

HOWARD COUNTY COUNCIL MEETING JULY 28, 2020

The Howard County Council met in Regular Session on Tuesday, July 28, 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 Vice-President Jamie L. Bolser; Council Members Bryan Alexander, 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.

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

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the June 23, 2020, meeting, having been previously submitted and reviewed, were approved on a motion made by Councilwoman Fatum. Councilman Roberts seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-32 - ADDITIONAL APPROPRIATIONS FOR 2020:

Auditor Martha Lake read Ordinance No. 2020-HCCO-32 – 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 Fund – Sheriff:</u>		
11929	Specialist Pay	\$5,000.00	\$5,000.00
	<u>Total Howard County General Fund – Sheriff:</u>	<u>\$5,000.00</u>	<u>\$5,000.00</u>
<u>0007</u>	<u>Howard County General Fund – Coroner:</u>		
11700	Deputy Coroner (Part Time @ \$25.00/Hour)	\$5,000.00	\$5,000.00
32635	Med. & Hospital – Autopsy/Lab	\$95,000.00	\$95,000.00
	<u>Total Howard County General Fund – Coroner:</u>	<u>\$100,000.00</u>	<u>\$100,000.00</u>
<u>0068</u>	<u>Howard County General Fund – Board of Commissioners:</u>		
35140	Insurance Workman’s Compensation	\$64,000.00	\$64,000.00
	<u>Total Howard County General Fund – Board of Commissioners:</u>	<u>\$64,000.00</u>	<u>\$64,000.00</u>
	<u>TOTAL GENERAL FUND REQUESTS:</u>	<u>\$169,000.00</u>	<u>\$169,000.00</u>
<u>2527</u>	<u>HOWARD COUNTY USER FEE – JUVENILE PROBATION (PSC) GRANT FUND:</u>		
31200	Contract Services – Overcoming obstacles life skills education	\$6,000.00	\$6,000.00
32130	Travel & Training	\$2,370.00	\$2,370.00
37401	Rewards/Incentives	\$1,000.00	\$1,000.00
	<u>TOTAL HOWARD COUNTY USER FEE – JUVENILE PROBATION (PSC) GRANT FUND:</u>	<u>\$9,370.00</u>	<u>\$9,370.00</u>
<u>2528</u>	<u>HOWARD COUNTY FAMILY RECOVERY (PSC) CIRCUIT COURT GRANT FUND:</u>		
31110	Training/Travel (Continuing Education)	\$2,500.00	\$2,500.00
32640	Drug Testing (Drug Screens)	\$10,000.00	\$10,000.00
30006	Participant Transportation	\$2,000.00	\$2,000.00
30001	Incentives (Special Project & Incentives)	\$2,500.00	\$2,500.00
32000	Participant Treatment (Intervention & Treatment)	\$2,000.00	\$2,000.00
30005	Participant Housing	\$2,000.00	\$2,000.00
30000	Participant Services (Other Non EM and GPS)	\$3,000.00	\$3,000.00

<u>TOTAL HOWARD CO. FAMILY RECOVERY (PSC) – CIRCUIT COURT GRANT FUND:</u>		<u>\$24,000.00</u>	<u>\$24,000.00</u>
<u>4930</u>	<u>HOWARD COUNTY PROSECUTOR’S LAW ENFORCEMENT GRANT FUND:</u>		
34111	Grant Match	\$50,000.00	
47210	Equipment	\$100,000.00	
<u>TOTAL HOWARD COUNTY PROSECUTOR’S LAW ENFORCEMENT GRANT FUND:</u>		<u>\$150,000.00</u>	Tabled until August
<u>8109</u>	<u>HOWARD COUNTY PROSECUTOR’S STOP GRANT FUND:</u>		
11147	Deputy Prosecutor (From PT to FT) (Total Salary \$51,563.00)	\$6,500.00	\$6,500.00
15210	FICA	\$2,000.00	\$2,000.00
15220	PERF	\$2,000.00	\$2,000.00
<u>TOTAL HOWARD COUNTY PROSECUTOR’S STOP GRANT FUND:</u>		<u>\$10,500.00</u>	<u>\$10,500.00</u>
<u>9114</u>	<u>HOWARD COUNTY JDAI GRANT FUND:</u>		
11700	ORR Officers Part Time	\$15,663.00	\$15,663.00
15210	FICA	\$1,198.00	\$1,198.00
23604	Office Supplies (Juvenile)	\$238.00	\$238.00
20000	Supplies (Meeting/Food \$1843.00/Youth & Family \$3,000)	\$4,843.00	\$4,843.00
32130	Travel & Training	\$1,850.00	\$1,850.00
32600	Dues & Subscriptions	\$384.00	\$384.00
<u>TOTAL HOWARD COUNTY JDAI GRANT FUND:</u>		<u>\$24,176.00</u>	<u>\$24,176.00</u>
<u>9524</u>	<u>HOWARD COUNTY MENTAL HEALTH (PSC) – SUPERIOR COURT II GRANT FUND:</u>		
27345	Incentives	\$3,000.00	\$3,000.00
32130	Travel / Training	\$5,000.00	\$5,000.00
32640	Drug Testing	\$1,000.00	\$1,000.00
31200	Contract Services	\$1,000.00	\$1,000.00
<u>TOTAL HOWARD COUNTY MENTAL HEALTH (PSC) – SUPERIOR COURT II GRANT FUND:</u>		<u>\$10,000.00</u>	<u>\$10,000.00</u>
<u>TOTAL ADDITIONAL APPROPRIATIONS ALL FUNDS:</u>		<u>\$397,046.00</u>	<u>\$247,046.00</u>

1000-0005 – Howard County General Fund – Sheriff – Jerry Asher:

Sheriff Asher is requesting additional appropriations in the sum of \$5,000.00 in his specialist pay account line item in order to attract seasoned deputies for lateral transfer incentive. He would like to utilize his commissary funds to write a check to the Auditor to be receipted in the General Fund to cover the cost for this specific specialist pay. He requires permission of the Council to utilize the commissary for the purpose of specialist pay.

1000-0007 – Howard County General Fund – Coroner – Steven Seele:

Dr. Steven Seele is asking for an additional appropriation in his general account 1000.0007, coroner deputy and medical and hospital autopsy lab, in the total sum of \$100,000.00. He stated that the department is up 64 death cases compared to this time last year. His appropriation in January was \$175,000.00; however, will not be sufficient to carry the department through the end of the year considering the increase in caseload. As well, part of his 2020 budget went to pay for several autopsies that occurred in 2019. Due to the increase in caseload, and the overlap in timeframe of an occurrence, he has had to utilize his part time staff more than expected. Handling a live COVID situation requires more than one individual to process all that is required.

1000-0068 – Howard County General Fund – Board of Commissioners – Paul Wyman

Paul Wyman addressed the request for additional appropriations in the commissioner’s general fund 1000.0068, in order to fund the workman’s compensation budget. At the budget time last year, the 2020 amount was not available in order for consideration in the 2020 budget.

2527 – Howard County User Fee – Juvenile Probation (PSC) Grant Fund – Connie Burton:

Connie Burton addressed the request for additional appropriations in grant fund 2527 in the total sum of \$9,370.00. She prefaced the use of the accounts in which she is requesting funds.

2528 – Howard County Family Recovery - Circuit Court (PSC) Grant Fund – Judge Lynn Murray:

Judge Lynn Murray is seeking the Council’s approval for a PSC grant that they were awarded. This is a newer grant dedicated to CHNS parents. This program was certified approximately one year ago with the goal to serve 10-15 participants; however, they have currently have 10 with 2 pending. This is the second problem solving court in the circuit courts and the sixth in Howard County. Judge Murray commended her Coordinator Probation Officer Sally Francis who has done an excellent job. Judge Murray dedicates her Monday’s to this program, court, staff, defense counsel and providers who support this program. The concentration is to support drug and alcohol free individuals who are stable. Judge Murray is seeking permission to continue with this state funded grant to continue to provide services to the Community. The Howard County Family Recovery Circuit Court (PSC) Grant Fund 2528 provides a sum of \$24,000.00. Most of the grant supports drug screening; however, also provides support to the parents in the CHNS program to provide services for stability in order to reunite and strengthen families. Councilman Roberts thanked Judge Murray for her commitment to the program and all that it does for Howard County and the participants in these programs.

4930 – Howard County Prosecutor’s Law Enforcement Grant Fund & 8109 – Howard County Prosecutor’s Stop Grant Fund – Pros. Mark McCann:

Prosecutor Mark McCann stated that he is requesting the additional appropriations due to a domestic violence deputy prosecutor who has left for the city attorney position and one who is part time being moved into the fulltime position within the office, effective February 15, 2020. The salary will be provided from the original part time domestic violence salary in the sum of \$44,207.00 plus the stop grant fund 8109.11147 in the sum of \$51,563.00 and will provide for a total salary of \$95,770.00. The \$6500.00 additional appropriation is a match of prosecutor’s funds for the stop grant. The additional appropriation in fund 4930 is to provide for the new office furniture and equipment on the 4th floor of the Administrative Building. Councilwoman Bolser stated her concern for the lack of cash money in fund 4930 and that which is available. There has already been appropriated \$155,000.00 and there will be insufficient funds to appropriate the \$150,000.00, he is now requesting. Prosecutor McCann stated that he will need to speak to his office coordinator, Paige Kauffman in regard to this additional appropriation and provide feedback to the Auditor and Council. Prosecutor McCann stated that there are funds received into this account for forfeitures and seizures. The Council tabled fund 4930 for review at the August 25th Council Meeting.

9114 – Howard County JDAI Grant Fund – Connie Burton:

Connie Burton is requesting the additional in the JDAI Grant to extend to the following fiscal year, that which is remaining in the grant fund. She stated that the program is seeing good results and they are using more incentives than sanctions for individuals in the program. As well, the department is receiving positive feedback.

9524 – Howard County Mental Health - Superior Court II (PSC) Grant Fund – Richard Cotterell:

Coordinator Richard Cotterell is requesting additional appropriations in the state problem solving court grant fund 9524, be appropriated into account lines 27345, 32130, 32640, 31200, in the total sum of \$10,000.00. These funds are paid by a state grant. They have applied for this grant in the past and do not foresee any issues with state funding going forward.

All additional appropriations having been presented, Councilwoman Bolser made a motion to adopt Ordinance No. 2020-HCCO-32, Additional Appropriations, as read, with the exception of fund 4930 in the sum of \$150,000. Councilman Ortman seconded the motion, and the motion carried. Fund 4930 will be brought back before the council at the August 25, 2020, meeting.

IN THE MATTER OR ORDINANCE NO. 2020-HCCR-6 – TRANSFERS:

Auditor Martha Lake read Ordinance No. 2020-HCCR-6-Transfers one time, and the ordinance was acted upon as follows:

	Transfer From	To	Amount	Allowed
1000	<u>HOWARD COUNTY GENERAL FUND:</u>			
0007	<u>Howard County General Fund – Coroner’s Office:</u>			
23210	Gas Oil & Lubricant	47210 Equipment Fund	\$1,500.00	\$1,500.00
23710	Other Supplies	47210 Equipment Fund	\$1,000.00	\$1,000.00
0012	<u>Howard County General Fund – Veterans Service Office:</u>			
32120	Postage	41730 Office Equipment	\$600.00	\$600.00

1000-0007 – Howard County General Fund – Coroner’s Office – Dr. Steven Seele:

Dr. Steven Seele explained to the council that he is requesting a transfer of funds in order to be able to purchase needed equipment for the lab post the renovation of the space. Although he was able to secure a grant to provide for some of the equipment, the transfer is necessary to complete the much needed equipment in the renovated space.

1000-0012 – Howard County General Fund – Veterans Service Office – Jennifer Lett:

Director Jennifer Lett addressed the council with the transfer request from 1000.32120.000.0012 postage to 1000.41730.000.0012 office equipment in the sum of \$600.00 in order to purchase stands for donated flags.

Councilman Alexander made a motion to approve Resolution No. 2020-HCCR-6, Transfers, as read. Councilwoman Bolser seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2020-HCCO-33- AMENDING SALARY ORD. FOR 2020:

Auditor Martha Lake read Ordinance No. 2020-HCCO-33- Amending Salary Ordinance one time, and the ordinance was acted upon as follows:

	Salary Amendments	Requested	Approved
1000	<u>HOWARD COUNTY GENERAL FUND:</u>		
0005	<u>Howard County General Fund – Sheriff:</u>		
11929	Specialist Pay	\$5,000.00	\$5,000.00
0007	<u>Howard County General Fund – Coroner:</u>		
11700	Deputy Coroner (Part Time @\$25.00/Hour)	\$5,000.00	\$5,000.00
8109	<u>HOWARD COUNTY PROSECUTOR’S STOP GRANT FUND:</u>		
11147	Deputy Prosecutor (From PT to FT)	\$6,500.00	\$6,500.00
15210	FICA	\$2,000.00	\$2,000.00
15220	PERF	\$2,000.00	\$2,000.00
9114	<u>HOWARD COUNTY JDAI GRANT FUND:</u>		
11700	ORR Officers Part Time	\$15,663.00	\$15,663.00
15210	FICA	\$1,198.00	\$1,198.00

Auditor Lake explained that the salary amendment items were also covered under the additional appropriations and transfer documents which the council previously approved. Councilwoman Fatum made the motion to approve Ordinance No. 2020-HCCO-33, Amending Salary Ordinance, as presented. Councilman Roberts seconded the motion, and the motion carried.

IN THE MATTER OF NEW BUSINESS:

SHERIFF'S DEPARTMENT:

Federal C.O.P.S. Grant – Sheriff Asher

Sheriff Jerry Asher gave a preface of the Federal C.O.P.S. Grant that his first deputy and Pam Isaac, Project Manager, worked on to obtain and get approval. He stated that this would be an addition to the already approved appropriations for the 2 deputies replacing the 2 retiring deputies. The federal grant would provide for 5 new deputies at 75% of salary and benefits with a 25% local match by the county and a maximum of \$625,000.00 over a 3 year period. This grant would provide for up to \$125,000.00 per deputy. The grant stipulates that once the grant expires, the county would be required to retain the 5 deputies for twelve months and pay 100% of the salary and fringe for those 5 deputies. Sheriff Asher currently has 35 deputies in the department. The grant would provide for 3 years with the expectation that the county will pick up the entire cost of year 4 of the new sheriff deputy salary and fringe. Sheriff Asher would like to provide more resources to a much needed drug task enforcement. There would be additional expenses on behalf of the county with the salary for these deputies as well as radio communications and vehicles. The salaries would come from the general fund with the vehicles coming from cum cap. Councilwoman Bolser and Councilman Roberts expressed strong concerns regarding the approval of the C.O.P.S Grant with the projected fiscal responsibilities of the county, while awaiting a potential decrease in county revenue caused by the global COVID pandemic. Several councilmembers shared their concerns as well as the need for the Sheriff's Department to have a drug task force team as well as the already overcrowding of the county jail. Councilman Bryan Alexander made a motion to approve the C.O.P.S Grant and hiring of the 5 new deputies, as requested. Councilman Thomas Trine, seconded the motion, and the motion carried. It was noted that Councilman John Roberts voted nay.

Lateral Transfer Signing Bonus Reimbursement Agreement -Commissary funded incentive plan

Sheriff Asher addressed his desire to implement a lateral transfer policy in order to attract seasoned deputies to the Howard County Sheriff's Department. He has discussed this with the merit board and would like to propose utilizing the commissary funds in order to offer a \$5,000.00 lateral transfer to officers upon entry into the department that have experience elsewhere and have already been through the academy. In a new sign on package, he would also like to offer those individuals transferrable longevity and vacation, time upon entry. Sheriff Asher stated that this lateral transfer incentive package for experienced officers would actually reduce the cost to the county. If he hires a new deputy, the salary and the 15-week police academy training costs the department approximately \$15,000.00 per individual. The lateral transfer from another agency would require the individual to submit to a screening and interview process with the merit board as well as pass a field training program and sign a contract to work for the department for a minimum of 3 years. Sheriff Asher stated that his first deputy discussed this with Lori Rogers from SBOA who stated that the incentive would need to go through the Auditor's Office in order for this to be implemented. He has compared the department salaries and incentives to that of the city and although the city does not offer a \$5,000.00 transfer incentive, they were given a pay increase of 20% over the next few years. Sheriff Asher is requesting additional appropriations in the sum of \$5,000.00 in his specialist pay account line item in order to attract seasoned deputies for a lateral transfer incentive. He would like to utilize his commissary funds to write a check to the Auditor to be placed in his general fund 1000.0005 in order to be utilized for specialist pay. He requires permission of the Council to utilize the commissary for the purpose of specialist pay. It was noted that the \$5,000.00 lateral transfer funds would come from the Sheriff's Commissary Fund and be paid out through payroll in the specialist pay account line 1000.11929.000.0005. It was noted by Councilwoman Bolser, that in the event a position is filled utilizing the lateral transfer, the Sheriff would also be obligated to pay for the county portion of employee benefits from his commissary fund.

Greentown & Eastern Howard School Public Library Declaration of Fiscal Body:

Auditor Martha Lake presented the Council with a Declaration of Fiscal Body (Howard County Council) for the Greentown & Eastern Howard School Public Library which had been tabled from the June 23rd meeting due to insufficient information available. The auditor presented a detailed description provided by the Department of Local Government Finance regarding the Council's duties. At present, a non-binding review of the budget is all that is required, but should Greentown Public Library's financials change, the council could provide a binding review under some circumstances. Councilwoman Bolser made a motion to approve the Declaration of the Fiscal Body for Greentown and Eastern School Library, as presented. 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 5:59 p.m., on a motion made by Councilwoman Bolser. 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 JULY 28, 2020