

HOWARD COUNTY COUNCIL REGULAR MEETING NOVEMBER 27, 2012

The Howard County Council met in Regular Session on Tuesday, November 27, 2012, at 4:00 p.m. in Hearing Room 338 of the Administration Center. Those in attendance included President Richard Miller, Vice President Stan Ortman, and members Jeff Stout, Joseph Pencek, Dwight Singer, and John Roberts. Mr. Ellison was absent. Also present were County Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by Sheriff Rogers and conducted by President Richard Miller.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the October 23, 2012 Regular Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Stout and seconded by Mr. Pencek.

At this time Councilman Dwight Singer led the Council in a word of prayer.

IN THE MATTER OF ORDINANCE NO. 2012-HCCO-31 – ADDITIONAL APPROPRIATIONS:

Auditor Ann Wells read Ordinance No. 2012-HCCO-31 – Additional Appropriations through one time and it was acted upon as follows:

| <u>001</u> | <u>Howard County General Fund</u> | <u>Amount</u> | <u>Allowed:</u> |
|-------------------|---|--------------------------|------------------------|
| <u>023</u> | <u>Howard County Commissioners</u> | <u>Requested:</u> | |
| 01523.00 | Insurance | \$ 550,000.00 | \$ 550,000.00 |

Auditor Wells informed the Council that there is a shortage in the Employee Insurance Fund because of the rate change in February, and adding the 5th week of the month payment. She and Chief Deputy Laurie Martin believe this will be enough to see us through the end of this year.

A motion was made Mr. Ortman to approve the request of \$550,000.00 to line item 01523.00, Insurance. The motion was seconded by Mr. Singer and carried.

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|-------------------|--|-----------|-----------|
| <u>028</u> | <u>Howard County Weights & Measures</u> | | |
| 03241.00 | Printing | \$ 200.00 | \$ 200.00 |

Weights & Measures Inspector Gary Gist began his request by thanking the Howard County Board of Commissioners and the County Council for their assistance in getting his department organized. He also thanked Auditor Wells and EMA Director Larry Smith for their help. This request will properly fund the books needed for his department, as well as the seals needed to display on gas pumps when they've been inspected.

A motion was made by Mr. Singer to approve the request of \$200.00 to line item 03241.00, Printing. The motion was seconded by Mr. Stout and carried.

Mr. Gist fielded several questions from the Councilman, and invited the Councilmen to ride with him for inspections, if they would like. In response to a question posed by Mr. Ortman, Mr. Gist informed the Council that new brochures are being made by the Kokomo Career Center and the Center will invoice Weights and Measures in 2013.

IN THE MATTER OF RESOLUTION NO. 2012-HCCR-36 – TRANSFERS:

Resolution No. 2012-HCCR-36 – Transfers was read in full one time by Auditor Ann Wells, and acted upon as follows:

| | Transfer From: | To: | Amount | Allowed: |
|-------------------|--|--------------------|---------------|-----------------|
| <u>001</u> | <u>Howard County General Fund</u> | | | |
| <u>003</u> | <u>Howard County Treasurer</u> | | | |
| 01117.00 | Part Time | 01114.01 Job Share | \$ 1,500.00 | \$ 500.00 |

Because of the additional Tax Sale, this year, Treasurer Martha Lake is requesting this transfer to cover the extra hours put in by her job share people. She believes she will only need \$500 in lieu of the \$1,500 requested. All of the fall payments have been processed, collecting 97% of the tax dollars for the County.

A motion was made by Mr. Singer to approve the transfer of \$500.00 (in lieu of \$1,500) from 01117.00, Part Time to 01114.01, Job Share. The motion was seconded by Mr. Ortman and carried.

| | | | | |
|-------------------|--|------------------|-------------|-------------|
| <u>007</u> | <u>Howard County Extension Office</u> | | | |
| 02360.00 | Supplies | 03212.00 Postage | \$ 1,500.00 | \$ 1,500.00 |

Mr. Marcellino was not able to attend the meeting so Auditor Wells read a letter of justification for his transfer request. The Extension Office would like to purchase postage stamps before the rates go up in 2013.

The request to transfer \$1,500.00 from 02360.00, Supplies, to 03212.00 Postage was approved on a motion made by Mr. Ortman and seconded by Mr. Singer.

| | | | | |
|-------------------|--|-------------------|-------------|-------------|
| <u>016</u> | <u>Howard County Election Board</u> | | | |
| 02360.00 | Office Supplies | 03241.00 Printing | \$ 1,050.00 | \$ 1,050.00 |

Clerk Kim Wilson explained that this transfer request is to pay for extra poll books for locations that housed more than one precinct, for the November election.

A motion was made by Mr. Stout to approve the transfer of \$1,050.00 from 0236.00, Office Supplies, to 03241.00, Printing. The motion was seconded by Mr. Ortman and carried.

| | | | | |
|-------------------|---|--------------------------|-------------|-------------|
| <u>042</u> | <u>Howard County EMA – SARA Right to Know Fund</u> | | | |
| 03215.00 | Training | 02365.00 Hazmat Supplies | \$ 2,000.00 | \$ 2,000.00 |

EMA Director Larry Smith was not able to attend the meeting and no written explanation was available. Chief Deputy Laurie Roper explained that the funds were needed to cover Emergency Hazmat Supplies purchased for Kokomo Fire Department, for the Emergency Plan.

A motion was made by Mr. Ortman, seconded by Mr. Singer and carried to approve the transfer request of \$2,000.00 from line item 03215.00, Training, to 02365.00, Hazmat Supplies.

| | | | | |
|-------------------|--|-------------------------|-----------|-----------|
| <u>115</u> | <u>Howard County Sheriff Inmate Work Program Fund</u> | | | |
| 02253.00 | Supplies | 03252.00 Repair & Maint | \$ 450.00 | \$ 450.00 |
| 04721.00 | Capital Outlay | 03252.00 Repair & Maint | \$ 500.00 | \$ 500.00 |

Sheriff Steve Rogers informed the Council that these transfer requests were to cover the costs of repair, maintenance, and winterization of the X-Mark mowers used by the Inmate Work Crew.

A motion was made by Mr. Stout, seconded by Mr. Pencek and carried to approve the transfer of \$450.00 from 02253.00, Supplies, to 03252.00, Repair & Maintenance, and \$500.00 from 04721.00, Capital Outlay to 03252.00, Repair & Maintenance.

| | | | | |
|-------------------|---|--------------------------|--------------|--------------|
| <u>150</u> | <u>Howard County Cumulative Capital Fund</u> | | | |
| 03251.00 | Building & Structure Repair | 04724.00 Building Repair | \$ 47,000.00 | \$ 47,000.00 |

Commissioner Paul Wyman justified this request as a transfer of funds to complete the Howard Haven Roofing Project.

The transfer of \$47,000 from 03251.00, Building & Structure Repair, to 04724.00, Building Repair was approved on a motion made by Mr. Singer and seconded by Mr. Pencek.

| 285 | | <u>Howard County Auditor Ineligible Homestead Fund</u> | | | |
|------------|--------------------------|---|-----------------|--------------|--------------|
| 03000.00 | Other Services & Charges | 01112.00 | Hourly/Overtime | \$ 17,780.00 | \$ 17,780.00 |
| 03000.00 | Other Services & Charges | 01521.00 | FICA | \$ 700.00 | \$ 700.00 |

Auditor Ann Wells informed the Council that the Auditor's Office is only 2,757 pink forms short of having every pink form (Homestead Verification Information) on file for the Homestead properties. Employees are working overtime in the evenings and Saturdays to complete this project. Ms. Wells continued to give statistics concerning this process.

A motion was made by Mr. Ortman to approve the transfers as submitted. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF THE 2013 COUNCIL MEETING SCHEDULE:

Auditor Wells submitted the 2013 Council Meeting Schedule for the Council's review and approval. After reviewing the schedule, the 2013 Council Meeting Schedule was approved as submitted on a motion made by Mr. Stout and seconded by Mr. Ortman. Also, approval and appreciation for the 4:00 p.m. time slot was voiced by several councilmen. President Miller directed Auditor Wells to submit the schedule to IT for posting on the County's website, and to fax them to the media, before January 1, 2013.

IN THE MATTER OF POSITION REHIRE REQUESTS FOR THE PROSECUTOR'S OFFICE:

Prosecutor Mark McCann submitted requests to rehire the following three positions: one (1) part-time Deputy Prosecutor Title IVD program to replace Deputy Prosecutor moving to the Public Defender's Office; one (1) Title IV-D Caseworker to replace employee moving to a court office; one (1) Criminal Enforcement Clerk in the Howard County Drug Task Force, moved in October to an accounting position. Mr. McCann fielded questions from the Councilmen, and discussion ensued pertaining to funding sources for these positions, the Council being able to fund these positions with future decreases in revenue, and the need to decrease personnel through attrition. At the conclusion of discussion a motion was made by Mr. Ortman, seconded by Mr. Stout and carried to approve the rehire requests as submitted.

IN THE MATTER OF A REHIRE REQUEST FOR THE PROBATION DEPARTMENT:

Chief Probation Officer Don Travis has a probation officer who is retiring after thirty (30) years of service to Howard County. The retire date is the end of January, 2013, but Mr. Travis would like to begin replacement search immediately to hire, and insure a smooth transition of clientele. Howard County will realize a significant savings in the replacement of this position because the retiring employee is at the higher end of the salary schedule and had a Master's Degree. The hiring of a much less experienced probation officer could save the County as much as \$22,119. There is pending legislation that would allow the State to reimburse the Chief Probation Officer's salary and the Assistant Chief Probation Salary. Mr. Travis continued to present statistics of his department, and at its conclusion a motion was made by Mr. Stout, seconded by Mr. Singer and carried to approve the rehire request in the Probation Department.

**For the record, President Miller confirmed that today's requests have been for "re-hire" of established and vacated positions. There are media outlets that suggest Howard County has established a "hiring freeze". What was actually established several years ago, was that any re-hire of a position, except for departments that operate 24/7, had to be brought to the Howard County Council for approval or denial. That is exactly what is being done. The Council never approved a hiring "freeze".

IN THE MATTER OF PERSONNEL ISSUES:

Personnel Director Wanda McKillip submitted the following issues for the Council's information and/or approval:

1. **Council Appointments:** Ms. McKillip submitted and distributed a listing of Council Appointments for 2013, for the Council's review. The Council will act on the appointments at a later meeting.
2. **Wellness Screenings:** Ms. McKillip reported that the Wellness Screenings for employees went very well, with positive results. Although the county will have to fund more of the insurance costs, up front, the Insurance Committee is hopeful that total costs will decrease in the long run.
3. **Open Enrollment:** Anthem Insurance Open Enrollment will be done on-line, this year. Packets have been submitted by the Personnel Office. Employees will have three weeks to enroll on-line. The Personnel Office will meet with individuals who need assistance with the on-line enrollment. There is no cost to the county for this on-line procedure and software.

*There being no further business to come before the County Council at this time,
the meeting was adjourned at 5:09 p.m. on a motion
made by Mr. Singer and seconded by Mr. Roberts.*

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

STAN ORTMAN, VICE PRESIDENT

JEFF STOUT, MEMBER

LESLIE ELLISON, MEMBER

JOSEPH PENCEK, MEMBER

JOHN ROBERTS, MEMBER

DWIGHT SINGER, MEMBER

ATTEST:

ANN WELLS, AUDITOR
Howard County Council Meeting November 27, 2012