

**HOWARD COUNTY COUNCIL REGULAR MEETING SEPTEMBER 28<sup>TH</sup>, 2004**

The Howard County Council met Tuesday, September 28<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, Stanley Ortman, Leslie Ellison, 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 August 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and September 8<sup>th</sup>, 2004 Regular and Budget Hearing/Adoption 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 COUNCIL OPENING COMMENTS:**

There were no comments expressed by Council members at this time.

**IN THE MATTER OF ORDINANCE NO. 2004-HCC-32 -- ADDITIONAL APPROPRIATIONS:**

Ordinance No. 2004-HCC-32 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-32 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>005    HOWARD COUNTY SHERIFF'S DEPARTMENT:</u></b>		
2335    Inst. & Medical Supplies	\$ 60,000.00	\$ 60,000.00
Total Sheriff's Department:	\$ 60,000.00	\$ 60,000.00

Sheriff Marshall Talbert explained that due to large prescription bills an additional appropriation of \$60,000.00 is needed to cover medical costs to the end of the year. In accordance with the Howard County Policies, Chapter 36, jail inmates are required to make co-payments of up to \$10.00 for each medical provision. Monies received are placed into 202 Howard County Medical Care Inmates Fund. Recently an appropriation of \$15,000.00 was recovered out of this fund but it was not enough to cover medical expenses to the end of the 2004-year. In order to keep prescription costs at a minimum, a Department of Corrections Formulary Sheet is used to purchase generic or less expensive medications.

Discussion ensued that the County is legally responsible to maintain medical care for inmates to sustain their health while incarcerated. Some inmates arrive at the jail with pre-existing medical conditions. The courts have been considering recovering medical costs resulting from intentionally inflicted injuries. In addition, standards are being developed to provide inmates with mental health care.

Mr. Singer made a motion to appropriate \$60,000.00 to Line Item 2335 Institutional and Medical Supplies in Account 005. Mr. Ortman seconded the motion, and it carried.

<b><u>008    HOWARD COUNTY SUPERIOR COURT II:</u></b>		
3212    Postage	\$ 450.00	\$ 450.00
4724    Law Books	\$ 1,500.00	\$ 1,500.00
Total Superior Court II:	\$ 1,950.00	\$ 1,950.00

In May 2004, Judge Stephen Jessup requested and received an additional \$5,760.00 in 1120 Part-time in Account 008 to cover the times that the Court Reporter and Bailiff were absent for surgeries. (*See page 1, May 25<sup>th</sup>, 2004 minutes, "In the Matter of Ordinance No. 2004-HCC-17 Additional Appropriations", for related discussion*) In the event that the employees would be off work less than originally anticipated, the Judge assured the Council that he would return any unused money. Not all of the money was spent and Judge Jessup is keeping his word. He will be returning \$3,276.00 to the General Fund at the end of the 2004-year.

Judge Jessup stated that the request for additional appropriations in the line items listed above are self-explanatory.

There were no questions and Mr. Papacek made a motion to appropriate \$450.00 to Line Item 3212 and \$1,500.00 to Line Item 4724 for a total of \$1,950.00 in Account 008. Mr. Singer seconded the motion, and it carried.

<b><u>017    HOWARD COUNTY VOTER REGISTRATION OFFICE:</u></b>		
1114    Part-time	\$ 4,500.00	\$ 4,500.00
Total Voter Registration Office:	\$ 4,500.00	\$ 4,500.00

Department Heads Carol Shallenberger and Darlene Elliott indicated there has been a significant increase in activity at the Voter Registration Office. Ms. Shallenberger estimated that an additional appropriation of \$4,500.00 would carry the Voter Registration Office through to the end of the 2004-year. The money would be used to pay for part-time help at \$7.00 per hour.

Mr. Papacek made a motion to allocate \$4,500.00 to Line Item 1114 Part-time in Account 017, Howard County Voter Registration Office. Seconded by Mr. Ellison, the motion carried.

<b>020</b>	<b><u>HOWARD HAVEN RESIDENTIAL CENTER:</u></b>		
1114	Housekeeper/Cook	\$ 5,000.00	\$ 5,000.00
1117	Part-time	\$ 7,750.00	\$ 7,750.00
1118	Overtime	\$ 3,000.00	\$ 3,000.00
3220	Utilities	\$ 3,500.00	\$ 3,500.00
Total Howard Haven Residential Center:		\$ 19,250.00	\$ 19,250.00

Howard Haven Residential Center Superintendent Thomas Tolen detailed the need for above listed additional appropriations to carry Howard Haven through to the end of the year.

Mr. Papacek made a motion to appropriate a total of \$19,250.00 to the line items listed above in Account 020, Howard Haven Residential Center. Mr. Stout seconded the motion, which carried.

**Total Additional Appropriations General Fund:                   \$ 85,700.00                   \$ 85,700.00**

<b>150</b>	<b><u>HOWARD COUNTY CUMULATIVE CAPITAL DEVELOPMENT FUND:</u></b>		
4301.00	Clerk – Machines & Equipment (Copier)	\$ 9,500.00	\$ 9,500.00

Clerk Mona Myers explained that one of the photocopy machines in the Clerk’s Office has exceeded 1,000,000 copies and requires frequent repairs. Ms. Myers advised there is not enough money appropriated in her 2004 Budget to pay for a new copy machine.

Mr. Papacek made a motion to appropriate \$9,500.00 to Line Item 4301.00 in 150 Howard County Cumulative Capital Development Fund for the purchase of a photocopy machine in the Clerk’s Office. Seconded by Mr. Stout, the motion carried.

4305.01	Sheriff—Repair Building	\$ 4,500.00	\$ 4,500.00
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The Sheriff proposes placing some concrete at the northwest corner of the Criminal Justice Center to enable semi-trucks to maneuver without damaging the grass. In addition he would like to place some concrete in front of the small storage barn that has been relocated near the gas pump. Sheriff Talbert requested an appropriation of \$4,500.00 out of the Cumulative Capital Development Fund to pay for concrete work. The concrete is proposed to be 5-6 inches thick with rebar and wire mesh in order to support the weight of the semi-trucks.

*The Council approved this funding request together with the request for an additional appropriation in Line Item Line Item 4305.02 Sheriff – Miscellaneous Equipment. (See below)*

4305.02	Sheriff – Miscellaneous Equipment	\$ 7,000.00	\$ 7,000.00
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Sheriff Department Maintenance Employee Art Fross is in need of replacement equipment to maintain the floor at the jail. The Sheriff has spoken with a local distributor about purchasing a battery powered stripping machine and an automatic floor scrubber. Maintenance and Grounds Superintendent Tom Harrison said the equipment would complete the work in about 12 hours compared to the 3 days that it currently takes. The battery power would reduce the possibility of someone tripping and falling over electric cords. An appropriation of \$7,000.00 out of the Cumulative Capital Development Fund is needed to purchase the equipment. The cost of the equipment includes a trade-in allowance of \$700.00 for an old carpet cleaner that is no longer needed.

Mr. Ortman made a motion to appropriate \$4,500.00 to Line Item 4305.01 Sheriff—Repair Building **and** \$7,000.00 to Line Item 4305.02 Sheriff – Miscellaneous Equipment out of 150 Howard County Cumulative Capital Development Fund. Mr. Ellison seconded the motion, which carried.

**Total Cumulative Capital Development Fund:                   \$ 21,000.00                   \$ 21,000.00**

<b>213</b>	<b><u>HOWARD COUNTY HEALTH DEPARTMENT – BIOTERRORISM GRANT FUND:</u></b>		
2360	Supplies	\$ 1,000.00	\$ 1,000.00
3120	Contracts	\$ 400.00	\$ 400.00
4720	Equipment	\$ 20,000.00	\$ 20,000.00
<b>Total Bioterrorism Grant Fund:</b>		<b>\$ 21,400.00</b>	<b>\$ 21,400.00</b>

Executive Director Kris Conyers thanked the Council on behalf of the Board of Health and the Staff for supporting the budget issues this year.

Mrs. Conyers stated this is the second year of Bioterrorism Funding. This request represents the balance of the grant money received earlier this year. The Health Department received \$4,200.00 earlier this year for training, which has already been appropriated. The money will be used to purchase supply items, communications equipment and pay service contracts.

Mr. Papacek made a motion to appropriate a total of \$21,400.00 to the line items listed above in Account 213. Seconded by Mr. Singer, the motion carried.

<b>217</b>	<b><u>HOWARD COUNTY HEALTH DEPARTMENT TOBACCO SETTLEMENT FUND:</u></b>		
3120	Contract Services for Imaging of Vital Records	\$ 24,000.00	\$ 24,000.00
4720	Computer Equipment	\$ 5,000.00	\$ 5,000.00

**Total Health Department Tobacco Settlement Fund:**           \$   29,000.00                   \$ 29,000.00

The vital records in the Health Department date back to 1875 and the State Department did not start keeping health records until 1907. This means the department has some original records that have no other copies. The record books have become very fragile. In order to safeguard these records, the data needs to be stored in an electronic file. Three vendors demonstrated imaging capabilities at Board of Health meetings. A request for proposals was sent out and two quotes were received by the deadline on May 14<sup>th</sup>, 2004. A proposal from Global Systems Inc. was accepted at the Commissioners meeting on September 7<sup>th</sup>, 2004, subject to approval of funding by the Council.

Mrs. Conyers explained that Global Systems proposes to perform the work in three phases. The Health Department anticipates starting the project in 2004 and estimates that the completion would be in the next 3-5 years. Digitization of the records would cost \$24,000.00, as requested in Line Item 3120. Originally \$5,000.00 was requested in Line Item 4720 Computer Equipment. Since then Information Systems Director Terry Tribby advised that \$8,000.00 would be a more accurate figure. Therefore a request for an additional \$3,000.00 will be presented at the next Council meeting on October 26<sup>th</sup>, 2004.

Mr. Singer made a motion to appropriate \$24,000.00 to Line Item 3120 and \$5,000.00 to Line Item 4720, for a total of \$29,000.00 out of Account 217. Mr. Papacek seconded the motion, which carried.

<b>506     HOWARD COUNTY HEALTH DEPARTMENT STEP-A-HEAD DISCRETIONARY FUND:</b>			
1111	Immunization Nurse (RN)	\$   406.00	\$   406.00
1521	FICA	\$     31.76	\$     31.76
<b>Total Step-A-Head Discretionary Fund:</b>		<b>\$   437.76</b>	<b>\$   437.76</b>

This grant comes from the Department of Education to pay for immunization nurse(s) for weekly Children's Clinics and two (2) evenings each month. The immunization nurse also fills in for the other nurses when needed.

Mrs. Conyers explained for some reason a cash balance was left when the funding was appropriated at the beginning of the year. Because no further grants are anticipated from the Step-A-head Program, Mrs. Conyers proposes to expend the money by the end of 2004 in order to close out the grant.

Mr. Stout made a motion to appropriate \$437.76 to the Line Items as listed in Account 506 – Step-A-head Discretionary Fund. Mr. Singer seconded the motion and it carried.

Mrs. Conyers reported from 1998 to the present, 4,964 clients have been served and 13,450 immunizations have been administered at a cost of approximately \$26,500.00 from the Step-A-head Grant.

<b>516     HOWARD COUNTY ECONOMICAL DEVELOPMENT INCOME TAX FUND 1997-98:</b>			
4703	Dixon Road Project	\$   6,400.00	\$   6,400.00
<b>Total EDIT Fund 1997-98:</b>		<b>\$   6,400.00</b>	<b>\$   6,400.00</b>

*(See pages 4-5, January 27<sup>th</sup>, and page 5, July 27<sup>th</sup>, 2004 minutes, “516 Howard County Economical Development Income Tax Fund 1997-1998”, for related discussion)*

Auditor Martha Lake explained that the goal is to clean-up and designate the 516 Fund that was started in 1997 (combined City/County EDIT Funds). Ms. Lake is in hopes that the Dixon Road Project will zero out the fund. The City had reimbursed \$106,096.86 to the County at the beginning of the year, which was leftover from the joint Alto Road Project. In July 2004, \$71,500.00 was appropriated in error for the Chrysler Construction Wetlands Project (the project had already been completed). Those funds had been appropriated previously for the Dixon Road Project. The above request would appropriate the fund balance plus any interest that would be earned. The total amount appropriated for the Dixon Road Project if this request is approved will be approximately \$112,500. The Auditor is requesting to reduce the appropriated amount of \$71,500.00 that was erroneously requested. *(See Reduction Below).*

Mr. Papacek made a motion to approve the appropriation of \$6,400.00 in Line Item 4703 in Account 516 as presented. Mr. Singer seconded the motion, and it carried.

<b>TOTAL ADDITIONAL APPROPRIATIONS</b>			
<b>ALL FUNDS:</b>		<b>\$ 163,937.76</b>	<b>\$ 163,937.76</b>

**REQUESTED APPROPRIATION REDUCTIONS:**

<b>516     HOWARD COUNTY ECONOMICAL DEVELOPMENT INCOME TAX FUND 1997-98:</b>			
4728	Chrysler Const. Project	-\$ 71,500.00	-\$ 71,500.00
<b>Total Reductions EDIT Fund 1997-98:</b>		<b>-\$ 71,500.00</b>	<b>-\$ 71,500.00</b>

<b>TOTAL APPROPRIATION REDUCTIONS</b>			
<b>ALL FUNDS:</b>		<b>-\$ 71,500.00</b>	<b>-\$ 71,500.00</b>

Mr. Papacek made a motion to approve the request for a reduction of \$71,500.00 in Line Item 4728 Chrysler Construction Project in Fund 516. Mr. Singer seconded the motion, which carried.

**IN THE MATTER OF RESOLUTION NO. 2004-HCC-20 --TRANSFERS:**

Resolution No. 2004-HCC-20 addressing requested transfers was presented and read in full for Council information. The following actions were taken:

TRANSFERS:		AMOUNT:	
FROM:	TO:	REQUESTED:	ALLOWED:
<b>001    <u>HOWARD COUNTY GENERAL FUND:</u></b>			
<b>007    <u>HOWARD COUNTY EXTENSION OFFICE:</u></b>			
1112	Clerical Coordinator      1113    Computer Administrator	\$   2,300.00	\$   2,300.00

Purdue University Extension Educator Susan Neher was unable to attend the meeting and submitted a letter of explanation. When former Computer Administrator Sarah Lear retired on January 4, 2004, she was paid for twenty (20) earned vacation days. In order to pay new Computer Administrator Jeannie Vondersaar to the end of 2004, a transfer of \$2,300.00 is from Line Item 1112 Clerical Coordinator is necessary. The 1112 Clerical Coordinator account has the money available because the new employee has been paid at the required 90% and 95% starting salary.

Mr. Papacek made a motion to approve the transfer of \$2,300.00 from Line Item 1112 Clerical Coordinator to Line Item 1113 Computer Administrator in Account 007. Mr. Singer seconded the motion, and it carried.

<b>020    <u>HOWARD HAVEN RESIDENTIAL CENTER:</u></b>			
1111.01	Co-Managers      1111    Assistant Superintendent	\$   5,450.00	\$   5,450.00

Howard Haven Residential Center Superintendent Thomas Tolen explained the transfer request is to fund an Assistant Superintendent position to the end of the year to help oversee operations of the home. Mr. Tolen gave a brief report on the numerous donations of items and services provided by members and businesses in the community.

Mr. Papacek made a motion to approve the transfer of \$5,450.00 from Line Item 1111.01 Co-Managers to Line Item 1111 Assistant Superintendent as requested. Seconded by Mr. Gilman, the motion carried.

**IN THE MATTER OF SALARY ORDINANCE NO. 2004-HCC-33 – AMENDING THE EXISTING SALARY ORDINANCE FOR 2004:**

A motion was made by Mr. Stout, seconded by Mr. Papacek, and carried to approve Amended Salary Ordinance 2004-HCC-33 as read. The amended salaries, any changed position titles and all other pertinent information is shown as follows:

POSITION/NUMBER/SALARY		REQUEST:	APPROVED:	YTD:
<b>001    <u>HOWARD COUNTY GENERAL FUND:</u></b>				
<b>007    <u>HOWARD COUNTY EXTENSION OFFICE:</u></b>				
1112	Clerical Coordinator 1@\$27,234	-\$   2,300.00	- \$ 2,300.00	\$ 24,934.00
1113	Computer Administrator 1@ <a href="#">\$28,868.00</a>	+\$   2,300.00	+ \$ 2,300.00	\$ 31,168.00
<b>017    <u>HOWARD COUNTY VOTER REGISTRATION OFFICE:</u></b>				
1114	Part-time \$12,000+\$8,000=\$20,000	+\$   4,500.00	+ \$   4,500.00	\$ 24,500.00
<b>020    <u>HOWARD HAVEN RESIDENTIAL CENTER:</u></b>				
1111	Assistant Superintendent (Re-instate this position) <i>Annual 2004 Salary \$25,000    Effective 10/11/04</i>	+\$   5,450.00	+ \$   5,450.00	\$   5,450.00
1111.01	Co-Managers <a href="#">2@\$22,500.00</a> (Delete these positions)	-\$   5,450.00	- \$   5,450.00	\$ 39,550.00
1114	Housekeeper/Cook 1\$21,201.00 <i>Change to <a href="#">2@\$21,201.00</a>    Effective 10/11/04</i>	+\$   5,000.00	+ \$   5,000.00	\$ 26,201.00
1117	Part-time \$4,000+\$8,000=\$12,000	+\$   7,750.00	+ \$   7,750.00	\$ 19,750.00
1118	Overtime \$6,000+\$7,000=\$13,000	+\$   3,000.00	+ \$   3,000.00	\$ 16,000.00
<b>506    <u>HOWARD COUNTY HEALTH DEPARTMENT STEP-A-HEAD DISCRETIONARY FUND:</u></b>				
1111	Immunization Nurse (RN) \$15 Per Hour	+\$   406.00	+ \$   406.00	\$   406.00

**IN THE MATTER OF U.S. 31 PROJECT UPDATE:**

Mr. Dennis Faulkenberg, Executive Director of the U.S. 31 Coalition, Inc., thanked the Council for allowing his presentation and expressed appreciation of Howard County’s participation in the U.S. 31 Coalition. Mr. Faulkenberg is also a Public Affairs Specialist at Ice Miller in Indianapolis. The mission of the U.S. 31 corridor from Indianapolis to South Bend and Elkhart is to advocate completion of a 122-mile long interstate quality highway. Mr. Faulkenberg stated that the road should be designed in a way that is sensitive to the communities that it passes through.

The U.S. 31 Coalition is comprised of representatives from the public sector, private sector, government entities, businesses, and other interested individuals representing nine counties along the corridor. Last year the Coalition met its fund raising goals from supporters up and down the corridor including Howard County. Thirteen members serve on the Board of Directors of the U.S. 31 Coalition, three of which are from Howard County. Mr. Brad Bagwell was appointed as Secretary/Treasurer. Chamber of Commerce Director Rick Hamilton and Mr. Tom Rethlake from Eriks Chevrolet serve as members on the Board. Mr. Faulkenberg said the Coalition advocates the U.S. 31 Project and helps to minimize or resolve problems. Not everyone can be happy with the project. Road building is an emotional issue when it affects a farm, family home, or business. The Coalition is working very hard to minimize the impact to those who would be affected.

The Coalition is working with the General Assembly at the Statehouse to clear any obstacles standing in the way of funding for the project.

Approximately two years ago a study was scheduled to begin on Howard County's segment of U.S. 31. During a legislative hearing at the Indiana Senate, INDOT announced they were out of money and were not going to start the study. Concerned people did not want to be left in limbo as to whether the road would have an impact on their properties. People indicated they wanted to be informed about the plans so they could plan and deal with any affect it might have on them. Formerly employed as Chief Financial Officer for INDOT, Mr. Faulkenberg had knowledge of where to find the money. Soon thereafter INDOT was convinced that they did in fact have the money. The Coalition is hopeful that the route for the road will be decided soon.

The Coalition has been working with the Indiana Congressional Delegations. In the current Highway Bill, the Congressmen have been able to earmark \$31,000,000 for the project.

Mr. Faulkenberg provided the Council with a summary of the U.S. 31 Project Status and a map of preliminary alternatives of routes through Howard County. Two proposed routes are situated east of existing U.S. 31. Due to concerns regarding neighborhood issues, the department is working on designing a shifted route, which will be a combination of the two proposed routes. The route will probably be announced later this year. The final Environmental Impact, Record of Decision, and Preferred Alternative reports are anticipated early next year.

Mr. Faulkenberg gave a brief update regarding the progress in other counties. The Hamilton County portion of the project is anticipated to begin construction in about two years. On September 23<sup>rd</sup>, 2004, the Governor and INDOT announced a route selection through St. Joseph and Marshall Counties.

Mr. Faulkenberg reiterated his appreciation for the support received from the Howard County and the City of Kokomo.

Mr. Faulkenberg projected the entire project to be completed in ten to twelve years, contingent on the process and funding. Assuming the process works and the funding is available, the project could be completed in seven years. The Howard County portion is about 1-1/2 to 2 years into that process. After a Record of Decision is given, there would be approximately a two-year period for the design and two years for land acquisition. This would be a total of four years before the construction phases would begin. In the best-case scenario, Mr. Faulkenberg estimated that Howard County's portion would be completed about five years from now.

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

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

1. **Purchase Equipment:** In place of purchasing more vehicles in the 2004-year, the Sheriff would like to purchase some items urgently needed at the jail. Although there are four vehicles with high mileage, the Sheriff anticipated that the current vehicles would keep going until new appropriations have been received for 2005. The Sheriff proposes to transfer funds out of the Cumulative Capital Development Fund Automobile Line Item to purchase mattresses, jail chairs, and property storage bins. The Sheriff proposes to reserve \$26,000.00 in the Cumulative Capital Development Fund in case of an emergency.

Staff infections and other infections occurring at jails throughout the state have become a concern. The outbreaks have cost counties a considerable amount of money and added the risk of possible litigation issues. The State Jail Inspector believes some of the infections occurred from old mattresses that cannot be properly disinfected. The Sheriff would like to replace the old mattresses at the Howard County Jail, which have developed splits and cracks.

A previous jail inspection indicated that additional chairs were needed that meet ACA standards. Captain Vincent proposes to purchase durable storage containers in lieu of the inmates storing personal property in paper bags under the bunk beds in the cell areas.

2. **Kudos to EMA Mechanic:** On September 22<sup>nd</sup>, 2004 one of the high mileage cars hit a deer, which caused considerable damage to the front end. The car was not drivable and the Sheriff felt it was not feasible to spend money to repair a car having 96,000 miles. Since there was \$26,000.00 remaining in the Cumulative Capital Development Fund Automobile Line Item, the Sheriff's Department contacted Bloomington Ford to find out if they had a car available for purchase. The next day while Sheriff Talbert was out of town attending a seminar, Emergency Management Agency Mechanic Brad Kendall took the car to the EMA garage and replaced the damaged front end with parts off of a salvage car from the Sheriff's Department. Mr. Kendall practically rebuilt the damaged car in only eight hours and it was placed back on patrol. Sheriff Talbert commended Mr. Kendall and said he deserves a pat on

the back. The Sheriff stated, “That is stepping up to the plate and getting things done.” If the Sheriff’s Department does not need to purchase a vehicle by the end of the year, Sheriff Talbert assured that the \$26,000.00 would revert back to the CCD Fund.

- 3. **Medical Issues:** An employee on the Correctional side of the jail will be absent a minimum of 12 weeks for a kidney transplant. One other employee suffered a seizure and is undergoing medical diagnosis. Another correctional employee is getting ready to go through a heart procedure. The Sheriff hopes to have enough money in overtime to cover the absences through the end of the year.
- 4. **Laboratory Modification Update:** The Sheriff invited Council members to take a look at the laboratory that is nearly finished. The Sheriff commended Maintenance Employees Art Fross, Bill Laughman and Bob Johnson for the extraordinary work on the modification.
- 5. The **Commissary Report for the Month of August 2004** was submitted to the Council.
- 6. The **Merit Board Meeting will be held on Tuesday, October 5<sup>th</sup>, 2004 at 5:00 p.m. in Room 338 of the Howard County Administration Center.** The Sheriff has invited Mr. Craig Dunn to speak about investments on the Sheriff’s Pension Program and Ms. Elaine Beatty will discuss actuaries from the pension.
- 7. **Jail Door Problems:** Two security doors at the Criminal Justice Center are malfunctioning. Sheriff’s Department Maintenance Employees have spent a considerable amount of time in the last two weeks trying to repair Door No. 1247-A between the garage and Book-In Area. This is the main electronic sliding door that is frequently used to bring in prisoners, accommodate transports to and from court, and facilitate three shifts of correctional employees. Mr. Harrison said repair of the door is crucial and must be resolved as quickly as possible. Another security door, No. 1201, that separates the Book-In Area from the rest of the jail is not aligned properly and is separating from the wall. Southern Steel Company, the original vendor, no longer manufactures these doors and parts, therefore custom work may be required. Sheriff Department Maintenance Employee Art Fross is working on obtaining information about repairing the doors.

**IIN THE MATTER HOWARD COUNTY FAMILY AND CHILDREN SERVICE ISSUES:**

**Senate Bill 400 Report:** Mr. Glynn Hipp, Director of Howard County Office of Family and Children Office submitted a letter to thank the Council for approving the Family and Children’s Fund and the Children’s Psychiatric Residential Treatment Services Fund as requested during the August Budget Hearings. The letter also served as the Senate Bill 400 report for the fall.

There being no further business to come before the Council, Mr. Singer made a motion to adjourn. The motion was seconded by Mr. Papacek and carried. The meeting adjourned at 8:20 p.m.

**HOWARD COUNTY COUNCIL:**

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**Richard H. Miller, President**
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**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, September 28<sup>th</sup>, 2004