Tippecanoe County Council Meeting
Tuesday November 14, 2017 8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building

The Tippecanoe County Council met on Tuesday, November 14, 2017 at 8:30 a.m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President John Basham, Vice President Bryan Metzger, Kathy Vernon, Kevin Underwood, David R. Williams, Roland Winger and Vicki Burch. Others present were Auditor Robert A. Plantenga and Attorney Doug Masson.

Pledge of Allegiance

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

Auditor's Financial Report

Auditor Plantenga reported the county began 2017 with a General Fund cash balance of $8,632,770.77. With projected miscellaneous revenue, property tax, the COIT cash transfer, and deducting an estimated amount for Circuit Breaker Credits, the total available for the year is $53,404,949.77. The beginning net balance for the General Fund is $1,321,654.77. General Fund additional appropriations of $648,031.00 have been approved by the Council this year and there is $224,479.00 in General Fund requests to be considered today. After deducting the miscellaneous revenues and budget reductions, the total available currently is $643,032.03.

Auditor Plantenga highlighted some funds whose revenues have increased due to Recording fees legislative changes. These included the Recorder Perpetuation Fund, the Surveyor's Cornerstone Perpetuation Fund and the Elected Official Training Fund. The Probation User Fee Fund and the Parking Garage Fund have seen cash balance increases since the beginning of 2016. The Court Services Funds and the Health Insurance Funds also continue to see cash balance increases.

Treasurer's Report

Due to the 2017 Fall Property Taxes being due the previous day, Treasurer Weston was not present. In her absence, Auditor Plantenga reported on the interest reports for the month. Interest rates at in the 1.3% to 1.38% range on deposits at the various banks. A small increase is reflected in these reports from the Fall 2017 Property Tax collections but will be seen to a larger degree next month.

Public Comment (*Agenda Items*)

None

Consent Agenda

Approval of Meeting Minutes:
October 10, 2017 (Regular Meeting)
September 12-13 and October 2, 2017 (2018 Budget Public Hearings)

Transfer of Appropriations between Series:

Weights & Measures – General Fund 1000		
Transfer	$428	Office Supplies to Vehicles & Equipment
Tippecanoe Villa – General Fund 1000		
Transfer	$1,500	Food to Building & Property
Cary Home – General Fund 1000		
Transfer	$1,296	Food to Machinery & Equipment
	$54,000	Full Time Employees to Vehicles
	$8,285	Part Time/Benefits to Building & Property
	$2,765	Social Security to Buildings & Property
	$2,000	Social Security to Medical Supplies
	$6,048	Retirement/PERF to Buildings & Property
Juvenile Alternative – General Fund		
Transfer	$1,000	Part Time to Medical Supplies
	$3,000	Part Time to Buildings & Property
	$300	Social Security to Buildings & Property
Sheriff – General Fund 1000		
Transfer	$55,000	Merit Deputies to Food
	$49,000	Full Time Employees to Food
	$46,000	Full Time Employees to Buildings & Property
	$40,000	Full Time Employees to Utilities
Public Defender – General Fund 1000		
Transfer	$7,200	Full Time Employees to Office Supplies
	$15,000	Full Time Employees to Other Professional
Superior Court 3 – General Fund 1000		
Transfer	$980	Minor Equipment to Office Supplies
Health Department – General Fund 1000		
Transfer	$2,500	Travel & Mileage to Institutional & Medical
Highway – MVH Fund 1176		
Transfer	$10,000	Vehicle Equipment to Minor Equipment
Prosecutor – Infraction Deferral Fund 2561		
Transfer	$419	Office Supplies to Other Professional Services
	$12	Office Supplies to Long Term Disability
Commissioners – DFC SAMHSA Fund 8667		
Transfer	$8,480	Other Professional Services to Office Supplies
	$580	Other Professional Services to Minor Equip
TEMA – D4 Deployment Fund 8726		

Transfer	$417	Overtime to Other Professional Services
	$173	Social Security to Other Professional Services
	$233	PERF to Other Professional Services
	$1,934	Equipment to Other Professional Services

- Councilmember Williams moved to approve the consent agenda as presented, seconded by Councilmember Burch; motion carried.

Additional Appropriations:

Superior Court 2

General Fund 1000	$10,200	Jury Expense
	$3,500	Pauper Attorney

Judge Meyer was unavailable due to a jury trial beginning today. Councilmember Winger explained the court has submitted invoices for the amount requested.

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch; motion carried.

Superior Court 6

General Fund 1000	$415	Dues & Subscriptions

Councilmember Winger explained that there had been a budget cut and this amount exceeded the available appropriation for dues.

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch; motion carried.

Superior Court 3

General Fund 1000	$150,000	Pauper Attorney

Councilmember Williams stated that when the last additional appropriation was approved a couple of months ago, it was anticipated that the additional approved then would not be sufficient to complete the year. Hopefully this will enable the court to have a sufficient appropriation to pay all the pauper bill this year and not have to carry over billings.

- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams; motion carried.

Superior Court 4

General Fund 1000	$10,364	Pauper Attorney

Councilmember Winger reported that Judge Zeman has submitted invoices for pauper which reflect the request as her current appropriation is depleted.

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch; motion carried.

Prosecutor – *Pat Harrington*

Drug Prosecution 9259	$10,000	Other Professional Services

Prosecutor Harrington stated the grant funds support the Drug Task Force for operations and training

- Councilmember Winger moved to approve the grant appropriation request as submitted, second by Councilmember Burch; motion carried.

Public Defender – *Amy Hutchison*

General Fund 1000	$30,000	Other Professional Services
PD User Fees 1200	$30,000	Other Professional Service

Public Defender Hutchison explained some major cases have caused a dent in the appropriations available. Councilmember Winger was concerned about overextending the User Fee Fund. He would like to increase the User Fee amount to $40,000 and reduce the General Fund request to $20,000. Due to the amounts advertised for today's public hearing, Auditor Plantenga recommended approving $30,000 request from the User Fee Fund and then requesting an additional $10,000 at the December Council meeting. Councilmember Winger stated that would work and we also could see where the User Fee revenue is at a month from now.

- Councilmember Winger moved to approve a $20,000 appropriation from the General Fund, second by Councilmember Burch; motion carried.

- Councilmember Winger moved to approve a $30,000 appropriation from the Public Defender User Fee Fund, second by Councilmember Burch; motion carried.

CASA – *Coleen Connor*

CASA Donation 4121	$500	Other Professional Services
	$1,350	Travel & Mileage

- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams; motion carried.

Sheriff – *Barry Richard*

Sheriff Donation 4127	$13,000	Other Professional Services

Sheriff Richard explained the donation funds will be used to purchase a K9.

- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger; motion carried.

TEMA – *Wm. "Smokey" Anderson*

D4Deployment 8726	$3,594	Other Professional Services

In the absence of TEMA Director Anderson, Auditor Plantenga reported this appropriation is needed as funds were disbursed for expenses related to the group of TEMA Volunteers who traveled to Texas to

help with Hurricane Harvey relief. The funds used will be reimbursed to us from FEMA through the State.

- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger; motion carried.

EMPG Competitive 8413	$1,725	Training

Grant Administrator Hutchison stated these funds are from Homeland Security for TEMA members certification.

- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger; motion carried.

Highway – *Stuart Kline*

MVH Fund 1176 *Reduction*	$51,213	Full Time Employees
MVH Fund 1176 *Additional*	$1,545	Appointed Official
	$46,937	Full Time Employee
	$2,371	Full Time Employee
	$500,000	Repair & Maintenance / Street Materials
	$500,000	Repair & Maintenance / Roads & Streets

Highway Director Kline explained that the additional and reduction are to prepare for any unforeseeable event by the end of the year when considerable funds may be needed. Log jams are an example of things which have recently happened which require immediate action.

- Councilmember Vernon moved to approve the reduction request as submitted, second by Councilmember Underwood; motion carried.

- Councilmember Vernon moved to approve the additional appropriation request as submitted, second by Councilmember Underwood; motion carried.

Coroner – *Donna Avolt*

General Fund 1000	$15,000	Autopsies

Coroner Avolt stated that hopefully this amount will be sufficient to carry them through the end of the year.

- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams; motion carried.

Health Department – *Craig Rich*

Immunization Fund 8464	$4,680	Part Time
	$410	Social Security
	$3,500	Medical Supplies
	$1,500	Office Supplies
	$600	Travel & Mileage
	$11,464	Other Professional Services

Administrator Rich stated this grant appropriation is smaller than in the past as the grant is being converted to the fiscal year calendar.

- Councilmember Underwood moved to approve the grant request as submitted, second by Councilmember Williams; motion carried.

PHEP Base Fund 8476	$35,000	Machinery & Equipment / Other

Administrator Rich stated these funds are for Emergency Preparedness.

- Councilmember Underwood moved to approve the grant request as submitted, second by Councilmember Williams; motion carried.

General Fund 1000	$5,000	Institutional or Medical

Administrator Rich explained that these funds are to purchase vaccines. Revenues received this year are approximately $105,000.00.

- Councilmember Williams moved to approve the request as submitted, second by Councilmember Underwood; motion carried.

Surveyor – *Zach Beasley*

EDIT 1112	$352,187	Culverts & Drains

Surveyor Beasley explained that two projects (Branch 11 of Elliott and Kirkpatrick) required funding which will be reimbursed from INDOT. With payback from the State, Surveyor Beasley asks for an appropriation of these reimbursable amount.

- Councilmember Vernon moved to approve the request as submitted, second by Councilmember Burch; motion carried.

Commissioners

DFC SAMSHA 8667	$117,676	Other Professional Services
	$4,784	Travel & Mileage
	$2,540	Office Supplies

Grant Administrator Hutchison stated this is the 10th and final year for this grant which is used for operating needs of the Drug Free Coalition.

- Councilmember Underwood moved to approve the grant request as submitted, second by Councilmember Vernon; motion carried.

Committee Reports:

President Bash reported the Romney Regional Sewer District received their Indiana Department of Environmental Management permit a week or so ago and hopefully they will break ground no later than February.

Unfinished / New Business:

Tippecanoe County Police Retirement Plan

Major Charlie Williams presented the Council with the Second Amendment to the Tippecanoe County Police Retirement Plan. The plan, like PERF, is now actuarily based. This amendment will be based on a 6% per annum interest rate except for those entered in the DROP prior to January 1, 2018.

- Councilmember Williams moved to approve the 2nd Amendment to the Tippecanoe County Police Retirement Plan, second by Councilmember Burch; motion carried.

2018 Appointments and Assignments

The 2017 Appointment and Assignment list was distributed and Auditor Plantenga asked the Councilmembers to review and recommend any changes for 2018. These are determined by the Council President after the first of the year.

2018 Council Meeting Schedule Dates

Auditor Plantenga distributed the proposed 2018 Meeting Schedule. The May Council Meeting is scheduled the same day as the Primary election Day. The County Building will be open in 2018 on Election Day. Clerk Christa Coffey spoke as to the possibility that the building could be used as an Election site since as opposed to having City Hall as City Hall will be open as well on Election Day. The Council determined that the May Council Meeting will still be scheduled for that day and, if necessary, an alternate location for the Council Meeting could be decided at later.

Ordinance 2017-21-CL

Auditor Plantenga asked that the Council re-approve the 2018 Salary Ordinance to correct an error in the original Ordinance. He stated that the Public Defender grid was incorrect. That comment was not correct as the Public Defender grid was correct, but the Probation grid was incorrect as it reflected a 2% increase rather than the State approved grid.

- Councilmember Williams moved to approve Ordinance 2017-21-CL on first reading, second by Councilmember Burch.

  Auditor Plantenga recorded the following roll call vote:

Basham	Yea
Metzger	Yea
Underwood	Yea
Williams	Yea
Vernon	Yea
Burch	Yea
Winger	Yea

  Ordinance 2017-20-CL passes 7 – 0 on first reading.

- Councilmember Underwood moved to suspend the rules and hear Ordinance 2017-21-CL on second reading, second by Councilmember Burch; motion carried.

- Councilmember Underwood moved to approve Ordinance 2017-21-CL on second reading, second by Councilmember Burch.

Auditor Plantenga recorded the following roll call vote:

Winger	Yea
Burch	Yea
Vernon	Yea
Williams	Yea
Underwood	Yea
Metzger	Yea
Basham	Yea

Ordinance 2017-21-CL passes 7 – 0 on second and final reading.

Commissioners FYI:

Tippecanoe County Fairgrounds Master Site Plan Presentation

Commissioner Byers introduced Andy Hahn (President & CEO) of CHA Consulting as well as Justin Armstrong and Greg Silcox who have been contracted to speak with the stakeholders and citizens of Tippecanoe County in possible renovation of the Tippecanoe County Fairgrounds. The goal of the study is creating a facility which is a great long-term asset for the citizens of Tippecanoe County.

Mr. Silcox laid out the existing challenges which include safety and security, traffic flow (including animals), Emergency Management and operations of the fairgrounds, site infrastructure which includes drainage and parking concerns. Building placement is an important factor. The current buildings have run their life course. Each building and its current use was evaluated. The master plan lays out a long-term vision and options available at the site to improve its use.

Linda Lamb from the Tippecanoe County 4-H Exhibit Association stated the fairgrounds have been a part of her life for many years and she know of the needs of the buildings there which so greatly impact so many of the youth in the county. Ms. Lamb stated they share their needs and not necessarily their wants for the renovation plan.

Lacey Hankins, a former 10 year 4-H member, who now volunteers with 4-H sees the benefits for our youth through the 4-H fair and the potential of additional events such as concerts, weddings or general-purpose meeting space in addition to showcasing agricultural events. She feels fortunate that CHA worked with them to determine the needs of 4-H in this plan with multi-purpose buildings in place.

Justin Armstrong of GreenCase Associates stated that he has heard that this is a big project for 1,200 4-H'ers, but this project would have an impact on our entire community. 500,000 to a million visitors to the fairgrounds annually is very possible. Current usage is around 200 to 250 events annually with 30% of those revenue generating. From the data Mr. Armstrong has seen, around 100 events are turned away each year due to lack of available facilities. With Lafayette being basically the midway point between Indianapolis and Chicago, we are in a prime conference or meeting spot.

Ashley Gregory from Visit Lafayette deals with area meeting planners and this would be a great meeting destination. She is very excited about this master plan and agreed the county is lacking a facility like this under one roof. Numerous events are turned away each year due to a lack of space and several new events could come to Lafayette which the county has not been able to accommodate in the past. Currently groups are looking for events scheduled in the year 2020 so moving ahead soon would be beneficial.

Justin Armstrong presented an estimate of around $280,000 additional revenue from a renovated fairground. With renovated facilities, the county would seek to have charged events comprise about 85% of all those hosted. Currently only about 35% of events are charged for fairground use. Naming rights to buildings is a potential source of new revenue. Commissions from catering at is calculated as a revenue source as well. Use of equipment rental companies for things such as tables and chairs would save investment on those type items and setup and teardown could be a part of the agreement. When questioned from Councilmember Winger, Mr. Armstrong state the 4-H Fair accounted for one event and the economic impact would all come to the county. Recoverables were not included in the revenue projections.

Greg Silcox discussed the future vision of the fairgrounds. The plan design assumes the current YMCA facility is part of the fairgrounds property. The YMCA Building, the West Pavilion and the Livestock Pavilion (beef barn) will stay so there is no change for those in this plan. Currently the property does not meet the requirements for rain water, so storm water detention areas are included. All electrical infrastructure would be underground. New venues would include a picnic shelter near the horse barn which could be potentially rented. The main entrance to the fairgrounds would be moved with the work done by the state on Teal Road and a bus lane could be added for easy drop-off of fair attendees. The existing horse arena would have a roof extending the number of events throughout the year. Campsites or RV parking would be added (13 spots) to the east of the horse arena area. The Coliseum area with retractable bleachers allows for a larger area for various uses. The various pavilions are designed to be divided to accommodate various size groups.

The vision Mr. Silcox shared has the project completed in 3 phases. Phase 1 would begin after completion of the 2018 County 4-H Fair. This phase is mostly infrastructure, but it would also include the outdoor festival space along with the horse arena area and the RV camping area. Phase 2 would begin after the 2019 County 4-H Fair is complete. It would include most of the Coliseum complex as well as the YMCA property. Phase 3 would include the areas surrounding the West Pavilion and would be complete by 2021.

Total cost estimated provided by Mr. Silcox were:

	Low Estimate	High Estimate
Phase 1	$7,138,787	$9,132,414
Phase 2	$11,434,223	$16,073,496
Phase 3	$5,431,438	$7,097,601
Total	$24,004,448	$32,303,511

The intent is to continue to store the Emergency Management equipment at the fairgrounds. When asked by Councilmember Basham about additional employee needs, Justin Armstrong responded that projections indicate 4 FTE would be necessary. Positioning of the Coliseum is based on cub appeal.

Commissioner Byers shared that the fairgrounds project is a quality of life issue which will benefit many decades to come. The City of Lafayette is going forward with a $16 million baseball project. Commissioner Byers thanks the Councilmembers for listening. Councilmember Metzger inquired about naming rights to buildings and Commissioner Byers said the revenues are all conservative. Justin Armstrong spoke of the need for a 501c3 created not-for-profit to enable contributions of this type. Mr. Armstrong suggested that building naming rights agreements not extend past ten years.

Commissioner Byers asked about the bonding schedule. With three phases, would there be three separate bonds? Attorney Masson stated that the administrative costs would make separate bonds much more expensive but he would check on the legality of that issue.

Commissioner Murtaugh reminded the Council of a Department Head luncheon in December and the Courthouse project is going to be completed before the end of the year with the lighting in early next year. The United Way campaign is ending on Thursday November 16. Pledges to United Way would be much appreciated. The victory celebration will be Thursday at 5:00 p.m. at Carnahan Hall.

Public Comment:

Councilmember Basham speaking as a taxpayer and citizen is opposed to the needle exchange program and does not want to see any county dollars used to operate the program. He stated, "I am my brother's keeper, but I am not my brother's enabler".

- Councilmember Winger moved to adjourn, President Basham adjourned the meeting at 10:38 a.m.

Tippecanoe County Council

John R. Basham II, President

Bryan E. Metzger, Vice President

Vicki Burch

Kevin L. Underwood

Absent
Kathy Vernon

David R. Williams

Roland K. Winger

Attest:

Robert A. Plantenga, Auditor 12/12/2017

Minutes prepared by Robert A. Plantenga, Auditor