

HOWARD COUNTY COUNCIL REGULAR MEETING OCTOBER 28, 2008

The Howard County Council met Tuesday, October 28, 2008 at 7:00 p.m. in Room 338 of the Howard County Administration Center. Those present included President Richard Miller, Vice President James Papacek and Members Stanley Ortman, Leslie Ellison, Jeff Stout, Joseph Pencek and Paul Wyman.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Miller.

IN THE MATTER OF THE APPROVAL OF MINUTES:

The minutes of the Regular Meeting held August 19, 2008, 2009 Budget Hearings held August 20 and 21, 2008, and the Final Budget Hearing held September 3, 2008, having been previously submitted and reviewed, were approved on a motion made by Mr. Papacek and seconded by Mr. Stout.

IN THE MATTER OF COUNCIL OPENING COMMENTS:

Councilman Pencek addressed the Council by reading a statement regarding the present economic crisis, not only in the United States, but on a global level. Because economic conditions have changed since the budget hearings in August, Mr. Pencek would like the Council to ask all county officials to cut their 2009 budget by 10%. He invited discussion concerning this request.

Councilman Papacek agrees with Mr. Pencek that being pro-active will be much more effective than being re-active concerning the present economic crisis, but feels that asking the departments to cut their budget by 10%, at this time, is a little premature. He would recommend directing the departments to review their budgets in anticipation of possible future cuts, and wait to see what tax money is received.

Auditor Wells confirmed that the 2009 Budget has been sent to the State but has not yet received approval. After tax rates have been approved, appropriations can be reduced.

Mr. Pencek then made a motion to direct the County Council to ask all department heads and elected officials to cut 10% from their 2009 budget.

Mr. Wyman gave his support to the reduction of employees through attrition. He believes cutting 10% of a budget must mean reducing the number of employees but believes that firing employees, tomorrow, is not what should be done. He believes that when an employee leaves their position through retirement or resignation, that position should not be filled unless suitable justification can be given to the Council for their approval. He believes attrition, along with a hiring freeze, would effectively reduce the budget.

At the conclusion of this portion of the discussion Mr. Pencek withdrew his motion. Assuming that by January, 2009, we will know what the State has approved of our budget, and have a better understanding of what our revenue will be for the year 2009, a motion was made by Mr. Papacek and seconded by Mr. Stout to table this discussion and add it to the Agenda of the January 2009 meeting. Discussion continued.

It was suggested that word be given, now, to department heads and elected officials concerning the possible need to make budget decreases. Discussion continued with several voicing opinions and concerns with the interruption of services because of budget cuts. Councilman Ortman replied, "As Councilman I don't want to run your departments. Our job is to set our budgets; your job is to deal with what you've been given to run them. Now, if that results in reduced public services, then we've kind of given the public notice that, hey, there's going to be some services reduced here, if that's what it comes down to. We're gonna do what we can afford." At the conclusion of this discussion, the previous motion made by Mr. Papacek and seconded by Mr. Stout, was carried. Councilman Pencek thanked the Council for allowing this discussion.

IN THE MATTER OF ORDINANCE NO. 2008-HCCO-30 - ADDITIONAL APPROPRIATIONS:

Ordinance No. 2008-HCCO-30 - Additional Appropriations was read in full one time by Auditor Ann Wells and acted upon as follows:

<u>004</u>	<u>Howard County Department of Child Services</u>	REQUESTED:	APPROVED:
32500.00	Care of Wards in Foster Homes	\$ 550,000.00	\$ 550,000.00
32520.00	Care of Wards in Institutions - Child Welfare	\$ 100,000.00	\$ 100,000.00
32820.00	Care of Wards in Institutions - Probation	\$ 450,000.00	\$ 450,000.00

Marilyn Robinson, Director of the Local Office in Howard County of the Department of Child Services was in attendance to submit and justify the need for the above listed appropriations request. She mentioned increases in case loads in the Probation and Child Services department. The 2008 budget process for Child Services only allowed for a three month operating balance. That, along with the increase in caseloads accounts for the need for more funds. Also submitted is a listing of Senate Bill 400 October 2008 Update. The Family & Children Fund will be moved to the State as of 2009. For those bills that were incurred in 2008 but not submitted until 2009, the County will be responsible to pay. There is sufficient cash in the fund to cover these requests. It is Ms. Robinson's understanding that any money left in the fund after bills have all been paid, goes back to the County.

A motion was made by Mr. Papacek, seconded by Mr. Ellison and carried to approve the appropriations as listed above.

TOTAL CHILD SERVICES FUND \$ **1,100,000.00** \$ **1,100,000.00**

252 **Howard County Jail & Juvenile COIT Fund**

35 37 38

01112.00	Director	\$ 1,248.00	\$ 1,248.00
03220.00	Utilities	\$ 25,000.00	\$ 25,000.00
035-3263.01	Mental Health Diagnostics	\$ 10,000.00	\$ 10,000.00

When former Director Jan Weaver left in January, her vacation was paid out. This left a shortfall in her salary line item. The request is to provide sufficient funds through the end of the year. The \$10,000.00 request for Mental Health Diagnostics is to continue to grow the program. To date, the program has brought in \$56,980.00. For every \$17.50 the County contributes, \$43.40 is received.

The requests were approved as submitted on a motion made by Mr. Ortman and seconded by Mr. Stout.

TOTAL JAIL & JUVENILE \$ **36,248.00** \$ **36,248.00**

268 **Howard County Youth Center DMHA Grant**

01111.00	Wrap-around Facilitator	\$ 6,100.00	\$ 6,100.00
01521.00	FICA	\$ 485.00	\$ 485.00
01522.00	PERF	\$ 546.00	\$ 546.00
01523.00	Insurance	\$ 2,700.00	\$ 2,700.00
03515.00	Unemployment Compensation	\$ 464.00	\$ 464.00
02360.00	Office Supplies	\$ 200.00	\$ 200.00
02371.00	Other Supplies	\$ 200.00	\$ 200.00
03212.00	Postage	\$ 150.00	\$ 150.00
03321.00	Mileage	\$ 250.00	\$ 250.00
03216.00	Communications	\$ 1,500.00	\$ 1,500.00
04722.00	Computer	\$ 1,400.00	\$ 1,400.00

Mr. Kelley informed the Council of a request received by Kinsey Youth Center from the Department of Mental Health & Addictions. They asked if Kinsey would consider providing a service that had been previously provided by Howard Regional Hospital. There are four years left of the grant that funds the position of Wrap-around Facilitator. The Wrap-around facilitator is similar to a caseworker who receives referrals from mental health agencies, schools, Child Protection Services and juvenile probation, and "wraps" them in services for whatever the child or family needs to help them. He believes this program is good for the kids of Howard County, trying to keep them out of residential treatment facilities. Also, this is a reimbursable account.

A motion was made by Mr. Ortman, seconded by Mr. Pencek and carried to approve the appropriations from Howard County Youth Center DMHA Grant as submitted.

TOTAL DMHA GRANT FUND \$ **13,995.00** \$ **13,995.00**

IN THE MATTER OF RESOLUTION NO. 2008-HCCR-20 - TRANSFERS:

Auditor Ann Wells read Resolution No. 2008-HCCR-20 - Transfers in full one time and they were acted upon as follows:

	Transfer From:	To:	Amount Requested:	Allowed:
<u>001</u>	<u>Howard County General Fund</u>			
<u>005</u>	<u>Howard County Sheriff</u>			
01117.00	Captain	01119.07 Deputy Overtime	\$ 25,000.00	\$ 25,000.00

Sheriff Talbert has not yet filled the Patrol Captain's position because he doesn't have enough Deputies. Money is needed in the Deputy's Overtime line item.

The transfer request of \$25,000.00 from line item 01117.00, Captain to line item 01119.07, Deputy Overtime was approved on a motion made by Mr. Papacek and seconded by Mr. Stout.

Sheriff Talbert took this opportunity to give several checks to Auditor Wells from the Department of Corrections, in the amount of \$55,860.00 for prisoner hold. Those will be receipted into the County General Fund.

<u>007</u>	<u>Howard County Extension Office</u>			
01117.00	Part Time	03212.00 Postage	\$ 300.00	\$ 300.00

Susan Neher requested this transfer based on a need for extra postage.

A motion was made by Mr. Wyman, seconded by Mr. Ortman and carried to approve the transfer of \$300.00 from line item 01117.00, Part Time, to line item 03212.00, Postage.

<u>008</u>	<u>Howard County Superior Court II</u>			
01119.00	Secretary	02330.03 Uniform-Security Officer	\$ 800.00	\$ 800.00

On behalf of Judge Jessup, Superior Court II Security Officer Steve Arnold submitted this request for a transfer of funds into Uniform - Security Officer for the purpose of paying for a new firearm and applicable equipment, as part of the Sheriff's Firearms Transition project. The present firearm belongs to Mr. Arnold. This new firearm would belong to Superior Court II.

The transfer was approved as submitted on a motion made by Papacek and seconded by Mr. Ellison.

When questioned, Sheriff Talbert reminded the Council that the Court Security Officers are not a part of the Sheriff's Department. He did request that if the County does purchase firearms for the Courts, that the security weapons be inspected annually with the Sheriff's Deputies and Corrections Officers. This project was done as a suggestion from the Insurance Company. This will insure lower rates and afford all the officers a uniform weapon.

<u>016</u>	<u>Howard County Election Board</u>			
04721.00	Equipment	03213.00 Travel	\$ 1,000.00	\$ 1,000.00
04721.00	Equipment	01113.00 Absentee Board	\$ 4,000.00	\$ 4,000.00

On behalf of Clerk Mona Myers, President Miller justified the transfer requests to the Council due to the increase of absentee and early voting. She is also adding personnel to some of the precinct locations.

A motion was made by Mr. Papacek, seconded by Mr. Ortman and carried to approve the transfer of \$1,000.00 from line item 04721.00, Equipment, to line item 03213.00, Travel and \$4,000.00 from line item 04721.00, Equipment to line item 01113.00, Absentee Board.

<u>003</u>	<u>Howard County Treasurer</u>			
03121.00	Maintenance & Serv Contracts	01114.01 Job Share	\$ 400.00	\$ 400.00
03121.00	Maintenance & Serv Contract	01117.00 Part Time	\$ 100.00	\$ 100.00
03120.00	Contract Services	01117.00 Part Time	\$ 76.98	\$ 76.98
03260.00	Dues & Subscriptions	01117.00 Part Time	\$ 12.48	\$ 12.48

Treasurer Martha Lake expressed appreciation to the Council for their work for Howard County. She justified her requests for transfers by reminding them of the two page tax bills sent out this year and the extra man power needed to complete the job.

The transfers were approved as submitted on a motion made by Mr. Wyman and seconded by Mr. Ellison.

IN THE MATTER OF SALARY ORDINANCE NO. 2008-HCCO-31 - AMENDING SALARY ORDINANCE FOR 2008:

Salary Ordinance No. 2008-HCCO-31 - Amending Salary Ordinance For 2008 was read in full by Auditor Ann Wells and acted upon as follows:

<u>001</u>	<u>Howard County General Fund</u>	REQUESTED:	APPROVED:
<u>003</u>	<u>Howard County Treasurer</u>		
01117.00	Part Time Hourly Maximum currently \$8.00	Hourly Maximum to \$9.00	\$ 9.00

Ms. Lake has a part time employee who recently retired from a job share position in the Treasurer's office making \$12.00 per hour. As a part time person he would make \$8.00 per hour. Ms. Lake would like to increase it to a rate closer to what he previously made.

A motion was made by Mr. Papacek, seconded by Mr. Ellison to approve the maximum hourly rate in the Treasurer's Office to \$9.00 per hour.

<u>925</u>	<u>Howard County Community Corrections</u>		
	Community Service Coordinator / currently \$29,741	\$ 30,882.00	\$ 30,882.00

Community Corrections Director Steve Maus requested an increase in the Community Service Coordinator position from \$29,741.00 to \$30,882.00. That position had originally been a part time position. It has grown into a full time position and many other duties have been added to it that Mr. Maus feels justifies the increase. The services of the Community Service Coordinator are used mostly by Superior Court III, and Judge Tate endorses this request. The request has been recommended by the Community Corrections Board, PAC Committee and the Board of Commissioners. This request will make the Community Service Coordinator Position's salary equal with the Detention Coordinator's salary.

The request to increase the salary of the Community Service Coordinator from \$29,741.00 to \$30,882.00 was approved on a motion made by Mr. Papacek and seconded by Mr. Stout.

IN THE MATTER OF THE COUNTY COUNCIL PROPERTY TAX BUDGET REVIEW FOR BUDGET YEAR 2009:

President Miller informed the Council of submitted County Council Property Tax Budget Reviews for the budget year 2009. The State's legislature has directed County Councils to now oversee all the County's taxing units' budgets. He instructed the council members to review the budget forms for discussion at November's Council meeting.

IN THE MATTER OF THE 2009 COUNCIL MEETING SCHEDULE:

Auditor Ann Wells submitted copies of the proposed 2009 Council Meeting dates for Council review and approval. At the conclusion of review and discussion, the 2009 Council Meeting dates were approved on a motion made by Mr. Ortman and seconded by Mr. Papacek.

IN THE MATTER OF APPOINTMENT TO THE LOCAL COORDINATING COUNCIL:

The Council has been informed that as a result of the recent change in by-laws of the Local Coordinating Council, they have been asked to make one appointment to the LCC. The appointment will be addressed at the November meeting.

IN THE MATTER OF FURTHER COUNCIL COMMENT:

Councilman Wyman reported that the Kokomo Downtown Association held their annual Oktoberfest with record attendance.

Mr. Wyman attended the Association of Indiana Counties Fall Conference. He reported that much of the conversation was dominated by questions concerning the upcoming shortfall of revenue and what could be done about it. Another topic of conversation was the current Shepherd Report. Mr. Wyman is willing to share information with other Council members.

IN THE MATTER OF PERSONNEL DEPARTMENT ISSUES:

Personnel Department Director Wanda McKillip submitted the following issues for Council information and approval:

1. **Employee Flu Shots:** Flu shots will be available October 30 - 31 to Howard County Employees and their dependant / household. The shots are available due to the generosity of the Board of Commissioners and the County Council and Ms. McKillip thanked them on behalf of the employees.
2. **Change In Life Insurance:** The Personnel Office was informed, several weeks ago, that Lafayette Life Insurance is terminating all group coverage. On October 20, 2008, the Board of Commissioners approved group and voluntary life insurance through Standard Life, effective November 1, 2008.
3. **Employee Retirement Seminar:** Along with the City of Kokomo, Howard County Library and Center Township, the Personnel Office will host a Retirement Seminar on Thursday, November 13, 2008. The seminar will be located in Room 101 of the Government Center on East Mulberry Street. Representatives from Social Security / Medicare, Retired Indiana Public Employees and Public Employee Retirement Fund will be there. Employees who are age fifty or over are invited to attend.
4. **Employee Benefit & Wellness Appreciation Day:** The first employee Health Fair was worth the effort and was well received. This was a joint venture with the City of Kokomo, the Library and Center Township. She will plan on holding a 2nd appreciation day. The cost to the County was \$170.00 and several door prizes were distributed.
5. **Anthem Insurance:** Ms. McKillip will be receiving the 2009 Anthem Renewal soon. She is hoping it will be the same as last year, which will mean our premiums have stayed at the same level for the fourth year in a row.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert submitted the following issues for Council information and approval:

1. **Sheriff Commissary Report:** Sheriff Talbert submitted the Monthly Commissary Report for the month of September, 2008. Debits totaled \$9,239.66 and credits totaled \$17,271.97. Sheriff Talbert apologized for not submitting the August report.
2. **Memorandum Of Understanding:** Sheriff Talbert submitted a Memorandum of Understanding Regarding Uses of Sheriff's Commissary Fund. He cited an example of how the Commissary Fund does help the County save money. Nurse Supervisor Andrea Stonestreet was able to find a facility that will serve health needs of female inmates at a considerable savings above what we are currently paying. That facility requires that the bill be paid at the time of service. That can be accomplished through the Commissary Fund. The Fund can then be reimbursed. There have been some issues with the State's guidelines as to the proper use of the Commissary Fund, so the Sheriff has worked with Attorney Murrell in creating proper guidelines regarding the fund. Mr. Murrell suggested this MOU be reviewed then acted upon at the November Council Meeting. Discussion pertaining to the Memorandum ensued.
3. **Extra Patrol For Halloween:** Sheriff Talbert is planning to use extra patrol personnel for Friday night, Halloween. The Commissary Statute allows the Sheriff to pay for temporary help out of the Commissary funds.
4. **Last Day Voter Registration:** Sheriff Talbert reported that 1,739 people were screened at the Courthouse on the final day of registration for the November elections. Courthouse security worked very hard to try to minimize standing time in the security line. President Miller commended Sheriff Talbert on the "highest professionalism" shown by the security officers as they proceed in their job. They average about 650 people per day. Mr. Stout commented that he would be interested in a listing of weapons confiscated at the security checkpoint.

There being no further business to come before the County Council at this time, the meeting was adjourned at 8:50 p.m. on a motion made by Mr. Papacek and seconded by Mr. Stout.

HOWARD COUNTY COUNCIL:

RICHARD A. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

PAUL G. WYMAN, COUNCILMAN

LESLIE ELLISON, COUNCILMAN

STANLEY ORTMAN, COUNCILMAN

JEFFREY STOUT, COUNCILMAN

JOE PENCEK, COUNCILMAN

ATTEST:

ANN WELLS, AUDITOR

Howard County Council Meeting October 28, 2008