TIPPECANOE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
February 18, 2014

The Tippecanoe County Commissioners met on Tuesday, February 18 at 10:00 a.m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President John L. Knochel, Vice President Thomas P. Murtaugh, and Commissioner David S. Byers. Also present were Attorney Dave Luhman, Auditor Jennifer Weston, Commissioners' Assistant Frank Cederquist, and Recording Secretary Tillie Hennigar.

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

APPROVAL OF MINUTES

- Commissioner Murtaugh moved to approve the minutes of the regular meeting held February 3, 2014, second by Commissioner Byers; motion carried.

PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS and PAYROLL CLAIMS

- Commissioner Murtaugh moved to approve the accounts payable vouchers for February 4, 6, 7, 13, 14, and 18, 2014 as submitted without exception and payroll vouchers for February 14, 2014 without exception, second by Commissioner Byers; motion carried.

RESOLUTION 2014-09-CM – APPROVING APPLICATION FOR PROPERTY TAX DEDUCTION FOR WILDCAT CREEK PARTNERS, LLC

Attorney Luhman said Resolution 2014-09-CM is the property tax deduction application that was discussed and tentatively approved in December, 2013. Wildcat Creek Partners does business as Jessup Paper. The Council approved the Declaratory and Confirmatory resolutions.

- Commissioner Murtaugh moved to approve Resolution 2014-09-CM as presented, second by Commissioner Byers; motion carried.

HIGHWAY *– Opal Kuhl*
Street Acceptance Winding Creek Subdivision, Augusta Lane
Street Maintenance Bond – Atlas Excavating

Highway Director Kuhl presented a Street Acceptance and a three year Maintenance Bond for Augusta Lane, Section 5 in Winding Creek Subdivision. All inspections have been passed and the Maintenance Bond is in the amount of $14,296.00.

- Commissioner Murtaugh moved to approve the street acceptance of Augusta Lane in Winding Creek Subdivision and the Maintenance Bond from Atlas Excavating as presented, second by Commissioner Byers; motion carried.

Highway Director Kuhl provided an update of the snow removal costs, saying the first storm cost $290,000 including overtime, salt, sand, and extra expenses. Director Kuhl said the highway garage worked 28 of the 31 days in January and all or part of every weekend. The past weekend, the crew worked all day Saturday and Sunday. The total is not yet compiled for the second large storm; however, the winter estimate of expenses will be between $600,000 - $900,000. The money spent for snow

removal will affect the money available for road paving and repair during the remainder of the year which Director Kuhl said is unfortunate because the winter that we have had is more damaging to the roads than normal.

ACCOUNTING SERVICES AGREEMENT – Jennifer Weston

Auditor Weston requested approval of a contract with Char's Accounting Services, LLC. The owner is Charlene Brown, a former State Board of Accounts employee who is now an independent contractor. Assistance is needed with the software conversion; specifically, a service is needed, called a *crosswalk* from the old chart of accounts to the new chart of accounts. The project is time-consuming and additional resources and knowledge is crucial to meet upcoming deadlines and reporting requirements. Charlene is familiar with the reporting requirements for State Board of Accounts, DLGF, and the Gateway software. The cost for services is $60.00 per hour and Auditor Weston estimates it will cost a maximum of $7,200. The funds will come from the Ineligible Homestead Fund.

- Commissioner Murtaugh moved to approve the Accounting Services Agreement with Char's Account Services, LLC as presented, second by Commissioner Byers; motion carried.

UPDATE PARKING GARAGE POLICY – Shirley Mennen

Human Resources Coordinator Mennen presented an updated Parking Garage Policy to remove Denison, the former management company; add an addendum with the current management company; update the employee parking fees so all employees without a reserved space will pay the $10 fee per month (previously part time employees paid $5 per month); include public parking fees and the monthly parking fees for the condominium owners. The updated policy has been reviewed by the attorney.

- Commissioner Murtaugh moved to approve the updated Parking Garage policy as presented, second by Commissioner Byers; motion carried.

SPONSORSHIP AGREEMENT – Rebecca Humphrey

Cary Home Director Humphrey said Tippecanoe Arts Federation asked Cary Home to request permission to use the parking garage on April 5, 2014 from 11:00 a.m. to 7:00 p.m. for an event. Set up would begin at 11:00 a.m.; the event is scheduled from 2:00 p.m. to 6:00 p.m. with clean up until 7:00 p.m. Normally, the event is on the bridge but the bridge will be closed for repairs during the time of the event. Director Humphrey said Tippecanoe Arts Federation provides after school programming and extracurricular art specific activities for Youth Services. They also offer classes at Cary Home. The Sponsorship agreement includes the required insurance.

- Commissioner Murtaugh moved to approve the Sponsorship Agreement as presented, second by Commissioner Byers; motion carried.

GRANTS – Laurie Wilson
Permission to Accept Grant

Grant Facilitator Wilson requested permission to accept two grants in the amount of $5,071.00 for TEMA from the Indiana Department of Homeland Security (IDHS) for Hazardous Materials Team Qualification Program. The money will be used to purchase HAZ MAT personal protection equipment. The funding for the first grant comes from the 2013 State Homeland Security Program (SHSP).

Grant Facilitator Wilson said the second grant is from IDHS in the amount of $1,257.53. It is also for TEMA for HAZ MAT equipment but is funded from the 2011 SHSP.

- Commissioner Murtaugh moved to approve the acceptance of two grants for TEMA in the amount of $5,071.00 and $1,257.53 as presented, second by Commissioner Byers; motion carried.

APPOINTMENTS TO TIPPECANOE COUNTY REDEVELOPMENT COMMISSION

President Knochel said Jeff Kessler has resigned from the Redevelopment Commission board and he will be replaced by Bill Price.

- Commissioner Murtaugh moved to appoint Bart Burrell, Linda Day, John Knochel, and William Price to the Tippecanoe County Redevelopment Commission, second by Commissioner Byers; motion carried.

Attorney Luhman clarified that Bart Burrell, John Knochel, and William Price are the voting members of the board; Linda Day is the non-voting advisory board member.

COMMON CONSTRUCTION WAGE COMMITTEE APPOINTMENTS

- Commissioner Murtaugh moved to appoint Frank Cederquist to the Tippecanoe and Lafayette School Corporation Common Construction Wage Committees, second by Commissioner Byers; motion carried.

UNFINISHED/NEW BUSINESS

Commissioner Byers stated he received a call from citizens who recently used the Fairgrounds for a cattle show. They were very pleased with the Fairground workers promptness to snow removal.

REPORTS ON FILE

President Knochel said the following reports will on file in the Commissioners' office:

- Central Mail and Duplicating
- Circuit Court

PUBLIC COMMENT

As there were no public comments, Commissioner Murtaugh moved to adjourn.

Meeting adjourned at 10:17 a.m.

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

John L. Knochel, President

Thomas P. Murtaugh, Vice President

David S. Byers, Member

ATTEST:

Jennifer Weston, Auditor 03/03/2014

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant