been implemented to pay 75% of the costs to buy and remove the homes. Howard County would pay a 25% local

match. Mr. Raver suggested that the homeowners should absorb some of the cost of removing the homes. Mr. Boise advised that there might be some additional homes that need to be bought out in the future.

Mr. Papacek made a motion to approve \$200,000.00 to Line Item 3224 Flood Mitigation Match in the Howard County Economical Development Tax Fund. Mr. Singer seconded the motion, which carried.

3225	New London Conservancy District Loan	\$ 35,000.00	\$ 35,000.00
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Commissioner Paul Raver stated that New London Conservancy District continues to work on applying for a \$300,000.00 grant from the Indiana Department of Commerce for a wastewater collection and treatment project. New London is in need of \$30,000 for the local match by the April 2<sup>nd</sup> deadline. There are a few other wastewater projects occurring in Howard County and the Commissioners were concerned about setting an unwanted precedent by contributing the local match to New London as an endowment.

The Commissioners previously discussed providing New London a loan out of EDIT Funds. Mr. Steve Brock, CPA from Therber, Brach, and Kramer, composed a repayment schedule for the loan. At the February 16<sup>th</sup>, 2004 meeting, the Board of Commissioners requested to increase the allocation of the loan for the New London Conservancy District Sewer Project from \$30,000 to \$35,000.

Mr. Singer made a motion to appropriate \$35,000.00 to Line Item 3225 New London Conservancy District Loan in Account 500 Howard County Economical Development Tax Fund. Mr. Ortman seconded the motion, and it carried.

<b>Total EDIT Fund:</b>	<b>\$ 265,000.00</b>	<b>\$ 235,000.00</b>
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**514 HOWARD COUNTY HEALTH DEPARTMENT – TOBACCO FUND:**

1113	Environmental Health Specialist	\$ 10,000.00	\$ 10,000.00
1521	FICA	\$ 765.00	\$ 765.00
<b>Total Health Department Tobacco Fund:</b>		<b>\$ 10,765.00</b>	<b>\$ 10,765.00</b>

Mrs. Conyers reported that Account 514 has a current balance of \$27,590.18. She is requesting a total of \$10,765.00 be allocated tonight. The Health Department has submitted a grant application to receive \$18,859 during the 2004-year. These funds are to be used to pay inspectors to help inspect food at small businesses and at special events and festivals held in the community.

Mr. Papacek made a motion, seconded by Mr. Ortman and carried, to allocate \$10,765.00 to the line items listed above in Account 514.

**515 HOWARD COUNTY SHERIFF’S DEPARTMENT MISDEMEANANT GRANT FUND:**

4720	Equipment	\$ 6,400.00	\$ 6,400.00
<b>Total Misdemeanant Grant Fund:</b>		<b>\$ 6,400.00</b>	<b>\$ 6,400.00</b>

Sheriff Talbert explained as the National Crime Information Center makes improvements to their system, a digital picture of suspects will be required along with the warrants. The additional appropriation would be used to upgrade the Digimug System at the Criminal Justice Center to meet those requirements.

Mr. Papacek made a motion to appropriate \$6,400.00 in Line Item 4720 Equipment. Mr. Singer seconded the motion, which carried.

<b>TOTAL ADDITIONAL APPROPRIATIONS</b>		
<b>ALL FUNDS:</b>	<b>\$ 543,276.00</b>	<b>\$ 498,276.00</b>

**IN THE MATTER OF RESOLUTION NO. 2004-HCC-06 -- TRANSFERS:**

Resolution No. 2004-HCC-06 addressing requested transfers was presented and read in full for Council information and review. The following actions were taken:

TRANSFERS:		AMOUNT:	
FROM:	TO:	REQUESTED:	ALLOWED:
<b><u>001 HOWARD COUNTY GENERAL FUND:</u></b>			
<b><u>005 HOWARD COUNTY SHERIFF’S DEPARTMENT:</u></b>			
1118.04 Temp. Corporal	1113 Deputies	\$ 34,960.26	\$ 34,960.26

Sheriff Talbert explained that at one point in time there was an extra corporal due to David McKinney’s reassignment to his former rank, and a Temporary Corporal line item was put into place. Recently Jerry Asher was promoted from a permanent Corporal position to Lieutenant to fill the vacancy resulting from Lt. Don Howard’s death. When this happened David McKinney could be moved into the open permanent Corporal position. Now, that the Temporary Corporal line item is no longer needed, the Sheriff is requesting to transfer the money back into the Deputies line item.

Mr. Papacek to approve the transfer of \$34,960.26 from Line Item 1118.04 Corporal to Line Item 1113 Deputies. Mr. Singer seconded the motion, and it carried.

<u>014     HOWARD COUNTY SUPERIOR COURT I:</u>					
4724	Law Books	1115	Part-time Clerical	\$ 9,700.00	\$ 9,700.00

Judge Michael Krebs stated the original budget for 2004 would have only funded the part-time clerical position through the end of May. Last year Adult Chief Probation Officer Gary Conwell helped fund the Superior Court I part-time position to the end of 2003.

Judge Krebs’ predecessor had a contract with a publisher to provide hard cover books and compact discs. The discs contained a built-in expiration date so the court had to continually purchase more discs. Earlier this year the Supreme Court entered into a multi-million dollar contract with Lexus Nexus Publishing, an online research service. The State contracted with this service, which enabled the State to offer the program to the counties at a lower rate. Judge Krebs canceled all of the contracts with the former publisher and entered into a new contract with Lexus Nexus. The change should cut the \$35,000 law book budget in half at a cost of approximately \$1,200 per month. The Judge estimated this change would enable the Law Library to save about \$17,000 on the budget. He requested that \$9,700 of the excess money to be transferred to Part-time Clerical in order to fund the position to December 31, 2004.

Mr. Ortman made a motion to approve the transfer of \$9,700.00 from Line Item 4724 Law Books to Line Item 1115 Part-time Clerical. Mr. Stout seconded the motion, which carried.

(Tabled 1/27/04)

<u><b>138     HOWARD COUNTY C.A.S.A. PROGRAM:</b></u>					
1116	Employee Bonus	1111	Director Salary	\$ 1,000.00	\$ 1,000.00
1115	Part-time	1111	Director Salary	\$ 20.00	\$ 20.00

CASA Program Director Katina Murray explained that because she performed a lot of the former Case Manager’s work, CASA did not want to give the Case Manager the \$500.00 bonus that county employees received in January 2004. Instead, they wanted to give an increase to Ms. Murray.

County Attorney Larry Murrell said a question has been brought up periodically whether a CASA employee is considered a County employee. The answer is no. CASA is a stand-alone organization and the employees answer to their Board, and are not employed by the County.

Mr. Papacek made a motion to approve the transfers in the line items listed above. Seconded by Mr. Stout, the motion carried.

<u><b>510     HOWARD COUNTY ADULT COMMUNITY CORRECTIONS 2003-2004:</b></u>					
1520	Insurance	1580	PERF	\$ 1,500.00	\$ 1,500.00

Community Corrections Director Steve Maus submitted a letter regarding the transfer request. The Insurance Account has a surplus of money and he would like to transfer \$1,500.00 to carry the PERF Account to the end of their fiscal year on June 30, 2004.

Mr. Ortman made a motion to transfer \$1,500.00 from Line Item 1520 Insurance to Line Item 1580 PERF in Account 510. Mr. Singer seconded the motion, which carried.

<u><b>522     HOWARD COUNTY JUVENILE PROBATION COMMUNITY CORRECTIONS FUND:</b></u>					
3590	Contract Services	2375	Urine Screens	\$ 750.00	\$ 750.00

Chief Juvenile Probation Officer Don Travis explained the transfer is to purchase about 200 instant urine screens that would assist with the compliance of the SHOCAP offenders. This instant screen test offers immediate results for timely community based sanctions. The tests have been approved by the State and Community Corrections Boards and promote immediate accountability.

Mr. Singer made a motion to approve the transfer of \$750.00 from Line Item 3590 to Line Item 2375 as listed above. Mr. Papacek seconded the motion, and it carried.

**IN THE MATTER OF SALARY ORDINANCE NO. 2004-HCC-08 – AMENDING THE EXISTING SALARY ORDINANCE FOR 2004:**

A motion was made by Mr. Papacek, seconded by Mr. Stout, and carried to approve Amended Salary Ordinance 2004-HCC-08 as read. The amended salaries, any changed position titles and all other pertinent information is shown as follows:

POSITION/NUMBER/SALARY			REQUEST:	APPROVED:	YTD:
<u><b>001     HOWARD COUNTY GENERAL FUND:</b></u>					
<u><b>005     HOWARD COUNTY SHERIFF’S DEPARTMENT:</b></u>					
1118.04	Temp. Corporal	1@\$37,386.16	-\$ 34,960.26	-\$ 34,960.26	\$ 2,425.90
1113	Deputies	17@\$36,549	+\$ 34,960.26	+\$ 34,960.26	\$657,882.00
<u><b>014     HOWARD COUNTY SUPERIOR COURT I:</b></u>					
1115	Part-time	\$2,500	+\$ 9,700.00	+\$ 9,700.00	\$ 12,200.00
<u><b>020     HOWARD HAVEN HOME:</b></u>					

1117	Part-time	\$4,000	+\$ 16,000.00	+\$ 8,000.00	\$ 12,000.00
1118	Overtime	\$6,000	+\$ 14,000.00	+\$ 7,000.00	\$ 13,000.00

**137 HOWARD COUNTY HEALTH DEPARTMENT – AIDS FUND:**

1111	Health Educator R.N. (New 2004)		+\$ 8,000.00	+\$ 8,000.00	\$ 8,000.00
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(Tabled 1/27/04)

**138 HOWARD COUNTY C.A.S.A. PROGRAM:**

1111	Director Salary	1@\$34,002	+\$ 1,020.00	+\$ 1,020.00	\$ 35,022.00
1116	Employee Bonus	\$ 1,000	-\$ 1,000.00	-\$ 1,000.00	-0-
1115	Part-time	\$12,000	-\$ 20.00	-\$ 20.00	\$ 11,080.00

**514 HOWARD COUNTY HEALTH DEPARTMENT – TOBACCO FUND:**

1113	Environmental Health Specialist (New 2004)		+\$ 10,000.00	+\$ 10,000.00	\$ 10,000.00
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**IN THE MATTER OF NEW COMPUTERS FOR PROSECUTOR’S OFFICE:**

Information Systems Director Terry Tribby advised that most of the computer systems in the Courthouse have been replaced and the entire network has been redesigned. The last project that Mr. Tribby proposes is to update the computers in the Prosecutor’s Office. Mr. Tribby advised that it is important to complete the upgrade at one time. The project cannot be done in stages because all employees need to work on the same version of Microsoft Word. Mr. Tribby met with the Prosecutor to determine their needs and obtained a price quotes from three different manufacturers for approximately 25 workstations and equipment. The lowest quote was from the Dell Company in the amount of \$31,655.00. The price will remain the same for thirty (30) days, through February 24<sup>th</sup>, 2004.

Mr. Ortman made a motion to grant a favorable recommendation to the purchase of the computer equipment for the Prosecutor’s Office. Mr. Stout seconded the motion and the motion carried.

**IN THE MATTER OF NEW DIGITAL MAILING MACHINE:**

In November 2003, Auditor Martha Lake and Treasurer Ann Wells began researching information on the cost for a new digital mailing machine. Automated Mailing Equipment, Inc. and Pitney Bowes submitted competitive quotes. The current machine was purchased in 1996 from Pitney Bowes and has worked very well. Mrs. Wells informed the Council that the new machine has the spray ink feature that the Post Office will require for all mailing machines in the next two years.

Mr. Papacek made a motion to grant favorable approval for the purchase of the digital mailing machine from Pitney Bowes at a cost of \$6,366.00 to be paid out of the Cumulative Capital Development Fund. Mr. Singer seconded the motion, and it carried.

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

Sheriff Marshall Talbert presented the following issues for Council information and approval:

1. **Commissary Report:** The Commissary Financial Report for the month of January 2004 was distributed to Council members.
2. The **Jail Inmate Telephone Contract** has been worked out and a \$65,000 signing bonus was received from SBC Communications.
3. The **Indiana Jail Medical Conference** will be held on March 30-31, 2004 at the Indiana Law Enforcement Academy in Plainfield. Medical and legal issues facing jails nationwide will be addressed. All Sheriffs are encouraged to include at least one Council Member to attend the conference. Sheriff Talbert felt it is important to participate in the conference and stated that money is available from the Commissary Fund to pay registration fees for those who are interested in attending.
4. **Inmate Population Report:** Currently there are 15 counties (17%) in the state that have a new jail or jail addition project. Today there were 304 inmates incarcerated at the Howard County Criminal Justice Center. Sheriff Talbert commented that this is the highest number since his term began on January 1, 2003. As long as the inmates fit into certain designated classifications the maximum capacity is 310 inmates. The jail is approaching its maximum inmate capacity and the situation will get worse during the summer when criminal activity increases. He recommended that the Jail Study Committee start meeting on a regular basis in order to discuss the jail population issue. Discussion ensued whether establishing a new court would help relieve the population issue by moving pre-trial detainees through the system faster.
5. On January 30-31, 2004, Sheriff Talbert **toured the jail in Barbersville, West Virginia.** The Barbersville Sheriff’s Department has eliminated the book portion of the law libraries. A secured computer and desk were the only equipment in the library. All of the research and case law is on the computer. The inmates do not have any access to books. Sheriff liked the idea that this alleviated books from being destroyed or used as a weapon.
6. **Personnel Issues:** Deputy Don England is on medical leave; Deputy Paul Cherry has been activated in the military; and Deputy Larry Sparks is participating in a three-week training seminar in Georgia. Tony Ramsey is job shopping in Florida.

7. **AFIS Service Contract:** A grant funded by the Indiana Criminal Justice Institute paid for software to allow fingerprints taken at the Criminal Justice Center to be sent electronically to the Indiana State Police Automatic Fingerprint Identification System (AFIS). The grant also paid for the service contract for the equipment; however the Indiana Criminal Justice Institute notified the Sheriff that they will no longer fund the service contract after May 2004. The service contract costs about \$11,000 per year. Sheriff Talbert plans to pay for the service contract out of the Misdemeanor Grant Fund for the 2004-year and then include the cost in a line item when preparing the budget for 2005. The State recently sent a letter advising that the Misdemeanor Grant would be sending \$66,500.00 on September 1, 2004.
8. **Lieutenant Jerry Asher has taken over the training position** vacated by Lieutenant Don Howard.
9. The **State Jail Inspection Report** was distributed to the Council members.

**IN THE MATTER OF COUNCIL APPOINTMENTS FOR 2004:**

Personnel Director Wanda McKillip presented the following appointments for Council review and approval:

1. Mr. Harold Massey resigned from the Kokomo/Howard County Emergency Management Agency Advisory Council due to illness. EMA Director Larry Smith submitted a written recommendation for the appointment of Mr. Bob Lukes, 1715 Bramoor Drive, Kokomo.  
  
Mr. Papacek made a motion to appoint Mr. Bob Lukes to fulfill the position on the Kokomo/Howard County Emergency Management Agency Advisory Council for a term that expires on December 31, 2004. Mr. Singer seconded the motion, which carried.
2. Ms. Norma Noland was reappointed to the Howard County Economic Development Commission for a four (4) year term to expire on February 24, 2008, on a motion made by Mr. Papacek. The motion was seconded by Mr. Singer and carried.

**IN THE MATTER OF MISCELLANEOUS ISSUES:**

Auditor Martha Lake presented the following issues for Council information:

1. The **Howard County Annual Financial Report** for the fiscal year that ended in 2003. The report is readily available in the County Auditor’s Office for viewing.
2. The Council received the **Report of Services from Howard Regional Health System** for the fiscal year ending December 31, 2002 for Behavioral Health Services.
3. The **Certificate of Net Assessed Valuations for Howard County for 2004** has been received and arrival of the tax rates from the Department of Local Government Finance is anticipated.

There being no further business to come before the Council, Mr. Papacek made a motion to adjourn. The motion was seconded by Mr. Singer and carried. The meeting adjourned at 9:40 p.m.

**HOWARD COUNTY COUNCIL:**

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**Richard H. Miller, President**

\_\_\_\_\_  
**James Papacek, Vice President**

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**Ronald Gilman, Councilman**

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**Dwight Singer, Jr., Councilman**

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**Leslie Ellison, Councilman**

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**Stanley Ortman, Councilman**

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**Jeffrey Stout, Councilman**

Attest:

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MARTHA J. LAKE, AUDITOR  
County Council Minutes, February 24<sup>th</sup>, 2004