

HOWARD COUNTY COUNCIL REGULAR MEETING NOVEMBER 22, 2005

The Howard County Council met Tuesday, November 22, 2005 at 7:00 p.m. in Room 338 of the Howard County Administration Center. Those present included Council President Richard Miller, Council Vice President James Papacek, Council Members Stan Ortman, Leslie Ellison, Jeffrey A. Stout and Joseph A. Pencek and Dwight Singer. 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 Richard Miller.

The minutes of the October 25, 2005 meeting were reviewed, having been previously submitted, and approved on a motion made by Mr. Ellison and seconded by Mr. Ortman.

IN THE MATTER OF ORDINANCE NO. 2005-HCC-65 - ADDITIONAL APPROPRIATIONS:

Ordinance No. 2005-HCC-65 was read in full by Auditor Ann Wells and acted upon as follows:

APPROPRIATIONS REQUESTED:

<u>001</u>	<u>Howard County General Fund</u>	<u>REQUESTED</u>	<u>APPROVED</u>
<u>006</u>	<u>Howard County Surveyor</u>		
03253.00	Contractual Services	\$ 5,000.00	\$ 5,000.00
	Total Surveyor	\$ 5,000.00	\$ 5,000.00

Howard County Surveyor, Jake Grimme, made the request for additional monies in Contractual Services to cover the cost of a two year service agreement for their big printer. They were only given \$500.00 in Contractual Services for the 2005 Budget.

A motion was made by Mr. Papacek to approve the request for \$5,000.00 to line item 03253.00, Contractual Services. The motion was seconded by Mr. Stout and carried.

<u>018</u>	<u>Howard County Maintenance</u>		
02333.00	Institutional Supplies	\$ 2,000.00	\$ 2,000.00
03262.00	Uniform Rental	\$ 1,000.00	\$ 1,000.00
03251.00	Repairs to Building & Structures	\$ 1,000.00	Request Removed
	Total Maintenance Department	\$ 4,000.00	\$ 3,000.00

Maintenance Supervisor, Tom Harrison was in attendance to submit requests for additional funds. His first request was to remove the \$1,000.00 request in line item 03251.00, Repairs to Building & Structures. The second request of \$2,000.00 for 02333.00, Institutional Supplies, was made because he is very low on funds and does not have enough supplies on hand to last through the end of the year. Line item 03262.00 has been changed from Laundry to Uniform Rental. Maintenance employees are supplied uniforms but must do their own laundry. That fund does not have enough money to finish year 2005.

On a motion made by Mr. Papacek and seconded by Mr. Ellison, the Council approved the request for \$2,000.00 to line item 02333.00, Institutional Supplies, and \$1,000.00 to line item 03262.00, Uniform Rental.

Total General Funds	\$ 9,000.00	\$ 8,000.00
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<u>007</u>	<u>Howard County Local Road & Street Fund</u>		
23754.00	Bituminous	\$ 88,000.00	\$ 88,000.00

Highway Supervisor / Engineer Ted Cain, was not in attendance but had addressed this request at the October Council Meeting (*please refer to pages three and four, "In The Matter of Highway Issues" of the October 25, 2005 Regular Meeting Minutes*).

A motion was made by Mr. Stout, seconded by Mr. Ortman and carried to approve the request of \$88,000.00 to line item 23754.00, Bituminous.

		REQUESTED:	APPROVED:
515	<u>Howard County Sheriff Misdemeanant Fund</u>		
04710.00	Equipment (Cameras - 4,000 / Microsoft Access Software - 1,500)	\$ 5,500.00	\$ 5,500.00

Sheriff Marshall Talbert requested additional funds to upgrade and reposition the existing cameras at the Criminal Justice Center. Also requested was \$1,500.00 for Microsoft Access Software to aid in preparing the weekly Jail List for the Judges.

A motion was made by Mr. Papacek to approve the request of \$5,500.00 to line item 04710.00, Equipment. The motion was seconded by Mr. Ellison and carried.

150	<u>Howard County Cumulative Capital Fund</u>		
04720.00	Government Center Repair (Replace Compressors in Air Conditioners)	\$ 3,000.00	\$ 3,000.00

Mr. Harrison informed the Council that two compressors in the HVAC system at the Government Center needed to be replaced.

On a motion made by Mr. Ortman and seconded by Mr. Stout, the request for \$3,000.00 in item number 04720.00, Government Center Repair was approved.

TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS	\$ 105,500.00	\$ 104,500.00
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IN THE MATTER OF RESOLUTION NO. 2005-HCC-30 - TRANSFERS;

Resolution No. 2005-HCC-30 was read in full by Auditor Ann Wells and acted upon as follows:

	TRANSFER FROM:	TO:	AMOUNT REQUESTED	ALLOWED
001	<u>Howard County General Fund</u>			
001	<u>Howard County Clerk</u>			
02360.00	Office Supplies	04721.00 Equipment	\$ 5,000.00	\$ 5,000.00

Howard County Clerk, Mona Myers, and Information Systems Director, Terry Tribby, explained to the Council the need for new Imaging Equipment for the Clerk's Office. The amount of information needing to be scanned is increasing and other departments are using the equipment. Mr. Tribby explained that they need their own server, as well as equipment at the Administration Center, to store daily information back ups. Disaster retrieval is made easier by information stored off-site. The cost for the two pieces of equipment will be \$9,138.29 and Adult Probation has agreed to share the costs.

On a motion made by Mr. Papacek and seconded by Mr. Stout, the \$5,000.00 transfer from line item 02360.00, Office Supplies, to 04721.00, Equipment was approved.

005	<u>Howard County Sheriff</u>			
01119.07	Deputy Overtime	01122.00 Correction Officer OT	\$ 20,000.00	\$ 20,000.00
01119.01	Correction Officer	01122.00 Correction Officer OT	\$ 5,000.00	\$ 5,000.00
01125.00	Nurse	01122.00 Correction Officer OT	\$ 8,000.00	\$ 8,000.00
01123.00	Dispatcher	01122.00 Correction Officer OT	\$ 8,000.00	\$ 8,000.00
01119.06	Assistant Cook	01120.01 Correction Officer PT	\$ 3,000.00	\$ 3,000.00
01125.01	Assistant Nurse	01120.01 Correction Officer PT	\$ 800.00	\$ 800.00

Sheriff Talbert reported the present Jail Inmate Population at 311; it has been as high as 361. With that in mind, as well as the resignations of the Transport Officer and Work Gang Supervisor, they are in need of more overtime funds for the Corrections Officers.

On a motion made by Mr. Ortman and seconded by Mr. Ellison, the transfers were approved as follows: \$20,000.00 from 01119.07, Deputy Overtime to 01122.00, Correction Officer Overtime; \$5,000.00 from 01119.01, Correction Officer to 01122.00, Correction Officer Overtime; \$8,000.00 from 01125.00, Nurse to 01122.00, Correction Officer Overtime;

\$8,000.00 from 01123.00, Dispatcher to 01122.00, Correction Officer Overtime; \$3,000.00 from 01119.06, Assistant Cook to 01120.01, Correction Officer Part Time; \$800.00 from 01125.01, Assistant Nurse to 01120.01, Correction Officer Part Time.

	TRANSFER FROM:	TO:	AMOUNT REQUESTED	ALLOWED
<u>017</u>	<u>Howard County Voter Registration</u>			
03253.00	Election Board Meetings	02360.00 Office Supplies	\$ 380.00	\$ 380.00
03241.00	Printing	02360.00 Office Supplies	\$ 300.00	\$ 300.00

Ms. Carol Shallenberger and Ms. Shirley McCoy were in attendance to ask for transfers. Because of the Help America Vote Act Project, a new filing system needs to be put into place, requiring additional office supplies.

A motion was made by Mr. Ellison, seconded by Mr. Ortman and carried to approve the transfers of \$380.00 from 03253.00, Election Board Meetings to 02360.00, Office Supplies and \$300.00 from 03241.00, Printing to 02360.00, Office Supplies.

<u>002</u>	<u>Howard County Highway</u>			
12130.00	Laborers	24321.00 Gas, Oil & Lube	\$ 30,000.00	\$ 30,000.00
12130.00	Laborers	14523.00 Insurance	\$ 5,000.00	\$ 5,000.00

These requests were also made by Mr. Cain at the October 25th meeting (*please refer to page three and four, "In The Matter of Highway Issues" of the October 26, 2005 Regular Meeting Minutes*).

The transfer request of \$30,000.00 from 12130.00, Laborers to 24321.00, Gas, Oil and Lube, and \$5,000.00 from 12130.00, Laborers, to 14523.00, Insurance, was approved on a motion made by Mr. Papacek and seconded by Mr. Stout.

<u>*010</u>	<u>Howard County Health Fund</u>			
02360.00	Office Supplies	03241.00 Printing	\$ 710.00	\$ 710.00

President Miller reminded the Council that Mrs. Conyers made this request at the October 25th meeting (*please refer to page three, "Howard County Health Fund Transfer" request, of the October 25, 2005 Regular Meeting Minutes*).

A motion was made by Mr. Papacek, seconded by Mr. Ortman and carried to approve the transfer of \$710.00 from 02360.00, Office Supplies to 03241.00, Printing.

** Please note that according to the October 25th Meeting Minutes, it appears this same request was approved at the October 25, 2005 meeting.*

<u>011</u>	<u>Howard County Reassessment</u>			
03511.00	Professional Services	02370.00 Printing Supply	\$ 500.00	\$ 500.00

County Assessor, Ann Harrigan, presented the need to pay a toner invoice; there are not enough funds in the Printing Supply line. She asks for a transfer from Professional Services to the Printing Supply Line.

A motion was made by Mr. Papacek, seconded by Mr. Ellison and carried to transfer \$500.00 from 03511.00, Professional Services to 02370.00, Printing Supply.

<u>105</u>	<u>Howard County Adult Probation User Fee Fund</u>			
04721.00	Office Equipment	02371.00 Office Supplies	\$ 1,000.00	\$ 1,000.00
04721.00	Office Equipment	03261.00 Education	\$ 2,000.00	\$ 2,000.00
04721.00	Office Equipment	02373.00 Computer Update	\$ 2,100.00	\$ 2,100.00
03260.00	Drug Screens	02372.00 Computer Update	\$ 500.00	\$ 500.00

Auditor Ann Wells read the letter to the Council, submitted by Adult Probation Director, Gary Conwell. It explained that with the addition of three new probation officers, he needed more money in Office Supplies and Education to pay claims through the end of the year. Money is needed in Computer Update to help pay for the additional scanning system requested by the Clerk's Office.

A motion was made by Mr. Ortman, seconded by Mr. Stout and carried to approve the transfer of \$1,000.00 from 04721.00, Office Equipment to 02371.00 Office Supplies; \$2,000.00 from 04721.00, Office Equipment to 03261.00, Education; \$2,100.00 from 04721.00, Office Equipment to 02373.00, Computer Update; \$500.00 from 03260.00, Drug Screens to 02372.00, Computer Update.

<u>138</u>	<u>CASA Program Fund</u>				
03253.00	Savings Account Fund	01523.00 Insurance	\$	554.44	\$ 554.44

Because CASA changed insurance coverage during the year, Mrs. Wells reported to the Council the need to transfer money from the Savings Account Fund into their Insurance fund.

On a motion made by Mr. Papacek and seconded by Mr. Stout, approval was given to transfer \$554.44 from 03253.00, Savings Account Fund to 01523.00, Insurance.

IN THE MATTER OF SALARY ORDINANCE NO. 2005-HCC-64 - AMENDING SALARY ORDINANCE FOR 2005:

Salary Ordinance No. 2005-HCC-64 was read in full by Auditor Ann Wells and acted upon as follows:

		REQUESTED:	APPROVED:
<u>001</u>	<u>Howard County General Fund</u>		
<u>005</u>	<u>Howard Sheriff Department County</u>		
01122.00	Correction Officer Overtime (Current Overtime \$125,300.00)	\$ 41,000.00	\$ 41,000.00
01120.01	Correction Officer Part time (Current Part Time \$10,000.00)	\$ 3,800.00	\$ 3,800.00

Salary Ordinance No. 2005-HCC-64 was approved on a motion made by Mr. Papacek and seconded by Mr. Stout.

IN THE MATTER OF RESOLUTION NO. 2005-BCC-32:

Emergency Management Director, Larry Smith, informed the Council of Resolution No. 2005-BCC-32, approved by the Board of Commissioners at their November 21, 2005 meeting (*please refer to page five, item one under "In The Matter of Emergency Management Issues" of the Regular Meeting Minutes dated November 21, 2005*). This resolution is an Emergency Aid agreement between Howard County and the counties that constitute District Six; Blackford, Delaware, Fayette, Grant, Henry, Jay, Madison, Randolph, Rush, Tipton, Union and Wayne Counties. The Department of Homeland Security has suggested that Counties seek aid from other Counties in their district, before applying to the State Department. Because this Resolution is considered a Mutual Inter-local Aid Agreement, Mr. Murrell suggested to Mr. Smith that he bring it to the Council for their approval.

A motion was made by Mr. Papacek, seconded by Mr. Singer and carried to approve Resolution No. 2005-BCC-32 and authorize the President to sign on behalf of the Council.

IN THE MATTER OF UNUSED VACATION TIME AT THE CONCLUSION OF THE YEAR:

Sheriff Marty Talbert brought to the Council a matter for discussion concerning the dilemma of unused vacation time at the end of the calendar year. The Criminal Justice Center has experienced record high inmate population. When that is coupled with the deployment of servicemen, who are county employees, because of the war or disaster aid, it creates a situation with officers needing to work overtime and not being able to use all their vacation time. Paying someone time and a half to cover vacation time at straight pay, does not seem like a wise use of the already tight county funds. Sheriff Talbert suggested the Council dialogue the possibility of "buying back" unused vacation time for those county employees who are not able to use all of their vacation time before the end of the calendar year. Discussion ensued and Mr. Miller thanked Sheriff Talbert for their worthy suggestion. The Council will consider further discussion for the year 2006.

IN THE MATTER OF A CHRISTMAS DINNER INVITATION:

Auditor Ann Wells extended an invitation to the Council, to the Seventeenth Annual Auditor-Treasurer-Personnel Christmas Carry-In at 11:00 a.m., Wednesday, December 7, 2005. The Board of Commissioners previously gave

permission to close the second floor offices from 11:00 a.m. to 1:00 p.m. for the Dinner. Mr. Miller thanked Mrs. Wells for the invitation.

IN THE MATTER OF PERSONNEL ISSUES:

Personnel Director, Wanda McKillip, presented the following issues for Council information:

1. **Unused Vacation Time:** In reference to unused vacation time in the Sheriff's Department, Mrs. McKillip assured the Council that this problem exists in all the County offices. The present policy is that all unused vacation time cannot be carried over to the next year; it is lost.
2. **Anthem Open Enrollment:** Mrs. McKillip has distributed the Open Enrollment packets for Anthem Health Insurance. Information meetings have been scheduled for Wednesday and Thursday, November 30 and December 1, 2005. Premiums will increase by 5% for next year, and any questions can be addressed to the Personnel Office. Mrs. McKillip has sent letters to employees over sixty-five years of age, informing them how to fill out parts B & D, preparing for Social Security. Letters will be sent to employees turning sixty-five next year, as well.
3. **2006 Council Appointments:** The Committee Appointments to be made before January 1, 2006, will be addressed at the December 13th Council Meeting.

There being no further business to come before the Council at this time, the meeting was adjourned at 8:03 p.m. on a motion made by Mr. Papacek and seconded by Mr. Singer.

HOWARD COUNTY COUNCIL

RICHARD H. MILLER, PRESIDENT

JAMES PAPACEK, VICE PRESIDENT

DWIGHT SINGER JR., COUNCILMAN

LESLIE ELLISON, COUNCILMAN

STANLEY ORTMAN, COUNCILMAN

JEFFREY STOUT, COUNCILMAN

JOE PENCEK, COUNCILMAN

ATTEST:

ANN WELLS

County Council Minutes, November 22, 2005