

TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
April 9, 2013

The Tippecanoe County Council met Tuesday, April 9, 2013 at 8:30 a.m. in the Tippecanoe Room of the County Office Building. Councilmembers present were: Vice-President David R. Williams, John R. Basham II, Andrew S. Gutwein, Jeffrey A. Kemper, Bryan E. Metzger, and Kevin L. Underwood. Others present were: Auditor Jennifer Weston, Attorney David W. Luhman, and Recording Secretary Tillie Hennigar. President Roland K. Winger was absent.

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

AUDITOR'S FINANCIAL REPORT

Auditor Weston said following the last meeting and hearing the financial advisor, Greg Guerrattaz talk about looking at the General Fund and the COIT Fund as two General Funds, she added the COIT Fund to the Financial Statement report. The beginning net balance for the General Fund was \$7,474,134.88. Appropriations granted to date total \$74,974.00. Deducting the miscellaneous expenditures to date of \$1,886.27, the uncommitted funds balance is \$7,397,274.61 for General Fund 001. The uncommitted balance for COIT Fund 002 is \$282,639.00. Requested for the agenda today is \$2,075,874.00 of which \$2,000,000 was tabled from March.

	<u>General</u>	<u>COIT</u>
Beginning Net Balance	\$7,474,134.88	\$282,639.00
Total Additional Appropriations	\$ 74,974.00	\$ 0.00
Total Budget Reductions	\$ 0.00	\$ 0.00
Miscellaneous Expenditures (to date)	\$ <u>1,886.27</u>	\$ <u>0.00</u>
Uncommitted Funds	\$7,397,274.61	\$282,639.00

Highlighting some of the funds on the Fund Balance report, Auditor Weston said COIT Fund 002 has a positive balance. The General Fund reflects a lower balance as May tax collections approach.

TREASURER'S REPORT – Bob Plantenga

Treasurer Plantenga reviewed the interest and bank statements from February, saying February interest is similar to January. \$34,329.53 of interest was received in February and approximately half of that amount goes to the General Fund. The only noticeable account with a different amount is Fund 320 EDIT Landfill which is based on Smith Barney due dates. The average interest rate and the weighted average interest rate are the same as they were in January. Cumulative Bridge Fund 011 and Local Road and Street Fund 102 were previously deposited into Local Road and Street. The Cumulative Bridge Fund interest will now go back to Cumulative Bridge.

The Chase property tax account is the money from online payments, totaling \$38,972.18. Lafayette Bank & Trust, with the majority of the money, has a balance of \$52,445,062.72, earning 0.35%. First Financial Bank earns 1.75% and has a balance of \$10,013,424.65 until the end of April when the three year agreement comes due. Lafayette Savings Bank has a balance of \$8,094,013.00, earning .62%.

PUBLIC COMMENT (Agenda Items)

Vice President Williams asked for public comment on the agenda. There were none.

CONSENT AGENDA

Regular Meeting Minutes – March 12, 2013

Assessor – General Fund 001			
Transfer	\$	2,500	Salaries & Wages / Full Time Employee to Office Expense / Office Supplies
	\$	191	Social Security to Office Expense / Office Supplies
	\$	250	Retirement / PERF to Office Expense / Office Supplies
Prosecutor – Federal Drug Forfeitures Fund 263			
Transfer	\$	600	Equipment / Vehicles (Plated) to General Operating / General Oper-Misc
Probation – Subst Abuse ICJI 12/13 Fund 521			
Transfer	\$	131	Departmental / Medical to General Operating / Drug & Alcohol Screens

- Councilmember Basham moved to approve the consent agenda as presented, second by Councilmember Gutwein; motion carried.

ORDINANCE 2013-07-CL - First Reading
Additional Appropriation City Bus

Attorney Luhman said the ordinance is to approve an additional appropriation for Greater Lafayette Transportation Corporation CityBus. The appropriation request is in the amount of \$22,716, broken down on Exhibit A as administration wages and associated FICA, PERF, health, dental, life, disability, and unemployment insurance.

CityBus Controller Chris Whitehead said the appropriation is for the Travel Training program. It is a 50% operating subsidy which is normally received and included with the annual budget. Due to the uncertainty of the Federal Transit reauthorization, it was unknown if the program *New Freedom* would be included with the reauthorization; however, the program was approved and the funds were applied for. Chris said the Travel Training program has been in place since 2008 and provided a handout with information regarding the program. The request is for one staff person and is 50% of the cost of the position.

Councilmember Kemper said he and Councilmember Gutwein spoke with Chris. Although it indicates General Fund; it is CityBus Fund 30. Auditor Weston said the fund is not on the County books, only on the CityBus general ledger.

- Councilmember Kemper moved to approve Ordinance 2013-07-CL additional appropriation for CityBus as presented, second by Councilmember.

Auditor Weston recorded the vote.

Basham	Aye
Gutwein	Aye
Kemper	Aye
Metzger	Aye

Underwood Aye
Williams Aye

Ordinance 2013-07-CL passed 6-0 on first reading. (Second reading will be heard May 14, 2013.)

ORDINANCE 2013-11-CL – First Reading

Additional Appropriation Tippecanoe County Solid Waste Management District

Attorney Luhman said the ordinance is to approve an additional appropriation for Tippecanoe County Solid Waste Management District (TCSWMD). The Tippecanoe County Commissioners have adopted a joint resolution with the Clinton County Commissioners to disperse the remaining funds from the former Wildcat Creek Solid Waste Management District (WCSWMD). The TCSWMD adopted a resolution to authorize the use of funds to pay down the balance due to Southside Landfill for the capital improvements made at the trash transfer station. Currently, the contract designates payments over a period of ten (10) years; this ordinance would allow a cash payment, easing the future operating budget and cash flow. The payment amount is \$225,000, eliminating one of the two annual payments.

Commissioner Murtaugh said the reserve from WCSWMD is being used, not the money generated from property taxes this year.

- Councilmember Gutwein moved to approve Ordinance 2013-11-CL additional appropriation for TCSWMD as presented, second by Councilmember Basham.

Auditor Weston recorded the vote.

Basham Aye
Gutwein Aye
Kemper Aye
Metzger Aye
Underwood Aye
Williams Aye

Ordinance 2013-11-CL passed 6-0 on first reading. (Second reading will be heard May 14, 2013.)

SUPERIOR COURT 6 – Judge Michael Morrissey

General Fund 001

Councilmember Gutwein stated he spoke with Judge Morrissey regarding the request. The law books are volumes Judge Morrissey uses frequently and keeps with him on the bench. The books have not been updated for a few years and are not a budgeted item since it is not an annual expense.

Additional Appropriation \$625

\$ 625 Court Expenses / Law Book Subscriptions

- Councilmember Gutwein moved to approve the General Fund appropriation for Superior Court 6 in the amount of \$625 as presented, second by Councilmember Kemper; motion carried.

SHERIFF – Tracy Brown

Sheriff Sale Fund 725

Sheriff Brown said the annual appropriation request is in regard to the Sheriff Sale Fund. The funds are collected as fees as part of the monthly Sheriff Sales. A portion of the funds are used to pay the vendor, SRI, for conducting the sale.

Annual Appropriation \$63,882

\$ 63,882 General Operating / General Operating – Misc

- Councilmember Kemper abstained due to his affiliation with the vendor. Councilmember Metzger moved to approve the annual appropriation Fund 725 as presented, second by Councilmember Basham; motion carried.

***PROSECUTOR* – Pat Harrington**
IFSSA APS “B” Fund 252

Prosecutor Harrington said he contacts surrounding counties every year asking for a donation of \$100 to \$1,000 for Adult Protective Services (APS). The \$5,250 is the donation amount collected. One county required Prosecutor Harrington to provide a list of how many calls were from their county before making a donation. Very few calls come in from Benton and Warren County; Tippecanoe County generates the most. The State APS Director plans to send an additional \$10,000 for Fund 252.

Prosecutor Harrington said he is working with State APS to obtain additional money above the grant to avoid hitting the deficit. He is also working with State Legislators, saying the amount funded for APS is \$2.2 million for the state; Marion County alone spends \$8 million for animal control. Ten thousand Americans turn age 65 every day and the Adult Protective Services Fund is severely underfunded.

Additional Appropriation \$5,250

\$ 5,250 Insurance Benefit / Health

- Councilmember Kemper moved to approve the appropriation request for Fund 252 as requested, second by Councilmember Gutwein; motion carried.

Federal Drug Seizure Fund 258

Prosecutor Harrington said Fund 258 is the Federal Drug Seizure cash received and then sent to the Federal Government to forfeit and complete the legal work.

Annual Appropriation \$3,923

\$ 3,923 General Operating / General Operating - Misc

- Councilmember Gutwein moved to approve the appropriation for Fund 258 as presented, second by Councilmember Kemper; motion carried.

Non-Drug Forfeiture Fund 265

Prosecutor Harrington said Fund 265 is the non-drug or property forfeiture. The \$1,630 is the last amount in the fund and is from years ago. There are no anticipated federal forfeitures for property.

Annual Appropriation \$1,630

\$ 1,630 General Operating / General Operating – Misc

- Councilmember Kemper moved to approve the appropriation for Fund 265 as presented, second by Councilmember Gutwein; motion carried.

CARY HOME – Rebecca Humphrey
General Fund 001

Cary Home Director Humphrey said she gave up a full-time position when preparing the budget for 2013. Based on the Affordable Health Care Act requirements of staff-to-child ratio and restrictions on part-time staff duties, she realized Cary Home will be short staffed. Director Humphrey presented a current schedule showing the part-time staff hours cut to 29 hours per week and also the open shifts. The Department of Child Services (DCS) and Probation established a new observation period and residential contract for 2013. The contract sets the staff ratios in residential settings and makes them mandatory. During waking hours, residential treatment requires a ratio of one staff to four boys and one staff to three girls. One staff to one-two kids is required for those requiring intensive supervision. In the past, the part time employees and Director Humphrey work additional hours and overtime to cover as needed; with the Affordable Health Care Act, it is no longer possible to continue as before. Inspections will be in June and October to cross check the staff schedule with ratios. In working with Human Resources, Commissioner Murtaugh, and the Advisory Board, and discussing the turnover rate and how it affects our youth, Director Humphrey requested approval to hire a regular part-time person for 32 hours per week.

Councilmember Metzger questioned the lined out items on the agenda. Auditor Weston said Director Humphrey requested insurance benefits for Health, Long Term Disability, and Life; however, those will be paid from the COIT Fund but were not advertised as such. The appropriation request for benefits will be on a future agenda.

Additional Appropriation \$15,249

\$ 14,563	Salaries & Wages / Part Time - Regular
\$ 686	Social Security

- Councilmember Metzger moved to approve the appropriation for a new position at Cary Home as presented, second by Councilmember Kemper; motion carried.

Salary Statement – New Position \$23,666

\$ 23,666	Youth Development Specialist (PR)
-----------	-----------------------------------

- Councilmember Metzger moved to approve the salary statement as presented, second by Councilmember Kemper; motion carried.

HIGHWAY – Opal Kuhl
EDIT Fund 301

Highway Director Kuhl said Commissioner Murtaugh asked what the original proposal was from December, 2012. Director Kuhl presented the original request of \$640,000. Based on the availability of additional funds, the list was split to request \$2 million from the General Fund and \$910,000 from EDIT.

- Councilmember Gutwein moved to remove the EDIT Fund 301 additional appropriation request of \$910,000 off the table, second by Councilmember Basham; motion carried.

Director Kuhl said Bridge #63 was allocated \$300,000 for repairs; however, reviewing the estimates, the bridge could be replaced for \$430,000. The three culverts are those in the worst condition. They are under design to be replaced. The Gasboy, software, and the tanks where fuel is dispensed need upgrades for accurate reporting.

Additional Appropriation \$640,000

\$ 640,000 General Operating / General Operating – Misc.

- Councilmember Gutwein moved to approve an additional appropriation from EDIT Fund 301 in the amount of \$640,000, second by Councilmember Basham; motion carried.

Attorney Luhman noted that the Commissioners have not amended the EDIT plan for 2013; the amount just approved is not included. The additional appropriation is contingent on the EDIT plan amendment.

TEMA – Wm. “Smokey” Anderson
TEMA 2012 SHSP D4 T & E Fund 430

Grant Facilitator Laurie Wilson said TEMA received a grant for \$21,429 from the Indiana Department of Homeland Security (IDHS) for District 4 training and exercise activities.

Grant Appropriation \$21,429

\$ 17,200 Training Costs / Travel & Training
\$ 4,229 Training Costs / Miscellaneous

- Councilmember Metzger moved to approve the grant appropriation for TEMA as presented, second by Councilmember Underwood; motion carried.

HEALTH – Ron Cripe
Local Health Dept Trust “B” Fund 766

Grant Facilitator Wilson presented the Health Department request for Ron Cripe who had a prior commitment. The Local Health Trust Fund is requesting a \$15,000 appropriation for a part time environmental clerk and nurse. The funds are left over from previous grants.

Grant Appropriation \$15,000

\$ 13,852 Salaries & Wages / Part Time – Other
\$ 1,148 Social Security

- Councilmember Gutwein moved to approve the grant appropriation for the Health Department as presented, second by Councilmember Underwood; motion carried.

COMMISSIONERS – David Byers
General Fund 001

Community Corrections Executive Director Dave Heath said the video equipment is approximately 15 years old; it was installed when the building was built. The request is for an upgrade of the equipment and also to place more cameras throughout the building. On Wednesdays over 400 participants check in on the north end of the building and there is no camera coverage. There is no camera coverage inside the dormitories. Incidents in the parking lot are now caught on camera but it is impossible to identify the people; the new cameras allow zoom features. The new video feature is web based, allowing multiple access for those with a password. The current system allows only two people at a time to access the cameras. Access to the cameras is also available from a smart phone.

The upgrade is important for the safety of the employees and the participants at Community Corrections. A recent altercation between a staff member and a participant was in a location without camera coverage. Commissioner Byers said in years past, the General Fund covered maintenance and capital projects; EDIT was used strictly for economic development. This request is being placed back in the General Fund as in the past.

Councilmember Kemper said the participants pay for the Community Corrections services. Director Heath added that the level of collections from participants is higher than other counties. Marion County collects less than half of the amount that Tippecanoe County does and their General Fund contributes millions of dollars into the Community Corrections program. Marion County collects about 30%; Tippecanoe County collects over 80%.

Additional Appropriation \$60,000

\$ 60,000 Equipment / Capital Outlay - Misc.

- Councilmember Underwood moved to approve the additional appropriation for the General Fund Commissioners and Community Corrections equipment as presented, second by Councilmember Kemper; motion carried.

AUDITOR – Jennifer Weston
Ineligible Homestead Fund 727

Auditor Weston said part of the state initiative is to identify ineligible homestead exemptions within a county. Fund 727 has been set up as an Ineligible Homestead Fund. There are approximately 33,000 homestead exemptions in the county; 278 of those have been determined to be ineligible. The project has been ongoing for almost a year and most of the 278 have been billed. To date, 170 have been collected with an average bill and collection of \$3,000. The process looks back three years and Dawn has done a tremendous job of overseeing the project. Many of the filings are out of county and/or out of state. With the help of SRI, approximately 29% out-of-state and 23% of in-state but out-of-county have been identified. Those identified in-county is 14%, or 39 homes. A majority of the findings are from the use of a third party looking at state and national data bases. The project has generated nearly \$500,000.

Auditor Weston provided a handout with proposed projects.

Proposed Project List	Category	Estimated	
		Cost	
Contract with SRI, Inc.	1	\$50,000	*
Part time, soc sec	1	\$17,000	
Scary/index pink forms	1	\$20,000	+
Software upgrade	2	\$181,000	*
Customer-friendly counter or remodel	2	\$20,000	
Tax software enhancements	2	\$200,000	
Other equipment or software	2	\$20,000	
Subtotal		\$508,000	

The uses for the Fund 727 include the cost associated with implementing the project and other expenses of the County Auditor's office. A project under consideration is a software upgrade of the current accounting and payroll system which will include the conversion, training, and third party licensing fees. Also under consideration is a "customer friendly counter" in the Auditor's office. Auditor Weston said to benefit the taxpayers, future consideration might be given to a one-stop shop on the second floor. The "tax software enhancements" and "other equipment or software" could include improvements to meeting rooms; Auditor Weston invited other suggestions.

Councilmember Gutwein asked if Auditor Weston was seeking comments on the proposal as there were more projects than the appropriation request. Auditor Weston said the items with asterisks are the specific ones to consider.

Annual Appropriation \$300,000

\$ 300,000 Administrative / Other Professional Services

- Councilmember Basham moved to approve the appropriation for Fund 727 as presented, second by Councilmember Gutwein; motion carried. Councilmember Kemper abstained due to his association with SRI.

COMMITTEE REPORTS – none

UNFINISHED/NEW BUSINESS – none

COMMISSIONER FYI – Dave Byers

Commissioner Byers made the following announcements;

- Today is Ag Day at the Fairgrounds with 1,400 4th graders in attendance.
- April 30th is the Department Head meeting at noon. The Health Care reform issues will be a major topic.
- The Air Conditioning project at the Fairgrounds is completed and came in \$25,000 under budget.

PUBLIC COMMENT

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

Meeting adjourned at 9:24 a.m.

/th

TIPPECANOE COUNTY COUNCIL

absent for signing

Roland K. Winger, President

David R. Williams

David R. Williams, Vice President

John R. Basham II

John R. Basham II

Andrew S. Gutwein

Andrew S. Gutwein

Jeffrey A. Kemper

Jeffrey A. Kemper

Bryan E. Metzger

Bryan E. Metzger

Kevin L. Underwood

Kevin L. Underwood

ATTEST:

Jennifer Weston

Jennifer Weston, Auditor 05-14-2013

