

HOWARD COUNTY COUNCIL REGULAR MEETING NOVEMBER 28, 2017

The Howard County Council met in Regular Session on Tuesday, November 28, 2017, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included Vice President Jim Papacek, and members Stan Ortman, Les Ellison, Jeff Stout, and Dwight Singer. Also in attendance were County Attorney Alan Wilson and Auditor Martha Lake. President Richard Miller and member John Roberts were absent. Mr. Papacek stated that there was a quorum, and that the meeting would continue.

The meeting was called to order by Sheriff Steve Rogers and conducted by Vice President James Papacek.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the October 24, 2017, regular meeting, having been previously submitted and reviewed, were approved as submitted on a motion made by Councilman Les Ellison, Councilman Dwight Singer seconded the motion, and the motion carried.

Mr. Singer then led the Pledge of Allegiance, and Mr. Papacek offered a word of prayer.

IN THE MATTER OF OLD BUSINESS:

Mr. Brad Bagwell asked for a resolution to prevent J turns on U.S. 31. He thanked Howard County for their support of the U.S. 31 Coalition. The Coalition's goal is to make U.S. 31 a freeway from Indianapolis to South Bend. He gave a summary of current activity on U.S. 31 Corridor.

IN THE MATTER OF ORDINANCE NO. 2017-HCCO-42 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read Ordinance No. 2017-HCCO-42 – Additional Appropriations through one time, and it was acted upon as follows:

Additional Appropriations:

		AMOUNT	
		REQUESTED:	APPROVED:
1122	<u>Howard County Comm. Corr. Grant Elec. Monitoring Fund:</u>		
11700	Field Officer PT	\$ 18,000.00	\$ 18,000.00
11811	Case Supervisor	\$ 21,000.00	\$ 21,000.00
12012	Case Managers (2)	\$ 37,000.00	\$ 37,000.00
23210	Gas, Oil, Lube	<u>\$ 3,000.00</u>	<u>\$ 3,000.00</u>
	Total Comm. Corr. Grant Elec Monitoring Fund:	\$ 79,000.00	\$ 79,000.00
2515	<u>Howard County Comm. Corr. Project Income Elec. Monitoring Fund:</u>	REQUESTED:	
	APPROVED:		
11424	Reception Data Entry	\$ 2,000.00	\$ 2,000.00
11800	Overtime	\$ 12,000.00	\$ 12,000.00
11919	Facilitator	\$ 18,400.00	\$ 18,400.00
12201	Field Officer	\$ 35,000.00	\$ 35,000.00
15210	FICA	\$ 10,000.00	\$ 18,000.00
15220	PERF	\$ 12,000.00	\$ 12,000.00
15230	Insurance	\$ 15,000.00	\$ 15,000.00
23210	Gas, Oil, Lube	\$ 3,000.00	\$ 3,000.00
23306	Uniforms	\$ 4,200.00	\$ 4,200.00
23600	Office Supplies	\$ 10,000.00	\$ 10,000.00
23710	Other Supplies	\$ 4,800.00	\$ 4,800.00
31200	Contract Services	\$ 14,000.00	\$ 14,000.00
31210	Maint. & Serv. Contracts	\$ 1,500.00	\$ 1,500.00
35640	Rental/Lease Fees	\$ 60,000.00	\$ 60,000.00
41730	Office Equipment	\$ 20,000.00	\$ 20,000.00
47230	Vehicles	<u>\$ 10,000.00</u>	<u>\$ 10,000.00</u>
	Total Project Income Elec. Monitoring Fund:	\$ 231,900.00	\$ 231,900.00
2523	<u>Howard County Comm. Corr. Work Release Project Income Fund:</u>	REQUESTED:	
	APPROVED:		

11700	Part-time Corrections Officers	\$ 181,000.00	\$ 181,000.00
12013	Case Managers	\$ 35,000.00	\$ 35,000.00
15210	FICA	\$ 13,000.00	\$ 13,000.00
15220	PERF	\$ 10,000.00	\$ 10,000.00
15230	Insurance	\$ 8,000.00	\$ 8,000.00
23210	Gas, Oil, Lube	\$ 2,000.00	\$ 2,000.00
23401	Food	\$ 2,000.00	\$ 2,000.00
23360	Institutional Supplies	\$ 9,000.00	\$ 9,000.00
23600	Office Supplies	\$ 4,000.00	\$ 4,000.00
23802	Drug Screen Supplies	\$ 4,000.00	\$ 4,000.00
25200	Garage & Motor Repair – Supplies	\$ 2,000.00	\$ 2,000.00
31200	Contract Services	\$ 3,000.00	\$ 3,000.00
31210	Maint. & Serv. Contracts	\$ 30,000.00	\$ 30,000.00
32120	Postage	\$ 300.00	\$ 300.00
32130	Travel & Training	\$ 7,000.00	\$ 7,000.00
32160	Communications	\$ 18,000.00	\$ 18,000.00
32202	Utilities	\$ 20,000.00	\$ 20,000.00
41730	Office Equipment	\$ 3,000.00	\$ 3,000.00
47230	Vehicles	\$ 10,000.00	\$ 10,000.00
Total How. Co. Comm. Corr. Work Release Project Income Fund:		\$ 361,300.00	\$ 361,300.00

1197	<u>HOWARD COUNTY STORMWATER DISTRICT FUND:</u>	REQUESTED:	
	APPROVED:		
47400	Land Purchase	\$ 285,000.00	\$ 285,000.00
Total Stormwater District Fund:		\$ 285,000.00	\$ 285,000.00

1186	<u>HOWARD COUNTY RAINY DAY FUND:</u>	REQUESTED:	
	APPROVED:		
47212	P-25 Equipment	\$ 460,000.00	\$ 460,000.00
Total Howard County Rainy Day Fund:		\$ 460,000.00	\$ 460,000.00

TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS: \$1,417,200.00 \$1,417,200.00

Appropriation Reductions

1122	<u>Howard County Comm. Corr. Grant Elec. Monitoring Fund:</u>	REQUESTED:	
	APPROVED:		
11290	Coordinator	\$ (21,000.00)	\$ (21,000.00)
12013	Case Manager	\$ (37,000.00)	\$ (37,000.00)
12201	Field Officer	\$ (18,000.00)	\$ (18,000.00)
25200	Garage & Motor Repair Supplies	\$ (3,000.00)	\$ (3,000.00)
Total Comm. Corr. Grant Elec Monitoring Fund:		\$ (79,000.00)	\$ (79,000.00)

1123	<u>Howard County Comm. Corr. Transition Fund:</u>	REQUESTED:	
	APPROVED:		
11811	Case Manager Supervisor	\$ (21,000.00)	\$ (21,000.00)
Total Comm. Corr. Transition Fund:		\$ (21,000.00)	\$ (21,000.00)

2515	<u>Howard County Comm. Corr. Project Income Elec. Monitoring Fund:</u>	REQUESTED:	
	APPROVED:		
11424	Reception/Data	\$ (32,000.00)	\$ (32,000.00)
11811	Case Supervisor	\$ (35,000.00)	\$ (35,000.00)
23210	Gas, Oil, Lube	\$ (3,000.00)	\$ (3,000.00)
30000	Other Services & Charges	\$ (9,500.00)	\$ (9,500.00)
Total Comm. Corr. Project Income Elec Monitoring Fund:		\$ (79,500.00)	\$ (79,500.00)

TOTAL APPROP. REDUCTION ALL FUNDS: \$ (179,500.00) \$ (179,500.00)

1. Interim Community Corrections Director Brian Day explained that the requests are per department of correction directives. Ms. Lake further clarified that Lori Rogers from the State Board of Accounts wanted corrections via appropriations and reductions to corresponding accounts. Mr. Ortman made a motion to approve the appropriations for Funds 1122, 2515, and 2523, and reductions for Funds 1122, 1123, and 2515as presented, Mr. Ellison seconded the motion, and the motion carried.

2. Howard County Stormwater Director Greg Lake explained that a water basin would help how the water flows through the Kirkendall 1, 2, 3 watershed. This basin would also help improve the water quality of two small water treatment plants, and it would help reduce flooding in the Ivy Hills neighborhood with construction of a new larger drain tile. The agreement is to purchase 20 acres to make the water basin possible. Step one is to acquire the land for the water basin, design the basin, and get it installed. Stormwater's office and Surveyor's office will work together on reconstructing the water flow through the neighborhood. Mr. Singer also addressed the fact that the City of Kokomo is installing a sanitary sewer. Mr. Lake stated that the City of Kokomo is in charge of the sanitary sewer, Howard County is in charge of the storm water problem, and Howard County Surveyor is in charge of redoing the regulated drain through the neighborhood. He also stated that the timing of the City of Kokomo and Howard County for these projects are not coordinated. Mr. Singer made a motion to approve Fund 1197 Account 47400 for \$285,000.00, Mr. Ortman seconded the motion, and the motion carried.

3. Mr. Wyman asked for the remainder of the money to pay for the P-25 Radio System from the Rainy Day Fund. Mr. Papacek asked about the remaining balance in the Rainy Day Fund. Ms. Lake and Mr. Wyman confirmed that this would leave over \$500,000.00 in the Rainy Day Fund. Mr. Stout made a motion to approve the additional \$460,000.00 from the Rainy Day Fund 1186 Account 47212, Mr. Singer seconded the motion, and the motion carried.

IN THE MATTER OF TRANSFERS NO. 2017-HCCO-25 – TRANSFERS:

Auditor Martha Lake read Ordinance No. 2017-HCCO-43 – Transfers through one time, and it was acted upon as follows:

	Transfer From:	To:	Amount Requested	Amount Allowed
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>			
<u>0002</u>	<u>Auditor's Office</u>			
11302	First Deputy Finance	11403 Second Deputy Finance	\$ 340.00	\$ 340.00
11302	First Deputy Finance	11403 Second Deputy Finance	\$ 205.00	\$ 205.00
<u>0005</u>	<u>Sheriff's Department:</u>			
11313	Investigators	11312 Deputies	\$ 40,000.00	\$ 40,000.00
11700	PT Clerical	11312 Deputies	\$ 2,000.00	\$ 2,000.00
11801	Sergeant	11702 Lieutenant	\$ 3,700.00	\$ 3,700.00
<u>0007</u>	<u>Coroner's Office:</u>			
23210	Gas, Oil & Lube	11700 Part-time	\$ 1,500.00	\$ 1,500.00
<u>0235</u>	<u>Probation Department:</u>			
23600	Office Supplies	47210 Equipment	\$ 1,800.00	\$ 1,800.00
<u>1114</u>	<u>HOWARD COUNTY LIT – SPECIAL PURPOSE FUND:</u>			
<u>0380</u>	<u>Jail:</u>			
11906	Corrections Officer	12200 Corrections Officer OT	\$100,000.00	\$100,000.00
11906	Corrections Officer	11712 Lieutenant	\$ 2,000.00	\$ 2,000.00
11906	Corrections Officer	11912 Training Sergeant	\$ 500.00	\$ 500.00
11913	Asst. Cook	12007 PT Cook	\$ 2,000.00	\$ 2,000.00
<u>9603</u>	<u>Kinsey – Shelter Care:</u>			
31210	Maint. & Serv. Contracts	11917 Shift Supervisor	\$ 500.00	\$ 500.00
32202	Utilities	11917 Shift Supervisor	\$ 1,200.00	\$ 1,200.00
23230	Batteries	11917 Shift Supervisor	\$ 400.00	\$ 400.00
31110	Continuing Ed.	11917 Shift Supervisor	\$ 500.00	\$ 500.00

9603 Kinsey – Secure:

31210	Maint. & Serv. Contracts	11136	Shift Supervisor	\$ 500.00	\$ 500.00
32202	Utilities	11136	Shift Supervisor	\$ 1,200.00	\$ 1,200.00
23230	Batteries	11136	Shift Supervisor	\$ 200.00	\$ 200.00
31110	Continuing Ed.	11136	Shift Supervisor	\$ 500.00	\$ 500.00

8126 HOWARD COUNTY PUBLIC HEALTH EMER. PREPARED. GRANT:

32160	Communications	31210	Maint. & Serv.	\$ 120.00	\$ 120.00
-------	----------------	-------	----------------	-----------	-----------

- Ms. Lake stated that the salary changes were to reflect the changes in duties. Mr. Singer made a motion to approve the changes in Fund 1000 Location 0002 Account 11302 First Deputy Finance to Account 11403 Second Deputy Finance as presented, Mr. Ellison seconded the motion, and the motion carried.
- Mr. Rogers stated these changes are to cover: the benefits for newly hired deputy, benefit paid out to retiring lieutenant, benefit paid to a resigned training sergeant, pay for part time cook due to FMLA leave, and overtime for corrections officers.
- Coroner Steve Seele stated that an additional \$1,500.00 is needed to cover part-time deputies for callout on cases.
- Chief Probation Officer Dustin DeLong asked to transfer \$1,800.00 for purchase of three bullet-proof vests.
- Kinsey Director Jeff Lipinski asked to transfer \$5,000.00 to cover shift supervisor salaries and additional training.
- Ms. Lake stated that Howard County Public Health asked for \$120.00 to transfer and create a maintenance and service line item.
- Mr. Stout made a motion to approve 2017-HCCR-25 –TRANSFERS as read, Mr. Ortman seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2017-HCCO-43 – AMENDING SALARY ORDINANCE FOR 2017:

Auditor Martha Lake read Ordinance No. 2017-HCCO-43 – Amending Salary Ordinance for 2017 through one time, and it was acted upon as follows:

		Amount Requested	Amount Allowed
1000	<u>HOWARD COUNTY GENERAL FUND:</u>		
0002	<u>Auditor’s Office</u>		
11302	First Deputy Finance	\$ (340.00)	\$ (340.00)
11302	First Deputy Finance	\$ (205.00)	\$ (205.00)
11403	Second Deputy Finance	\$ 340.00	\$ 340.00
11403	Second Deputy Finance	\$ 205.00	\$ 205.00
0005	<u>Sheriff’s Department:</u>		
11313	Investigators	\$ (40,000.00)	\$ (40,000.00)
11700	PT Clerical	\$ (2,000.00)	\$ (2,000.00)
11801	Sergeant	\$ (3,700.00)	\$ (3,700.00)
11312	Deputies	\$ 42,000.00	\$ 42,000.00
11702	Lieutenant	\$ 3,700.00	\$ 3,700.00
0007	<u>Coroner’s Office:</u>		
11700	Part-time	\$ 1,500.00	\$ 1,500.00
1114	<u>HOWARD COUNTY LIT – SPECIAL PURPOSE FUND:</u>		
0380	<u>Jail:</u>		
11906	Corrections Officer	\$(102,500.00)	\$(102,500.00)
11913	Asst. Cook	\$ (2,000.00)	\$ (2,000.00)
12200	Corrections Officer OT	\$ 100,000.00	\$ 100,000.00
11712	Lieutenant	\$ 2,000.00	\$ 2,000.00
11912	Training Sergeant	\$ 500.00	\$ 500.00
12007	PT Cook	\$ 2,000.00	\$ 2,000.00

9603	<u>Kinsey – Shelter Care:</u>		
11917	Shift Supervisor	\$ 2,600.00	\$ 2,600.00
9605	<u>Kinsey – Secure:</u>		
11136	Shift Supervisor	\$ 2,400.00	\$ 2,400.00
1122	<u>HOWARD COUNTY COM. CORR. GRANT ELEC. MONITORING FUND:</u>		
11700	Field Officer	\$ 18,000.00	\$ 18,000.00
11811	Case Supervisor	\$ 21,000.00	\$ 21,000.00
12012	Case Managers (2)	\$ 37,000.00	\$ 37,000.00
11290	Coordinator	\$ (21,000.00)	\$ (21,000.00)
12013	Case Managers	\$ (37,000.00)	\$ (37,000.00)
12201	Field Officer	\$ (18,000.00)	\$ (18,000.00)
1123	<u>HOWARD COUNTY COM. CORR. TRANSITION FUND:</u>		
11811	Case Manager Supervisor	\$ (21,000.00)	\$ (21,000.00)
2515	<u>HOWARD COUNTY COM. CORR. PROJECT INCOME ELEC. MONITORING FUND:</u>		
11424	Reception Data Entry	\$ 2,000.00	\$ 2,000.00
11800	Overtime	\$ 12,000.00	\$ 12,000.00
11919	Facilitator	\$ 18,400.00	\$ 18,400.00
12201	Field Officer	\$ 35,000.00	\$ 35,000.00
15210	FICA	\$ 10,000.00	\$ 10,000.00
15220	PERF	\$ 12,000.00	\$ 12,000.00
15230	Insurance	\$ 15,000.00	\$ 15,000.00
11424	Reception Data Entry	\$ (32,000.00)	\$ (32,000.00)
11201	Field Officer	\$ (35,000.00)	\$ (35,000.00)
2523	<u>HOWARD COUNTY COM. CORR. WORK RELEASE PROJECT INCOME FUND:</u>		
11700	Part Time Corrections Officers	\$ 181,000.00	\$ 181,000.00
12013	Case Managers	\$ 35,000.00	\$ 35,000.00
15210	FICA	\$ 13,000.00	\$ 13,000.00
15220	PERF	\$ 10,000.00	\$ 10,000.00
15230	Insurance	\$ 8,000.00	\$ 8,000.00

Mr. Singer made a motion to approve 2017-HCCO-43 AMENDING SALARY ORDINANCE FOR 2017 as read, Mr. Ellison seconded the motion, and the motion carried.

IN THE MATTER OF NEW BUSINESS:

1. Mr. Papacek asked the Council to review the 2018 Howard County Council Scheduled Meetings Dates. Mr. Papacek also explained the reasons for changes in the meeting dates. Mr. Singer made a motion to approve the Howard County Council Scheduled Meeting Dates for 2018 as presented, Mr. Ellison seconded the motion, and the motion carried.
2. County Recorder Brook Cleaver asked to pay \$130,000.00 of operating expenses out of the Recorder's Perpetuation Fund. She also submitted an affidavit following IC 36-2-7-10.2(b) (2) for this request. Howard County Attorney Alan Wilson drafted the necessary documents.
 - a. Auditor Martha Lake read Ordinance No. 2017-HCCO-44 – An Ordinance of the Howard County Council Granting the Recorder's Request to use Monies from the Recorder Perpetuation Fund to Supplement Recorder's 2018 Budget through one time, and it was acted upon as follows. Mr. Ortman made a motion to approve Ordinance No. 2017-HCCO-44 as read, Mr. Stout seconded the motion, and the motion carried.
3. Sheriff Steve Rogers submitted the Third Amendment to Howard County Police Retirement Plan. This amendment to the salary ordinance that would allow an individual to opt out of the last three years. This is meant to be a cost neutral to the plan. It would begin in 2018. The Howard County Merit Board has reviewed and signed this amendment. Mr. Ortman made a motion to approve the Third Amendment to Howard County Police Retirement Plan and to allow vice president James T. Papacek to sign on behalf of the board, Mr. Stout seconded the motion, and the motion carried.

4. Ms. Lake submitted the final salary ordinance for 2018. Mr. Stout made a motion to approve Ordinance No. 2017-HCCO-41 2018 Approved Salary Ordinance as stated in the document, Mr. Ortman seconded the motion, and the motion carried.

5. Commissioner Paul Wyman stated that the County has analyzed leasing vehicles versus purchasing vehicles. Currently, Howard County budgets \$245,000.00 for seven new vehicles per year. Leasing seventeen vehicles saves Howard County \$135,000.00 for 2018. The commitment is to give the Sheriff's department five new vehicles a year, and to replace Howard County's aging fleet. Leasing should not affect insurance costs, but leasing will reduce maintenance costs. The lease agreement is for five years, and it has an option to purchase the vehicles or renew with new leased vehicles at the end of the lease. The mileage limits will be based on the department use. Over the five year time frame we will go back up to \$245,000.00 budgeted per year. Howard County would look at purchasing some of the vehicles for EMA at the end of the five year lease. There is an agreement with Enterprise for leasing in 2018. The Council would need to combine funds into one line item in order to lease the vehicles. Mr. Ortman stated that he had conversations with dealerships about direct leasing with them rather than using a middleman. Mr. Wyman stated that Enterprise has done extensive analysis on the vehicle needs for Howard County. Enterprise also works with other government entities on similar deals.

*There being no further business to come before the Council at this time,
the meeting was adjourned at 5:19 p.m. on a motion made by
Mr. Ortman, which was seconded by Mr. Stout, and the motion 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 November 28, 2017