Tippecanoe County Board of Commissioners

Meeting Minutes

Monday, July 6, 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, Auditor Robert Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary Jennifer Wafford.

I. **PLEDGE OF ALLEGIANCE** – President Brown called the meeting to order and led the Pledge of Allegiance

II. **APPROVAL OF MINUTES** from Monday, June 15, 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 June 19, 2020, through July 6, 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 June 26, 2020 was recommended for approval without exception.

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

V. **AREA PLAN** – Sallie Fahey

ORDINANCE 2020-07-CM (Z-2783): a rezoning, with commitment, from A to I3 of the Carr Family Farm LLC, at 6445 E 200 S, Sheffield 5 (NW) 22-3.

- Commissioner Murtaugh moved to consider ORDINANCE 2020-07-CM, second by Commissioner Byers.

Attorney Dan Teder, representing the petitioner (Carr Family Farm LLC), stated this is a request to rezone 3 tracts totaling 98 acres. The commitment received a favorable recommendation from the APC Commission with a 13-0 yes vote, and a 10-3 yes vote for the rezoning petition. The commitment would prevent less desirable uses on this site. The property is located east of I-65, south of Haggerty Lane, and southwest of the T-intersection of CR 650E with Haggerty Lane. APC staff had recommended denial but stated they could support an I1 zone. There is a need for outside storage that is currently unavailable in I1 or I2, which is the reason for the I3 request. Water and sewer are available on the north side of Haggerty. The rezone and resulting development, will fund the TIF in that area and spur the expansion of Yost Road to the north.

Commissioner Byers asked if the utility agreement with Lafayette is a non-binding agreement. Attorney Teder advised that, in his opinion, the utility agreement was non-exclusive.

Kevin Bol (Kevin Bol Commercial Group), the realtor for the petitioner, advised that when he was involved with the Toyota Tsusho Property search, the company was looking for

and selected a shovel-ready site. He advised that if the plan is to have this site considered for development soon, that it be shovel ready before the need for industrial property arises.

Public comment on the rezoning was received in the form of emails from Cindy Marsh and Carla Snodgrass. Both Cindy and Carla are in opposition of this rezoning.

- Commissioner Murtaugh moved to approve the commitment that is attached to ORDINANCE 2020-07-CM, second by Commissioner Byers.

President Brown called for the vote:

- Auditor Plantenga recorded the vote:

Commissioner Brown	Yes
Commissioner Murtaugh	Yes
Commissioner Byers	Yes

Ordinance 2020-07-CM passed with a vote of 3-0.

VI. PRESENTATION OF 2021 SALARY STATEMENTS

Auditor Plantenga presented the salary statements for the 2021 budget hearings to the Commissioners that will then be presented to the County Council.

VII. HIGHWAY – Stewart Kline presented and recommended:

A. Utility Agreement with Indiana American Water, for the County Road 500 North project, to relocate Water Main.
   - Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

B. Supplemental Agreement #3 for Professional Services with Crossroad Engineers, for the reconstruction of Yeager Road. New Total for agreement is $693,350, with an addition of $199,210.
   - Commissioner Byers moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

C. Unofficial Local Detour Agreement between INDOT & Tippecanoe County for SR 25 (1100S / 825W / 1200S)
   - Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

D. Street Acceptance in Stones Crossing Subdivision, Section 4, Phase 4 for the following: Scoria Court for 648.61 feet, Amethyst Place for 699.42 feet, Amethyst Drive for 108.39 feet, Dentelle Street for 1,172.51 feet, Spinel Street for 102.54 feet, Ensley Street for 99.31 feet, and Druze Avenue for 94.12 feet. Additionally, a three-year subdivision maintenance bond for Midwest Paving LLC in the amount of $39,849.80.
   - Commissioner Byers moved to approve the street acceptance and maintenance bond as presented, second by Commissioner Murtaugh. Motion carried.

E. Irrevocable Standby Letter of Credit in the amount of $5,000 for A & M Pizza Real Estates LLC to construct a Domino's commercial drive entrance and storm sewer tie-in within the county right-of-way.
   - Commissioner Murtaugh moved to approve the letter of credit as submitted, second by Commissioner Byers. Motion carried.

VIII. HUMAN RESOURCES – Shirley Mennen presented and recommended:

A. New Positions for 2021

There were 33 new positions initially requested for 2021, with only 22 of the new positions being recommended. The start date for the new positions will be January 3rd, 2021. The requested positions and changes to existing positions were reviewed as follows:

Assessor:

-Add one (1) "Personal Property Auditor Appraiser" (PAT III) position for the 2021 budget year that will be funded from the Personal Property Audit Fund. The auditor appraiser would audit active accounts to verify proper filing is compliant.

-Add one (1) "Valuation Specialist -Quality Control" (PAT III) position that will replace two (2) "Field Staff" (COMOT II) positions. This will eliminate (2) lower-level positions not currently filled and add a position that will help facilitate reassessments.

CASA:

-Add one (1) "Full-Time Attorney" (SO) position for the 2021 budget year that will be a 75% VOCA Grant / 25% General Fund match. The position is to help advocate for children in our county and even the workload across all the CASA attorneys.

Probation:

-Add one (1) "Probation Officer" (SO) position for the 2021 budget year that will be used for Superior Courts 4, 5 & 7 Compliance Review hearings, and paid out of LIT Public Safety funds.

Judge McVey spoke in support of the request for this additional position. She stated that with the growth in population in the county, there is an increase in the number of cases that require additional supervision.

Prosecutor:

-Add two (2) "Deputy Prosecuting Attorney" (SO) positions. These positions are needed to staff the caseload that will be moved to Superior 7. These positions will be paid from the LIT Public Safety Fund.

-Add one (1) "Digital Forensic Analyst" (PAT IV) position. This position will work with both the Prosecutor and Sheriff's offices and will be paid from the LIT Public Safety Fund.

Public Defender:

-Add one (1) "Litigation Assistant" (COMOT III) position for the 2021 budget year that will be paid out of the General Fund. This position would handle case assignments for Superior 7 as well as handling case files and answering phones.

Sheriff:

-Add one (1) "Patrol Lieutenant-Merit" (Lieutenant) position for the 2021 budget year, and it would be paid out of LIT Public Safety Funds. This position would go into the Jail to assist the Jail Captain with management needs.

-Add one (1) "Patrol Sergeant-Merit" (Sergeant) position for the 2021 budget year, and it would be paid out of LIT Public Safety Funds. This position would go into the Jail to assist the Jail Captain with management needs.

-Add two (2) "Court House Security" (POLE III) positions for the 2021 budget year, and it would be paid out of LIT Public Safety Funds. These positions would provide additional security to the Courthouse, which will be needed with the new court being added.

-Add six (6) "Jail Deputy" (POLE II) positions for the 2021 budget year, and it would be paid out of LIT Public Safety Funds. These positions would assist with the security needs in the Jail, as well as transportation to booking for inmates when attending court hearings.

-Add two (2) "Communication Officer" (POLE II) positions for the 2021 budget year, and it would be paid out of LIT Public Safety Funds. These positions would assist with dispatching calls that are received, and it would free up supervisors to be able to complete their supervisory duties.

Soil and Water:

-Add one (1) "Administrative Assistant" (PAT II) position for the 2021 budget year to be paid from the General Fund.

-Add one (1) "Special Projects Conservationist" (PAT III) position for the 2021 budget year to be paid from the General Fund.

Superior 7:

-Add two (2) "Court Reporter" (COMOT V) positions. These positions would staff the new Superior 7 court that will be established in 2021.

-Add one (1) "Bailiff" (COMOT IV) position. This position would staff the new Superior 7 court that will be established in 2021.

-Add one (1) "Administrative Assistant" (COMOT III) position starting mid-2021. This position would staff the new Superior 7 court that will be established in 2021.

Tippecanoe County Community Corrections:

-Add one (1) "Community Outreach & Training Coordinator" (PAT III) positions. This position would be responsible for providing mandatory training, tracking training compliance, and assist in recruiting and community outreach.

-Add one (1) "Intake & Community Service Coordinator" (PAT III) position. This position would be working with individuals in the community corrections population to ensure they are completing service hours, making payments as required, and overseeing the intake department.

-Add one (1) "Intake Officer" (POLE II) position. This position would help facilitate quicker sign-on to the community service program from the Jail as well as the Department of Corrections.

-Add one (1) "Licensed Social Worker" (PAT II) position. The purpose of this position is to bring therapy services for substance abuse and mental health inside the facility. This will help alleviate some of the logistical issues of getting individuals to these services outside the facility.

-Add two (2) "Masters Licensed Mental Health Counselor (LMHC)" (PAT IV) position. The purpose of this position is to bring therapy services for substance abuse and mental health inside the facility. This will help alleviate some of the logistical issues of getting individuals to these services outside the facility.

-Add one (1) "Bachelors Licensed Addictions Counselor (LAC)" (PAT III) position. The purpose of this position is to bring therapy services for substance abuse and mental health inside the facility. This will help alleviate some of the logistical issues of getting individuals to these services outside the facility.

- Commissioner Murtaugh moved to approve the following positions requested (1 Personal Property Auditor Appraiser, 1 Probation Officer, 1 Deputy Prosecuting Attorney, 1 Digital Forensic Analyst, 1 Litigation Assistant, 1 Patrol Lieutenant -Merit, 2 Court House Security Guards, 4 Jail Deputies, 1 Communications Officer, 2 Court Reporter's, 1 Bailiff, 1 Administrative Assistant, 1 Community Outreach & Training Coordinator,1 Intake Officer, 1 Masters Licensed Mental Health Counselor (LMHC), 1 Bachelors Licensed Addictions Counselor) as presented, second by Commissioner Byers. Motion carried.
- Commissioner Murtaugh moved to approve the "Full-Time Attorney" position for CASA as presented, second by Commissioner Brown. Motion carried.
- Commissioner Murtaugh moved to eliminate 2 "Field Specialist" positions at the Assessor's office and replace them with a "Valuation Specialist -Quality Control" position as presented, second by Commissioner Byers. Motion carried.

B. Consulting Services Agreement with Berkshire Associates, Inc. to upgrade the Equal Employment Opportunity Plan not to exceed $4,500.

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

IX. PROSECUTOR – Pat Harrington presented and recommended:

A. Permission to accept the VOCA Grant from the Indiana Criminal Justice Institute to continue the Victims of Crime advocating program. Grant is awarded for 2020-2022 in the amount of $596,370. This award allows for the Prosecutor's office to pay for 3.5 victim advocates and allows for children of crimes to be treated.

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

B. Permission to accept the APS grant from the Indiana Family & Social Services Administration, Division of Aging to continue the Adult Protective Services program in the amount of $385,931.73 from July 1, 2020, to June 30, 2021. This grant award will allow for the hiring of another Full-Time Adult Protective Services Investigator.

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

X. GRANTS – Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

A. Community Correction and Probation for their DOJ annual 2021 budget for over $1 million dollars.
   - Commissioner Byers moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

B. Commissioners for CDBG funding for Phase 2 of OCRA Relief to Hometown Business Preservation Initiative (HBPI) program, in the amount of $250,000.
   - Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Byers. Motion carried.

C. Sheriff/Bomb Squad from the Firehouse Sub Foundation, seeking funding to assist in the purchase of new Bomb Squad Equipment.
   - Commissioner Byers moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

Permission to Accept Grants funds:

A. Rural Transportation 5311 in the amount of $184,935, for the Area IV Agency on Aging and Community Action Program's Inc., to continue the support of the Section 5311 Transit in Tippecanoe County. (Report on File)
   - Commissioner Murtaugh moved to accept the grant as presented, second by Commissioner Byers. Motion carried.

MOU/Contract:

A. Misty Robinson, Miriah Anderson, and Stanford Swanson for Back On Track Facilitators in the amount of $2,280 each.

B. Stanford Swanson, Benjamin North, and John Townsend for Juvenile Justice Jeopardy Facilitators in the amount of $720 each.

C. Amanda Guzman, Jonathan Holley, and Sarah Wyatt for the Teen Court Judges in the amount of $3,150 each.

D. Oliver Educational Services for a Teaching the Teen Brain Booster class in the amount of $2,000.

E. Six Contracts for Law Enforcement Officers to do Community Engagement for the 2020-2021 JDAI Grant.
   - Commissioner Murtaugh moved to approve the agreements as presented, second by Commissioner Byers. Motion carried.

XI. CHANGE ORDER FOR FAIRGROUNDS PROJECT- Dave Byers presented and recommended:

A. Change order with Mulhaupt's Inc. (#3) to change black storefront door hinges from McKinney MCK-12HD Series Full Mortise Short Leaf Flush to Select SL11 Concealed Geared Continuous Hinge and omit masonry wall access panels. The total increase for this change order equals $2,466.

B. Change order with Brenneco Inc. (#5) to add lineal feet of CPVC pipe, insulation, and heat trace to raise Area A overhead waterlines from 25' AFF to follow the profile of the roof. The total increase for this change order equals $2120.

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

XII. PROFESSIONAL SERVICES AGREEMENT

Attorney Masson presented a Professional Services Agreement with Ice Miller, for Fairgrounds Bond Review. The agreement would allow Ice Miller to complete the arbitrage calculations that the IRS requires to ensure the County is not profiting from the bond money being held. The amount of the agreement totals $3,500.

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

XIII. RETAIL GAS SUPPLY AGREEMENT- Commissioner Brown presented and recommended:

A 3-year agreement with EDF Energy Services LLC, for the purchase of bulk natural gas, to replace the current agreement in place with Tippecanoe County.

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

XIV. APPLICATION TO VILLA

- Commissioner Murtaugh moved to approve the application to the Villa for Bryan Michael Leap as presented, second by Commissioner Byers. Motion carried.

XV. UNFINISHED/NEW BUSINESS – None

XVI. REPORTS ON FILE

-Area IV Rural Transportation Grant
-Tippecanoe County Building Commission
-Wabash River Heritage Corridor Commission
-Tippecanoe County Weights and Measures

XVII. PUBLIC COMMENT – None

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

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

Tracy A. Brown, President

Thomas P. Murtaugh, Vice-President

David S. Byers, Member

ATTEST:

Robert A Plantenga, Auditor 7/20/2020

Minutes prepared by Jennifer Wafford, Recording Secretary