

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, May 14, 2019

8:30 a.m.

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

**Councilmembers present:** President Bryan Metzger, Vice President Kevin Underwood, John Basham, Kathy Vernon, Ilana Stonebraker, Lisa Dullum and Roland Winger.

**Others present:** Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

### I. Pledge of Allegiance

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

### II. Auditor's Financial Report – Bob Plantenga

The 2019 financial statement shows a General Fund beginning cash balance of \$10,224,887.37. When adjusting for the projected miscellaneous revenue, property taxes and deductions for circuit breakers it leaves the total funds available of \$58,639,082.37. When deducting encumbrances, the 2019 Budget and minimum balances established by Council the beginning net balance is \$1,876,533.37. We have approved additional appropriations so far this year of \$47,543 with \$8,457 in reductions and have \$50,000 of appropriations requested for today. The available balance for appropriations is \$1,837,447.37.

The Revenue Report shows that the property taxes have not yet been distributed because the Treasurer is just finishing the spring tax collection. There are no significant revenue issues. The revenues are coming in about as expected with some funds a little low and some a little higher.

The fund balances show: 1) the General Fund (1000) is at a little over \$1 million, 2) the state statutes for the Plat Book Fund (1181) have changed to require a \$10 fee for deeds or legal descriptions which pay some salary, and anything related to the digital or paper plat books, 3) the County Elected Officials Training Fund (1217) has been changed to now cover staff training as well as elected officials, 4) the County Self Insurance Fund (4710) has a net increase for the month of April of one-quarter million dollars.

There was discussion about the implications of only having one million dollars in the General Fund. The Auditor stated that the county cannot finish the year in the negative but having periods of a negative balance are not a real concern to the State Board of Accounts. It is typical to go from a negative to a large positive monthly balance and even next month there may be a negative balance. However, by June there will probably be a \$10 Million balance.

### III. Treasurer's Report – Jennifer Weston

The property tax billing will be completed within the next few days. Property tax collections from the Staley Credit Union through May 10<sup>th</sup> are up 36% over last spring and had 56% more transactions. On line payments were up 15% for transactions and 23% for the total amount. A Jumbo CD matured and paid \$140,000 for a monthly total of \$342,277.22 in interest. The graphs of interest from Banking and Investment both increased quite a bit.

The Interest Summary table shows the General Fund receiving over \$411,000 and a total to all accounts of almost \$1 million with 35.9% collected.

### IV. Public Comment on Agenda Items – None

## V. Compliance with Tax Abatement Statement of Benefits

### A. GIO 3 Holdings, LLC (Compliance with Benefits for Real Property)

- Councilmember Winger moved to approve the GIO 3 Holdings Real Property Compliance Report as presented, second by Councilmember Underwood.

Councilmember Dullum stated that this was the first Compliance Report to come before the Council since she was elected and asked how best to evaluate the report. There was then discussion of comparing the original estimated benefits shown on the CF-1 form in the packet to the number of current employees on the SB-1 form (20 and 19 respectively) as well as salaries (\$715,000 to \$750,000 respectively). This is done annually to determine if the tax abatement is justified. If the benefit is found to not be justified a more formal hearing is then initiated. Abatements can only be granted in an economic revitalization area, are typically for 10 years and can include real property and personal property. A list of all abatements is published annually in the newspaper.

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

### B. Apex Warehouse and Logistics LLC (Tax Abatement Compliance with Benefits for two Real Properties)

- Councilmember Winger moved to approve both Apex Warehouse and Logistics Real Property Compliance Reports as presented, second by Councilmember Basham.

Mr. Bill Schurman addressed the Council and stated that they are still in compliance on both properties. The 2012 abatement was for 2 employees and the 2015 abatement was for 20 and the current number of employees is 22.

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

## VI. Resolution 2019-14-CL – Approving the Statement of Benefits for Real Property and Application for Real Property Tax Deductions for Apex Warehouse and Logistics LLC.

- Councilmember Winger moved to approve Resolution 2019-14-CL, Approving the application for Real Property Tax Deductions as presented, second by Councilmember Basham.

Attorney Masson explained that the Resolution approves the new Statement of Benefits for their new development and finds the employment and salary estimates are reasonable. It includes the 10-year abatement schedule. Councilmember Dullum asked if it was on a new property and Mr. Schurman replied that it was a new standalone structure on a separate property. Councilmember Dullum also asked why the abatement was requested and the implications for not approving it. Mr. Schurman stated that there is a very high demand as evidenced by a high number of telephone calls even from competitors as well as similar benefits in counties to the south. So, the competition is high, and this abatement would be passed onto tenants which is a strong incentive to keeps jobs and money in the community. Councilmember Dullum also asked what the abatement would cost County and the Auditor stated that since we don't know what the beginning assessed value would be, so it is not a part of the application. There was then addition discussion about how the abatement is offset by the jobs created the additional material coming into the community. Councilmember Dullum expressed concern that there is not a way to calculate the actual benefits at a time when the County needs more employees and the unemployment rate is low. There was discussion about the relatively small size of the abatement and its minimal impact, the need to be business friendly, that it does not actually reduce the County's revenues and that the value of the property is subject to the standard trending reassessments.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote on Resolution 2019-14-CL. Motion carried with Councilmember Dullum voting no.

## VII. Additional Appropriations:

### A. Superior Court 4 – Judge Zeman

General Fund 1000

Appropriation	\$	50,000	Pauper Attorney.
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- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.  
 Judge Zeman stated that Superior Court spent over \$102,000 last year for Pauper Council. The case load is all drug related and most often involve high numbers of people who are unemployed and often with limited means. Currently there are over \$7,000 in unpaid invoices for conflict attorneys, and with 7 “additional appropriations” last year the Court decided to make this single, large request that should cover the rest of the year, plus or minus \$5,000. Councilmember Winger noted that pauper attorney costs were \$4,500 in 2016, \$29,000 in 2017 and over \$100,000 last year. President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**VIII. Consent Agenda**

**A. Approval of Meeting Minutes** from April 9, 2019

**B. Surveyor – Economic Development Income Tax Fund 1112**

Transfer	\$ 73,484	Culverts & Drains to Transfer to another fund
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**C. Health – PHEP Fund 8476 SF19**

Transfer	\$ 9,816	Salaries / Part Time
	\$ 756	Social Security to Medical Supplies

**D. Clerk – IV-D Incentive Fund 8899**

Transfer	\$ 5,000	Salaries / Part Time to Minor Equipment
	\$ 10,000	Salaries / Part Time to Office Supplies
	\$ 1,147	Social Security to Office Supplies

**E. Prosecutor – APS Fund 9252 SF19**

Transfer	\$ 1,000	Salaries / Full Time to Vehicles
	\$ 6,600	Salaries / Part Time to Buildings & Property
	\$ 2,000	Social Security to Vehicles
	\$ 7,800	Health Insurance to Vehicles
	\$ 8,651	Travel & Training to Vehicles
	\$ 4,930	Vehicle Repair to Office Supplies

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

**IX. Additional Appropriations:**

**A. Prosecutor – Pat Harrington**

Pre-Trial Diversion Fund 2560

Appropriation	\$ 10,000	Transcriptionist
	\$ 5,000	Office Supplies

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Dullum. Motion carried.

**B. Highway – Stewart Kline**

Cumulative Bridge Fund 1135

Appropriation	\$ 174,100	Engineer & Architect
	<u>\$ 263,000</u>	<u>Engineer &amp; Architect</u>
	\$ 437,100	Total Requested

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

The Highway Director stated that this is reimbursements for the Bridge Inventory from INDOT. President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**C. Health – Craig Rich**

Overdose Response Team Fund 8483 FY19

Grant Appropriation	\$ 11,530	Health & Medical Professionals
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Stonebraker.

The appropriation is to increase the number of hours for the recovery coach that is funded through a grant from the Indiana State Department of Health. The coaches receive training to help addicts through the recovery process and make regular reports to ISDH on progress.

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

**D. Community Corrections – Jason Huber**

Comprehensive Opioid Abuse Site Based Program 3 Fund 8665 CF21

Grant Appropriation	\$ 107,013	Salaries / Full Time
	\$ 8,187	Social Security
	\$ 11,986	PERF Retirement
	\$ 5,930	Office Supplies
	\$ 3,185	Minor Equipment
	\$ 36,920	Counseling Consultation
	\$ 5,106	Travel & Training
	\$ 1,413	Duplicating
	\$ 45,519	Health Insurance
	\$ 402	Life Insurance
	\$ 219	LTD Insurance
	\$ 1,823	Worker's Comp
	<u>\$ 227,703</u>	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Stonebraker.

This is the first installment of the three-year grant (no match required) for pre-trial intervention that makes immediate assessments and direct clients to community services early in the process. The new Coordinator will determine how to set up the process and determine the definition of success.

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

**E. Salary Statement for Comm. Corr.**

\$ 56,606	COAP Coordinator PAT IV – New Position
\$ 50,407	COAP Assistant PAT III – New Position.

- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

Jason Huber stated that these are for the above three-year program.

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

**F. Salary Statement for CASA**

\$ 36,801	Staff Advocate PAT III/RPT – New Position
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- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood. Motion carried.

Coleen Conner stated that this position is 100% grant funded and the appropriation was approved last month.

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

**G. Salary Statement for Cary Home**

\$ 40,566	Clinical Case Mgr. PAT II – Additional Position Eliminate Youth Development Supervisor Position.
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- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

Rebecca Humphrey stated that this additional position will not affect the budget because of the elimination of the Youth Development Supervisor. The case manager helps coordinate resident's education, mental health services and coordinating services for the family.

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

**X. Committee Reports – None****XI. Unfinished/New Business – Bob Plantenga**

- A. Little Wea Conservancy District has been in existence for a long time and the County Council now needs to approve their budget, like the Convention Bureau and the Solid Waste Board.
- B. July 1 is when Departmental budgets are submitted to the Auditor and then to Council by July 8th, with PDF Workbooks to the Council by July 18th and the printed version by July 22<sup>nd</sup>. August 27, 2019 is when Budget Hearings begin, with the evening public hearing on September 5, 2019 at 6:00pm and budget approval on September 10<sup>th</sup>.

**C. Auditor's Budget Update**

The 2020 Budget Calendar and the Commissioners salary recommendations to the Council for next year were displayed. Four options for employee salary increases were shown and reviewed as was an estimate of new money from property taxes for 2020. The Commissioners were presented with a list of 28 new position requests for 2020 and should act on them in the next month. One option for funding new positions is the Local Income Tax for Public Safety. The Auditor displayed the state code enabling the tax, how many of the proposed new position could be funded by the tax (22 out of the 28) and the schedule to implement a new tax. The Income Tax Council (ITC) would make the decision to adopt the tax or not and the County has approximately 30 of the 100 total votes on the ITC. Thus, two of the three major jurisdictions in the County will determine the outcome and any local jurisdiction could propose the tax. The Township fire departments may also apply each year for some of the taxes. The Auditor proposed a task force with participation by the other jurisdictions. He estimated that a 1% income tax would generate approximately \$2 million for the County. Additionally, there is another income tax that could be tapped to pay for jail expansion that would be adopted by only the County Council.

There was discussion that involved Commission President Byers about the jail study being finished in June, other projects currently underway (YMCA, Fairgrounds, new HVAC in the Courthouse and the reconstruction of the 5<sup>th</sup> floor of the Courthouse) and the challenges involved with the need for, now, 28 new positions. There was additional discussion about the task force and the need to include representatives for the City Council's. The Human Resources Director described that new positions go through a multi-step process. First the Salary Study (Wagner & Scheelie) may be needed, the reviewed by the Human Resources Department, then the Personnel Committee, then the Commissioners to create the position and finally the Council to appropriate the funds.

There was agreement that a task force needs to proceed with representation by all Councils as well as additional discussion of ways to find savings for next year's budget.

- D. Councilmember Winger requested a legal review and recommendations on future tax abatement provisions that would include claw-back provisions as well as use of local contractors. He provided a copy of similar provisions used in Lafayette.

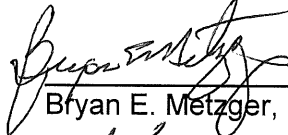
**XII. Public Comment**

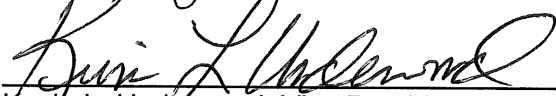
- A. The President reminded the members of the State Board of Accounts County Council Workshop on June 29, 2019.
- B. Extension Director Karen Mitchell stated that they have filled a bilingual educator position (100% grant funded), hired (with federal funds) a Health and Wellness Coordinator and are partnering in an education program concerning invasive species.

**XIII. ADJOURNMENT**

- Councilmember Winger moved to adjourn, and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

  
Bryan E. Metzger, President

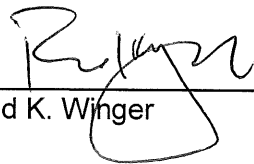
  
Kevin L. Underwood, Vice President

  
John R. Basham II


  
Lisa Dullum

Ilana Stonebraker

Kathy Vernon

  
Roland K. Winger

ATTEST:

  
Robert A. Plantenga, Auditor 6/11/2019

Minutes prepared by John Thomas, Recording Secretary