

**TIPPECANOE COUNTY COUNCIL MEETING  
COUNTY OFFICE BUILDING – TIPPECANOE ROOM  
TUESDAY, JANUARY 10, 2017  
8:30 A.M.**

The Tippecanoe County Council met Tuesday, January 10, 2017 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Council members present were President David R Williams, Vice President John Basham, Kathy Vernon, Bryan Metzger, Vicki Burch, and Roland Winger. Others present were Auditor Robert A. Plantenga, Attorney Doug Masson, and Recording Secretary Caitlin Thomas. Councilmember Kevin Underwood was absent.

**Pledge of Allegiance**

President Williams called the meeting to order and led the pledge of allegiance.

**Election of Officers**

Attorney Masson opened the floor to nominations for Council President. Councilmember Williams nominated Councilmember Basham, second by Councilmember Winger. Attorney Masson closed the floor to nominations and called for a vote. All ayes.

Attorney Masson opened the floor to nominations for Council President. Councilmember Williams nominated Councilmember Metzger, second by Councilmember Burch. Attorney Masson closed the floor to nominations and called for a vote. All ayes.

President Basham thanked the Council for their vote of confidence and Councilmember Williams for his years of service as President.

**Auditor's Financial and Encumbrance Report**

Auditor Plantenga stated the financial statement is the almost same as the December statement since there were no appropriations that month. The end of year general fund uncommitted balance was \$52,913.36 and the COIT fund uncommitted balance was \$320,035.18. The county finished the property tax settlement from November and that accounts for the increase in the balance. The property tax collections totaled now \$22,775,196, which is 101% of what the county budgeted and is still under the levee. License excise is now at \$1.97 million, which is 107% over the budget.

He pointed out the public defender commission is at \$617,000, but the county budgeted \$742,000. Last year we received three quarterly payments from the state. When the State Board of Accounts completes an audit and there is a fee, we pay it out of the County General and that money is deducted from settlement. The examination of records amount of \$87,300 is paying ourselves back for that fee. The tax refund line is when the assessment is lowered after people pay their taxes. We pay that out of County General and then deduct it from the settlement. That balance is \$1.1 million that was put in there, but that is not true revenue. That brings us to 102% of what we budgeted for the year.

The County General Fund finished 2016 with a cash balance of \$8.6 million. That is down from where we started because when we did the budget we estimated what percent of expenditures would be spent. That was accurate, but the decrease is almost identical to the amount of additional appropriations approved in 2016. The county pays the Sheriff's personnel out of the COIT share and it has a balance of \$2.1 million. This will be folded into the general fund as the year goes on. CUM Bridge has a balance of \$822,000. Fund 1188 is at \$287,000. The court services funds lost some in Substance Abuse and gained some in Violence and Community. There were also three pay periods in the month of December so we did good holding our balances there. In the Jury Pay Fund 2584, the balance has been going down over the last few years so we need to try to maintain that if not build it back up a little. Out of Fund 4505

TIF Capital Projects Southeast, we keep half the money and half the money is deposited into fund 4505 for the City's use. Fund 4710 is the health insurance fund and has a balance of \$1.4 million.

Auditor Plantenga pointed out the transfers in the consent agenda are for 2016. Some funds spent more than their appropriations and so these transfers will cover those deficits. The salary statements are for employees who did not see a pay rise in 2017; it was a small pay cut. This brings them back to where they were in 2016. The county does have a little bit of surplus Social Security in each budget. That is not from non-use, but more from the fact that our health insurance is pre-taxed and we do not factor that in when we calculate the Social Security.

The 2017 Financial Report could change a small amount in February, but the starting balance is \$8,632,700.77. Miscellaneous revenue is \$20 million and projected COIT transfer is \$1.8 million. Property tax estimate is \$23,286,000. Deducting the Estimated Circuit Breaker Credits, which is \$750,000, our total available is \$53,404,949.77. After you deduct the budget, encumbrances, and the minimum balance, the uncommitted funds balance is \$1,321,654.77.

The COIT fund beginning balance is \$2,170,819.29 and uncommitted funds balance is \$668,516.29. He pointed out we have a \$1.3 million dollar uncommitted fund balance, but if we moved over the \$1.5 million minimum balance for the COIT fund, that would be negative. Though the report says there will be \$1.8 million transferred from COIT there will be about \$2.1 million that will be transferred.

Auditor Plantenga presented the 2016 Encumbrances to the Council.

### **Treasurer's Report**

Treasurer Weston stated that with settlements processed, the December balances were more in line with a typical month. The interest rates were increased another quarter percent and those increases will be reflected on the January report. The Centier balance was \$15,016,700.65. The 1<sup>st</sup> Source Bank balance was \$5,005,165.25. The balance at Lafayette Bank and Trust was \$27,026,537.18. Total interest earned in December \$61,748.93. Of that earned interest, \$32,477.49 went to the general fund. From January to December, the interest rates went from .59% to .6% and the weighted average went from .59% to .62%. We were at 170% of original budget, but with the revised budget, we are at 99.7%.

### **Public Comment (Agenda Items)**

None.

### **Consent Agenda**

Attorney Masson recommended there be a motion to add the encumbrances as presented by the auditor to the consent agenda.

- Councilmember Metzger moved to add the encumbrances to the consent agenda, second by Councilmember Vernon. Motion carried.
- Councilmember Vernon moved to approve the consent agenda as amended, second by Councilmember Burch. Motion carried.

Approval of Meeting Minutes  
Regular Meeting – December 13, 2016

Sheriff –General Fund 1000 Transfer	\$ 1,100	Buildings & Property to Office Supply General
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## Highway – Cum Bridge Fund 1135

Transfer	\$ 43,389	Repair & Heavy Equipment to Construction & Bridges
	\$ 2,878	Repair & Vehicle Equipment to Construction & Bridges
	\$ 2	Other Professional Services to Construction & Bridges

## Highway – Revolving Fund 4880

Transfer	\$ 34,956	Other Professional Services to Bridges
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## MITS – Cum Cap Fund 1138

Transfer	\$ 29,999	Vehicle & Equipment to General M & E
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**Additional Appropriations:****Superior Court 6**

## Court Interpreter Fund 9549

Appropriation	\$ 15,540	Translator
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- Councilmember Winger moved to approve the appropriation, second by Councilmember Burch. Motion carried.

**Superior Court 4**

## General Fund 1000

Appropriation	\$ 3,306	Pauper Attorney
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- Councilmember Winger said that we generally budget low for this. He anticipates we will see more Pauper cases in 2017.
- Councilmember Winger moved to approve the appropriation, second by Councilmember Burch. Motion carried.

**Prosecutor – Pat Harrington**

## ICJI – HTCUC Fund 8271

Grant Appropriation	\$ 50,000	Full Time
	\$ 57,538	Travel & Mileage
	\$ 18,922	Software
	\$ 126,460	Total Requested

- Prosecutor Harrington said this will go to the high tech crime unit. It will allow their department to hire a full time civilian employee, to be fully funded through the grant. Councilmember Winger asked how they will approach the fact that this is a new grant position and making sure the employee will be aware of that. Prosecutor Harrington stated that they have been working to increase the funding throughout the state and this is the first state. They authorized an increase in our grant to hire this additional Investigator.
- Councilmember Winger moved to approve the grant appropriation, second by Councilmember Burch. Motion carried.

2017 Salary Statement \$ 44,214 APS Investigator-PAT III – New Position

- Councilmember Winger moved to approve the salary statement, second by Councilmember Burch. Motion carried.

**Public Defender – Amy Hutchison**

## General Fund 1000

Appropriation	\$ 5,299	Chief Deputy Salary
	\$ 406	Social Security
	\$ 594	PERF
	\$ 6,299	<i>Total Requested</i>

- Amy Hutchison said the commissioners currently manage the conflict attorneys and her office is trying to help alleviate this responsibility. Chief Deputy will take over conflict attorneys going forward and this appropriation is requesting salary increase for him with these added duties.
- Councilmember Winger moved to approve the appropriation, second by Councilmember Burch. Motion carried.

2017 Salary Statement \$ 111,282 Chief Deputy Public Defender

- Councilmember Winger moved to approve the salary statement, second by Councilmember Burch. Motion carried.

WIC – *Katy Baughman*

WIC Donation Fund 4137

Appropriation	\$ 3,762	Training
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- Councilmember Williams moved to approve the appropriation, second by Councilmember Metzger. Motion carried.

TEMA – *Wm. “Smokey” Anderson*

TEAM LEPC Fund 1152

Appropriation	\$ 7,803	Other Professional Services
	\$ 3,000	Travel & Mileage
	\$ 9,000	Training

- Director Anderson said the \$12,000 for travel and mileage was changed to \$3,000 for travel and mileage and \$9,000 to training.
- Councilmember Metzger moved to approve the appropriation in the amount of \$19,803, second by Councilmember Williams. Motion carried.

Tipp Co Hazmat Fund 2546

Appropriation	\$ 11,625	Other Professional Services
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- Councilmember Metzger moved to approve the appropriation, second by Councilmember Burch. Motion carried.

D4 Emergency Deployment Fund 8726

Appropriation	\$ 200	Training
	\$ 9,000	Vehicle & Equipment
	\$ 7,342	Safety

- Councilmember Metzger moved to approve the appropriation \$16,542, second by Councilmember Williams. Motion carried.

SHSP Hazmat Fund 8438

Appropriation	\$ 11,620	Safety
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- Smokey said that this is truly a grant fund and they are just waiting for the state to sign the paperwork.

- Councilmember Metzger moved to approve the appropriation, second by Councilmember Williams. Motion carried.

2017 Salary Statement – APC   \$   216,739   2017 Salary Adjustment

- Councilmember Vernon moved to approve the appropriation, second by Councilmember Williams. Motion carried.

2017 Salary Statement – MITS   \$   380,715   2017 Salary Adjustment

- Councilmember Winger moved to approve the salary statement, second by Councilmember Burch. Motion carried.

2017 Salary Statement – Surveyor   \$    64,314   2017 Salary Adjustment

- Councilmember Vernon moved to approve the salary statement, second by Councilmember Winger. Motion carried.

2017 Salary Statement – Highway   \$    89,237   2017 Salary Adjustment

- Councilmember Vernon moved to approve the salary statement, second by Councilmember Winger. Motion carried.

2017 Salary Statement – Sheriff   \$   375,509   2017 Salary Adjustment

- Councilmember Metzger moved to approve the salary statement, second by Councilmember Burch. Motion carried.

#### **Sheriff – Barry Richard**

Resolution 2017-03-CL Approving Sheriff Commissary Fund Expenditures

- Sheriff Richards explained this is the same request as in previous years.
- Councilmember Metzger moved to approve, second by Councilmember Williams. Motion carried.

Compensation Agreement in Lieu of Statutory Fees between Barry Richards and the Tippecanoe County, State of Indiana

- Councilmember Metzger moved to approve, second by Councilmember Williams. Motion carried.

#### **Committee Reports**

None.

#### **Unfinished/New Business**

2017 County Council Assignments & Appointments

Auditor Plantenga reminded the Council of the adjustments to West Lafayette Library, Convention and Visitors Bureau, and TEMA advisory board member. Attorney Masson recommended that the list be amended to reflect the changes.

- Councilmember Williams moved that the amended appointments be approved, second by Councilmember Winger. Motion carried.

**Commissioner FYI**

Commissioner Murtaugh reported that the 111 building is essentially complete. We are still waiting on the furniture but Commissioner Brown has been worked diligently to get that as soon as possible. They are taking their time with the safety testing to ensure it is done properly.

**Public Comment**

None.

Councilmember Winger moved to adjourn, second by Councilmember Burch. President Basham adjourned the meeting at 9:16 a.m.

**TIPPECANOE COUNTY COUNCIL**

absent  
John R. Basham II, President

[Signature]  
Bryan E. Metzger, Vice President

[Signature]  
Vicki Burch

[Signature]  
Kevin L. Underwood

[Signature]  
Kathy Vernon

[Signature]  
David R. Williams

absent  
Roland K. Winger

ATTEST:

[Signature]  
Robert A. Plantenga, Auditor 2/14/2017

Minutes prepared by Caitlin Thomas, Auditor Office Assistant