

HOWARD COUNTY BOARD OF COMMISSIONERS' MEETING NOVEMBER 5, 2018

The Howard County Board of Commissioners met in Regular Session on Monday, November 5, 2018, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included President Paul Wyman, Vice-President Tyler Moore, member Brad Bray, County Auditor Martha Lake, and County Attorney Alan D. Wilson.

The meeting was called to order by Sheriff Steven Rogers and conducted by President Paul Wyman. Commissioner Brad Bray led the Pledge of Allegiance, and Sheriff Sergeant Justin Markley offered a word of prayer.

IN THE MATTER OF APPROVAL OF MINUTES:

The minutes of the October 15, 2018, regular meeting were approved as presented on a motion made by Mr. Bray. Vice President Tyler Moore seconded the motion, and the motion carried.

IN THE MATTER OF DEPARTMENTAL REPORTS:

SHERIFF DEPARTMENT:

Howard County Sheriff Rogers updated the Commissioners on Unit 6 Booking/Intake unit of the Howard County Criminal Justice Center (HCCJC). DLZ Indiana, LLC has provided an architectural drawing. Sheriff Rogers asked for permission to obtain bids on the work. Sheriff Rogers also introduced Mr. Scott Carnegie from DLZ Indiana, LLC to answer any question. Mr. Wyman thanked Mr. Carnegie for walking through the project. Mr. Wyman had updated the other commissioners on the project. Mr. Moore made a motion to approve the scope of services by DLZ Indiana, LLC as presented for the jail intake renovation. Mr. Bray seconded the motion, and the motion carried. The line item to pay for the bids will be discussed at the time when the bids are received.

IN THE MATTER OF NEW BUSINESS:

Mr. Moore updated the commissioners on the progress of a new county morgue. The current operation recommended by the morgue committee is a design/build option which would allow the county a more efficient way to manage the build. It sets up a committee to send out the RFPs. It also establishes a tech committee to review the specifications of the design/build. Mr. Moore stated that a resolution is needed to establish the design/build option and to set up a technical review committee. Mr. Moore recommended John Beery from RLN Engineering, Scott Perkins from Perkins Contracting, Howard County Councilman Jeff Stout, Howard County Commissioner Tyler Moore, and Howard County Coroner Steve Seele as members of the technical review committee and Howard County Project Manager Pam Isaac as the design criteria developer. Attorney Alan Wilson explained that this option will allow the county to pick the best and most responsive bid instead of the lowest and most responsive bid. Mr. Moore made a motion to approve the members recommended for the technical review committee and to pass **RESOLUTION NO. 2018-BCCR-22 A RESOLUTION CREATING AND DIRECTING THE TECHNICAL REVIEW COMMITTEE RESPONSIBLE FOR PLANNING THE DESIGN AND CONSTRUCTION OF A COUNTY MORGUE BUILDING**. Mr. Bray seconded the motion, and the motion carried.

IN THE MATTER OF CLAIMS AND REPORTS:

Howard County Auditor Martha Lake submitted the following claims and reports for the Commissioners' information and approval:

1. **Salary Claims:** The Commissioners' Salary, Hourly, and Overtime Claims to be paid November 9, 2018, in the amount of \$818,267.65 were submitted and approved on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried.
2. **Operating Claims:** The Commissioners' Operating Claims to be paid November 5, 2018, in the amount of \$727,603.83 were submitted and approved as presented on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried.
3. **Ratify Claims:** An early paid claim was submitted from the Howard County Clerk in the amount of \$22,500.00 for the highway department construction project was ratified as presented on a motion made by Mr. Bray. Mr. Moore seconded the motion, and the motion carried.
4. **Monthly Reports:** Weights and Measures September 16 to October 16 Monthly Report, Clerk's Monthly Report mid-August to end August (due to change to Odyssey), Clerk's Monthly Report for September, EMA October Calendar, and EMA September Recap were received.
5. **Grants:** Sgt. Markley summarized Operation Pull Over Grant (OPO) and Driving Under the Influence Enforcement Grant (DUI) for the commissioners over the past four years. In 2018 the County has used 96% of the OPO \$9,000.00

grant. In 2019 the County is only pursuing the OPO Grant in the amount of \$15,000.00. Sgt. Markley explained that this effort mainly focuses on seatbelt/child restraint enforcement. Ten percent of the money is used to pay for administrative expenses. Sgt. Markley provided the commissioners with a copy of the grant application for review. Auditor Lake explained that there is a grant application form for the commissioners to sign. This application contains the vital information for the grant along with the commissioners' approval. A copy of the grant application request is kept in the Auditor's office. Mr. Moore made a motion to approve the 2019 OPO grant as submitted and to authorize the president to sign on behalf of the board. Mr. Bray seconded the motion, and the motion carried.

6. **Contract:** Auditor Lake submitted a copy of the Harris Agreement for capital assets. This program is no longer used and the contract has been terminated. The contract was received by the commissioners.

IN THE MATTER OF COUNTY ATTORNEY ISSUES:

1. Attorney Wilson submitted a resolution establishing a grant policy for Howard County requiring commissioner approval and record keeping obligations for each grant. Auditor Lake explained that the State Board of Accounts (SBOA) is requiring the following for each grant: 1) Commissioner approval 2) Council approval for any match money, and 3) tracking. Tracking involves the Auditor's office and the department receiving the grant. Mr. Moore made a motion to approve **RESOLUTION NO. 2018-BCCR-23 A RESOLUTION OF THE HOWARD COUNTY BOARD OF COMMISSIONERS ESTABLISHING A GRANT POLICY** as explained by Auditor Lake. Mr. Bray seconded the motion, and the motion carried.
2. Auditor Lake conferred with Attorney Wilson about a copy of the tax sale resolution. Auditor Lake has been working with the City of Kokomo on the sale. Auditor Lake also requested that the properties be placed on tax sale with a minimum bid of \$50.00 each to generate as much interest as possible. Mr. Moore made a motion to approve **RESOLUTION NO. 2018-BCCR-24 A RESOLUTION ESTABLISHING THE INTENT TO CONDUCT A COMMISSIONERS' SALE TO SELL TAX SALE CERTIFICATES FOR PROPERTIES THAT ARE SEVERELY DELINQUENT IN PAYMENT OF PROPERTY TAXES** as presented. Mr. Bray seconded the motion, and the motion carried.

IN THE MATTER OF COMMISSIONER ISSUES:

Mr. Bray attended the Veteran's kick-off event. Mr. Bray thanked Veterans for their service.

Mr. Moore thanked Attorney Wilson for his help drafting a resolution for Veterans. Mr. Moore made a motion to approve **RESOLUTION NO. 2018-BCCR-21 A RESOLUTION OF THE HOWARD COUNTY BOARD OF COMMISSIONERS' SUPPORTING THE 2018 MILITARY APPRECIATION DAYS IN HOWARD COUNTY.**

Mr. Bray seconded the motion, and the motion carried.

There being no further business to come before the Board of Commissioners at this time, the meeting was adjourned at 4:27 p.m. on a motion made by Mr. Moore, seconded by Mr. Bray, and carried.

HOWARD COUNTY BOARD OF COMMISSIONERS:

PAUL G. WYMAN, PRESIDENT

TYLER O. MOORE, VICE PRESIDENT

ROBERT B. BRAY, MEMBER

ATTEST:

MARTHA J. LAKE, AUDITOR

Howard County Commissioner Meeting November 5, 2018