

**TIPPECANOE COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**December 1, 2008**

The Tippecanoe County Commissioners met on Monday, December 1, 2008 at 10:00 a. m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President Ruth E. Shedd, Vice President John L. Knochel, and Member KD Benson. Also present were: Attorney Dave Luhman, Commissioner's Assistant Frank Cederquist, Auditor Jennifer Weston, and Secretary Jennifer Prange.

Commissioner Ruth Shedd called the meeting to order and led the pledge of allegiance.

***APPROVAL OF MINUTES***

- Commissioner Knochel moved to approve minutes from November 3, 2008 meeting, second by Commissioner Shedd; motion carried.

***PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS***

Commissioner's Assistant Frank Cederquist recommended approval of accounts payable vouchers for November 20, 21, 25, 26, and December 1, 2008 as submitted without exception.

- Commissioner Benson moved to approve accounts payable vouchers as presented, second by Commissioner Knochel; motion carried.

***TEMA- Mark Kirby***

Director Mark Kirby reported the Emergency Medical Services Advisory Committee held its final meeting on November 17, 2008. The committee had representatives from Lafayette Fire, West Lafayette Fire, Purdue Fire, St. Elizabeth Regional Health, Clarian/Arnett, Tippecanoe County Volunteer Firefighters Association, Sheriff's Department, TEMA, Council, Commissioners, and Tippecanoe Emergency Ambulance Service (TEAS).

- Continued collaboration of both hospitals and administration from TEAS
- Patient preference
- TEAS for emergent runs only
- Hospitals work together for medical education in the community
- Advisory group to work with TEAS for input from other emergency responders and the community,
- Modernize dispatch with Automatic Vehicle Locator
- Upgrade ambulance fleet
- Staging of ambulances for most efficient service

Commissioner Shedd thanked Director Kirby for his leadership on this project and his commitment to better the emergency services for the community. Commissioner Benson also thanked Director Kirby for his work and leadership.

- Commissioner Knochel moved to accept the report from the Emergency Medical Services Advisory Committee, second by Commissioner Benson; motion carried.

***RESOLUTION 2008-46-CM, Accepting the Transfer of Surplus Vehicles from the City of Lafayette***

Director Kirby requested the commissioners accept the donation of two un-commissioned vehicles from the City of Lafayette. He explained volunteers are often called out to assist in emergencies and use their own vehicles to respond. The volunteers will have access to the vehicles to respond to emergencies call-outs for the county.

- Commissioner Knochel moved to approve Resolution 2008-46-CM, Accepting the Transfer of Surplus Vehicles from the City of Lafayette, second by Commissioner Benson; motion carried.

***HIGHWAY – Opal Kuhl***

Addendum #2 was presented for approval for Right-of-Way Acquisition Services and Addendum #3 to Perform Geotechnical Engineering Investigation for the Tyler Road Reconstruction (HES) Project from Butler, Fairman & Seufert, Inc.

- Commissioner Knochel moved to approved Addendum 2 & 3 as presented, second by Commissioner Benson; motion carried.

Supplemental Agreement #2 was recommended for approval for Federal Aid Bridge Replacement Bridge #U209 on Lilly Road over Norfolk-Southern Railroad from USI Consultants, Inc. for \$275,661.01.

- Commissioner Knochel moved to approve Supplemental Agreement #2 as presented, second by Commissioner Benson; motion carried.

Approval was recommended for Change Order #3 for the Bridge #118 & Bridge #179 project from H. S. Kline & Associates for \$9,682.48.

- Commissioner Knochel moved to approve Change Order #3 from H.S. Kline & Associates, second by Commissioner Benson; motion carried.

A 3-Year Construction Maintenance Bond in the amount of \$5,000 was presented for approval from Keller Development, Inc. for Chapelgate Park Drive entrance.

- Commissioner Knochel moved to approve a 3-Year Construction Maintenance Bond for \$5,000, second by Commissioner Benson; motion carried.

***BID OPENING***

Gasoline/Diesel Fuel

Ceres Solutions

93.10 E-10 Premium Gasoline/93 Octane \$1.595

#1 Clear Taxable Diesel \$2.5710

Tank Wagon for Premium \$1.685 up to #1 Clear Taxable Diesel \$2.6610

Attorney Dave Luhman reported Ceres Solutions bid on a variety of fuel items.

- Commissioner Knochel moved to take the bids under advisement, second by Commissioner Benson; motion carried.

#### Rental Equipment

##### Reith-Riley Construction Co., Inc.

Various Equipment Items with Labor @ \$49.00 per/hr.

(Bid on file in Auditor's Office for complete review of prices)

##### Milestone

Various Equipment Items with Labor @\$54.00 per/hr.

(Bid on file in Auditor's Office for complete review of prices)

##### Hertz Rental

*declined participation – do not provide equipment with operators*

- Commissioner Knochel moved to take the bids under advisement, second by Commissioner Benson; motion carried.

#### **GRANTS – Laurie Wilson**

##### **Ordinance 2008-26-CM**

Grant Coordinator Laurie Wilson requested the commissioner's approve Ordinance 2008-26-CM amending the county code to meet required guidelines from the EPA for the Brownfield Grant. Attorney Luhman reported the ordinance will add a new section 34.20 – Minority Business/Women's Business participation and with respect to purchases with state or federal funds that require MBE/MWE participation solicitation pursuant to 40.CFR31.36. The following six affirmative steps will be taken:

- Qualified Small/Minority Businesses and Women's Businesses placed on solicitation list
  - Small Minority Businesses and Women's Businesses will be solicited whenever they are potential sources.
  - Total requirements should be divided when economically feasible and permitted by law in smaller task/quantities to permit maximum participation by small minority and women's business enterprises.
  - Delivery schedules to be established with a requirements permit so as to encourage participation by small and minority business and women's businesses.
  - Services and assistance of the Small Business Administration and Minority Business Development of commerce will be used to the extent that may be available to facilitate compliance with this section 34.20.
  - The prime contractor if sub-contracts are to be let, will be required to take the affirmative steps listed in sub-sections A-E.
- Commissioner Knochel moved to approve Ordinance 2008-26-CM on first reading, second by Commissioner Benson; motion carried.

Auditor Weston recorded the vote:

Knochel	Yes
Benson	Yes

Shedd            Yes

Ordinance 2008-26-CM passes 3-0 on first reading.

- Commissioner Knochel moved to suspend the rules and hear and approve Ordinance 2008-26-CM on second and final reading, second by Commissioner Benson; motion carried.
- Commissioner Knochel moved to hear Ordinance 2008-26-CM on second reading, second by Commissioner Benson; motion carried.

Auditor Weston recorded the vote:

Knochel        Yes  
 Benson         Yes  
 Shedd          Yes

Ordinance 2008-26-CM passes on second and final reading.

Attorney Luhman reported an additional recommendation was received from the EPA from their audit. They recognized the county has policies and procedures for reimbursement drawdown's and recommended the commissioners adopt in writing the policies they will follow for the accounting of the EPA Grant funds.

Tippecanoe County EPA Grant Accounting Policies and Procedures

The following supplemental accounting policies and procedures are hereby established and should be followed with respect to invoices requesting reimbursement draw downs pursuant to the EPA Grant Agreement and any supplemental EPA Grants.

1. Greater Lafayette Community Development Corporation is successor in interest to Lafayette/West Lafayette Development Corporation is the sub-recipient of the grant.
2. Invoices should be received and reviewed by the Director of GLCDC, Director of Lafayette Redevelopment Commission, the Executive Director of Wabash River Enhancement Corporation
3. After review, comments and approval of the invoices will be sent to the Tippecanoe County Board of Commissioners the grant facilitator appointed by the Commissioners will process the invoice for payment by the county, prepare and fax the US EPA payment request (EPA 190-F-04-001)
4. The request for funds will be processed in a timely manner so the Tippecanoe County does not retain the funds for any longer than 3 days.

Adopted the 1<sup>st</sup> day of December 2008.

- Commissioner Knochel moved to approve the Tippecanoe County EPA Grant Accounting Policies and Procedures, second by Commissioner Benson; motion carried.

Grant Coordinator Laurie Wilson requested approval to accept funds for the Project Safe Neighborhood grant for the Prosecutor's Office for \$25,000 to continue the project.

- Commissioner Knochel moved to accept the Project Safe Neighborhood grant, second by Commissioner Benson; motion carried.

Ms. Wilson also recommended approval to accept the 2007 Homeland Security Grant for \$149,420. The grant will provide equipment for the Drug Task Force.

- Commissioner Knochel moved to accept funds for the 2007 Homeland Security Grant, second by Commissioner Benson; motion carried.

Approval was recommended to accept funds for the Homeland Security Grant Citizen Corp Program for training materials and refill fire extinguishers.

- Commissioner Knochel moved to accept funds for the Homeland Security Grant Citizen Corp Program, second by Commissioner Benson; motion carried.

Ms. Wilson presented a master consulting services agreement with Patriot Services for approval. The agreement will provide a consultant to facilitate a district-wide state exercise for TEMA.

- Commissioner Knochel moved to approve the master consulting services agreement, second by Commissioner Benson; motion carried.

Ms. Wilson reported Superior Court III received a \$30,000 grant from Indiana Judicial Center for the CHINS program for a continuation of program from 2003/2004 grant cycle. Approval is recommended to accept the contract.

- Commissioner Knochel moved to grant approval to enter into a contract for the CHINS program, second by Commissioner Benson; motion carried.

#### ***HUMAN RESOURCES – Shirley Mennen***

Human Resource Administrator Shirley Mennen recommended approval of the contract with RE Sutton for 2009 and 2010. The contract covers routine meetings with insurance committee, analysis of benefit plans and funding arrangements, collection and analysis of current data, preparation of bid specs when required, analysis of proposals, coordination and implementation of new plans when required, quarterly news letters, complimentary educational seminars, and ongoing assistance as needed. In 2009, the service is \$950 per month and in 2010, the service will be \$1,050 per month.

Commissioner Knochel stated, “this contract is some of best money spent due to the cost of medical insurance, company saved the county several thousand dollars and the increase we were facing was astronomical. Through Shirley Mennen’s hard work with RE Sutton the insurance was paired down to a palatable amount that could be passed to employees comfortably.”

#### ***CARY HOME FOR CHILDREN – Rebecca Humphrey***

Director Rebecca Humphrey requested approval of Cary Home per diem rates for 2009. She reported the state allows a 3% increase each year to cover an increase in expenditures. The new rates are \$185 for regular supervision and \$211 for intensive supervision.

- Commissioner Knochel moved to approve Resolution 2008-47-CM; Approving Cary Home Per Diem and Application Rates, second by Commissioner Benson; motion carried.

Director Humphrey requested permission to accept a contract with the state for a change in services. The contract will cover services with Department of Child Services for all services across county government starting January 2009 through mid 2011. She added there is an option to amend the contract through 2011.

- Commissioner Knochel moved to approve the agreement with DCS and the Board of Commissioners, second by Commissioner Benson; motion carried.

#### ***CLAIMS ADMINISTRATION AGREEMENT***

Attorney Luhman gave details regarding an agreement with Midwest Claims which settles claims for the county filed for law enforcement liability and wrongful acts liability claims. The agreement allows Midwest claims to settle on claims less than \$10,000. The agreement will automatically renew and has the option of cancellation within 90 days notice.

- Commissioner Knochel moved to approve the Claims Administration Agreement with Midwest Claims, second by Commissioner Benson; motion carried.

#### ***UNFINISHED/NEW BUSINESS***

None

#### ***REPORTS ON FILE***

Parks Board  
Weights & Measures  
Circuit Court  
Treasurer

#### ***PUBLIC COMMENT***

Councilmember David Byers questioned whether or not the county has considered combining purchases of fuel for the Highway, Sheriff's Department, and the Parks Department.

Commissioner Benson reported the county has reviewed a bulk purchase with all departments; the amount purchased by the county departments combined did not meet the requirement for a discount.

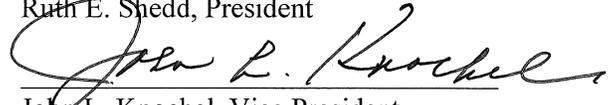
Park Department Director Allen Nail stated his department checks the gas prices regularly to determine if they can purchase at a lower price.

- Commissioner Knochel moved to adjourn.

**BOARD OF COMMISSIONERS OF  
THE COUNTY OF TIPPECANOE**



Ruth E. Shedd, President

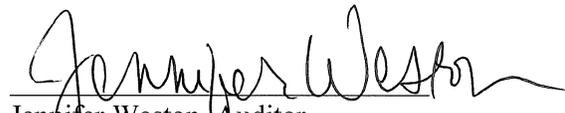


John L. Knochel, Vice President



KD Benson, Member

**ATTEST:**

  
Jennifer Weston, Auditor