

## **HOWARD COUNTY BOARD OF COMMISSIONERS MEETING JULY 5, 2005**

The Howard County Board of Commissioners met in Regular Session on Tuesday, July 5, 2005, at 8:30 a.m. in Hearing Room No. 338 of the Howard County Administration Center. This meeting was scheduled for Tuesday due to the Independence Day Holiday. Those in attendance included President Paul J. Raver, Vice President Bradley J. Bagwell, and Member John B. Harbaugh. Also present were County Attorney Lawrence Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Paul J. Raver.

### **IN THE MATTER OF APPROVAL OF MINUTES:**

The minutes from the regular meeting held on Monday, June 20, 2005, were considered. A motion was made by Mr. Bagwell, seconded by Mr. Harbaugh and carried, to approve the minutes with the following correction:

On page 4, "In the Matter of Proclamation to Delphi Delco Electronics" – *Correct the name "Delphi Delco Electronics" to "Delphi Electronics and Safety Systems" in the heading and the paragraph.*

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

Mr. Ted Cain, Howard County Engineer/Superintendent, was out of town and unable to attend the meeting. Mr. Raver reported that Mayor Matt McKillip expressed his appreciation for the quick repair and reopening of the Webster Street Bridge.

### **IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:**

Howard County Sheriff, Marshall Talbert, presented the following items for Commissioner information and approval:

1. The current Jail population is 285 inmates.
2. **Vehicle Update:**
  - a. The Sheriff discussed plans to replace three patrol cars that have approximately 100,000 miles of use. He requested authorization to obtain quotes to purchase three new Ford Crown Victorias for a total cost of approximately \$66,000.00, gross price before trade-ins. The money has been appropriated in the Budget for 2005. Mr. Bagwell made a motion to authorize the Sheriff to proceed with obtaining price quotes on three (3) new Ford Crown Victorias. Mr. Harbaugh seconded the motion, which carried.
  - b. Sheriff Talbert requested the Commissioners to consider purchasing a Chevrolet Tahoe with the appropriations in 2006. Although the price is slightly more than a patrol car, the Tahoe's size and durability would be advantageous as a SWAT Team vehicle.
  - c. E-911 Communications Director Steve Kline is organizing a committee to set up the Sheriff's Department exhibit at the Howard County Fair. The newly converted SWAT truck will be on display.
3. **Reserve Deputy Program:** *(See page 2, June 20<sup>th</sup>, 2005 minutes, "In the Matter of Sheriff Department Issues", Item 8, for related discussion)* The new reserve deputies are being outfitted with uniforms and equipment. Sheriff Talbert suggested that due to the need for additional vehicles for the Reserve Program, cars that would normally be traded in be kept. The Sheriff proposes to purchase automobiles in 2006 without trade-ins, using the older vehicles for the reserve deputy program.

### **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. **Case 11-CP-05 – one (1) lot in A.J.T.P.E. Subdivision located at 1069 North 900 East**, was considered. Mr. Harbaugh made a motion to approve Case 11-CP-05. Mr. Bagwell said his brother lives in the subdivision and abstained from voting. Mr. Raver vacated the chair and seconded the motion, which carried.
2. **Unsafe Buildings:** Mr. Boise had no new information to report on unsafe buildings.
3. **Flood Mitigation Issues:** Mr. Boise reported that grant money was received to purchase the property at 4089 South 50 East, owned by Richard Dale and Cindy Ann Ables. The County Council has granted permission to purchase the property. According to State law, a property is purchased at a price that does not exceed an average of two separate appraisals, which must be based on the original condition of the home before damage. Mr. Boise requested authorization to obtain appraisals from Crume-Ellis Auctioneers & Appraisers and Ralph H. Williams Appraisal; and request Moore Title & Escrow to complete the title work.  
  
Mr. Harbaugh made a motion to authorize Mr. Boise to proceed with the County's purchase of the property located at 4089 South 50 East; authorize individual appraisals from Crume-Ellis Auctioneers & Appraisers and Ralph H. Williams Appraisal; and authorize Moore Title & Escrow to complete the title work, pursuant to I.C. 36-1-10.5-5. Seconded by Mr. Bagwell, the motion carried.
4. **Multi-Hazard Mitigation Plan:** The Multi-Hazard Mitigation Steering Committee met on June 23, 2005. Mr. Raver commended the Committee on their cooperation with each other. The next meeting is scheduled for July 28, 2005. As a part of the planning process, Mr. Boise received a notice to be distributed to the public asking for comments regarding their exposure to natural hazards in the community.
5. **Kingsway Recreation Issue:** Mr. Boise confirmed that the construction was stopped by the Stop Work Order, which was issued by the Plan Commission. The County Plan Commission continued the Site Plan case in order for the petitioners to prepare their plans. The case is scheduled to be reviewed by the Plan Commission on July 18, 2005.
6. **County Comprehensive Plan Update:** The Howard County Plan Commission will hold a public hearing on the County Comprehensive Plan. The proposed plan is posted on the Plan Commission Website and copies are available in the Plan Commission Office. A brief discussion was held regarding the next stage of the project and amount of appropriations needed to fund the Comprehensive Plan Ordinance revisions through the year 2006.

### **IN THE MATTER OF MAINTENANCE DEPARTMENT ISSUES:**

Maintenance and Grounds Superintendent Thomas Harrison was unable to attend the meeting and no issues were presented at this time.

**IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUES:**

*(See page 3, June 20<sup>th</sup>, 2005 minutes, "In the Matter of Personnel Administrator Issues", Item 4, for related discussion)*

Personnel Director Wanda McKillip was unable to attend the meeting. At Mrs. McKillip's request, Auditor Ann Wells presented a PAC recommendation regarding a recent review of the 90% Salary Rule. The PAC would like the Commissioners to request in writing, the specific changes they would like made to the wage policy. The second issue is whether the PAC and Council would be in favor of granting an exemption under the current policy to have the 90% salary rule waived for the new full-time employee in the Information Systems Department.

Mr. Bagwell commented that the Council approved a transfer request (on June 28, 2005) that would cover 100 % funding for the full-time position through to the end of the 2005-year. Attorney Murrell commented that certain Council members indicated they might be willing to waive the 90% rule for the new full-time IT employee. The Commissioners will consider the PAC request at the next meeting on July 18, 2005.

**IN THE MATTER OF INFORMATION SYSTEMS DIRECTOR ISSUES:**

Information Systems Director Terry Tribby presented the following issues for Commissioner information and approval:

1. Mr. Tribby thanked the Commissioners for their support of changing the part-time position to the full-time position in the Information Systems Department.
2. **Tracking Software Applications:** Mr. Tribby has distributed a list of software applications that are currently being used to various departments and elected officials.
3. **Spyware Issues:** Spyware is a growing concern for the County computer systems. Spyware can unintentionally be downloaded on a computer, which compromises data and creates various other problems. County employees can infect their computers when they "click" on pop-up advertisements on the Internet. Removal of Spyware is often a complicated and tedious task.

Information Systems installed a new version of Norton Anti-Virus software to combat spyware on the county's computer systems. Furthermore, Information Systems plans to take pro-active measures to coordinate education, send information by e-mail, develop a power point presentation, and publish information in the County News Bulletin regarding Spyware prevention.

4. **Public Access Workstations:** Software has been ordered, which will limit access on the public workstations on the third floor of the Administration Center to only view the County's database. This application will also eliminate the need for manual updates to the database. The software application should be in place within the next four weeks.
5. **Vendor Access Update:** Mr. Tribby explained that vendors typically use modem access to dial into the network to perform maintenance and repairs to the servers in all County facilities. The County is now connected to DSL and uses the new CISCO wireless software. CISCO has a client that provides vendors with a secure, virtually private network connection to the County's network system. The access is much more efficient, with speeds up to 100 times faster than the old dial-up connections.
6. **Wireless Project:** Recently, Mr. Tribby attended a meeting of the Russiaville Town Board to discuss possible locations for wireless equipment. The Russiaville Town Board was receptive to using their recently built, 130-foot high water tower. The Commissioners are very appreciative of Russiaville's cooperation. Mr. Tribby commented that everyone he has contacted regarding authorization to install wireless equipment has been quite receptive including Taylor Community School System and the Indian Heights Subdivision, which has one access point up and running. Mr. Tribby anticipates receiving quotes for additional installation of access points soon.

Attorney Murrell mentioned that the topic of Homeland Security Funds was discussed at a recent gathering of local businessmen. Everyone noted there has been a lot of negative publicity regarding misuse of the funds, nationwide. Mr. Murrell explained to the group how Howard County has utilized its funds for the wireless project and the group was very impressed. Mr. Murrell commended Mr. Tribby's dedication and hard work in coordinating the wireless project. Mr. Raver commented that it also shows that the County has taken the lead in a project that benefits the entire community. Mr. Bagwell applauded Information System's coordination and involvement with all of the projects that make the network system work more effectively.

7. **Budget for 2006:** The Information Systems Budget is usually split between the County General Fund and the Cumulative Capital Development Fund. The Commissioners decided to commence discussion regarding Information Systems budget for the year 2006. Mr. Tribby has been working on finalizing the budget request and said that he would soon provide a copy for the Commissioners' review.

#### **IN THE MATTER OF FUNDING FOR NEW COURT:**

Mr. Bagwell made a motion to ratify and confirm the President's signature on the engagement letter with Crowe Chizek and Company LLC for the funding of the new court. Mr. Harbaugh seconded the motion, and it carried.

#### **IN THE MATTER OF TOWNSHIP ASSISTANCE APPEALS:**

1. **CENTER TOWNSHIP:** A Township Assistance Appeal Hearing was conducted on June 30, 2005 for Center Township on behalf of **Carla Ann Patrick**. Commissioner Raver, Township Assistance Relief Hearing Officer, made a recommendation to uphold the written denial for assistance made by the Center Township Trustee on June 23, 2005.

Mr. Bagwell made a motion to uphold the denial of the Center Township Trustee based upon the finding that the Township Trustee followed the Eligibility Standards and Guidelines for Township Assistance applicable to the case. Mr. Harbaugh seconded the motion, and it carried.

2. **CENTER TOWNSHIP:** A Township Assistance Appeal Hearing was conducted on June 30, 2005 for Center Township on behalf of **Rebecca A. Surface**. Commissioner Raver, Township Assistance Relief Hearing Officer, made a recommendation to uphold the written denial for assistance made by the Center Township Trustee on June 14, 2005.

Mr. Harbaugh made a motion to uphold the denial of the Center Township Trustee based upon the finding that the Township Trustee followed the Eligibility Standards and Guidelines for Township Assistance applicable to the case. Mr. Bagwell seconded the motion, and it carried.

3. **Township Guidelines Update:** Mr. Raver recently discovered that the Center Township Assistance Appeal Standards and Guidelines have been updated. The County Attorney stated that he would review the statute and research whether the Board needs to approve the updates.

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

Auditor Ann Wells submitted the following items for Commissioner information and approval:

1. **Commissioners' Salary Claims:** Salary, Hourly and Overtime claims to be paid on July 8 and 15, 2005, in the amount of \$291,420.90, were submitted and approved on a motion made by Mr. Harbaugh, seconded by Mr. Bagwell and carried.
2. **County Operating Claims:** Operating claims payable July 5, 2005, in the amount of \$1,580,234.30, were submitted.
3. Mr. Bagwell made a motion to approve the Operating claims in the amount of \$1,580,234.30 as submitted. Seconded by Mr. Harbaugh, the motion carried.

The Indiana State Board of Animal Health Contracts for Bovine Brucellosis and Tuberculosis Eradication Program (for animal testing) in the amount of \$1,000.00 were approved on a motion made by Mr. Bagwell. Mr. Harbaugh seconded the motion and it carried.

#### **IN THE MATTER OF HOWARD HAVEN RESIDENTIAL CENTER:**

Director Thomas Tolen presented the following issues for Commissioner information and approval:

1. **Application for Admission:** Mr. Bagwell made a motion to accept an application from **Marjorie Stewart** for admission to Howard Haven for a ninety-day probationary period. Seconded by Mr. Harbaugh, the motion carried.
2. **New Admission Forms:** Mr. Tolen advised that the Center Township Trustee's Office requested that some information be added to the new admission forms.
3. **Community Involvement:** On Saturday, July 2<sup>nd</sup>, 2005, a resident of Tipton County hosted a day of outdoor activities for the residents of Howard Haven. Fishing, a wading pool, croquet, horseshoe games, and a home cooked meal were available to the residents.

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

1. Attorney Murrell provided the Commissioners with copies of a former county employee's claim (Angela Burton) for additional wages and the response that was sent to her attorney, Mr. Dan May, regarding denial of the claim. Mr. Harbaugh made a motion to ratify and confirm the County Attorney's response to Attorney Dan May. Mr. Bagwell seconded the motion, and it carried.
2. The Howard County Board of Commissioners will reconvene it's June 27, 2005 Executive Session at 2:30 p.m. on Thursday, July 7, 2005 in Room 220D, of the Howard County Administration Center to discuss personnel issues. This session is held under the authority of Indiana Code 5-14-1.5-6.1(b)(6)(A).

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

1. The **Weights and Measures Monthly Report for May 15<sup>th</sup>, 2004 to June 15<sup>th</sup>, 2005** was accepted on a motion made by Mr. Bagwell. Seconded by Mr. Harbaugh, the motion carried.
2. **National Register of Historic Places:** *(See page 8, April 18<sup>th</sup>, 2005 minutes, "In the Matter of Commissioner Issues", Item 4, for related discussion)* The Commissioners acknowledged a letter from the Department of Natural Resources informing that, on June 17, 2005, the Kokomo High School and Memorial Gymnasium were approved to be placed on the National Register of Historic Places.
3. **Discussion Regarding the Proposed Board of Commissioners General Fund Operating Budget, EDIT, and CCD for 2006:** The Commissioners carefully examined the line items and made suggestions regarding decreasing unnecessary expenditures, and addressed any anticipated cost increases.
4. **Credit Card Use:** *(See page 6, June 6<sup>th</sup>, 2005 minutes, "In the Matter of Credit Card Use by the County", Item 1, for related discussion)* The Commissioners decided to not make any decisions regarding this issue until further information has been researched.
5. The Commissioners acknowledged news reporters Lisa Fipps from the Kokomo Perspective and Charlene Taiclet from the Kokomo Tribune.

There being no further business, a motion was made by Mr. Bagwell, seconded by Mr. Harbaugh and carried to adjourn the meeting. The meeting adjourned at 11:15 a.m.

**THE HOWARD COUNTY BOARD OF COMMISSIONERS**

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PAUL J. RAVEN, PRESIDENT

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BRADLEY J. BAGWELL, VICE PRESIDENT

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JOHN B. HARBAUGH, MEMBER

ATTEST:

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ANN WELLS, AUDITOR  
Commissioner Minutes, July 5, 2005