

HOWARD COUNTY COUNCIL MEETING SEPTEMBER 24, 2019

The Howard County Council met in Regular Session on Tuesday, September 24, 2019, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President James Papacek, Council Vice-President Jeffery A. Stout, and Council Members Bryan Alexander, Jamie L. Bolser, Leslie G. Fatum, Stanley E. Ortman, and John J. Roberts. Also, in attendance were County Attorney Alan Wilson and Auditor Martha Lake. The meeting was called to order by Sheriff Jerry Asher and conducted by President James Papacek.

Councilman Ortman led the Pledge of Allegiance and President Papacek offered a word of prayer from 2 Chronicles 7:14.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the August 27, 2019 meeting, having been previously submitted and reviewed, were approved on a motion made by Councilman Ortman. Councilwoman Fatum seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2019-HCCO-29-ADDITIONAL APPROPRIATIONS FOR 2019:

Auditor Martha Lake read Ordinance No. 2019-HCCO-29 – Additional Appropriations one time, and the ordinance was acted upon as follows:

	Additional Appropriations	Requested	Approved
<u>1159</u>	<u>HOWARD COUNTY HEALTH DEPARTMENT FUND:</u>		
11605	Project Coordinator (Admin. Asst.)	\$39,451.00	\$39,451.00
15210	FICA	\$3,018.00	\$3,018.00
15220	PERF	\$5,602.04	\$5,602.04
	<u>Total Health Department Fund:</u>	<u>\$48,071.04</u>	<u>\$48,071.04</u>
<u>1212</u>	<u>HOWARD COUNTY CASA FUND:</u>		
15230	Insurance	\$5,850.00	\$5,850.00
32620	Professional Fees	\$15,000.00	\$15,000.00
	<u>Total CASA FUND:</u>	<u>\$20,850.00</u>	<u>\$20,850.00</u>
<u>2513</u>	<u>HOWARD COUNTY SUPERIOR COURT I – DRUG USER FEE FUND:</u>		
32641	Drug Screens / Drug Court	\$5,882.00	\$5,882.00
32130	Travel & Training	\$5,882.00	\$5,882.00
30001	Special Proj. & Incentives	\$5,882.00	\$5,882.00
32000	Intervention & Treatment	\$5,882.00	\$5,882.00
	<u>Total Superior Court I – Drug User Fee Fund:</u>	<u>\$23,528.00</u>	<u>\$23,528.00</u>
<u>2514</u>	<u>HOWARD COUNTY SUPERIOR COURT I – RE-ENTRY USER FEE FUND:</u>		
32640	Drug Screens	\$19,592.00	\$19,592.00
32130	Travel and Training	\$19,592.00	\$19,592.00
30001	Special Projects & Incentives	\$19,592.00	\$19,592.00
32000	Intervention & Treatment	\$19,592.00	\$19,592.00
	<u>Total Superior Court I – Drug User Fee Fund:</u>	<u>\$78,368.00</u>	<u>\$78,368.00</u>
<u>2524</u>	<u>HOWARD COUNTY SUPERIOR COURT II – MENTAL HEALTH USER FEE FUND:</u>		
32130	Travel and Training	\$4,020.00	\$4,020.00
	<u>Total Superior Court II – Mental Health User Fee Fund:</u>	<u>\$4,020.00</u>	<u>\$4,020.00</u>

	Additional Appropriations	Requested	Approved
<u>2525</u>	<u>HOWARD COUNTY SUPERIOR COURT II – VETERANS USER FEE FUND:</u>		
32130	Travel and Training	\$2,576.95	\$2,576.95
	<u>Total Superior Court II – Veterans User Fee Fund:</u>	<u>\$2,576.95</u>	<u>\$2,576.95</u>
<u>2527</u>	<u>HOWARD COUNTY JUVENILE PSC CIRCUIT COURT – USER FEE FUND:</u>		
31200	Contract Services – Overcoming Obstacles	\$8,000.00	\$8,000.00
	<u>Total Juvenile PSC Circuit Court – User Fee Fund:</u>	<u>\$8,000.00</u>	<u>\$8,000.00</u>
<u>8112</u>	<u>HOWARD COUNTY PROSECUTOR DRUG TASK FORCE – HC MATCH FUND:</u>		
15230	Insurance	\$9,200.00	\$9,200.00
	<u>Total Prosecutor’s Drug Task Force – HC Match Fund:</u>	<u>\$9,200.00</u>	<u>\$9,200.00</u>
	<u>TOTAL ADDITONAL APPROPRIATIONS ALL FUNDS:</u>	<u>\$194,613.99</u>	<u>\$194,613.99</u>

HOWARD COUNTY HEALTH DEPT. – FUND 1159:

Howard County Health Director Kent Weaver addressed the Council with the request for an additional appropriation for the new position of Project Coordinator. This new position has been approved by PAC and the Commissioners previous to this additional appropriation request. The funds to pay for the new position have been accumulated through efforts in the health departments to bill private insurance companies for services rendered. This has doubled miscellaneous revenue in the health department. The primary function of this new position would be to address the Opioid use in the community and administer Narcan; as well as provide important education to those in our community. Councilwoman Fatum made a motion to approve the additional appropriation as requested for the Howard County Health Department. Councilman Ortman seconded the motion, and the motion carried.

HOWARD COUNTY CASA – FUND 1212:

Director Katina Murray addressed the Council with the request for additional appropriations as she is now enrolled in the county insurance program and requires funds to cover this expenditure. As well, the department has taken on a new CASA worker, and the \$15,000.00 for professional fees would be to pay the new CASA worker. Councilman Roberts made the motion to approve the additional appropriations as requested. Councilman Stout seconded the motion, and the motion carried.

HOWARD COUNTY SUPERIOR COURT I – DRUG USER FEE – FUND 2513 & FUND 2514 RE-ENTRY USER FEE:

Honorable Judge William Menges was not present to address the additional requests. On his behalf, Auditor Lake addressed the Council stating that the User Fee Funds require Council approval. Councilman Stout made a motion to approve the requests as submitted for Fund 2513 and 2514. Councilwoman Bolser seconded the motion, and the motion carried.

HOWARD COUNTY SUPERIOR COURT II – MENTAL HEALTH USER FEE – FUND 2524 & VETERANS USER FEE – FUND 2525:

Honorable Judge Brant Parry was not present to address the additional requests. On his behalf, Auditor Lake stated that Fund 2524 and 2525 essentially functions the same as Superior Court I, whereas, it requires Council approval for expenditures. Councilwoman Bolser made a motion to approve Fund 2524, 2525 and 2527 as they are all three user fees and require the Council approval to spend what is in the fund. Councilman Alexander seconded the motion, and the motion carried.

HOWARD COUNTY PROSECUTOR DRUG TASK FORCE – HC MATCH FUND 8112:

In Prosecutor Mark McCann’s absence, Auditor Lake explained the additional request presented as a matching grant fund. Councilwoman Bolser made a motion to approve the request as submitted. Councilwoman Fatum seconded the motion, and the motion carried.

IN THE MATTER OR ORDINANCE NO. 2019-HCCR-14 – TRANSFERS:

Auditor Martha Lake read Ordinance No. 2019-HCCR-14-Transfers one time, and the ordinance was acted upon as follows:

	Transfer From	To	Amount	Allowed
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>			
<u>0660</u>	<u>Howard County Prosecutor’s Title IV-D Fund:</u>			
11263	IV-D Administrator	11138 IV-D Dep. Pros.	\$10,753.00	\$10,753.00
<u>0007</u>	<u>Howard County Coroner’s Fund:</u>			
23710	Other Supplies	47210 Equipment	\$5,000.00	\$5,000.00
<u>0302</u>	<u>Howard County EMA Fund:</u>			
32520	Garage Motor Repair	47210 Equipment	\$2,000.00	\$2,000.00
32530	Equipment Repair	47210 Equipment	\$2,000.00	\$2,000.00
<u>7331</u>	<u>HOWARD COUNTY EMA PUBLIC SAFETY DISPATCH FUND:</u>			
12300	Dispatchers	12305 Dispatch OT	\$35,000.00	\$35,000.00

Howard County Prosecutor’s Office was not present to discuss the transfer requested in 1000.11263.000.0660. Auditor Lake stated that this fund transfer was discussed by the Prosecutor’s Office in a prior meeting where the Prosecutor’s Office requested Title IV-D Funds be utilized to pay a full-time IV-D Deputy Prosecuting Attorney. Auditor Lake stated that the Council had received an email from Paige Kaufman from the Prosecutor’s Office prior to the meeting herein. Councilman Ortman made a motion to approve the transfer in account line 1000.11263.000.0660, as presented. Councilwoman Bolser seconded the motion, and the motion carried.

Howard County Coroner Dr. Steven Seele addressed the Council with the request for transfer from account line 1000.23710.000.0007 to account line 1000.47210.000.0007 in the amount of \$5,000.00. The transfer is required in order to purchase air tanks and breathing systems for his Deputy Coroners. These breathing systems are utilized to safeguard the deputies in the event they are required to enter into a contaminated area while performing their duties. Councilman Roberts made the motion to transfer the sum of \$5,000.00 as presented. Councilwoman Fatum seconded the motion, and the motion carried.

Howard County EMA Director Janice Hart addressed the Council regarding the request for a transfer in the sum of \$4,000.00 from account line 1000.32520.000.0302 and 1000.32530.000.0302, to account line 1000.47210.000.0302, as submitted. The transfer will be utilized to install lights and sirens in the new Chevrolet Traverse leased by the County. She would also like to use the remaining funds to purchase a television for her second office on Berkley Road. This television would be used by her volunteers who congregate at the facility during emergencies. Councilwoman Fatum made a motion to approve the transfer as presented. Councilman Roberts seconded the motion, and the motion carried.

Howard County EMA Public Safety Dispatch Gary Bates addressed the Council with the request for transfer in the sum of \$35,000.00 from account line 7331.12300.000.0000 to 7331.12305.000.0000. The transfer is to provide for any overtime necessary as well as any vacation buy backs that may arise at the end of the year. In discussing the amount of overtime utilized by the department, it was suggested by Councilwoman Bolser that the department pay special attention to the Affordable Care Act when addressing overtime. Councilman Alexander made a motion to approve the transfer from account line 7331.12300.000.0000 to 7331.12305.00.0000 in the sum of \$35,000.00, as presented. Councilman Stout seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2019-HCCO-30- AMENDING SALARY ORD. FOR 2019:

Auditor Martha Lake read Ordinance No. 2019-HCCO-30- Amending Salary Ordinance one time, and the ordinance was acted upon as follows:

Salary Amendments		Requested	Approved
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>		
<u>0660</u>	<u>Howard County Prosecutor’s Title IV-D Fund:</u>		
11263	IV-D Administrator	(\$10,753.00)	(\$10,753.00)
11138	IV-D Dep. Prosecutor	\$10,753.00	\$10,753.00
<u>1159</u>	<u>HOWARD COUNTY HEALTH DEPT. FUND:</u>		
11605	Project Coordinator	\$39,451.00	\$39,451.00
15210	FICA	\$3,018.00	\$3,018.00
15220	PERF	\$5,602.04	\$5,602.04
<u>1212</u>	<u>HOWARD COUNTY CASA FUND:</u>		
15230	Insurance	\$5,850.00	\$5,850.00
<u>7331</u>	<u>HOWARD COUNTY EMA PUBLIC SAFETY DISPATCH FUND:</u>		
12300	Dispatchers	(\$35,000.00)	(\$35,000.00)
12305	Dispatch OT	\$35,000.00	\$35,000.00
<u>8112</u>	<u>HOWARD COUNTY PROSECUTOR DRUG TASK FORCE – HC MATCH:</u>		
15230	Insurance	\$9,200.00	\$9,200.00

Auditor Martha Lake stated that the foregoing Ordinance No. 2019-HCCO-30, amending salary ordinance, was already addressed with Ordinance No. 2019-BCCO-29, additional appropriations and Resolution No. 2019-HCCR-14, transfers. That being said, Councilwoman Bolser made the motion to approve Ordinance No. 2019-HCCO-30, amending salary ordinance, as presented. Councilwoman Fatum seconded the motion, and the motion carried.

IN THE MATTER OF NEW BUSINESS:

Councilman Ortman asked that a meeting be set for a few of the Council Members and that it be a matter of record. President Papacek agreed to the request.

Auditor Martha Lake requested the approval of the Council for the 2018/2019 Fiscal Funds Encumbrances for funds 1122, 2515, 2516, 2523, 9121, and 9126 in the sum of \$344,521.26, as presented. The encumbrances are from July 1, 2018 to June 30, 2019 where there were funds still remaining to be utilized. Beginning on January 1, 2020, these funds will begin on a calendar year basis. Councilman Alexander made a motion to approve the 2018/2019 Fiscal Funds Encumbrances as requested. Councilwoman Fatum seconded the motion, and the motion carried.

Auditor Lake also requested the Council to approve the new process of paying vendor claims by ACH transaction rather than by check, to all vendors that will accept ACH. At some point not too far down the road, it is the plan to make all payments to vendors by ACH. Councilwoman Bolser made a motion to approve paying vendors who will authorize being paid through the ACH process. Councilwoman Fatum seconded the motion, and the motion carried.

There being no further business to come before the Council at this time, the meeting was adjourned at 4:55 p.m., on a motion made by Councilwoman Bolser and seconded by Councilwoman Fatum. Motion carried.

HOWARD COUNTY COUNCIL

JAMES T. PAPACEK, PRESIDENT

JEFFREY A. STOUT, VICE PRESIDENT

BRYAN ALEXANDER, MEMBER

JAMIE L. BOLSER, MEMBER

LESLIE G. FATUM, MEMBER

STANLEY E. ORTMAN, MEMBER

JOHN J. ROBERTS, MEMBER

MARTHA J. LAKE, AUDITOR
HOWARD COUNTY COUNCIL MEETING SEPTEMBER 24, 2019