

Tippecanoe County Board of Commissioners

Meeting Minutes

Tuesday, February 22, 2022

10:00 am

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

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

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

- I. **PLEDGE OF ALLEGIANCE** – President Byers called the meeting to order and led the Pledge of Allegiance
- II. **APPROVAL OF MINUTES** from Monday, February 07, 2022.
 - Commissioner Brown moved to approve the minutes as presented, second by Commissioner Byers. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Paula Bennett presented and recommended:

The claims from February 10, 2022, through February 22, 2022, were recommended for approval without 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 February 18, 2022 was recommended for approval without exception.

 - Commissioner Brown moved to approve the Payroll as presented, second by Commissioner Byers. Motion carried.
- V. **HIGHWAY** – Stewart Kline presented and recommended:
 - A. The awarding of the Community Crossings Matching Grant 2021-2 Culvert FAI312 & WAB529 Contract to Milestone Contractors LP, in the amount of \$797,976.40. This is the low bid and has been found to be in order.
 - Commissioner Brown moved to approve the culvert replacement contract as presented, second by Commissioner Byers. Motion carried.
 - B. An LPA Consulting Contract for County Bridge Inspection with VS Engineering, in the amount of \$848,624. This company was selected for the 2022-2025 Bridge Inspection back in November of 2021. The proposed contract has been reviewed and approved by INDOT.
 - Commissioner Brown moved to approve the contract as presented, second by Commissioner Byers. Motion carried.
- VI. **AUDITOR** – Robert Plantenga presented and recommended:

Auditor Plantenga advised that his department has to complete GAAP-compliant financial reporting at the end of the year, and part of it covers post-employment benefits. In order to get that report done, an actuary study has to be completed. The Auditor is requesting the approval of a contract with Nyhart to complete that study, in the amount of \$6,900 for 2021 and \$3,800 for 2022.

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

VII. CONTRACT WITH ARKOR FOR VILLA SALON ADA IMPROVEMENTS – David Byers presented and recommended:

The approval of a contract with Arkor, to complete some architectural and engineering design services for the Villa Salon, to make it ADA accessible and compliant. This contract is in the amount of \$10,000.

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

VIII. PROFESSIONAL SERVICES AGREEMENT FOR ANIMAL CARE SERVICES – Tracy Brown presented and recommended:

A professional services agreement. with Emma Banter, to provide services at Crystal Creek Kennel, in the amount of \$20 an hour and 40 hours a week. The Commissioner were notified before the first of the year that there would be some changes at Crystal Creek Kennel, which is the company that hold the contract for animal sheltering services for the County. These changes require that the County take a more active role out at the Kennel. This is the reason that the agreement is needed.

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

IX. TCCO – HUSTON GENERATOR SERVICE AGREEMENT – Tracy Brown presented and recommended:

A Generator Services Agreement with, Huston Generator, to service and maintain the new generator at the Tippecanoe County Central Offices. The agreement is in the amount of \$636 a year.

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

X. COMMUNITY CORRECTIONS – Jason Huber presented and recommended:

Creation of New Positions:

1. Education Coordinator, PAT III for the COSAAP 3-year Grant, with the position expiring in October 2024. The position has been through the personnel committee and received their approval.
 - Commissioner Brown moved to approve the position for the term of the grant as presented, second by Commissioner Byers. Motion carried.
2. Life Skills Coordinator, PAT III through the DOC Grant, which is not an expiring Grant, and will be funded as long as the Department of Corrections will provide the position through the yearly grant process. The position has been through the personnel committee and received their approval.
 - Commissioner Brown moved to approve the position for the term of the grant as presented, second by Commissioner Byers. Motion carried.
3. Case Manager, POLE II for the COSAAP 3-year Grant, with the position expiring in October 2024. The position has been through the personnel committee and received their approval.
 - Commissioner Brown moved to approve the position for the term of the grant as presented, second by Commissioner Byers. Motion carried.

Title Change:

Requesting the title change of 2 Case Manager positions to 2 Intake Officers positions.

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

XI. GM DEVELOPMENT COMPANIES LLC – Tracy Brown presented and recommended:

The approval of the February Disbursement request for the projects at the Sheriff's Office, and at Community Corrections, for a total of \$635,311.47.

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

XII. GRANTS – Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

A. For the Health Department, from the Family Social Service Administration (FSSA)/Division of Mental Health and Addiction (DMHA), for funding in a sixteen-month grant to support development and capacity building of community coordination on substance use treatment and recovery.

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

B. For the Sheriff's Department, from the Indiana Criminal Justice Institute (ICJI), for overtime for deputies to monitor school bus pick-up locations during the spring (March thru May) and the fall (August thru September) semesters of 2022.

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

C. For CASA and Prosecutor, from Victims of Crime Act (VOCA), for the continuation of their current program here in Tippecanoe County.

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

Permission to Accept Grant Funds:

A. For the Sheriff, from the Coffin Family Foundation, towards a new dual-purpose K-9. The amount is \$10,000, and no match from the County is required.

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

XIII. REPORTS ON FILE

- Tippecanoe County Coroner
- Tippecanoe County Central Mail, Accounts Payable, Duplications
- Tippecanoe County Weights and Measures
- Tippecanoe County Clerk of the Circuit Court
- Tippecanoe County Treasurer

XIV. UNFINISHED/NEW BUSINESS – None

XV. PUBLIC COMMENT

Commissioner Brown noted that this is a recognition week for Emergency Management Agencies across the State of Indiana. The Commissioners will be working on a proclamation to be released soon. For right now, Commissioner Brown extends his thanks to Smokey Anderson, his staff, and many volunteers. He notes that they deal with floods, tornados, and inclement weather and put in many of hours. He wants to recognize them for their efforts.

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 Murtaugh, Member

ATTEST:

Robert A Plantenga, Auditor 03/07/2022

Minutes prepared by Jennifer Wafford, Recording Secretary