TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, DECEMBER 13, 2016
8:30 A.M.

The Tippecanoe County Council met Tuesday, December 13, 2016 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Council member present were President David R Williams, Vice President John Basham, Kevin Underwood, Kathy Vernon, Bryan Metzger, Vicki Burch, and Roland Winger. Others present were Auditor Robert A. Plantenga, Attorney Doug Masson, and Recording Secretary Caitlin Thomas.

Pledge of Allegiance

President Williams called the meeting to order and led the pledge of allegiance.

President Williams recognized the new Councilmember, Vicki Burch, and thanked former Councilmember Sally Siegrist for her service.

Auditor's Financial Report

Auditor Plantenga reported on the November Financial Statement stating the beginning Cash Balance in the General Fund was $9,145,040.42. With the 2016 Miscellaneous Revenue and Property Tax, with the deduction for circuit breakers, the Total Available was $41,110,444.42. Deducting the Encumbrances, the 2016 Budget, the Minimum Balance, the beginning balance was $517,912.42. Additional Appropriations amounting to $524,187.00 have been approved this year. With the requirements for state approval of general fund appropriations, we do not have any additional appropriation requests for December. We have budget reductions this year in the amount of $60,416.00 and the Miscellaneous Expenditures of $12,028.06; the Total currently available is $52,913.36. The COIT Fund began with a Cash Balance of $2,262,873.18. Adding the COIT Revenue and deducting the Encumbrances, the Beginning Net Balance was $360,171.18. With $40,136 of COIT appropriations this year, the current balance available is $320,035.18.

Auditor explained we are finishing up on settlement and will hopefully be getting the state approval today. We are 55.5% of property taxes through the first half of the year and estimating to exceed the budget. We cannot exceed the levee, but levee is higher than property tax estimate was because we took out the circuit breaker. License excise number is for the first half of the year and expecting close to the same number for the second half of the year.

The General Fund balance has a balance of $-836,810.07, but will be over ten million once property taxes are applied. Fund 2000 (Probation User Fees) is getting pretty low, but will try to build on it in 2017. Fund 2580 and 2581 (Court Services Funds) have balances of $18,000 and $57,000. Jury pay in Fund 2584 has a lower balance than in the past. Self-insurance fund 4710 has a balance of almost $1.5 million. Auditor Plantenga noted the council had spoken about some positions that had seen pay reductions this year. He spoke with DOJF and they advised not to do any additional appropriations in 2016 for 2017, but wait till 2017. Council meeting will be before the first payroll so we would be able to get those positions back up to the rate of pay they were at previously.

Treasurer's Report

Treasurer Weston reported on the October 2016 Bank Balances and Interest Rates. They added 1st Source Bank as a secondary bank for checking and longer term investments. Centier Bank had an account balance of $20,048,488.93 with interest totaling $10,883.77 and Lafayette Bank & Trust had an account balance of $46,121,679.63 with interest totaling $17,757.79. The average interest rate was 0.60% and the Weighted Average Rate was 0.61%. The balance for Morgan Stanley was $22, 489, 934.44, earning $8,582.60 in interest and the First Empire balance was $6,025,577.57, earning $7,100.00 in interest. Total earned interest was $46,746.37.

Treasurer Weston reported on the November 2016 Bank Balances and Interest Rates. Centier Bank had an account balance of $40,066,694.23 with interest totaling $18,190.30 and Lafayette Bank & Trust had an account balance of $75,681,219.48 with interest totaling $31,992.34. The average interest rate was 0.60% and the Weighted Average Rate was 0.61%. The balance for Morgan Stanley was $22,509,432.55, earning $19,498.11 in interest and the First Empire balance was $6,025,577.57, earning $7,100.00 in interest. Total earned interest was $77,207.98. The 1st Source Bank rate is 0.63%.

Treasurer Weston explained that we distribute the interest some. Some funds have their own bank accounts and some do not. The General Fund typically gets 55-56% of total interest. The General Fund holds $413,288.25 at the end of November and total interest is $700,431.32. We need about $34, 000 in December to hit the revised budget of $447,000. Right now we are at 91.7% for the year and 92.5% interest.

Public Comment (Agenda Items)

Resolution 2016-33-CL Interest in Purchase of Real Estate

Attorney Masson explained part of the process to acquire any real estate is that the council must express interest in the property. It does not commit you to purchasing the real estate, but allows the process to move forward.

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

Consent Agenda

Approval of Meeting Minutes
Budget Hearings Meetings – September 13-14, 2016
Regular Meeting – November 7, 2016

- Councilmember Underwood moved to accept consent agenda as presented, second by Councilmember Burch. Motion carried.

BOE –General Fund 1000			
Transfer	$	3,348	Poll Worker Expense *to* Election Workers
	$	2,500	Poll Worker Expense *to* Over Time
	$	608	Poll Worker Expense *to* PERF
Cary Home – General Fund 1000			
Transfer	$	126	General M & E *to* Buildings & Property Maintenance
	$	6,000	Social Security *to* Counseling & Consulting
	$	3,000	PERF *to* Building & Property Maintenance
	$	11,000	Full Time *to* Building & Property Maintenance
	$	3,000	Full Time *to* Grounds Supplies
	$	1,000	Full Time *to* Vehicles & Equipment Maintenance
	$	2,000	Full Time *to* Institutional & Medical Supplies

TEMA – General Fund 1000			
Transfer	$	689	Minor Equipment *to* Over Time
Ancillary Court – General Fund 1000			
Transfer	$	249	Office Supplies *to* Transcripts
	$	2,000	Over Time *to* Transcripts
Circuit Court – General Fund 1000			
Transfer	$	4,443	Pauper Attorney *to* Full Time
Superior Court 2 – General Fund 1000			
Transfer	$	2,029	Over Time *to* Pauper Attorney
	$	275	Dues & Subscriptions *to* Office Supplies
Health – General Fund 1000			
Transfer	$	3,000	Full Time *to* Medical Supplies
	$	230	Social Security *to* Medical Supplies
	$	336	PERF *to* Medical Supplies
	$	705	Office Supplies *to* Legal Services
	$	95	Office Supplies *to* Dues & Subscriptions
	$	1,000	Full time *to* Legal
	$	10	Full time *to* Dues & Subscriptions
	$	77	Social Security *to* Dues & Subscriptions
	$	113	PERF *to* Dues & Subscriptions
Health – Local Health Trust Fund 1206			
Transfer	$	2,601	Part Time *to* Health & Medical Professionals
	$	199	Social Security *to* Health & Medical Professionals
	$	2,000	Medical Supplies *to* Health & Medical Professionals
Community Corrections – Project Income Fund 1122			
Transfer	$	10,000	Other Professional Services *to* Other Supplies
Treasurer – General Fund 1000			

Transfer	$	500	Part Time *to* Office Supplies
	$	500	Part Time *to* Forms
	$	500	Part Time *to* Minor Equipment

Additional Appropriations

Circuit Court – *Judge Busch*
VASIA Fund 9631

Appropriation	$	75,000	Other Professional Services

- Councilmember Winger moved to approve, second by Councilmember Burch.
- Motion carried in the amount of $75,000.

Superior Court 6 – *Judge Morrissey*
Jury Pay Fund 2584

Appropriation	$	1,500	Jury Expense

- Councilmember Winger moved to approve, second by Councilmember Burch.
- Motion carried in the amount of $1,500.

Superior Court 5 – *Judge Persin*
Jury Pay Fund 2584

Appropriation	$	2,250	Jury Expense

- Councilmember Winger moved to approve, second by Councilmember Burch.
- Motion carried in the amount of $2,250.

Superior Court 3 – *Judge Graham*
CHINS Caseload Fund 8635

Grant Appropriation	$	2,500	Other Professional Services

- Councilmember Metzger moved to approve, second by Councilmember Basham.
- Motion carried in the amount of $2,500.

Prosecutor – *Pat Harrington*
EEDMA Fund 9254

Grant Appropriation	$	60,000	Other Professional Services
	$	10,379	Travel/Mileage
	$	1,200	General M&E
	$	*71,579*	*Total Requested*

- Councilmember Winger moved to approve, second by Councilmember Burch.
- Pat Harrington explained that this grant comes from the Indiana Criminal Justice Institute for enhanced enforcement drug mitigation and area program.
- Auditor Plantenga asked if we could drop the 25 cents from the appropriation because the Council cannot approve an appropriation with uneven dollar amount. Prosecutor Harrington said that would be fine.
- Motion carried in the amount of $71,579.

Clerk – *Christa Coffey*
Clerk's Records Perpet Fund 1119

Appropriation	$	43,679	Other Professional Services

- Councilmember Winger moved to approve, second by Councilmember Burch.
- Christa Coffey updated the Council on the process of off-site scanning documents and said she will eventually run out of funds for this task. She stated she will be working on a new estimate for 2017. Councilmember Winger asked if the filing fees go away or adjust when the courts go to E-File. Director Coffey said nothing changes with the filing fees. She is already working with Odyssey to start collecting traffic tickets electronically starting in January.
- Motion carried in the amount of $43,679.

CASA –*Coleen Connor*

CASA Donation Fund 4121

Appropriation	$	3,000	Travel/Mileage
	$	1,500	Training

- Councilmember Metzger moved to approve, second by Councilmember Basham.
- Director Connor explained this appropriation is to support travel of their advocates and staff advocates.
- Motion carried in the amount of $4,500.

Health – *Craig Rich*

Immunization Fund 8464

Grant Appropriation	$	11,232	Part Time Salaries
	$	859	Social Security
	$	124	Worker's Comp
	$	2,793	Office Supplies
	$	5,650	Medical Supplies
	$	1,370	Travel/Mileage
	$	29,900	Other Professional Services
	$	7,150	Other Machine & Equipment

- Councilmember Underwood moved to approve, second by Councilmember Basham.
- Director Rich stated this grant is to support their adult immunization programs.
- Motion carried in the amount of $59,078.

STD Prevention Fund 8463

Grant Appropriation	$	18,096	Part Time Salaries
	$	1,384	Social Security
	$	200	Worker's Comp
	$	2,000	Office Supplies
	$	12,000	Medical Supplies
	$	2,000	Travel/Mileage
	$	24,320	Other Professional Services

- Councilmember Underwood moved to approve, second by Councilmember Basham.
- Motion carried in the amount of $60,000.

2017 Salary Statement - *MITS*	$	14/hr	Part Time Position

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

Committee Reports

None.

Unfinished/New Business

2017 County Council Assignments & Appointments

- President Williams stated assignments will take place next month and the councilmembers should let them know if they want to be moved around.

Commissioner FYI

President Byers let the council know that Katharine Greer, a long time county employee, passed away.
This Friday, CASA is hosting a lunch in the Tippecanoe Room. On the 20th, the department head luncheon will be taking place at 11:30 a.m.
Project 111 is almost completed and estimated everything will be moved in around the middle of January. The courthouse project continues to progress, but will probably have to stop exterior renovations soon due to weather.
A contract was signed with Green Case for a feasibility study on the fairgrounds project. President Byers gave each councilmember a copy of the report. Justin Armstrong from Green Case also worked on the state fairgrounds renovations. He asked the council to relay any questions or suggestions to him.

Public Comment

No public comment.

President adjourned the meeting at 9.02 a.m.

TIPPECANOE COUNTY COUNCIL

David R. Williams, President

John R. Basham II, Vice President

Bryan E. Metzger

Vicki Burch

Absent
Kevin L. Underwood

Kathy Vernon

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 1/10/2017

Minutes prepared by Caitlin Thomas, Auditor Office Assistant