TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, October 9, 2018
8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

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

Others present: Attorney Doug Masson, Auditor Robert A. Plantenga and Recording Secretary John Thomas

I. Call to Order and the Pledge of Allegiance

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

II. Auditor's Financial Report – Bob Plantenga presented:

The 2018 Financial Statement shows a General Fund beginning cash balance of $10,222,106.09. The projected miscellaneous revenue and property taxes (with deductions for the circuit breakers) leaves the total funds available at $57,565,593.09. When deducting encumbrances, the 2018 Budget, adding back in 3% for the estimated unused budget and the minimum balances established by Council the beginning net balance is $1,641,827.09.

So far this year Council has granted additional appropriations of $672,443 and today's additional requests total $67,050. Budget reductions so far this year total $170,382. There have been Miscellaneous Expenditures of $873.08, which leaves a current balance of $1,138,893.01.

The revenues report shows a special distribution into the Local Income Tax (LIT) and because of that the line item will ultimately exceed 100% this year. There were no other noteworthy revenues this month.

The fund balances show: 1) the General Fund (1000) is at $4,945,000 which is less than the minimum balance but we are holding property tax money there; 2) the Parking Garage Fund (4017) has a healthy cash balance is about $530,000, and we anticipate some additional expenses as the garage ages; 3) the Self Insurance Fund (4710) took in more than went out ($842,000 and $620,000 respectively) has a cash balance over $5.3 million in addition to the Health Insurance Rainy Day Fund of $3 million.

III. Treasurer's Report – Jennifer Weston presented:

The Account Balances and Interest Rates report was distributed and includes for the first time the 2018 Fairgrounds Bond sale at Lafayette Bank and Trust. The interest rates did increase another quarter percent on September 26 so that will be reflected next month. Total interest for the month of September was $116,234.84 with the year-to-year comparison typical for this time of the year. The distributions for the the Fairgrounds Fund (4818) are shown for the first time. The General fund year-to-date interest is $717,127.48. The interest projection has been increased to reflect the rise in the rate.

IV. Public Comment on Agenda Items – None

V. Presentation – Fairfield Trustee Julie Roush and State Representative Don Lehe

Representative Lehe stated that the Governor's Office recently created an honorary award called the Circle of Corydon (similar to the Sagamore of the Wabash) to recognize individuals for their contribution to a local community and called Bill Jones to the podium. Trustee Roush summarized Mr. Jones contribution to local governments and Representative Lehe awarded the Circle of Corydon to Mr. Bill Jones.

VI. Resolution 2018-34-CL for the Tippecanoe County Public Library – Jos Holman

- Councilmember Williams moved to approve **Resolution 2018-34-CL** approving the Library issuance of bonds, second by Councilmember Burch.

Mr. Holman distributed a rendering of the branch libraries and stated they want to continue expanding library services by building a new 14,000 square foot branch at Concord and 18th Streets. The cost is estimated to be $4.5 Million with a 10-year bond. The libraries debt is low, less than $2 million and has engaged Kettlehut and KJG for the project. There will be a Story Walk that tells a story along a path around the site.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

VII. Consent Agenda

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

A. Meeting Minutes from September 11, 2018

B. Veteran Services – General Fund 1000

Transfer	$ 200	Travel & Mileage to Office Supplies

C. Cary Home – General Fund 1000

Transfer	$ 60,000	Salaries / Full Time to R&M Buildings & Property
	$ 4,590	Social Security to Repair Vehicle & Equipment
	$ 1,083	PERF Retirement to Repair Vehicle & Equipment

D. Parks – General Fund 1000

Transfer	$ 4,000	R&M Buildings & Property to Salaries / Time

E. Coroner – General Fund 1000

Transfer	$ 9,289	Travel & Mileage to Salaries / Part Time
	$ 711	Travel & Mileage to Social Security

F. Public Defender – General Fund 1000

Transfer	$ 40,000	Salaries / Part Time to Other Professional Services
	$ 3,000	Social Security to Other Professional Services

G. Magistrate IV-D – General Fund 1000

Transfer	$ 105	Dues & Subscriptions to Office Supplies

H. TEMA – Local Emer Plan Fund 1152

Transfer	$ 2,550	Travel & Mileage to M & E / Safety
	$ 3,000	Training to M & E / Safety

I. Health – STD Prevention Fund 8463

Transfer	$ 212	Office Supplies to Travel & Mileage

J. Health – LHT Fund 1206

Transfer	$ 600	Salaries / Part Time to Other Professional Services
	$ 46	Social Security to Other Professional Services

K. Assessor – Reassessment Fund 1188

Transfer	$ 10,000	Software to M & E / Vehicles

VIII. Additional Appropriations:

A. Superior Court 6

General Fund 1000

Appropriation	$ 5,000	Pauper Attorney

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

B. Prosecutor – Pat Harrington

1. Law Enforcement Fund 4266

Appropriation	$ 50,000	Other Professional Services
	$ 30,000	Machine & Equipment / Vehicles

- Councilmember Burch moved to approve the appropriation as presented, second by Councilmember Williams.

  This is the annual appropriation for the High-Tech Crime Unit for the routine replacement of vehicles with one of the retired vehicle going to the Adult Protective Services.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

2. 2018 Salary Statement of $39,236 for a New Full Time Position – Victim Specialist, COMOT IV
   - Councilmember Burch moved to approve the appropriation as presented, second by Councilmember Williams.

     The Victims of Crime Act (VOCA) grant funds this position for 2018.

     President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

3. 2019 Salary Statement of $40,120 for a Victim Specialist COMOT IV
   - Councilmember Burch moved to approve the appropriation as presented, second by Councilmember Williams.

     This is the same position for the 2019 budget.

     President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

C. Public Defender – Amy Hutchinson

PD User Fee Fund 1200

Appropriation	$ 27,000	Other Professional Services

- Councilmember Burch moved to approve the appropriation as presented, second by Councilmember Williams.

  This appropriation is to continue to pay the professional services through the end of the year.

  President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

D. WIC – Alicia Keen

1. WICFY19 NSA Fund 8880

Grant Appropriation	$576,186	Salaries / Full Time
	$ 47,749	Salaries / Part Time
	$ 47,731	Social Security
	$ 64,534	PERF Retirement
	$ 5,708	Office Supplies
	$ 7,887	Operating Supplies / Inst or Medical
	$ 7,220	Operating Supplies / Educational Materials
	$ 1,580	Operating Supplies / Other
	$ 67,488	Other Professional Services
	$ 7,759	Travel & Mileage
	$ 3,000	Communication
	$ 7,800	Utilities
	$ 52,874	Buildings & Property
	$174,170	Health Insurance

	$ 2,189	LTD Insurance
	$ 1,320	Life Insurance
	$ 6,226	Worker's Compensation
	$ 1,081,421	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

  This is the continuation of the WIC grant for Tippecanoe County.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

2. WIC FY19 PC Fund 8882

Grant Appropriation	$ 46,592	Salaries / Part Time
	$ 3,564	Social Security
	$ 1,327	Travel & Mileage
	$ 1,848	Utilities
	$ 465	Worker's Compensation
	$ 53,796	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

  This is the continuation of the WIC grant for the peer counselor program.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

3. 2018 Salary Statement of $130,345 for WIC's FY 2018 Grant budget listed above/Oct-Dec 2018
   - Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

     This is for WIC's full-time positions for the above positions for October-December 2018.

   President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

4. 2019 Salary Statement of $443,182 for WIC's FY 2019 Grant budget listed above/Jan-Sept 2019
   - Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

     This is for WIC's full-time positions for the above positions for January-September 2019.

   President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

E. County Extension – Karen Mitchell

General Fund 1000

Appropriation	$ 1,626	Salaries / Part Time
	$ 124	Social Security
	$ 1,750	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

  This is from a reimbursement grant that pays their intern through December. There was discussion about a possible internal transfer, but there was a consensus to support the request.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

F. Health – Amanda Balser

1. STD Prevention Fund 8463

Grant Appropriation	$ 4,524	Salaries / Part Time
	$ 346	Social Security
	$ 2,830	Operating Supplies / Inst or Medical
	$ 500	Travel & Mileage
	$ 8,000	Other Professional Services
	$ 50	Worker's Compensation
	$ 16,250	Total Requested

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Burch.

  This is for the extension of the STD clinic grant through the end of the year.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

2. Public Health Emergency Preparedness Fund 8476

Grant Appropriation	$ 10,000	Emergency Preparedness Medical Supplies

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Underwood.

  This is an extra $10,000 from the emergency preparedness grant for being the designated representative for the region.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

3. Community Health Partnerships (CHeP) Boiler Fund 9165

Grant Appropriation	$ 61	Travel & Mileage
	$ 2,395	Medical Supplies
	$ 1,000	Office Supplies
	$ 3,456	Total Requested

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Underwood.

  This is new program working with Purdue Pharmacy students. They were awarded $5,000 this year and will apply for $20,000 next year. It will cover purchase of a laptop, medical disposal bags, Narcan and office supplies.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

4. Gateway to Hope (GTH) Fund 9178

Grant Appropriation	$ 7,400	Health & Medical Professional

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Underwood.

  This pays for the recovery coach through a grant from the Drug Free Coalition of Tippecanoe County.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

G. Auditor – Drug Free Community

Drug Free Community Fund 1148

Appropriation	$ 63,209	Other Professional Svc – FY17-18
	$163,420	Other Professional Svc – FY18-19
	$226,629	Total Requested

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Underwood.

This covers their operations by appropriating FY 17-18 unspent funds as well FY 2018-2019 current grant funds.

President Basham ask if there were any further questions. Hearing none he called for the vote. Motion carried.

IX. Committee Reports – None

X. Unfinished/New Business – None

XI. Commissioner FYI – Commissioner Murtaugh reported:

A. The state legislative agenda is being set and he requested input from Councilmembers.

B. The rooftop United Way cookout was successful, and he requested that Councilmembers contribute through Tippecanoe County.

XII. Public Comment – None

XIII. ADJOURNMENT

- Councilmember Burch moved to adjourn, and the President adjourned the meeting.

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 11/13/2018

Minutes prepared by John Thomas, Recording Secretary