

**TIPPECANOE COUNTY COUNCIL
MEETING MINUTES
TUESDAY, JANUARY 9, 2018
8:30 a.m.**

Councilmembers present: President John Basham, Vice President Bryan Metzger, David R. Williams, Roland Winger, Vicki Burch and Kathy Vernon. Kevin Underwood was absent.

Others present: Commission Vice President Dave S. Byers, Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

I. Pledge of Allegiance

President Basham called the meeting to order and led the Pledge of Allegiance.

II. Election of Officers

Attorney Doug Masson opened the floor for nominations.

- Councilmember David Williams proposed John Basham for President and Bryan Metzger for Vice President, second by Councilmember Vicki Burch. There were no other nominations and the nominations were closed. The proposed officers were elected.

III. Auditor's Financial and Encumbrance Report – Bob Plantenga

Auditor Plantenga stated that the county began 2017 with an uncommitted balance is \$1,321,654.77. There were additional appropriations of \$898,510 and with the budget reductions and miscellaneous expenditures the county finished the year with \$428,335.17.

The 2018 financial statement shows a beginning cash balance of \$10,222,106.09 in the General Fund which is \$1.5 million more than the beginning balance of 2017. The projected 2018 miscellaneous revenues are \$23,064,305.00. The Department of Local Government Finance has established a General Fund Tax Levy showing a revenue of \$25,909,834.00. The DLGF has also provided a Circuit Breaker estimate (funds that we will not receive) of \$1,630,652.00. Thus, the total funds available are \$57,565,593.09. Considering the encumbrances, the 2018 budget and the minimum balance, the beginning net balance is \$1,651,643.09. Comparing that to 2017 it is up about \$300,000. There are no additional appropriation requests for the January meeting.

The 2017 Revenue Summary shows that the property tax is at 100.8% of budget, but still less than the levy. Property taxes from Excise (0130) were 106.4% of estimate but this is higher than the 2018 estimate. The Examination of Records (0299) is not part of the budget and there is no appropriation. These are fees for the State Board of Accounts audit of each jurisdiction that are billed to the County. The County pays the fees and then deducts that amount from each jurisdictions tax distribution. The County Recorder (0403) is slightly more than 100% of the budget. The only other line item to note is Tax Refunds (0731) which are like the audit fees, and County pays the refunds out of the General funds, without an appropriation, and then are deducted from disbursement to the jurisdictions. At the end of the year the County had revenues of 102.7% of original estimate.

Fund balances show the General Fund at over \$10 Million, the Cumulative Capital Development fund (1138) with \$1.8 million, the Major Bridge fund is being saved up and has over \$775,000, the Court Services (2580) are doing well and we will be getting the claim in from 2581 to balance accounts with the Rainy Day Fund, the Jury Pay (2584) has a \$25,000 balance with \$12,000 budgeted in 2018 so there is some unappropriated Jury Pay money, the County health insurance (4710) brought in more money each month in 2017 than was spent out and has a \$3.7 million balance, Project (4880) funds are our share of TIF money that had a negative balance going in but had receipts deposited of \$1 million.

The County's request for an increase in the Cum Cap Rate was finally approved after an initial denial by the DLGF.

The list of General Fund Encumbrances, totaling \$215,595, are in the packet and are not out of the ordinary.

There was discussion about the 0299 and the 0731 accounts that appropriately do not and should not show up in the appropriations or budget.

IV. Treasurer's Report – Jennifer Weston

Treasurer Weston stated that since settlement distributions are in the bank account balances are back down into the normal range with \$48.6 million this month versus \$121.2 million in November. There was a federal fund rate increase of a quarter percent in mid-December, so our rates will go up. The average rates were: 1st Source Bank's rate with 1.51%, Centier Bank with 1.43% and Lafayette Bank and Trust with 1.44% to 1.49%. The total interest for December was \$141,800.28.

The handout shows that interest income from bank accounts and the federal fund rate has increased the revenues. Monthly distributions to the County's funds show deposits in the General Fund, Cum Bridge, Cum Cap and Major Bridge and increased interest earned. The revised General Fund interest budget was \$620,000 for the County at 112%.

There was discussion of the General Fund interest shown by Bob and Jennifer and that the slight difference in the figures is typical because some deposits are posted differently including the Clerks' interest which makes the timing off a month.

V. Public Comment (Agenda Items)

Fred Reichart spoke in favor of the Fairground improvements

VI. Consent Agenda

-Approval of Meeting Minutes from the regular Meeting – December 12, 2017

-Health–HIV Prevention Fund 8482

Transfer

\$ 1,923 for Salaries / Part Time

\$ 147 for Social Security

\$ 30 for Worker's Compensation

\$ 600 for Other Professional Services

\$ 40 for Travel & Reimbursement

to Institution or Medical.

- Councilmember David Williams moved to approve the consent agenda as submitted, second by Councilmember Vicki Burch. Motion carried.

VII. Additional Appropriations:

Health –Craig Rich and Amanda Balser

HIV Prevention Fund 8482

Grant Appropriation for an additional \$ 5,000 from the State Department of Health. It will be used on consumables for medical care such as: condoms, material for wound care, band aids, sterol water, alcohol, but not needles.

- Councilmember David Williams moved to approve the grant fund appropriation for \$5,000 as presented, second by Councilmember Vicki Burch. Motion carried.

2018 Salary Statement – Ancillary Up to \$16 for Part Time Court Reporter

- Councilmember Roland Winger moved to table this request until the February meeting, second by Councilmember Vicki Burch. Motion carried.

2018 Salary Statement – Auditor Up to \$20 for Part Time Clerical

This amends the salary statement for the Recording Secretary.

- Councilmember Kathy Vernon moved to approve the salary as presented, second by Councilmember Vicki Burch. Motion carried.

2018 Salary Statement – CASA Up to \$19 Part Time Staff Advocate / JCAT

- Councilmember David Williams moved to approve the salary as presented, second by Councilmember Vicki Burch. Motion carried.

Sheriff – Barry Richard

Compensation Agreement In lieu of Statutory Fees between Barry Richard and Tippecanoe County.

- Councilmember David Williams moved to approve the agreement as presented, second by Councilmember Bryan Metzger. Motion carried.

Sheriff Richards presented information about the recent medical release of an inmate. He stated that it is a typical procedure around the state to issue a medical release if there are significant health issues or a long-term hospitalization. The Judge granted the medical releases, and if the sheriff personnel were assigned to that person it would have cost the County over \$30,000 in overtime pay and the County would be first in line to pay the medical expenses for the person.

VIII. Committee Reports

- Councilmember Basham stated that the Romney sewer district bids were opened. The bids for the plant were high so that rebid.
- The Wabash River Enhancement Commission's Promenade project is putting up steel and expects a first quarter opening. At the December meeting, the Tippecanoe Arts Federation presented conceptual designs for a new Art Museum on Tapawingo Drive.

IX. Unfinished/New Business

2018 County Council Appointment/Assignments. Auditor Bob Plantenga stated that the list in the packet makes no changes from 2017. There has been a replacement on the CVB to replace Bob Mindrum with Rich Ghiselli.

- Councilmember Kathy Vernon moved to approve the appointment/assignments with the change noted for the CVB as presented, second by Councilmember David Williams. Motion carried.

X. Commissioner FYI

Dave Byers mentioned there the Council was invited to stay for an employee carry-in lunch after the meeting.

The meeting was recessed for a joint meeting with the Commissioners. Tom Murtaugh was on route so the Commissioners' Meeting will begin when he arrives.

Joint County Council/Commissioners Meeting – Discussion of the Fairgrounds Project and consideration of **Resolution 2018-04-CL** in support of proceeding with the Tippecanoe County

Fairgrounds Project.

Commissioner Byers introducing the consultants Andy Haan, Justin Armstrong, Greg Silcox, and stated that Greg Guerrettaz was on the way. Commissioner Roland Winger began with noting the proposal is for 110,000 square feet of space and asked about the minimum amount of space needed for the County Fair. Greg Silcox responded that the space needs were based on three factors: 1) putting all the animal storage under a permanent roof as opposed to tents, 2) the 4H needs (about 70% of the proposed space), and 3) use of the facility every week of the year for events and exhibitions. Approximately 60% of proposed space would be needed for the Fair (animals, commercial exhibits and food vendors). Discussions followed about the current and future detailed space needs.

Infrastructure costs were then discussed. There were questions about how much was needed to just fix the problems and how much would be normal site preparation costs for this type of project. Part of phase 1 includes \$7.3 million for infrastructure including electrical, drainage, paving, sewer. Mr. Silcox then elaborated on the needed site work stating that not everything needs to be replaced, but there is a need for new: electrical, underground and above ground drainage. There were additional discussions of meeting current storm water regulations about capturing runoff before release into Durkees Run, as well as eliminating combined sewers. Most of the 37-acre site does not comply with current storm water regulations. All proposed underground storm water storage has been eliminated by enlarging surface ponds.

Tom Murtaugh arrived and called the Commissioners meeting together.

Additional infrastructure cost savings were obtained by, removing the storage/horse barn and the renovation and expansion of the swine/west pavilions and the house/offices with restrooms. The discussion then focused on the potential savings of contracting out more of the concessions, tables, audio visuals, chairs, kitchen and beverages. The County would need to ensure that all issues are resolved in any potential contractual relationship for those services, but there is a cost savings in doing so. Justin Armstrong lead a discussion of the issues, such as: decrease in labor costs, overall management, shared use, liquor licenses, liability, ownership, short term and long-term needs, portable and fixed assets and maintenance. The revenues from the operation cannot be predicted well for the first two years and may require greater subsidy of the fairgrounds. Depending upon how successful the management is, there may be a possible longer-term increase in costs. Philanthropic donations and annual sponsorship are also an option.

Greg Guerrettaz of FSG, distributed a packet and presented a financial plan for the fairgrounds expansion project. He recommends a shared debt and equity approach that doesn't rely entirely on debt to fund the project but uses some of the County's equity as well. There are several reasons to do the project now: construction costs are rising 6%-8% annually, interest rates are low now and will increase next year, it fits into the County's long-range capital plan and it is best from a ratings standpoint to keep the levy consistent. The schedule is for a phased construction starting with Phase 1 after the County Fair this year using debt proceeds first and most of the cash later.

He recommends a 15-year revenue bond with a property tax back-up and that the debt service coverage from EDIT be used first to optimize the bond rate. The sustainability analysis needs to be updated to assess the impact of additional debt on local taxes over time, as does the assumptions in the 5-10 year capital plan (jail and community corrections expansion, roads and drainage, new court and staff, garage maintenance fund, YMCA building, employee costs, etc.). The resolution before the Council today authorizes the starting of the process. It doesn't approve the final bond size, but does include a not-to-exceed amount to just do phase I after the Fair. He anticipates a bond sale would be in June or July for the full amount but with bidding in three separate phases over time and the County's cash used last.

There was discussion about committing funds now without a full and updated sustainability analysis. Mr. Guerrettaz stated that he saw no red lights, but felt that the timing was right, given future projects and

current needs, to proceed now with caution. Attorney Doug Masson stated that the resolution only approves conceptual support to proceed and form a financial team to move forward with a financial plan and phase 1 design. Mr. Guerrettaz added that they will proceed one step at a time and that there will be several opportunities in the next year that will require Council approval. He stated that the sustainability analysis could be completed in 30 days, that design plans would be just for phase 1 and not for phases 2 and 3, and there would be a future reimbursement resolution to allow design costs to come out of the bond. He recommended the design team consist of: Bob Plantenga, himself, a Commissioner, and three Councilmembers (Basham, Metzger and Williams) and the Treasurer. Mr. Guerrettaz stated that he will immediately start on the sustainability analysis.

- Councilmember Bryan Metzger moved to reconvene, second by Councilmember Vicki Burch. Motion carried.
- Councilmember Roland Winger moved to approve **Resolution 2018-04-CL, Support of Proceeding with Tippecanoe County Fairgrounds Project** as presented, second by Councilmember Vicki Burch.

Auditor Bob Plantenga recorded the following roll call vote:

Basham	Yea
Metzger	Yea
Williams	Yea
Burch	Yea
Vernon	Yea
Winger	Nay

Resolution 2018-04-CL passes 5 – 1.

Commissioner Tom Murtaugh asked if the sustainability analysis could be ready for the February meeting and Mr. Guerrettaz said that he could have a preliminary review ready by February 13th (provided that the Commissioner's review the Capital Plan in the interim and that a preliminary draft of the sustainability analysis be reviewed by the Financial Team prior to that) with a final draft ready for March 13.


- Commissioner David Byers moved to adjourn the Commissioners meeting, second by Commissioner Tom Murtaugh. Motion carried.

XI. Public Comment - None

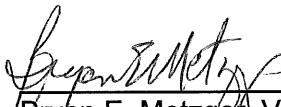
XII. ADJOURNMENT

- Councilmember Roland Winger moved to adjourn, second by Councilmember Vicki Burch. Meeting was adjourned by President Basham.

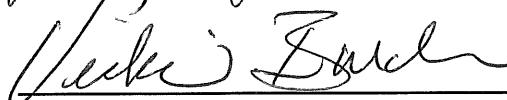
TIPPECANOE COUNTY COUNCIL




 John R. Basham II, President




 Bryan E. Metzger, Vice President




 Vicki Burch



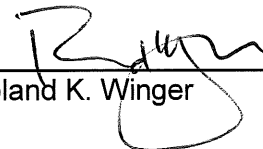
Kevin L. Underwood



Kathy Vernon



David R. Williams



Roland K. Winger

ATTEST:



Robert A. Plantenga, Auditor 2/13/2018

Minutes prepared by John Thomas, Recording Secretary