TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, April 9, 2019
8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Bryan Metzger, Vice President Kevin Underwood, John Basham Kathy Vernon, Ilana Stonebraker, Lisa Dullum and Roland Winger.
Others present: Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

I. Pledge of Allegiance

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

II. Auditor's Financial Report – Bob Plantenga

The 2019 financial statement shows a General Fund beginning cash balance of $10,224,887.37. The projected miscellaneous revenue, property taxes and deductions for circuit breakers leaves the total funds available of $58,639,082.37. When deducting encumbrances, the 2019 Budget and minimum balances established by Council the beginning net balance is $1,876,533.37. From the beginning of the year Council has approved additional appropriations of $36,675 and $84,570 in reductions. On today's agenda is an additional appropriation request of $10,868, thus the beginning balance available for appropriations is $1,848,315.37.

The Revenue Report doesn't show any significant activity because it is yet early in the year. The Public Safety fund (#0291), which include the Police Department reimbursement, has now received funding thru the first few days of April. Other fund categories are in line for this point in time of the year and about 10% of the estimated yearly revenue has been posted.

The fund balances show: 1) the General Fund (1000) is at $4.176 million which will trend down until June when it is replenished with property taxes. The County Self Insurance (fund 4710) again had receipts that exceed disbursements and a healthy fund total of over $7 million in addition to the $3 million in the rainy-day fund. The Card Rebate fund (#4973) is for the P-Card and paid out of this fund. It includes rebates for the Cards and will accumulate a small balance over time.

III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows the interest for the month of March of $174,228.79. The Staley Credit Union has now increased from the $29.14 to almost $41,000 because tax bills went out and they have received some payments. Interest rates are holding the same at an average of 2.59%. On the second page of the handout, the interest rate trends show a typical trend for this time of the year. The third page shows the interest distribution by fund and pointed out Fund 4818, the proceeds for the Fairgrounds construction, earned $116,962.01 and about $232,000 to date. Councilmember Dullum asked that since we are paying about 3% on the Fairgrounds bonds, was there a way to improve the 2.59% return on accounts. There was a discussion about short and long-term rates as well as how minimum balances and restricted funds affect the General Fund balance.

The Treasurer then distributed an information sheet about the P-Card program and discussed its use, amounts involved and identified the rebates.

IV. Public Comment on Agenda Items – None

V. Consent Agenda

- Councilmember Basham moved to accept the consent agenda as distributed, second by Councilmember Underwood. Motion carried.

A. Approval of Meeting Minutes from March 12, 2019

B. Juvenile Alternatives – DOC JDAI Fund 9213 SF19

Transfer	$	1,500	Travel & Mileage *to* Office Supplies
	$	1,700	Other Professional Services *to* Other Machinery & Equipment
	$	2,065	Other Professional Services *to* Other Supplies

C. Juvenile Alternatives – JDAI Performance Fund 9214 SF19

Transfer	$	570	Food *to* Other Professional Services

D. Highway – MVH Restricted Fund 1173

Transfer	$	303	Street Materials *to* Full Time Salaries

E. Highway – Cum Bridge Fund 1135

Transfer	$	27,209	Building Materials
	$	204,954	Vehicles & Equipment
	$	42,842	Machinery & Equipment *to* Full Time Salaries
	$	18,371	Overtime Salaries
	$	22,443	Social Security
	$	32,858	PERF Retirement
	$	46,706	Health Insurance
	$	1,048	LTD Insurance
	$	732	Life Insurance *from* Machinery & Equipment

F. WIC – WIC NSA Fund 8880 FF19

Transfer	$	5,200	Office Supplies
	$	17,330	Other Professional Services
	$	1,200	Educational Materials *from* Health Insurance

G. WIC – WIC PC Fund 8882 FF19

Transfer	$	600	Utilities
	$	880	Communication *from* Part Time Salaries

VI. Additional Appropriations:

A. Superior Court 6

Court Interpreter Fund 9549 CF19

Appropriation	*$*	*7,000*	*Translator*

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Dullum.

Councilmember Stonebraker has a question about the balance and Auditor Plantenga stated that the state is transitioning from up-front payments to reimbursable payments.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. CASA – *Coleen Connor*

1. GAL Fund 1213 ER19

Grant Appropriation	*$*	*1,665*	*Minor Equipment*
	$	*2,000*	*Signage*
	$	*4,000*	*Building Materials*
	$	*900*	*Software*
	$	*8,565*	*Total Requested*

- Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is an emergency grant funding from the state for costs associated with moving the office.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. GAL Fund 1213 PR20

Grant Appropriation	*$*	*5,500*	*Communications*
	$	*5,500*	*Legals Published*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is a grant from the state for the implementation of the state's public relations campaign.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. CASA For Kids Fund 9107 CF19

Grant Appropriation	*$*	*25,478*	*Benefit Eligible P/T*
	$	*1,949*	*Social Security*
	$	*2,250*	*Minor Equipment*
	$	*2,370*	*Travel & Mileage*
	$	*1,500*	*Software*
	$	*1,461*	*Training*
	$	*9,727*	*Health Insurance*
	$	*64*	*LTD Insurance*
	$	*99*	*Life Insurance*
	$	*254*	*Worker's Comp*
	$	*45,152*	*Total Requested*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is a continuation grant from CASA for Kids that funds a staff member whose status is changing to an eligible part time position.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

C. Sheriff – *Robert Goldsmith*

CLAF Byrne Local Fund 9144

Appropriation	*$*	*7,620*	*Safety*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This grant will allow the Department to have extra Tasers on hand at the jail. There was discussion that this has been received before and the local match will come from the Jail and Equipment fund.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. Community Corrections – *Jason Huber*

COAP 3 Fund 8665 CF21

Grant Appropriation	*$*	*50,000*	*Other Professional Services*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is the first appropriation of a 3-year $900,000 grant that will help identify needs after arrest but prior to trial.

The County Wellness Committee is sponsoring a Health fare next Wednesday the 17th from 10:00-2:00.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Park – *Allen Nail*

Naturalist Program Fund 4126

Appropriation	*$*	*3,500*	*Other Professional Services*

•Councilmember Underwood moved to approve the appropriation as submitted, second by Councilmember Basham.

This is a restricted fund from a local benefactor in support of the Naturalist Program that will be used for the Outdoor Explorer event June 8th at the Amphitheater and the American Bicentennial Nature Center.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

F. Health – *Craig Rich*

1. Donation Fund 4118

Appropriation	*$*	*50*	*Other Professional Services*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is for a prize that will be used as part of a survey the Department recently conducted.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. General Fund 1000

Appropriation	*$*	*10,687*	*Health Insurance*
	$	*103*	*LTD Insurance*
	$	*78*	*Life Insurance*
	$	*10,868*	*Total Requested*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is for the Clinic Coordinator position that is funded by the Local Health Maintenance Grant. This is a full-time position with benefits that returns over $100,000 to the General Fund each year, and the request is to have the General Fund cover the insurance associated with the position. Auditor Plantenga stated that there are adequate funds in the General Funds Health Insurance fund (9410).

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. 2019 Salary Statement Health Dept.	*$*	*40,566*	*Disease Intervention Spec./New Position ~ PAT II*
	$	*47,470*	*Executive Assistant / Re-Classification ~PAT III, Formerly Bookkeeper/Secretary~ COMOT III*

•Councilmember Stonebraker moved to approve the appropriation as submitted, second by Councilmember Underwood.

This is from the Indiana State Department of Health to fund the change from a part time to a new full time Disease Intervention Specialists. The Department has the funds to retain the existing part time position and the Personnel Committee has reviewed and approved the positions.

The job reclassification is warranted by the increase in the number of grants and supervises the eleven interns and part time grant personal.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

VII. Committee Reports

-Councilmember Basham reported that the Romney Sewer District is ready to hire a person to be on-call as well as take samples and monitor pumps.

VIII. Unfinished/New Business

- The 2020 Budget Hearings begin August 27, 2019 at 8:30 am and the Evening Public Hearing will be September 5, 2019 at 6:00 pm.
- In preparation for the 2020 Budget, Auditor Plantenga presented and discussed a summary of the Sustainability Study and Local Income Tax (LIT) for Public Safety issues. The core issues are the

County's ability to sustain current cash balances, whether the County is going in the right financial direction and are there issues that need to be addressed. He reviewed the following assumption as the basis for his update of last year's Sustainability Study and issues affecting the 2020 Budget: 1) a new court and approximately 17 employees, 2) no other new employees, 3) no health insurance increases for 2 years and then 5% after that, 4) 3% salary increases and 5) the 4 year implementation of the new salary grids recommended by Wagner and Scheele. The update shows that there will be reducing cash balances and a need to look at new revenue streams such as the Local Income Tax (LIT) for Public Safety that would be enough to fund the new public safety needs.

IX. Commissioner FYI

-Commissioner Murtaugh is recovering well and wants to be back at work next week.

X. Public Comment – None

XI. ADJOURNMENT

- Councilmember Winger moved to adjourn, and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

Bryan E. Metzger, President

Kevin L. Underwood, Vice President

John R. Basham II

Kathy Vernon

Ilana Stonebraker

Lisa Dullum

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 5/14/2019

Minutes prepared by John Thomas, Recording Secretary