

**HOWARD COUNTY COUNCIL REGULAR MEETING JUNE 28, 2016**

The Howard County Council met in Regular Session on Monday, June 28, 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, John Roberts, and Dwight Singer. Also in attendance were County Attorney Larry Murrell and Auditor Martha Lake. Councilman Stout was not in attendance.

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 May 24, 2016 Regular Council meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Ortman, seconded by Mr. Roberts, and carried.

At this time Mr. Singer led in the Pledge of Allegiance and Mr. Ellison offered a word of prayer.

**IN THE MATTER OF COUNCIL OPENING COMMENTS:**

President Richard Miller opened the floor for comment from the Council members as follows:

**Councilman Singer:** Mr. Singer commented on the Councils’ invitation to the unveiling of the Elwood Haynes Statue, at the Seiberling Mansion, at 11:00 a.m. on Thursday, June 30, with lunch to follow.

**Councilman Papacek:** In the spirit of the July 4<sup>th</sup> celebration, Mr. Papacek spoke the following words; “We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable rights, that among these are Life, Liberty and the pursuit of Happiness.” Mr. Papacek also invited all present to the Evangelical Presbyterian Church for a special “God and Country” service, this Sunday.

**IN THE MATTER OF ORDINANCE NO. 2016-HCCO-16 – ADDITIONAL APPROPRIATIONS:**

Auditor Martha Lake read Ordinance No. 2016-HCCO-16 – Additional Appropriations through one time and it was acted upon as follows:

		<b>AMOUNT REQUESTED:</b>	<b>APPROVED:</b>
<b><u>1120</u></b>	<b><u>Howard County Jail &amp; Juvenile COIT Fund</u></b>		
<b><u>025</u></b>	<b><u>Howard County Sheriff Department</u></b>		
01122.00	Corrections – Overtime	\$ 150,000.00	\$ 150,000.00

Sheriff Rogers informed the Council members that today’s jail population is 401, and has gotten up to 420, the last few weeks. Last year at this time the jail population was 302. The increase is part of the new sentencing structure and accounts for a portion of the increased needs in the Corrections – Overtime line item. In response to the questions posed by several council members, Captain Robin Byers commented that this year has seen the loss of nine (9) officers, then outlined the process of hiring and the hopes to hire more good candidates for employment.

A motion was made by Mr. Papacek to approve the additional request of \$150,000.00 to line item 01122.00, Corrections – Overtime. The motion was seconded by Mr. Singer and carried.

<b><u>1168</u></b>	<b><u>Howard County Local Health Maintenance Fund:</u></b>		
01116.01	Part-Time SEP Coordinator	\$ 9,289.00	\$ 9,289.00
01521.00	FICA	\$ 711.00	\$ 711.00

<b><u>1206</u></b>	<b><u>Howard County Health Department Tobacco Settlement Fund</u></b>		
01111.00	Part-Time Immunization Nurse	\$ 9,289.36	\$ 9,289.36
01116.01	Part-Time SEP Coordinator	\$ 15,000.00	\$ 15,000.00
01521.00	FICA	\$ 2,263.64	\$ 2,263.64

With the increase in required childhood vaccinations, Mr. Weaver requested additional monies be appropriated to cover those costs through the end of the calendar year. For the Tobacco Settlement Fund, Howard County Health Department is considering a needle exchange program.

At the conclusion of the request a motion was made by Mr. Ortman to approve the additional request of \$9,289.00 to line item 01116.01, Part-Time SEP Coordinator; and the request of \$711.00 in line item 01521.00, FICA, in Fund 1168; \$9,289.36 to line item 01111.00, Part-Time Immunization Nurse; \$15,000.00 to line item 01116.01, Part-Time SEP Coordinator; \$2,263.64 to line item 01521.00, FICA, in Fund 1206. The motion was seconded by Mr. Papacek and carried.

<b>TOTAL LOCAL HEALTH MAINTENANCE FUND</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>
<b>TOTAL TOBACCO SETTLEMENT FUND</b>	<b>\$ 26,913.00</b>	<b>\$ 26,913.00</b>

<b><u>1175</u></b>	<b><u>Howard County Misdemeanant Grant Fund</u></b>		
04721.00	Equipment (CCTV recording system)	\$ 26,915.00	\$ 26,915.00

A new “collector system” is being installed at the Criminal Justice Center. A portion of the payment, \$26,915.00 is coming from the Misdemeanant Fund and the remainder of the \$51,000.00 is being paid from the Sheriff’s Technology Fund. The old collector system needed to be replaced; the new system will comply and work with the system at the Courthouse.

A motion was made by Mr. Singer to approve the request of \$26,915.00 to line item 04721.00, Equipment, as presented. The motion was seconded by Mr. Ortman and carried.

<b>TOTAL ADDITIONALS ALL FUNDS</b>	<b>\$ 213,828.00</b>	<b>\$ 213,828.00</b>
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**IN THE MATTER OF RESOLUTION NO. 2016-HCCR-17 – TRANSFERS:**

Auditor Martha Lake read Resolution No. 2016-HCCR-17 – Transfers in full one time, and it was acted upon as follows:

	<b>TRANSFER FROM:</b>	<b>TO:</b>	<b>REQUESTED:</b>	<b>APPROVED:</b>
<b><u>1000</u></b>	<b><u>Howard County General Fund</u></b>			
<b><u>003</u></b>	<b><u>Howard County Treasurer</u></b>			
01114.00	Second Deputy	01112.00 Supervisor	\$ 900.00	\$ 900.00
01114.00	Second Deputy	01113.00 First Deputy (2)	\$ 1,350.00	\$ 1,350.00
<b><u>020</u></b>	<b><u>Howard Haven County Home</u></b>			
01112.00	Assistant Superintendent	01117.00 Part-Time	\$ 8,755.00	\$ 8,755.00
01112.00	Assistant Superintendent	01114.00 Housekeeper/Cook	\$ 1,255.00	\$ 1,255.00
<b><u>023</u></b>	<b><u>Howard County Board of Commissioners</u></b>			
01120.00	Benefits Coordinator/Secretary	01119.00 Personnel Administrator	\$ 5,000.00	\$ 5,000.00

Commissioner Paul Wyman spoke on behalf of Treasurer Wes Reed and County Home Superintendent Jennifer Vary Brower, as to position non-replacements, due to attrition. The first reported is from the Clerk’s Office. Clerk Kim Wilson decided to only replace one of two vacated positions, saving the County about \$45,000.00.

The next position non-replacement is in the Treasurer’s Office. Treasurer Wes Reed vacated the Chief Deputy position in order to fill the Treasurer position. The Chief Deputy position was filled within the Treasurer’s office and the position was renamed Supervisor. The vacated Second Deputy position will not be replaced and the transfer request reflects the additional work being done by the two remaining First Deputy positions. This is a savings to the County of about \$40,000.00. The new salary amounts are effective July 4, 2016.

The third position non-replacement is at the Howard Haven County Home. The Assistant Superintendent retired and Superintendent Vary Brower has decided to re-organize the remaining positions and add responsibility to the Housekeeper/Cook position, effective July 4, 2016. She will not fill the vacant Assistant Superintendent position, saving the County about \$27,000.00.

The last position non-replacement is in the Personnel Office. The vacated Benefits Coordinator/Secretary position will not be refilled, as Personnel Director Debbie Lorenz has re-organized the office to one (1) full-time and one (1) part-time position. The full-time position will see an increase of \$5,000.00 and the part-time hourly wage will be increased to \$13.50 per hour. This took effect May 1, 2016. Mr. Wyman is pleased to report the through the attrition program the County has saved about \$350,000.00 to date. He thanked all the Department Heads and Council members for the cooperation in this effort.

A motion was made by Mr. Ortman to approve the transfer requests as submitted. The motion was seconded by Mr. Papacek and carried.

<b><u>1135</u></b>	<b><u>Howard County Cumulative Bridge Fund</u></b>				
33716.00	B-21, CR 800 W	33728.00	B-503, McCann St	\$ 10,000.00	\$ 10,000.00
<b><u>1169</u></b>	<b><u>Howard County Local Road &amp; Street Fund</u></b>				
33763.00	Touby Pike	23754.00	Bituminous	\$ 110,000.00	\$ 110,000.00

Highway Superintendent / Engineer Ted Cain informed the Councilmembers that this transfer request came about as a result of a City project that did not move forward. In order not to lose the Federal funding from the community, Mr. Cain rearranged some projects in order obligate the Federal funds to the design phase for the replacement of the super structure for the McCann Street Bridge. The request for Bituminous is to help in the overage of some paving projects.

A motion was made by Mr. Papacek to approve the transfer request of \$10,000.00 from line item 33716.00, B-21 CR 800 W, to line item 33728.00, B-503 McCann Street, in the Cumulative Bridge Fund: and \$110,000.00 from line item 33763.00, Touby Pike, to 23754.00, Bituminous, in the Local Road & Street Fund. The motion was seconded by Mr. Roberts and approved.

At this time Mr. Cain informed the Councilmembers that, several months down the road, he will need to transfer money from the Local Road and Street Fund to the Cumulative Bridge Fund (semi-annul distributions), in order to pay for the bridge projects, until the Highway Department receives the state distribution money in November or December, and then pay back Local Road & Street.

**IN THE MATTER OF SALARY ORDINANCE NO. 2016-HCCO-19 – AMENDING SALARY ORDINANCE FOR 2016:**

Auditor Lake submitted Salary Ordinance No. 2016-HCCO-19 – Amending Salary Ordinance for 2016 through one time and it was acted upon as follows:

		<b>REQUESTED:</b>	<b>APPROVED:</b>
<b><u>1000</u></b>	<b><u>Howard County General Fund</u></b>		
<b><u>003</u></b>	<b><u>Howard County Treasurer</u></b>		
01114.00	Second Deputy	\$ -2,250.00	\$ -2,250.00
01112.00	*Supervisor	\$ 900.00	\$ 900.00
01113.00	First Deputy (2) (\$675.00 ea)	\$ 1,350.00	\$ 1,350.00
	*Change Position Title from Chief Deputy to Supervisor All Treasurer Salary Adjustments Effective 07/04/2016		
<b><u>020</u></b>	<b><u>Howard Haven County Home</u></b>		
01112.00	Assistant Superintendent	\$ -10,000.00	\$ -10,000.00
01117.00	Part-Time	\$ 8,755.00	\$ 8,755.00
01114.00	Housekeeper/Cook	\$ 1,255.00	\$ 1,255.00
	All Howard Haven Salary Adjustments effective 07/04/16		
<b><u>023</u></b>	<b><u>Howard County Commissioners</u></b>		
01119.00	*Personnel Administrator	\$ 5,000.00	\$ 5,000.00
01120.00	Benefits Coordinator / Salary	\$ -5,000.00	\$ -5,000.00
01121.00	PT Personnel – Increase rate from \$12.34 to \$13.50		\$13.50 per hour
	*Personnel Administrator Salary Adjustment effective 05/01/16		
<b><u>1120</u></b>	<b><u>Howard County Jail &amp; Juvenile COIT Fund</u></b>		
<b><u>025</u></b>	<b><u>Sheriff Department</u></b>		
01122.00	Corrections – Overtime	\$ 150,000.00	\$ 150,000.00
<b><u>1168</u></b>	<b><u>Howard County Local Health Maintenance Fund</u></b>		
01116.01	Part-Time SEP Coordinator	\$ 9,289.00	\$ 9,289.00
01521.00	FICA	\$ 711.00	\$ 711.00
<b><u>1206</u></b>	<b><u>Howard County Health Department Tobacco Settlement Fund</u></b>		
01111.00	Part-Time Immunization Nurse	\$ 9,289.36	\$ 9,289.36
01116.01	Part-Time SEP Coordinator	\$ 15,000.00	\$ 15,000.00
01521.00	FICA	\$ 2,623.64	\$ 2,623.64

A motion was made by Mr. Papacek, seconded by Mr. Roberts, and carried to approve Salary Ordinance No. 2016-HCCO-19 – Amending Salary Ordinance for 2016 as submitted.

**IN THE MATTER OF THE REQUESTED CHANGE TO THE SHERIFF’S BENEFIT PLAN:**

At the May 24<sup>th</sup> Council meeting the Councilmembers, by consensus, tabled this request for further review (*please refer to page three, “In The Matter Of A Requested Change To The Sheriff’s Benefit Plan”, on the Regular meeting minutes dated May 24, 2016*). Sheriff Rogers reviewed the proposed changes to the Benefit Plan:

- 1) Change from “killed in the line of duty” to “death in the line of duty”, to include death by natural causes.
- 2) Change the benefit of dependent children from \$30.00 per month, per child; to a flat monthly stipend of \$1,000.00 for the family (including spouse) until the last child reaches age 18.

The cost of this change is \$23,834.00 and with the increase of Civil Process fees, the cost of this change will be covered. Sheriff Rogers and the Merit Board have approved this change, and the effective date would be January 1, 2016. A motion was made by Mr. Papacek to approve the changes to the Police Benefit Plan as submitted. The motion was seconded by Mr. Singer and carried.

**IN THE MATTER OF THE LETTER OF SUPPORT FOR SPECIAL LOIT FUNDS:**

Highway Engineer / Superintendent Ted Cain submitted a Letter of Support, to be signed by the Howard County Council. This letter supports using \$550,000.00 of the LOIT Special Distribution (SEA 67) as matching funds from the Community Crossings Matching Grant Program (\$500,000.00), to enhance the Howard County Highway Department’s paving program. Mr. Cain will oversee the program and the funds. A motion was made by Mr. Papacek to approve the Letter of Support for the use of the Special LOIT funds as a matching grant for the Crossings Matching Grant Program, to be used to enhance the Howard County Highway Department’s paving program. The motion was seconded by Mr. Roberts and carried.

*There being no further business to come before the County Council at this time, the Council meeting was adjourned at 4:56 p.m. on a motion made by Mr. Papacek, seconded by Mr. Stout and carried.*

**HOWARD COUNTY COUNCIL:**

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RICHARD H. MILLER, PRESIDENT

\_\_\_\_\_  
JAMES T. PAPACEK, VICE PRESIDENT

\_\_\_\_\_  
LESLIE W. ELLISON, MEMBER

\_\_\_\_\_  
STANLEY E. ORTMAN, MEMBER

\_\_\_\_\_  
JEFFREY A. STOUT, MEMBER

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JOHN J. ROBERTS, MEMBER

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DWIGHT V. SINGER, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Howard County Council Meeting June 28, 2016