TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, AUGUST 9, 2016
8:30 A.M.

The Tippecanoe County Council met Tuesday, August 9, 2016 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 R. Basham II, Bryan E. Metzger, Sally J. Siegrist, Kevin L. Underwood, Kathy Vernon, and Roland K. Winger Others present were: Attorney Doug Masson, Auditor Bob Plantenga, and Recording Secretary Tillie Hennigar.

PLEDGE OF ALLEGIANCE

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

AUDITOR'S FINANCIAL REPORT – Bob Plantenga

Auditor Plantenga reported on the July Financial Statement stating the beginning Cash Balance in the General Fund was $9,145,040.42. With the Projected Miscellaneous Revenue and Property Tax, the Total Available was $41,110,444.42. Deducting the Encumbrances, the Budget, the Minimum Balance, Additional Appropriations to date, and the Miscellaneous Expenditures of $945.12; the Total currently available is $282,183.30. The COIT Fund began with a Cash Balance of $2,262,873.18. Adding the COIT Revenue and deducting the Encumbrances, the Beginning Net Balance is $360,171.18. The current balance is $320,035.18.

Financial Statement
July 31, 2016

		General Fund	COIT Fund	Combined Funds
Cash Balance (01/01/2016)		$9,145,040.42	$2,262,873.18	$11,407,913.60
DLGF Requested 2016 Projected Miscellaneous Revenue		$10,123,711.00	$8,655,120.00	$18,778,831.00
99% of Property Tax Estimated Levy		$22,589,644.00	$0.00	$22,589,644.00
Estimated Circuit Breaker Credits		$747,951.00	$0.00	$747,951.00
Total Funds Available		$41,110,444.42	$10,917,993.18	$52,028,437.60
Less: 2016 Encumbrances		$167,809.00	$15,955.00	$183,764.00
Less: DLGF Requested 2016 Budget		$34,424,723.00	$9,041,867.00	$43,466,590.00
Less: Council Approved Minimum Balance (Res 2013-24-CL)		$6,000,000.00	$1,500,000.00	$7,500,000.00
Beginning Net Balance		$517,912.42	$360,171.18	$878,083.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$6,234	$6,234	$0	$6,234
February	$266,125	$219,545	$40,136	$259,681
March	$0	$0	$0	$0
April	$2,000	$2,000	$0	$2,000
May	$453	$453	$0	$453
June	$6,652	$6,652	$0	$6,652
July	$0	$0	$0	$0
August	$77,615			
September				
October				
November				
December				
Total Additional Appropriations	$359,079	$234,884	$40,136	$275,020
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
Year to Date	$0	$0	$0	$0
Miscellaneous Expenditures (year to date total)		$845.12	$0.00	$845.12
Available for Appropriation		$282,183.30	$320,035.18	$602,218.48

Auditor Plantenga continued, discussing the Revenue through 7/31/16. Fund 0442 Fairgrounds – Rental picked up about $40,000. The majority, over $36,000, is from Bob Rohrman for the tent sale which goes through the end of August. Overall, the General Fund Revenue is 54.8% of the expected revenue for the year.

Discussing the Fund Balances, Auditor Plantenga said the General Fund balance on July 31 was $6,371,578.17. Referencing Fund 2580 and 2581 - Court Services, he stated good progress has been made with $18,196.22 in Fund 2580 - Substance Abuse and $28,580.04 in Fund 2581 - Violence in Community. The Fund 2581 balance reflects money returned to the Rainy Day Fund. Also, there were three payrolls in July; that also affects the balance.

Referencing Fund 4710 – County Self Insurance, Auditor Plantenga said the cash balance increased slightly with $788,930.88 in receipts and $709,323.61 in disbursements.

***TREASURER'S REPORT** – Jennifer Weston*

Treasurer Weston reported on the July 2016 Bank Balances and Interest Rates. Centier Bank had an account balance of $15,020,733.38 and Lafayette Bank & Trust had an account balance of $46,135,566.25 with an average interest rate of 0.59%. The Weighted Average Rate for July was 0.60% compared to last month at 0.61%. The total for Morgan Stanley was just under $22 million, earning $12,243.02 in interest and First Empire was just over $6 million, earning $5,504.86 in interest. The July total month-end interest for all accounts totaled $48,379.06.

Bank Balances and Interest Rates

July 2016

	Account Balance	Rate	Interest
Centier Bank			
Comm NOW/checking	$15,020,733.38	0.65%	$7,753.28
Centier Total	$15,020,733.38		$7,753.28
Lafayette Bank & Trust			
Savings	$29,926,748.12	0.60%	$15,490.57
Primary/sweep	$4,563,443.08	0.55%	$1,488.39
Flex Benefits	$93,189.72	0.00%	$0.00
Claims/sweep	$2,297,852.15	0.55%	$1,047.71
Cary Home	$1,021.09	0.60%	$0.52
Cumulative Bridge	$2,230,459.44	0.60%	$1,242.36
Local Road & Street	$322,877.82	0.60%	$183.39
Drain Maintenance	$1,432,857.56	0.60%	$769.29
Gen Drain Main	$1,146,646.29	0.60%	$578.39
Hwy Escrow	$59,822.00	0.60%	$30.39
MVH	$2,534,675.76	0.60%	$1,309.91
E-Check	$5,238.63	0.60%	$28.11
Law Enforcement Warrant	$1,520,734.59	0.55%	$708.87
Lafayette Bank & Trust Total	$46,135,566.25		$22,877.90

Average Interest Rate		0.59%	
This Month (Weighted Average Rate)	$61,156,299.63	0.60%	
Last Month (Weighted Average Rate)	$62,254,083.06	0.61%	
Morgan Stanley			
EDIT Landfill	$4,328,980.24	n/a	$653.22
High Balance	$17,588,784.40	n/a	$11,589.80
Morgan Stanley Total	$21,917,764.64		$12,243.02
First Empire			
High Balance	$6,006,186.57	n/a	$5,504.86
First Empire Total	$6,006,186.57		$5,504.86
Total Month-End Interest			**$48,379.06**

On the Interest Summary, Treasurer Weston reported the total interest through July is $437,609.40. The General Fund earns between 55% - 57% of the total. With 58% of the year lapsed and the revised budget from January of $370,900, the General Fund is at 56.1%.

The two year agreements are coming up and RFP's have been sent to approximately 14 local banks for banking services. Responses will be back on August 19th and a decision should be made by the end of August. The impact to the budget, if any, will be known by the budget hearings.

PUBLIC COMMENT (Agenda Items) – none

ORDINANCE 2016-15-CL – SHERIFF'S DEPARTMENT FEE SCHEDULE – *first reading*

Sheriff Richard stated the Ordinance has been proposed to help recover some of the costs of the Sheriff's sale. There is an average of 45 sales per month, 11 months of the year. SRI charges $100 per sale and when administrative costs are added in, the cost goes beyond the current $140 fee. The Ordinance raises the fee to the State statute of $200.00 maximum per sale.

- Councilmember Winger moved to approve Ordinance 2016-15-CL, second by Councilmember Metzger.

Auditor Plantenga recorded the vote.

Williams	Aye
Basham	Aye
Metzger	Aye
Siegrist	Aye
Underwood	Aye
Vernon	Aye
Winger	Aye

Ordinance 2016-15-CL passed 7-0 on first reading.

- Councilmember Winger moved to suspend the rules on Ordinance 2016-15-CL to hear the second reading, second by Councilmember Siegrist; motion carried.

- Councilmember Winger moved to approve Ordinance 2016-15-CL as presented on second reading as presented, second by Councilmember Siegrist.

Auditor Plantenga recorded the vote:

Winger	Aye
Vernon	Aye
Underwood	Aye
Siegrist	Aye
Metzger	Aye
Basham	Aye
Williams	Aye

Ordinance 2016-15-CL passed 7-0 on second and final reading.

CONSENT AGENDA
Approval of Meeting Minutes - Regular Meeting – July 12, 2016

Ancillary Court –General Fund 1000			
Transfer	$	51	Office Supplies
			to Travel & Mileage
Health – General Fund 1000			
Transfer	$	4,000	Salaries & Wages / Full Time
	$	448	Employee Benefits / PERF Retirement
	$	306	Employee Benefits / Social Security
	$		*to* Professional Services / Legal
	$	656	Heavy Mach & Equipment
	$	771	Utilities Service / Utilities
	$	140	Other Professional Services
	$		*to* Oper Supplies/Inst or Medical
Assessor – Reassessment Fund 1188			
Transfer	$	877	Postage & Freight
			to Office Supplies / Forms
Juv Alt – DOC Grant Fund 9641			
Transfer	$	1,460	Salaries & Wages / Full Time
			to Machinery & Equipment / Other
	$	4,406	Salaries & Wages / Full Time
	$	450	Employee Benefits / Social Security
	$	684	Employee Benefits / PERF Retirement
	$		*to* Repairs & Maint/Bldgs & Prop
Highway – Project Revolving Fund 4880			
Transfer	$	2,532	Infrastructure / Bridges
			to Other Professional Services
	$	16,246	Infrastructure / Bridges
			to Repairs & Maint/Street Materials

Highway - MVH Fund 1176
Transfer

$	29,017	Building / Municipal
$	42	*to* Repairs&Maint/Vehicle & Equip
$	7,600	*to* Insurance / Liability
$	15,000	*to* Operating Supplies / Gas & Oil
$	6,375	*to* Other Professional Services
$	5,000	Operating Supplies / Inst or Medical *to* Other Professional Services

WIC – WIC FY 16 Fund 8880
Transfer

$	7,550	Other Professional Services *to* Operating Supplies/Educ Materials
$	1,200	Rental & Leases / Minor Equipment *to* Office Supplies / General

- Councilmember Siegrist moved to approve the Consent Agenda as presented, second by Councilmember Underwood, motion carried.

Additional Appropriations:

SUPERIOR COURT 6
General Fund 1000

- Councilmember Winger moved to approve the Appropriation for Superior Court 6 as presented, second by Councilmember Siegrist.

Councilmember Winger stated that he and Councilmember Siegrist met with Judge Morrissey and staff. With the advent of Odyssey and Superior Court 6 having a very high volume of work, comp time is not a solution. He and Councilmember Siegrist support the appropriation for the addition of a part time employee and overtime.

Appropriation $58,651

$	4,644	Salaries & Wages / Part Time
$	45,142	Salaries & Wages / Overtime
$	3,809	Employee Benefits / Social Security
$	5,056	Employee Benefits / PERF Retirement

- All Councilmembers voted in favor of the Appropriation for Judge Morrissey and Superior Court 6; motion carried.

SUPERIOR COURT 3 – Linda Tedder
Sup Ct 3 DFC Grant Fund 9156

- Councilmember Metzger moved to approve the Grant Appropriation for Superior Court 3 Drug Free Coalition Grant Fund 9156 as presented, second by Councilmember Siegrist.

Cary Home Accounts Manager Linda Tedder said the grant is from the Drug Free Coalition. This year they were awarded $3,000 which will be used for substance abuse assessments for those requiring financial assistance.

Grant Appropriation $3,000

$	3,000	Other Professional Services

- All Councilmembers voted in favor of the Appropriation for Superior Court 3; motion carried.

COURT SERVICES/PROBATION *– Judge Persin/David Hullinger*
Court Services Fund 2580

- Councilmember Winger moved to approve the Court Services and Probation Court Services Fund 2580 Salary Statement, second by Councilmember Siegrist.

Chief Probation Officer Hullinger requested approval of moving money that was appropriated for a full time staff member. The appropriation was originally for Andrea, the Administrative Assistant in Court Services who recently moved to Superior Court 5. The money is still available and he would like to use it to fund a part time position at the maximum rate of $12.50 per hour. Court Services was downsized to two full time Assessors and one Administrative Assistant who managed the traffic, phone, and scheduling. With one of the Assessors on vacation or in court, it leaves one person to handle everything. Judge Persin said he considered posting Andrea's job but doesn't see it as a long time position since Court Services will be reconstructed in the future. Auditor Plantenga said once approved, his department will move the funds from full time to part time. Since it is within the same series and not regular part time, approval of Council or Commissioners is not needed.

2016 Salary Statement

$	12.50/Hr	Admin Asst – New Part Time Position

- All Councilmembers voted in favor of the Salary Statement for Court Services; motion carried.

MAGISTRATE COURT
General Fund 1000

- Councilmember Winger moved to approve the Appropriation for Magistrate Court as presented, second by Councilmember Siegrist.

Councilmember Winger said this request is Superior Court 6 looking to get additional overtime help for the Odyssey implementation. A large portion of the Magistrate Court work is in support of Court 6. He supports the appropriation.

Appropriation $18.964

$	15,956	Salaries & Wages / Overtime
$	1,221	Employee Benefits / Social Security
$	1,787	Employee Benefits / PERF Retirement

- All Councilmembers voted in favor of the Appropriation for Magistrate Court; motion carried.

PUBLIC DEFENDER *– Amy Hutchison*
Public Defender User Fee Fund 1200

- Councilmember Winger moved to approve the Appropriation for the Public Defender User Fee Fund 1200 as presented, second by Councilmember Siegrist.

Public Defender Hutchison stated the appropriation is a request for professional services. The number of psychological evaluations continues to grow.

Appropriation $50,000

$	50,000	Other Professional Services

- All Councilmembers voted in favor of the Appropriation for the Public Defender Fund 12; motion carried.

CASA – Coleen Connor
GAL CASA Fund 1213

- Councilmember Metzger moved to approve the Appropriation for the GAL CASA Fund 1213 as presented, second by Councilmember Basham.

CASA Director Connor stated the appropriation is part of the State funds received on a regular basis. This is the third pass and will be used to offset the regular part time.

Appropriation $13,253

$	12,240	Salaries & Wages/Benefit Eligible PT
$	1,013	Employee Benefits / Social Security

- All Councilmembers voted in favor of the Appropriation for CASA Fund 1213; motion carried.

Councilmember Siegrist congratulated Director Connor on obtaining her certification.

Director Connor reminded everyone the cycling challenge would be at Subaru this weekend.

TIPPECANOE VILLA –DeAnna Sieber
Villa Donation Fund 4129

- Councilmember Underwood moved to approve the Villa Donation Fund 4129 appropriation as presented, second by Councilmember Basham.

Villa Director Sieber said in 2015 a donation was received from a past resident. The donation was to be used for something to benefit all residents; they have decided to do a walking path.

Appropriation $22,840

$	22,840	Infrastructure / Sidewalks & Curbing

- All Councilmembers voted in favor of the Appropriation for Tippecanoe Villa Fund 4129; motion carried.

TEMA – Sharon Hutchison

TEMA EMPG Fund 8413

- Councilmember Metzler moved to approve the Grant Appropriation for TEMA EMPG Fund 8413 as presented, second by Councilmember Basham.

Grant Facilitator Hutchison said the grant was awarded to TEMA after 2015 funds were deobligated. The funds will be used for EOC equipment.

Grant Appropriation $5,111

$	5,111	Machinery & Equipment / Safety

- All Councilmembers voted in favor of the grant appropriation for TEMA; motion carried.

EXTENSION OFFICE
General Fund 1000

- Councilmember Underwood moved to approve the 2016 Salary Statement for Extension Office Receptionist/Secretary as presented, second by Councilmember Basham.

2016 Salary Statement $35,119

$	35,119	Recept/Sec.–COMOT II Reclass

All Councilmembers voted in favor of the Extension Office Salary Statement; motion carried.

HEALTH– *Craig Rich*
HPP & PHEP MRC Grant Fund 8466

- Councilmember Underwood moved to approve the Grant Appropriation for Fund 8466 as presented, second by Councilmember Basham.

Health Administrator Rich stated this is the annual MRC grant covering a part time person and flooring for the County shelter.

Grant Appropriation $19,891

$	8,999	Salaries & Wages / Part Time
$	688	Employee Benefits / Social Security
$	99	Other Professional Svc / Workers Comp
$	9,855	Machinery & Equipment / Other
$	250	Other Professional Services

All Councilmembers voted in favor of the Grant Appropriation for Fund 8466; motion carried.

COMMITTEE REPORTS

- Councilmember Metzler reported that he, Councilmember Underwood, and President Williams met with the Sheriff and the Administrative Staff to review the staffing requests and additional departmental issues. They will be addressed at budget hearings.

- Councilmember Metzler said he and President Williams met with the Sheriff's Merit Board to review the Merit Retirement system. Council will see that when finalized and returned.

- Councilmember Basham reported on Romney Sewer District saying they have a two hour Executive meeting on August 22, from 3:00 – 5:00. They continue to move forward trying to obtain grants.

UNFINISHED/NEW BUSINESS

- President Williams reminded everyone that the Audio portion of meeting is now available on the website.

- Councilmember Winger said in the past when meeting with individual departments and talking about revenue, a Revenue Committee review was included. He asked if that will be done or is the Council Representative to handle? Auditor Plantenga said the departments were provided revenue reports to respond. If they did not respond or it's a department he needed to handle, an "A" will be listed in the budget book. A Revenue Committee meeting has not been held for two or three years. President Williams said based on the amount of budget requests, it is not a bad idea to take another look at revenue; a meeting will be scheduled. Councilmember Siegrist stated it will be helpful before the department meetings. The Council Representatives are Siegrist and Williams.

COMMISSIONER FYI

Commissioner Byers reported the following:

- The State Fair is in progress. If anyone attends this weekend, stop by to visit him.
- On August 18, 2016 at 8:15a.m., the sister city ODA youth will be coming to visit. Please feel free to join them in the Tippecanoe Room.
- On August 31, 2016 at 11:30, a retirement party will be held at Community Corrections for Dave Heath. Six good applicants have applied for the position. A decision should be made by September 1.
- With one more piece of the puzzle he stated he will be ready to present the Fairgrounds renovation project to Council and the other Commissioners. He said Council might want to have a joint meeting with Consultant Guerrettaz to present numbers prior to budget hearings....think about paying off the bond.....look at a new bond, etc. A special meeting can be held if needed. He and Auditor Plantenga recently saw the numbers and thinks it would be a good idea for everyone to see those.

PUBLIC COMMENT

Clerk Coffey said by noon today estimates should be available for the cost to replace the former system. The purchase of new equipment will cost around $100,000. The old equipment can be resold and applied to the new equipment. Election is less than 100 days away.

As there were no other public comments, Councilmember Basham moved to adjourn.

Meeting adjourned at 9:05 a.m.

TIPPECANOE COUNTY COUNCIL

David R. Williams, President

John R. Basham II, Vice President

Bryan E. Metzger

Sally J. Siegrist

Kevin L. Underwood

Kathy Vernon

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 9/12/2016

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant