

HOWARD COUNTY COUNCIL BUDGET MEETINGS
SEPTEMBER 5, 6, 12 and 25, 2018

The Howard County Council met at 8:30 a.m., Wednesday, September 5, 2018, in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Richard Miller, Vice-President James Papacek, and members Les Ellison, Stan Ortman, John Roberts, and Jeffrey Stout. Also in attendance were Howard County Attorney Alan Wilson and Howard County Auditor Martha Lake. Absent from the meeting was Councilman Dwight Singer.

The 2019 Budget Work Sessions were held on Wednesday Sept. 5th and 6th; the Budget Hearing was held on Sept. 12th; and the Budget Adoption Meeting was held on Sept. 25th.

The 2019 Budget Session was called to order by President Richard Miller on September 5, 2018, at 8:30 a.m.

IN THE MATTER OF DEPARTMENT HEADS /ELECTED OFFICIALS BUDGET PRESENTATIONS FOR THE 2019 BUDGET YEAR:

The Howard County Councilman listened to budget justification as listed below:

DEPARTMENT HEAD/ELECTED OFFICIALS 2019 BUDGET PRESENTATION SCHEDULE

WEDNESDAY MORNING, SEPT. 5, 2018			
	FUND		
8:30 a.m.	1000-0006	Surveyor	Dave Duncan
	1202	Surveyor Perpetuation	Dave Duncan
	4918	Kitty Run Bond	Greg Lake
	1197	Stormwater District	Greg Lake
8:45 a.m.	2150	Juvenile Probation	Dustin DeLong
	1000-0235	Probation	Dustin DeLong
	2000	Adult Probation Admin.	Dustin DeLong
	2050	Juvenile Probation Admin.	Dustin DeLong
	2100	Adult Probation User Fees	Dustin DeLong
	2150	Supp. Juvenile Probation	Dustin DeLong
	2501	Alcohol & Drug User Fees	Dustin DeLong
	1122	Community Corrections	Dustin DeLong
	1123	Community Transition Program	Dustin DeLong
	2515	User Fees -- Project Income	Dustin DeLong
	2516	User Fees -- Community Serv.	Dustin DeLong
	9103	Problem Solving Court	Dustin DeLong
	9112	JDAI Grant	Dustin DeLong
	9121	Adult Prob. Case Management	Dustin DeLong

	9125	2017 Additional OFF Officer	Dustin DeLong
	9126	Work Release	Dustin DeLong Charlie Sparks/Sherry Matlock
9:30 a.m.		Convention & Visitors' Bureau	
9:45 a.m.	1000-0001	Clerk	Kim Wilson
	1000-0062	Election Board	Kim Wilson
	1119	Clerk Record Perpetuation Fund	Kim Wilson
10:00 a.m.	1000-0313	Maintenance	Bill Stonestreet
	1114-0313	Maintenance LIT - Spec. Pur.	Bill Stonestreet
	1138	Maintenance - Cum. Cap.	Bill Stonestreet
10:15 a.m.	1000-0007	Coroner	Steve Seele
10:30 a.m.	1000-0005	Sheriff	Steve Rogers
	1114-0380	Jail/Juvenile LIT - Spec. Pur.	Steve Rogers
	4903	Sheriff Work Program	Steve Rogers
	4908	Courthouse Security	Steve Rogers
	1138	Sheriff-Cum. Cap.	Steve Rogers
10:45 a.m.	1000-0079	Plan Commission	Greg Sheline
11:00 a.m.	1000-0308	Weights & Measures	Gary Gist
11:15 a.m.	1112	Coordinating Council-LIT- Econ. Dev.	Tammy Corn

WEDNESDAY AFTERNOON, SEPTEMBER 5, 2018

	FUND		
1:00 p.m.	1000-0013	Center Township Assessor	Sheila Pullen
	1131	Sales Disclosure	Sheila Pullen
1:15 p.m.	1000-0008	County Assessor	Mindy Heady
	1188	Reassessment	Mindy Heady
	1131	Sales Disclosure	Mindy Heady
1:30 p.m.	1000-9600	Howard Haven	Scott Walker
1:45 p.m.	1000-0012	Veteran Services	Ross Waltemath
2:00 p.m.	1000-0068	Humane Society-Commissioners	Karen Wolfe
2:15 p.m.	1000-0174	County Museum	David Broman
	1112	County Museum-LIT- Econ. Dev.	David Broman
2:30 p.m.	1000-0302	Emergency Management	Janice Hart
	1152	SARA Title Right to Know	Janice Hart
2:45 p.m.	1000-0068	Commissioners	Paul/Tyler/Brad
	1138	Cumulative Capital Development	Paul/Tyler/Brad
	1138-9601	Cumulative Capital Development IT	Paul/Tyler/Brad
	1112	All -- LIT -- Econ. Dev.	Paul/Tyler/Brad
		Recess	

There being no further business to come before the Council at this time, the meeting was recessed until 8:30 a.m., Thursday Sept. 6th, 2018.

The budget work sessions reconvened at 8:30 a.m. Sept. 6th, 2018.

THURSDAY MORNING, SEPTEMBER 6, 2018

	FUND		
8:30 a.m.	1114-9603	Kinsey -Shelter Care-LIT Spec. Pur.	Jeff Lipinski
	1114-9605	Kinsey-Residential-LIT Spec. Pur.	Jeff Lipinski
	4913	Kinsey--FFT User Fees	Jeff Lipinski
9:15 a.m.	1212	CASA	Katina Silver
9:30 a.m.	1000-0010	Voter Registration	Susan & Debbie
9:45 a.m.	1000-0004	Recorder	Jennifer Jack
	1160	Recorder ID Protection	Jennifer Jack
	1217	County Elected Officials Training	Jennifer Jack
	1154	Enhanced Access	Jennifer Jack
	1189	Record's Perpetuation	Jennifer Jack
10:00 a.m.	1000-9601	Information System	Jeremy Stevens
	1138-9601	Information Systems-Cum. Cap.	Jeremy Stevens
10:15 a.m.	1000-0011	Extension Office	Josh Winrotte
10:30 a.m.	1222	Statewide 9-1-1	Gary Bates
	7331	Public Safety -- Dispatch	Gary Bates
10:45 a.m.	1000-0003	Treasurer	Wes Reed
11:00 a.m.	1000-0002	Auditor	Martha Lake
	1150	Auditor Electronic Data Fund	Martha Lake
	1181	Auditor Plat Book Fees	Martha Lake
	1216	Auditor Ineligible Homestead Fund	Martha Lake

THURSDAY AFTERNOON, SEPTEMBER 6, 2018

	FUND		
1:30 p.m.	1000-0750	Soil & Water Conservation	Rene Weaver
			Kent Weaver Dr.
1:45 p.m.	1159	Health Department	Zent
			Kent Weaver Dr.
	1168	Local Health Maintenance	Zent
			Kent Weaver Dr.
	1206	Local Health Trust Account	Zent
			Kent Weaver
	8126	Public Health Emer. Prep.	Dr. Zent
			Kent Weaver/Dr.
	8132	Immunization Grant	Zent
			Kent Weaver Dr.
	8133	Ebola Bonus Fund	Zent
			Kent Weaver Dr.
	8140	Trauma & Injury Prevention	Zent

	9128	INSACCHO Billboards- Imm. Grant	Kent Weaver Dr. Zent
2:00 p.m.	1000-0009	Prosecuting Attorney	Mark McCann
	1000-0660	Prosecutor Title IV D	Mark McCann
	2511	Pretrial Diversion	Mark McCann
	4905	Prosecutor Bad Check/Copy Fund	Mark McCann
	4930	Law Enforcement Fund	Mark McCann
	8109	Stop Domestic Violence Grant	Mark McCann
	8112	Drug Task Force Grant	Mark McCann
2:15 p.m.		Recycling District	Mikki Jeffers Ron Metz
2:30 p.m.	1112	KHCGCC	Tammy Corn

Councilman Jeffrey Stout made a motion to recess the Budget Work Session on September 6, 2018, to be continued to the Public Hearing -- September 12, 2018 at 8:30 a.m. The motion was seconded by consensus of the council and carried.

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Vice President James Papacek made a motion to re-open the Budget meetings on Sept. 12th in order to hold the Public Hearing as advertised. The motion was seconded by consensus and carried.

IN THE MATTER OF BUDGETS FOR 2019:

Howard County Councilmen discussed and acted on the following budgets as documented below. Please note all personnel or benefit changes were excluded in the following discussions except where specifically noted. The following budget sections: Supplies; Other Services; and Capital Outlay were approved as presented except where specifically noted:

1. Surveyor requested a new account line, 1000.33213.000.0006 Obstruction Investigations for \$5,000; 1000.32530.000.0006 Equipment Repair was changed from \$250 to \$2,250; 1000.23210.000.0006 Gas Oil & Lubricants was changed from \$2,700 to \$2,000.
2. Center Township Assessor Travel & Training, line item 000.32130.000.0013 was increased \$600 to include payment for the Assessor to attend a Master’s Level Seminar.
3. 1000.11205.000.0062 Election Board Assistance should be \$9,000 not \$15,000.
4. County portion of the 1000.31200.000.0079 Plan Commission budget is \$263,534.
5. In Superior Court IV 1000.32600.000.0204 Dues & Subscriptions increased was to \$4,000.
6. In Circuit Court 1000.31380.000.0232 Court Appointed Advocate grant match was reduced from \$50,000 to \$41,621 due to state’s cut in grant funding.
7. Fund 1112 LIT – Economic Development Account 32210 KHCGCC increased from \$27,000 to \$28,595 to match grant money for KHCGCC.
8. YMCA Donation was an appropriated commitment of \$100,000 (1112.30002.000.0000) a year for five years, and it is now paid in full. The Commissioners requested the \$100,000

appropriation be moved to line 1112.30003.000.0000 and the title be changed to Convention Center. Councilman John Roberts asked about the money appropriated in the Convention Center line. Councilman Stan Ortman stated the funds approved in Fund 1112 LIT – Economic Development are for a single year. Mr. Roberts then asked about length of commitment for the Convention Center Project. Commissioner Paul Wyman reiterated the cost would be \$150,000 for 15 years. He stated the Commissioners are including the Convention Center as part of the Commissioners’ Budget portion within the EDIT Fund. *(It was specified that at this time, nothing new has been passed by the Legislators regarding an increase in Innkeeper Tax.)* Mr. Wyman stated that the final Memorandum of Understanding regarding the Convention Center will be brought before the Council. Mr. Stout made a motion to approve Fund 1112 LIT – Economic Development with the understanding that paperwork will be presented to Council to address the Convention Center project at a later time. Mr. Stout also clarified that this was to approve all of the line items presented (including 30003 Convention Center). Councilman Les Ellison seconded the motion. Mr. Ortman voted nay. The motion carried.

Mr. Wyman stated that the final Memorandum of Understanding will be brought before the Council late this year or early 2019.

9. Fund 1114 LIT Special Purpose Sheriff and Jail, 1114.11906.000.0380 Correction Officer, approved four new correction officers per prior agreement. Account 1114.31202.000.0380 Contract Services – Doctor Appropriation was increased from \$42,000 to \$44,100.
10. Fund 1114, 9603 LIT Special Purpose, Shelter Care – Director Jeff Lipinski stated the state per diem per child has changed from \$361.00 to \$341.99. Kinsey revenue will be reduced due to the state changes.
11. Fund 1131 Sales Disclosures – 1131.31200.000.0000 Contract Services request is \$10,000. The approved amount is \$5,000.

IN THE MATTER OF SALARY CHANGES AND REQUESTS:

1. Community Corrections 1000.12012.000.0236 Case Manager reduced from \$22,500 to \$17,500 due to \$5,000 grant change.
2. Probation salary changes are mandated by the State, therefore no County salary increases will apply to probation officers per council direction.
3. In Emergency Management 1000.11700.000.0302 Part Time \$10,000 approved per request.
4. In Soil & Water 1000.11700.000.0750 Part Time from \$10,954 to \$11,000.
5. In Recorder Perpetuation Fund 1189.11700.000.000 Part-Time added an additional \$25,000 (total \$50,000). Recorder Jennifer Jack asked to eliminate the second deputy training position.
6. Superior Court IV changed 1000.11700.000.0204 Part Time from \$20,000 to \$38,292 for 1000.11427.000.0204 Asst Bailiff (full time) plus general increase.
7. Prosecutor Title IV-D added 1000.11263.000.0660 (new) IV-D Administrator \$40,000 (which 66% is reimbursed by the state). Prosecutor 1000.11435.000.0009 New Full Time Deputy Prosecutor is \$85,136: Prosecutor Title IV-D 1000.11325.000.0660 Dep Prosecutor which works for Sup CT II (\$41,687) plus the \$10,000 1000.35650.000.0009

- Office Allowance will be removed. A review was performed regarding the additional \$7,000.00 stipend request, but it was not awarded to the New Deputy Prosecutor. A three percent raise was agreed on for all prosecutor staff except where salaries are mandated, per motion by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried.
8. Auditor Lake informed the Council that the state changed how the Assessor stipend for Levels 2 and 3 is reported. Per state statute, please combine on one line the salary and education stipend.
 9. Mr. Papacek made a motion to raise Full time and Full time/ Part-time County Employees three percent except where salaries are mandated by the state (example: Probation-- However, probation employees not covered by mandated salaries are eligible for three percent raise). Mr. Roberts seconded the motion, and the motion carried.
 10. 1000.11109.000.0313 Maintenance Director William Stonestreet will receive a \$5,000 salary increase per motion made by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried.
 11. 1000.11302.000.0002 Payroll Manager Jessica Rudy and 1000.11302.000.0002 Finance Supervisor Renae Adams will each receive a \$1,000 salary increase; and Chief Deputy Laura Johnson will receive a \$500 salary increase per motion was made by Mr. Papacek. Mr. Ortman seconded the motion, and the motion carried.
 12. At Kinsey: 1114.11808.000.9603 Nurse; 1114.11807.000.9603 Nurse Supervisor; 1114.11349.000.9603 Shift Care Complian Caseworker; 1114.11350.000.9603 Shift Care Admin Caseworker; and, at Kinsey Secure Detention 1114.11352.000.9605 Caseworker to receive an additional \$1,000 salary increase per position plus three percent on motion made by Mr. Papacek. Mr. Ellison seconded the motion, and the motion carried.
 13. Council will work on future salary ranges.
 14. In Surveyor's office 1000.11700.000.0006 Part Time budget increase from \$2,575 to \$15,000.00 per motion made by Mr. Papacek. Mr. Ortman seconded the motion, and the motion carried. (Increase is in anticipation of a full time employee retirement and only a part time employee replacement.)
 15. Public Defender salary increase \$1,816 in line 1000.1114.000.0271; and Chief Deputy Public Defender salary increase \$1,362, in line 1000.11200.000.0271, as requested per motion made by Mr. Stout. Mr. Roberts seconded the motion, and the motion carried. Point of clarification there is no three percent raise for these two positions.
 16. Mr. Papacek and the other Councilmen addressed the Attrition Policy. Superior Court I salary increase for 1000.11318.000.0201 Court Reporter, and 1000.11414.000.0201 Asst. Court Reporter (3) awarded the three percent raise by consensus of the Council to maintain the integrity of the Attrition Policy.
 17. In Circuit Court 1000.11804.000.0232 Juvenile Referee to receive three percent raise rather than amount requested per motion by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried.
 18. In Superior Court III 1000.11318.000.0203 Court Reporter, 1000.11421.000.0203 Clerk/Civil, and 1000.11806.000.0203 Clerk/Criminal (2) to receive three percent raise rather than amount requested per motion made by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried.

19. Council discussed raising the chief deputy salary to a percentage of the elected official salary.
20. The council address elected officials salaries as follows: 1000.11100.000.0002 County Auditor salary \$59,300; 1000.11100.000.0008 County Assessor salary \$58,000 includes Level III; 1000.11100.000.0013 Center Township Assessor salary \$53,000 includes Level III; 1000.11100.000.0001 County Clerk salary \$55,000; 1000.11101.000.0068 County Commissioner (3) salary \$24,000; 1000.11102.000.0068 County Council (7) salary \$10,700; 1000.11100.000.0004 County Recorder salary \$50,000, 1000.11100.000.0006 County Surveyor salary \$46,000; and 1000.11100.000.0003 County Treasurer salary \$53,500: and the three percent raise was excluded for these individuals per motion made by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried. County Coroner salary 1000.11100.000.0007 Elected Official increase three percent on base salary, not on doctor designated salary per motion by Mr. Papacek. Mr. Roberts seconded the motion, and the motion carried.
21. Information Systems Manager Jeremy Stevens to receive an increase of \$500 in addition to the three percent raise; and all information systems employees will receive the three percent raise per motion by Mr. Papacek. Mr. Ortman seconded the motion, and the motion carried.
22. In County Assessor budget: 1000.11306.000.0008 First Deputy salary increase \$2,000 per reason of years of service, but no three percent raise given, and other 1000.11307.000.0008 First Deputy three percent raise per motion by Mr. Papacek. Mr. Ortman seconded the motion. Mr. Ellison objected to the motion and voted nay. The motion carried. 1131.11200.000.0000 Chief Deputy County Assessor salary to increase \$2,500.00, with no three percent increase per motion by Mr. Stout. Mr. Ortman seconded the motion, and the motion carried.

IN THE MATTER OF 2019 HOWARD COUNTY RECYCLING BUDGET:

The Council reviewed the Recycling Budget. Mr. Papacek made a motion to approve the 2019 Howard County Recycling Budget as presented. Mr. Stout seconded the motion, and the motion carried.

IN THE MATTER OF 2019 HOWARD COUNTY CONVENTION, VISITORS & TOURISM COMMISSION BUDGET:

Mr. Papacek made a motion to approve the 2019 Howard County Convention, Visitors & Tourism Commission Budget as presented. Mr. Stout seconded the motion, and the motion carried.

There being no further business to come before the Council at this time, the meeting was recessed until 4:00 p.m., Tuesday Sept. 25th, 2018.

The budget adoption meeting reconvened by consensus at 4:00 p.m., Tuesday Sept. 25th, 2018, in order to hold the Public Budget Adoption meeting as advertised.

IN THE MATTER OF 2019 BUDGET ADOPTION MEETING:

Howard County Auditor Lake presented **ORDINANCE NO. 2018-HCCO-31 ADOPTION ALL 2019 HOWARD COUNTY BUDGETS** to the Howard County Council. The 2019 Adopted Budget in the amount of \$46,326,753 (Funds reviewed by DLGF) and the Home-Ruled Funds in the amount of \$6,874,929 were reviewed by the Howard County Council. Mr. Papacek made a motion to approve the 2019 Howard County Budget as presented. Mr. Stout seconded the motion, and the motion carried. Auditor Lake thanked the Council on all of their efforts in helping with the budget. Mr. Miller also thanked the Auditor's office for all of their help.

Auditor Lake also presented **ORDINANCE NO. 2018-HCCO-32 2019 HOWARD COUNTY SOLID WASTE MANAGEMENT BUDGET** in the amount of \$996,913 to the Council. Mr. Papacek made a motion to approve the 2019 Howard County Solid Waste Budget as presented. Mr. Ortman seconded the motion, and the motion carried.

The 2019 Budget Session was closed by consensus.

HOWARD COUNTY COUNCIL:

RICHARD H. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

LESLIE W. ELLISON, MEMBER

STANLEY E. ORTMAN, MEMBER

JEFFREY A. STOUT, MEMBER

JOHN J. ROBERTS, MEMBER

DWIGHT V. SINGER, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR
Howard County Council Budget Meetings September 25, 2018