

HOWARD COUNTY COUNCIL REGULAR MEETING DECEMBER 10, 2013

The Howard County Council met in Regular Session on Tuesday, December 10, 2013, at 12:00 Noon in Hearing Room 338 of the Administration Center. Those in attendance included President Richard Miller and Members Les Ellison, John Roberts, Dwight Singer, and James Papacek. Also in attendance were County Attorney Larry Murrell and Auditor Martha Lake. Vice President Stan Ortman and Member Jeff Stout were absent.

Councilman James Papacek led in the Pledge of Allegiance and Councilman Dwight Singer offered a word of prayer.

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

IN THE MATTER OF THE APPROVAL OF MINUTES:

The minutes of the November 26, 2013 Regular Council Meeting, having been previously submitted and reviewed, were approved on a motion made by Mr. Papacek and seconded by Mr. Roberts.

IN THE MATTER OF RESOLUTION NO. 2013-HCCR-28-TRANSFERS:

Auditor Martha Lake read Resolution No. 2013-HCCR-28 – Transfers in full one time and it was acted upon as follows:

	Transfer From:	To:		Amount Requested:		Allowed:
<u>1000</u>	<u>Howard County General Fund</u>					
<u>003</u>	<u>Howard County Treasurer</u>					
03213.00	Travel & Training	02360.00	Supplies	\$ 150.00	\$	150.00
03120.00	Contract Services	02360.00	Supplies	\$ 500.00	\$	500.00

Treasurer Ann Wells is requesting these transfers in order to purchase the duplicate book binders and printer ribbons.

A motion was made by Mr. Singer to approve the transfer request of \$150.00 from line item 03123.00, Travel & Training, to line item 02360.00, Supplies, and \$500.00 from line item 03120.00 Contract Services, to line item 02360.00, Supplies. The motion was seconded by Mr. Ellison and carried.

<u>005</u>	<u>Howard County Sheriff</u>					
01113.01	Investigators	01115.02	PT Clerical	\$ 1,200.00	\$	1,200.00
01113.01	Investigators	01119.07	Deputy OT	\$ 7,800.00	\$	7,800.00
01114.01	Clerical II	01119.07	Deputy OT	\$ 2,000.00	\$	2,000.00
01140.00	Courthouse Security	01119.07	Deputy OT	\$ 880.00	\$	880.00
01140.00	Courthouse Security	01128.00	Community Policing	\$ 773.65	\$	773.65
01140.00	Courthouse Security	01124.00	Court OT	\$ 345.62	\$	345.62

Sheriff Steve Rogers submitted the transfer requests to cover overtime worked during the recent storms and tornado in Howard County, vacation buy-back, and payout to a retiree.

A motion was made by Mr. Papacek to approve the transfer requests as submitted. The motion was seconded by Mr. Roberts and carried.

<u>007</u>	<u>Howard County Extension Service Office</u>					
02360.00	Supplies	03212.00	Postage	\$ 700.00	\$	700.00
02360.00	Supplies	03213.00	Travel	\$ 500.00	\$	500.00

Extension Officer Paul Marcellino would like to purchase postage before the rates go up in January. His office also needs additional funds in their travel line item.

A motion was made by Mr. Papacek, seconded by Mr. Singer and carried to approve the transfer of \$700.00 from line item 02360.00, Supplies to line item 03212.00, Postage, and \$500.00 from line item 02360.00, Supplies to line item 03213.00, Travel.

<u>023</u>	<u>Howard County Board of Commissioners</u>				
01524.00	Employee Service Bonus	01525.00	Comp Time Pay Out	\$ 140,000.00	\$ 100,000.00

Commissioner President Tyler Moore reminded the Council that this request was originally made at the November 26th meeting (*please refer to page three, Commissioner Transfer request of \$140,000.00 from line item 01524.00, Employee Service Bonus, to line item 01525.00, Comp Time Pay Out, of the Regular Council Meeting dated November 26, 2013*). The Council had approved tabling the request until the December 10th meeting. Auditor Lake, Personnel Director Wanda McKillip, Attorney Murrell, and Commissioner Paul Wyman also entered into the discussion with Council members.

At the conclusion of discussion a motion was made by Mr. Papacek to remove the transfer request from the table in order to take action. The motion was seconded by Mr. Singer and Mr. Roberts, and carried. A motion was made by Mr. Roberts to approve a transfer request of \$100,000.00 from line item 01524.00, Employee Service Bonus, to line item 01525.00, Comp Time Pay Out. The motion was seconded by Mr. Papacek and carried.

1120 **Howard County COIT Jail / Juvenile**

035 Kinsey Youth Center

01112.01	Maint / Labor	01111.00	Shelter Care Prog Dir	\$ 1,061.00	\$ 1,061.00
01112.01	Maint / Labor	01112.02	Maint Tech One	\$ 30.00	\$ 30.00
01115.01	PT Secretary	01119.02	PT Shift Supervisor	\$ 1,000.00	\$ 1,000.00
01117.01	Assistant Director	01119.02	PT Shift Supervisor	\$ 1,400.00	\$ 1,400.00
01119.01	Shift Supervisor	01120.02	Cooks	\$ 640.00	\$ 640.00

037

01112.01	Maint / Labor	01112.00	Director	\$ 1,212.00	\$ 1,212.00
01112.01	Maint / Labor	01112.02	Maint Tech One	\$ 30.00	\$ 30.00
01115.01	PT Secretary	01113.02	Residential Prog Director	\$ 1,129.00	\$ 1,129.00
01117.01	Assistant Director	01119.02	PT Shift Supervisor	\$ 2,700.00	\$ 2,700.00
01119.01	Shift Supervisor	01120.02	Cooks	\$ 640.00	\$ 640.00

038

01112.01	Maint / Labor	01112.00	Director	\$ 1,212.00	\$ 1,212.00
01112.01	Maint / Labor	01112.02	Maint Tech One	\$ 30.00	\$ 30.00
01115.01	PT Secretary	01119.02	PT Shift Supervisor	\$ 1,000.00	\$ 1,000.00
01112.01	Maint / Labor	01119.02	PT Shift Supervisor	\$ 800.00	\$ 800.00
01119.01	Shift Supervisor	01120.02	Cooks	\$ 640.00	\$ 640.00
01119.01	Shift Supervisor	01117.01	Assistant Director	\$ 435.00	\$ 435.00

Director Jeff Lipinski is requesting transfers to balance accounts for the end of this year. He informed the Council that through the end of November Kinsey Youth Center has returned about \$1,543,000.00 back to County funds. That is a record amount.

A motion was made by Mr. Papacek to approve the transfers for Kinsey Youth Center from the Howard County COIT Jail/Juvenile Fund as submitted. The motion was seconded by Mr. Ellison and carried.

2100 **Adult Probation User Fee Fund**

01112.01	Adult Probation Officer	01523.00	Insurance	\$ 5,000.00	\$ 5,000.00
01112.02	Adult Probation Officer	01523.00	Insurance	\$ 2,000.00	\$ 2,000.00
01112.08	Adult Probation Officer	01523.00	Insurance	\$ 1,400.00	\$ 1,400.00

2501 **Alcohol & Drug User Fee Fund**

01112.00	Probation Officer	01523.00	Insurance	\$ 5,000.00	\$ 5,000.00
01112.03	Probation Officer	01523.00	Insurance	\$ 2,500.00	\$ 2,500.00
01112.02	Probation Officer	01523.00	Insurance	\$ 1,500.00	\$ 1,500.00
01112.01	Probation Officer	01523.00	Insurance	\$ 456.07	\$ 456.07

Chief Probation Officer Dustin Delong was not able to attend the meeting. The Transfer Request sheets from Adult Probation and Alcohol & Drug were reviewed.

A motion was made by Mr. Papacek to approve the transfer requests from Fund 2100, Adult Probation User Fee Fund and Fund 2501, Alcohol & Drug User Fee Fund, as submitted. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF SALARY ORDINANCE NO. 2013-HCCO-36 – AMENDING SALARY ORDINANCE FOR 2013:

Auditor Martha Lake read Salary Ordinance No. 2013-HCCO-36 – Amending Salary Ordinance for 2013 in full one time and it was acted upon as follows:

<u>1000</u>	<u>Howard County General Fund</u>	Requested:	Approved:
<u>005</u>	<u>Howard County Sheriff’s Department</u>		
01113.01	Investigators	\$ -9,000.00	\$ -9,000.00
01114.01	Clerical II	\$ -2,000.00	\$ -2,000.00
01140.00	Courthouse Security	\$ -1,999.27	\$ -1,999.27
01115.00	PT Clerical	\$ 1,200.00	\$ 1,200.00
01119.07	Deputy OT	\$ 10,680.00	\$ 10,680.00
01128.00	Community Policing	\$ 773.65	\$ 773.65
01124.00	Court Overtime	\$ 345.62	\$ 345.62
<u>023</u>	<u>Howard County Board of Commissioners</u>		
01524.00	Employee Service Bonus	\$ - 100,000.00	\$ -100,000.00
01525.00	Comp Time Pay Out	\$ 100,000.00	\$ 100,000.00
<u>1120</u>	<u>Howard County COIT – Jail/Juvenile</u>		
<u>035</u>	<u>Kinsey Youth Center</u>		
01119.01	Maintenance / Labor	\$ -1,091.00	\$ -1,091.00
01115.01	PT Secretary	\$ -1,000.00	\$ -1,000.00
01117.01	Assistant Director	\$ -1,400.00	\$ -1,400.00
01119.01	Shift Supervisor	\$ -640.00	\$ -640.00
01111.00	Shelter Care Program Director	\$ 1,061.00	\$ 1,061.00
01112.02	Maintenance Tech One	\$ 30.00	\$ 30.00
01119.02	PT Shift Supervisor	\$ 2,400.00	\$ 2,400.00
01120.02	Cooks	\$ 640.00	\$ 640.00
<u>037</u>			
01112.01	Maintenance / Labor	\$ -1,242.00	\$ -1,242.00
01115.01	PT Secretary	\$ -1,129.00	\$ -1,129.00
01117.01	Assistant Director	\$ -2,700.00	\$ -2,700.00
1119.01	Shift Supervisor	\$ -640.00	\$ -640.00
01112.00	Director	\$ 1,212.00	\$ 1,212.00
01112.02	Maintenance Tech One	\$ 30.00	\$ 30.00
01113.01	Residential Program Director	\$ 1,129.00	\$ 1,129.00
01119.02	PT Shift Supervisor	\$ 2,700.00	\$ 2,700.00
01120.02	Cooks	\$ 640.00	\$ 640.00
<u>038</u>			
01112.01	Maintenance / Labor	\$ -2,042.00	\$ -2,042.00
01115.01	PT Secretary	\$ -1,000.00	\$ -1,000.00
01119.01	Shift Supervisor	\$ -1,075.00	\$ -1,075.00
01112.00	Director	\$ 1,212.00	\$ 1,212.00
01112.02	Maintenance Tech One	\$ 30.00	\$ 30.00
01119.02	PT Shift Supervisor	\$ 1,800.00	\$ 1,800.00
01120.02	Cooks	\$ 640.00	\$ 640.00
01117.01	Assistant Director	\$ 435.00	\$ 435.00
<u>2100</u>	<u>Adult Probation User Fee Fund</u>		
01112.01	Adult Probation Officer	\$ -5,000.00	\$ -5,000.00
01112.02	Adult Probation Officer	\$ -2,000.00	\$ -2,000.00

01112.08	Adult Probation Officer	\$	-1,400.00	\$	-1,400.00
2501	<u>Alcohol & Drug User Fee Fund</u>				
01112.00	Probation Officer	\$	-5,000.00	\$	-5,000.00
01112.03	Probation Officer	\$	-2,500.00	\$	-2,500.00
01112.02	Probation Officer	\$	-1,500.00	\$	-1,500.00
01112.01	Probation Officer	\$	-456.07	\$	-456.07

A motion was made by Mr. Papacek to approve Salary Ordinance 2013-HCCO-36 – Amending Salary Ordinance for 2013 as submitted. The motion was seconded by Mr. Singer and carried.

IN THE MATTER OF COUNCIL APPOINTMENTS:

A motion was made by Mr. Papacek, seconded by Mr. Singer and carried to re-appoint Ms. Beth Harshman to the Howard County Alcoholic Beverage Commission.

A motion was made by Mr. Papacek to appoint Mr. Richard Moser to the Greentown Public Library Board of Trustees for a term of four years. The motion was seconded by Mr. Roberts and carried.

IN THE MATTER OF ORDINANCE NO. 2013-HCCO-37 – SALARY ORDINANCE FOR 2014:

Ordinance No. 2013-HCCO-37 – Salary Ordinance for 2014 is the breakdown of salaries that were previously approved in the 2014 Budget. A motion was made by Mr. Papacek, seconded by Mr. Singer and carried to approve Ordinance No. 2013-HCCO-37 – Salary Ordinance for 2014. A full copy of the Ordinance will be filed in the Auditor’s Office.

IN THE MATTER OF VETERANS SERVICE OFFICE ISSUES:

Retired Colonel Ross Waltemath informed the Council members that there will be several changes to the VSO Monthly report. The Indiana Department of Veterans Affairs will be requiring every county’s Veteran Office be covered full time. Mr. Waltemath will be removing “Other County” information.

Mr. Waltemath submitted the Veterans Service Office Monthly Report for the month of November, 2013, and reviewed the report with the Council Members. In January, Mr. Waltemath will be submitting the December Monthly report and an Annual Report.

**At this time Councilman Singer wished everyone a blessed holiday season and a prosperous New Year.

IN THE MATTER OF PUBLIC COMMENT:

Jerry Paul, President of the Howard County Veterans Memorial Corporation: Mr. Paul reminded the Council Members that January of this year Mr. Paul asked Howard County for funding from the County. He would like to know where the County stands on that request. President Miller confirmed that the request was given to the Howard County Board of Commissioners, and the Commissioners have not forwarded a funding request to the Council. In response to a question asked by Councilman Roberts, Mr. Paul requested \$50,000.00 from Howard County toward Phase II of the monument to be installed at Darrough Chapel Park.

There being no further business to come before the Council at this time, the meeting was adjourned at 1:41 p.m. on a motion made by Mr. Papacek and seconded by Mr. Roberts.

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

STAN ORTMAN, VICE PRESIDENT

JEFF STOUT, MEMBER

LESLIE ELLISON, MEMBER

JOHN ROBERTS, MEMBER

DWIGHT V. SINGER, MEMBER

JAMES PAPACEK, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Council Meeting December 10, 2013