

**HOWARD COUNTY COUNCIL REGULAR MEETING AUGUST 14, 2012
AND 2012 BUDGET SESSIONS AUGUST 15 AND 16 AND SEPTEMBER 5, 2012**

The Howard County Council met in Regular Session on Tuesday, August 14, 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 Leslie Ellison, Jeff Stout, Joseph Pencek, Dwight Singer, and John Roberts. Also present were County Attorney Larry Murrell and Auditor Ann Wells.

The meeting was called to order by President Richard Miller.

IN THE MATTER OF APPROVAL OF MINUTES:

Minutes of the July 24, 2012 Council Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Singer and seconded by Mr. Ellison.

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

IN THE MATTER OF RESOLUTION NO. 2012-HCCR-24 – TRANSFERS:

Auditor Ann Wells read Resolution No. 2012-HCCR-24 – Transfers in full one time and it was acted upon as follows:

	Transfer From:	To:	Amount Requested:	Allowed:
<u>252</u>	<u>Howard County Jail & Juvenile COIT Fund</u>			
<u>025</u>	<u>Howard County Jail</u>			
01119.01	Correction Officers	01120.00 Part Time Cook	\$ 11,200.00	\$ 11,200.00

Sheriff Steve Rogers was unable to attend the meeting. Auditor Wells read the submitted explanation for the transfer request, as an increase in kitchen and food preparation duties, due to the continuing population increases.

A motion was made by Mr. Stout to approve the request to transfer \$11,200 from line item 01119.01, Correction Officers to line item 01120, Part Time Cook. The motion was seconded by Mr. Pencek and carried.

IN THE MATTER OF A POSITION REHIRE REQUEST FOR ADULT PROBATION:

Chief Probation Officer Don Travis submitted a request to replace a probation officer that recently left the Department. She was an Adult Probation Officer with pre-sentence investigation and case load responsibilities. Mr. Travis continued to inform the Council that the Howard County Probation Department is one of the highest per capita in the state in producing pre-sentence background investigations (800 per year). These investigations are requested by a judge in order to make good and firm recommendations and risk assessments to the court regarding sentencing of the offender. At the conclusion of continuing explanation and comment, a motion was made by Mr. Ortman to approve the position rehire request for the Adult Probation Department. The motion was seconded by Mr. Roberts and carried.

IN THE MATTER OF DECLARATION OF COUNTY TAX RATES:

Auditor Ann Wells submitted the Declaration of County Tax Rates for the fiscal year October 1, 2012 - September 30, 2013, due September 15, 2012. The proposed rates remain the same as the previous year:

COIT (County Option Income Tax)		
	COIT	.007
	Jail & Juvenile	.002
	Tax Relief	.005
CEDIT (County Economic Dev Income Tax) .002		

A motion was made by Mr. Stout to approve the 2013 Declaration of County Tax Rates as listed and authorize the President to sign on behalf of the County Council, as well as the County Attorney and County Auditor. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF THE HOWARD COUNTY RECYCLING DISTRICT'S 2013 PROPOSED BUDGET:

Howard County Recycling District Director Mikki Jeffers submitted the 2013 proposed budget for the Recycling District, for its first reading. This year's budget reflects an increase to support a Warehouse Technician. Her programs have increased as follows:

Bio Hazard Recycling	65%
Recycling Bins	15%
Tire Recycling	33%
Paper Shredding	77%

Increase budget items:

- Increase Recycling Services to \$440,000
- Increase HHW (chemical disposal) programs by \$25,000
- New employee, \$28,000

The 2013 total proposed budget is \$1,414,000. At the previous Board Meeting Ms. Jeffers was directed by her Board to look into a Materials Recycling Facility. This facility would accept materials collected from the 15 satellite locations throughout the county, bale, and market the materials themselves, as a way to ease the recycling budget. This will take several years and a front load of expenses, but can prove to be advantageous and cost saving in the future. Ms. Jeffers believes the first step is to hire a professional to analyze the recycling needs of the community.

The Howard County Recycling Board approves the submitted proposed budget for 2013.

IN THE MATTER OF THE CONVENTION AND VISITORS BUREAU PROPOSED 2013 BUDGET:

On behalf of the Kokomo / Howard County Convention and Visitor's Center, Mr. Jeb Conrad, of the Greater Kokomo Economic Development Alliance, submitted the last reading of the 2013 proposed budget for the Bureau. Mr. Conrad listed events that happened as the CVB and Alliance began their partnership. Those included the streamlining of internal financial processing; new website; updated the visitor's app on Smart Phone; releasing new Visitor's Guide; OCRA Grant for Soccer Complex; signage in downtown Kokomo (grant). Copies of the 2013 Budget were in each Councilmember's Budget Book, and at that time, Mr. Conrad reminded the Council that the CVB is funded fully through the Innkeeper's Tax. Mr. Conrad reviewed the 2013 budget request with the Council and at his conclusion the 2013 Budget for the Kokomo/Howard County Conventions and Visitor's Bureau was approved on a motion made by Mr. Ortman and seconded by Mr. Ellison.

At this time Mr. Miller opened the floor for Public Comment concerning the Budget Session. There being no Public Comment at this time, the meeting was recessed to reconvene at 8:00 a.m. on Wednesday, August 15, 2012, on a motion made by Mr. Singer and seconded by Mr. Stout.

At 8:03 a.m. the 2012/2013 Budget Session was reconvened.

The Howard County Councilmen heard budget justifications from Office Holders and Department Heads, observing the following schedule.

8:00 a.m.	001-044	Superior Court IV	Judge George Hopkins
8:15 a.m.	001-014	Superior Court I	Judge William Menges
	001-045	Unified Court	Judge William Menges
	050-000	Jury Pay	Judge William Menges
	120-000	Drug Free Community Based Fund	Judge William Menges
8:30 a.m.	001-008	Superior Court II	Judge Brant Parry
8:45 a.m.	001-001	Clerk	Kim Wilson
	001-016	Election Board	Kim Wilson
	700-000	Clerk Document Storage Fee	Kim Wilson

Before Clerk Kim Wilson justified her budget requests for 2013, she submitted a request to rehire a full time position in the finance office that had been vacated. Part of that salary would be reimbursed from State Title IV-D funds. After listening

to the request, a motion was made by Mr. Ortman to approve the rehiring of the full time position in the finance office. The motion was seconded by Mr. Roberts and carried.

9:00 a.m.	001-005	Sheriff Department	Sheriff Steve Rogers / Captain Asher
	252-025	Jail & Juvenile COIT	Sheriff Steve Rogers / Captain Asher
	115-000	Sheriff Inmate Work Program	Sheriff Steve Rogers / Captain Asher
	256-000	Howard Co Courthouse Security	Sheriff Steve Rogers / Captain Asher
9:15 a.m.	001-017	Voters Registration	Carol Shallenberger / Beth Rakestraw
9:45 a.m.	001-004	Recorder	Brook Cleaver
	144-000	Recorder Perpetuation	Brook Cleaver
	232-000	Recorder ID Protection	Brook Cleaver
	283-000	County Elected Officials Training	Brook Cleaver
10:00 a.m.	001-030	Howard County Public Defender	Steve Raquet
10:15 a.m.	001-012	Prosecuting Attorney	Mark McCann
	001-036	Prosecutor IV-D	Mark McCann
	186-000	Pre-trial Diversion	Mark McCann
	198-000	Law Enforcement Fund	Mark McCann
	247-000	Prosecutor /Bad Check/Copy Fund	Mark McCann
	508-000	Stop Domestic Violence Grant	Mark McCann
	512-000	Drug Task Force Grant	Mark McCann
10:50 a.m.	001-007	County Extension	Paul Marcellino
11:00 a.m.	001-018	Buildings & Grounds Superintendent	Scott Reed

- LUNCH AT CRIMINAL JUSTICE CENTER -

1:15 p.m.	001-011	Center Township Assessor	Sheila Pullen
1:30 p.m.	001-010	County Assessor	Jamie Shepherd
	011-000	Reassessment	Jamie Shepherd
	069-000	Sales Disclosure Fees	Jamie Shepherd
2:00 p.m.	001-020	Howard Haven	Jennifer Vary
2:10 p.m.	001-015	Veterans Services	Bob Ladd
2:20 p.m.	010-000	Health Department	Kent Weaver
2:45 p.m.	001-023	Humane Society	Jean McGroarty
2:55 p.m.	001-022	County Museum	Dave Broman
	500-03226	EDIT Museum Op Expenses	Dave Broman
3:00 p.m.	001-029	Emergency Management	Larry Smith
	042-000	Sara Title	Larry Smith
3:35 p.m.	001-009	County Coroner	Jay Price
3:50 p.m.	001-003	Treasurer	Martha Lake

Budget Session is recessed at 4:00 p.m. to reconvene at 8:15 a.m. on Thursday, August 16, 2012.

8:15 a.m.	001-013	Circuit Court	Judge Lynn Murray
8:30 a.m.	077-000	Informal Probation Fees	Don Travis
	104-000	Juvenile Probation	Don Travis
	001-034	Adult Probation	Don Travis
	105-000	Adult Probation User Fees	Don Travis
	176-000	Adult Probation Admin Fees	Don Travis
	185-000	Drug & Alcohol User Fees	Don Travis
9:00 a.m.	252-035	Kinsey Youth Center	Brent Kelley
	252-037	Kinsey Youth Center Residential	Brent Kelley
	252-038	Kinsey Youth Center Secure Detention	Brent Kelley
	281-000	Kinsey FFT User Fees	Brent Kelley
9:15 a.m.	138-000	CASA	Katina Silvers
9:25 a.m.	002-000	Highway Department	Ted Cain
	006-000	Cumulative Bridge	Ted Cain
	007-000	Local Road & Street	Ted Cain
9:45 a.m.	001-033	Superior Court III	Judge Doug Tate

10:00 a.m.	001-023	Commissioners	Tyler Moore/Paul Wyman/Bill Thompson
	150-000	Cumulative Capital Development	Tyler Moore/Paul Wyman/Bill Thompson
	500-000	EDIT Fund	Tyler Moore/Paul Wyman/Bill Thompson
10:40 a.m.	001-028	Weights & Measures	Charlie Hackett
11:10 a.m.	500-03221	Governmental Coordinating Council	Larry Ives
11:20 a.m.	001-021	Plan Commission	Greg Sheline

- Lunch sponsored by Kinsey Youth Center -

1:10 p.m.	1222	Statewide 911	Nick Capozzoli
1:15 p.m.	001-031	Information Systems	Terry Tribby
	150-001	Cumulative Capital Info Systems	Terry Tribby
1:30 p.m.	001-032	Soil & Water Conservation	Rene Weaver / Shane Campbell
1:35 p.m.	001-006	Surveyor	Dave Duncan
	132-000	Surveyor Perpetuation	Dave Duncan
1:45 p.m.	012-000	Kitty Run Bond	Greg Lake
	015-000	Stormwater District	Greg Lake
2:30 p.m.	001-002	Auditor	Ann Wells
	046-000	Howard County Electronic Data	Ann Wells
	108-000	Plat Book Fees	Ann Wells
	285-000	Auditor Ineligible Homestead Fund	Ann Wells

The meeting was recessed at 3:25 p.m., to reconvene at 8:10 a.m. on Wednesday, September 5, 2012.

President Miller started today's Budget Session with regular Council business for the month of September.

IN THE MATTER OF ORDINANCE NO. 2012-HCCO-23 – ADDITIONAL APPROPRIATIONS:

Auditor Ann Wells read Ordinance No. 2012-HCCO-23 – Additional Appropriations through one time and it was acted upon as follows:

		AMOUNT REQUESTED:	ALLOWED:
<u>001</u>	<u>Howard County General Fund</u>		
<u>009</u>	<u>Howard County Coroner</u>		
03263.02	Autopsy & Lab	\$ 50,000.00	\$ 50,000.00

Coroner Jay Price estimates this is the amount needed to carry him through to the end of the year.

After answering several questions, a motion was made by Mr. Ortman to approve the request of \$50,000.00 to line item 03263.02, Autopsy & Lab. The motion was seconded by Mr. Singer and carried.

<u>013</u>	<u>Howard County Circuit Court</u>		
03212.00	Postage	\$ 300.00	\$ 300.00

Circuit Court Judge Lynn Murray could not be in attendance, so submitted a letter of justification for the additional postage money needed.

A motion was made by Mr. Singer to approve the request of \$300.00 to line item 03212.00, Postage. The motion was seconded by Mr. Stout and carried.

<u>023</u>	<u>Howard County Commissioners</u>		
03374.00	Care of Individuals	\$ 30,000.00	\$ 30,000.00

Chief Deputy Laurie Roper justified this request by explaining that this fund pays expenses of housing Howard County inmates in other facilities. Currently Howard County is sending female inmates to the Miami County Facility, until the Criminal Justice Renovation is complete in January of 2013.

A motion was made by Mr. Roberts, seconded by Mr. Stout and carried to approve the request of \$30,000.00 to 03374.00, Care of Individuals.

TOTAL GENERAL FUND	\$ 80,300.00	\$ 80,300.00
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010 Howard County Health Fund

01122.00	Overtime	\$ 2,500.00	\$ 2,500.00
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Health Department Director Kent Weaver informed the Council that one of his employees left the office, and that employee had accrued a significant amount of compensation hours that had to be paid. That left a small amount left in the Overtime line item and this Additional request is to put enough into the Overtime line item to see the office through the end of the year.

A motion was made by Mr. Ortman to approve the additional request of \$2,500.00 to line item 01122.00, Overtime. The motion was seconded by Mr. Ellison and carried.

TOTAL ADDITIONAL APPROPRIATIONS	\$ 82,800.00	\$ 82,800.00
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IN THE MATTER OF RESOLUTION NO. 2012-HCCR-26 – TRANSFERS:

Resolution No. 2012-HCCR-26 – Transfers was read in full one time by Auditor Ann Wells, and acted upon as follows:

<u>001</u>	Transfer From:	To:	Amount Requested:	Allowed:
<u>003</u>	<u>Howard County General Fund</u>			
03220.01	<u>Howard County Treasurer</u>			
	Contract Services	02360.00 Office Supplies	\$ 600.00	\$ 600.00

Treasurer Lake needs additional money in her Supply line item to see her through the end of the year.

A motion was made by Mr. Stout, seconded by Mr. Ortman and carried to approve the request to transfer \$600.00 from line item 03220.01, Contract Services, to 02360.00, Office Supplies.

002 Howard County Highway

12110.00	Truck Drivers	14253.00 Insurance	\$ 35,000.00	\$ 35,000.00
14110.00	Mechanic	14253.00 Insurance	\$ 35,000.00	\$ 35,000.00
14140.00	Overtime	14253.00 Insurance	\$ 20,000.00	\$ 20,000.00

Councilman Stout reminded the Council members that Mr. Cain had alluded to the fact that we would need additional money in his Insurance line item, during the August Budget Hearings. A motion was made by Mr. Stout, seconded by Mr. Singer and carried to approve the transfer requests as submitted.

IN THE MATTER OF THE SECOND READING OF THE HOWARD COUNTY RECYCLING DISTRICT’S 2013 PROPOSED BUDGET:

Ms. Mikki Jeffers reviewed her budget with the County Council for the second time. At the conclusion of the review a motion was made by Mr. Stout to approve the 2013 Budget of the Howard County Recycling District. The motion was seconded by Mr. Pencek and carried.

At this time Mr. Miller directed the Council back to a continuation of the budgeting process, reviewing and discussing the budget requests for each fund and department.

While reviewing the County Home 2013 Budget Request, let the record show that President Miller and the Council thanked the Friends of Howard Haven for “the marvelous support of the residents”.

County Assessor Jamie Shepherd distributed copies of a report of future projected revenue or loss of revenue to Howard County, prepared by the Assessor and Auditor offices, and reviewed the report with the Council. This information will be used to help the Council determine a realistic and workable budget for 2013.

IN THE MATTER OF SUPPORT OF THE YMCA PROJECT:

President Miller invited Mr. Ron Metz and Mr. Dubois (YMCA) to the podium in order to speak to the proposed YMCA Building Project. Mr. Metz informed those in attendance that the YMCA is in the beginning stages, soliciting support for the YMCA Building Project. A motion was made by Mr. Singer acknowledging the fact that the Howard County Council agrees to support the YMCA Building project by each councilmember contributing funds from their own pocket (\$500 each), so that *no local taxpayer money will be used for that support*. The motion was seconded by Mr. Ortman and carried. Mr. Metz thanked the Councilmen for their show of support both corporately and individually.

Budget review continued.

1. A motion was made by Mr. Stout to keep the Information Systems Internal DSL Service line item in the EDIT Fund in the amount of \$12,000.00, and approve the EDIT FUND Budget Request as submitted. The motion was seconded by Mr. Roberts. During discussion several Councilmen objected to a blanket approval and suggested they discuss each line item before approving the fund’s budget. At the end of ensuing discussion the motion on the table was not carried and the vote is noted as follows:

- Aye: Jeff Stout
John Roberts

- Nay: Dwight Singer
Les Ellison
Stan Ortman
Joe Pencek

The Council continued reviewing the EDIT budget proposal item by item, then the remaining funds, until they were able to confirm a balanced budget proposal for 2013.

IN THE MATTER OF TAXING UNIT UNBINDING REVIEWS:

President Miller submitted the following Taxing Units’ proposed 2013 Budgets, and they were reviewed, and non-binding action was taken, as follows:

Clay Township:	Unfavorable Recommendation – No Fire Levy
Harrison Township:	Unfavorable Recommendation – Increased by 4.19%
Howard Township:	Unfavorable Recommendation – Increased by 12.90%
Jackson Township:	Unfavorable Recommendation – Increased by 15.45%
Liberty Township:	Unfavorable Recommendation – Increased by 5.51%
Taylor Township:	Unfavorable Recommendation – Increased by 7.93%
Union Township:	Unfavorable Recommendation – Increased by 4.68%
Greentown Civil:	Unfavorable Recommendation – Increased by 6.54%
Greentown Pub Library	Unfavorable Recommendation – Increased by 3.06%
Taylor Comm School	Unfavorable Recommendation – Increased by 46.20%
Eastern Schools	Unfavorable Recommendation – Increased by 20.74%
City of Kokomo	Unfavorable Recommendation – Increased by 15.52%
Kokomo Pub Library	Favorable Recommendation – Increased by 2.8%
Kokomo Ctr Schools	Unfavorable Recommendation – Increased by 63.51%
Honey Creek Township	Unfavorable Recommendation – Increased by 20.20%
Russiaville Civil	Unfavorable Recommendation – Increased by 3.59%
Monroe Township	Unfavorable Recommendation – Increased by 6.99%
Center Township	Favorable Recommendation – Decreased by 7.11%
Western School	Unfavorable Recommendation – Increased by 40.17%
Northwestern School	Unfavorable Recommendation – Increased by 47.71%
Ervin Township	Budget not yet submitted to Gateway

A motion was made by Mr. Ortman, seconded by Mr. Singer and carried to authorize the President to make a determination and sign off on the Ervin Township Budget when it has been submitted, on behalf of the County Council.

IN THE MATTER OF EMPLOYEE BONUSES:

A motion was made by Mr. Stout to include in the budget an Employee Bonus of up to \$800.00 for the full time employees, including the Elected Officials, and up to \$400.00 for the part time employees, with Council and Commission members being considered part time (Jail and Juvenile employees from the Jail & Juvenile COIT tax), as determined by the County Council, and for all employees who are employed July 1, 2013, to be disbursed in the month of July. The motion was seconded by Mr. Ortman and carried with five (5) aye votes and one (1) nay vote.

IN THE MATTER OF SPECIFIC INDIVIDUAL SALARY INCREASE REQUESTS:

There are several individual office salary increase requests not addressed during the budget discussions. They are addressed as follows:

1. Equalize the two clerical positions in the Surveyor’s Office at the higher rate. A motion was made by Mr. Singer, seconded by Mr. Ortman and carried to approve both Clerical Positions at \$31,342.00.
2. Increase both Clerical positions in the Veterans Service Office. A motion was made by Mr. Ortman, seconded by Mr. Singer and carried to leave both Clerical Positions at their current amount (\$25,000).
3. Increase the Center Township Assessor’s Salary to \$47,782. A motion was made by Mr. Ellison to approve the increase of the Center Township Assessor Salary to \$47,782.00. The motion died for lack of a second. A motion was made by Mr. Ortman to leave the Center Township Assessor’s Salary at its current figure. The motion was seconded by Mr. Roberts and carried on five (5) aye votes and two (2) nay votes as follows:

Mr. Roberts	Aye
Mr. Singer	Aye
Mr. Ellison	Nay
Mr. Stout	Aye
Mr. Ortman	Aye
Mr. Pencek	Nay
Mr. Miller	Aye

4. Request Increase of Health Department Administrator’s Salary to \$47,100.00 from \$44,700.00. A motion was made by Mr. Stout to leave the salary at the current amount of \$44,700.00. The motion was seconded by Mr. Singer and carried.
5. There was some concern with the salary equalization in the Surveyor’s Office, giving one employee a raise and a bonus. A motion was made by Mr. Ortman to continue with the original motion, equalizing the salary, only. The motion was seconded by Mr. Stout and carried. Several Office Holders, who were in attendance, pulled their across-the-board raises, in light of the possible bonus in 2013. All other salary increases across the Board, that have not previously been addressed, received blanket disapproval on a motion made by Mr. Roberts and seconded by Mr. Pencek.
6. It was clarified that the EMA and Weights and Measures salaries will remain at their current status, as the previous Inter Local Agreements are being terminated and the County will assume total responsibility.

A motion was made by Mr. Stout, seconded by Mr. Ellison, and carried to accept the 2013 Proposed Budget for Howard County into record and authorize the Auditor to confirm and attest the final amounts, not available this evening, due to a technical malfunction.

*There being no further business to come before the County Council at this time,
the 2012 Budget Hearings were adjourned on a
motion made by Mr. Stout and seconded by Mr. Roberts.*

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

STAN ORTMAN, VICE PRESIDENT

JEFF STOUT, MEMBER

LESLIE ELLISON, MEMBER

JOE PENCEK, MEMBER

JOHN ROBERTS, MEMBER

DWIGHT SINGER, MEMBER

ATTEST:

ANN WELLS, AUDITOR

Howard County Council Meeting and Budget Sessions August 14, 15, 16, and September 5, 2012