

## **HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING APRIL 16, 2018**

The Howard County Board of Commissioners met in Regular Session on Monday, April 16, 2018, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice-President Tyler Moore, Member Brad Bray, County Auditor Martha Lake, and County Attorney Alan D. Wilson.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Paul Wyman. Commissioner Brad Bray led in the Pledge of Allegiance, and Vice-President Tyler Moore offered a word of prayer.

### **IN THE MATTER OF SPECIAL RECOGNITION:**

#### **Employee Service Awards**

The Commissioners congratulated the following county employees, and Mr. Bray and Mr. Moore read their Employee Service Awards into the record.

Five Years:	Billie Warnock, Cheryl Griffin, Susan Kennedy, Dorothy Salsbery, Richard Warren, Amy Cassady, Patrick Reel
10 Years:	Justin Christmas, Jacob Gibson, Sarah Kile
15 Years:	Art Fross
25 Years:	William Baldrige, Bruce Robinson, Susan Thompson

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

The minutes of the April 2, 2018, regular meeting were approved as submitted on a motion made by Mr. Moore. Mr. Bray seconded the motion, and the motion carried.

### **IN THE MATTER OF DEPARTMENTAL REPORTS:**

#### **Howard Haven**

1. Howard Haven Director Jennifer Brower submitted an admission application for Helen Finch and Brian Finch, mother and son. Ms. Finch and Mr. Finch are Howard County Residents. Ms. Finch and Mr. Finch will be private pay. Mr. Moore made a motion to approve the application for residency for Helen Finch and Brian Finch subject to the 90 day probationary period. Mr. Bray seconded the motion, and the motion carried.
2. Mr. Moore offered his thoughts and prayers to the staff and residents at Howard Haven due to recent death of a resident.

#### **Highway**

1. Howard County Engineer/Superintendent Ted Cain presented the following quotes received for a 2018 Single Axle Cab and Chassis: Wiers International \$73,975.00; Norris Truck Service \$75,250.00; and Selking International \$76,989.10. Mr. Cain recommended Wiers International. He explained that additional money would be used to buy the truck bed, hydraulics, and other items. Mr. Moore made a motion to approve the purchase of a 2018 Single Axle Cab & Chassis from Wiers International \$73,975.00 per Mr. Cain's recommendation. Mr. Bray seconded the motion, and the motion carried.

### **IN THE MATTER OF OLD BUSINESS:**

Mendenhall & Associates Principal Tina Henderson presented an update on the New London CDBG Wastewater Improvement Project:

1. Advertisements are First Bid Advertisement in both newspapers on April 16, 2018 and Second Bid Advertisement in both newspapers April 24, 2018.
2. Final Design is complete.
3. Pre-Bid Meeting 10:00 a.m. at Russiaville Town Hall on May 2, 2018
4. Opening Bids 4:00 p.m. at Russiaville Town Hall on May 17, 2018. Request for Commissioner to be present at Bid Opening.
5. Estimated project timeline presented.
6. Grant Administrator Procurement letter and the Scoring Sheets are requested to be signed by Howard County Board of Commissioner President Paul Wyman due to single bid award. Mr. Moore made a motion to approve the Grant Administrator Procurement Letter, Procurement Form 3 (Proposal Evaluation) and Procurement Form 6 (Interview), and to authorize Mr. Wyman to sign on behalf of the Board of Commissioners. Mr. Bray seconded the motion, and the motion carried.

### **IN THE MATTER OF CLAIMS AND REPORTS:**

Auditor Martha Lake submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Bi-weekly Pay to be paid April 27, 2018, in the amount of \$813,333.98 for Salary, Hourly, and Overtime Claims, were approved on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried. Ms. Lake commented that the move to a biweekly payroll was uneventful.
2. **Operating Claims:** The Commissioners' Operating Claims to be paid April 16, 2018, in the amount of \$1,929,972.63 were submitted and approved on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried.
3. **Ratify President's Signature:** The president's signature on an early paid claim for We Care TLC, LLC in the amount of \$25,617.93, and United States Post Office for \$250.00 were submitted and ratified on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried.
4. **Monthly Reports:** The following monthly reports were received by the Commissioners: March 2018 Treasurer's Report, 03/16/18 – 04/16/18 Weights and Measures' Report, EMA April Calendar, and EMA March Recap Report.
5. **Approval to Raise Minimum in the County Capital Assets Policy:** Ms. Lake explained that the Current Capital Asset Minimum is \$500.00. The State Board of Accounts said their policy was \$5,000.00. Ms. Lake recommended a minimum \$1,000.00 to make tracking less burdensome. Mr. Moore made a motion to raise the minimum in the County Capital Asset Policy to \$1,000.00 effective on April 16, 2018. Mr. Bray seconded the motion, and the motion carried.

**IN THE MATTER OF ATTORNEY ISSUES:**

1. Mr. Wilson presented a proposal from EFS Environmental & Associates, LLC for site investigation at Kinsey Youth Center underground storage tank. Mr. Moore made a motion to approve the ETS Environmental & Associates, LLC proposal for estimated \$15,068.00 as presented and to authorize Mr. Wyman to sign on behalf of the Board. Mr. Bray seconded the motion, and the motion carried.
2. Mr. Wilson presented a Letter of Commitment for updating the multi-hazard disaster plan. The letter would commit 25% of the grant made up entirely of in kind donations. Mr. Moore made a motion to approve the Letter of Commitment and to allow the president to sign on behalf of the board. Mr. Bray seconded the motion, and the motion carried.
3. Mr. Wilson presented Ordinance No. 2018-BCCO-12 to establish the Health Department Discretionary Donation Fund which would allow the Howard County Health Department to receive donations. This fund would allow the health department to pay for food during health assessments. Mr. Moore made a motion to approve Ordinance 2018-BCCO-12 establishing the Howard County Health Department Discretionary Donation Fund as presented. Mr. Bray seconded the motion, and the motion carried.
4. Mr. Wilson presented a proposal from DLZ Indiana, LLC for changes at the Jail Intake/Booking Center. Mr. Moore made a motion to approve the scope of work by DLZ Indiana, LLC for the Intake study at the Jail. Mr. Bray seconded the motion, and the motion carried.
5. Mr. Wilson presented a Letter of Authorization/Consultant with Huston Electric for telephone consulting. The current telephone system will lose support after September 2018. Mr. Moore made a motion to approve the Letter of Authorization/Consultant with Huston Electric to audit our billing records and consult with our current provider AT &T regarding our phone lines, and to authorize the president to sign on behalf of the board. Mr. Bray seconded the motion, and the motion carried.
6. Mr. Wilson presented the Howard County Sheriff's Department and Howard County Courts Security Officer Agreement. This agreement has been sign off on by the Sheriff's Department and the courts. Mr. Moore made a motion to approve the Howard County Sheriff's Department and Howard County Courts Security Officer Agreement as presented and to authorize the president to sign on behalf of the board. Mr. Bray seconded the motion, and the motion carried.

**IN THE MATTER OF COMMISSIONER ISSUES:**

Mr. Moore stated that he will prepare a Resolution regarding the new Automotive Heritage inductee, which he will bring for ratification to the next meeting.

**IN THE MATTER OF PUBLIC COMMENTS:**

Mr. Brad Bagwell of Kokomo stated that in his opinion the payment of bonuses to the Probation Department was improper. Ms. Lake stated that money was appropriated for bonuses in the 2018 Budget by the Howard County Council.

*There being no further business to come before the Board of Commissioners  
at this time, the meeting was adjourned at 4:30 p.m. on a motion  
made by Mr. Bray, seconded by Mr. Moore, and carried.*

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

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PAUL G. WYMAN, PRESIDENT

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TYLER O. MOORE, VICE PRESIDENT

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ROBERT B. BRAY, MEMBER

ATTEST:

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MARTHA J. LAKE, AUDITOR  
Howard County Commissioner Meeting April 16, 2018