

HOWARD COUNTY COUNCIL REGULAR MEETING OCTOBER 22, 2013

The Howard County Council met in Regular Session on Tuesday, October 22, 2013, 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, Leslie Ellison, John Roberts, Dwight Singer, and James Papacek. Also in attendance were County Attorney Larry Murrell and Auditor Martha Lake.

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

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the August 20, 21, 22 and September 4 and 12, 2013 Regular Meeting and 2014 Budget Session, having been previously submitted and reviewed, were approved as submitted on a motion made by Mr. Singer and seconded by Mr. Ellison.

At this time Mr. Miller led the Council in a time of prayer.

IN THE MATTER OF ORDINANCE NO. 2013-HCCO-25 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read Ordinance No. 2013-HCCO-25 – Additional Appropriations in full one time and it was acted upon as follows:

		AMOUNT REQUESTED:	APPROVED:
<u>1120</u>	<u>Howard County COIT – Kinsey Youth Center</u>		
<u>035</u>	<u>Shelter Care</u>		
03251.00	Repair Buildings & Structures	\$ 2,187.00	\$ 2,187.00
03253.00	Repair Equipment	\$ 2,187.00	\$ 2,187.00
<u>037</u>	<u>Residential</u>		
03251.00	Repair Buildings & Structures	\$ 1,838.00	\$ 1,838.00
03253.00	Repair Equipment	\$ 1,838.00	\$ 1,838.00
<u>038</u>	<u>Secure Detention</u>		
03251.00	Repair Buildings & Structures	\$ 4,725.00	\$ 4,725.00
03253.00	Repair Equipment	\$ 4,725.00	\$ 4,725.00

Kinsey Youth Center Director Jeff Lipinski explained that Kinsey has several outstanding Benchmark invoices that have not been paid. Buildings & Grounds Superintendent Reed had informed Kinsey that those claims are outside the current maintenance contract with Benchmark and would need to be paid from the COIT funding. Mr. Lipinski is asking for additional funds to pay those outstanding invoices plus an additional amount to keep in the line item for use through the end of the year.

A motion was made by Mr. Papacek to approve the Additional Appropriation amounts as read. The motion was seconded by Mr. Ortman and carried.

TOTAL COIT KINSEY YOUTH CENTER		\$ 17,500.00	\$ 17,500.00
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<u>1154</u>	<u>Howard County Recorder – Enhanced Access Fund</u>		
03121.00	Maintenance & Service Contracts	\$ 2,500.00	\$ 2,500.00

Recorder Brook Cleaver said that the request of \$2,500.00 is for the vendor portion of the Enhanced Access Fund, in order to pay claims that are now being submitted. As of October 21st, the fund, created the end of August, has generated \$2,900.00. The \$2,500.00 request should be enough to cover claims through the end of the year.

A motion was made by Mr. Singer to approve the request of \$2,500.00 to line item 03121.00, Maintenance & Service Contracts. The motion was seconded by Mr. Papacek and carried.

<u>1159</u>	<u>Howard County Health Department</u>		
01121.01	Nursing Office Secretary / Clerk Level II	\$ 500.00	\$ - 0 -

On behalf of the Health Department, Public Health Nurse Jennifer Sexton submitted the request for \$500.00 to help underwrite the cost associated with the Nursing Officer Secretary / Clerk position going from part-time to full-time. This request has gone to PAC, and PAC has given the request an unfavorable recommendation. The PAC recommendation has gone to the Board of Commissioners and the Commissioners do not have a recommendation with regard to this request.

At the conclusion of a time of questioning and review, a motion was made by Mr. Papacek to deny the request of \$500.00 to line item 01121.01, Nursing Office Secretary / Clerk Level II. The motion was seconded by Mr. Ellison and carried.

TOTAL HEALTH DEPARTMENT \$ **500.00** \$ **- 0 -**

2000 **Howard County Courts Adult Probation Admin Fee Fund**
 03500.00 Transfer Fund \$ 50,000.00 \$ 50,000.00

Auditor Martha Lake referred the Councilmen to a letter submitted for Mr. Don Travis, previous Chief Probation Officer for Howard County. The letter gave explanation for this request. Mr. Miller gave a word of appreciation and recognition to Mr. Travis and his 20+ years of service to Howard County.

A motion was made by Mr. Ortman, seconded by Mr. Stout and carried to approve the request of \$50,000.00 to line item 03500.00, Transfer Fund.

4913 **Howard County Kinsey Youth Ctr. Family Functional Therapy Fund**
 04723.00 Vehicles \$ 13,796.99 \$ 13,796.99
 04727.00 Grounds Repair \$ 12,000.00 \$ 12,000.00

Director Jeff Lipinski began his request by informing the Council that Kinsey Youth Center has returned \$1,291,000.00 back to County General as of October 1st. These requests are to appropriate money to purchase a vehicle for Family Functional Therapy, and to repair the Kinsey Center parking lot. There is currently a balance of over \$111,000.00 in the Family Functional Therapy Fund.

A motion was made by Mr. Singer, seconded by Mr. Roberts and carried, to approve \$13,796.99 to line item 04723.00, Vehicles, and \$12,000.00 to line item 04727.00, Grounds Repair.

TOTAL ADDITIONALS ALL FUNDS \$ **96,296.99** \$ **95,796.99**

IN THE MATTER OF RESOLUTION NO. 2013-HCCR-22 – TRANSFERS:

Auditor Martha Lake read Resolution No. 2013-HCCR-22 – Transfers in full one time and it was acted upon as follows:

	<u>TRANSFER FROM:</u>	<u>TO:</u>	<u>REQUESTED:</u>	<u>ALLOWED:</u>
1000	<u>Howard County General Fund</u>			
003	<u>Howard County Treasurer</u>			
03220.01	Contract Services Tax Bills	02360.00 Office Supplies	\$ 1,834.55	\$ 1,834.55

Treasurer Ann Wells needs additional office supplies to see her office through the November tax collection.

A motion was made by Mr. Papacek to approve the transfer of \$1,834.55 from 03220.01, Contract Services Tax Bills, to line item 02360.00, Office Supplies. The motion was seconded by Mr. Stout and carried.

015 **Veterans Service Office**
 03121.00 Maintenance & Service Contracts 02360.00 Office Supplies \$ 800.00 \$ 800.00

VSO Retired Colonel Ross Waltemath plans to order additional supplies to use during special presentations and events. He has designed tablecloths with the County’s symbol and the name of the office for that use. He will also use the money to purchase an extra printer.

A motion was made by Mr. Papacek, seconded by Mr. Singer and carried to approve the transfer request of \$800.00 from 03121.00, Maintenance & Service Contracts to 02360.00, Office Supplies.

Mr. Waltemath informed the Council that he is under budget in the Veteran Burial account (3547.00) and would like to take \$1,600 from that fund and pay for the upgrading of the Viet Nam Veterans Monument at the Howard County Courthouse.

He invited the Councilmen to review the design at the close of the meeting. Several Councilmen gave support for this idea, commenting that it was an appropriate use of the money. In the VSO Monthly Report, Mr. Waltemath commented that Howard County has crossed the \$1 million dollar amount of benefits back to the veterans of Howard County.

<u>034</u>	<u>Probation Department</u>				
01112.01	Probation Officer	01119.02	Chief Probation Officer	\$ 5,660.20	\$ 5,660.20
01112.02	Probation Officer	01119.02	Chief Probation Officer	\$ 5,660.20	\$ 5,660.20

Auditor Lake directed the Council back to the letter previously submitted, and that the transfers will ensure that there will be enough money to continue to pay the Chief Probation Officer's Salary, even after vacation days have been paid out to Mr. Travis.

A motion was made by Mr. Papacek, seconded by Mr. Ortman and carried to approve the transfer request of \$5,660.20 from 01112.01, Probation Officer, to 01119.02, Chief Probation Officer, and \$5,660.20 from line item 01112.02, Probation Officer, to 01119.02, Chief Probation Officer.

<u>1159</u>	<u>Health Department</u>				
01120.01	Part Time Nursing Secretary	01121.01	FT Nursing Secretary	\$ 3,000.00	\$ - 0 -

A motion was made by Mr. Ortman to deny the transfer request of \$3,000.00 from 01120.01 Part-Time Nursing Secretary to 01121.01, FT Nursing Secretary. The motion was seconded by Mr. Singer and carried.

<u>1176</u>	<u>Highway Department</u>				
14521.00	FICA	14523.00	Group Insurance	\$ 3,000.00	\$ 3,000.00

Highway Engineer / Superintendent Ted Cain justified this request by informing the Councilmen that, due to the addition of wellness incentives, he needs additional insurance funds.

A motion was made by Mr. Stout to approve the transfer request of \$3,000.00 from 14521.00, FICA to 14523.00, Group Insurance. The motion was seconded by Mr. Singer and approved.

IN THE MATTER OF SALARY ORDINANCE NO. 2013-HCCO-26 – AMENDING SALARY ORDINANCE FOR 2013:

Auditor Martha Lake read Salary Ordinance No. 2013-HCCO-26 – 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>				
<u>034</u>	<u>Probation Department</u>				
01112.01	Probation Officer			\$ -5,660.20	\$ -5,660.20
01112.02	Probation Officer			\$ -5,660.20	\$ -5,660.20
01119.02	Chief Probation Officer			\$ 11,320.40	\$ 11,320.40

Does Not Change Salaries as originally approved

<u>1159</u>	<u>Howard County Health Department</u>				
01120.04	Part Time Nursing Secretary			\$ -3,000.00	\$ - 0 -
01121.01	FT Nursing Secretary II			\$ 3,500.00	\$ - 0 -

A motion was made by Mr. Papacek to approve Salary Ordinance No. 2013-HCCO-26 – Amending Salary Ordinance For 2013, reflecting the decreases and increase that do not change salaries as originally approved, and denying any changes in the Part Time Nursing Secretary of the Health Department and the funding of a Full time Nursing Secretary II position. The motion was seconded by Mr. Ortman and carried.

IN THE MATTER OF ORDINANCE NO. 2013-HCCO-27:

Ms. Michelle Martin, Chairman, Board of Directors of the Howard County Convention & Visitors' Bureau, asked that the Howard County Council approve Ordinance No. 2013-HCCO-27, an ordinance repealing Ordinance No. 1981-21, as amended and adopting an Innkeeper's Tax for Howard County pursuant to the Uniform Act. This will change the

Innkeeper's Tax rate from decreasing to 4% after December 31, 2013, to remaining at 5% on the gross retail income derived from lodging income. Mr. Murrell has reviewed this Ordinance and suggested several changes that have now been completed. A motion was made by Mr. Papacek to approve Ordinance No. 2013-HCCO-27 and to make the letter from Mr. Ham and Ms. Martin a part of the public record of this meeting. The motion was seconded by Mr. Ortman and carried. A motion was also made by Mr. Papacek to authorize the President to sign the Ordinance on behalf of the County Council. That motion was seconded by Mr. Singer and carried.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Steve Rogers submitted a copy of the Annual Report of the recent inspection of the Howard County Criminal Justice Center. Observations and recommendations were noted, as well as general comments at the conclusion of the report. IC 11-12-4-2 requires that the report be provided to County Officials. Sheriff Rogers commented that it is an outstanding report and that he is proud of the people that make it possible. It reflects not only the Department doing its job, but it also reflects the fact that individuals are choosing to go above and beyond in maintaining the facility.

Sheriff Rogers also submitted the September, 2013, Jail Commissary Fund Report. He reminded the Council that this fund is a discretionary fund directed by the Sheriff, but there are instances when it also needs the joint approval of the County's fiscal body. Sheriff Rogers is in the process of upgrading and replacing body armor. The Department has found a Federal Grant but it won't be enough to fully cover the expense. He would like to also use the Commissary Fund to assist with the expense and asks the Council's approval. Sheriff Rogers estimates the total project cost at \$39,000 for sixty-eight (68) pieces of body armor. The Grant will provide \$11,000. The remainder will be covered by the Commissary, which has a balance of \$162,695.66 as of September 30, 2013. The Council gave approval by consensus.

IN THE MATTER OF MISCELLANEOUS COUNCIL BUSINESS:

President Miller opened the floor for any Miscellaneous Council matters as follows:

Kathy Sickles: Ms. Sickles distributed information that she believes the Councilmen need to know, concerning "Sustaining the Earth". She asked that information be distributed to newly elected officials so that the information is passed along. She also asked that elected officials contact IVY Tech's Environmental Department for the latest health rulings, especially as it pertains to industrial wind turbines.

Ken de la Bastide: Mr. de la Bastide gave kudos to the Veterans Service Office of Howard County. For twenty-five years he has fought the VA, but through the local office in Howard County, the issue has been resolved and he is very appreciative.

Dr. Don Zent, Howard County Health Officer: Dr. Zent recognized the service of Dr. Thomas Scherschel for his twenty (20) years of service as a member of the Board of Health, and the ten years he served as the President of that Board. He was also a general surgeon for at least thirty years before retirement. A reception will be held in his honor on Monday, November 4, 2013, at 7:00 p.m. in the Government Center. The invitation is extended to the County Council and the Board of Commissioners. Dr. Scherschel has been a strong advocate of the Health Department and the Department has seen very positive changes during his tenure.

Attorney Larry Murrell commended Dr. Zent, as well, as the Howard County Health Officer. Howard County is fortunate to have such a distinguished medical doctor to be our Health Officer.

Councilman James Papacek updated the Council on recent changes the Small Business Grant Committee made to the Grant Criteria. One of the changes is that the grant recipient must be committed to stay in the downtown area for three years. If they leave the downtown area before the completion of three years, the grant money must be reimbursed to Howard County. There have been twenty-four grant recipients to date and many have stayed in the downtown area. Another change is that grant recipients are required to attend a course from the Small Business Development Center, at no charge to the business owner, which will help them with issues such as budgeting and marketing, etc.

Auditor Martha Lake clarified that the full-time position that Kinsey Youth Center asked for, earlier in the meeting, was budgeted for 2014 as a full-time position, effective January 1, 2014.

Councilman Jeff Stout recognized the work of Head Matron and Personnel Director Loretta (Ree) Moon at the Howard County Sheriff's Department. She has worked for the County for eighteen (18) years.

*There being no further business to come before the Howard County Council at this time,
the meeting was adjourned at 5:50 p.m. on a motion made by
Mr. Papacek and seconded by Mr. Stout.*

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 LAKE, AUDITOR

Howard County Council Meeting October 22, 2013