TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, MAY 09, 2017
8:30 A.M.

The Tippecanoe County Council met Tuesday, May 9, 2017 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Councilmembers present were President John Basham, Vice President Bryan Metzger, Roland Winger, Kathy Vernon, Kevin Underwood, David R Williams, and Vicki Burch. Others present were Auditor Robert A. Plantenga, Attorney Doug Masson, and Recording Secretary Caitlin Thomas.

Pledge of Allegiance

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

Auditor's Financial

Auditor Plantenga reported the COIT has now been transferred into the General Fund. He stated the county began 2017 with a General Fund cash balance of $8,632,700.77. With projected misc. revenue, property taxes, and deducting circuit breaker credits the total available is $53,404,949.77. The beginning net balance is $1,321,654.77. We have approved additional appropriations of $46,632 so far this year and there are $33,326 to review today. Deducting the misc. revenues and the budget reductions, the total available is $1,280,871.77.

We should be at about 33% when you look at income from permits. Line 0761 cash balance is almost completely from the COIT transfer. This will be reflected in the General Fund cash balance. In 1121 now has an ending balance of $0. Between Funds 2580 & 2581, we are regularly using 2581 for payroll and other items. April was a good month for that fund with $19,000 in receipts and $11,000 in expenditures. This fund did benefit from participants spending some income tax return money. Fund 7478 contains money from the past that was collected by the clerk's office. That fund is now up to $83,000 and we will need to do something with it. The amount of money moved from the Rainy Day Fund and has not been paid back yet is $97,000 in Court Services, $37,000 in Violence and Community Fund and $59,000 in Substance Abuse. Fund 4710 is the Health Insurance Fund and it now has a cash balance of $2.1 million dollars.

Treasurer's Report

Auditor Plantenga stated Treasurer Weston requested he give the report at today's meeting due to property tax deadline day being tomorrow. The Lafayette Bank and Trust Flex Benefits account is new and it is the first time we have had that as an interest bearing account. We have picked up a little bit of property tax money. He pointed out that Treasurer Weston has added a page to her report showing year over year comparison of interest earned amounts.

Public Comment (*Agenda Items*)

Judge Williams stated he wanted to make sure the Council knew they would be coming before them later to ask for money to pay for jury services. As of today, they have had nine jury trials in their courts. They have already spent over $15,000 this year and their budget is only $20,000. There is a civil trial coming up that is expected to run 5 weeks and could cost the county $10,000 in jury expenses. Councilmember Winger asked when they might expect the request. Judge Williams stated it would probably be next month. Councilmember Winger pointed out we do not have the jury pay fund to fall back on because it is almost depleted. Auditor Plantenga stated the fund has built up a little bit, but if we use it here, we cannot rely on it at budget time.

Compliance with Statement of Benefits

Wildcat Creek Partners, LLC (CF-1/Real Property)

John Lutree with Wildcat Creek Partners, LLC stated they own the property at 4775 Dale Dr. That property now houses Ludo Fact USA. The controlling interest of the company was bought out last May and this is significantly changing the focus of the company. They just put in the last piece of specialty equipment, which arrived last week. Some parts were being made in Germany, but with the additional equipment, they will be able to start making them here. They estimate their employment will be significantly higher next year. He explained the toy and game industry used to be considered a risky business, but the use of Kickstarter for fund raising levels out the risks. With that resource, they are seeing a lot more small game inventors coming to them to manufacture their games.

- Councilmember Winger moved to approve the statement as presented, second by Councilmember Burch. Motion carried

Apex Warehouse and Logistics LLC (CF-1/Real Property)

A company representative stated their salaries are now up to about a million. They have either retained or slightly added to their number so they are still looking good. The surrounding area is growing at a good clip and the company is receiving lots of calls regarding employment. Attorney Masson said both statements could be approved together.

- Councilmember Winger moved to approve both of the Apex Warehouse and Logistics statements, second by Councilmember Burch. Motion carried.

Consent Agenda

Approval of Meeting Minutes
Regular Meeting – April 11, 2017

Auditor – Plat Book Fund 1181			
Transfer	$	100	Travel & Mileage *to* Office Supplies
Health – Local Health Trust Fund 1206			
Transfer	$	543	Part Time Salary
	$	42	Social Security *to* Other Professional Services
Health – Carryover Trust Fund 4206			
Transfer	$	1,721	Part Time Salary *to* Other Equipment
	$	850	Part Time Salary *to* Software
	$	429	Part Time Salary *to* Office Supplies
	$	230	Social Security *to* Office Supplies
Juv Alt – Juv Alt Safe Place Fund 9211			
Transfer	$	646	Office Supplies
	$	395	Travel & Mileage
	$	210	Utilities *to* Other Professional Services
Juv Alt – JDAI Performance Fund 9214			
Transfer	$	11,000	Machinery & Equipment/Vehicles
	$	4,114	Other Supplies *to* Other Professional Services

Juv Alt – Juv Alt DOC Grant Fund 9641

Transfer	$	936	Repair & Maint/Vehicles & Equip *to* Grounds Supplies

Prosecutor – Drug Prosecution Fund 9259

Transfer	$	160	Other Professional Services *to* Minor Equipment

Clerk – General Fund

Transfer	$	1,000	Office Supplies to Machinery & Equipment/General

- Councilmember Metzger moved to approve the consent agenda as presented, second by Councilmember Underwood. Motion carried

Additional Appropriations:

Superior Ct. 4

General Fund 1000

Appropriation	$	2,834	Pauper Attorney

Councilmember Winger stated he confirmed with the judge that she is continuing to pass these through as soon as invoices are received. We should anticipate more requests from this court, but not sure as to what degree. He recommended approving the appropriation.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Superior Ct. 5 General Fund 1000

Appropriation	$	9,377	Pauper Attorney

Councilmember Winger recognized Court Reporter Jennifer Prange and stated the Judge had reviewed these expenses. Jennifer Prange stated they had a two day trial last year with an attorney who was not contracted and they rolled that bill over to the first of this year which depleted their balance in that fund. Councilmember Winger said the Judge is estimating about $10,000 for pauper council and they recommend the appropriation be approved.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Prosecutor – *Patrick Harrington*

Law Enforcement Warrant Fund 4266

Appropriation	$	5,000	Other Professional Services
	$	20,000	Travel & Mileage
	$	25,000	Machinery & Equipment/Other

Prosecutor Harrington stated this is for the High Tech Crime Unit. There will be an open house this Thursday at 11:00 a.m. State and local officials will be there. These funds are to help finance the tech and training which is necessary to operate the facility.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

2017 Salary Statement	$	49,652	New Position HTCU Forensics Analyst

Prosecutor Harrington explained they have a grant through ICJI to fund this position and the remaining cost will be paid by warrant fund. The grant started in Sept and they have not touched the funds yet. The High Tech Crime Unity is one of three in county that has partnered with an educational entity such as a university or college.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Clerk –*Christa Coffey*

Clerk Rec Perpet Fund 1119

Appropriation	$	3,284	Minor Equipment
	$	40,000	Other Professional Services

County Clerk Coffey stated the money that comes into this primarily comes from filing fees. Two years ago that increased from $2 to $5 per case. She feels confident there will be enough funding to take care of the remaining records for the remainder of her term. They are also using these funds to replace two scanners.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

CASA

CASAs for Kids Fund 9107

Grant Appropriation	$	33,060	Part Time Salary
	$	2,529	Social Security
	$	3,233	Minor Equipment
	$	1,600	Software

Assistant Director Connie Schneck asked for funding through a grant for two part time positions. So far this year, their program has served 534 children and expects increases in the future. They are hopeful to get wait list down to 30-40 children with the addition of these two positions.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

2017 Salary Statement	Up to $19/Hr.	Part Time Staff Advocate

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Coroner – *Donna Avolt*

General Fund 1000

Appropriation	$	10,000	Supplies/Institutional or Medical

Coroner Avolt stated their case load has increased by 54% and they have changed vendors for body bags and protective equipment for staff. It was necessary to upgrade the protective equipment due to the increase in Hepatitis C and HIV cases.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Highway – *Opal Kuhl*

MVH Fund 1176

Appropriation	$	15,016	Salaries/Overtime

Director Kuhl stated they had zeroed out one of their budget items to have a balanced budget. However, they have used quite a bit of overtime this spring due to downed trees and minor flooding.

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Fairgrounds – *David Byers*

General Fund 1000

Appropriation	$	7,320	Chief Deputy/Appointed
	$	560	Social Security
	$	820	PERF Retirement

Commissioner Byers explained this has gone through the job classification and personnel committee. With the extra duties added to the position, this is the salary that came back.

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

2017 Salary Statement	$	51,236	Reclassification/Prop Mgr. from LTC to PAT

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Commissioner Byers stated Mr. Armstrong was not able to attend the meeting today and requested to be included in next month's meeting.

Commissioners – *Tracy Brown*

General Fund 1000

Appropriation	$	2,243	Part Time Salary
	$	172	Social Security

Commissioner Brown stated this is for a shared intern with Area Planning Commission. Emily Hepworth is studying to receive her Master's in Urban Planning. Director Fahey explained they need to update their public involvement plan and Emily has the skills and background to do that. She will also be working with the Commissioners' office to establish a better social media presence.

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. Motion carried.

Committee Reports

President Basham stated concerning the Romney Sewer District Project that on May 22 at 6 p.m. there will be a meeting public hearing at the Romney Fire station. The Board of Health, the Engineers and Attorney's will all be in attendance. They will be trying to acquire easements to the properties.

Auditor Plantenga asked if he and the Treasurer could present a Sustainability Study at next meeting. Councilmember Winger asked if it will include an updated capital plan. Plantenga said they will try to include it in the presentation.

Unfinished/New Business

None.

Commissioner FYI

Commissioner Brown stated the scaffolding on the courthouse has dropped down around the bell tower. We are going to see a lot of activity on the project this summer, but it is actually ahead of schedule. The 111 building is operational and open to the public as of May 1. Prosecutor Harrington said new building is wonderful and they will be having an open house event at the end of June.

Public Comment

Director Kuhl said the Relay for Life team is having a bake sale tomorrow from 11:00 am - 1:30 pm. The Relay for Life is on June 3 at the fairgrounds.

Councilmember Burch moved to adjourn, second by Councilmember Winger. President Basham adjourned the meeting at 9:13 a.m.

TIPPECANOE COUNTY COUNCIL

John R. Basham II, President

Bryan E. Metzger, Vice President

Vicki Burch

Kevin L. Underwood

Kathy Vernon

David R. Williams

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 6/13/2017

Minutes prepared by Caitlin Thomas, Auditor Office Assistant