

HOWARD COUNTY COUNCIL MEETING MAY 26, 2020
Includes Holdover Items from MARCH 24, 2020

The Howard County Council met in Regular Session on Tuesday, May 26, 2020, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included Council President James Papacek, Council Members Bryan Alexander, Jamie L. Bolser, Leslie G. Fatum, Stanley E. Ortman, John J. Roberts and Thomas N. Trine. Also, in attendance was County Attorney Alan Wilson and County Auditor Martha Lake. The meeting was called to order by Sheriff Jerry Asher and conducted by President James Papacek.

Council President James Papacek led in the Pledge of Allegiance and gave a word of prayer.

NOMINATION OF THE HOWARD COUNTY COUNCIL VICE-PRESIDENT:

President Papacek opened the nomination for the Howard County Council Vice-President position. Councilman Roberts nominated Councilwoman Jamie Bolser for Council Vice-President. Councilman Alexander seconded the nomination. There being no further nominations, a motion to close the nomination for Vice-President was made by Councilman Roberts and seconded by Councilwoman Fatum. The Council unanimously voted “aye”, in favor of Councilwoman Jamie Bolser, as nominated for Council Vice-President.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the February 25, 2020 meeting, having been previously submitted and reviewed, were approved on a motion made by Councilwoman Fatum. Councilwoman Bolser seconded the motion, and the motion carried.

COUNCIL MORATORIUM & ADDRESSING OF THE HOLD OVER ITEMS FROM THE MARCH 24, 2020 AGENDA:

President James Papacek addressed the matter of the Council issuing a “Moratorium” due to the COVID-19 matter at hand. Due to the Moratorium, the Council will not be addressing any immediate future additional appropriations; however, will address those previously set for the March 24, 2020 meeting that had been advertised and whereas the meeting was postponed to May 26, 2020.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-21 - ADDITIONAL APPROPRIATIONS FOR 2020: (Holdover Item from March 24, 2020)

Auditor Martha Lake read Ordinance No. 2020-HCCO-21 – Additional Appropriations one time, and the ordinance was acted upon as follows:

| | Additional Appropriations | Requested | Approved |
|--------------------|---|---------------------------|---------------------------|
| <u>1000</u> | <u>HOWARD COUNTY GENERAL FUND:</u> | | |
| <u>0005</u> | <u>Howard County General – Sheriff’s Dept.:</u> | | |
| 11312 | Deputies (2 deputies to replace 2 retiring deputies) 12 pays / July – Dec. 2020 | \$47,000.00 | \$47,000.00 |
| 12130 | Shift Differential (2 deputies) | \$2,000.00 | \$2,000.00 |
| | <u>Total Howard County Sheriff’s Dept.:</u> | <u>\$49,000.00</u> | <u>\$49,000.00</u> |
| <u>9601</u> | <u>Howard County –Information Systems:</u> | | |
| 47210 | Equipment | \$31,000.00 | \$31,000.00 |
| | <u>Total Howard County – Information Systems:</u> | <u>\$31,000.00</u> | <u>\$31,000.00</u> |
| | <u>TOTAL GENERAL FUND REQUESTS:</u> | <u>\$80,000.00</u> | <u>\$80,000.00</u> |
| <u>1170</u> | <u>LIT PUBLIC SAFETY – COUNTY SHARE FUND:</u> | | |
| 12306 | Shift Supervisors | | |

| | | |
|---|---------------------------|---------------------------|
| (promote 3 current dispatchers to supervisors) 14 pays / June – Dec. 2020 | \$5,500.00 | \$5,500.00 |
| Total LIT Public Safety – County Share Fund: | <u>\$5,500.00</u> | <u>\$5,500.00</u> |
| <u>TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS:</u> | <u>\$85,500.00</u> | <u>\$85,500.00</u> |

1000-0005 – Howard County General - Sheriff’s Dept.:

Sheriff Asher addressed the Council with the request for additional appropriations. The Sheriff’s department has 2 deputies who will be retiring and in order to hire 2 new deputies and provide the needed time for training, he is asking for an additional appropriation to cover the salary and insurance for these 2 positions. Sheriff Asher stated that it takes time to get a new deputy trained and due to COVID-19, there are some additional challenges with the academy. Councilwoman Bolser inquired as to whether Sheriff Asher had included employee benefits in his request for additional appropriations; to which he responded that benefits were included in the additional request.

Councilman Roberts asked for an update on the Jail as well as if the arriving inmates were being tested for temperature elevations. The Sheriff stated that the county jail is currently housing 374 inmates and an additional 30 females are being housed in Tipton. Due to the COVID-19 concern, new inmates coming into the jail are being temperature tested and are quarantined for 14 days before entering the jail population. The jail has not experienced any COVID-19 cases in the inmate population. Councilwoman Bolser stated that she appreciates the reduction of the additional appropriation request considering the potential unforeseen circumstances with the COVID-19 matter.

1170 – Howard County LIT Public Safety – County Share Fund – Sheriff’s Dept.:

Sheriff Asher stated that he understands the uncertain times; however, is asking for \$5,500.00 to promote 3 of his 19 dispatchers to supervision, effective June 1, 2020. This as well, reduces his original request for transfer funds from account line 1170.12300.000.0000 Dispatcher, to 1170.12306.000.0000 Sgt. Shift Supervisor, from \$79,545.00 to \$61,845.00.

1000-9601 – Howard County General – Information Systems:

Auditor Martha Lake addressed the request for additional appropriations in account line 1000.47210.000.9601 in the sum of \$30,000.00, on behalf of IT Director, Jeremy Stevens. Auditor Lake stated that this item was being brought before the Council due to Information System’s 2020 Budget being cut by the State. Auditor Lake stated that there were insufficient funds in Cumulative Capital Development Fund to support the requested Information Systems budget for 2020. She is requesting the additional \$30,000.00 be appropriated in the Information System General Fund Budget for the calendar year of 2020.

Councilwoman Bolser asked if IT had already spent the amount being requested in the additional appropriation. Auditor Lake advised Councilwoman Bolser that IT had not spent these funds; however, the funds are needed to sufficiently fund their 2020 budget.

Sheriff Asher submitted to the Council, his Jail Commissary Fund Receipts and Expenditures Report for balance ending March 31, 2020.

All additional appropriations having been presented, Councilman Roberts made a motion to approve Ordinance No. 2020-HCCO-21, Additional Appropriations, as read. Councilman Alexander seconded the motion, and the motion carried.

IN THE MATTER OR ORDINANCE NO. 2020-HCCR-3 – TRANSFERS:
(Holdover Item from March 24, 2020)

Auditor Martha Lake read Ordinance No. 2020-HCCR-3-Transfers one time, and the ordinance was acted upon as follows:

| | Transfer From | To | Amount | Allowed |
|--------------------|--|-----------------------------|---------------|----------------|
| <u>1170</u> | <u>LIT PUBLIC SAFETY – COUNTY</u> | | | |
| | <u>SHARE FUND :</u> | | | |
| 12300 | Dispatcher | 12306 Sgt. Shift Supervisor | \$61,845.00 | \$61,845.00 |

9525 VETERANS PSC – SUPERIOR COURT II

FUND:

| | | | | | |
|-------|-----------|-------|-------------------------|------------|------------|
| 15230 | Insurance | 23700 | Canine Supplies | \$7,250.00 | \$7,250.00 |
| 15230 | Insurance | 23745 | Incentives | \$5,045.50 | \$5,045.50 |
| 15230 | Insurance | 47220 | Computers, Hdwr, Sftwr. | \$4,000.00 | \$4,000.00 |
| 15230 | Insurance | 41000 | Canine Purchase | \$2,750.00 | \$2,750.00 |
| 15230 | Insurance | 32130 | Travel / Training | \$4,999.95 | \$4,999.95 |

1170 – LIT PUBLIC SAFETY – SHERIFF’S DEPT.:

Sheriff Asher addressed his request for transfer while addressing the additional appropriations request above.

9525 – VETERAN’S PSC – SUPERIOR COURT II FUND:

Coordinator for Howard County Veteran’s Court Program, Richard Cotterell addressed the Council on behalf of Judge Brant Parry. The program grant issued to the department covered insurance for staff and as Mr. Cotterell does not carry the county insurance, these funds would otherwise be required to be returned to the State of Indiana. Mr. Cotterell stated that he approached the state to see if those funds could be utilized to benefit the program rather than be returned. The State agreed he could. This allows for the Veteran’s Program to enrich their abilities in several areas utilizing these funds. By re-appropriating these funds the program was able to purchase a therapy dog (named Cadence) for the Mental Health and Veterans Program Courts. She will be trained and work with 2 handlers, one from Veteran’s Court and one from Mental Health Court and should be trained for PTSD and anxiety and certified by December 2020. The funds will also allow for veterinarian care for her. Mr. Cotterell further stated that the incentive and ceremonies programs will benefit from these funds as well to directly assist those participants in the program. These retained funds will also contribute to annual training for nine individuals for the drug court program as well as the purchase of lap tops for the probation case managers for use in the courts and in the field.

Councilman Alexander and Councilwoman Bolser thanked Mr. Cotterell for going above and beyond his scope of work to ensure the county retains grant funds that would have otherwise been required to be forfeited had he not petitioned the state for the permissions to utilize these funds in other areas. These funds afforded the county the appropriations for incentive programs, travel, training, equipment and the purchase of a canine to assist program participants.

Councilwoman Fatum made a motion to approve Resolution No. 2020-HCCR-3, Transfers, as read. Councilman Roberts seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-22- AMENDING SALARY ORD. FOR 2020:
(Holdover Item from March 24, 2020)

Auditor Martha Lake read Ordinance No. 2020-HCCO-22- 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>0005</u> | <u>Howard County General – Sheriff’s Dept.:</u> | | |
| 11312 | Deputies (replacing 2/retiring) | \$47,000.00 | \$47,000.00 |
| 12130 | Shift Differential (2 deputies) | \$2,000.00 | \$2,000.00 |
| <u>1170</u> | <u>LIT PUBLIC SAFETY – COUNTY SHARE FUND:</u> | | |
| 12300 | Dispatcher | (\$61,845.00) | (\$61,845.00) |
| 12306 | Sgt. Shift Supervisor | \$61,845.00 | \$61,845.00 |
| 12303 | Corporal Shift Supervisor | \$5,500.00 | \$5,500.00 |
| <u>9525</u> | <u>VETERANS PSC – SUPERIOR COURT II FUND:</u> | | |
| 15230 | Insurance | (\$24,045.45) | (\$24,045.45) |

Auditor Lake explained that the Salary Amendment items were also covered under the Additional Appropriations and Transfer documents which the council previously approved. Councilwoman Bolser made the motion to approve Ordinance No. 2020-HCCO-22, Amending Salary Ordinance, as presented. Councilwoman Fatum seconded the motion, and the motion carried.

President Papacek stated that this would conclude the agenda for the holdover items from the postponed meeting of March 24, 2020.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-23 - ADDITIONAL APPROPRIATIONS FOR 2020: (Forgivable Loan Program due to COVID-19)

| | Additional Appropriations | Requested | Approved |
|-------------|--|----------------------------|----------------------------|
| 1112 | <u>HOWARD COUNTY LIT – ECONOMIC DEVELOPMENT FUND:</u> | | |
| 37014 | Forgivable Loan Program | \$250,000.00 | \$250,000.00 |
| | <u>Total LIT – Economic Development Fund:</u> | <u>\$250,000.00</u> | <u>\$250,000.00</u> |
| | <u>TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS:</u> | <u>\$250,000.00</u> | <u>\$250,000.00</u> |

1112-HOWARD COUNTY LIT – ECONOMIC DEV. FUND:

Commissioner Paul Wyman addressed the Council regarding the appropriation of the \$250,000.00 to fund the forgivable loan program which assisted many county businesses during this challenging time with the COVID-19 restrictions. Mr. Wyman thanked the Council for their work and support over the last couple of months, navigating through the changes with the COVID-19 restrictions and the business loans to county businesses. He stated that it has been a good partnership between the City of Kokomo, Howard County, the Board of Health and the Medical Community. Both the City of Kokomo and Howard County have offered a loan program to assist city and county businesses. To date, (48) forty-eight businesses located in the county, have submitted their completed paperwork and been approved for the forgivable loan program.

Councilman Roberts thanked Commissioner Wyman for all of his work and support through this changing time. Councilwoman Bolser concurred and stated that she was appreciative of the Commissioners working to get funds to businesses in need and also working with the city. Auditor Lake thanked the Commissioners and the Council for their work and stated that it is a privilege for the Auditor’s Office to get the loans processed for our local businesses.

Councilwoman Bolser made the motion to approve Ordinance No. 2020-HCCO-23, Additional Appropriations, as presented. Councilwoman Fatum seconded the motion, and the motion carried. Councilman Ortman abstained.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-24 - ADDITIONAL APPROPRIATIONS FOR 2020 HOWARD COUNTY CV&T COMMISSION:

| | Additional Appropriations | Requested | Approved |
|--|---|----------------------------|----------------------------|
| | <u>HOWARD COUNTY CONVENTIONS, VISITORS & TOURISM COMMISSION:</u> | | |
| | Emergency Loan Program | \$175,000.00 | \$175,000.00 |
| | <u>Total Howard County Conv., Visitors & Tourism Commission:</u> | <u>\$175,000.00</u> | <u>\$175,000.00</u> |
| | <u>TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS:</u> | <u>\$175,000.00</u> | <u>\$175,000.00</u> |

HOWARD COUNTY CONVENTIONS, VISITORS & TOURISM COMMISSION FUND:

Auditor Martha Lake stated that this Fund does not require the State of Indiana’s approval and requires only County Council approval.

Director Charles Sparks addressed the Council with his request for additional appropriations in the sum of \$175,000.00 for the emergency forgivable loan program from the CVB's capital fund; of which the current balance is 2.38 million. He submitted a copy of the application and the program guidelines to the Council for review. He stated that the CVB Board of Directors approved the application and guidelines earlier this morning. This program is directed to businesses that provide lodging/hotel, meeting facilities/event centers and visitors attractions. Additional criteria for approval of the loan requires that the business application be completed by the business owner; be located in Howard County; must have been impacted by the COVID-19 restrictions to businesses, and have no tax liens or legal judgments. The forgivable loan would allow for \$5,000.00 per business and would be forgivable providing the business is still actively in business at the end of the calendar year.

Mr. Roberts thanked Mr. Sparks for contributing the funds to those local businesses during this challenging time and wants the community to know that we pull together and support one another.

Councilwoman Bolser asked if the requested additional appropriation is a part of the CVB's operating budget? Mr. Sparks replied, "it is not part of the operating budget". She also stated that she would like to see a clause in the loan application/agreement that the business must be current in their property taxes through 2018 payable in 2019.

Councilwoman Fatum made the motion to approve Ordinance No. 2020-HCCO-24, Additional Appropriations, as presented. Councilman Roberts seconded the motion, and the motion carried. Councilman Trine abstained.

IN THE MATTER OF COUNCIL BUSINESS:

Councilwoman Bolser expressed her appreciation for community efforts, and contributions of the partnerships, Auditor's Office, Treasurer's Office and other entities. She also would like to congratulate the 2020 Senior Graduating Class.

President Papacek shared the news article he read in regard to the State missing the revenue for April that it had forecast to be at 2.2 billion which actually came in a 1 billion. This will affect the overall budget and expenses for calendar year 2021 and any additional appropriation requests will only be entertained if deemed an emergency. The Council will ensure that our county government operates responsibly with the forecasted tightening of finances.

Auditor Lake addressed the projected income tax that has been set for this year in the economic development income tax, public safety income tax. The 2020 distribution amount set in August of last year was based on this years' projected collections. This year's income is now lowered. She stated that we will see a lowering of gasoline tax, as well, which funds the Highway and Local Road Street operations. All will need to be monitored closely due to the change in circumstances and the now lowered revenues. She will try to find the reduced numbers on these tax revenues and report to the Council. Auditor Lake also stated that the State has requested their department budgets be cut by 15%.

Auditor Lake read the card from the Stout family, thanking the Council for the kindness extended due to the passing of Council Vice President Jeffrey Stout.

Councilwoman Bolser asked when the budget requests would go out to departments. First Deputy Auditor Renae Adams stated that she would like to get budget request forms out to the departments by the first week of June.

There being no further business to come before the Council

At this time, the meeting was adjourned at 5:00 p.m., on a motion made by Councilman Roberts. Councilwoman Fatum seconded the motion, and the motion carried.

HOWARD COUNTY COUNCIL

JAMES T. PAPACEK, PRESIDENT

JAMIE L. BOLSER, VICE PRESIDENT

BRYAN ALEXANDER, MEMBER

LESLIE G. FATUM, MEMBER

STANLEY E. ORTMAN, MEMBER

JOHN J. ROBERTS, MEMBER

THOMAS N. TRINE, MEMBER

MARTHA J. LAKE, AUDITOR
HOWARD COUNTY COUNCIL MEETING MAY 26, 2020