TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, January 12, 2016
8:30 A.M.

The Tippecanoe County Council met Tuesday, January 12, 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, Kathy Vernon, and Roland K. Winger. Others present were: Auditor Bob Plantenga, Attorney Dave Luhman and Recording Secretary Tillie Hennigar. Councilmember Kevin L. Underwood was absent.

PLEDGE OF ALLIANCE

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

ELECTION OF OFFICERS

Attorney Luhman opened the floor for nominations.

Councilmember Metzger nominated David Williams for President. There were no other nominations; motion carried. Dave Williams is re-elected as President.

Councilmember Vernon nominated John Basham for Vice-President. There were no other nominations; motion carried. John Basham is re-elected as Vice-President.

ADMINISTRATIVE ITEMS (Appointments & Assignments)

President Williams said the Council Appointments and Assignments are the same as 2015, asking members to notify him of any requested appointment or assignment changes.

AUDITOR'S FINANCIAL REPORT *– Bob Plantenga*

Auditor Plantenga provided handouts for 2015 end-of-year and 2016 stating the final uncommitted fund balance for 2015 was $885,654.23 for the General Fund and $453,847.98 for the COIT Fund. Revenue received in 2015 for property tax was 101.55% of the budget estimate. This amount is below the levy and will not impact 2016. Excise tax was 104%; the whole tax section was above 100%. Charges for services received were 88% of the estimate. A good chunk of the shortfall ($300,000 of estimated) was Cary Home, of which we were aware earlier in the year. The inmate housing also fell short by $223,000.

2016 Beginning Balances of General and COIT Funds

This year begins with a General Fund Cash Balance of $9,145,040.42. With Miscellaneous Revenue and projected Property Tax, the total available is $41,302,091.42. Deducting Encumbrances, the approved 2016 Budget, and the minimum balance approved by the Council, the beginning Net Balance is $703,655.42. This years beginning Cash Balance is less than last year by about $400,000 while the encumbrances went down by $600,000 because we are not encumbering payroll. In effect, the beginning Cash Balance for 2016 is actually higher than 2015. The beginning Net Cash Balance for the COIT Fund is $360,171.18. Circuit Breaker has now been removed and the Property Tax Revenue Estimated Levy is used. Once the Levy is received, the Circuit Breaker will be known and added back into the report.

Financial Statement
Through December 31, 2015

		General Fund	COIT Fund	Combined Funds
Cash Balance (01/01/2015)		$9,564,171.62	$2,293,808.98	$11,857,980.60
DLGF Approved 2015 Projected Miscellaneous Revenue		$10,157,505.00	$8,397,574.00	$18,555,079.00
Property Tax Approved Abstract (99%)		$21,935,914.00	$0.00	$21,935,914.00
Less: Abstract Circuit Breaker Credit Estimate		$772,386.00	$0.00	$772,386.00
Total Funds Available		$40,885,204.62	$10,691,382.98	$51,576,587.60
Less: 2015 Encumbrances		$895,474.00	$49,454.00	$944,928.00
Less: DLGF Approved 2015 Budget		$32,661,921.00	$8,688,081.00	$41,350,002.00
Less: Council Approved Minimum Balance (Res 2013-24-CL)		$6,000,000.00	$1,500,000.00	$7,500,000.00
Beginning Net Balance		$1,327,809.62	$453,847.98	$1,781,657.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$40,000	$40,000	$0	$40,000
February	$28,000	$3,000	$0	$3,000
March	$500	$500	$0	$500
April	$39,871	$39,871	$0	$39,871
May	$10,911	$3,868	$0	$3,868
June	$958	$958	$0	$958
July	$105,500	$105,500	$0	$105,500
August	$24,122	$24,122	$0	$24,122
September	$18,000	$18,000	$0	$18,000
October	$133,670	$133,670	$0	$133,670
November	$69,263	$66,603	$0	$66,603
December	$0	$0	$0	$0
Total Additional Appropriations	$470,795	$436,092	$0	$436,092
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
June	$33,322	$0	$0	$0
August	$1,500	$1,500	$0	$1,500
Year to Date	$34,822	$1,500	$0	$1,500
Miscellaneous Expenditures (year to date total)		$7,563.39	$0.00	$7,563.39
Available for Appropriation		$885,654.23	$453,847.98	$1,339,502.21

Financial Statement
January 1, 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
98% of Property Tax Estimated Levy		$22,033,340.00	$0.00	$22,033,340.00
Total Funds Available		$41,302,091.42	$10,917,993.18	$52,220,084.60
Less: 2016 Encumbrances		$173,713.00	$15,955.00	$189,668.00
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		$703,655.42	$360,171.18	$1,063,826.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$6,234			
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total Additional Appropriations	$6,234	$0	$0	$0
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
Year to Date	$0	$0	$0	$0
Miscellaneous Expenditures (year to date total)		$0.00	$0.00	$0.00
Available for Appropriation		$703,655.42	$360,171.18	$1,063,826.60

On the monthly Fund Balance Report, Auditor Plantenga said one fund to note is 310 Self-Insurance, which ended the year $382,000 negative. There is $3 million in the Self-Insurance Rainy Day Fund so the net is still positive and not an issue.

Court Services budget finished with a cash balance of exactly $0.00 for Fund 575 and 576. Approximately $110,000 was taken from the Rainy Day Fund to achieve the $0.00 ending balance.

2015 Revenue Report

Auditor Plantenga noted the Property Tax line which brought in $22,036,135.36 for 2015.

Review of Encumbrance Listing / 2015 Budget Balances

Auditor Plantenga presented a list of encumbrances totaling $167,809 for Council review and approval. His office verified each request; some had to be denied or reduced to match remaining budget.

- Councilmember Winger moved to approve the list of encumbrances as presented, second by Councilmember Siegrist; motion carried.

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

Treasurer Weston presented information for December, 2015 and for the full year. Due to the settlement of property taxes, the total bank balance went from $118 million to $56 million. This dropped the weighted average for interest from 0.35% to 0.34%; generating $29,423.20. Including Morgan Stanley and First Empire the total interest for the month was $44,261.47. The revised budget estimate for interest earning was met in November so the December earnings brought the figure to 109% of the estimate collected. Total interest for 2015 was $444,918, of which $245,245.60 went to the General Fund.

		Interest Rate Weighted Average	
December 2015	Account Balance	Rate	Interest
Chase Bank			
Property Tax	$0.00	0.00%	$0.00
Chase Total	$0.00		$0.00
Lafayette Bank & Trust			
Savings	$40,390,913.00	0.35%	$24,987.63
Primary/sweep	$4,784,593.99	0.30%	$918.76
Flex Benefits	$122,437.98	0.00%	$0.00
Claims/sweep	$2,334,996.98	0.30%	$1,130.52
Cary Home	$428.41	0.35%	$0.13
Cumulative Bridge	$1,772,198.57	0.35%	$301.62
Local Road & Street	$359,927.46	0.35%	$130.36
Drain Maintenance	$1,504,514.93	0.35%	$428.45
Gen Drain Main	$916,184.41	0.35%	$287.02
Hwy Escrow	$55,249.34	0.35%	$16.42
MVH	$2,335,026.70	0.35%	$733.64
E-Check	$7,896.03	0.35%	$24.43
Law Enforcement Warrant	$1,544,755.91	0.35%	$464.29
Lafayette Bank & Trust Total	$56,129,123.71		$29,423.27
Note: Claims Balance does not include Outstanding checks			
Average Interest Rate		0.34%	
This Month (Weighted Average Rate)	$56,129,123.71	0.34%	
Last Month (Weighted Average Rate)	$118,323,367.56	0.35%	
Morgan Stanley			
EDIT Landfill	$4,483,461.90	n/a	$4,121.92
High Balance	$16,154,451.80	n/a	$8,774.28
Morgan Stanley Total	$20,637,913.70		$12,896.20
First Empire			
High Balance	$5,236,955.35	n/a	$1,942.00
First Empire Total	$5,236,955.35		$1,942.00
Total Month-End Interest			**$44,261.47**

The Federal open Market Committee met in December resulting in an increase in the Fed Fund rate from 0.25% to 0.50 %. Our account with LBT is tied to that rate plus an additional 10 basis points. Our interest rate will be going from 0.30% and 0.35% to 0.55% and 0.60%. This move was not anticipated at budget time last year so interest for the year should be above the estimate.

PUBLIC COMMENT (Agenda Items) - none

RESOLUTION 2016-01-CL – ENDORSING THE ADOPTION OF AN AMENDMENT TO THE TIPPECANOE COUNTY ECONOMIC DEVELOPMENT INCOME TAX CAPITAL IMPROVEMENT PLAN

Attorney Luhman explained this resolution endorses the amendment approved by the Board of Commissioners in their Resolution 2016-03-CM. It provides for the following new projects: Courthouse dome roof repair $500,000; Amtrak $107,000; Food Finders Food Bank $25,000; Greater Lafayette Commerce special projects $25,000; Stars & Stripes annual event $3,000; Tippecanoe Arts Federation $5,000; YWCA Women's Shelter $25,000; Tippecanoe Villa Improvements $55,000; and 111 N. 4th St. office equipment and furniture $100,000. It also provides additional funding for existing EDIT projects as set out on page nine of the Resolution.

- Councilmember Siegrist moved to approve Resolution 2016-01-CL as presented, second by Councilmember Winger; motion carried.

RESOLUTION 2016-02-CL – ENDORSING THE AMENDMENT OF THE TIPPECANOE COUNTY CUMULATIVE CAPITAL TAX CAPITAL IMPROVEMENT PLAN

- Councilmember Siegrist moved to approve Resolution 2016-02-CL as presented, second by Councilmember Winger.

Attorney Luhman explained this Resolution endorses the amendment of the Cumulative Capital Tax Capital Improvement Plan approved by the Board of Commissioners in their Resolution 2016-04-CM. The Resolution adds two new projects - 111 N. 4th Street building repair and renovation in the amount of $370,000 and 2016 Capital Outlay of expenditures for $733,020. It also provides continuing funding for existing projects: copier leases $150,000; grant contingency fund $5,000; computer hardware and software $202,101; and annual building maintenance and repair $300,000.

Councilmember Winger asked for the details of the Capital Outlay amount of $733,020. That information is on page seven of the Commissioner's Resolution. Items are repair and maintenance; vehicle and equipment; Fairgrounds Home Economics building ceiling and roof; office extension improvements; appliances; jail halon and air conditioning units; TEMA radios; tools for the maintenance department; skid steer for the Fairgrounds; radios, AED's, vests, and vehicles for the Sheriff; Commissioner's Contingency Fund; and Fairgrounds parking improvements.

- Motion carried with all Councilmembers voting in favor of Resolution 2016-02-CL.

CONSENT AGENDA
Approval of Meeting Minutes
Regular Meeting – December 08, 2015

Sheriff – Misdemeanant Fund 178

Transfer	$	25,000	Departmental / Miscellaneous *to* Contracts / Miscellaneous

Community Corrections – Comm. Transition "B" Fund 220

Transfer	$	5,715	Contracts / Miscellaneous *to* Salaries & Wages/Full Time Employee

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

Additional Appropriations:

CIRCUIT COURT
VASIA Fund 638

- Councilmember Siegrist moved to approve the grant appropriation request for Circuit Court Fund 638 as presented, second by Councilmember Winger.

Grant Facilitator Sharon Hutchison stated these are additional filing fees collected by the state and distributed as grant money. Funds will be used to pay for counseling through Wabash Center.

Grant Appropriation $50,000

$	50,000	Administrative / Miscellaneous

- Motion carried with all Councilmembers voting in favor of the appropriation for Circuit Court Fund 638.

2016 Salary Statement

$	15.00/hr	Part Time Misc. – Ancillary

- Councilmember Siegrist moved to approve the 2016 Salary Statement for Circuit Court as presented, second by Councilmember Winger; motion carried.

PROSECUTOR *– Pat Harrington*
ICAC Fund 198

- Councilmember Winger moved to approve the grant appropriation request for ICAC Fund 198 as presented, second by Councilmember Siegrist.

Prosecutor Pat Harrington explained the annual grant is for Internet Crimes Against Children (ICAC).

Grant Appropriation $10,000

$	2,300	Equipment / Office
$	7,700	Training Costs / Travel & Training

- Motion carried with all Councilmembers voting in favor of the appropriation for the Prosecutor ICAC Fund 198. .

HTCU Fund 271

- Councilmember Winger moved to approve the grant appropriation request for HTCU Fund 271 as presented, second by Councilmember Siegrist.

Prosecutor Harrington said this is a new grant for the High Tech Crimes Unit (HTCU).

Grant Appropriation $70,061

$	13,815	General Operating / Software
$	56,246	General Operating / Gen Oper-Misc

- Motion carried with all Councilmembers voting in favor of the appropriation for the Prosecutor HTCU Fund 271.

VOCA Fund 272

- Councilmember Winger moved to approve the grant appropriation request for VOCA Fund 272 as presented, second by Councilmember Siegrist.

Grant Appropriation $83,944

$	34,500	Salaries & Wages / Full Time Employee
$	2,639	Social Security / Social Security
$	3,864	Retirement / PERF
$	510	Office Expense / Computer
$	1,200	Office Expense / Miscellaneous
$	1,067	Training Costs / Travel & Training
$	2,842	General Operating / Software
$	29,250	Contracts / Consultant
$	7,487	Insurance Benefit / Health
$	137	Insurance Benefit / Long Term Disability
$	55	Insurance Benefit / Life
$	393	Insurance Benefit / Workers Compensation

Prosecutor Harrington stated this new grant is for victims of domestic violence and violence against women.

- Motion carried with all Councilmembers voting in favor of the appropriation for the Prosecutor VOCA Fund 272.

Prosecutor Harrington explained this position is paid by a grant. This is the first year of a five year grant that is expected to roll over each year.

2016 Salary Statement $34,500

$	34,500	Prosecutor - Victim Assistance Advocate – New Position

- Councilmember Winger moved to approve the 2016 Salary Statement for the Victim Assistance Advocate as presented, second by Councilmember Siegrist; motion carried.

CASA – Coleen Conner

- Councilmember Metzger moved to approve the 2016 Salary Statement for the CASA Volunteer Coordinator as presented, second by Councilmember Vernon.

Executive Director Conner explained this has been a part time position for the past 8 years. With their growth and the addition of the grant money she is seeking to make it a regular part time position.

2016 Salary Statement $26,998

$	26,998	CASA - Volunteer Coordinator – Reclassified

- Motion carried with all Councilmembers voting in favor of the 2016 Salary Statement for CASA.

SHERIFF – *Barry Richard*

- Councilmember Metzger moved to approve the 2016 Salary Statement for the Communication Officer as presented, second by Councilmember Basham.

Sheriff Barry Richard stated this position would provide more manpower to the Dispatch/Call Answering Center which dispatches Deputies and is very understaffed. The Center has a minimum of two Dispatchers; the same as the past 35 years. The dispatched 911 calls are more than any other agency in the community – in 2015 there were over 62,000 911 calls. His proposal would create a power shift by adding a dispatcher to the 2:00 p.m. to 10:00 p.m. shift Monday through Friday when the department receives the highest volume of calls.

Councilmember Winger asked if this is the only planned additional position and if it was discussed last year during budget hearings. Sheriff Richard answered this is the only one planned at this time but it was not part of budget discussions. Instead, he has spent his first year in office evaluating staffing needs and decided this was the most urgent. Councilmember Winger stated when the Prosecutor requested three new positions; it was decided to not take action at this meeting to allow for further discussion. It's understandable the new position was not brought up at the beginning of the budget process, but if the need was known toward the end in September; it should have been brought forward. If this request is approved now it would be setting a precedent and there will be other department requests. Councilmember Metzger said there definitely is a need for the new position. Sheriff Richard said a Deputy placed on light duty has been utilized as a dispatcher for the last 6 months; however, the Deputy will go off light duty within the next month.

Councilmember Siegrist asked, since she is new to the Council, when is the appropriate time to bring up a new position request? President Williams stated during the budget cycle is the best time as the expense can be evaluated against all other requests and prioritized.

Councilmember Vernon said realizing this is a first year elected official, acknowledging the process of requesting new positions at budget time was not discussed, and the fact there is a public safety need, she would like to see the request approved. If it is voted down, given that there is a public safety need, when is the appropriate time for him to come back and request the position? She continued to say this should be a learning experience and vote in favor of hiring a new person; especially since there will be a void with the Deputy coming off light duty.

Sheriff Richard said the summary by Councilmember Vernon is exactly the way he would sum it up. The need is to provide the community with protection and services; currently it is not adequate to do the job safely. Councilmember Winger agrees with the request for approval with the understanding that this action

is not setting a precedent. New positions should still be brought up during budget hearings, even if the position is nothing more than a possibility.

2016 Salary Statement $36,583

$	36,583	Sheriff – Communication Officer – Added Position

- Motion carried with all Councilmembers voting in favor of the 2016 Salary Statement for Sheriff.

***TEMA** – Smokey Anderson*

- Councilmember Metzger moved to approve the 2016 Salary Statement for the TEMA reclassifications of two positions as presented, second by Councilmember Vernon.

TEMA Director Anderson explained these positions have not been reclassified in ten years and the duties have changed in that time frame. Councilmember Vernon stated these positions have been reviewed and approved by the Reclassification Committee.

2016 Salary Statements

$	45,584	TEMA – Deputy Director - Reclassified
$	37,438	TEMA – EMA Coordinator – Reclassified

- Motion carried with all Councilmembers voting in favor of the 2016 Salary Statement for TEMA.

CORONER

- Councilmember Metzger moved to approve the 2016 Salary Statements for the revised Coroner positions as presented, second by Councilmember Siegrist.

Auditor Plantenga stated the Secretary salary was submitted as $35,119; the COMOT IV salary for 2015. That salary request was not approved and it should be $ 33,072. During budget time, the $35,119 was approved in error. Also, there was much discussion about the per call pay for the Coroner Deputies. Coroner Avolt requested $150 per call and it was reduced to $125 per call; however, before the end of the budget hearings the amount was reduced to $110.

- Councilmember Metzger moved to amend his previous motion to approve the Salary Statements as amended by Auditor Plantenga, second by Councilmember Siegrist.

Coroner Avolt is not present; however, Councilmember Metzger stated he discussed the revisions with her.

2016 Salary Statements

	$	~~35,119~~	33,072	Coroner – Secretary
2016 Salary Statement	$	25/Call		Coroner – Part Time Deputies
2016 Salary Statement	$	~~125/Case~~	110	Coroner – Part Time Deputies

- Motion carried with all Councilmembers voting in favor of the 2016 Salary Statements as amended for the Coroner.

VILLA – DeAnna Sieber

- Councilmember Siegrist moved to approve the revised 2016 Salary Statement for the Villa as presented, second by Councilmember Basham.

Villa Director Sieber explained the previous salary statement named a specific person. By revising the statement to part time, it will allow them to bring in additional help in various situations, thus cutting down on overtime.

2016 Salary Statement

$	15/hr	Villa - Part Time - Revised

- Motion carried with all Councilmembers voting in favor of the 2016 Salary Statement for Villa.

***BUILDING COMMISSION** –Mike Wolf*
Unsafe Building Ordinance Fund 410

- Councilmember Vernon moved to approve the appropriation request for Fund 410 as presented, second by Councilmember Basham.

Appropriation $50,000

$	50,000	Departmental / Unsafe Building Structure

Building Commissioner Wolf explained the request is a contingency in case it is needed in 2016; the funds were not needed in 2015. Auditor Plantenga noted there is cash in the fund; this is merely approving the appropriation. Councilman Winger asked if there are any structures currently set for demolition. Mr. Wolf replied there are none. Councilwoman Siegrist asked what the process is for recouping any money spent. Mr. Wolf said a lien would be filed on the property; the funds would be repaid when the property is sold. Auditor Plantenga said some have been placed on the tax bill and have been recouped through the tax sale process which could cause the fund to be low at times.

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 410 for the Building Commission.

***HEALTH** – Craig Rich*
Local Health Maint "A" Fund 461

- Councilmember Metzger moved to approve the grant appropriation request for Fund 461 as presented, second by Councilmember Vernon.

Health Administrator Rich explained this is for the annual expenditures.

Grant Appropriation $72,672

$	38,197	Salaries & Wages / Full Time Employee
$	18,096	Salaries & Wages / Part Time
$	4,306	Social Security / Social Security
$	4,278	Retirement / PERF

$	6,922	Insurance Benefit / Health
$	143	Insurance Benefit / Long Term Disability
$	109	Insurance Benefit / Life
$	621	Insurance Benefit / Workers Compensation

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 461.

2016 Immunization Fund 464

- Councilmember Metzger moved to approve the grant appropriation request for Fund 464 as presented, second by Councilmember Vernon.

Administrator Rich stated this is a new grant from the Indiana State Health Department for promoting adult immunization.

Grant Appropriation $78,770

$	15,312	Salaries & Wages / Part Time
$	1,171	Social Security / Social Security
$	3,250	Training Costs / Travel & Training
$	3,015	Office / Office Supplies
$	1,240	Departmental / Medical
$	7,085	Equipment / Miscellaneous
$	35,537	Contracts / Miscellaneous
$	8,110	Administrative / Other Professional Service
$	4,050	Administrative / Miscellaneous

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 464.

2016 NACCHO Food Standards Fund 473

- Councilmember Metzger moved to approve the grant appropriation request for Health Fund 473 as presented, second by Councilmember Vernon.

Administrator Rich noted this grant is for a staff member to attend FDA training in Las Vegas.

Grant Appropriation $2,800

$	2,800	Training Costs / Travel & Training

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 473.

Local Health Trust Fund "A" 761

- Councilmember Metzger moved to approve the grant appropriation request for Health Fund 761 as presented, second by Councilmember Vernon.

Administrator Rich stated this annual grant used to be known as the 'Tobacco Settlement Fund' and is received every year.

Grant Appropriation $65,428

$	32,668	Salaries & Wages / Part Time
$	2,499	Social Security / Social Security
$	361	Insurance Benefit / Workers Compensation
$	5,350	Utilities / Miscellaneous
$	550	Contracts / Miscellaneous
$	24,000	Contracts / Consultant

- Motion carried with all Councilmembers voting in favor of the appropriation for Health Fund 761.

***COMMISSIONERS** – Dave Byers*
General Fund 001

- Councilmember Vernon moved to approve the appropriation request for the Commissioners for General Fund 001 as presented, second by Councilmember Basham.

Commissioner Byers noted the appropriation is tied to the salary statements up for approval. Due to staff reduction several years ago, duties were shifted around with remaining staff picking up additional responsibilities. The review committee has approved the reclassification.

Appropriation $6,234

$	5,244	Salaries & Wages / Full Time Employee
$	402	Social Security / Social Security
$	588	Retirement / PERF

- Motion carried with all Councilmembers voting in favor of the appropriation for General Fund 001.

2016 Salary Statement

$	37,741	Commissioner – AP/Mail & Duplication – Reclassified

- Councilmember Vernon moved to approve the 2016 salary statement for the AP/Mail & Duplication reclassification, second by Councilmember Basham; motion carried.

2016 Salary Statement

$	37,741	Commissioner – Office Manager/Payroll - Reclassified

- Councilmember Vernon moved to approve the 2016 salary statement for the Office Manager/Payroll reclassification, second by Councilmember Basham; motion carried.

COMMITTEE REPORTS

Councilmember Basham noted the Romney Sewer District will hold an Open Forum meeting on January 26 at 5:00 in the Romney fire station, followed by the regular meeting at 6:00. The topic of discussion is the

report from the State regarding their application for the State Revolving Fund and the Rural Development Fund. They have approved a step system instead of the gravity system.

UNFINISHED/NEW BUSINESS

Councilmember Winger asked Auditor Plantenga how he will show the effect of today's salary statement approvals on future monthly financial reports. Auditor Plantenga replied, if the department only needs to transfer between budget lines it will not be reflected in any way. If an additional appropriation is approved it would be reflected in that figure. He will verify the salary requests approved today have the budget to support them. Councilmember Vernon said part of the process when a department head comes before the Reclassification Committee is to make sure the position is supported by the budget.

COMMISSIONER FYI

Commissioner Byers noted the following:

- January 18th is the Pork Producers supper at the Fairgrounds.
- The 111 Building is progressing and it almost completely gutted.
- The new sound system has been installed in the Tippecanoe room.
- The report on the Courthouse does indicate lead in the paint, so this will be taken into consideration when making renovation plans to the dome and roof. A contract has been signed with Kettlehut and ARSEE Engineers to proceed with this project.

Councilmember Williams requested a tour of the 111 Building so members can view the progress and have a chance to ask questions.

PUBLIC COMMENT

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

Meeting adjourned at 9:37 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 2/9/2016

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant