

HOWARD COUNTY BOARD OF COMMISSIONERS MEETING NOVEMBER 3, 2003

The Howard County Board of Commissioners met in Regular Session on Monday, November 3, 2003, at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. Those in attendance included President Bradley J. Bagwell, Vice President John B. Harbaugh, and Member Paul J. Raver. Also present were County Attorney Larry Murrell, Personnel Administrator Wanda McKillip and Auditor Martha Lake.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Bradley J. Bagwell.

The minutes from the last regular meeting held on October 20th, 2003 were considered. Mr. Raver made a motion to approve the minutes as submitted. Mr. Harbaugh seconded the motion, and it carried.

IN THE MATTER OF SPECIAL COMMISSIONER REMARKS AND RECOGNITIONS:

Mr. Raver exhibited a plaque delivered by Grant Administrator Tina Mendenhall Henderson recognizing the Commissioners' sponsorship and Honey Creek Township's financial support in securing the grant to purchase the new pumper truck for the Russiaville Volunteer Fire Department. Councilman Dwight Singer has agreed to be the courier to take the plaque to the Russiaville Fire Department's meeting on November 6th, 2003.

IN THE MATTER OF HIGHWAY ISSUES:

Mr. Ted Cain, Howard County Highway Engineer/Superintendent presented the following issues for Commissioner information and approval:

1. **Performance Bond No. BCI 1717926** in the amount of \$88,800.00 was submitted from James Rivers and Mohr Construction Company, Inc. for the installation of a storm sewer system, concrete curbs and gutter, stone base and asphalt pavement for street, and street signs for Hidden Valley Subdivision, Section 4, in Harrison Township.

Mr. Harbaugh made a motion to accept the performance bond for Hidden Valley Subdivision, Section 4, as presented. Mr. Raver seconded the motion and it carried.

2. **Acceptance of Streets:** Four (4) subdivisions have requested approval for streets. Upon inspection of these newly constructed streets, the following issues need to be resolved to bring the streets up to standard before the County can accept them:
 - a. One subdivision has dirty streets, mud in the gutter line, an inappropriately designed concrete curb section, and exposed tiles.
 - b. A pipe that was supposed to be added for Cloverdale Subdivision at 600 East failed to be installed.
 - c. One street is going to be accepted by the City. The street is covered in dirt and mud and the City has unresolved problems with it.
 - d. The street for Greens at Wildcat has mud in the gutter lines about ready to pour into the inlets and a temporary turn-around failed to be constructed.
3. The Commissioners signed the title sheet for the repair plans for Howard County Bridge No. 61 located on 200 South, just east of State Road 19.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert presented the following issues for Commissioner information and approval:

1. **Military Service Personnel Update:**
 - Deputy Larry Sparks returned to the Sheriff's Department after serving eight months of active duty in southern Iraq.
 - Sergeant Larry Shipman, a midnight shift supervisor, has been called for active duty. He is a major in the Army National Guard, attached to the U.S. Army Inspector General's office. Sergeant Shipman is due to report to Camp Atterbury on December 1st, 2003 for a minimum of one year.
 - Jailer Randy Smith expects to be activated to an overseas assignment soon.
 - Additional deputies and jail staff could possibly be called into active military duty, which includes Paul Cherry and Michael Ogle. Larry Sparks could also receive a call to be reactivated.
2. **Audio – Video Recording Equipment:** *(See page 2, October 20th, 2003 minutes, "In the Matter of Sheriff Department Issues", Item 3, for related discussion)* Four (4) vendors visited the Sheriff's Department to discuss installing real time audio and video equipment in the Book-In area and the Chemical Test Room. One of the vendors is the same company that installed the camera system in the Courthouse. One other vendor arranged a demonstration of their digital recording system at Star

Financial Bank on Friday, November 7th. Kokomo Police Chief Tom Dinardo has indicated that the city would be willing to assume some of the cost.

3. **Prisoner Transport Van Proposal:** The Prisoner Transport Van purchased in March 2003 has already accumulated 29,000 miles. The Sheriff is traveling to Warsaw tomorrow to look at a ½-ton prisoner transport van for sale at Mavron Inc. having 10,000 miles on it. The van has two sets of cargo doors on the side and two doors in the back. Mavron has engineered a prisoner transport unit containing 4 compartments instead of 3. Funding for the purchase was briefly discussed.

Sheriff Talbert proposes to replace the Kinsey Youth Center's transport vehicle with a red dodge passenger-type van currently being used by the Sheriff's Department. The Kinsey Youth Center currently transports juveniles in a Ford Crown Victoria having 90,000 miles on it. They do not transport male and female juveniles together because there is no way to physically separate them. Jan Weaver, Director of the Kinsey Youth Center, has indicated the passenger van would be very beneficial because it contains a separate area for males and females and it can transport several juveniles at one time.

IN THE MATTER OF PLAN COMMISSION ISSUES AND PROPERTIES FOR APPROVAL:

Plan Commission Director Glen Boise presented the following issues for Commissioner information and approval:

1. There were **no subdivision plats** to be presented at this time.
2. **Unsafe Buildings:** In August, the public hearing was continued on the property located at 2255 South 350 West, owned by Gregory and Sonya Ward. (*For related discussion see pages 3 - 4, also August 4th, 2003 minutes, "In the Matter of Plan Commission Issues and Properties for Approval", Scheduled Public Hearing*) Mr. Boise stated he has not had an opportunity to visit the property and follow up on the progress.
3. **Flood Mitigation Issues:** Mr. Boise reported that he continues to work on the Flood Mitigation process.

IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:

Maintenance Superintendent Thomas Harrison presented the following issues for Commissioner information and approval:

1. **New Holding Cell / Prisoner Bench Update:** The new prisoner bench was successfully installed in the holding cell area of the Courthouse. Sheriff Talbert asked about the cost to replace the old steel frame beds with the same type of bench in the other four (4) cells. The current beds are designed with a raised edge to accommodate a mattress, which is uncomfortable to sit on and takes up more space than a bench. Mr. Tom Harrison will contact the Bob Barker Company regarding the price for the additional benches. Mr. Harrison has contacted Mr. Ed Heffelmier, Project Manager of Terstep Company Inc. about finishing work on the new holding cell.
2. The two **door locks used by the Sheriff's Department on the west side of the Courthouse** quit working the day after the camera system was installed. Maintenance Personnel and a few licensed electricians were not able to determine the problem; therefore Mr. Harrison ordered two new lock mechanisms at a cost of \$513.00 each.
3. **HVAC System Problems:** Mr. Harrison requested Mr. Bill Bassett to schedule a meeting with everyone involved with the design and installation the HVAC system to determine and resolve the problems with the system. Mr. Harrison requested a Commissioner representative to attend the meeting once it is scheduled.
4. **Maintenance Issues at Howard Haven:**
 - a. On Thursday, October 30th, Mr. Harrison and Mr. Raver conducted an **on-site study of repairs** that are needed. Some old faucets must be replaced, a fan needs installed in the upstairs restroom, roof leaks need to be repaired, basement drains need unclogged, and door glass must be replaced. The county home has money to cover most of the cost of the repairs and Mr. Harrison has offered his maintenance staff to perform some of the labor for the repairs.
 - b. Several **miscellaneous discarded items** are no longer being used by the facility. Mr. Harrison suggested that the work release crew from the jail could assist in removal of these items.
 - c. Mr. Raver suggested **waiting until Spring 2004 to move the gas tank and pour a concrete pad.**
 - d. Co-Manager Deborah France requested that the **cement be widened at the north entrance** to the building. Mr. Harrison said he would obtain an estimate and the work could be completed during the year 2004.

IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:

Personnel Director Wanda McKillip and Administrative Assistant Vickie Hinkle presented the following issues for Commissioner information and approval:

1. **October Fire Prevention Month:** Mrs. Hinkle reported the results of recent fire drills for the County's three (3) main buildings. A fire drill will be conducted at Howard Haven soon.
 - A great deal of help was received from the Sheriff's Department and Maintenance Department. The emergency radios were not available at that time and Mr. Harrison provided portable radios for the fire drills. All employees and patrons were evacuated from the buildings within 3 minutes. Maintenance personnel secured the entrances until representatives from each office returned to the buildings. The trial run enabled the identification of a few areas the need some corrections.
 - The fire alarm on the third floor of the Administration Center cannot be heard in some of the offices and restrooms. A verbal warning system has been put into place until the alarm issue can be resolved. Keybank personnel did not participate in evacuating the building; however they conducted a verbal walk-through fire alarm procedure.
 - In accordance with the emergency preparedness plan, six (6) new radios were needed, which cost about \$1,300 each for a total of \$7,800. Mrs. Hinkle thanked Tom Harrison and the Kinsey Youth Center for providing reconditioned/reprogrammed communication radios for less than \$800.00. Mrs. Hinkle expressed gratitude to the Sheriff's Department. Sheriff Talbert and Major Rogers have extensively been working to find out what needs to be done in order to make the radios secure.
 - OSHA requires the County to maintain an accurate list in each office of who to notify in the event of an emergency. The annual employee emergency forms have been completed. Mrs. Hinkle will continue the process and provide fire drill training to new department heads and employees.
4. A **Commissioner Appointment list** of those appointees having terms expiring on December 31, 2003 was submitted to the Board.
5. Copies of the quarterly **Howard County Newsletter** were distributed to the Commissioners. A new concept has been added to the publication. Each newsletter will contain a feature article on an employee or department head in regard to their job tasks and responsibilities. Mrs. McKillip encouraged the Commissioners to submit information for publication in future newsletters.
6. A **Sexual Harassment Seminar** was held on October 21st, 2003. Jan Weaver was the spokeswoman for approximately twenty people. Certificates will be awarded to those who attended the seminar.
7. **Flu immunizations** will be available to County employees on **Thursday, November 6th, 2003 at the Health Department** in the Government Building. The office will be closed for lunch from 12:00 p.m. to 1:00 p.m.
8. An **ad hoc committee meeting will hold meeting on Thursday, November 6th** to continue discussing the topic of medical insurance issues. Mrs. McKillip, together with Mr. Doug Heath of Miles and Finch Insurance, hopes to have benefit and renewal information available at the next Commissioners' meeting on November 17th, 2003.

IN THE MATTER OF INFORMATION SYSTEMS MANAGER ISSUES:

Mr. Terry Tribby, Information Systems Manager, presented the following issues for Commissioner information and approval:

1. **Server Recommendations for Courthouse:** Currently there are four outdated servers in the Communications Center that could be consolidated into one unit. Combining the old servers would save in administrative costs and time. The purchase of a 2003 Dell Server, Microsoft Software, licensing, and back up tapes at a cost of \$9,600.00 would resolve all of the following issues:
 - a. **Clerk's Imaging Server:** The imaging server in the Clerk's Office is used for imaging applications. There have been ongoing problems with this application over the past year. The server software is Windows NT4.0 and is no longer supported by Microsoft. County Clerk Mona Myers and Mr. Tribby have a meeting set up with a software vendor on November 12th to discuss options to resolve the problems. Upgrading the operative system for the server at a cost of about \$2,000 would not be cost efficient because the County would still have an outdated server with no warranty.
 - b. **DOC Server:** Antivirus software was installed on an old retired server. This is the only application for virus protection running on a 4 to 6 year old server.
 - c. **DHCP Server:** This was also a retired server that is no longer covered by a warranty and is subject to failure. The DHCP application hands out addresses to all of the workstations. If the server would fail, the entire Courthouse network would go down until it is replaced.

- d. **Prosecutor Server:** This server is actually a workstation with server software on it. The “white box” was built by a local vendor and is not up to current server technology standards. There are backup concerns with this server and disaster recovery issues are at risk.
2. **Workstation Replacement at Courthouse:** There are approximately 22 outdated workstations that need replaced at the Courthouse. Some of the workstations are still using Windows 95; continually have hardware failures; have lock up problems; and run very slowly. An estimate was obtained from Dell at a cost of \$1,050 each for a total price of \$23,100. The systems in the Prosecutors and Drug Task Forces divisions also need replaced. It is Mr. Tribby’s understanding that the Prosecutor has budgeted for this in 2004.

Mr. Tribby has delayed addressing server and workstation replacement issues until it has been determined whether there are any funds available in the Courthouse Renovation Project. Mr. Raver said there are some final bills related to the Courthouse Renovation Project that need to be paid. Mr. Bagwell suggested that Mr. Tribby could request the County Council to appropriate additional money for the upgrades.

Auditor Martha Lake asked if there are systems in any other departments or Courts that need replaced. Mr. Raver stated that a lot of upgrading was completed in connection with the Courthouse Renovation Project. A number of systems were replaced out of the individual department budgets or from furniture equipment appropriations.

Mr. Bagwell attended a demonstration of a video system used at the Courthouse and intake area at the Criminal Justice Center. He commented that the system is very impressive; however, it takes a lot of floppy discs to download video clips from the current video systems. Mr. Tribby said when the video system specifications were written two years ago, CDRW’s were not available. The proposed new systems can write to compact discs. Mr. Bagwell suggested that the new systems should support USB ports, compact disc burners, or both.

Discussion ensued about funding sources and time frames. Mr. Harbaugh made a motion to request an additional appropriation out of Cumulative Capital Development Fund (CCD) in the amount \$34,000 to accommodate the upgrades proposed for the servers and 22 workstations. Seconded by Mr. Raver, the motion carried.

3. **Election Day Website:** A program has been designed that will post election information and updates on the internet for the upcoming election on November 4th. A State Webmaster is hosting the election results. A firewall and security has been installed to protect the site from computer hackers. In case of any problems, the website contains a disclaimer, “Please rely on the actual election results as provided to the respective parties by the County Clerk.” Information Systems will monitor the website during Election Day.
4. **Card Access System Update:** *(See page 3, October 20th, 2003 minutes, “In the Matter of Information Manager Systems Issues”, Item 3, for related discussion)* Best Access arrived unexpectedly last week to set up the server and clients for the Courthouse. They will return at a later time to conduct the training on the card access system.
5. **E-911 Grant:** Mr. Tribby received information from Communications Director Tony Ramsey regarding a grant application that is due to the State by December 3rd, 2003. The State is installing a backbone network for data and radio communications at their cost. A tower will be placed in Howard County. The State has funds available for the County to connect to the new backbone. Mr. Tribby, Mr. Ramsey, and the Sheriff’s Department will take a close look at the issue within the next two weeks and make a recommendation to the Commissioners at the next meeting.

Sheriff Talbert said the State Police in Peru plan to be up on their 800-megahertz system soon. They have Motorola equipment and would like statewide compatibility for any agency to communicate with other agencies. However the State uses a General Electric system and there is difficulty in getting those two systems to communicate. Mr. Ramsey is researching information regarding a “patch” manufactured by a company in New Jersey that will allow the two systems to integrate.

IN THE MATTER OF COURTHOUSE RENOVATIONS:

Mr. Harrison contacted Hayes Brothers to help disassemble the Sheriff’s security station in the lobby next week.

UNSAFE BUILDING – PUBLIC HEARING – 2255 SOUTH 350 WEST:

Scheduled Public Hearing – 9:30 a.m.
Unsafe Building - 2255 South 350 West
The public hearing was opened at 9:40 a.m.

(See page 3, August 4th, 2003 minutes for related discussion)

Attorney J. Conrad Maugans represented property owners Gregory & Sonya Ward. Attorney Maugans reported that no progress has been made with the insurance company. Farm Bureau Insurance Company alleges that the fire was caused by arson. A copy of the arson investigator’s report has not been provided and the Farm Bureau refuses to go

ahead and deny the claim. The property owners have until April 8, 2004 to pursue litigation against the insurance company.

The Wards employed a public adjustor to help process their claim. In the meantime the insurance company is not paying the mortgage company or the Wards. At this time the Wards do not have the financial means to clean up the property.

County Attorney Larry Murrell asked if the Wards receive proceeds from the settlement, would they agree to clean up the property. Attorney Maugans replied, "Absolutely." Mr. Ward had no objections to sign a written agreement regarding the clean up. Attorney Maugans consented to prepare the necessary document for this agreement.

Mr. Harbaugh made a motion to close the public hearing. Mr. Raver seconded the motion, and it carried.

Mr. Harbaugh made a motion to **continue the public hearing to March 1, 2004 at 9:30 a.m.**, based on representation that the property owners will agree in writing to use the proceeds to clean up the property. Mr. Raver seconded the motion, which carried.

**Public Hearing Closed
9:30 a.m.**

IN THE MATTER OF PUBLIC WAY VACATIONS IN UNION TOWNSHIP:

Mark E. and Deborah G. Gatti, property owners of Lots 9 and 10 in the Original Plat of West Liberty, submitted a petition to vacate two 12-foot sections of public ways along the east and south lines of their property at 3340 South 1250 East.

Mr. Raver made a motion to set the date for public hearing on **Monday, December 1st, 2003 at 9:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center.** Seconded by Mr. Harbaugh, the motion carried.

IN THE MATTER OF HOWARD HAVEN COUNTY HOME:

Interim Co-Managers Joyce Colburn and Deborah France advised that things are going well with the facility and presented the following information for Commissioner information:

1. **Applications For Admission:** ARCH is currently processing the following two (2) applications that were submitted for admission to Howard Haven:
 - a. **Lucille Clifton** who currently resides at Kokomo Rescue Mission's Open Arms Shelter submitted an application for the ARCH Program. Mr. Raver made a motion to accept the application to Howard Haven Home for Lucille Clifton on a ninety-day probationary period subject to ARCH approval. Mr. Harbaugh seconded the motion, and it carried.
 - b. **Kimberly Powell** who currently resides at Kokomo Rescue Mission's Open Arms Shelter submitted an application for the ARCH Program. Ms. Powell's medical release is anticipated soon. A motion was made by Mr. Harbaugh to accept the application to Howard Haven Home for Kimberly Powell on a ninety-day probationary period subject to the medical release and ARCH approval. Mr. Raver seconded the motion, which carried.
2. Mr. Harrison and Mr. Raver conducted an inspection of the facilities on October 30th.
3. Jean Lushin is making a personal vdonation of an upright freezer to Howard Haven.
4. Mr. Harley Carey, General Manager at Meijer Supermarket, is scheduled to tour Howard Haven and discuss ways to help the facility.
5. The residents participated in a **Halloween Costume party** and had a wonderful time.
6. The co-managers are working on scheduling a **Christmas Open House** to be open to the public during one weekend in December.
7. The County Council has made appropriations for the operation of Howard Haven in the 2004-year. Ms. Colburn and Ms. France expressed a desire to be **reappointed as co-managers of the facility.** Mr. Raver made a motion to re-appoint Joyce Colburn and Deborah France as Co-managers commensurate with the appropriations through December 31st, 2004. Mr. Harbaugh seconded the motion, and the motion carried.
8. **Food Purchase Issue:** In order to get the best value for the money, the co-managers asked the Commissioners to suggest a means to purchase food from grocery stores using cash. Auditor Lake said she did not have any knowledge of how money could be disbursed ahead of an actual purchase. Ms. France said she would contact other county homes regarding how they have set up a petty cash fund.

IN THE MATTER OF POOR RELIEF APPEALS FOR HONEY CREEK TOWNSHIP:

A Poor Relief Hearing was conducted on October 31, 2003 for Honey Creek Township on behalf of **Jaqueline Cochran**. Poor Relief Hearing Officer Brad Bagwell reported, according to 8.00.60 of the Eligibility Standards and Guidelines for Poor Relief, the Honey Creek Township Trustee had determined that he was not obligated to provide assistance when a relative is purchasing a house for a client to live in. However, the second part of the paragraph states that if the relative purchased the house greater than 90 days prior to the application for assistance, the Trustee may provide assistance. The relatives purchased the house four years ago. The Trustee agreed to make payment only and future requests will be denied.

Mr. Raver made a motion to uphold the report by the Poor Relief Hearing Officer in the poor relief appeal of Jaqueline Cochran. Mr. Harbaugh seconded the motion, and it carried.

IN THE MATTER OF CLAIMS AND REPORTS:

Howard County Auditor Martha Lake presented the following reports for Commissioner information and approval:

1. **Operating claims payable on November 3rd, 2003 in the amount of \$615,842.16** were approved on a motion made by Mr. Raver, seconded by Mr. Harbaugh, and carried.
2. **Commissioner's Salary Claims for hourly, salary, and overtime payable for November 7th and November 14th, 2003** were approved on a motion made by Mr. Harbaugh. Mr. Raver seconded the motion, and it carried.
3. **Kokomo Humane Society Contract for Animal Control and Shelter Services for 2004:** County Attorney Larry Murrell had reviewed the contract. He brought to the Board's attention that the contract contained a general indemnity clause that the Humane Society will indemnify and hold the County harmless from any act of its employees or its operation (*See page 3, Section IV of the contract*). However, that assumption agreement excludes any failure on the part of the Humane Society employees when they are enforcing one of the County's ordinances. For example, if a Humane Society employee enforces an ordinance by picking up a dog and the County gets sued by the dog owner, the Humane Society is not going to defend the County. The County's insurance is responsible to defend the county even if the Humane Society is negligent. According to Director Beryl Geer, the same details apply to the City's contract. In addition, a change has been made since the previous contract. Instead of being closed on certain days, the Humane Society will provide full coverage for five (5) days a week for a fee of \$144,617.50.

Mr. Harbaugh made a motion to approve the Contract for Animal Control and Shelter Services for the year-2004 as stated. Mr. Raver seconded the motion, and it carried.

4. The Commissioners acknowledged a claim signed by the County Auditor, from Grant Administrator Tina Mendenhall Henderson in the amount of **\$12,600.00 for the New London Conservancy District**.
5. **Release of Retainage for Courthouse Renovation Project:** First National Bank sent a letter stating that a check was issued to Terstep Company, Inc. on October 29th, 2003 in the principal amount of \$165,082.35 plus interest of \$1,051.90.
6. **Resolution No. 2003-BCC-19:** \$46,000 was previously approved for the two new radio channels for E-911. When the bill arrived the Equipment Account was short approximately \$10,000. There is some money in the Mapping Software (Phase 2) Account; therefore \$15,000 is being transferred to the Equipment Account. An additional \$10,000 may need to be appropriated in the Equipment Fund to cover the County until the end of the 2003 calendar year.

Resolution No. 2003-BCC-91 was approved on a motion made by Mr. Raver, seconded by Mr. Harbaugh, and carried.

7. A copy of the **Soil and Water Agenda and Minutes** was provided to the Commissioners.
8. The **Holiday Schedule for 2004** was distributed to the Commissioners.

IN THE MATTER OF ROAD 400 NORTH PROJECT – PURCHASE OF PARCELS:

Following the Executive Session on October 9th, 2003, Mr. James Hamilton from Butler, Fairman and Seufert, reported that Mr. Raver and Mr. Bill Jones met with the property owners. Mr. Hamilton felt the property owners were close to a purchase agreement of the remaining right-of-ways. Mr. Hamilton requested the Commissioners to schedule an Executive Session for discussion of strategy with respect to acquiring these last two parcels. Mr. Hamilton reported that a third outstanding property owner has requested a meeting with Mr. Jones to finalize the documents.

Mr. Harbaugh made a motion to schedule an *Executive Session for Thursday, November 6th, 2003 at 2:30 p.m. in Room 220D of the Howard County Administration Center* to discuss strategy with respect to the purchase of right-of-way parcels. Mr. Raver seconded the motion, and it carried.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

County Attorney Larry Murrell presented the following information for Commissioner consideration and approval:

1. **County Attorney Larry Murrell presented a claim for his monthly office allowance in the amount of \$550 for November 2003.** Mr. Harbaugh made a motion to approve payment. Mr. Raver seconded the motion and it carried.
2. At the previous meeting Attorney Murrell had a question regarding the e-mail from Communications Director Tony Ramsey about **changes to the MA/COM Contract.** Since that time, Attorney Murrell had an opportunity to communicate with Mr. Ramsey and found out that Mr. Ramsey is attempting to set up the dates on a calendar year basis. Attorney Murrell advised Mr. Ramsey that he did not see a problem with changing the dates.
3. **Chrysler Bond Issue:** (See pages 6 – 7, October 20th, 2003 minutes, “*In the Matter of County Attorney Issues*”, *Item 4, for related discussion*) The Council scheduled a Special Meeting on Wednesday, November 12th, 2003 at 12:00 p.m. in Room No. 338 of the Howard County Administration Center to discuss the refunding of the Howard County Economic Development Income Tax Revenue Bonds of 1996. The Redevelopment Authority and Redevelopment Commission have scheduled a meeting at the same time. Mr. Chris Johnson of Crowe Chizek will be present to review the documents in order to get the refinancing in place before the end of the 2003-year.
4. **Howard Haven Objective:** Attorney Murrell suggested that the Commissioners might want to review and establish the purpose of the county home. Historically, the home was for indigent people but now the trend seems to be going toward a retirement home. Also vehicle issues have come up that need to be addressed.

IN THE MATTER OF COMMISSIONER ISSUES:

1. The **Sewer Advisory Committee** held a meeting on October 30th, 2003. Representatives from the five (5) local municipalities attended the meeting. Mr. Raver reported that the Committee is making progress and getting closer to putting a plan together. Due to the changes about to occur in the City Administration the next meeting was set for February 26th, 2004, in Hearing Room No. 101 in the Howard County Government Building. The municipalities are going to return to the February meeting with information from their town boards regarding their future plans.
2. **Government Building Name Change:** Due to a lot of misunderstanding about the name of the building at 120 E. Mulberry St. throughout the years, Mr. Raver suggested modifying the name to the Howard County Government Services Center. The Commissioners will contemplate the name change and discuss the issue at the next meeting on November 17th, 2003.

There being no further business before the Board at this time, Mr. Harbaugh made a motion to adjourn. Mr. Raver seconded the motion and it carried. The meeting closed at 10:47 a.m.

THE HOWARD COUNTY BOARD OF COMMISSIONERS

BRADLEY J. BAGWELL, PRESIDENT

JOHN B. HARBAUGH, VICE PRESIDENT

PAUL J. RAVEN, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Commissioner Minutes, November 3, 2003