

TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, July 13, 2021

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building

20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Kevin Underwood, Barry Richard, Kathy Vernon, Lisa Dullum, and Jody Hamilton. **Absent:** Vice President John Basham, and Ben Murray.

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 \$132,214, and appropriations approved in the amount of \$1,651,422. The July request for General Fund appropriations total \$25,000.

The Revenue Report highlights: The Property Tax (0100) line shows receipts in the amount of \$15,489,274.68, which is the spring Property taxes that have been received. The total amount collected so far equals 56.5% of the 2021 budgeted amount. The Alcoholic Beverage Excise Tax (0122) line shows receipts in the amount of \$3,630, for the first half of the year. The 2021 estimate for this line was \$10,000, so the receipts may come in under the amount estimated. The Financial Institution Tax (0124) line shows receipts in the amount of \$101,955.39. The receipts are higher than anticipated so far and may exceed the 2021 estimated budget. The License Excise Tax (0130) line shows receipts in the amount of \$1,236,064.64. The receipts are higher than anticipated so far and may exceed the 2021 estimated budget. The State / Local Public Safety (PD Commission) (0291) line shows the receipt of a quarterly payment from the Public Defender Commission in the amount of \$319,147.16. This payment is the 3rd quarterly payment we have received in 2021, so this fund may not receive the total amount of revenue projected. The Exam of Records Reimbursement (0299) line shows a receipt of \$18,444. This is where the State Board of Accounts audit fees are paid from. Once settlement is completed, there is a deduction taken from the various entities, schools, or cities, and the money is credited back to the General Fund. The Fairgrounds / Rental (0442) line shows receipts of \$2,400. Now that the Fairgrounds renovations are complete, they have started receiving reservations and deposits for upcoming events.

The Fund Balances shows: The General Fund (1000) shows an ending balance of \$17.8 million. The collection of property taxes made the receipts for June almost \$19 million. The Cumulative Bridge Fund (1135) shows a balance of over \$4 million, as a result of property tax receipts. The Cumulative Capital Development Fund (1138) showed a negative ending balance for the previous month. However, it wasn't a big concern because of the property taxes that would be coming into the fund. The ending balance for this fund is \$1,076,235.55. The Major Bridge Fund (1171) is an accumulating fund, so when the Highway Department needs to do a repair on a Major bridge, they can pull from this fund. The current balance in this fund is around \$3.6 million, with \$481,316.91 being receipted in for June. The Debt Service Jail Lease Fund (4620) shows a zero balance. The last Jail lease payment has been made, and the Jail is fully paid off. However, because this is a fund that receives property tax, there will be some additional funds deposited in November. The Debt Service Reserve Jail Fund (4630) shows a balance of \$101,280.82 and there was a disbursement of \$14,896.86, that went toward the last Jail payment. The Health Insurance Fund (4710) shows a cash balance of \$8.6 million,

and disbursements of \$1,154,398.50. The Revolving Fund (4880) is where the County's share of the Southeastern Industrial TIF is deposited. The receipts for June, in this fund, total \$2,130,701.49.

III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance of \$144,213,753.76 with a total interest of \$64,094.89. The Staley Credit Union accounts were cleared of the money that had been collected for property taxes upon doing settlement. The account balance is now down to the minimum balance.

The Treasurer pulled \$3 million - \$4 million from the investments and transferred the money to the primary bank savings account due to not finding good investment alternatives. The money will now earn the overnight rate while in the savings account. The plan is to move the money back when there are suitable investment opportunities that open up.

The interest for the General Fund is expected to come in below the 2021 estimated projection. The Treasurer estimates that it could end up being around \$700,000 instead of the projected \$875,000. The decrease is due to not being able to find suitable investments to earn interest on.

The Treasurer set up the American Rescue Plan Act Fund (8950) for the \$19 million the County received under this act. Previously the direction from the State Board of accounts was that this money needed a separate account to retain its own interest. However, additional guidance was provided by the State Board of Accounts that this fund did not need to retain its own interest. Starting next month, the interest from this money will be deposited into the General Fund.

IV. Public Comment on Agenda Items – None

V. Consent Agenda

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

A. Approval of Meeting Minutes from June 8, 2021

B. Sheriff – Accident Report Fund 1101

Transfer	\$ 38,000	Travel & Training to Minor Equipment
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C. Health – Immunization Grant Fund 8464SF21

Transfer	\$ 2,345	Salaries / Part Time
	\$ 179	Social Security to Office Supplies

D. Juvenile Alternatives – DOC JDAI Grant Fund 9213SF21

Transfer	\$ 302	Other Professional Services to Other Supplies
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E. Health – COVID-19 Vaccine Clinic Grant Fund 8905

Transfer	\$ 5,000	Other Professional Services to Institutional or Medical
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F. Health – HPP & PHEP Grant Fund 8476SF21

Transfer	\$ 826	Travel & Training to Minor Equipment
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G. Superior Court IV – General Fund 1000

Transfer	\$ 500	Other Professional Services to Office Supplies
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H. Health – Khala Hochstedler

COVID-19 Operation Vaccine Grant Fund 8488 / FY22

Grant Appropriation	\$ 44,146	Salaries / Benefit Eligible PT
	\$ 30,000	Salaries / Part Time
	\$ 5,672	Social Security
	\$ 10,000	Office Supplies
	\$ 50,000	Institute or Medical
	\$ 22,000	Minor Equipment

\$ 200,000	Other Professional Services
\$ 4,787	Travel & Training
\$ 22,759	Health Insurance
\$ 168	LTD Insurance
\$ 109	Life Insurance
<u>\$ 389,641</u>	<u>Total Requested</u>

I. Surveyor – Zachariah Beasley

Arconic (WOW) Grant Fund 9241 / FY 22

Grant Appropriation	\$ 13,131	Minor Equipment
	\$ 2,100	Other Supplies
	<u>\$ 9,769</u>	<u>Other Professional Services</u>
	\$ 25,000	Total Requested

VI. Additional Appropriations:**A. Community Corrections – Kelly Morehouse**

1. User Fee Fund 1122

Appropriation	\$ 40,310	Utilities
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- Councilmember Richard moved to approve the appropriation as presented, second by Councilmember Dullum.

This appropriation is for missed utility bills from 2020. Community Corrections was informed by Duke Energy that they had missed paying their utility bill for 9 months of 2020 and were \$40,000 past due on their account. They were informed when another department went to set up e-billing on their account, it switched it for Community Corrections as well. Auditor Plantenga asked how the bill was missed for so long? Deputy Director Morehouse stated that was a very good question. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Salary Statement \$ 41,285 Corrections Officer ~ New Position

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

This Salary statement is a correction to the statement approved last month. It was noted that this is not a new or additional position. When this salary was originally requested, the form showed the salary as a 27% / 73% split. This position is strictly for our Prison Rape Elimination Act (PREA) Grant. The entire funding for this position will come from the User Fees Fund. President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. Coroner – Carrie Costello

General Fund 1000

Appropriation	\$ 20,000	Body Transfer
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- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

This appropriation is for additional funds needed for body removal services. Coroner Costello advised that the case load is not slowing down. The Coroner's Office is currently at 298 accepted cases for 2021, and in 2020 the entire year case load was 385. They have almost reached in half a year, what they did for the entire year last year. The Coroner expects that she will be coming back for more money for deputies and office supplies soon.

Councilmember Vernon states that Carrie has done a great job in trying to estimate this amount for the rest of the year, as long as case numbers don't spike again.

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

C. Surveyor – Zachariah Beasley

General Drain Improvement Fund 1158

Grant Appropriation \$ 750,000 Other Professional Services

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

This appropriation is for drainage improvement projects on regulated drains. Surveyor Beasley clarified that the General Drain Improvement Fund, by Indiana Drainage Code, is intended to cover basically when maintenance funds for regulated drains to have enough funds to cover projects. The other aspect of this fund is that when completing a reconstruction project, funds are taken from this fund, to pay for the job, and then there is a 5-year payback period for the landowners in the watershed.

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

D. Commissioners – Thomas Murtaugh

General Fund 1000

Appropriation \$ 5,000 Legals Published

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

This appropriation is for additional expenses in the past few months in relation to COVID and the Solid Waste District in the Buck Creek, Americus, Colburn area.

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

VII. Committee Reports – None

VIII. Other Business

- 2022 Budget Hearings begin 08/24/2021 @ 8:30 am / Evening Public Hearing 09/02/2021 @ 6:00 pm

Auditor Plantenga advised that he emailed the Councilmembers the budget packet and asked them to look over it. Also, there will be a paper budget packet that will be distributed soon.

Auditor Plantenga also advised that for next month's meeting Otterbein Library would be coming in about a bond issuance. There will also be a discussion regarding the Innkeeper's tax.

Councilmember Dullum asked if there was an update on the American Rescue Plan Money, and how it is to be spent. Auditor Plantenga advised that Commissioner Murtaugh would be covering that topic.

IX. Unfinished/New Business – None

X. Commissioner FYI

Commissioner Murtaugh welcomed back Councilmember Jody Hamilton and stated it was good to have her back on Council. He advised that the County 4-H Fair will be starting this Saturday, July 17th, 2021.

Commissioner Murtaugh advised that the Commissioner's office has been awarded a \$ 50,000 planning grant through the READI Grant. The Counties of Tippecanoe, Benton, Carroll, Fountain, Warren, and White will develop a plan for Quality of Life initiatives, and Workforce Development. This plan is due on August 31, 2021.

Commissioner Murtaugh stated that he had a meeting last Thursday regarding the American Rescue Plan (ARP) funds. The Indiana Finance Authority (IFA) attended the meeting and cautioned the Counties to be careful moving forward and be deliberative about decisions on the planned use of funds. It was pointed out that there will be audits on this funding, which include Federal Audits. They recommend that the plan consist of a narrative on how it fits into the ARP Grant. A report regarding these funds is due

August 31, 2021. The recommendation is not to submit any expenditures before that time, to make the first report easier. The first annual report is due on October 31, 2021. Commissioner Murtaugh asked President Underwood to be considering what Councilmember could replace former Councilmember Winger on the ARP Committee.

Commissioner Murtaugh noted that there will be a presentation at next month's meeting regarding the Innkeepers Tax. There was a presentation with DLC to talk about initiative to continue the marketing plan. The presentation at next month's meeting will include letters of support from both Mayors and some industry leaders, to continue the initiative and its importance to the community. Of the 20%, that's now coming to the County, the Commissioners would propose that the first \$10,000 be used to do audits within the Innkeepers Tax fund, and the remaining balance be used for the marketing initiative.


XI. Public Comment

Chief Prosecuting Attorney Harrington thanked the Coroner's office and the Coroner for their assistance in working with Marion County to coordinate transportation, and complete paperwork necessary for a criminal case in Tippecanoe County.

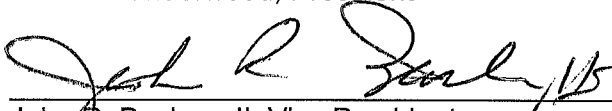
XII. ADJOURNMENT

- Councilmember Dullum moved to adjourn, second by Councilmember Richard and the President adjourned the meeting.


TIPPECANOE COUNTY COUNCIL



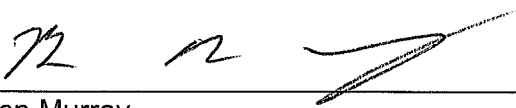
 Kevin L. Underwood, President



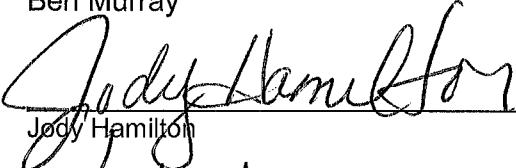
 John R. Basham II, Vice President



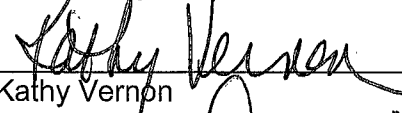
 Barry Richard



 Ben Murray



 Jody Hamilton



 Kathy Vernon



 Lisa Dullum

ATTEST:



 Robert A. Plantenga, Auditor 8/10/2021

Minutes prepared by Jennifer Wafford, Recording Secretary