

HOWARD COUNTY COUNCIL REGULAR MEETING MAY 23, 2017

The Howard County Council met in Regular Session on Tuesday, May 23, 2017, 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, Jeff Stout, John Roberts, and Dwight Singer. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan D. Wilson, and Auditor Martha Lake. Councilman Les Ellison was absent.

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

IN THE MATTER OF THE APPROVAL OF MINUTES:

The minutes of the Regular Council meeting dated April 25, 2017, having been previously submitted and reviewed, were approved as submitted on a motion made by Mr. Stout, seconded by Mr. Roberts and carried.

At this time Mr. Miller led in the Pledge of Allegiance and Mr. Papacek read a prayer originally offered by Pastor Joe Wright on January 23, 1996, to the Kansas House of Representatives:

“Heavenly Father, we come before You today to ask Your forgiveness and seek Your direction and guidance. Lord, we know Your Word says, “Woe to those who call evil good,” but that’s exactly what we’ve done. We have lost our spiritual equilibrium and inverted our values.

We confess that we have ridiculed the absolute truth of Your Word and called it moral pluralism.
We have worshipped other gods and called it multi-culturalism.
We have endorsed perversion and called it an alternative lifestyle.
We have exploited the poor and called it the lottery.
We have neglected the needy and called it self-preservation.
We have rewarded laziness and called it welfare.
We have killed our unborn and called it choice.
We have shot abortionists and called it justifiable.
We have neglected to discipline our children and called it building esteem.
We have abused power and called it political savvy.
We have polluted the air with profanity and pornography and called it freedom of expression.
We have ridiculed the time-honored values of our fore-fathers and called it enlightenment.
Search us oh God and know our hearts today; try us and see if there be some wicked way in us; cleanse us from every sin and set us free. Amen”

IN THE MATTER OF ORDINANCE NO. 2017-HCCO-19 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read through Ordinance No. 2017-HCCO-19 – Additional Appropriations one time and it was acted upon as follows:

<u>1000</u>	<u>Howard County General Fund</u>	<u>AMOUNT</u>	
<u>0005</u>	<u>Howard County Sheriff’s Department</u>	<u>REQUESTED:</u>	<u>APPROVED:</u>
11909	Process Servers	\$ 624.00	\$ 624.00
11408	Court Security Officers	\$ 936.00	\$ 936.00

Sheriff Steve Rogers commented that the Appropriation requests are for the Process Servers and Court Security Officers’ fifteen cent raise missed in the previous month.

A motion was made by Mr. Papacek to approve the request of \$624.00 to line item 11909, Process Servers; and the request of \$936.00 to line item 11408, Court Security Officers. The motion was seconded by Mr. Singer and carried.

<u>0007</u>	<u>Howard Co Coroner’s Office</u>		
11316	Secretary	\$ 17,759.23	\$ 17,759.23

On behalf of Coroner Steve Seele, Commissioner Wyman, as part of the Attrition Committee, requested the amount of \$17,759.23 into the Secretary line item in order to fund a new full-time secretarial position, previously approved by the PAC.

At the 2017 Budget Hearings, Coroner Jay Price presented a growing need for a full-time secretarial position. Because of the savings attained through the Attrition program, the Committee feels the county can afford this much needed position.

Mr. Wyman also spoke concerning the Appropriation Reduction request from Circuit Court, to return \$6,723.97 back to County General. One of their positions has been vacated. After much thought, Judge Murray decided that their court could maintain their office by replacing one full-time position with a part-time position. After sharing 15% of the savings with current employees, according to the Attrition Committee, this gives a savings to the county of \$6,723.97.

A motion was made by Mr. Ortman, seconded by Mr. Roberts, and carried to approve the appropriation request of \$17,759.23 to line item 11316, Secretary, Coroner’s Office; and the reduction request of \$6,723.97 in line item 11236, Court Reporter, of the Circuit Court. Councilman Stout abstained from the vote.

TOTAL APPROPRIATIONS GENERAL FUND **\$ 19,319.23** **\$ 19,319.23**

1120	<u>Howard Co Jail & Juvenile COIT Fund</u>		
<u>0380</u>	<u>Sheriff’s Department</u>		
11903	Food Service Supervisor	\$ 0.03	\$ 0.03
12500	Nurse Administrator	\$ 0.31	\$ 0.31
12502	Part-Time / Overtime Nurse	\$ 37.44	\$ 37.44
12503	Assistant Nurse Administrator	\$ 0.42	\$ 0.42
<u>9603</u>	<u>Kinsey Shelter Care</u>		
11141	Shelter Care / Asst Prog Director/Caseworker	\$ 0.11	\$ 0.11
11505	Secretary / Bookkeeper	\$ 18.73	\$ 18.73
11715	Secretary Juvenile	\$ 0.22	\$ 0.22
11917	Shift Supervisor	\$ 180.30	\$ 180.30
<u>9605</u>	<u>Kinsey Secure Detention</u>		
11113	Director	\$ 276.89	\$ 276.89
11136	Shift Supervisor	\$ 639.37	\$ 639.37
11714	Asst. Director / Clinical Supervisor	\$ 1,051.26	\$ 1,051.26
11715	Secretary Juvenile	\$.22	\$.22

Auditor Martha Lake explained that these COIT Additional Appropriations are a housekeeping issue caused by the discontinuation of the use of the Jail & Juvenile COIT Fund. The State has retired COIT (County Option Income Tax) Fund 1120 and changed to LIT (Local Income Tax) – Special Purpose, Fund 1114. These amounts are needed to bring 1120 to a -0- balance after the five days worked in 2016 that are paid in 2017 (payroll encumbrances).

A motion was made by Mr. Ortman to approve the additional requests in Fund 1120, Jail & Juvenile COIT, departments 0380, 9603, and 9605 as submitted. The motion was seconded by Mr. Papacek and carried.

TOTAL APPROPRIATIONS JAIL & JUVENILE COIT **\$ 1,967.74** **\$ 1,967.74**

1212	<u>Howard County Court Appointed Special Advocate Fund</u>		
32620	Professional Fees	\$ 7,200.00	\$ 7,200.00

CASA Director Katina Silver reminded the Council members that in 2016 CASA received a Capacity Grant and were able to hire a Staff Guardian Ad Litem. They have also received a Capacity Grant for 2017. Ms. Silver applied for the maximum amount, which was approved. There were extra state funds available, so, because Howard County has shown improvement because of the additional staff provided by the grant funds, they were granted an additional \$6,000.00. With that additional money, CASA is able to hire a contract CASA employee to work with eight (8) cases, about seventeen (17) children. Currently, CASA is able to service 70% of the children on their caseload. That means 35 cases (about 72 children) are not being serviced by Howard County CASA. Ms. Silver talked about a new program to address the seventy-two children not currently receiving the full CASA services.

A motion was made by Mr. Papacek to approve the request of \$7,200.00 to line item 32620, Professional Fees. The motion was seconded by Mr. Singer and carried.

TOTAL ADDITIONALS ALL FUNDS **\$ 28,724.53** **\$ 28,724.53**

APPROPRIATION REDUCTIONS:

<u>1000</u>	<u>Howard County General Fund</u>				
<u>0232</u>	<u>Howard County Circuit Court</u>				
11236	Court Reporter			\$ (6,723.97)	\$ (6,723.97)

See comments under Coroner Office Additional request.

IN THE MATTER OF RESOLUTION NO. 2017-HCCR-12 – TRANSFERS:

Auditor Lake read through Resolution No. 2017-HCCR-12 – Transfers one time and it was acted upon as follows:

	Transfer From:	To:		Requested:	Approved:
<u>1000</u>	<u>Howard County General Fund</u>				
<u>0007</u>	<u>Howard County Coroner’s Office</u>				
11413	Part-Time Clerical	11700	Part-Time	\$ 3,647.05	\$ 3,647.05

Coroner Steve Seele explained that some changes have been made to the staffing of the office and the duties of Coroner Deputies. With the addition of a full-time Secretary, Dr. Seele would like to take the excess in 11413 and move it to the Part-Time line item to cover the Coroner Deputies.

A motion was made by Mr. Papacek to approve the transfer of \$3,647.05 from line item 11413, Part Time Clerical, to line item 11700, Part Time. The motion was seconded by Mr. Roberts and carried.

<u>0232</u>	<u>Howard County Circuit Court</u>				
11236	Court Reporter	11411	Baliff	\$ 1,971.96	\$ 1,971.96
11236	Court Reporter	11705	Clerk – Juvenile	\$ 1,971.96	\$ 1,971.96
11236	Court Reporter	11236	Court Reporter	\$ 607.00	\$ 607.00
11236	Court Reporter	11700	Part-Time	\$ 12,153.85	\$ 12,153.85

Circuit Court Judge Lynn Murray confirmed that in April of 2017 one of her Court Reporters separated from employment and Judge Murray was forced to make changes in her office to accommodate that separation. These transfer requests reflect the change to hire a Part-Time position in lieu of a Full Time position. That decision was encouraged and approved by the Attrition Committee. The remaining three positions will be awarded a portion of the savings to compensate for additional responsibilities.

A motion was made by Mr. Papacek to approve the transfer requests for Circuit Court as submitted. The motion was seconded by Mr. Stout and carried.

<u>1114</u>	<u>LIT – Special Purpose</u>				
<u>0380</u>	<u>Sheriff – Jail</u>				
11712	Lieutenant	11908	Lt. Asst. Jail Comm	\$ 312.00	\$ 312.00
12008	Part-Time Corrections	12200	Corrections OT	\$ 100,000.00	\$ 100,000.00

According to Sheriff Steve Rogers the first transfer request is a clean-up issue resulting from the approved \$.15 hourly raise for Jail Commanders. The 2nd request is to fortify the Corrections Overtime line item for overtime resulting in the six (6) vacancies they currently are experiencing.

A motion was made by Mr. Papacek, seconded by Mr. Singer, and carried to approve the transfer requests in LIT – Special Purpose Fund as submitted.

IN THE MATTER OF SALARY ORDINANCE NO. 2017-HCCO-20 – AMENDING SALARY ORDINANCE FOR 2017:

Auditor Lake read through Salary Ordinance No. 2017-HCCO-20 – Amending Salary Ordinance for 2017 one time, and it was acted upon as follows:

<u>1000</u>	<u>Howard County General Fund</u>	<u>Amount Requested</u>	<u>Approved</u>
<u>0005</u>	<u>Sheriff Department</u>		
11909	Process Server	\$ 624.00	\$ 624.00
11408	Court Security Officers	\$ 936.00	\$ 936.00
<u>0007</u>	<u>Coroner's Office</u>		
11316	*Secretary	\$ 17,759.23	\$ 17,759.23
11413	Part-Time Clerical	\$ (3,647.05)	\$ (3,647.05)
11700	Part-Time	\$ 3,647.05	\$ 3,647.05
	*Change Effective 05/30/2017		
	\$30,000 New Annual Salary for Secretary		
<u>0232</u>	<u>Howard County Circuit Court</u>		
11236	*Court Reporter	\$ (23,428.74)	\$ (23,428.74)
11411	*Bailiff	\$ 1,971.96	\$ 1,971.96
11705	*Clerk – Juvenile	\$ 1,971.96	\$ 1,971.96
11236	*Court Reporter	\$ 607.00	\$ 607.00
11700	*Part-Time	\$ 12,153.85	\$ 12,153.85
	*Changes Effective 05/24/2017		
	\$37,542.00 New Annual Salary across the board for Bailiff, Clerk-Juvenile, Court Reporter		
	Part Time Annual Amount - \$20,000.00 @ \$15.00 per hour		
<u>1114</u>	<u>Howard County LIT – Special Purpose Fund</u>		
<u>0380</u>	<u>Sheriff's Department</u>		
11712	Lieutenant	\$ (312.00)	\$ (312.00)
11908	Lieutenant Asst. Jail Commander	\$ 312.00	\$ 312.00
11346	Jail Staff Sergeant	\$ 936.00	\$ 936.00
12008	Part-Time Corrections	\$ (100,000.00)	\$ (100,000.00)
12200	Corrections Overtime	\$ 100,000.00	\$ 100,000.00
<u>1120</u>	<u>Howard County Jail & Juvenile COIT</u>		
<u>0380</u>	<u>Sheriff's Department</u>		
11903	Food Service Supervisor	\$ 0.03	\$ 0.03
12500	Nurse Administrator	\$ 0.31	\$ 0.31
12502	Part-Time / Overtime Nurse	\$ 37.44	\$ 37.44
12503	Assistant Nurse Administrator	\$ 0.42	\$ 0.42
<u>9603</u>	<u>Kinsey Shelter Care</u>		
11141	Shelter Care / Asst Prog Director Caseworker	\$ 0.11	\$ 0.11
11505	Secretary / Bookkeeper	\$ 18.73	\$ 18.73
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<u>9605</u>	<u>Kinsey Secure Detention</u>		
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11714	Asst Director / Clinical Supervisor	\$ 1,051.26	\$ 1,051.26
11715	Secretary Juvenile	\$ 0.22	\$ 0.22

A motion was made by Mr. Ortman to approve Salary Ordinance No. 2017-HCCO-20 – Amending Salary Ordinance for 2017 as submitted. The motion was seconded by Mr. Stout and carried.

IN THE MATTER OF AMENDED 2016 / 2017 ENCUMBRANCE LISTING:

Auditor Martha Lake submitted the Amended 2016/2017 Encumbrance listing and reviewed it with the Councilmembers. The original listing had been distributed at the February 28th Council meeting (*please refer to page three, item one, “In The Matter of Auditor Office Issues”, of the Regular meeting minutes dated February 28, 2017*). A motion was made by Mr.

Papacek to approve the Amended 2016 / 2017 Encumbrance listing. The motion was seconded by Mr. Roberts and Mr. Ortman, and carried.

IN THE MATTER OF NEW BUSINESS:

1) Sheriff Rogers reminded the Council members that IC 36-8-10-21(b) gives direction on how to manage the Sheriff’s Commissary Fund. There is a listing of acceptable purchases from the fund and (9) states, “any other purpose that benefits the sheriff’s department that is mutually agreed upon by the county fiscal body and the county sheriff.” Sheriff Rogers would like permission to spend \$81,850.56 from the Commissary Fund to replace the department’s taser inventory. The current models are ten (10) years old and are at end of life and end of repair. Sheriff Rogers has been offered the replacement of forty-six (46) tasers plus a five-year maintenance on the batteries and cartridges, for \$81,850.56. It’s a useful tool that helps reduce injuries and Sheriff Rogers would like to continue using them. A motion was made by Mr. Ortman to approve the purchase of 46 tasers, including the maintenance agreement on batteries and cartridges, in the amount of \$81,850.56, from the Sheriff’s Commissary Fund. The motion was seconded by Mr. Papacek and carried.

2) At the April 25th Council Meeting, Mr. Ortman had asked that the proposed Innkeeper’s Tax increase be placed on the agenda for further discussion (*please refer to page one, “Council Comment”, of the Regular Meeting dated April 25, 2017*). Councilman Ortman expressed his desire to reaffirm the Council’s support of Representative Karickhoff’s legislation increasing the maximum innkeepers’ tax from 5% to 8%. Following discussion, and upon a motion by Mr. Ortman and a second by Mr. Singer and Mr. Papacek, and carried, the Council reaffirmed its support of PD 4308 sponsored by Representative Karickhoff in the language and form proposed by the Legislative Services Agency on December 20, 2016.

3) Commissioner Wyman submitted a Petition for the Addition of Green Acres Subdivision to Taylor Regional Sewer District and to Re-organize the District. This petition was submitted, and approved by the Board of Commissioners at their May 15, 2017 Regular Meeting, and Mr. Wyman explained the petition and the actions that precipitated the petition to the Indiana Department of Environmental Management. At the conclusion of the presentation, and a time of question and answer, a motion was made by Mr. Singer, seconded by Mr. Ortman, and carried, to approve the Petition to IDEM for the addition of Green Acres Subdivision to the Taylor Regional Sewer District and to Re-Organize the District.

IN THE MATTER OF COUNCIL COMMENT:

Councilman John Roberts: He expressed appreciation to Katina Silver, CASA Director, for her efforts in “...expanding the number of children served.” He believes it’s a wise use of tax dollars. Appreciation was also given to Judge Murray who in turn expressed appreciation to Ms. Silver, who has also received State recognition.

*There being no further business to come before the County Council at this time,
the meeting was adjourned at 5:01 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

ATTEST:

DWIGHT V. SINGER, MEMBER

MARTHA J. LAKE, AUDITOR
Howard County Council Meeting May 23, 2017