

## **HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING OCTOBER 24, 2016**

The Howard County Board of Commissioners met in Regular Session on Monday, October 24, 2016, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice President Tyler Moore, and Member Brad Bray. Also in attendance were County Attorney Larry Murrell, Assistant County Attorney Alan D. Wilson, and Auditor Martha Lake.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Wyman. Commissioner Bray led in the Pledge of Allegiance, and Vice President Moore offered a word of prayer.

### **IN THE MATTER OF SPECIAL RECOGNITION:**

1) Mr. Wyman asked Ms. Jennifer Brower to come to the podium, as the September Employee of the Month. Ms. Brower is the Superintendent of the County Home, Howard Haven, and Mr. Wyman and Mr. Bray each read a nomination letter. Although Ms. Brower always shows outstanding leadership and care of the residents, she has been nominated for special notice because of the tornado that hit Howard Haven in August, 2016. There was very little warning, and Ms. Brower and her staff were attempting to secure the residents and lead them to safety when the tornado hit. Ms. Brower used her own body to shield a resident from blowing shards of glass. After the storm she enacted her emergency plan of evacuating the building and finding safe places for her residents until repairs could be made to ensure the safety of the property. Ms. Brower was nominated by Mr. Bill Stonestreet and Commissioner Bray, and was given a Certificate and a token and gift of appreciation. Applause and congratulations were given and pictures taken.

2) Mr. Moore read the names of the following county employees who are receiving a Service Award Certificate:

Five Years	Linda Fross
Ten Years	Jamie Thompson Robert Seburia
Fifteen Years	Jeremie Lovall
Twenty-Five Years	Lorraine Alexander

### **IN THE MATTER OF DEPARTMENTAL REPORTS:**

#### **PERSONNEL:**

Personnel Director Debbie Lorenz submitted Ordinance No. 2016-BCCO-38, an ordinance amending the personnel policies handbook to modify bereavement leave for full-time employees. Ms. Lorenz explained that this amendment, after review, had missed several "family members" from the listing. Included in the listing of family members is: **son-in-law, daughter-in-law, and "...any family member residing in the same household."** A motion was made by Mr. Moore to approve Ordinance No. 2016-BCCO-38 as presented. The motion was seconded by Mr. Bray and carried.

#### **KINSEY YOUTH CENTER:**

1) Kinsey Youth Center Director, Jeff Lipinski, submitted a request to purchase a new commercial dishwasher. The current dishwasher is original to the building (about 23 years) and is in need of replacement. Mr. Lipinski is in the process of receiving quotes from Cisco and from Stanz, and would recommend approving the purchase for an amount not to exceed \$6,000.00. This will be paid from Kinsey funds. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of a new dishwasher for Kinsey Youth Center, in an amount not to exceed \$6,000.00.

2) On behalf of Mr. Lipinski, County Attorney Murrell submitted the annual renewal of the Video License Agreement with Swank. He has reviewed the Agreement and made changes, but the changes have not yet been approved by Swank. A motion was made by Mr. Moore to approve the Swank Agreement, subject to the approval of the changes made by Mr. Murrell, and authorize the President to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

## **SHERIFF DEPARTMENT:**

Sheriff Rogers submitted a request to purchase a Civil Process vehicle to replace the one totaled in a recent accident. He has received quotes as follows:

Erik's Chevrolet	2017 Chevrolet Traverse	\$27,625.00
Button Dodge	2017 Dodge Durango	\$29,660.00
Brad Howell Ford	2017 Ford Explorer	\$32,867.00

The current balance in the Cumulative Capital Sheriff Vehicle line item is \$22,629.56 and he will need about \$16,625.00 from that fund. The county will be receiving a minimum of \$11,000.00 from the insurance company for the totaled vehicle. Sheriff Rogers recommends the purchase of the 2017 Chevrolet Traverse, in the amount of \$27,625.00, as the lowest most responsive quote. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the purchase of the 2017 Chevrolet Traverse, in the amount of \$27,625.00, and authorize President Wyman to sign the title to the "totaled" Ford Escape on behalf of the Board of Commissioners.

## **MAINTENANCE DEPARTMENT:**

1) Buildings & Grounds Superintendent, Bill Stonestreet, submitted Elevator Service Contracts with Murphy Elevator. Mr. Stonestreet reminded the Commissioners that at the April 18<sup>th</sup>, meeting, with the Commissioners' approval, a Termination Letter was sent to Thyssenkrupp/AMCO, notifying them of the termination of the Elevator Service Contracts we had with them (*please refer to page two, item two, "In The Matter of County Attorney Issues", of the Regular meeting minutes dated April 18, 2016*). Mr. Stonestreet received quotes from Thyssenkrupp, Murphy Elevator, and Schindler Elevator and the lowest most responsive quote is Murphy Elevator. There are two (2) contracts, the first being for one elevator for Kokomo Academy. The second contract is for remaining elevators: two at the Courthouse; two at the Administration Center; two at the Government Center; one at the Criminal Justice Center. Mr. Murrell has not yet reviewed the contracts, awaiting additional information. A motion was made by Mr. Moore to approve the two contracts for elevator service between Howard County and Murphy Elevator, in the amount of \$8,100.80, subject to review by Mr. Murrell, and authorize President Wyman to sign on behalf of the Board of Commissioners. The motion was seconded by Mr. Bray and carried.

2) Mr. Stonestreet received a quote for removal of the remaining trees and clean-up at Howard Haven, due to the August tornado. The quote is from Rice Tree Service, in the amount of \$7,300.00 and Mr. Stonestreet would like to pay this from The Cumulative Capital Fund, Building Repair line item (1138-47243.000.0000). The quote is for the removal of eight (8) trees and trimming thirteen (13) trees. A motion was made by Mr. Moore, seconded by Mr. Bray and carried to approve the quote from Rice Tree Co., in the amount of \$7,300.00, for the removal of eight trees, the trimming of thirteen trees, and associated clean-up at Howard Haven as submitted. Mr. Stonestreet informed the Board that there are an additional six to eight trees that the Maintenance Department will remove themselves, making the grounds safe for the residents, and for the Inmate Work team to complete their lawn mowing responsibilities.

## **IN THE MATTER OF CLAIMS AND REPORTS:**

Auditor Martha Lake submitted the following issues for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Salary, Hourly, and Overtime claims, payable October 21, 28 and November 4, 2016, in the amount of \$373,741.80 each, were submitted, and approved on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
2. **Operating Claims:** The Commissioners' Operating Claims, payable on October 17, 2016, in the amount of \$754,589.09, were submitted. The original docket prepared for October 17, 2016 (the originally scheduled meeting) was signed by President Wyman on October 17, 2016, so that the checks could be mailed to the vendors. The President's signature was ratified on October 24, 2016, on a motion made by Mr. Bray, seconded by Mr. Moore and carried.
3. **Ratify Signature:** Ms. Lake asked that Mr. Wyman's signature be ratified on the Salary claim for October 21<sup>st</sup>. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to ratify President Wyman's signature on the Salary Claim for October 21, 2016.

4. **Monthly Reports:** Monthly Reports were submitted as follows: Treasurer's Report for the month ending September 30, 2016; Recorder's Report of Collections for the month ending September 30, 2016; Weights & Measures Report for the month of September 16 to October 15, 2016; EMA September and October calendars and October Activities Listing. All reports were received.
5. **Tax Sale Report:** 825 properties were certified for the 2016 Tax Sale. Of those properties, 325 paid back taxes in the amount of \$721,451.60. That left back taxes for 452 properties, in the amount of \$3,627,439.68. 119 properties were sold on tax sale, collecting taxes and penalties of \$305,532.10. That leaves 333 properties not sold, and 48 properties that were removed prior to the sale. Ms. Lake suggested the Commissioners may want to do another Commissioner sale.
6. **Early Paid Claims:** Ms. Lake submitted early paid claims to Kokomo Herald, in the amount of \$4,360.72, and asked that President Wyman's signatures be ratified. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to ratify President Wyman's signatures on the early paid claims to Kokomo Herald.

#### **IN THE MATTER OF COUNTY ATTORNEY ISSUES:**

County Attorney Larry Murrell submitted the following issues for the Commissioners' information and approval:

1. **Ratify Signature:** Commissioner Bray signed and presented a Resolution to the Historical Society on behalf of their 100<sup>th</sup> Anniversary. Mr. Murrell requests that the signature be ratified. A motion was made by Mr. Bray, seconded by Mr. Moore and carried to ratify Mr. Bray's signature on the Historical Society 100<sup>th</sup> Anniversary resolution.
2. **Set Hearing for Petition to Vacate:** A Petition to Vacate a portion of property located at 5485 West County Road 300 South, Russiaville, has been received from Shannon Staller. A hearing will need to be set by the Board of Commissioners. A motion was made by Mr. Moore to set a Public Hearing for the Petition to Vacate a portion of the property located at 5485 West County Road 300 South, Russiaville, on Monday, November 21, 2016, at 4:15 p.m. The motion was seconded by Mr. Bray and carried.
3. **Demolition of Hemminger Property:** Mr. Sheline has received bids for the demolition of a blighted property located at 4022 E County Road 50 North, Kokomo, owned by Scott Hemminger. A bid was received from Merritt Excavation, in the amount of \$10,100.00; and Vincent Excavation, in the amount of \$18,758.00. Mr. Sheline recommends accepting the bid of \$10,100.00 from Merritt Excavation as the lowest most responsive bid. A motion was made by Mr. Moore, seconded by Mr. Bray, and carried to approve the bid from Merritt Excavation, in the amount of \$10,100.00.
4. **Set Hearing for Unsafe Property:** The property located at 3472 South County Road 450 West has previously been identified as an Unsafe Property and Mr. Sheline has been in contact with the owner for the last 1 ½ years to demolish the property but to no avail. Mr. Sheline is ready to move forward with an Order to Demolish and is asking that a date be set for a Public Hearing. A motion was made by Mr. Moore to authorize Mr. Sheline to prepare an Order to Demolish and set a Public Hearing at 4:15 on November 21, 2016, for unsafe property located at 3472 South CR 450 West. The motion was seconded by Mr. Bray and carried.

#### **IN THE MATTER OF COMMISSIONER ISSUES:**

##### **COMMISSIONER BRAY:**

On behalf Commissioner Moore, Commissioner Bray acted as Hearing Officer for a Township Appeal Hearing for Center Twp. Resident Cassandra Shoffner. Mr. Bray listened to testimony from Ms. Shoffner and from the Center Twp. Trustee's Office. Because Ms. Shoffner did not submit needed paperwork in a timely manner, Mr. Bray moved to uphold the denial of the Township Trustee. The motion was seconded by Mr. Moore and carried.

##### **COMMISSIONER MOORE:**

Mr. Moore thanked Commissioner Bray for attending the Historical Society 100<sup>th</sup> year Anniversary event, on behalf of the Board of Commissioners.

Mr. Moore read a thank you note received from 4-H member Lilly Hart.

*There being no further business to come before the Board of Commissioners at this time,  
the meeting was adjourned at 4:40 p.m. on a motion made by  
Mr. Moore, seconded by Mr. Bray and carried.*

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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PAUL G. WYMAN, PRESIDENT

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TYLER O. MOORE, VICE PRESIDENT

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ROBERT B. BRAY, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR

Howard County Commissioner Meeting October 24, 2016