

Tippecanoe County Board of Commissioners

Meeting Minutes

Tuesday, July 5, 2022

10:00 am

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

Commissioners present President David S. Byers and Member Thomas P. Murtaugh.
Also present: Attorney Doug Masson, Auditor Robert Plantenga, and Recording Secretary Samantha Perez
Absent: Tracy Brown

- I. **PLEDGE OF ALLEGIANCE** – President Byers called the meeting to order and led the Pledge of Allegiance
- II. **APPROVAL OF MINUTES** from Tuesday, June 21, 2022.
 - Commissioner Murtaugh moved to approve the minutes as presented, second by President Byers. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Commissioner Murtaugh presented:
The claims from July 5, 2022, were recommended for approval without exception.
 - Commissioner Murtaugh moved to approve the Accounts Payable Vouchers as presented, second by President Byers. Motion carried.
- IV. **PRESENTATION OF PAYROLL** – Commissioner Murtaugh presented:
The payroll from June 24, 2022, was recommended for approval without exception.
 - Commissioner Murtaugh moved to approve the payroll as presented, second by President Byers. Motion carried.
- V. **AREA PLAN COMMISSION** – David Hittle recommended:
 - A. **Resolution 2022-23-CM:** Area Plan Commission: Multi-Hazard Mitigation Plan
 - The Multi Hazard Mitigation plan is updated every 5 years and allows the county to stay in good standing with the flood insurance program. It also allows the county to have access to federal funding in the event of a catastrophe.
 - Commissioner Murtaugh moved to approve the resolution as presented, second by President Byers. Motion carried.
 - B. **Resolution 2022-24-CM:** Ryan O’Gara, Area Plan Commission presented:
Unincorporated Wabash and Tippecanoe Townships Planning and Zoning
 - The Area Plan Commission has directed its staff to study the unincorporated areas of Wabash and Tippecanoe townships to create a joint township plan regarding growth and zoning. Stakeholders in the two townships have been identified to participate the process.
 - Commissioner Murtaugh moved to approve the resolution as presented, second by President Byers. Motion carried.
- VI. **HIGHWAY-** Stewart Kline presented and recommended:
 - A. Morehouse Road Project
 1. Warranty Deed- ROW Purchase Parcel 37 \$7,500
 2. Temporary Easement Grant- Parcel 37A \$160
 - Commissioner Murtaugh moved to approve the deed and easement as presented, second by President Byers. Motion carried.
 - B. Old 231 and 500S Safety Project

1. Warranty Deed- ROW Purchase Parcel 3 \$6,200
 2. Temporary Easement Grant- Parcel 3A \$2,580
- Commissioner Murtaugh moved to approve the deed and easement as presented, second by President Byers. Motion carried.

C. Permit to Close or Block Road

1. Harrison Highlands Neighborhood Block Party
 2. HOA has requested to close portion of Sinclair Drive on August 5, 2022
- Commissioner Murtaugh moved to approve the permit to close Sinclair Dr. as presented, second by President Byers. Motion carried.

VII. Auditor – Bob Plantenga presented:

- A. Official Salary Statements for 2023 as submitted by the various departments
 - B. An agreement to work with Baker Tilly for years 2022-2023.
 1. \$75,000 Adjusting Entries, GAAP Financial Statements, Compile Client Financial Statements
 2. \$15,000 for Independent Audit Support
 3. \$5,000 GASB 87 Support
- Commissioner Murtaugh moved to approve the agreement as presented, second by President Byers. Motion carried.

VIII. NEW POSITIONS- 2023 – Shirley Mennen presented the following requests for new personnel 2023:

- A. Maintenance Department
 1. Maintenance Tech (1), LTC IV, \$49,147.00, Create Position
 2. Night Custodial Supervisor (1), LTC III, \$44,477, Create Position
 3. Custodian/Maintenance (1), LTC III, \$44,447, Create Position
 4. Lead Custodian (2), LTC III, \$44,477, Eliminate Position
 - B. Sherriff
 1. Social Services & Crisis Response Specialists (1), PAT IV, \$54,630, Create Position
 2. Courthouse Security (1), POLE III, \$48,230, Create Position
 3. Communication Officer (2), POLE II, \$45,076, Create Position
 4. Jail Deputy (2), POLE II, \$45,076, Create Position
 5. Merit Deputy (2), 0-12 months, \$59,666, Create Position
 - C. Community Corrections Jason Huber
 1. Administrative Assistant (1), COMOT III, \$43,629, Create Position
 2. Corrections Officer (4), POLE II, \$45,076, Create Position
 3. Surveillance Officer (1) vehicle needed, POLE II, \$45,076, Create Position
 - D. DoIT - Kent Kroft
 1. Software Specialist (1), PAT III, \$53,623, Create Position
 2. Service Desk Technician (1), PAT III, \$53,623, Create Position
 - E. Soil and Water – Kris Gertz
 1. Rural Conservation Coordinator (1), PAT III, \$53,623, Create Position
- Commissioner Murtaugh moved to create for the Maintenance Department, 1 Maintenance Tech, LTC IV, 1 Night Custodial Supervisor, LTC III, 1 Custodian/Maintenance, LTC III, second by President Byers. Motion carried.

- Commissioner Murtaugh moved to eliminate from the Maintenance Department, 2 Lead Custodian, LTC III Positions, second by President Byers. Motion carried.
- Commissioner Murtaugh moved to create for the Sheriff's Department, 1 Social Services & Crisis Response Specialist, PAT IV, 1 Communication Officer, POLE II, and one Merit Deputy, 0-12 months presented, second by President Byers. Motion carried.
- Commissioner Murtaugh moved to create for TCCC, 1 Corrections Officer, POLE II, second by President Byers. Motion carried.
- Commissioner Murtaugh moved to create for MITS, 1 Software Specialist, PAT III, second by President Byers. Motion carried.
- Commissioners Murtaugh and Byers decided no action will be taken on creating a Rural Conservation Coordinator for Tippecanoe County Soil and Water Dist, PAT III, until the job description is updated and grant funding in 2023 ends (May-September)

IX. PROFESSIONAL SERVICE AGREEMENT- Kennel Assistant– Commissioner Murtaugh

- A. Nicholas Miller will provide animal care and management services in connection with animal control operations at \$16/hour
- Commissioner Murtaugh moved to approve the service agreement as presented, second by President Byers. Motion carried.

X. GRANTS – Sharon Hutchison presented:

Permission to Apply for Grants:

- A. For the Health Department, Emergency Preparedness, \$25,000 for the Emergency Preparedness (PHEP) Grant funding to further public health preparedness capacities and ongoing programming
- Commissioner Murtaugh moved to approve applying for the grant as presented, second by President Byers. Motion carried.

Permission to Accept Grant Funds:

- B. For the Surveyor, \$500 from the Southwire Community Grant to be used for the 2022 Field Day experience
- Commissioner Murtaugh moved to accept the grant as presented, second by President Byers. Motion carried.

MOU/Contracts

- C. With Lafayette Police Department for FY 2022 Local JAG funding in the amount of \$7,692 to be used to provide additional personnel. Equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice in Tippecanoe County
- Commissioner Murtaugh moved to accept the MOU as presented, second by President Byers. Motion carried.

XI. REPORTS ON FILE

-Building Commission, June 2022 Report

XII. UNFINISHED/NEW BUSINESS – None

XIII. PUBLIC COMMENT - None

Commissioner Murtaugh moved to adjourn. President Byers adjourned the meeting.

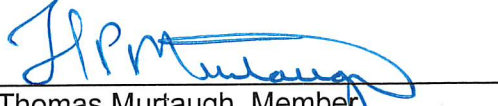
BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE



David S. Byers, President




Tracy A. Brown, Vice-President



Thomas Murtaugh, Member

ATTEST:



Robert A Plantenga, Auditor 08/01/2022

Minutes prepared by Samantha Perez, Recording Secretary