

**NOTICE OF AND AGENDA FOR:**  
**HOWARD COUNTY COUNCIL REGULAR MEETING**  
**HOWARD COUNTY ADMINISTRATION CENTER**  
**220 NORTH MAIN STREET, ROOM 338 (3<sup>RD</sup> FLOOR)**  
**TUESDAY, JUNE 25<sup>TH</sup>, 2024, AT 4:00 P.M.**

- I. Pledge of Allegiance and Prayer
- II. Opening of the Regular Meeting and Approval of Minutes
- III. Additional Appropriations – Ordinance No. 2024-HCCO-28
  - A. *Sheriff's Office – Jerry Asher*
    - i. County General Fund – Sheriff: 1000.0005
  - B. *Howard County Probation – Dustin Delong*
    - i. County General Fund – Probation 1000.0235
    - ii. County User Fee – Project Income Fund: 2542
  - C. *Howard County Clerk – Debbie Stewart*
    - i. Clerks Records Perpetuation Fund: 1119
  - D. *Howard County Highway Department – Amber Tolle*
    - i. Cumulative Bridge Fund: 1135
    - ii. MVH Restricted Fund:1173
  - E. *Health Department – James Vest*
    - i. Health Fund: 1159
    - ii. Local Public Health Services Fund: 1161
    - iii. Immunizations & Vaccines Grant Fund:8925
  - F. *CASA - Holly Becker*
    - i. CASA Fund: 1212
    - ii. CASA VOCA Grant Fund: 8146
  - G. *Howard County Commissioner – Jack Dodd*
    - i. Opioid Restricted Fund: 1237
    - ii. Opioid Unrestricted Fund 1238
- IV. Transfers – Resolution No. 2024-HCCR-11
  - A. *Howard County Coroner – Dr. Seele*
    - i. County General Fund – Coroner: 1000.0007
  - B. *Public Defenders Office – Andrew Vandenbosch*
    - i. County General Fund – Public Defender: 1000.0271
  - C. *Juvenile Probation – Connie Burton*
    - i. JDAI Grant Fund: 9114
- V. Salary Ordinance Amendments – Ordinance No. 2024-HCCO-29
- VI. Old Business
- VII. New Business
  - A. Approval of County Abatements
    - i. 2024 Pay 2025 Form CF-1 – MB Real Estate Leasing, LLC
    - ii. 2024 Pay 2025 Form CF-1 – Merrell Bros., Inc.
- VIII. Other Council Business
- IX. Public Comments
- X. Adjournment of Regular Meeting

JOHN J. ROBERTS, PRESIDENT  
DARYL MAPLE, VICE PRESIDENT  
BRYAN ALEXANDER, COUNCILMAN  
MARTHA J. LAKE, COUNCILWOMAN  
FRANK FAULKNER, COUNCILMAN  
TIM CUTHBERT, COUNCILMAN  
BRETT SANDERS, COUNCILMAN

**HOWARD COUNTY COUNCIL MEETING: MAY 28, 2024**

The Howard County Council met in Regular Session on Tuesday, May 28<sup>th</sup>, 2024, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included Council President John J. Roberts, Council Vice President Daryl Maple, Council Members Martha J. Lake, Bryan Alexander, Frank Faulkner, Tim Cuthbert, Brett Sanders, County Attorney Alan Wilson, and County Auditor Jessica Secrease. The meeting was called to order and conducted by Council President Roberts.

Councilman Maple led the Pledge of Allegiance, and Councilman Alexander offered a word of prayer.

**IN THE MATTER OF APPROVAL OF MINUTES:**

The minutes from the regular meeting held on April 30, 2024, having been previously submitted and reviewed, were approved on a motion made by Councilman Faulkner. Councilwoman Lake seconded the motion, and the motion carried.

**IN THE MATTER OF ORDINANCE NO. 2024-HCCO-21- ADDITIONAL APPROPRIATIONS:**

Auditor Jessica Secrease read Ordinance No. 2024-HCCO-21 – Additional Appropriations one time, and the ordinance was acted upon as follows:

<b>Additional Appropriations</b>	<b>Requested</b>	<b>Approved</b>
<b><u>1000 COUNTY GENERAL FUND:</u></b>		
<b><u>0005 Sheriff</u></b>		
23501 Sheriff Task Force	\$10,000.00	\$10,000.00
<b><u>0117 Human Resources</u></b>		
23501 Maintenance & Service Contracts	\$2,000.00	\$2,000.00
<b><u>TOTAL COUNTY GENERAL FUND:</u></b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
<b><u>1168 HOWARD COUNTY HEALTH DEPARTMENT - LOCAL HEALTH MAINTENANCE FUND:</u></b>		
23600 Office Supplies	\$3,000.00	\$3,000.00
22370 Medical Supplies	\$2,000.00	\$2,000.00
23714 Supplies - Mosquito Chemical	\$2,000.00	\$2,000.00
32530 Equipment Repair	\$5,000.00	\$5,000.00
32130 Travel & Training	\$5,000.00	\$5,000.00
32130 Fees	\$2,000.00	\$2,000.00
<b><u>TOTAL HOWARD COUNTY HEALTH DEPARTMENT - LOCAL HEALTH MAINTENANCE FUND:</u></b>	<b>\$36,852.00</b>	<b>\$36,852.00</b>
<b><u>1206 HOWARD COUNTY HEALTH DEPARTMENT - ILHDTA - FUND:</u></b>		
23710 Other Supplies	\$20,000.00	\$20,000.00
30000 Other Services and Charges	\$5,000.00	\$5,000.00
<b><u>TOTAL HOWARD COUNTY HEALTH DEPARTMENT - ILHDTA - FUND:</u></b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>
<b><u>9144 RESIDENT CARE ASSISTANCE PROGRAM GRANT FUND:</u></b>		
20000 Supplies	\$23,238.00	\$23,238.00
47243 Building Upgrades	\$1,262.00	\$1,262.00
<b><u>TOTAL RESIDENT CARE ASSISTANCE PROGRAM GRANT FUND:</u></b>	<b>\$24,500.00</b>	<b>\$24,500.00</b>
<b><u>TOTAL ADDITIONAL APPROPRIATIONS FOR ALL FUNDS:</u></b>	<b>\$117,352.00</b>	<b>\$117,352.00</b>

**County General Fund 1000 | Sheriff 0005**

Sheriff Asher presented an additional appropriation for \$10,000.00. He explains that this is not technically an additional appropriation, the prosecutor’s office gave them \$10,000.00 to help with the sheriff task force so it’s not necessarily coming out of the general fund, this fund is for the task force’s equipment.

**County General Fund 1000 | Human Resources 0117**

Human Resource Director Kari Rennaker requested an additional appropriation for their copier maintenance.

**HOWARD COUNTY HEALTH DEPARTMENT - LOCAL HEALTH MAINTENANCE FUND 1168 | Office Supplies**

Health Department Director James Vest requested an additional appropriation to appropriate grant money that was carried over from 2023.

**RESIDENT CARE ASSISTANCE PROGRAM GRANT FUND: 9144 |**

Howard Haven Director Jennifer Brower requested an additional appropriation to appropriate money for their RCAP Grant. This is a reimbursable grant through the state that has to be spent by June 30th. The funds will be used for washers, dining room tables and chairs, various new kitchen items, craft items and games for the residents.

Councilman Faulkner made a motion to approve Ordinance No. 2024-IICCO-21 - Additional Appropriations as read. Councilman Maple seconded the motion, and the motion carried.

**IN THE MATTER RESOLUTION NO. 2024-HCCR-10 – TRANSFERS:**

Auditor Jessica Secrease read Resolution No. 2024-HCCR-10 – Transfers one time, and the ordinance was acted upon as follows:

	<b>Transfer From</b>		<b>Transfer To</b>	<b>Requested</b>	<b>Approved</b>
<b>1000</b>	<b><u>COUNTY GENERAL</u></b>				
<b>0117</b>	<b><u>Human Resources:</u></b>				
32600	Dues & Subscriptions	23600	Office Supplies	250.00	250.00
<b>1114</b>	<b><u>LIT - SPECIAL PURPOSE</u></b>				
<b>0380</b>	<b><u>Jail:</u></b>				
11906	Corrections Officer	12200	O/T Corrections	\$150,000.00	\$150,000.00
<b>1170</b>	<b><u>LIT - PUBLIC SAFETY</u></b>				
12300	Dispatcher	12305	O/T Dispatcher	\$75,000.00	\$75,000.00
<b>9105</b>	<b><u>JCC PSC GRANT FUND:</u></b>				
15220	PERF	32130	Travel & Training	\$1,000.00	\$1,000.00
2000	Incentives	32130	Travel & Training	\$1,300.00	\$1,300.00
23802	Drug Screen Supplies	32130	Travel & Training	\$2,200.00	\$2,200.00

**1000 County General Fund | Human Resources 0117**

Human Resources Director Kari Rennaker requested a transfer for additional Office Supplies.

**1114 LIT - Special Purpose Fund| Jail 0380**

Sheriff Asher requested a transfer to cover additional overtime needed do to being short in Correctional Officers.

**1170 LIT - Special Public Fund**

Sheriff Asher requested a transfer to cover additional overtime needed due to being short in Dispatchers

**9105 JCC PSC Grant Fund:**

Juvenile Probation Director Connie Burton requested a transfer to cover travel expenses for her employees to attend the National Association of Drug Court Professional Rise 24 Conference.

Councilman Sanders made a motion to approve Resolution No. 2024-HCCR-10 – Transfers as read. Councilman Alexander seconded the motion, and the motion carried.

**IN THE MATTER OF ORDINANCE. NO. 2024-HCCO-22– SALARY ORDINANCE AMENDMENTS:**

Auditor Jessica Secrease read Ordinance No. 2024-HCCO-22– Salary Ordinance Amendments one time, and the ordinance was acted upon as follows:

Salary Ordinance Amendments	Requested	Approved
<b><u>1114 LIT - SPECIAL PURPOSE FUND:</u></b>		
11906 Corrections Officer	(150,000.00)	(150,000.00)
12200 OT Corrections	150,000.00	150,000.00
<b><u>1170 LIT – PUBLIC SAFETY FUND:</u></b>		
12300 Dispatcher	\$(75,000.00)	\$(75,000.00)
12305 OT Dispatcher	\$75,000.00	\$75,000.00
<b><u>9105 JCC PSC GRANT FUND:</u></b>		
15220 PERF	\$(1,000.00)	\$(1,000.00)

Councilwoman Lake made a motion to approve Ordinance No. 2024-HCCO-22 – Salary Ordinance Amendments as read; Councilman Maple seconded the motion, and the motion carried.

**IN THE MATTER OF NEW BUSINESS:**

***PTABOA***

Howard County Assessor Mindy Heady presents two board members reappointed for her PTABOA board. These are the same people from last year, Sheila Pullen and Susie Wooley. Councilman Faulkner made a motion to approve Mindy’s requested as read. Councilman Cuthbert seconded the motion, and the motion carried.

**PUBLIC COMMENT:**

Commissioner President Dodd presented the following things to the Council that he would like to see take place with the county’s Correctional Officers.

1. Increase the pay for corrections officers immediately, matching that of dispatchers.
  - Rationale – increase applicants and retention
2. Increase the number of approved corrections officers immediately so applicants can be hired when/if the numbers increase. Sheriff Asher will give the number needed.
  - Rationale – When qualified applicants are available, they need to be able to hired immediately. Applicants will not wait for the council to approve more correction officers.
3. Increase funding for movement of inmates outside of county.
  - Rationale – Obtain the 85% classification number
4. Create a position for a recreation officer to implement a safe and productive recreation program.
  - Rationale – This will be a major undertaking for the jail. An additional officer to work specifically with this program is appropriate.

Afterwards the council decided to go about this the correct way and the soonest the council can even act on this is the next meeting in June. They will not be voting on anything until it is properly presented to the Council in the June meeting.

*There being no further business to come before the Council at this time,  
the meeting was adjourned at 4:53 p.m. on a motion made by Councilman Faulkner.*

*Councilwoman Lake seconded the motion, and the motion carried.*

**HOWARD COUNTY COUNCIL:**

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JOHN J. ROBERTS, PRESIDENT

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DARYL MAPLE, VICE PRESIDENT

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BRYAN ALEXANDER, COUNCILMAN

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MARTHA J. LAKE, COUNCILWOMAN

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FRANK FAULKNER, COUNCILMAN

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TIM CUTHBERT, COUNCILMAN

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BRETT SANDERS, COUNCILMAN

**ATTEST:**

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JESSICA SECREASE, AUDITOR

Howard County Council Meeting: May 28, 2024

**ORDINANCE NO. 2024-HCCO-28 - ADDITIONAL APPROPRIATIONS**

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the 2024 annual budget, now therefore.

BE IT ORDAINED by the County Council of Howard County, Indiana, that for the expenses of the taxing unit, the following additional sums on money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same.

<b>Additional Appropriations</b>		<b>Requested</b>	<b>Approved</b>
<b>1000</b>	<b>COUNTY GENERAL FUND:</b>		
<b>0005</b>	<b>Sheriff:</b>		
11100	Elected Official	\$ 4,276.00	
<b>0235</b>	<b>Probation</b>		
31200	Contract Services	\$ 5,000.00	
	<b>TOTAL COUNTY GENERAL FUND:</b>	<b>\$ 9,276.00</b>	
<b>1119</b>	<b>CLERKS RECORDS PERPETUATION FUND:</b>		
31210	Maint & Service Contracts	\$48,000.00	
	<b>TOTAL CLERKS RECORDS PERPETUATION FUND:</b>	<b>\$48,000.00</b>	
<b>1135</b>	<b>CUMULATIVE BRIDGE FUND:</b>		
33519	B-56 County Road 300 E 120 N	\$ 24,000.00	
	<b>TOTAL CUMULATIVE BRIDGE FUND:</b>	<b>\$ 24,000.00</b>	
<b>1159</b>	<b>HEALTH FUND:</b>		
12710	Billing/Enrollment Specialist	\$ 25,740.00	
15210	FICA	\$ 1,970.00	
15220	PERF	\$ 3,656.00	
15230	Insurance	\$ 6,000.00	
	<b>TOTAL HEALTH FUND:</b>	<b>\$ 37,366.00</b>	
<b>1161</b>	<b>LOCAL PUBLIC HEALTH SERVICES FUND:</b>		
31200	Contract Services	\$ 34,599.00	
	<b>TOTAL LOCAL PUBLIC HEALTH SERVICES FUND:</b>	<b>\$ 34,599.00</b>	
<b>1173</b>	<b>MVH RESTRICTED FUND:</b>		
23751	Bituminous	\$ 600,000.00	
24100	Stone	\$ 20,000.00	
	<b>TOTAL MVH RESTRICTED FUND:</b>	<b>\$ 620,000.00</b>	
<b>1212</b>	<b>CASA FUND:</b>		
12016	Case Manager	\$ 4,600.00	
11700	Part-time Staff	\$ 6,900.00	
15210	FICA	\$ 900.00	
15220	PERF	\$ 653.20	
	<b>TOTAL CASA FUND:</b>	<b>\$ 13,053.20</b>	
<b>1237</b>	<b>OPIOID RESTRICTED FUND:</b>		
30000	Other Services and Charges	\$ 116,503.92	
	<b>TOTAL OPIOID RESTRICTED FUND:</b>	<b>\$ 116,503.92</b>	
<b>1238</b>	<b>OPIOID UNRESTRICTED FUND:</b>		
30000	Other Services and Charges	\$ 49,862.20	
	<b>TOTAL OPIOID UNRESTRICTED FUND:</b>	<b>\$ 49,862.20</b>	
<b>2542</b>	<b>COUNTY USER FEE - PROJECT INCOME FUND:</b>		
11254	Work Release Facility Manager	\$ 30,000.00	
	<b>TOTAL COUNTY USER FEE - PROJECT INCOME FUND:</b>	<b>\$ 30,000.00</b>	
<b>8146</b>	<b>CASA VOCA GRANT FUND</b>		
11730	Child Advocate Intake Specialist	\$ 4,600.00	
15210	FICA	\$ 351.90	
15220	PERF	\$ 653.20	
	<b>TOTAL CASA VOCA GRANT FUND:</b>	<b>\$ 5,605.10</b>	
<b>8925</b>	<b>IMMUNIZATIONS &amp; VACCINES GRANT FUND:</b>		
11288	Part-Time Public Health Nurse - Immunizations	\$ 43,680.00	
15210	FICA	\$ 3,341.52	
23710	Office Supplies	\$ 3,120.00	
22370	Medical Supplies	\$ 650.00	
32160	Communication - Language Line	\$ 1,500.00	
32200	Advertising + Publications	\$ 24,900.00	
32410	Printing	\$ 1,975.00	
35640	Rental - Event Space for Conference	\$ 2,000.00	
32120	Postage	\$ 1,720.00	
32130	Travel and Training	\$ 4,491.60	
31210	Maintenance & Service Contracts	\$ 1,200.00	
31200	Contract Services	\$ 8,408.00	
47210	Equipment	\$ 43,000.00	
	<b>TOTAL IMMUNIZATIONS &amp; VACCINES GRANT FUND:</b>	<b>\$ 139,986.12</b>	

TOTAL ADDITIONAL APPROPRIATIONS FOR ALL FUNDS:

\$ 1,128,251.54

The additional appropriations were presented to the Council of Howard County, Indiana, and read in full for the first time this 25th day of June, 2024  
The additional appropriations were read in full for the second time and adopted this 25th day of June, 2024

**The Howard County Council:**

\_\_\_\_\_  
John J Roberts, President

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Daryl Maple, Vice President

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Bryan Alexander, Councilman

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Martha J Lake, Councilwoman

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Frank Faulkner, Councilman

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Tim Cuthbert, Councilman

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Brett Sanders, Councilman

**Attest:**

Jessica Secrease, Auditor



**RESOLUTION NO. 2024-HCCR-11 - TRANSFERS**

WHEREAS, the County Council may approve the transfer of money from one major budget classification to another within a department or office, if the transfer does not require the expenditure of more money than the total amount set out in the budget as finally determined and if the transfer is approved at a regular public meeting and by the proper ordinance.

BE IT RESOLVED, by the County Council of Howard County, that it is desired and deemed necessary that the following transfers be made within the accounts of the designated funds as set out below:

<b>Transfer From</b>	<b>Transfer To</b>	<b>Requested</b>	<b>Approved</b>
<b><u>1000 COUNTY GENERAL</u></b>			
<b><u>0007 Coroner</u></b>			
11700 Part-time	11200 Chief Deputy	\$ 22,980 10	_____
<b><u>0271 Public Defender</u></b>			
23620 Office Supplies-PD	47210 Equipment	\$ 646 19	_____
<b><u>9114 JDAI GRANT</u></b>			
32600 Dues & Subscriptions	20000 Supplies	\$ 1,200 00	_____
32130 Travel + Training	20000 Supplies	\$ 1,300 00	_____

Presented to the Council of Howard County, Indiana and read in full for the first time this 25th day of June, 2024  
Read in full for the second time and adopted this 25th day of June, 2024

**The Howard County Council:**

\_\_\_\_\_  
John J. Roberts, President

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Daryl Maple, Vice President

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Bryan Alexander, Councilman

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Martha J. Lake, Councilwoman

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Frank Faulkner, Councilman

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Tim Cuthbert, Councilman

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Brett Sanders, Councilman

**Attest:**

\_\_\_\_\_  
Jessica Secrease, Auditor

**ORDINANCE NO. 2024-HCCO-29 - SALARY ORDINANCE AMENDMENTS**

AN ORDINANCE amending and increasing staffing and salary authorization to be paid county employees for the calendar year effective January 1, 2024, through December 31, 2024, as originally approved for the year 2024, except where otherwise noted

BE IT ORDAINED by the Council of Howard County, Indiana that for the said fiscal year the following salary amendments are approved as additional changes to the basic salary ordinance for the same fiscal year. Necessary personal services appropriations have been approved previously to support the required expenditure of necessary funds.

	<b>Salary Ordinance Amendments</b>	<b>Requested</b>	<b>Approved</b>
<b><u>1000</u></b>	<b><u>COUNTY GENERAL FUND</u></b>		
<b><u>0005</u></b>	<b><u>Sheriff:</u></b>		
11100	Elected Official	\$ 4,276.00	_____
<b><u>0007</u></b>	<b><u>Coroner</u></b>		
11200	Chief Deputy	\$ 22,980.10	_____
11700	Part-time	\$ (22,980.10)	_____
<b><u>1159</u></b>	<b><u>HEALTH FUND</u></b>		
12710	Billing/Enrollment Specialist	\$ 25,740.00	_____
15210	FICA	\$ 1,970.00	_____
15220	PERF	\$ 3,656.00	_____
15230	Insurance	\$ 6,000.00	_____
<b><u>1212</u></b>	<b><u>CASA FUND</u></b>		
12016	Case Manager	\$ 4,600.00	_____
11700	Part-Time Staff	\$ 6,900.00	_____
15210	FICA	\$ 900.00	_____
15220	PERF	\$ 653.20	_____
<b><u>2542</u></b>	<b><u>COUNTY USER FEE - PROJECT INCOME FUND</u></b>		
11254	Work Release Facility Manager	\$ 30,000.00	_____
<b><u>8146</u></b>	<b><u>CASA VOCA GRANT FUND</u></b>		
11730	Child Advocate Intake Specialist	\$ 4,600.00	_____
15210	FICA	\$ 351.90	_____
15220	PERF	\$ 653.20	_____
<b><u>8925</u></b>	<b><u>IMMUNIZATIONS &amp; VACCINES GRANT FUND:</u></b>		
11288	Part-Time Public Health Nurse - Immunizations	\$ 43,680.00	_____
15210	FICA	\$ 3,341.52	_____

The salary amendments were read in full for the second time and adopted this 25th day of June, 2024.

**The Howard County Council:**

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John J. Roberts, President

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Daryl Maple, Vice President

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Bryan Alexander, Councilman

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Frank Faulkner, Councilman

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Tim Cuthbert, Councilman

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Martha J. Lake, Councilwoman

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Brett Sanders, Councilman

**Attest:**

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Jessica Secrease, Auditor

