

TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, June 8, 2020

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Kevin Underwood, Vice President John Basham, Barry Richard, Ben Murray, Kathy Vernon, Lisa Dullum, and Roland Winger

Others present: Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary Jennifer Wafford.

I. Call to Order and Pledge of Allegiance

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

II. Auditor's Financial Report – Bob Plantenga

The 2021 Financial Statement shows a General Fund beginning cash balance of \$14,988,895. The projected miscellaneous revenue, property taxes, and deductions for circuit breakers, leave the total funds available at \$66,739,081. After deducting encumbrances, the 2021 Budget, and the Minimum balance established by Council, the beginning net balance is \$6,120,963. In 2021, there have been miscellaneous expenses in the amount of \$85,348, and appropriations approved in the amount of \$1,651,422. The available balance for appropriations is \$4,384,193. There were no General Fund appropriations for this month.

The Revenue Report highlights: The Commercial Vehicle Excise Tax (0131) line shows that we have received the first ½ of the annual distribution, which is \$56,622.67. The Public Safety / Federal (TEMA matching) (0281) line shows that the salary reimbursement for TEMA was received in the amount of \$55,000 for the year. As of the end of May 18.2% of the projected 2021 Budgeted Revenue has been received.

The Fund balances shows: The General Fund (1000) shows an ending balance of \$3,207,543.46. This balance will show an increase next month as a result of property taxes and settlement. The LIT Economic Development Fund (1112) shows the receipt of a supplemental distribution of LIT EDIT funds in the amount of \$330,456. The Cumulative Capital Development Fund (1138) shows a negative ending balance. However, there will be a settlement distribution into this account that will bring the balance up significantly. The Plat Book Fund (1181) shows a disbursement of \$20,000, that was deposited into the General Fund. The Auditor's office pays the GIS Salary out of the General Fund and then reimburses the General Fund \$20,000 from the Plat Book Fund. The County Self-Insurance Fund (4710) shows a balance that does not reflect a claim paid for May but after the report was created. The actual balance for this fund is \$8.9 million. The Local Income Tax Rainy Day Fund (4986) shows a balance of \$3 million of CARES funds and a \$411,000 deposit which is the state distribution of Supplemental Income Taxes. The discussion at the May Council meeting was to deposit both the Cares money and the Supplemental distribution funds into this account, with the understanding that these funds can be withdrawn when needed and deposited into other Funds. The American Rescue Plan Act (ARP) (8950) shows a balance of \$19 million, which is the 1st half of the expected distribution of the ARP funds. The County is expected to receive \$38 million in ARP funds. The Community Crossing Fund (9108) shows a balance of \$513,948.01. There is an appropriation for these funds that will be discussed later in this meeting.

Councilmember Vernon asked about the interest on the \$19 million, and if it will retain its own interest? Auditor Plantenga advised that the State Board of accounts has said at this point, this Fund will retain its own interest. However, The United States Department of Treasury is the governing body that controls all the rules and regulations for these funds, and they have not provided a response to this question.

Councilmember Basham asked about the Battle Ground Fence Fund (5980) and why the \$11,000 balance had stayed the same for several years? Auditor Plantenga advised that money was put in the fund to repair the damaged fence and maintain it. However, the funds that remain are designated for that purpose only and cannot be spent elsewhere.

III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance of \$240,269,221.63, with a total interest of \$60,382.46. The majority of this interest was earned on the balance in the bank accounts. As the Treasurer looks at investments and what is maturing, she is having a hard time finding good replacements. In some cases, money has been moved back to the bank because there is more interest being earned overnight than what is earned in the long term.

Treasurer Weston advises that Fund 8950 has been added to the Interest Summary. She was advised by the State Board of Accounts that interest for this fund needed to be retained in the fund, but it did not need to be held in its own account. The interest accrued on the \$19 million was \$4,740.64.

The General Fund has received \$202,014.91 in interest, out of the total \$307,220.65 interest earned, which is about 23.1% of the interest earnings estimate for 2021.

The Property Tax Collection Rates for Spring 2021 is at 97.85%, which is around the same as previous years. So far, there have been 11.55% of the Fall 2021 taxes collected, which is about a half of percent higher than what has been received in the past. Stanley Credit Union Collections were up from the previous year, so the Treasurer would expect the online payments for 2021 to surpass the 2020 collections.

P-cards transactions are on track to hit \$600,000 in total spending. The Treasurer has added 4 cards this year and is close to having issued 60 cards. Last year the P-card spending was due to significant purchases of PPE, so 2021's spending may not surpass that of last year.

Treasurer Weston thanked Councilmember Winger for his service to the Council and for his leadership.

IV. Public Comment on Agenda Items – None

V. Resolution 2021-20-CL, Application of Ludo Facts USA, LLC for Personal Property: Doug Masson Attorney Masson advised that this is a resolution for a Tax Abatement for the manufacturing equipment listed on the Statement of Benefits. This is set up as a 7-year abatement. The Commissioners passed their own resolution for this abatement, due to the property being in a TIF district. This property only needs to go through one resolution, because it is already in an Economic Revitalization Area. Included with this resolution, is a Memorandum of Understanding, generally called a Clawback Agreement. The Council had adopted a policy in 2020 stating that if Personal Property abatements were granted, they would be contingent on a clawback agreement. The Clawback agreement states that if the equipment were to be taken out of the County, then the County could recover some of or all the benefits that have been granted to that point.

Lee Ramsey, Vice President of Ludo Facts USA, thanked the Council for reviewing the resolution. As previously mentioned, the company is adding 7 new pieces of equipment machinery. The new machines will help the company be more proficient in their jigsaw puzzle and board game business. It will also allow for the future growth of the company. As a result of the Abatement, the company anticipates adding 7 new hires, with total salaries of \$233,000 annually.

Councilmember Dullum asked what the impact of the tax abatement would have on the decision-making of the company? Lee advised that it would allow the company to purchase more equipment than they would have been able to without the assistance of the abatement.

Councilmember Dullum then asked what would be the implication if the tax abatement is not approved? Lee stated that the machinery has already been purchased in order to arrive by August.

- Councilmember Murray moved to approve Resolution 2021-20-CL as presented, second by Councilmember Vernon . Motion carried with Councilmember Dullum voting no.
- Councilmember Murray moved to approve the MOU as presented, second by Councilmember Vernon. Motion carried.

VI. Compliance with Statement of Benefits for:

A. American Fibertech Corp. (CF-1/Real Property) (2) and (CF-1/Personal Property) (2)

- Councilmember Murray moved to approve both American Fibertech Corp. Real and Personal Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried.

B. Dormie, LLC (CF-1/Real Property)

- Councilmember Murray moved to approve Dormie LLC's Real Property Compliance Report as presented, second by Councilmember Vernon. Motion carried.

Mike Madrid, President of Highway Safety Services (Owner of Dormie LLC), advised that they just completed and moved into the new building in January. He states that things are going well, and there is a lot of work being done in regard to Highway work. He thanked the Council for their help with the abatement. The company is exceeding what was projected for new employees, and they are planning for an even brighter future. He invited Council out to an open house on June 17th, 2021, so they can see what the abatement has helped the company achieve.

C. GIO 3 Holdings, LLC (CF-1/Real Property)

- Councilmember Murray moved to approve GIO 3 Holdings LLC's Real Property Compliance Report as presented, second by Councilmember Vernon. Motion carried.

D. All State Fastener of Indiana (CF-1/Personal Property)

- Councilmember Murray moved to approve All State Fastener of Indiana's Personal Property Compliance Report as presented, second by Councilmember Vernon. Motion carried.

E. Liquidspring Partners, LLC. (CF-1/Real Property) (2) and Liquidspring, LLC. (CF-1/Personal Property) (2) and

- Councilmember Murray moved to approve both Liquidsprings Partners, LLC Real and Personal Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried.

Dean Bartolone, President, and CEO of Liquid Springs, thanked the Council for all their support over the past years. He advised that the company is doing well and continuing to expand and diversify its products and markets. They expect continued growth and support.

Councilmember Winger noted that the company exceeded the estimated number of new employees by 44 new employees. He thanked him for his exemplary work.

F. Ludo Facts USA, LLC. (CF-1/Personal Property)

- Councilmember Murray moved to approve Ludo Facts USA LLC's Personal Property Compliance Report as presented, second by Councilmember Vernon. Motion carried.

Lee Ramsey, Ludo Facts Vice-President, thanked the Council and Commissioners for the support received. The company has experienced tremendous growth over the last few years and are expecting to have even more in the coming years.

G. Voest Alpine Rotec, Inc. (CF-1/Real Property) (2)

- Councilmember Murray moved to approve both Voest Alpine Rotec's Real Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried.

Councilmember Murray advised that according to their statement of benefits, they are down 33 employees from what's estimated to what they have. He stated that they are leaving the community, and that had been confirmed with Scott Walker, President & CEO of Greater Lafayette Commerce.

Councilmember Basham asked what the Council needed to about the company not being in compliance and leaving the community?

Councilmember Murray advised that Auditor Plantenga looked up the original Resolution from 2014, and there was no Clawback agreement for this tax abatement. Currently, the Company is on year 7 of a 7-year abatement.

Attorney Masson advised that if the Council decides that additional action is needed, other than determining the company is not compliant, they would need to set a hearing saying why they think they aren't compliant. At the hearing, it would have to be established that the company is not compliant as a result of mismanagement in order for the abatement to be removed. If the non-compliance is a result of General and Economic downturn, that would not be a reason to remove the abatement. The Council doesn't have to approve the statement of Benefits, but if they want to penalize the company for non-compliance, they would need to take additional legal steps.

Councilmember Murray advised that when he asked Scott Walker why the company was leaving the area, he pointed to tariffs as the reason. Councilmember Murray advised that he doesn't know what the return would be on this process compared to the cost of the legal process.

Councilmember Winger states that lost tax dollars are the reason that the Council added the Clawback agreements as a part of the Tax Abatement process for new requests. He advised that the cost of pursuing this, even if notable, would likely not be offset by what was paid back.

Attorney Masson advised that if the Council wanted to not find them in substantial compliance but also did not want to move forward with a hearing to remove the abatement, he recommends they withdraw the motion and take no action.

- Councilmember Murray moved to withdraw original motion to approve both Voestalpine Rotec's Real Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried.

H. **Wildcat Creek Partners LLC.** (CF-1/Real Property) (2) and

- Councilmember Murray moved to approve both Wildcat Creek Partners LLC's Real Property Compliance Report as presented, second by Councilmember Vernon. Motion carried.

Butch Uber, Managing Partner of Wildcat Creek Partners, stated they had leased their building to Ludo Facts USA for the last five years and will continue to lease the building for at least 3 more years. He advised that the company has been extremely successful, as can be seen by the CF-1 numbers. He thanked the Council for their consideration.

VII. **Consent Agenda**

- Councilmember Murray moved to approve the consent agenda as distributed, second by Councilmember Basham. Motion carried.

A. **Approval of Meeting Minutes** from May 11, 2021

B. **Community Corrections** – General Fund 1000

Transfer	\$ 10,000	Other Professional Services to Other Supplies
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C. **Auditor** – Plat Book Fund 1181

Transfer	\$ 750	Travel & Training to Office Supply Forms
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D. **WIC** – WIC / NSA Fund 8880 FF21

Transfer	\$ 400	Other Professional Services
	\$ 1,030	Travel & Training
	\$ 65	Utilities from Health Insurance

E. **WIC** – WIC / PC Fund 8882 FF21

Transfer	\$ 169	Part Time Salaries
	\$ 14	Social Security to Utilities

F. Health – COVID-19 Vaccine Clinic Fund 8905		
Transfer	\$ 5,000	Other Professional Services to Institutional or Medical
G. Juvenile Alt DOC – Fund 9641 SF21		
Transfer	\$ 14,250	Full Time Salaries
	\$ 340	PERF Retirement
	\$ 1,325	to Other Professional Services PERF Retirement
	\$ 1,745	to Other Supplies Social Security
	\$ 140	Workers Compensation
	\$ 11,398	Health Insurance
	\$ 58	LTD Insurance
	\$ 27	Life Insurance
	\$ 750	Gasoline & Oil
	\$ 84	Travel & Training
	\$ 346	Liability Insurance
	\$ 60	Utilities
	\$ 2,156	Repair & Maintenance / Vehicle & Equipment to Other Machinery & Equipment
H. Health – Khala Hochstedler (REQUEST WITHDRAWN) COVID-19 Vaccine Immunization Fund 8488 FY22		
	\$ 241,578	Full Time Salaries
	\$ 11,689	Travel & Training
	\$ 66,239	Other Supplies
	\$ 11,689	Minor Equipment
	\$ 38,964	Other Professional Services
	\$ 19,482	Other Machinery & Equipment
	\$ 389,641	Total Requested
Immunization COVID-19 Vaccine Clinic Fund 8465 FY21		
Grant Appropriation	\$ 57,038	Other Professional Services
I. Commissioner – Thomas Murtaugh Pre-Disaster Mitigation Fund 8448 FY22		
Grant Appropriation	\$ 19,457	Other Professional Services
J. Juvenile Alternatives – Rebecca Humphrey JA DOC JDAI Fund 9215 SF22		
Grant Appropriation	\$ 692	Office Supplies
	\$ 4,404	Food
	\$ 3,900	Other Supplies
	\$ 63,540	Other Professional Services
	\$ 7,464	Travel & Training
	\$ 80,000	Total Requested
JA DOC Fund 9643 SF22		
Grant Appropriation	\$ 157,185	Full Time Salaries
	\$ 12,026	Social Security
	\$ 17,606	PERF Retirement
	\$ 500	Office Supplies
	\$ 500	Gasoline & Oil
	\$ 3,400	Other Professional Services
	\$ 2,770	Utilities
	\$ 819	Vehicle & Equipment / Repair & Maint

\$ 49,161	Health Insurance
\$ 591	LTD Insurance
\$ 341	Life Insurance
\$ 1,738	Workers Compensation
<u>\$ 246,637</u>	Total Requested

VIII. Additional Appropriations:

A. Superior Court VII - Shirley Mennen

2021 Salary Statement	\$ 19,980	Secretary/Docket Manger COMOT III (Formerly Admin Asst COMOT III)
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- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.

This salary statement is to clean up the job title. This position was approved at the budget hearing in 2021. However, this was a new court, and Human Resources were not sure what the incoming Judge would want for clerical assistance. Judge Moore has decided that the position needed to be changed to make the description fit the duties accurately. The classification stays the same, it's just the name that needs to be changed.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. Prosecutor – Patrick Harrington

1. Pre-Trail Diversion Fund 2560

Appropriation	\$ 15,000	Transcriptionist
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- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.

This appropriation is to pay for transcription fee's and depositions in criminal cases. The full budget was not spent last year, so there will be some catch-up needed this year. For 2021, there have been around 25 jury trials since the courts reopened in March. Historically, there are about 35-40 jury trials for the entire year.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. APS Fund 9252 SF22

Grant Appropriation	\$ 219,000	Full Time Salaries
	\$ 39,000	Part Time Salaries
	\$ 19,737	Social Security
	\$ 24,528	PERF Retirement
	\$ 500	Office Supplies
	\$ 3,000	Gasoline & Oil
	\$ 2,000	Travel & Training
	\$ 6,600	Utilities
	\$ 1,500	Vehicle & Equipment / Repair & Maint
	\$ 1,000	Minor Equipment
	\$ 445	Other Professional Services
	\$ 9,000	Buildings & Property / Rentals & Leases
	\$ 13,430	Institutional Care
	\$ 50,000	Health Insurance
	\$ 836	LTD Insurance
	\$ 438	Life Insurance
	<u>\$ 391,014</u>	Total Requested

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is for a portion of the current Truancy Mediation Coordinator's salary. The school corporations have signed a Memorandum of Understanding with the County and are invoiced to contribute towards this position's salary and benefits.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Salary Statement 9203SF22 \$ 12,279 Truancy-SFY 2022 Grant Budget listed above

- Councilmember Murray moved to approve the salary statement as presented, second by Councilmember Basham. Motion carried.

This is the salary statement for the Grant listed above.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

4. Salary Statement 9643SF22 \$ 147,650 JA DOC-SFY 2022 Grant Budget listed above

- Councilmember Murray moved to approve the salary statement as presented, second by Councilmember Basham. Motion carried.

This salary statement covers a Probation Surveillance Officer, Evidence Based Programming Coordinator, School Based Youth Liaison, and the Truancy Mediation Coordinator.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Health – Khala Hochstedler

1. Donation Fund 4118

Appropriation \$ 2,150 Other Professional Services

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.

The money in this fund is private donations, and a donation from American Suburban. In the past, this money has been used to provide snacks for volunteers at the vaccine clinic.

Councilmember Basham asked why there were 2 separate requests to total this amount?

Director Hochstedler advised that they had received 2 separate donations that had come in at different times.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. WCI / FIMR Fund 9168 (22)

Grant Appropriation \$ 17,669 Full Time Salaries
 \$ 1,352 Social Security
 \$ 1,979 PERF

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is for continued funding of the West Central Indiana Fetal-Infant Mortality Review. Indiana University, Franciscan Alliance, and North Central Human Services all donated money to keep this program going. The grant received from the State of Indiana does not support the position Full-Time. Auditor Plantega noted that while the amount stayed the same, there was a different breakdown needed, on the form, to add in Social Security and PERF.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

F. Highway – Stewart Kline

1. LRS Fund 1169

Appropriation \$ 75,000 Garage & Fleet
 \$ 200,000 Street Materials
 \$ 150,000 Roads & Streets

\$ 425,000 Total Requested

- Councilmember Richard moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is simply to catch-up on work that wasn't completed last year, due to COVID.

This will cover fleet expenses, chip seal and paving projects, and concrete work.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. LOIT Fund 1229

Appropriation \$ 87,038 Street Materials

- Councilmember Richard moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is to finish using the LOIT to pay for Chip Seal & Paving.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Dust Control Program Fund 4803

Appropriation \$ 20,156 Other Professional Services

- Councilmember Richard moved to approve the appropriation as presented, second by Councilmember Basham.

This appropriation is to cover dust control expenditures. The Highway department provides 300 feet of free dust lay to anyone on a gravel road. These individuals are allowed to purchase additional dust lay beyond the free footage. The contribution to pay for expenses is minor. There was no dust lay completed in 2020 because of COVID. This year the department is dust laying and this is a good opportunity to recover that money and put it towards this year's dust lay.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

4. Comm Crossings Fund 9108 FY22

Grant Appropriation \$ 513,948 Bridges

- Councilmember Richard moved to approve the appropriation as presented, second by Councilmember Basham.

These funds are from an ongoing grant from INDOT. The State provides 2 opportunities a year to apply for the counties up to a million dollars a year of participation in a 50/50 matching grant. The money just received was actually from July 2020's application. The appropriation is for the construction work being completed on 7 bridges.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

IX. Committee Reports – None

X. Unfinished Business

FYI: ~2022 Budget Hearings Begin 08/24/2021 @ 8:30~Evening Public Hearing 09/02/2021 @ 6:00 PM

XI. Commissioner FYI

Commissioner Murtaugh advised that the ribbon cutting for the Fairgrounds is at 3:00 pm today, and he hopes to see everyone there.

A dedication will be held by the Tippecanoe Arts Federation, for the County Art Project, located on River Road at 11:00 am.

Commissioner Murtaugh stated that he will be doing a Half-day training on June 10, 2021 to obtain further clarification on the American Rescue Plan. Once that is completed then the Committee could meet again and put a plan together.

Commissioner Murtaugh then congratulated Mike Spencer, Assistant Highway Director, for being awarded the Highway Administrator of the Year by IACHES.

Commissioner Murtaugh also thanked Councilmember Winger for his advice and support provided to the County through his time as a Councilmember.

XII. New Business

Kelly Morehouse, Community Corrections Deputy Director, advised that they have been working with the City Bus to have them start servicing the Community Corrections building. This process has been in the works for the last 3 years. As a result, Community Corrections is requesting an additional \$50 in petty cash. This petty cash will give them the ability to make change for individuals in the program to be able to purchase bus passes.

- Councilmember Richard moved to approve the petty cash request as presented, second by Councilmember Murray.

XIII. Public Comment

Katje Armentrout, Purdue Extension Community Development Coordinator, wanted to introduce herself to the Council. has taken on this new role recently, in conjunction with her role as the Educator.

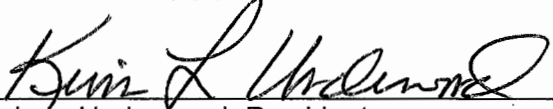
Councilman Underwood thanked Councilmember Winger for his service and counsel over the years. He appreciates his participation and help in and to the community.

Councilmember Vernon also expressed her gratitude for all that Councilmember Winger did during his time in this position.

XIV. ADJOURNMENT

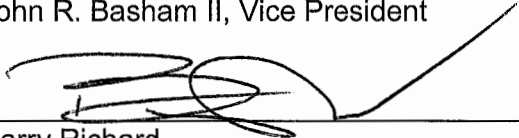
- Councilmember Winger moved to adjourn. The President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL



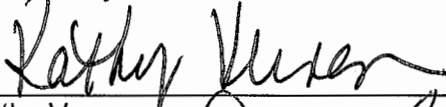
Kevin L. Underwood, President

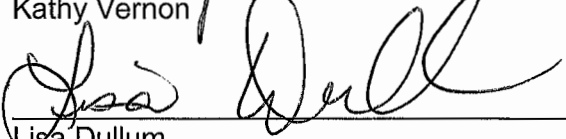
John R. Basham II, Vice President



Barry Richard

Ben Murray



Kathy Vernon


Lisa Dullum

Roland K. Winger

ATTEST:


Robert A. Plantenga, Auditor 07/13/2021

Minutes prepared by Jennifer Wafford, Recording Secretary