

**TIPPECANOE COUNTY COUNCIL**  
**REGULAR MEETING**  
**August 13, 2013**

The Tippecanoe County Council met Tuesday, August 13, 2013 at 8:30 a.m. in the Tippecanoe Room of the County Office Building. Councilmembers present were: President Roland K. Winger, Vice-President David R. Williams, John R. Basham II, Andrew S. Gutwein, Jeffrey A. Kemper, Bryan E. Metzger, and Kevin L. Underwood. Others present were: Auditor Jennifer Weston, Attorney Doug Masson, and Recording Secretary Tillie Hennigar.

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

**AUDITOR'S FINANCIAL REPORT**

Auditor Weston reported a beginning net balance of \$7,474,134.88 for the General Fund. To date, additional appropriations granted total \$181,119 and reductions granted total \$8,464. Deducting the miscellaneous expenditures to date of \$6,209.37, the uncommitted funds balance is \$7,295,270.51 for General Fund 001.

The beginning net balance for COIT Fund 002 was \$282,639.00. To date, additional appropriations granted total \$6,890.00. There were no reductions or miscellaneous expenditures, leaving an uncommitted funds balance of \$275,749.00.

	<u>General</u>	<u>COIT</u>
Beginning Net Balance	\$7,474,134.88	\$282,639.00
Total Additional Appropriations	\$ 181,119.00	\$ 6,890.00
Total Budget Reductions	\$ 8,464.00	\$ 0.00
Miscellaneous Expenditures (to date)	\$ 6,209.37	\$ 0.00
<b>Uncommitted Funds</b>	<b>\$7,295,270.51</b>	<b>\$275,749.00</b>

Auditor Weston said she expected the COIT Fund to have a positive balance this month; however, the premiums for County Workers Compensation were paid. For cash flow purposes, it will help to have the COIT Reserve Fund transferred into the COIT Fund.

**TREASURER'S REPORT** – Bob Plantenga

In the absence of Treasurer Plantenga, Auditor Weston reviewed the interest and bank statements from June. The June interest is \$40,749.35, up approximately \$3,000 from May. The average interest rate and the weighted average interest rate for June remains the same; the total interest rate is up slightly.

Chase Bank has a balance of \$14,259.47. Lafayette Bank & Trust has a balance of \$69,149,659.04, earning 0.35%. Lafayette Savings Bank has a balance of \$8,138,864.06 earning .62%. Morgan Stanley and First Empire are individual securities without a set interest rate. The total amount in Morgan Stanley is \$12,099,462.84; First Empire has a total of \$853,795.66. Auditor Weston noted one of the Morgan Stanley investments reflects interest of \$14,427.09; up from last month.

**PUBLIC COMMENT** (Agenda Items) – none

**CONSENT AGENDA**

Approval of Meeting Minutes

Regular Council Meeting – July 9, 2013

Judge Williams noted that one Deputy Public Defender is contracted for appeals; however, he is limited in the number of appeals he can handle and if instances come up where there is a conflict, a local council has to be retained to handle the appeal.

**Additional Appropriation \$22,000**

\$	20,000	Court Expenses / Pauper Attorney
	2,000	Administrative / Other Professional Services

- Councilmember Kemper moved to approve the appropriation request for Superior Court 1 as presented, second Councilmember Gutwein; motion carried.

**SHERIFF** – Tracy Brown

**Extradition & Sheriff's Assistance Fund 194**

Sheriff Brown requested an annual appropriation of \$140,000 saying, last year there were some situations where bonds were forfeited. Doing so, benefited the Sheriff Department at budget time. When a defendant fails to appear for court, the Surety has to surrender the bond; 20% goes to cost and 80% is split equally between the Pension Plan and the Extradition Fund. Last year, a few bonds were forfeited from Superior Court 2 and over \$140,000 was directed to the two sub accounts. The County Extradition Fund law prior to July 1 was that the funds could only be spent on extraditing prisoners; it would take Tippecanoe County five or six years to exhaust the funds. As of July 1, Senate Bill 24 changed the law and the County Extradition Fund is now the County Extradition and Sheriff's Assistance Fund. The bill now allows the money to also be spent on training and anything that assists the department in providing law enforcement services in the community.

Sheriff Brown said the Sheriff Department has had an arrangement with software provider SunGard OSSI for many years. SunGard is the software backbone of everything in police work – CAD, computer dispatch, records management system, internal affairs, and the fleet – all is purchased through SunGard. A fee is paid equal to 18–22% of the initial purchase cost for annual maintenance; primarily from 911 funds. When the 911 law changed in July, 2012, the eligible expenses list changed and the 911 funds can only be used for expenses directly related to 911. As a result of the 911 law, expenses related to the SunGard system are no longer eligible to be paid from the 911 Fund. From the annual maintenance bill of almost \$230,000 to date, only \$60,000 can be paid from the 911 Fund. Sheriff Brown has been working with the other fire and police chiefs to divide the bill. In the 2014 Sheriff budget, a new line item is added specifically for software maintenance. Lafayette and West Lafayette Police, Fire, and Emergency Ambulance Services will pay their share of the software maintenance.

The request is an appropriation from the 2012 forfeitures money to pay the SunGard bill. Councilmember Basham noted Fund 194 has a balance of \$147,000.

**Annual Appropriation \$140,000**

\$	140,000	General Operating / Software Services
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- Councilmember Williams moved to approve the annual appropriation from Fund 194 as presented, second by Councilmember Metzger; motion carried.

**SUPERIOR COURT 3** – Judge Faith Graham

**Sup 3 Diversity Employment Fund 618**

Grant Facilitator Laurie Wilson said Superior Court 3 received a \$9,000 grant from the Indiana Supreme Court. The grant will be used to hire an intern to assist with duties in the court.

4,500 Office Expense / Office Supplies

- Councilmember Gutwein moved to approve the Public Defender User Fee Fund 555 appropriation as presented, second by Councilmember Kemper; motion carried.

**CORONER** – Donna Avolt  
**General Fund 001**

Coroner Donna Avolt requested \$60,000 for autopsies, saying the funds should last through the end of the year, without homicides. August 1 through December 31, 2012, 37 autopsies were performed.

Coroner Avolt explained the handout which was provided to the Council, saying the numbers were acquired by meeting with the Health Department. In 2012, there were 1,347 deaths in Tippecanoe County, 221 (16%) were Coroner cases. Of the 221 cases, 76 (34%) autopsies and 90 toxicology tests were performed. The average cases per month were 18.

**Additional Appropriation \$60,000**

\$ 60,000 Departmental / Autopsies

- Councilmember Metzger moved to approve the additional appropriation for the Coroner as requested, second by Councilmember Williams; motion carried.

**HEALTH** – Dr. Jeremy Adler

**Local Health Department Trust A Fund 761**

Grant Facilitator Wilson said the Local Health Department Trust A Fund 761 is the former tobacco account. It is a continuation grant and the request is the same as the prior year.

**Grant Appropriation \$98,142**

\$ 27,750	Salaries & Wages / Part Time - Regular
2,123	Social Security / Social Security
750	Office / Office Supplies
23,707	Departmental / Medical
2,250	Training Costs / Travel & Training
4,062	Utilities / Miscellaneous
30,000	Contracts / Consultant
6,000	Equipment / Software
1,500	Equipment / Miscellaneous

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

Commissioner Tom Murtaugh said there is an immediate need for the action request due to the absence of the Health Department Administrator and no second in command. The Commissioners felt it necessary to have an administrator in place for upcoming budget hearings, to fill and train an open position within the department, and perform daily administrative tasks. Dr. Adler identified a current employee who is willing to consider the position on an interim basis. Waggoner, Irwin, and Scheele recommended the position be a PAT 5 with a salary of \$51,950. Auditor Weston said the salary statement form was presented to her this morning with the position and salary as just stated. With Council approval, the salary request would be retroactive to August 11.

- Councilmember Underwood moved to approve the additional appropriation for EDIT Fund 301 as presented, second by Councilmember Kemper; motion carried.

#### **RESOLUTION 2013-24-CL ESTABLISHING MINIMUM FUND BALANCES**

President Winger said the Council packet includes the final consensus for target minimum balances of the major funds. Resolution 2013-24-CL establishes the minimum fund balances. President Winger reviewed the target amounts for each fund. Councilmember Basham said the Rainy Day Fund should be cut in half and shared with the other entities; adding more to County Highway or Local Road and Street. Councilmember Williams clarified that money is not being placed anywhere; they are simply minimum balances that will hopefully be attained. President Winger said the amount is a target but does not bind the County to not spend below the minimum balance amount. Unless there are extenuating circumstances, money will not be appropriated out of those funds. He noted that Auditor Weston estimated \$11 million in Rainy Day at the end of 2013. Councilmember Basham said the Rainy Day Fund should be \$5.5 million. Councilmember Gutwein said it is difficult to know what amount is enough and what would be needed if there was a disaster. He continued to say there could be a time in the future with an economic downturn in which revenue could dry up. Auditor Weston said the Financial Consultant recommended an annual review. President Winger said Auditor Weston and Consultant Guerrettaz continue to work on the details of projections on all the things that affect fund balances, with the propositions of Build Tippecanoe and the investment in assets to guide Council through the budget process.

- Councilmember Gutwein moved to approve Resolution 2013-24-CL, second by Councilmember Underwood; motion carried.

#### **ORDINANCE 2013-26-CL AUTHORIZING TRANSFER OF COIT RESERVE TO COIT FUND – 1<sup>st</sup> Reading**

President Winger said another item from the sustainability planning merges COIT Reserve into the COIT Fund.

- Councilmember Gutwein moved to approve Ordinance 2013-26-CL, second by Councilmember Underwood.

Auditor Weston recorded the vote.


Winger	Aye
Williams	Aye
Basham	Aye
Gutwein	Aye
Kemper	Aye
Metzger	Aye
Underwood	Aye


Ordinance 2013-26-CL passed 7-0 on first reading.

#### **APPOINTMENT TO PROPERTY TAX ASSESSMENT BOARD OF APPEALS (PTABOA)**

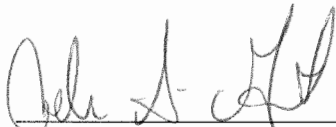
Due to the resignation of Kevin Bol from the PTABOA Board, Matt Washburn has been recommended to serve on the board. Matt works with Realty Advisors and has been in business in Lafayette for over 20 years. The term is annual.

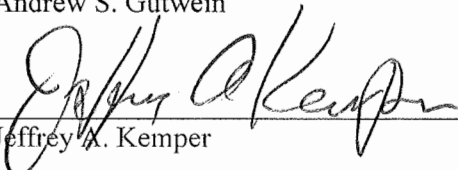
TIPPECANOE COUNTY COUNCIL

  
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Roland K. Winger, President

  
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David R. Williams, Vice President

  
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John R. Basham II

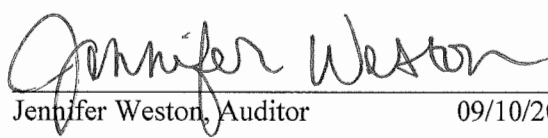
  
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Andrew S. Gutwein

  
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Jeffrey A. Kemper

  
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Bryan E. Metzger

  
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Kevin L. Underwood

ATTEST:

  
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Jennifer Weston, Auditor      09/10/2013

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