

HOWARD COUNTY COUNCIL REGULAR MEETING FEBRUARY 27, 2018

The Howard County Council met in Regular Session on Tuesday, February 27, 2018, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Richard Miller, Vice-President Jim Papacek, and members Les Ellison, John Roberts, Jeff Stout, and Dwight Singer. Also in attendance were County Attorney Alan Wilson and Auditor Martha Lake. Councilman Stan Ortman was absent from meeting.

The meeting was called to order by Sheriff Steve Rogers and conducted by President Richard Miller.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the January 23, 2018, regular meeting, having been previously submitted and reviewed, were approved as submitted on a motion made by Councilman Les Ellison. Councilman John Roberts seconded the motion, and the motion carried.

IN THE MATTER OF COUNCIL COMMENTS:

Vice President James Papacek asked the Council for a moment of silence to remember Judge Stephen Jessup.

Mr. Papacek led the Pledge of Allegiance, and President Richard Miller asked for a moment of silence. Councilman Jeff Stout offered a word of prayer.

IN THE MATTER OF ORDINANCE NO. 2018-HCCO-05 – ADDITIONAL APPROPRIATIONS:

Auditor Martha Lake read through Ordinance No. 2018-HCCO-05 one time, and the ordinance was acted upon as follows.

Additional Appropriations:		<u>Amount Requested:</u>	<u>Amount Approved:</u>
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>		
<u>0201</u>	<u>Howard County Superior Court I:</u>		
11318	Court Reporter	\$ 3,520.00	Denied
11414	Assistant Court Reporters (3)	\$ 9,990.00	Denied
11434	Problem Solving Court Coordinator (New)	<u>\$ 38,293.00</u>	<u>Tabled until 03/27</u>
	Total Superior Court I:	<u>\$ 51,803.00</u>	<u>\$ Denied</u>
	Total General Fund:	<u>\$ 51,803.00</u>	<u>\$ Denied</u>
<u>1114</u>	<u>HOWARD COUNTY LIT – SPECIAL PURPOSE FUND:</u>		
<u>0380</u>	<u>Jail/Sheriff:</u>		
33740	Care of Inmates	<u>\$ 330,000.00</u>	<u>\$ 330,000.00</u>
	Total LIT Special Purpose Jail:	<u>\$ 330,000.00</u>	<u>\$ 330,000.00</u>
	TOTAL LIT SPECIAL PURPOSE JAIL:	<u>\$ 330,000.00</u>	<u>\$ 330,000.00</u>
<u>1181</u>	<u>HOWARD COUNTY PLAT BOOK FUND:</u>		
11200	Chief Deputy	\$ 500.00	\$ 500.00
11318	First Deputy Tax Manager	\$ 500.00	\$ 500.00
11404	Second Deputy Tax	\$ 2,500.00	\$ 2,500.00
11601	GIS/Property Records	\$ 500.00	\$ 500.00
15210	PERF	\$ 600.00	\$ 600.00
15220	FICA	\$ 325.00	\$ 325.00
15230	Insurance	<u>\$ 900.00</u>	<u>\$ 900.00</u>
	TOTAL PLAT BOOK FUND:	<u>\$ 5,825.00</u>	<u>\$ 5,825.00</u>
<u>1212</u>	<u>HOWARD COUNTY COURT APPOINTED SPECIAL ADVOCATE FUND:</u>		
11113	Director	<u>\$ 2,419.00</u>	<u>\$ 2,419.00</u>
	TOTAL CASA FUND:	<u>\$ 2,419.00</u>	<u>\$ 2,419.00</u>
<u>1123</u>	<u>HOWARD COUNTY COMMUNITY TRANSITION FUND:</u>		

11113	Miscellaneous Equip	\$ 18,663.94	\$ 18,663.94
	TOTAL COMMUNITY TRANSITION FUND:	\$ 18,663.94	\$ 18,663.94

2523 HOWARD COUNTY COMMUNITY CORRECTIONS WORK RELEASE PROJECT INCOME FUND:

23710	Miscellaneous Supplies	\$ 10,000.00	\$ 10,000.00
31200	Professional Contracts	\$ 5,000.00	\$ 5,000.00
47210	Miscellaneous Equipment	\$ 104,690.87	\$ 104,690.87
47220	Computer Equipment, etc.	\$ 30,000.00	\$ 30,000.00
	TOTAL WORK RELEASE PROJECT INCOME	\$ 149,690.87	\$ 149,690.87

9127 HOWARD COUNTY COMMUNITY CORRECTIONS WORK RELEASE PROJECT INCOME FUND:

23751	Bituminous	\$ 650,950.57	\$ 650,950.57
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TOTAL ADD. APPROP. ALL FUNDS: \$1,209,352.38 \$1,157,549.38

Appropriation Reductions:

1000 HOWARD COUNTY GENERAL FUND:

0203 Howard County Superior Court III:

11421	Clerk-Civil	\$ (22,635.00)	\$ (22,635.00)
11806	Clerk – Criminal	\$ (26,865.00)	\$ (26,865.00)

TOTAL REDUCTIONS ALL FUNDS: \$ (49,500.00) \$ (49,500.00)

- Howard County Superior Court I Judge William Menges announced that he presented his first budget to the Howard County Council twelve and a half years ago. His budget included: one court reporter, one part-time help, and three assistant court reporters. Judge Menges introduced cross-training for all court reporters. The differences in court reporters would be supervisory responsibilities. Judge Menges requested that all salary levels be the same. His change resulted in a net decrease of \$31,000.00 per year since his first budget hearing. Judge Menges also introduced the idea of a drug court at that time. Drug court has been a success. Since that time, the following additional problem solving courts have been added: Re-Entry Court, Juvenile Drug Court, Veteran’s Court (coming), and a Mental Health Court. All of these courts require a coordinator. Judge Menges requested that: a) his clerical staff be paid the same amount as the other court clerical staff and b) a Problem Solving Court Coordinator be added. Discussion ensued on the Attrition Policy, a Problem Solving Court Coordinator, and case distribution. Mr. Papacek asked what affect a magistrate would have on all the courts. Judge Menges explained that if all the courts were declared to be circuit courts by the legislature, then all the courts would have equal statutory jurisdiction and cases could be divided up equally. Mr. Papacek asked Judge Lynn Murray (in attendance) for additional input. Circuit Court Judge Lynn Murray added that this would have to be approved by the Indiana legislature. Judge Murray also stated that a magistrate could address pretrial hearings, which look at whether or not a defendant should be released or held in jail until trial. She stated that the judges need more time to look at filling a Problem Solving Court Coordinator position. Judge Murray explained that she initiated the reallocation plan changing how cases are filed by court and judge assignments. Mr. Miller commended the judges on the work they are doing. Mr. Papacek made a motion to table the Problem Solving Court Coordinator position request until the March 27, 2018, regular meeting. Mr. Roberts seconded the motion, and the motion carried. Mr. Papacek made a motion to deny the request (for an increase in salaries). Mr. Roberts seconded the motion, and the motion carried.
- Auditor Martha Lake spoke about the request in the Howard County LIT Sheriff Special Purpose Fund on behalf of Sheriff Steve Rogers. Prisoner Hold money paid to Howard County by the State DOC is receipted into the Howard County LIT Special Purpose Fund for the Sheriff’s Department. The money Howard County pays out for Inmate Care in other institutions/other counties, was being paid from the General Fund. In order to coordinate the flow of money, it was decided to pay Care of Inmates in other institutions/counties from the LIT Special Purpose Fund. The appropriation was inadvertently omitted when the 2018 Budget was passed. To correct that omission, Councilman Dwight Singer made a motion to approve \$330,000.00 for 1114.33740.000.0380. Mr. Papacek seconded the motion, and the motion carried.
- Ms. Lake explained that the Howard County Plat Book Fund brings in about \$22,000.00 a year. This fund is designated to keep land records. Ms. Lake reviewed how other offices were able to increase how much their employees were paid by using supplemental funds. Some counties use Plat Book money to pay salaries. The Auditor’s office has enough money available to use \$5,825.00 per year for supplemental raises. This would not affect the General Fund. Benefits for the salary increases will

also be paid from the Plat Book Fund. Mr. Papacek made a motion to allow the appropriations out of the Howard County Plat Book Fund 1181 as presented. Mr. Ellison seconded the motion, and the motion carried.

4. Ms. Lake presented the Howard County Court Appointed Special Advocate (CASA) Fund changes. Director Katina Silver has taken on many new additional duties and responsibilities. When Ms. Silver presented her budget to the Council at the annual budget meeting an increase in her salary was discussed. No Council action was taken at that time. Ms. Silver submitted a Form One for the February Council Meeting to accommodate the request of her board to increase her salary in 2018. This money would not come from the General Fund. Mr. Singer made a motion to approve the appropriation as presented. Mr. Ellison seconded the motion, and the motion carried.
5. Howard County Chief Probation Officer Dustin DeLong explained that the Department of Corrections has allowed the amount of money not spent during 2017 to be maintained and used for Community Corrections Work Release. Mr. Papacek asked for an update on work release. Howard County Commissioner Paul Wyman explained that the work release project had two cost areas: building costs and equipment costs. Building rehabilitation costs are expected to be around \$600,000.00. Work Release was opened up at the end of January, 2018. The director has been hired. One additional staff position is needed. There are 15 inmates (people/defendants) currently in work release. They are employed. Employers are contacting Howard County about Work Release inmates because a) they show up on time daily and b) they have a needed skill set. This has reduced the jail population. It allows individuals to go to work, earn money, and support their families while they are incarcerated. It is expected to fill the full 80 beds available throughout the year. This year's Community Correction grant application included funds for a women's bay at the Work Release Center. The Community Corrections Board approved the grant application. Mr. DeLong has done a great deal of work on this grant application. Denise Saxton has been hired as the Work Release Director. The staff is doing a nice job. The facility looks great. Some individuals have come straight from the courts, others are coming from the jail. These are low level offenders. Mental health and addiction programs are made available. Integrating a GED program is also being reviewed. Mr. Papacek made a motion to approve \$18,663.94 out of Fund 1123. Mr. Stout seconded the motion, and the motion carried.
6. Mr. DeLong stated that they are trying to move money into account lines as the bills come in for work release. Mr. Stout made a motion to approve expenditures from Fund 2523: account 23710 for \$10,000.00, account 31200 for 5,000.00, account 47210 for \$104,690.87, and 47220 for 30,000.00. Mr. Singer seconded the motion, and the motion carried.
7. Howard County Highway Superintendent/Engineer Ted Cain explained that the Howard County Community Crossing Matching Grant Fund from last year had to be approved by the state. Originally the money was to be received last year. The work has all been done. This money needs to be appropriated so that Howard County can pay the bills incurred. Mr. Papacek commended Mr. Cain and the Highway Department on taking good care of the roads. Mr. Singer made a motion to approve Fund 9127 account 23751 \$650,950.57. Mr. Roberts seconded the motion, and the motion carried. Mr. Cain gave credit to his department and God's help.
8. Mr. Cain also stated that there was over \$700,000.00 in cash from four months of the new Motor Vehicle Highway (MVH) money. Mr. Cain gave an overview for his **March 2018 appropriation requests**. He stated he would request approximately \$1,980,000.00 for bituminous in the MVH Fund. He will also request approximately \$220,000.00 to the Local Road & Street Fund. Additionally, there will also be a request to give an employee raise. An individual has retired. Mr. Cain asked to combine job responsibilities and to give the individual a raise for the additional work.

Mr. Wyman recognized Mr. Cain for his cooperation with the attrition process. Mr. Wyman noted that Mr. Cain has looked at department needs, and held off on rehiring people until it was necessary. Mr. Miller also recognized Mr. Cain for denying himself a raise, and asking that the money be used to help his people.

9. Ms. Lake presented the line item reductions due to not rehiring two people in Superior Court III. Mr. Papacek made a motion to reduce account 11421 Clerk - Civil by (\$22,635.00) and to reduce account 11806 Clerk – Criminal by (\$26,865.00) for a total reduction of (\$49,500.00) in Superior Court III. Mr. Singer seconded the motion, and the motion carried.

IN THE MATTER OF ORDINANCE NO. 2018-HCCR-02 – TRANSFERS

Auditor Martha Lake read Ordinance No. 2018-HCCR-02-Transfers through one time, and it was acted upon as follows.

Transfer From:	To:	Amount Requested:	Amount Approved:	
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>			
<u>0002</u>	<u>Howard County Auditor's Office:</u>			
11302	First Deputy	11403 Second Deputy	\$ 2,540.00	\$ 2,540.00
<u>9600</u>	<u>Howard Haven Home</u>			
11800	Overtime	11110 Superintendent	\$ 500.00	\$ 500.00
11800	Overtime	11416 Housekeeper/Cook	\$ 500.00	\$ 500.00
<u>9126</u>	<u>COMMUNITY CORRECTIONS WORK RELEASE GRANT FUND:</u>			
11700	Part Time	11113 Director	\$ 17,000.00	\$ 17,000.00
11700	Part Time	11906 Corrections Officer	\$ 50,000.00	\$ 50,000.00
23306	Uniforms	47210 Miscellaneous Equip.	\$ 4,800.00	\$ 4,800.00
23802	Drug Screens	47220 Computer Equip.	\$ 4,000.00	\$ 4,000.00
32202	Utilities	47210 Miscellaneous Equip.	\$ 20,000.00	\$ 20,000.00

- Ms. Lake stated that the Council allowed the Auditor to set aside money for First Deputies in one group and Second Deputies in another group. Ms. Lake stated this gave her the ability to make changes in salaries according to the work that individual employees are doing. The total reallocation is fifty dollars less than the approved 2018 budget amount. These changes allow the salaries to be matched with responsibilities. Mr. Papacek made a motion to approve a transfer \$ 2,540.00 from account 11302 to account 11403. Mr. Stout seconded the motion, and the motion carried.
- Ms. Lake read the transfer request form from the Howard Haven Director Jennifer Brower. The transfer was requested in order to balance the line item. Mr. Papacek made a motion to approve transfer \$ 500.00 from account 11800 to account 11110, and to approve the transfer of \$500.00 from account 11800 to account 11416. Mr. Singer seconded the motion, and the motion carried.
- Chief Probation Officer Dustin DeLong explained that the first request for transfers is for the director of Work Release salary. The original budget was only for a partially funded director. Mr. DeLong talked with the Department of Corrections clarifying that this was for a new person. The Department of Correction has agreed to allow grant money in the amount of \$17,000 to be used through June 2018. The \$50,000.00 transfer from Part Time to Corrections Officer is for four additional full time Corrections Officers due to staffing requirements. The rest of the transfers were due to the costs incurred. Miscellaneous equipment and computer equipment expenses were incurred to get the center up and functioning well. Mr. Roberts made a motion to transfer Funds in 9126 as presented. Mr. Ellison seconded the motion, and the motion carried. Mr. Roberts commended Mr. DeLong on a job well done.

IN THE MATTER OF ORDINANCE NO. 2018-HCCO-06 – AMENDING SALARY ORDINANCE FOR 2018:

Auditor Martha Lake read through Ordinance No. 2018-HCCO-06 one time, and the ordinance was acted upon as follows.

		<u>Amount Requested:</u>	<u>Amount Approved:</u>
<u>1000</u>	<u>HOWARD COUNTY GENERAL FUND:</u>		
<u>0002</u>	<u>Howard County Auditor's Office:</u>		
11302	First Deputy Finance	\$ (2,540.00)	\$ (2,540.00)
11403	Second Deputy Finance	\$ 2,540.00	\$ 2,540.00
	Effective Jan. 1, 2018 Salaries changed to:		
11302	First Deputy – (3) \$35,680.00; \$34,660; \$33,660= \$104,000		
11403	Second Deputy – (3) \$32,895; \$32,895; \$32,120 = \$97,900		
	Total Approp. 2018 Budget \$201,960; Total salaries \$201,910		
<u>0201</u>	<u>Howard County Superior Court I:</u>		
11318	Court Reporter (1)	\$ 3,520.00	Denied

11414	Assistant Court Reporters (3)	\$ 9,990.00	Denied
11434	Problem Solving Court Coordinator (New)	\$ 38,293.00	Tabled until 03/27

0203 Howard County Superior Court III:

11421	Clerk - Civil	\$ (22,635.00)	\$ (22,635.00)
11806	Clerk - Criminal	\$ (26,865.00)	\$ (26,865.00)

Due to Attrition New Salaries for Four Clerical Court Employees effective Jan. 1, 2018:
 11318 Ct. Reporter (1) \$41,542.00; 11806 Clerk Civil (1) \$39,277.00;
 11421 Clerk Criminal (2) \$39,277.00 each

9600 Howard County Haven:

11800	Overtime	\$ (1,000.00)	\$ (1,000.00)
11110	Superintendent	\$ 500.00	\$ 500.00
14416	Housekeeper/Cook	\$ 500.00	\$ 500.00

1168 HOWARD COUNTY LOCAL HELATH MAINT. FUND:

11143	(1) PT Public Health Nurse Educator Rate Per Hr. from \$18.34 to \$21.00		\$ 21.00
11288	(2) PT Public Health Nurse Immunz. Rate Per Hr. from \$18.34 to \$21.00		\$ 21.00

1181 HOWARD COUNTY PLAT BOOK FUND:

11200	Chief Deputy (1)	\$ 500.00	\$ 500.00
11318	First Deputy Tax Manager (1)	\$ 500.00	\$ 500.00
11404	Second Deputy Tax(4) @ \$870; \$750; \$500; \$380 = \$2,500	\$ 2,500.00	\$ 2,500.00
11601	GIS/Property Records	\$ 500.00	\$ 500.00
15210	PERF	\$ 600.00	\$ 600.00
15220	FICA	\$ 325.00	\$ 325.00
15230	Insurance	\$ 900.00	\$ 900.00

1206 HOWARD COUNTY LOCAL HEALTH DEPT. TRUST FUND:

12505	(2) PT Public Health Nurse Rate Per Hr. from \$18.34 to \$21.00		\$ 21.00
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1212 HOWARD COUNTY COURT APPOINTED SPECIAL ADVOCATE FUND:

11113	Director	\$ 2,419.00	\$ 2,419.00
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9126 COMMUNITY CORRECTIONS – WORK RELEASE GRANT:

11700	Part-Time/Overtime	\$ (67,000.00)	\$ (67,000.00)
11113	Director	\$ 17,000.00	\$ 17,000.00
11906	Corrections Officers	\$ 50,000.00	\$ 50,000.00

Mr. Papacek asked if there were adequate funds available in the Howard County Health Department budget for the rate increase. These are grant funds. The grant has already changed some of the salaries. These changes reflect what the grant has approved. Mr. Papacek made a motion to approve 2018-HCCO-06- Amending Salary Ordinance 2018 as read. Mr. Stout seconded the motion, and the motion carried.

IN THE MATTER OF ENCUMBRANCES:

Ms. Lake presented the encumbrances to the Howard County Council. 2017 encumbrances from the General Fund were \$371,132.14 and \$571,560 was left unspent. The total encumbrances for all funds was \$2,590,955.38. A copy of the encumbrances will be submitted with the Annual Report.

IN THE MATTER OF OLD BUSINESS:

Commissioner President Paul Wyman spoke to the Howard County Council regarding the opioid crisis in Howard County. In late September 2017 there was an Opioid Summit at Indiana University Kokomo. The most pressing needs were discussed. Executive Director for Drug Prevention, Treatment, and Enforcement, State of Indiana, Jim McClelland was present. There was also a follow-up meeting at the United Way in Howard County with many non-profit organizations that deal with opioid addiction, mental health, and other addictions in attendance. Over one hundred people signed up to help in this program. An executive committee was established including: Howard County Commissioner Paul Wyman, Kokomo Deputy Mayor David Tharp, higher education, leadership from both hospitals, chief probation officer, faith based representatives, Mike Vetter, Four County Counseling, and Department of Child Services. The focus is broken down into the following areas: Mental Health and Addiction, Youth and Family Peer Support, Prevention, Community Support and Engagement, and Finance and Sustainability. Part of the one hundred are talking about prevention programs for schools and employers. Community support has continued to grow. The System of Care facility target date for opening is April 1, 2018. The budget for the System of Care is about \$125,000.00. The State of Indiana has committed to fund \$50,000.00 per year for two years. \$22,500.00 has been raised collectively by private organizations. With the help of additional private organizations they are hoping to raise up to \$30,000.00 to \$35,000.00 in total. Mr. Wyman requested up to \$25,000.00 from Howard County to help fund the Navigator position in the System of Care. Many people in the community are suffering from addiction, but they are not part of the judicial system. One of the main questions raised by addicts and their families is where to go and where to begin. One of the subgroups has created a map of all services accessible in Howard County and our region from treatment, support, and other needs. Mr. Wyman gave an example of how one issue of drug use led to many other problems in the family. The System of Care Navigator would then help the whole family connect to services that are needed. Mr. McClelland told Mr. Wyman that he endorsed how Howard County is handling this situation. The System of Care facility is going to be located on the third floor of Family Services Association. Family Services Association will also help with reception and phone services at the beginning. Mr. Wyman stated that all of the organization in the private sector have committed for two years. Mr. Wyman asked if the Howard County Council would be willing to commit to helping. Mr. Wyman said the hope of this organization is to have: less people doing drugs, less people going to jail, and less people in probation. This could help lower Howard County's costs. Mr. Wyman thanked Councilman Les Ellison for hosting a summit to talk about this topic with families. Councilman Jeff Stout stated that in his profession he has served many of those families with funeral arrangements. Those families ask him where they can turn to get help. Councilman James Papacek viewed this as an investment in the community and that it would save more money in the long run. Councilman John Roberts stated that he supports the program. He also stated that it is a just and worthy cause. Mr. Roberts asked what fund will be used. Mr. Wyman stated that he and Auditor Lake will work together and present the appropriation request.

*There being no further business to come before the Council at this time,
the meeting was adjourned at 6:22 p.m. on a motion made by
Mr. Papacek, which was seconded by Mr. Singer, and the motion carried.*

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 Meeting February 27, 2018