

HOWARD COUNTY COUNCIL REGULAR MEETING JULY 26, 2016

The Howard County Council met in Regular Session on Tuesday, July 26, 2016, 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 Stan Ortman, Les Ellison, Jeff Stout, John Roberts, and Dwight Singer. Also in attendance were Assistant County Attorney Alan D. Wilson and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by Council President Richard Miller.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the June 28, 2016, Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Papacek, seconded by Mr. Singer, and carried.

At this time President Miller led in the Pledge of Allegiance and Councilman Ortman offered a word of prayer, reciting some of the blessings that Howard County has experienced in the last month. Mr. Ortman also asked for guidance and help in the upcoming decisions to be made by the Council.

IN THE MATTER OF COUNCIL COMMENT:

President Miller recognized the attendance of the members of the DeMolay chapter led by Mr. Aaron Smith. DeMolay is for boys and men from age 12 to 21, and they are present, this afternoon, to observe the workings of County Government.

IN THE MATTER OF ORDINANCE NO. 2016-HCCO-25 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read Ordinance No. 2016-HCCO-25 – Additional Appropriations through in full one time and it was acted upon as follows:

		AMOUNT	
<u>1216</u>	<u>Howard County Ineligible Homestead Fund</u>	REQUESTED:	APPROVED:
04722.00	Computer Software (LOW System)	\$ 175,000.00	\$ 175,000.00

Auditor Martha Lake began by explaining the meaning of the fund and that there are sufficient funds to purchase new Financial Software. Our current provider is lacking the ability to supply several programs the Auditor’s Office would like to incorporate in their office. She has been looking at other software and has decided that LOW’s financial software will be able to supply the programs needed. LOW is being used by many counties across Indiana and Ms. Lake has received good recommendations for this software. Our current software provider, Harris, has been very kind to help the office through the transition. We will be retaining the Capital Asset Software program from Harris.

A motion was made by Mr. Singer to approve the request of \$175,000.00 to line item 04722.00, Computer Software (LOW System). The motion was seconded by Mr. Ellison and carried.

<u>4903</u>	<u>Howard County Sheriff’s Work Program Fund</u>		
04721.00	Equipment (Mower)	\$ 7,899.00	\$ 7,899.00

Sheriff Steve Rogers explained that a replacement was needed for the current Lexmark machine that was purchased in 2007 and had 1,433 mowing hours. The current mower sustained a “major mechanical incident” and it will cost \$935.00 in repairs. The vendor will allow us to use the old mower as a trade-in, in the amount of \$500.00, to be used against a new machine that costs \$8,399.00.

A motion was made by Mr. Ortman, seconded by Mr. Papacek, and carried to approve the appropriation request of \$7,899.00 to line item 04721.00, Equipment (Mower).

TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS:		\$ 182,899.00	\$ 182,899.00
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APPROPRIATION REDUCTIONS

<u>1000</u>	<u>Howard County General Fund</u>		
<u>003</u>	<u>Howard County Treasurer</u>		
01114.00	Second Deputy	\$ -14,875.00	\$ -14,875.00

Auditor Martha Lake responded that this Appropriation Reduction refers to the changes made in the Treasurer’s Office resulting in transfers that were approved by the Council at their June Meeting (*please refer to page two, “In The Matter Of Resolution No. 2016-HCCR-17 – Transfers” of the June 28, 2016 Council Meeting*).

A motion was made by Mr. Singer to approve the reduction of \$14,875.00 to line item 01114.00, Second Deputy. The motion was seconded by Mr. Papacek and carried.

TOTAL APPROPRIATION REDUCTIONS ALL FUNDS **\$ -14,875.00** **\$ -14,875.00**

At this time Clerk Kimmerly Wilson asked to have the following request added to the record:

Earlier in the year, two positions were vacated in the Clerk’s Office and Ms. Wilson chose not to re-hire the positions. At that time, she did not increase any other position that assumed extra responsibilities. In the months that have followed, Ms. Wilson has determined that she does need to re-hire one of the positions. She would also like to increase the salaries of six (6) of her Second Deputies and three (3) Supervisors, by \$500.00 each, which totals \$4,500.00, about 15% of the salary of one of the vacated positions. Ms. Wilson would also like to increase her Part-Time hourly amount from \$10.50 to \$14.00 (included on this month’s Salary Ordinance No. 2016-HCCO-26). Auditor Lake assured Ms. Wilson that she would work with her to get the appropriate paperwork ready for the August 23rd Council Meeting.

Ms. Wilson also asked that the following letter be read into the record as follows:

“Members of the Howard County Council:
Members of Howard Commissioners:

This spring Howard County moved to a new voting system. We also moved our absentee voting to a new location.

I would like to publicly thank both our Howard County Information Services Department and our Howard County Maintenance Department.

Both departments have always gone above and beyond any time I’ve asked for their assistance. Last Spring with the advent of Vote Centers they worked with me tirelessly. Knowing how important it was to have a successful roll-out there were many times both departments dropped what they were doing to assist me. Without their assistance I wouldn’t have been able to accomplish the total overhaul of our voting process.

I want both boards to be aware of my appreciation.
Thank you Mr. Tribby and your wonderful staff.
Thank you Mr. Stonestreet and your equally wonderful staff.

Very Truly Yours,
Kim Wilson, Clerk of the Courts.”

IN THE MATTER OF RESOLUTION NO. 2016-HCCR-23 – TRANSFERS:

Auditor Martha Lake read through Resolution No. 2016-HCCR-23 – Transfers one time, and it was acted upon as follows:

	FROM:	TO:	REQUESTED:	APPROVED:
1000	<u>Howard County General Fund</u>			
002	<u>Howard County Auditor</u>			
02360.22	Supplies – Personnel	03213.22 Travel & Training – Pers	\$ 2,000.00	\$ 2,000.00

Auditor Lake informed the Council that Personnel Director Debbie Lorenz has \$750.00 budgeted for Travel and Training, but does require more than that for the additional training that needs to be done. She is asking that an additional \$2,000.00 be transferred from her Supply line item.

A motion was made by Mr. Ortman to approve the transfer of \$2,000.00 from line item 02360.22, Supplies – Personnel, to line item 03213.22, Travel & Training – Personnel. The motion was seconded by Mr. Ellison and carried.

IN THE MATTER OF SALARY ORDINANCE NO. 2016-HCCO-26 – AMENDING SALARY ORDINANCE FOR 2016:

Auditor Martha Lake read Salary Ordinance No. 2016-HCCO-26 – Amending Salary Ordinance for 2016 through one time and it was acted upon as follows:

		REQUESTED:	APPROVED:
<u>1000</u>	<u>Howard County General Fund</u>		
<u>001</u>	<u>Howard County Clerk</u>		
01117.00	Part-Time (Increase Hourly Rate from \$10.50 to \$14.00) Effective 01/01/2016	\$ 14.00	\$ 14.00
<u>003</u>	<u>Howard County Treasurer</u>		
01114.00	Second Deputy Treasurer	\$ (14,875.00)	\$ (14,875.00)
<u>1120</u>	<u>Howard County Jail/Juvenile COIT Fund</u>		
<u>035 & 038</u>	<u>Kinsey Youth Center</u>		
01117.00	Part-Time (Increase Hourly Rate from \$11.97 to \$12.10) Effective 01/01/2016	\$ 12.10	\$ 12.10

A motion was made by Mr. Singer to approve Salary Ordinance No. 2016-HCCO-26 – Amending Salary Ordinance for 2016 as submitted. The motion was seconded by Mr. Ortman and carried.

The request to discuss a Fund Transfer for the Highway Department will be added to the agenda of the August 23rd meeting.

IN THE MATTER OF WORK RELEASE BUILDING RENOVATION DISCUSSION:

Howard County Commissioner Paul Wyman began a discussion concerning a possible Work Release Center at the Old Jail Building on Berkley Road. The Work Release effort would be for removing low level offenders to a program that will prepare them for release from the jail system. Howard County Judges are in favor of this "...viable sentencing option". Another hope for this Work Release System is to reduce recidivism, and to help low-level offenders to be able to keep their present employment and remain current on their child support payments. Work has been done by the Community Corrections Advisory Council and the Board of Commissioners to plan a Work Release effort and try not to drain the County General Fund. Other options have been explored, such as a different location (requiring a re-zoning effort) and building a new facility. Community Corrections, DLZ builders, contractors, even a current director of a Work Release Facility have visited the site, all with positive comments. The Court judges have confirmed that they will use the Work Release facility as a sentencing option and believe they will have enough to fill the facility. Community Corrections Director, Ray Tetrault, has presented a Budget that shows a 75% occupancy, and that department has also set aside \$150,000.00 for this project. Howard County has applied for a Grant, in the amount of \$1.1 million, and have been notified that they will be approved for the Grant at the grant committee's final meeting on August 2nd. If final approval is given at the time, the Board of Commissioners and DLZ can move forward in the process pretty quickly. The money for the Grant is available from July, 2016 to the end of June, 2017, and Howard County would be using the grant money the last half of this year, and possibly be eligible for another \$1.1 million to put towards operation of the facility. After much work having gone into this effort, by entities and individuals, the Commissioners bring to the County Council a plan to use the Old Jail Facility for the Work Release program and request to use the \$1.1 million grant to renovate the building for work release purposes. Discussion ensued among council members and others in attendance, and at its conclusion a motion was made by Mr. Stout and seconded by Mr. Papacek to approve the \$1.1 million dollar Grant to be used to renovate the Old Jail Facility for a Work Release program. A roll call vote was taken as follows:

YAY:

Jeff Stout
James Papacek
Stan Ortman

NAY:

Les Ellison
John Roberts
Dwight Singer
Richard Miller

IN THE MATTER OF MISCELLANEOUS ISSUES:

1. At this time the Executive Session Minutes for July 25, 2016, held in Room 220D of the Administration Center, were submitted. Present at the meeting were Councilmen Richard Miller, James Papacek, Stan Ortman, Jeffrey Stout, Les

Ellison, John Roberts, Dwight Singer; and Auditor Martha Lake The purpose of the meeting was to discuss strategy with respect to possible purchase or lease of real estate, authorized by IC 5-14-1.5-6.1(b)(2)(d) and no other subject. A motion made by Mr. Papacek, seconded by Mr. Stout, and carried.

- 2. A motion was made by Mr. Singer to request of the Board of Commissioners to consider building a new construction Work Release Facility. The motion was seconded by Mr. Roberts. A roll call vote was taken as follows:

YAY

John Roberts
Stan Ortman
Les Ellison
Dwight Singer

NAY

Jeff Stout
Jim Papacek

The motion was approved.

*There being no further business to come before the County Council at this time,
the meeting was adjourned at 5:56 p.m. on a motion made by
Mr. Ellison, seconded by Mr. Stout and carried.*

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

STANLEY E. ORTMAN, MEMBER

LESLIE W. ELLISON, MEMBER

JEFFREY A. STOUT, MEMBER

JOHN J. ROBERTS, MEMBER

DWIGHT V. SINGER, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Council Meeting July 26, 2016