

Tippecanoe County Board of Commissioners

Meeting Minutes

Monday, August 2, 2021

10:00 am

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

Commissioners present President Thomas P. Murtaugh, Vice President David S. Byers and Member Tracy A. Brown.

Also present: Attorney Doug Masson, Auditor Robert Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary Jennifer Wafford.

- I. **PLEDGE OF ALLEGIANCE** – President Murtaugh called the meeting to order and led the Pledge of Allegiance
- II. **APPROVAL OF MINUTES** from Monday, July 19, 2021.
 - Commissioner Byers moved to approve the minutes as presented, second by Commissioner Brown. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Paula Bennett presented and recommended:

The claims from July 22, 2021, through August 2, 2021, were recommended for approval with exception.

 - Commissioner Brown moved to approve the Accounts Payable as presented, second by Commissioner Byers. Motion carried.
- IV. **PRESENTATION OF PAYROLL** – Paula Bennett presented and recommended:

The payroll from July 23, 2021 was recommended for approval without exception.

 - Commissioner Brown moved to approve the Payroll as presented, second by Commissioner Byers. Motion carried.
- V. **AREA PLAN** – David Hittle presented and recommended:
 - A. **ORDINANCE 2021-17-CM**, to rezone from R3 & NB to R3, 10.03 acres, owned by The Ridge Group, which is located on the west side of Paramount Drive, just North of the Cuppy-McClure Regulated Drain, for a proposed apartment complex (Wabash Lofts) with 9 multi-family buildings, located in Wabash 2 (NE) 23-5.
 - Commissioner Byers moved to consider ORDINANCE 2021-17-CM, second by Commissioner Brown.

APC Director Hittle advised that this ordinance is to rezone 10 acres from R3 & NB to R3. R3 is the multi-family district, and NB means neighborhood business. This site is partially zoned for business and partially zoned for apartments. The owner wants to rezone the entire thing for apartments to allow for the development of an apartment community. This rezone was unanimously approved at the July 21, 2021 Area Plan Commission meeting.

Attorney Chris Shelmon, Gutwein Law, advised that the rezone area is all north of the County Drain and close to the other residential developments.

President Murtaugh asked if there was any public comment, and then called for the vote:

 - Auditor Plantenga recorded the vote:

Commissioner Murtaugh	Y
Commissioner Byers	Y
Commissioner Brown	Y

Ordinance 2021-17-CM passed with a vote of 3-0.

B. ORDINANCE 2021-18-CM, to rezone from I3 to R1 0.31 acres, owned by Walter Cornelius, located on the east side of North 9th Street Road, specifically 2839 North 9th Street Road, Fairfield, Longlois Reserve (W1/2) 23-4.

- Commissioner Brown moved to consider ORDINANCE 2021-18-CM, second by Commissioner Byers.

APC Director Hittle advised that this rezone is for an unusual property because its relatively small, and its zoned for heavy industrial. This property is surrounded by other heavy industrial, floodplain, landfill, railroad tracks, and even a small cemetery. It is improved with an old Schoolhouse built in approximately 1860. The owner is proposing to downzone this property to single-family residential to keep and preserve the old schoolhouse. The plan is to adaptively reuse it as a single-family dwelling. The site is not large enough to be able to develop it and use it for the industrial uses it's zoned for, so the staff is supportive of this request. It received a unanimous vote from the Plan Commission.

President Murtaugh asked if there was any public comment, and then called for the vote:

- Auditor Plantenga recorded the vote:

Commissioner Byers	Y
Commissioner Brown	Y
Commissioner Murtaugh	Y

Ordinance 2021-18-CM passed with a vote of 3-0.

C. ORDINANCE 2021-19-CM, UZO Amendment #100-A

- Commissioner Byers moved to consider ORDINANCE 2021-19-CM, second by Commissioner Brown.

APC Director Hittle advised that this UZO Amendment was brought before the Commissioners 2 months ago, with several changes listed. However, only one of the changes was disputed. That issue was regarding the number of shipping containers allowed on a parcel and their use on farmland. Commissioner Byers had objected to needlessly restricting the use and number of allowed shipping containers in a farm area. The UZO Amendment was put back before the Administrative Officer's group and then the ordinance committee, and it was determined that there would be no limits set on the number of containers a property owner could utilize on their farmland. Included in this amendment is a clause that would limit the use of these shipping containers solely to farming activities, to reduce the risk of somebody renting them out for a self-storage facility or other similar activities. Additionally, the shipping containers, where there is a residence involved, are not allowed in the front yard but must be located further back on the property.

Attorney Masson requested the minutes reflect that the UZO Amendment #100, presented on June 7th, 2021, is rejected by the Commissioners and being replaced by UZO Amendment #100-A.

President Murtaugh asked if there was any public comment, and then called for the vote:

- Auditor Plantenga recorded the vote:

Commissioner Brown	Y
Commissioner Murtaugh	Y
Commissioner Byers	Y

Ordinance 2021-19-CM passed with a vote of 3-0.

D. ORDINANCE 2021-20-CM, UZO Amendment #101

- Commissioner Brown moved to consider ORDINANCE 2021-20-CM, second by Commissioner Byers.

APC Director Hittle advised that this UZO Amendment #101 is a proposed overlay district that would pertain to only the Highland Park Neighborhood. This amendment is an effort that was initiated by Highland Park residents. As a result of not being a historical district or having the historic designation, they were concerned about some of the development taking place that was not matching the historic nature of the houses already present. The residents worked with APC to develop language that would encourage that kind of development. After two years of work, the language has been developed for this request and is fully supported by the neighbors. The changes that will be implemented are; certain prohibited exterior materials, a minimum roof pitch for new developments, proper orientation of detached garages, and proper development and orientation of front porches. The UZO Amendment was passed unanimously without remonstrance.

President Murtaugh asked if there was any public comment, and then called for the vote:

- Auditor Plantenga recorded the vote:

Commissioner Murtaugh	Y
Commissioner Byers	Y
Commissioner Brown	Y

Ordinance 2021-20-CM passed with a vote of 3-0.

VI. HIGHWAY – Stewart Kline presented and recommended:

A. Awarding Bid, for the 2021 Culvert Replacement Contract, to F & K Construction in the amount of \$660,269. They were the low bid, and their bid documents were found to be in order.

- Commissioner Byers moved to approve the Bid award as presented, second by Commissioner Brown. Motion carried.

B. An Application for a Temporary Road Closure Permit, from The Sidewalk Café, to close Monroe Street, in Stockwell, Indiana. This closure will be for a musical event on August 6th, 2021 from 3 pm-9 pm.

- Commissioner Brown moved to approve the road closure as presented, second by Commissioner Byers. Motion carried.

VII. RESOLUTION 2021-26-CM, Approving the order of the Tippecanoe County Area Plan Commission Concerning the Southeast Industrial Expansion Economic Development Area - Doug Masson presented:

Attorney Masson advised that this resolution is regarding the expansion of the Southeast Industrial Expansion Economic Development area. The Redevelopment Commission adopted a Declaratory Resolution, which would add 12 parcels. The 12 parcels surround the planned extension of Yost Drive up to Haggerty Lane, and it starts at the northern edge of the Town of Dayton outside the town limits. The short-term benefit of this and the plan is to have a source of funds that can be used to pay the Local portion of the Yost Drive Development. Attorney Masson advised that part of the process is that this goes through Area Plan to make sure it is in accord with the plan documents. Area Plan has provided their approval, and the next step is for the Commissioners to determine whether they will approve the approval of the Area Plan Commission. If this is approved, the next step would be for it to go to a hearing in front of the redevelopment Commission, which is also the final step.

- Commissioner Brown moved to approve RES 2021-26-CM, second by Commissioner Byers. Motion carried.

VIII. DEPARTMENT OF INFORMATION TECHNOLOGY – Maxwell Walling presented and recommended:

An Agreement with Sharp Business Systems for the purchase for the second Phase of the Sharp Printer switch-out. This is for a few desktop printers that are replacing some of the older devices that cannot be covered by the current contract. The purchase agreement is in the amount of \$22,418.91.

- Commissioner Byers moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.

IX. CREATION OF NEW POSITIONS FOR 2022

New Positions for 2022:

Sheriff:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Merit Deputy (1 of 2)	POLE	Approved
Merit Deputy (2 of 2)	POLE	Not Approved
Jail Deputy	POLE II	Approved
Transport Officer	POLE III	Approved
Communications Officer	POLE II	Approved
Cook	LTC II	Approved
Court House Security	POLE III	Not Approved
Administrative Assistant	COMOT III	Not Approved
~Commissioner Brown moved to approve the new positions as presented, second by Commissioner Byers. <u>Motion carried.</u>		
Coroner:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Senior Deputy/Quality Control Manager	POLE III	Approved
Records Clerk	COMOT IV	Approved
NOTE: Commissioner Byers noted the Personnel Committee agreed to the approving the above with the understanding that 2022 part time funding would be reduced		
NOTE: Coroner Costello asked about reclassification of the Office Manager Position but that has not been approved by the Personnel Committee		
~Commissioner Byers moved to approve the new positions as presented, second by Commissioner Brown. <u>Motion carried.</u>		
HR:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Administrative Assistant	COMOT II	Not Approved
~No Motion Needed		
Maintenance:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Custodian for TCCO (1 of 2)	LTC I	Approved
Custodian for TCCO (2 of 2)	LTC I	Approved

~Commissioner Brown moved to approve the new positions as presented, second by Commissioner Byers. <u>Motion carried.</u>		
Fairgrounds:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Maintenance Technician	LTC II	Approved
~Commissioner Byers moved to approve the new positions as presented, second by Commissioner Brown. <u>Motion carried.</u>		
Public Defender:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Litigation Assistant	COMOT III	Approved
Attorney (1 of 2)	F1 - F5	Approved
Attorney (2 of 2)	F1 - F5	Approved
Attorney: Felonies and Misdemeanors - Legal Aid/Child Support	F6	Approved
NOTE: Litigation Assistant being changed from regular part time to a full-time position for 2022		
NOTE: 4 Regular Part Time Attorney positions were eliminated		
~Commissioner Byers moved to approve the new positions as presented, second by Commissioner Brown. <u>Motion carried.</u>		
Community Corrections:		
<u>Position</u>	<u>Classification</u>	<u>Approved/Not Approved</u>
Case Manager	POLE II	Approved
Surveillance Officer	POLE II	Approved
NOTE: 2 Case Manager/Surveillance officer positions were eliminated		
NOTE: The consideration of 2 positions currently grant funded, "Pre-Trial Coordinator" and "Pre-Trial Asst. Coordinator", was tabled until further statistical data can be provided.		
~Commissioner Byers moved to approve the new positions as presented, second by Commissioner Brown. <u>Motion carried.</u>		

- X. **COMMUNITY CORRECTIONS** – Jason Huber presented and recommended:
New Title changes for 2021 to the current positions:

Current Title	New Title	Classification
Secretary	Administrative Assistant	No change- COMOT III
Case Manager/Surveillance Officer	Case Manager	No Change -POLE II
	Surveillance Officer	No Change- POLE II
Day Reporting Coordinator	Case Manager Coordinator	Change from PAT 2 to PAT 3
Night Supervisor/Surveillance Officer	Surveillance Supervisor	No Change POLE III
Substance Abuse Counselor/ Intake Coordinator	Licensed Addictions Counselor	Change from PAT 3 to PAT 4

Director Huber stated that the main focus or one of the main focuses of the expansion has been the creation of or the addition of services for mental health, substance abuse, and life skills training. After a period of planning, Tippecanoe County Community Corrections is happy to announce the opening of New Leaf Wellness Center and Life Skills training center. The focus will be on substance abuse evaluations, mental health evaluations, counseling services, individual group counseling services, and facilitating a smooth transition into Community based services.

- Commissioner Byers moved to approve the title changes as presented, second by Commissioner Brown. Motion carried.

XI. GRANTS – Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

For TEMA, from the Indiana Department of Homeland Security, for the FY 2022 Emergency Management Performance Grant (EMPG) Competitive program funding for national readiness preparedness system goals, in the amount of \$40,000 with no match to the County.

- Commissioner Brown moved to approve applying for the grant as presented, second by Commissioner Byers. Motion carried.

Permission to Accept Grant Funds:

For the Coroner, from Indiana Department of Health, for additional supplies at no cost. No funds will be exchanged, and the supplies are valued at \$2,933. No Match from the County for these supplies.

- Commissioner Brown moved to accept the grant as presented, second by Commissioner Byers. Motion carried.

XII. CHANGE ORDERS

Tippecanoe County Central Offices

1. Change order #3 with Central Indiana Glass & Glazing, Inc., for a deduct of \$500.00, which is the end-of-contract allowance reconciliation.
 - Commissioner Brown moved to approve the change order as presented, second by Commissioner Byers. Motion carried.
2. Change order #4 with Mulhaupt's, in the amount of \$ 407, to replace door frame 168A that was damaged by another contractor's lift.
 - Commissioner Brown moved to approve the change order as presented, second by Commissioner Byers. Motion carried.
3. Change order #5 with Huston Electric, Inc., for a deduct of \$507, which is credit to replace door frame 168A damaged by a Huston lift.
 - Commissioner Brown moved to approve the change order as presented, second by Commissioner Byers. Motion carried.
4. Change order #8 with Shepler Construction Company, in the amount of \$431, to add two window roller shades so that every exterior window will be covered.
 - Commissioner Brown moved to approve the change order as presented, second by Commissioner Byers. Motion carried.
5. Change order #5 with Mulhaupt's Inc., in the amount of \$816, to complete the following:

- a. Custom fabricate and deliver two hollow metal knock-down cased opening frames.
- b. Field measure two existing masonry rough openings for opening and throat sizes.
- Commissioner Brown moved to approve the change order as presented, second by Commissioner Byers. Motion carried.

XIII. REPORTS ON FILE

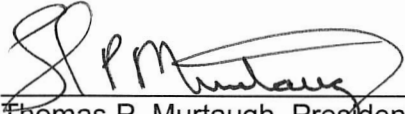
- Tippecanoe County Weights and Measures
- Tippecanoe County Coroner Semi-Annual Report

XIV. UNFINISHED/NEW BUSINESS – None

XV. PUBLIC COMMENT – None

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

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE



Thomas P. Murtaugh, President




David S. Byers, Vice-President



Tracy Brown, Member

ATTEST:



Robert A Plantenga, Auditor 09/07/2021

Minutes prepared by Jennifer Wafford, Recording Secretary