

## **HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING OCTOBER 15, 2018**

The Howard County Board of Commissioners met in Regular Session on Monday, October 15, 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, County Auditor Martha Lake, and County Attorney Alan D. Wilson. Commissioner Brad Bray was absent from the meeting.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Paul Wyman. Mr. Wyman led 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. Moore read their Employee Service Awards into the record.

Five Years:	Kathryn Berry, Christa Pokrzywa, Joanna Rodriguez
15 Years:	Bradley Kendall, Debra Everling
20 Years:	Katina Silver, Paul Cherry
30 Years:	Bruce McKellar

#### **EMPLOYEE OF THE MONTH AWARD:**

The Commissioners awarded Karen Johnson Employee of the Month for September. Ms. Johnson was nominated by Dr. Zent and Kent Weaver. The letter stated that Ms. Johnson's Howard County Registrar duties include maintaining all vital records such as birth certificates, death certificates, legal name changes, paternity affidavits, and changes due to legal adoptions. Ms. Johnson began working for the county in 2002 as a department clerk. She was promoted to an administrative assistant and trained as a backup for the vital records clerk. Ms. Johnson became the vital records registrar upon the retirement of the prior registrar. Upon taking over, Ms. Johnson has made significant changes in the vital records processes. Ms. Johnson has attended many seminars and is consulted by other vital records offices on updating and maintaining vital records and procedures. Ms. Johnson has done a great job maintaining safety as well as confidentiality for all Howard County residents. Pictures were taken, and congratulations were given by all. Ms. Johnson also received a memento from the Commissioners made by Kokomo Opalescent Glass.

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

The minutes of the October 1, 2018, regular meeting were approved as presented on a motion made by Mr. Moore. Mr. Wyman seconded the motion, and the motion carried.

Auditor Correction: Due to a typographical error, the minutes of the Howard County Board of Commissioners' dated October 1, 2018, mistakenly identified the previous meeting minutes as Sept. 4, 2018. The minutes should have read.....the previous minutes of September 17, 2018 were approved.....

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

#### **MAINTENANCE:**

Howard County Maintenance Supervisor William Stonestreet updated the commissioners about the courthouse elevator. The courthouse elevator repair took approximately 30 days and cost \$6,241.99. Mr. Stonestreet asked that the additional repairs be paid out of 1138.47241.000.0000 Cum Cap Building Repair. Mr. Moore made a motion to approve \$6,241.99 to be paid from 1138.47241.000.000 Cum Cap Building Repair as presented. Mr. Wyman seconded the motion, and the motion carried.

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

1. Tina Henderson of Mendenhall and Associates, LLC, herself as the grant administrator for the New London Waste Water Treatment partnership between Town of Russiaville and Howard County.
  - a. Ms. Henderson congratulated the commissioners on the release of funds for the New London Sewer Project. The changes to the SRF program is completed, and the loan closed last week.

- b. The pre-construction meeting will take place October 24, 2018, at 10:00 a.m. in the Russiaville Town Hall. The tentative start date on the project is November 1, 2018.
  - c. The contract with Davidson Excavating is ready for signatures from the commissioners.
  - d. Mr. Moore made a motion to approve the contract with Davidson Excavating as presented subject to review and approval by Howard County Attorney Alan Wilson, and to authorize the president to sign on behalf of the board. Mr. Wyman seconded the motion, and the motion carried.
  - e. Ms. Henderson also submitted Mendenhall & Associates invoice \$22,000.00 for work on the New London Wastewater Project due to release of funds allowing invoice submission. Ms. Henderson explained various charges on the claim. The project is requested to be paid from the Community Development Block Grant funds. Mr. Moore made a motion to approve the invoice for \$22,000.00 for various services on the New London Wastewater Project under Grant No. WW-17-104 as presented. Mr. Wyman seconded the motion, and the motion carried.
1. MALCON (Malinowski Consulting) President Charles Malinowski recapped the current contracts and proposed contracts with MALCON.
    - a. Mr. Malinowski stated the contract for the Circuit Court Plan will save General Fund monies due to the fact that the costs for the service can be paid from the Title IV Incentive Fund Number 8895.
    - b. The letter of understanding with the Clerk's office was replaced with a contract with the Clerk's office.
    - c. The (Auditor) Countywide Cost Allocation plan agreement cost is \$4,500.00 per year with suggested option to pay from Fund 8895.
    - d. A new part of the plan, as discussed, was the ability to get indirect costs for the Public Defender's office. Public Defender Steven Racquet met with MALCON and discussed a cost allocation plan for that office.
    - e. The Fuel Tax Refund Agreement is for fuel and surcharge taxes on equipment that do not use Indiana roads. A dump truck has a shared fuel tank for the driving purposes, and the dumping process. The dump portion of fuel and surcharge taxes are eligible for reimbursement. Off road vehicles using clear diesel are eligible for fuel and surcharge tax refunds. Per SBOA the money flows back to the fund that incurred the expense. The fee for the Fuel Tax Refund Agreement is divided 50/50, up to \$3,000 per quarter. Anything over \$3,000 per quarter goes to the County.
    - f. Mr. Malinowski stated that a letter of release from current vendor is needed. A POA (Power of Attorney) is also needed for the fuel tax with the Department of Revenue. The POA has a very limited scope for the fuel tax only.

**The following motions made by the Commissioners approved each of the various agreements:**

Mr. Moore made a motion to approve the letter terminating services with our current consultant-- Maximus Consulting, dated October 15, 2018, and authorizing the president to sign on behalf of the board. Mr. Wyman seconded the motion, and the motion carried. Mr. Moore amended the motion to include correcting the address on the letter to 220 North Main Street. The motion carried by consensus.

Mr. Moore made a motion to approve the quarterly Public Defender Cost Allocation Plan and the Annual Countywide Cost Allocation Plan as presented with Malinowski, Inc. subject to correcting the address, and authorizing the president to sign on behalf of the board. Mr. Wyman seconded the motion, and the motion carried.

Mr. Moore made a motion to approve the limited POA from Howard County Commissioners to MALCON as presented subject to correcting the address and phone number, and authorizing the president to sign on behalf of the board. Mr. Wyman seconded the motion, and the motion carried.

Mr. Moore made a motion to approve the preparation of Fuel Tax Refund claims with MALCON, correcting the address, and authorizing the president to sign on behalf of the board. Mr. Wyman seconded the motion, and the motion carried.

**IN THE MATTER OF NEW BUSINESS:**

Howard County Payroll Manager Jessica Rudy presented a resolution supporting this year's United Way Campaign. Mr. Wyman and Mr. Moore thanked Ms. Rudy for chairing the campaign. Mr. Moore made a motion to approve **RESOLUTION NO. 2018-BCCR-18 A RESOLUTION OF THE HOWARD COUNTY BOARD OF COMMISSIONERS SUPPORTING THE UNITED WAY OF HOWARD COUNTY 2018/2019 CAMPAIGN**. Mr. Wyman seconded the motion, and the motion carried.

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

Howard County Auditor Martha Lake submitted the following claims and reports for the Commissioners’ information and approval:

1. **Salary Claims:** The Commissioners’ Salary, Hourly, and Overtime Claims to be paid October 26, 2018, in the amount of \$831,106.64 were submitted and approved on a motion made by Mr. Moore. Mr. Wyman seconded the motion, and the motion carried.
2. **Operating Claims:** The Commissioners’ Operating Claims to be paid October 15, 2018, in the amount of \$1,748,291.08 were submitted and approved as presented on a motion made by Mr. Moore. Mr. Wyman seconded the motion, and the motion carried.
3. **Ratify Claims:** The two early paid claims, First Farmers Bank and Trust Cardmember Services in the amount of \$1,859.11 and Johnston Taylor Associates, Inc. in the amount of \$1,000.00, were ratified as presented on a motion made by Mr. Moore. Mr. Wyman seconded the motion, and the motion carried.
4. **Monthly Reports:** County Treasurer’s Monthly Report for September was received.
5. **Tax Sale:** The 2018 Tax Sale resulted in collection of \$228,128.70 in taxes and penalties. There are 318 properties left. Ms. Lake recommended having a commissioner sale in January. The commissioners agreed.

**IN THE MATTER OF COUNTY ATTORNEY ISSUES:**

Mr. Wilson submitted a resolution recognizing Grissom Air Force Reserve Base. Mr. Wyman explained that the resolution honoring and recognizing Grissom Air Force Reserve Base and their contributions to the region was to be read and presented at the next Military Foundation Board meeting. Mr. Wyman made a motion to approve **RESOLUTION NO. 2018-BCCR-19 A RESOLUTION OF THE HOWARD COUNTY BOARD OF COMMISSIONERS RECOGNIZING GRISSOM AIR FORCE RESERVE BASE**. Mr. Moore seconded the motion, and the motion carried.

**IN THE MATTER OF COMMISSIONER ISSUES:**

Mr. Wyman presented the Holiday Schedule for 2019. Mr. Wyman made a motion to approve the 2019 Holiday Schedule. Mr. Moore seconded the motion, and the motion carried.

*There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 4:40 p.m. on a motion made by Mr. Wyman, seconded by Mr. Moore, and carried.*

**HOWARD COUNTY BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
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 October 15, 2018