

TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
September 9, 2014

The Tippecanoe County Council met Tuesday, September 9, 2014 at 8:30 a.m. in the Tippecanoe Room of the County Office Building. Council members present were: President David R. Williams, Vice-President John R. Basham II, Andrew S. Gutwein, Jeffrey A. Kemper, Bryan E. Metzger, Kevin L. Underwood and Roland K. Winger. Others present were: Auditor Jennifer Weston, Attorney Dave Luhman, and Recording Secretary Tillie Hennigar

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

AUDITOR'S FINANCIAL REPORT – Jennifer Weston

Auditor Weston reviewed the General Fund and COIT Fund Financial Statement for September, 2014 stating the beginning net balance of the combined funds is \$2,143,824.32. To date additional appropriations have been granted in the amount of \$350,520.00 of the requested \$419,873.00. Budget reductions total \$27,856.00. Subtracting the miscellaneous expenditures to date of \$7,273.94, the amount available for appropriation is \$1,813,886.38. Requests for today include a carry-over of \$25,000, a tabled request from the August meeting; additional appropriations request for today total \$30,203.00.

	<u>General</u>	<u>COIT</u>	<u>Combined Funds</u>
Minimum Balance Res 2013-24-CL	\$6,000,000.00	\$1,500,000.00	\$7,500,000.00
Beginning Net Balance	\$2,053,949.42	\$ 89,874.90	\$2,143,824.32
Total Additional Appropriations	\$ 419,873.00	\$ 10,774.00	\$ 350,520.00
Total Budget Reductions	\$ 27,856.00	\$ 0.00	\$ 27,856.00
Miscellaneous Expenditures (to date)	\$ <u>7,273.94</u>	\$ <u>0.00</u>	\$ <u>7,273.94</u>
Funds Available For Appropriation	\$1,734,785.48	\$ 79,100.90	\$1,813,886.38

TREASURER'S REPORT – Bob Plantenga

Treasurer Plantenga presented the July Treasurer's Report. The highest interest rate is reflected in May and June due to the collection and holding of property taxes. The July average interest rate and the weighted average interest rate remains the same as June; total interest for July is \$28,466.12.

Chase Bank has a balance of \$37,212.47 for property tax eCheck and credit card payments. Lafayette Bank & Trust had a balance of \$65,718,525.93, earning 0.35%. The balance for Lafayette Savings Bank is \$8,194,073.18 earning 0.62%. Morgan Stanley and First Empire are individual securities without a set interest rate. The total amount in Morgan Stanley is \$11,549,636.57; First Empire has a total of \$2,953,827.53.

PUBLIC COMMENT (Agenda Items) – none

RESOLUTION 2014-15-CL - Approving the Tippecanoe County Library Issuance of Bonds

Jos Holman, Librarian for the Tippecanoe County Public Library thanked the Council for allowing him to speak about a resolution that is important to the future of the library. He said the President of the Library Board, Dinah McClure was unable to attend. In 2015, they hope to break ground on a new branch at 5442 East 50 South. The new branch will be similar to the one at Klondike, located in a neighborhood of homes, children, local clubs, and agencies. The building will be approximately 14,000 square feet. A \$2 million bond will be issued; construction is expected to be under \$3 million. The library received a gift of

SCANNED

\$300,000, allowing the bond to be less than construction cost. Mr. Holman said once the resolution is accepted, they will post a public notice to sell bonds. The board hopes to take action at the November 4th meeting and sell the bonds prior to Thanksgiving. Councilmember Gutwein asked if the current budget is sufficient to satisfy the additional debt service. Mr. Holman said in terms of debt service, the library has the right to issue approximately \$38 million in debt; currently, they have \$1.4 million in bonds.

- Councilmember Gutwein moved to approve Resolution 2014-15-CL as presented, second by Councilmember Winger; motion carried.

RESOLUTION 2014-16-CL – TAX ABATEMENT FOR VOESTALPINE ROTEC

President of Voestalpine Rotec Andrew Ball thanked the Council for the opportunity to address them. He stated the support he has received from the Council and the department heads in obtaining permits has been effortless and construction is close to completion.

- Councilmember Gutwein moved to approve Resolution 2014-16-CL as presented, second by Councilmember Metzger; motion carried.

CONSENT AGENDA

Approval of Meeting Minutes

Joint Special Meeting – July 8, 2014

Regular Meeting – August 12, 2014

Fairgrounds – General Fund 001

Transfer	\$ 1,105	Buildings / Maintenance & Repair to Garage / Maintenance
	\$ 779	Buildings / Maintenance & Repair to Maintenance / Grounds
	\$ 75	Utilities / Dumpster to Garage / Maintenance
	\$ 17	Utilities / Dumpster to Maintenance / Miscellaneous

Prosecutor – IFSSA APS “C” Fund 253

Transfer	\$ 477	Gen Operating / Gen Operating- Misc to Salaries & Wages / Full Time Emp
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WIC – WIC FY2014 Fund 880

Transfer	\$ 40,200	Personal Services to Dept / Educational Materials
	\$ 4,300	Personal Services to Equipment / Miscellaneous
	\$ 500	Contracts / Cleaning to Equipment / Miscellaneous

Auditor – Plat Book Fund 165

Transfer	\$ 400	Maintenance / Rebinding to Office Expense / Office Supplies
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- Councilmember Kemper moved to approve the Consent Agenda as presented, second by Councilmember Basham; motion carried.

SUPERIOR COURT 3 – Laurie Wilson
Sup Ct 3 - DFC Grant 14/15 Fund 158

Grant Facilitator Wilson said Superior Court 3 received a \$3,000 grant from the Drug Free Coalition of Tippecanoe County. The funds will be used to complete substance abuse assessments.

Grant Appropriation \$3,000

\$ 3,000 Administrative / Other Prof Services

- Councilmember Metzger moved to approve the grant for Fund 158 as presented, second by Councilmember Basham; motion carried.

PROSECUTOR –Patrick Harrington
DTF Coalition Grant Fund 251

Prosecutor Harrington said the grant is from the Drug Free Coalition which is received every year for the Drug Task Force.

Grant Appropriation \$20,803

\$ 20,803 Equipment / Law Enforcement

- Councilmember Kemper moved to approve the grant appropriation for the Prosecutor for Fund 251 as presented, second by Councilmember Winger; motion carried.

Salary Statements

Prosecutor Harrington said the Salary Statements are for positions that have not been updated since 1998. The positions include the Legal Assistant, Legal Secretaries, and the Administrative Assistant. The Administrative Assistant is second in charge in Child Support with a staff of 15 to supervise and evaluate in addition to normal job duties. The Personnel Committee reviewed and approved the increases. The additional appropriation will cover the increases through year end 2014 and should be effective September 7, 2014.

Salary Statements \$138,433

\$ 36,357	Legal Assistant (C4)
\$ 36,130	Legal Secretary (C3)
\$ 32,973	Legal Secretary (C3)
\$ 32,973	Legal Secretary (C3)

Salary Statement –IV-D

Salary Statement \$41,601

\$ 41,601 Administrative Assistant (C5)

- Councilmember Gutwein moved to approve the Salary Statements for the Prosecutor Legal Assistant, Legal Secretaries, and Administrative Assistant as presented, second by Councilmember Kemper; motion carried.

General Fund 001**Additional Appropriation \$4,100**

\$	3,500	Salaries & Wages / Full Time Employee
\$	250	Social Security / Social Security
\$	350	Retirement / PERF

Additional Appropriation – IV-D \$1,185

\$	1,000	Salaries & Wages / Full Time Employee
\$	75	Social Security / Social Security
\$	110	Retirement / PERF

- Councilmember Gutwein moved to approve the additional appropriations for Fund 001 and IV-D as presented, second by Councilmember Kemper; motion carried.

PUBLIC DEFENDER – Amy Hutchison**General Fund 001**

Public Defender Hutchison requested the tabled item from August be tabled again.

Additional Appropriation (Tabled Aug) \$25,000

\$	25,000	Admin/Other Professional Services
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President Williams said the appropriation will remain on the table.

Public Defender Hutchison said the \$17,500 additional appropriation request is for contempt issues. Historically, Judge Rush requested two hours court time and then three hours; the attorneys do not have time for one and a half days per week. There are three options: 1) hire a regular part time defender but Ms. Hutchison does not recommend that as it will be 11½ hours of court time all day Wednesday and a half day Thursday. Two people might be needed with ten hearings per hour; 2) have the court appoint an attorney and pay \$75 per hour with an increase to the Pauper Attorney account. If the attorney is in court for 11½ hours per day for 50 weeks, it totals approximately \$43,000; 3) contract two positions at \$30,000 a year. Public Defender Hutchison said she does not have the history to know how much is needed since it is a new law. The suggestion she offered is to begin with one attorney since the contract will end in December; two may be needed going forward. The additional appropriation request of \$17,500 is for two contracts for the balance of the year. Councilmember Kemper suggested hiring one person and asked what the time frame would be for hiring someone to the position. Ms. Hutchison said the job would be posted, October 1st would be the earliest someone could start; October 15th is more realistic.

Additional Appropriation \$7,000

\$	7,000	Administrative/Other Prof Services
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Councilmember Kemper moved to approve an additional appropriation of \$7,000 for the contractual services request from the Public Defender, second by Councilmember Gutwein; motion carried.

PROBATION – Laurie Wilson
Juv Probation DFC Grant 14/15 Fund 508

Grant Facilitator Wilson said the grant for Probation is from the Drug Free Coalition in the amount of \$5,400. The grant will be used for synthetic marijuana drug screens.

Grant Appropriation \$5,400

\$ 5,400 Gen Operating/Drug & Alcohol Screens

Councilmember Gutwein moved to approve the grant appropriation for Probation Fund 508 as presented, second by Councilmember Kemper; motion carried.

COMMUNITY CORRECTIONS – Dave Heath
Salary Statement

Community Corrections Director Heath said the request is a reclassification of the Surveillance/K9 Officer. Following Personnel Committee review, the position was changed from a POLE 2 to a POLE 3. The reclassification is effective September 7, 2014.

Salary Statement \$40,466

\$ 40,466 Surveillance / K9 Officer (POLE 3)

- Councilmember Metzger moved to approve the reclassification for Community Corrections as presented, second by Councilmember Kemper; motion carried.

MITTS – David Sturgeon
Salary Statement

In the absence of CIO Sturgeon, Councilmember Underwood stated the two MITTS positions have been through the reclassification procedures by the Personnel Committee. The reclassifications are effective September 7, 2014.

Salary Statements \$114,802

\$ 57,338 Network Administrator II (SO)
 \$ 57,464 System Administrator I (SO)

- Councilmember Underwood moved to approve the salary statements for MITTS as presented, second by Councilmember Winger; motion carried.

HEALTH – Craig Rich
Local Health Dept Trust Fund 761

Health Department Director Rich said the grant appropriation from Fund 761 is for vaccines.

Grant Appropriation \$ 25,000

\$ 25,000 Departmental / Medical

- Councilmember Underwood moved to approve the grant appropriation for Fund 761 as presented, second by Councilmember Metzger; motion carried.

Salary Statement

Director Rich said the salary statement request is a reclassification of the Office Manager/Registrar at the 629 Building. The reclassification is effective September 7, 2014.

Salary Statement \$35,232

\$ 35,232 Office Manager / Registrar (C4)

- Councilmember Gutwein moved to approve the reclassification as presented, second by Councilmember Underwood; motion carried.

HIGHWAY – Opal Kuhl

Project (Revolving) Fund 780

Commissioner Murtaugh said the \$800,000 additional appropriation request is the County share of the removal of the dirt at the GE Aviation site; the City will share in the same amount. Part of the negotiation with GE was removal of the dirt and the bid was \$1.6 million. The State will reimburse \$700,000 once the invoice is paid and funds will be returned to SE TIF proceeds.

Additional Appropriation \$800,000

\$ 800,000 General Operating / Miscellaneous

- Councilmember Basham moved to approve the appropriation for the SE TIF funds to pay County's share of the GE soil stockpile removal at East 350 South and David Howarth Drive as presented, second by Councilmember Kemper; motion carried.

Salary Statement

Highway Director Kuhl presented two salary statement requests for Project Supervisor, saying previously Highway had an Engineering Technician II, an Engineering Technician III, and a Construction Supervisor. The three people do exactly the same thing, managing projects in the field, managing paperwork, inspections, and testing. The request will bring the three people to the same level. The effective date is September 7, 2014.

Tiptecanoe County is one of the few counties completing their own inspections on Federal Aid projects; saving \$400,000 - \$500,000 a year in inspection fees that used to be paid to consultants.

Salary Statement \$110,328

\$ 55,164 Project Supervisor (P5)
55,164 Project Supervisor (P5)

- Councilmember Winger moved to approve the Salary Statements for Highway as presented, second by Councilmember Gutwein; motion carried.

COMMISSIONERS - David Byers/Laurie Wilson
Drug Free Community Fund 741

Grant Facilitator Wilson said the Drug Free Coalition receives grant funds each year. The amount of \$132,127 covers the grant funds for the three departments previously appropriated.

Additional Appropriation \$132, 127

\$ 132,127 General Operating/Gen Operating Misc

- Councilmember Underwood moved to approve the Drug Free Community Fund 741 additional appropriation as presented, second by Councilmember Kemper; motion carried.

Salary Statement (HR)

Salary Statement (Maint)

Commissioner Byers presented Salary Statements for Human Resources and Maintenance, saying the HR responsibilities have increased due to the Wellness Clinic. The Maintenance Department positions will correct the salary for the Assistant Maintenance Director and reshape the Maintenance Director position to place all buildings under one Director, increasing his workload. The positions have all been reviewed and approved by the Personnel Committee and should be effective September 7, 2014. Auditor Weston said the Maintenance Director should be listed as a SO classification, not Exec 2; the pay is the same.

Salary Statement \$100,417

\$ 61,240 Human Resources Director (Exec 2)
 \$ 39,177 Assistant HR Director (C5)

Salary Statement \$102,406

\$ 61,240 Maintenance Director (Exec 2)
 \$ 41,166 Assistant Maintenance Director (LTC 5)

- Councilmember Kemper moved to approve the salary statements for HR Director, Assistant HR Director, Maintenance Director, and Assistant Maintenance Director as presented, second by Councilmember Underwood; motion carried.

COIT FUND 002

Additional Appropriation (HR) \$4,917

\$ 2,104 Salaries & Wages / Appointed Official
 \$ 2,032 Salaries & Wages / Full Time Employee
 \$ 317 Social Security / Social Security
 \$ 464 Retirement / PERF

Additional Appropriation (Maint) \$2,501

\$	2,104	Salaries & Wages / Appointed Official
\$	161	Social Security / Social Security
\$	236	Retirement / PERF

- Councilmember Kemper moved to approve the additional appropriation for the two positions in HR and the two positions in Maintenance as presented, second by Councilmember Underwood; motion carried.

COMMITTEE REPORTS

Councilmember Basham said the Romney Sewer District met on August 27th and received a report from Hometown Engineering from Indianapolis. The project is approaching 90% of pre-work with a \$2.5 million grant from the State Revolving Fund and a \$1.7 million grant from Rural Development. There is a small issue with boundaries but the attorneys and Hometown Engineering have prepared letters which were hand delivered by Councilmember Basham to Congressman Todd Rokita. Conversations were also held with Senator Alting regarding the ten year process. The Romney sewer is as close as it has ever been to being completed.

Councilmember Kemper commended HR Director Mennen and the outside firm Waggoner, Irwin, and Scheele on analyzing the department head positions and those in key positions and upgrading salaries to a fair level.

UNFINISHED/NEW BUSINESS - none

COMMISSIONER FYI

Commissioner Byers announced the following:

- A Department Head meeting at noon on September 17 in the Tippecanoe Room.
- Laurie Wilson will be moving to Tennessee, her last day will be October 3. She has helped find numerous grants and will be hard to replace. The job description is currently being reviewed and will be posted soon.

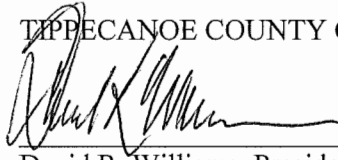
PUBLIC COMMENT

Jeff Cooke – 331 Columbia Street, Lafayette – Mr. Cooke stated he has listened with interest about the budget spending and considerations. It seems the fiscal responsibility is the word of the day going forward for the 2015 budget. He had the Auditor print the 2015 budget for him and doesn't understand how the Council members make sense of all the categories and pages. During his last four years of being drawn into the assessment and political process, he has become interested in how the Council does what it does. He thanked the Council for what will occur later today and as they approach the 2015 budget. He understands the budget currently has a \$1.5 deficit and he plans to offer the opportunity to help with hundreds of thousands of dollars of wasted taxpayer funds.

As there were no other public comments, Councilmember Basham moved to adjourn.

Meeting adjourned at 9:16 a.m.

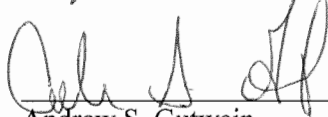
TIPPECANOE COUNTY COUNCIL



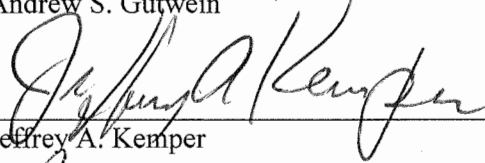
David R. Williams, President



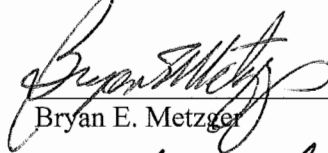
John R. Basham II, Vice President



Andrew S. Gutwein



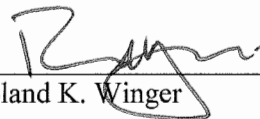
Jeffrey A. Kemper



Bryan E. Metzger

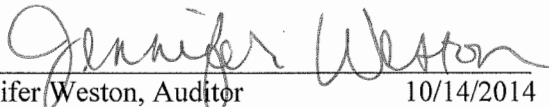


Kevin L. Underwood



Roland K. Winger

ATTEST:



Jennifer Weston, Auditor

10/14/2014

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant

