

HOWARD COUNTY COUNCIL REGULAR MEETING JANUARY 27, 2015

The Howard County Council met in Regular Session on Tuesday, January 27, 2015 at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President Richard Miller, Vice President Jim Papacek and members Leslie Ellison, Stan Ortman, Jeff Stout, John Roberts, and Dwight Singer. Also in attendance was County Attorney Larry Murrell and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Miller. Mr. Roberts led in the Pledge of Allegiance and Mr. Stout offered a word of prayer.

IN THE MATTER OF COUNCIL REORGANIZATION:

Councilman Stan Ortman nominated Mr. Richard Miller as President and Mr. James Papacek as Vice President. The nomination was seconded by Mr. Papacek, Mr. Stout, and Mr. Roberts. The nomination carried.

A motion was made by Mr. Stout, seconded by Mr. Ellison and carried to close the nominations for President and Vice President. Mr. Singer, by acclamation, moved to appoint Mr. Miller as the President of the Council and Mr. Papacek as the Vice President. That motion was seconded by Mr. Roberts and carried.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the December 9, 2014 Regular Session, having been previously submitted and reviewed, were approved on a motion made by Mr. Stout, seconded by Mr. Roberts and carried.

IN THE MATTER OF ORDINANCE NO. 2015-HCCO-01 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read through Ordinance No. 2015-HCCO-01 – Additional Appropriations one time, and it was acted upon as follows:

		AMOUNT REQUESTED:	APPROVED:
<u>1000</u>	<u>Howard County General Fund</u>		
<u>008</u>	<u>Howard County Superior Court II</u>		
01140.00	Security Officer	\$ 1,000.00	\$ 1,000.00
<u>012</u>	<u>Howard County Prosecutor's Office</u>		
01113.08	Investigator Supplement	\$ 500.00	\$ 500.00
<u>1120</u>	<u>Howard County Jail & Juvenile COIT Fund</u>		
<u>035</u>	<u>Kinsey – Shelter Care</u>		
01116.00	PT Maintenance	\$ 1.00	\$ 1.00
Reductions:			
<u>1000</u>	<u>Howard County General Fund</u>		
<u>005</u>	<u>Howard County Sheriff's Department</u>		
01117.03	Captain II	\$ -270.00	\$ -270.00
<u>013</u>	<u>Howard County Circuit Court</u>		
01117.06	Clerk – Juvenile	\$ -1.00	\$ -1.00
<u>036</u>	<u>Howard County Prosecutor Title IV-D</u>		
01112.05	Investigator	\$ -250.00	\$ -250.00
<u>4930</u>	<u>Howard County Law Enforcement Fund</u>		
01113.08	Investigator	\$ -250.00	\$ -250.00

Auditor Martha Lake is requesting the above listed Additional and Reduction requests as corrections to the 2015 Salary Ordinance, due to the raises for payroll year 2015.

<u>1000</u>	<u>Howard County General Fund</u>		
<u>034</u>	<u>Howard County Adult Probation</u>		
01114.00	Administration Assistant	\$ 22,735.50	\$ 22,735.50
<u>2100</u>	<u>Howard Co Supplemental Adult Probation Fund</u>		
01114.00	Financial / Clerk	\$ 7,578.50	\$ 7,578.00
<u>2501</u>	<u>Howard County Drug & Alcohol User Fees Fund</u>		
01112.00	Adult Probation Officer	\$ 4,900.00	\$ 4,900.00
<u>2501</u>	<u>Howard County Drug & Alcohol User Fees Fund</u>		
01114.00	Financial Clerk Reduction	\$ -30,314.00	\$ -30,314.00

Because of some changes in personnel job descriptions and titles, and the funds they can be paid from, Chief Probation Officer Dustin Delong submitted a request to reduce the Financial Clerk line item in the Alcohol User Fee Fund (2501-01114.00) to -0- and put \$22,735.50 into the Administrative Assistant line item in the Adult Probation Department in County General, and \$7,578.00 in the Administrative Assistant Supplemental Adult Probation Fund. The request of \$4,900.00 in line item 01112.00, Adult Probation Officer in the Drug & Alcohol User Fee Fund is to reflect a change in the line item the officer is paid from.

<u>1000</u>	<u>Howard County General Fund</u>		
<u>007</u>	<u>County Extension Office</u>		
03216.00	Communications	\$ -700.00	\$ -700.00

County Extension Officer Paul Marcellino explained that the extension office is giving back \$700.00 to the County. The county has reimbursed the Extension office for the Purdue phone used by the traveling Family & Nutrition Assistant. Purdue is no longer making that available, so Mr. Marcellino met with IS Director Terry Tribby to see if they could be a part of the County's cell phone account with Verizon. By doing that the County will see a savings of about \$300.00. The communications money will go back to County General.

<u>4930</u>	<u>Howard County Law Enforcement Fund:</u>		
04721.00	Equipment	\$ 9,400.00	\$ 9,400.00

Prosecutor Mark McCann addressed this request at the December, 2014 Council meeting, but it had not been included in Additional Appropriation advertisement. At the December meeting the Council had approved the request subject to the appropriate advertising in January.

A motion was made by Mr. Papacek to approve all the additional requests in Ordinance No. 2015-HCCO-01 as submitted. The motion was seconded by Mr. Ellison and carried.

TOTAL ADDITIONALS ALL FUNDS	\$ 46,115.00	\$ 46,115.00
TOTAL REDUCTIONS ALL FUNDS	\$ 31,785.00	\$ 31,785.00

IN THE MATTER OF RESOLUTION NO. 2015-HCCR-04-TRANSFER:

Auditor Lake read Resolution No. 2015-HCCR-04 – Transfers in full one time, and it was acted upon as follows:

	Transfer From:	To:	Requested:	Allowed:
<u>1000</u>	<u>Howard County General Fund</u>			
<u>018</u>	<u>Howard County Maintenance Department</u>			
02336.00	Institutional Supplies	04721.00 Equipment	\$ 9,003.91	\$ 8,900.00

Buildings & Grounds Superintendent Bill Stonestreet received permission from the Commissioners to purchase a Floor Scrubber Machine for the Courthouse, in December, 2014. He originally had funds to pay for the machine from the Institutional Supplies line item, but was informed by the Auditor's Office that a piece of Equipment had to be paid from an Equipment line item. Mr. Stonestreet requests the transfer in order to pay for the Floor Scrubber from the appropriate line

item. The \$9,003.91 amount was a mistake on the invoice, and has since been corrected to the amount that was approved by the Board of Commissioners, \$8,900.00.

A motion was made by Mr. Ortman to approve the transfer request of \$8,900.00 from line item 02336.00, Institutional Supplies, to line item 04721.00, Equipment. The motion was seconded by Mr. Singer and carried.

<u>034</u>	<u>Howard County Adult Probation Department</u>			
01112.07	Adult Probation Officer	01117.01	PT Probation Officer	\$ 14,927.00 \$ 14,927.00
01112.07	Adult Probation Officer	01117.02	PT Probation Officer	\$ 14,927.00 \$ 14,927.00

<u>2100</u>	<u>Supplemental Adult Probation Fund</u>			
01112.07	Adult Probation Officer	01117.01	PT Probation Officer	\$ 4,976.00 \$ 4,976.00
01112.07	Adult Probation Officer	01117.02	PT Probation Officer	\$ 4,976.00 \$ 4,976.00

Chief Probation Officer Dustin Delong is asking to take funding from a vacated full-time position (from two funds) and transfer money into two Part-Time Probation Officer positions. The part-time positions can pay up to \$25.00 per hour, which is the State salary, in hourly increments.

A motion was made by Mr. Ortman, seconded by Mr. Papacek, and carried to approve the transfer requests in County General Fund Adult Probation Department, and Supplemental Adult Probation Fund, as submitted.

IN THE MATTER OF SALARY ORDINANCE NO. 2015-HCCO-02 – AMENDING SALARY ORDINANCE FOR 2015:

Auditor Martha Lake read Salary Ordinance No. 2015-HCCO-02 – Amending Salary Ordinance for 2015 in full one time and it was acted upon as follows:

<u>1000</u>	<u>Howard County General Fund</u>	REQUESTED:	APPROVED:
<u>005</u>	<u>Howard County Sheriff Department</u>		
01117.03	Captain II	\$ -270.00	\$ -270.00
<u>008</u>	<u>Howard County Superior Court II</u>		
01140.00	Security Officer	\$ 1,000.00	\$ 1,000.00
<u>012</u>	<u>Howard County Prosecutor Office</u>		
01113.08	Investigator Supplement	\$ 500.00	\$ 500.00
<u>013</u>	<u>Howard County Circuit Court</u>		
01117.06	Clerk – Juvenile	\$ -1.00	\$ -1.00
<u>034</u>	<u>Howard County Adult Probation Office</u>		
01112.07	Adult Probation Officer	\$ -29,854.00	\$ -29,854.00
01117.01	PT Probation Officer up to \$25 / hour	\$ 14,927.00	\$ 14,927.00
01117.02	PT Probation Officer up to \$25 / hour	\$ 14,927.00	\$ 14,927.00
01114.00	Administrative Assistant	\$ 22,735.50	\$ 22,735.50
<u>036</u>	<u>Howard County Prosecutor's Office Title IV-D</u>		
01112.05	Investigator	\$ -250.00	\$ -250.00
<u>1120</u>	<u>Howard County Jail & Juvenile COIT Fund</u>		
<u>035</u>	<u>Kinsey Shelter Care</u>		
01116.00	Part Time Maintenance	\$ 1.00	\$ 1.00
<u>2100</u>	<u>Supplemental Adult Probation Services</u>		
01112.07	Adult Probation Officer	\$ -9,952.00	\$ -9,952.00
01114.00	Administrative Assistant	\$ 7,578.00	\$ 7,578.00
01117.01	PT Adult Probation up to \$25 / hour	\$ 4,976.00	\$ 4,976.00

01117.02	PT Adult Probation up to \$25 / hour	\$ 4,976.00	\$ 4,976.00
<u>2501</u>	<u>Howard County Drug & Alcohol User Fee Fund</u>		
01112.00	Adult Probation Officer	\$ 4,900.00	\$ 4,900.00
01114.00	Financial Clerk	\$ -30,314.00	\$ -30,314.00
<u>4930</u>	<u>Howard County Law Enforcement Fund</u>		
01113.08	Investigator	\$ -250.00	\$ -250.00

A motion was made by Mr. Papacek to approve Salary Ordinance No. 2015-HCCO-02 – Amending Salary Ordinance for 2015 as submitted. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF EMPLOYMENT AGREEMENT FOR COUNTY ATTORNEY SERVICES:

Mr. Miller submitted the Employment Agreement between Howard County Board of Commissioners and Lawrence R. Murrell for legal services for the Howard County Board of Commissioners, the Howard County Council, and the Howard County Drainage Board. This Agreement has been approved and signed by the Howard County Board of Commissioners and the Howard County Drainage Board. A motion was made by Mr. Papacek to approve the Employment Agreement between Howard County and Lawrence R. Murrell for County Council services. The motion was seconded by Mr. Stout and carried.

IN THE MATTER OF ORDINANCE NO. 2015-HCCO-03:

Howard County Public Defender Steve Raquet submitted Ordinance No. 2015-HCCO-03, the continuance of the Supplemental Public Defender Services Fund, in order to supplement the existing budget for the Howard County Public Defender for the year 2015, “...for purposes and expenses to provide better quality services and more services available to those persons who have been appointed legal counsel in Howard County...” and is at the discretion of the Public Defender. A motion was made by Mr. Ortman, seconded by Mr. Ellison, and carried to approve Ordinance No. 2015-HCCO-03, the Supplemental Public Defender Services Fund.

IN THE MATTER OF COUNCIL APPOINTMENTS:

Personnel Director Wanda McKillip submitted a listing of Council Committee and Board appointments for 2015. After review of the listing a change was suggested by Mr. Papacek. The Revolving Loan Committee was changed to the **Small Business Grant Committee**. A motion was made by Mr. Ortman to approve the Council Appointments for 2015 with the change made to the Small Business Grant Committee. The motion was seconded by Mr. Ellison and carried.

The following appointment recommendations were submitted:

Beth Harshman to the Howard County Alcoholic Beverage Commission for one (1) year to expire 12-31-2015.

James Papacek to the Economic Development Commission for one (1) year to expire 01-31-2015.

Roger Higginbottom to the Howard County Emergency Management Advisory Council for one (1) year to expire 03-31-2016.

Bradley R. Newton to the Howard County Redevelopment Commission for one (1) year to expire 12-31-2015.

E. P. Severns, Jr., to the Howard County Redevelopment Commission for one (1) year to expire 12-31-2015.

A motion was made by Mr. Ortman, seconded by Mr. Ellison, and carried to approve the Council appointments as recommended.

IN THE MATTER OF MONTHLY REPORTS:

The following Monthly Reports were received, reviewed, and accepted:

Veterans Service Office Monthly Reports for the month of October, 2014 and November, 2014.

Howard County Sheriff Jail Commissary Fund Report for December, 2014.

Sergeant
steadily

Howard County Sheriff's Department Benevolent Fund, Christmas Family 2014. Sheriff Rogers thanked his Department for the work they do for the community through the Benevolent Fund and the leadership of Stacy Wines. This year an anonymous gift was received specifically for the Benevolent Fund, and they are receiving increases on the "giving end" which enables them to help more families.

*There being no further business to come before the County Council at this time,
the meeting was adjourned at 4:54 p.m. on a motion made by
Mr. Papacek, seconded by Mr. Roberts and carried.*

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

LESLIE W. ELLISON, MEMBER

STANLEY E. ORTMAN, MEMBER

JEFFREY A. STOUT, MEMBER

JOHN J. ROBERTS, MEMBER

DWIGHT V. SINGER, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Council Meeting January 27, 2015