

Tippecanoe County Board of Commissioners

Meeting Minutes

Monday, October 7, 2019

10:00 am

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

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

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

- I. **PLEDGE OF ALLEGIANCE** – President Byers called the meeting to order and lead the Pledge of Allegiance
- II. **JOINT PROCLAMATION** by Tippecanoe County, Lafayette and West Lafayette for Community Planning Month
- III. **APPROVAL OF MINUTES** from Monday September 16, 2019, Monday September 23, 2019 Special Meeting.
 - Commissioner Murtaugh moved to approve the minutes as presented, second by Commissioner Brown. Motion carried.
- IV. **PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS AND PAYROLL** – Paula Bennett

The claims from September 17, 2019 through October 7, 2019, including payroll from September 20 and October 4, 2019 were recommended for approval without exception.

 - Commissioner Brown moved to approve the Accounts Payable Vouchers and Payroll as presented, second by Commissioner Murtaugh. Motion carried.
- V. **AREA PLAN** – Sallie Fahey

A subdivision variance (S-4869) for the Grotto Subdivision (classified as a Major subdivision because water and sewer are available) was requested to waive the required pavement width improvements to the North River Road frontage. This is a 2-lot subdivision on 4.21 acres (plus one outlot), located on the west side of North River Road, approximately 0.6 mile north of the Happy Hollow intersection, in Wabash 17(NW)23-4.

 - Commissioner Murtaugh moved to approve the variance as presented, second by Commissioner Brown. Motion carried.
- VI. **HIGHWAY** – Stewart Kline presented and recommended:
 - A. A warranty deed on the County Road 200 North Curve Correction Project for Parcel 1 & 1A-B, Janet Jones (the Executor for the Estate of Robert W Jones Jr, Joellen M Burgess a/k/a Joellen Jones Burgess), in the amount of \$9,500.
 - Commissioner Brown moved to approve the deed as presented, second by Commissioner Murtaugh. Motion carried.
 - B. Street acceptance in Three Meadows Subdivision, Section 1, Phase one for the following: Three Meadow Drive for 1,158.03 feet, Twin Lakes Circle for 131.25 feet and Three Meadow Place for 437.76 feet. Additionally, three-year subdivision maintenance bonds for Milestone in the amount of \$28,700 and Atlas Excavating in the amount of \$15,348.72.

- Commissioner Brown moved to approve the streets and bonds as presented, second by Commissioner Murtaugh. Motion carried.
- C. Utility Maintenance Bond for Infrastructure Systems Inc to work in all County Rights-of-way in the amount of \$5,000.
 - Commissioner Murtaugh moved to approve the bond as presented, second by Commissioner Brown. Motion carried.

VII. BUILDING COMMISSION – Attorney Masson presented and recommended:

The state now requires that jurisdictions have a process in place to address conflicts of interest when issuing building permits. This interlocal cooperative agreement is with Lafayette and West Lafayette and establishes that local process.

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

VIII. HUMAN RESOURCES – Shirley Mennen presented and recommended:

A. The proposed 2020 Holiday Schedule which is the same as 2019.

- Commissioner Murtaugh moved to approve the holiday schedule as presented, second by Commissioner Brown. President Byers read off the list of Holidays and then called for a vote. Motion carried.

B. Contract for Background Checks with Justifacts Credential Verification, Inc.

This will be used for all new hires. The fees vary depending upon the extent of the background checks needed.

- Commissioner Brown moved to approve the contract as presented, second by Commissioner Murtaugh. Motion carried.

IX. SHERIFF – Bob Goldsmith presented and recommended:

Establishing a new position for a School Resource Officer (SRO) that is funded by TSC from a new grant. There are now 3 SROs and TSC will be billed for the officer's time.

- Commissioner Murtaugh moved to approve the new position as presented, second by Commissioner Brown. Motion carried.

X. HEALTH DEPARTMENT – Khala Hochstedler presented and recommended:

Establishing a new PAT 3 position for the Fetal Infant Mortality Review Program Director funded for one year through a new grant from the Indiana Department of Health.

- Commissioner Murtaugh moved to approve the new position as presented, second by Commissioner Brown. Motion carried.

XI. GRANTS – Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

A. For Youth Services to continue the Safe Place Grant from July 1, 2020 through June 30, 2022 for up to \$8,000.

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

B. For the Health Department's STD program from the Indian State Department of Health (ISDH) for approximately \$131,555. No local match is required.

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

C. For the Health Department's HIV program from the ISDH for approximately \$40,000. No local match is required.

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

D. For TEMA's 2019 Emergency Management Performance Grant Salary Reimbursement application that covers 50% of the Executive Director, Assistant Director and Administrative Assistant positions at the Emergency Management Agency.

- Commissioner Brown moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.
- E. For the Local Emergency Planning Committees' 2020 Hazard Mitigation Grant Program to send delegates to a HAZMAT conference for training in handling hazardous material incidents and implementation of the Emergency Planning and Community Right-to-know Act (EPCRA). The grant would be for \$15,000 with no local match required.
- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Brown. Motion carried.

Permission to Accept Grants funds:

- A. For TEMA from the Indiana Department of Homeland Security's State Homeland Security Grant program for "Stop the Bleed" kits to be placed in government facilities. The grant is for \$13,500 with no local match required.
- Commissioner Murtaugh moved to accept the grant as presented, second by Commissioner Brown. Motion carried.
- B. For the Health Department from ISDH to support the Fetal-Infant Mortality Review (FIMR) program for West Central Indiana (Tippecanoe County and eleven surrounding counties). This \$62,000 grant will be supplemented by grants from Franciscan, IU and North Central Health Services.
- Commissioner Brown moved to accept the grant as presented, second by Commissioner Murtaugh. Motion carried.
- C. For the Health Department from North Central Health Services to support the FIMR Project for West Central Indiana in the amount of \$10,000.
- Commissioner Murtaugh moved to accept the grant as presented, second by Commissioner Brown. Motion carried.

MOU/Contract:

- A. For Youth Services with Why Try LLC for educational training using \$9,025 in JDAI Grant funds.
- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.
- B. For the Health Department from Franciscan Alliance and IU/Arnett Health to support the FIMR program for West Central Indiana. Each MOA is for \$20,000.
- Commissioner Murtaugh moved to approve the agreements as presented, second by Commissioner Brown. Motion carried.

XII. AUDITOR – Bob Plantenga presented and recommended:

Generally Accepted Accounting Principles (GAAP) Financial Services Agreement with Baker Tilly. This has been discussed in previous meetings and will assist the Auditor to prepare financial statements on an accrual, vs cash, basis as required by the State. The fee estimates are: \$81,600 for 2019, \$62,500 for 2020 and \$48,500 for 2021.

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

XIII. RESOLUTION 2019-28-CM Creating a Joint TIF District with Battle Ground

Commissioner Murtaugh read the resolution and stated that he has met several times with Battle Ground and APC. Boundaries for the new district include the undeveloped commercial site where the hotel was recently demolished, as well as land on SR 43 just north of the Town limits.

- Commissioner Murtaugh moved to approve the Resolution as presented, second by Commissioner Brown. Motion carried.

XIV. TRANSIT PASS-THROUGH AGREEMENT – Elva James, Director of the Area IV Agency on Aging and Community Action presented and recommended:

Rural transit programs in Tippecanoe County only serve Lauramie Township and the current Transit Pass-Through agreement is with the Town of Waveland. The program is

changing, and the County has agreed to act as the new pass through public agency. Attorney Masson stated that he has not seen the final version of the agreement and needs to approve it before it is signed.

- Commissioner Murtaugh moved to authorize the President to sign the agreement upon approval of legal counsel, second by Commissioner Brown. Motion carried.

XV. FAIRGROUNDS RENOVATION PROJECT – Commissioner Brown presented and recommended:

Change Order for a reduction of \$37,000 in dry pipes for the fire suppression system.

- Commissioner Brown moved to approve the contract as presented, second by Commissioner Murtaugh. Motion carried.

XVI. UNFINISHED/NEW BUSINESS – None

Amanda Balsler and Jason Huber reported on the success of the County's team in the Spartan race yesterday.

XVII. REPORTS ON FILE

- Tippecanoe County Building Commission
- Tippecanoe County Park and Recreation
- Tippecanoe County Public Library
- Tippecanoe County Weights and Measures

XVIII. PUBLIC COMMENT – None

Commissioner Brown 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 P. Murtaugh, Member

ATTEST:



Robert A. Plantenga, Auditor 10/21/2019

Minutes prepared by John Thomas, Recording Secretary