

## **HOWARD COUNTY BOARD OF COMMISSIONER MEETING MARCH 15, 2010**

The Howard County Board of Commissioners met in Regular Session on Monday, March 15, 2010, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President David Trine, Vice President William Thompson and Member Tyler Moore. Also in attendance were County Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Dave Trine. The Pledge of Allegiance was led by Commissioner Tyler Moore.

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

The minutes of the March 1, 2010 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Thompson and seconded by Mr. Moore.

The minutes of the March 4, 2010 Administrative Meeting were submitted. A motion was made by Mr. Moore, seconded by Mr. Thompson and carried to approve the minutes of the March 4, 2010 Administrative Meeting.

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

Highway Department Engineer / Superintendent Ted Cain submitted the following issues for the Board's information and approval:

1. **School Bus Turn Around:** Mr. Cain submitted an Agreement for School Bus Turn Around for Eastern School District. The Turn Around will be located at 113 South County Road 700 East in Greentown. The school will furnish the stone and the County will provide man-power and equipment to haul the stone. A motion was made by Mr. Thompson to approve the proposed School Bus Turn Around. The motion was seconded by Mr. Moore and carried.
2. **US 31 Right-Of-Way Purchase:** Mr. Cain submitted a Warranty Deed for the purchase of right-of-way property in the amount of \$4,875.00. The property is Parcel 14 located at 2801 E. Boulevard Street, Kokomo, and owned by Steve Hart. A motion was made by Mr. Thompson, seconded by Mr. Moore and carried to approve the Right-Of-Way purchase, in the amount of \$4,875.00, and authorize the President to sign the Sales Disclosure form on behalf of the Board of Commissioners. Mr. Cain informed the Board that there are two more parcels to be approved and then the land acquisition for the Boulevard project will be completed.

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

Sheriff Talbert submitted the following issues for the Commissioners' information and approval:

1. **Jail Population:** The current inmate population is three hundred thirty-one (331), with fifty-two (52) being females. This is a fairly high count for this early in the year.
2. **Sheriff Sale Website:** The Lieberman Sheriff sale website is operational. More information is available because of the site, and the information posted will also be beneficial to the Assessors' offices. He appreciates Mr. Murrell's efforts with this process, as well as the Board of Commissioners.
3. **AED Devices:** Sheriff Talbert spoke about Automated External Defibrillator devices at the previous Commissioner Meeting, and informed the Board that he believes it's important to purchase an AED for the Courthouse (*please refer to page two, item three, "In The Matter Of Sheriff Department Issues" of the Regular Meeting minutes dated March 1, 2010*). Sheriff Talbert invited Nurse / Supervisor Andrea Stonestreet to speak regarding the three AED's located at the Criminal Justice Center. Ms. Stonestreet informed the Board that our current AED provider is going out of business and will no longer be servicing the AED's. She is in the process of looking for another vendor and has found two that she is obtaining information for. They are Cintas and Cardiac Science. Neither of these companies can service the Jail's AEDs. Cardiac Science has offered to supply new AEDs and take the present ones as a trade-in. She has not heard from Cintas, yet, as to their offer. The new AEDs can walk you through CPR process, not just time the compressions. She is anticipating that she can replace the three AEDs at the Jail and

purchase one for the Courthouse for around \$3,000.00. Ms. Stonestreet cited several instances where AED's have saved lives, and is passionately in favor of using them in the Criminal Justice Center and the Courthouse.

Ms. Stonestreet thanked the Board of Commissioners for the new carpeting installed in the Medical Office.

At the conclusion of questioning by the Board, Mr. Thompson thanked Nurse Stonestreet for her research. Sheriff Talbert reminded the Board that replacement AED's would be paid from the Misdemeanor Fund, and the purchase of an AED for the Courthouse would be paid from the Commissary Fund. He will submit more information at the next meeting.

4. **Annual Report:** Sheriff Talbert referenced his e-mail to the Commissioners, concerning the Annual Report submitted by Captain Vincent and his staff. This Jail Report was recognized by the Indiana Sheriff's Association for its thoroughness and completeness. The Association asked that Captain Vincent attend the Fall Training for new Sheriffs and teach them how to produce the report and the information that needs to be reported.
5. **Approval Of Legislative Idea:** Sheriff Talbert reported that the Legislative Idea proposed by Howard County has been approved by the State. Bullet proof vests can now be purchased from the Firearms Permit fees.
6. **Spike In Daily Counts:** Captain Vincent reported a spike in daily inmate counts that is typical in the spring. Captain Vincent, however, is impressed with the number of felons that are being taken through the Drug Court process. The Sheriff's Department is still in the process of finding ways to cut costs. The Department is currently looking to recycle its medical wastes. The current removal provider, Steri-Cycle is willing to let the Sheriff's Department exit their contract, saving about \$4,300 annually. The Department is also considering a change in policy of distributing personal hygiene items to the inmates. The Department can save about \$3,500 annually by issuing PHI's to the inmate after they've been there twenty-four hours or been assigned a room. They are currently looking into the issue of purchasing condiments through the commissary. Captain Vincent commends the Jail staff for their efforts and ideas to save operating costs.

#### **IN THE MATTER OF PLAN COMMISSION ISSUES:**

Plan Commission Director Glen Boise submitted the following issues for the Board's information and approval:

1. **Preparation Of Flood Mitigation Grant Proposals:** Representatives from the State are coming to Howard County, today, to review the properties for the proposed Flood Mitigation Grant proposal. Mr. Boise will direct them to the properties and answer their questions, as well as take photographs of areas affected by flood waters. Mr. Boise is encouraged with their interest in this proposal.
2. **US 31 Corridors Plans:** The Steering Committee will be meeting again soon.
3. **Plan Commission:** Although there have been very few properties submitted for approval, Mr. Boise commented that with the coming of better weather and a slight up-turn in the economy, there have been more permit information requests.
4. **Wind Farm Information:** In response to a question posed by Mr. Trine, Mr. Boise commented that he has not had direct contact with those interested in building a wind farm in Howard County. They have recently obtained their Federal Aviation permits. Mr. Boise is using their Federal information to see if their sites comply with our Ordinance requirements. He will distribute copies of the site maps to the Commissioners.

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

Buildings & Grounds Superintendent Scott Reed submitted the following issues for the Commissioners' information and approval:

1. **Administration Center 1<sup>st</sup> Floor Renovation:** The 1<sup>st</sup> floor renovation of the Administration Center, in preparation for the Veterans Service Office, is progressing. The electrical work is almost complete and the Information Systems Department is working on computer wiring for future use. A T & T has promised that the phones will be installed by April 15, when the Veterans Service Office plans to move in.
2. **Wabash Valley Representative:** Mr. Reed introduced Ms. Dawn Sterba from Wabash Valley Refuse Removal. Ms. Sterba came to the podium to review some of Wabash Valley's services with the Board members. Ms. Sterba has been working with Mr. Reed and Howard County Recycling Director Mikki Jeffers to create a plan for Howard County's waste removal. Wabash Valley services local hospitals and schools. Mr. Thompson informed Ms. Sterba that the Board of Commissioners is looking at ways to combine waste removal and recycling efforts. When they are ready to bid waste removal services, they will contact Ms. Sterba.

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

Personnel Director Wanda McKillip submitted the following issues for the Board's information and approval:

1. **Hoosier S.T.A.R.T. Enrollment Meetings:** Ms. McKillip submitted an employee memo concerning enrollment meetings on Wednesday and Thursday, April 21<sup>st</sup> and 22<sup>nd</sup>. Hoosier S.T.A.R.T is a tax deferred retirement plan. She asked for approval to distribute the memos through this week's payroll. A motion was made by Mr. Moore, seconded by Mr. Thompson and carried to approve the memo and its distribution through the payroll process in April.
2. **OSHA Training:** Ms. McKillip submitted a memo concerning OSHA mandatory training classes available to county employees. For those employees who have not yet attended an OSHA mandatory training meeting, they may attend meetings held on Wednesday, March 17 at 9:00 a.m. at the Administration Center, or Tuesday, March 23 at 9:00 a.m. at the Government Center. The meetings will be conducted by Nurse Jane McIntyre of the Health Department. Ms. McKillip will contact all elected Officials and Department Heads.
3. **YMCA Weight Loss Challenge:** Ms. Brittany Campbell, Benefits Representative, informed the Board of the weight loss challenge with the City of Kokomo as part of the YMCA StrongKids Campaign. There is a fee of \$25.00 that allows participants access to several areas of the YMCA and the challenge is for six weeks. At the completion of the six weeks, the one who has lost the most weight is designated the winner of the challenge. Last Friday was the final day to sign up and there were twelve employees who signed up and were weighed in. Mr. Trine and the Personnel Department are also working on other discounted opportunities and health incentives for the County's employees.

#### **IN THE MATTER OF THE INTERIOR DESIGN BIDS:**

The Interior Design bids were received and opened at the March 1<sup>st</sup> Commissioner Meeting, where the Commissioners took them under advisement for further review (*please refer to page four, "In The Matter Of Opening Of Bids For Interior Design Of The Administration Center And Government Center", of the Regular Meeting dated March 1, 2010*). The bids were received as follows:

DLZ	\$39,800.00
French Associates	\$ 6,970.00 + reimbursable costs
krM Architecture +	\$15,000.00

A motion was made by Mr. Thompson, seconded by Mr. Moore and carried to reject all bids.

\*The Patient Assistance Discount Prescription Card matter that was tabled at the March 1<sup>st</sup> meeting is still on the table at this time.

#### **IN THE MATTER OF THE REGION 4 WORKFORCE BOARD:**

Mr. Larry West, Region 4 Chair, came to the podium to submit a presentation of the Region 4 Workforce Board. Region 4 is a twelve county area that includes Benton, Carroll, Cass, Clinton, Fountain, Howard, Miami, Montgomery, Tippecanoe, Tipton, Warren and White counties. Mr. West made the following introductions:

Roger Feldhaus	Executive Director
Terri Simons	Talent Team Leader WorkOne Kokomo Center
Rene Reshkus	WorkOne Office Manager
Treva Nichols	WorkOne Talent Team Leader, JobWorks
Don McCreary	Director & Program Manager Entrepreneurial Education, Inventrek Technology Park

Mr. Feldhaus reviewed the presentation with the Board of Commissioners. Ms. Treva Nichols spoke concerning work with clients in the area of job assistance, workshop training and job search workshops, as part of the American Recovery Act. Mr. Don McCreary spoke about his experience with WorkOne. As a displaced engineer from Delphi, he was counseled by WorkOne. He remarked that they “bent over backwards” to help him. Often the employees at WorkOne catch the brunt of frustration of the displaced workers that seek help. WorkOne continues to keep professional even in the face of challenging situations. Mr. McCreary is now employed with Inventrek Technology Park. He expressed gratitude to WorkOne and refers their services to others. He also thanked the Board of Commissioners for their appointments to the Region 4 Workforce Board.

#### **IN THE MATTER OF A FOURTH FLOOR SECURITY ISSUE IN THE ADMINISTRATION CENTER:**

On behalf of Recorder Linda Koontz, Chief Deputy Brook Cleaver submitted a security issue concerning the fourth floor of the Administration Center. There is a vault on the fourth floor that houses old property records. The present policy for researchers is to give them the key that allows access to the vault to review the old records. There are two record books missing and Ms. Koontz is requesting an Ordinance to keep the door to the vault room locked and allow researchers to review the books in the Recorder or Auditor office, after they have been retrieved by a Recorder or Auditor Office employee. The Recorder’s Office is currently in the process of digitalizing research, minimizing the need to frequent the vault. Mr. Murrell confirmed that this does not need to be an Ordinance but can be listed as a policy. While information has to be available to the public, it is within the right of the Board of Commissioners to restrict access to the areas that house the information, as they see fit. Mr. Thompson is working with Security and Maintenance on this issue before preparing a policy resolution and Ms. Koontz has a plan in place during the interim.

#### **IN THE MATTER OF PUBLIC COMMENT:**

President Trine opened the floor for public comment as follows:

Jerry Paul – Mr. Paul believes the POW / MIA flags should be flown at the Courthouse and he is willing to donate the flag for this purpose.

Mr. Thompson informed Mr. Paul and the Board that he has been in communication with Scott Reed concerning flying the State Flag as well as the POW / MIA flag. There is a precedence procedure that must be followed and the Board of Commissioners will review this matter.

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

Auditor Ann Wells submitted the following Claims and Reports for the Commissioners’ information and approval:

1. **Salary Claims:** Commissioners’ Salary, hourly and overtime claims payable March 19 & 26, 2010, in the amount of \$346,484.04 each were approved on a motion made by Mr. Thompson and seconded by Mr. Moore.
2. **Operating Claims:** The Commissioners’ Operating claims, payable today, in the amount of \$274,736.85 were submitted and reviewed. A motion was made by Mr. Moore to approve the Operating Claims payable today. The motion was seconded by Mr. Thompson and carried.

3. **Treasurer's Report:** The County Treasurer's Report for the month ending February 28, 2010, was submitted and accepted on a motion made by Mr. Thompson and seconded by Mr. Moore.

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

Attorney Larry Murrell submitted the following issues for the Board's information and approval:

1. **Resolution No. 2010-BCCR-05:** This Resolution amends the Rules of Procedure For Scheduling And Conduct of Meetings and Transaction of Business, and adds Rule No. 3 – Advance Execution of Documents (*please refer to page four, item 3, "In The Matter Of County Attorney Issues" of the Regular Meeting minutes dated March 1, 2010*). A motion was made by Mr. Moore, seconded by Mr. Thompson and carried to approve Resolution No. 2010-BCCR-05 as submitted.
2. **Ordinance No. 2010-BCCO-09:** Ordinance No. 2010-BCCO-09 is a joint ordinance of the Howard County Board of Commissioners and the Howard County Council, modifying the Request For Electronic Data form. Several years ago, legislation from the State addressed the production of electronic data records, allowing local governments to pass an ordinance restricting requests for electronic data for commercial purposes. As a part of that Ordinance, a uniform Request for Electronic Data form was adopted that must be completed by the requester, certifying that the request was not for commercial purposes. Since the passage of that Ordinance, it has been found that some of the certifications have been false, and this joint Ordinance revises the form, giving Howard County the right to review and validate the certificate before producing the electronic data records. This will help guard against Asset Recovery companies using county records to solicit taxpayers, as Howard County can reject requests. At the conclusion of discussion, a motion was made by Mr. Thompson to approve Ordinance No. 2010-BCCO-09 and forward the Ordinance to the County Council. The motion was seconded by Mr. Moore and carried.

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

##### **Commissioner Moore:**

Last Wednesday Mr. Moore attended his third Drug Court Graduation ceremony. He was moved by the ceremony and the comments of the graduates as they received their certificates. He commended Judge Menges and his staff.

Mr. Moore commended Captain Vincent on the successful completion of the Jail Annual Report and the statewide recognition the report received. Captain Vincent replied that he would pass the commendation along to the rest of the jail staff.

Concerning the media article surrounding a comment from Mayor Goodnight about the County and City consolidation, and e-mails from Councilman Wyman on the subject, Mr. Moore feels that it is timely and much needed. He is concerned that it be done the right way with the right people involved.

##### **Commissioner Thompson:**

Mr. Thompson submitted two requests to use the Courthouse sidewalks as follows:

Blue Star Mothers	Saturday, May 8, 2010	Prayer Vigil for Active Military and families
National Day of Prayer	Thursday, May 6, 2010 Noon – 1:00 p.m.	Prayer for the National and Local leaders

A motion was made by Mr. Thompson to approve both requests and allow use of the Courthouse sidewalks for the events. The motion was seconded by Mr. Moore and carried.

Mr. Thompson also congratulated Captain Vincent and the jail staff for the successful Annual Report and recognition given by the Indiana Sheriff's Association.

The National 2010 Census has begun.

In response to consolidation discussion, Mr. Thompson asked that the following comment be included in the minutes.

“A couple of months ago, I contacted representatives from both the Kokomo Perspective and the Kokomo Tribune about the media being actively involved when the County and City meet to discuss consolidation issues. ‘Consolidation is critical if our community is to prosper’.

My opinion is that in order to accomplish meaningful consolidation, we must have fair and open dialog between the County and the City. I believe a representative from both newspapers should be present at all meetings’ including meetings where both elected officials and the general public are in attendance.

No consolidation issues should be discussed or meetings held without the media present.”

**Commissioner Trine:**

Concerning Consolidation discussion, Mr. Trine believes the Board members and Attorney Murrell should set a meeting date to discuss what services can be consolidated, before involving the County Council, City of Kokomo and the media. County government is different than municipal government and it has mandated services that must not be neglected. Un-mandated services must also be reviewed. He believes there is some misconception about the Kernan Shepherd Report concerning consolidation and expected monetary savings.

At the February 23<sup>rd</sup> Council Meeting, President Miller appointed a committee to consider and determine New Business Grant Request Criteria (*please refer to page two, “In The Matter Of New Business Grant Requests From The EDIT Fund”, of the Regular Council meeting minutes dated February 23, 2010*). Mr. Trine reported that criteria determination is still being discussed. At this time the two grant requests forwarded to the Council are for \$5,000.00 each. The committee is considering looking at operation costs and possibly assisting with lease arrangements.

An informal request has been received by Baja Burrito, for New Business Assistance in Downtown Kokomo, in the amount of \$5,000.00. A motion was made by Mr. Moore, seconded by Mr. Thompson and carried to approve assistance to Baja Burrito, in an amount not to exceed \$5,000.00, and forward the recommendation to the County Council.

Mr. Trine has been contacted by Russiaville concerning their request for assistance from the EDIT fund (*please refer to page seven, “In The Matter Of Commissioner Issues” of the Regular Meeting dated February 15, 2010*). There were concerns that the request to assist with an equipment purchase would not fall within EDIT guidelines. Russiaville has rescinded that request in favor of assistance with closing costs for the purchase of a Community Center. This request is more in line with EDIT criteria and will be considered by the Board. Mr. Moore also believes that criteria should be expanded to all Howard County locations and not just downtown Kokomo.

Mr. Trine attended the Road School at Purdue University. He believes it would be a very positive thing for every 8<sup>th</sup> grade student in Indiana to visit the college of their choice and be a part of the atmosphere of learning.

There being no further business to come before the Board at this time, the meeting was adjourned at 10:00 a.m. on a motion made by Mr. Moore and seconded by Mr. Thompson.

**HOWARD COUNTY BOARD OF COMMISSIONERS**

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DAVID A. TRINE, PRESIDENT

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WILLIAM THOMPSON, VICE PRESIDENT

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TYLER O. MOORE, MEMBER

ATTEST:

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ANN WELLS, AUDITOR

Howard County Board of Commissioner Meeting March 15, 2010