

# Tippecanoe County Board of Commissioners

## Meeting Minutes

Monday, May 4, 2020

10:00 am

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

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

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

- I. **PLEDGE OF ALLEGIANCE** – President Brown called the meeting to order and lead the Pledge of Allegiance
- II. **APPROVAL OF MINUTES** from Monday, April 20, 2020.
  - Commissioner Murtaugh moved to approve the minutes as presented, second by Commissioner Byers. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Paula Bennett:
 

The claims from April 4, 2020 through May 4, 2020 were recommended for approval without exception.

  - Commissioner Byers moved to approve the Accounts Payable as presented, second by Commissioner Murtaugh. Motion carried.
- IV. **PRESENTATION OF PAYROLL** – Paula Bennett
 

The payroll from May 1, 2020 was recommended for approval without exception.

  - Commissioner Byers moved to approve the Payroll as presented, second by Commissioner Murtaugh. Motion carried.
- V. **HIGHWAY** – Stewart Kline presented and recommended:
  - A. Awarding of the bid for CR500N and CR50W Intersection Improvement Project to Reith Riley for \$1,055,384.50 with the \$140,000 Alternate bid reduction for closing the road.
    - Commissioner Murtaugh moved to award the contract as presented, second by Commissioner Byers. Motion carried.
  - B. Letter approving the Highway Maintenance Division Summer Hours of four 10-hour days from May 26 to September 14 to provide more efficient use of employee time.
    - Commissioner Murtaugh moved to approve the summer hours as presented, second by Commissioner Byers. Motion carried.
  - C. Staff position changes that combine two positions and create one new position. All are Commit 3 with no change in costs. The resulting two Administrative Assistance positions do not need to go through the Personnel Committee but will need to be approved by County Council.
    - Commissioner Murtaugh moved to approve the staff position change as presented, second by Commissioner Byers. Motion carried.
- VI. **HUMAN RESOURCES** – Shirley Mennen presented and recommended:
  - A. Agreement with Castlight and a new Service Order Form that is necessitated by internal changes from their being acquired by Anthem.
    - Commissioner Murtaugh moved to approve the contract and Form as presented, second by Commissioner Byers. Motion carried.

- B. Reciprocity Agreement for MASE Trust Clinics that allows Tippecanoe County employees to use health clinics in Crawfordsville, Monticello, Kentland and several other small communities and visa-versa. Commissioner Murtaugh ask how many would use the Tippecanoe County Clinic and Mrs. Mennen stated that she felt that most would use the clinic closest to their home.
- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

**VII. GRANTS** – Sharon Hutchison presented and recommended:

**Permission to Apply for Grants:**

- A. For the Circuit Court from the Indiana Supreme Court for Judge Persin's Veteran's Court in the amount of \$6,500 to continue the program.
- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Byers. Motion carried.
- B. For the Sheriff's Office from the US Department of Justice for approximately \$10,000 to purchase bullet proof vests.
- Commissioner Byers moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.
- C. For Community Corrections from the Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) from the Bureau of Justice Assistance for continuation of the current programs.
- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Byers. Motion carried.

**Permission to Accept Grants funds:**

For the Health Department's COVID 19 program from CDBG funds in the amount of \$100,000 to pay for isolating and quarantine of some COVID 19 individuals.

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

**VIII. FAIRGROUNDS PROJECT: Three Change Orders and One Agreement**

- A. With Davidson Excavating to remove some stormwater lines from the contract for a deduction of \$17,757.
- Commissioner Byers moved to approve the change order as presented, second by Commissioner Murtaugh. Motion carried.
- B. With Shepler Construction for new headers, sills and flashing in the amount of \$5,744.
- Commissioner Byers moved to approve the change order as presented, second by Commissioner Murtaugh. Motion carried.
- C. With J.R.Kelly for increased cement around the overhead doors in the amount of \$2,699.
- Commissioner Byers moved to approve the change order as presented, second by Commissioner Murtaugh. Motion carried.
- D. Agreement with Denny Excavating for demolition in the amount of \$258,400.
- Commissioner Byers moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

**IX. CENTRAL OFFICES PROJECT (1950 S 18th Street, former YMCA) – Change Order:**

With Central Indiana Glass to remove some exterior doors and glass from the contract for a deduction of \$4,500.

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

**X. REPORTS ON FILE**

-Tippecanoe County Building Commission

**XI. UNFINISHED/NEW BUSINESS**

## Opening up of County Government Offices

Commissioner Murtaugh stated that the status quo has worked well, and this would be maintained through the week. The building will continue to be closed to the public with essential employees in the building and the remainder working from home.

Commissioner Brown stated that the Health Department recommended the County follow best practices, not let up too soon, keep the status quo, open slowly and in stages, have employees work remotely but still provide County services.

Commissioner Murtaugh stated that the Treasurer is accepting in person payments directly inside the front doors of the County Office Building from 8:00 to 4:30 through May 11.

Commissioner Byers encouraged employees to talk with their department head for direction.

Commissioner Murtaugh talked recently with Heather Maddox and she relayed that 60% of the households in Tippecanoe County had already completed the 2020 Census forms.

**XII. PUBLIC COMMENT**

John Thomas presented Amber Noll's County Extension Office update.

Commissioner Byers moved to adjourn. President Brown adjourned the meeting.

BOARD OF COMMISSIONERS OF  
THE COUNTY OF TIPPECANOE

\_\_\_\_\_  
Tracy A. Brown, President

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Thomas P. Murtaugh, Vice-President

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David S. Byers, Member

ATTEST:

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Robert A Plantenga, Auditor      5/18/2020

Minutes prepared by John Thomas, Recording Secretary