TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
WEDNESDAY, SEPTEMBER 9, 2015
8:30 A.M.

The Tippecanoe County Council met Wednesday, September 9, 2015 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Council members present were: President David R. Williams, Vice-President John R. Basham II, Bryan E. Metzger, Sally J. Siegrist, Kevin L. Underwood, Kathy Vernon, and Roland K. Winger. Others present were: Auditor Bob Plantenga, Attorney Doug Masson, and Recording Secretary Tillie Hennigar.

PLEDGE OF ALLIANCE

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

AUDITOR'S FINANCIAL REPORT – Bob Plantenga

Financial Statement
Through August 31, 2015

		General Fund	COIT Fund	Combined Funds
Cash Balance (01/01/2015)		$9,564,171.62	$2,293,808.98	$11,857,980.60
DLGF Approved 2015 Projected Miscellaneous Revenue		$10,157,505.00	$8,397,574.00	$18,555,079.00
Property Tax Approved Abstract (99%)		$21,935,914.00	$0.00	$21,935,914.00
Less: Abstract Circuit Breaker Credit Estimate		$772,386.00	$0.00	$772,386.00
Total Funds Available		$40,885,204.62	$10,691,382.98	$51,576,587.60
Less: 2015 Encumbrances		$895,474.00	$49,454.00	$944,928.00
Less: DLGF Approved 2015 Budget		$32,661,921.00	$8,688,081.00	$41,350,002.00
Less: Council Approved Minimum Balance (Res 2013-24-CL)		$6,000,000.00	$1,500,000.00	$7,500,000.00
Beginning Net Balance		$1,327,809.62	$453,847.98	$1,781,657.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$40,000	$40,000	$0	$40,000
February	$28,000	$3,000	$0	$3,000
March	$500	$500	$0	$500
April	$39,871	$39,871	$0	$39,871
May	$10,911	$3,868	$0	$3,868
June	$958	$958	$0	$958
July	$105,500	$105,500	$0	$105,500
August	$24,122	$24,122	$0	$24,122
September	$18,000			$0
October				$0
November				$0
December				$0
Total Additional Appropriations	$267,862	$217,819	$0	$217,819
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
June	$33,322	$0	$0	$0
August	$1,500	$1,500	$0	$1,500
Year to Date	$34,822	$1,500	$0	$1,500
Miscellaneous Expenditures (year to date total)		$4,317.42	$0.00	$4,317.42
Available for Appropriation		$1,107,173.20	$453,847.98	$1,561,021.18

Auditor Plantenga said the General Fund Cash Balance for the beginning of the year was $9,564,171.62. With Miscellaneous Revenue and projected Property Tax, less the Circuit Breaker, the total available is $40,885,204.62. Deducting Encumbrances, the Approved 2015 Budget, the Minimum Balance approved by Council, Additional Appropriations, and Miscellaneous Expenditures; the total available for Appropriation is $1,107,173.20. The COIT Fund began with $2,293,808.98. With projected Revenue, less Encumbrances, the 2015 Budget, and the Council Approved Minimum Balance of $1,500,000.00; the total available is $453,847.98.

Auditor Plantenga reported on the Revenue through August 31, 2015 saying 2/3 of the year has lapsed and revenue is at 56.65%. COIT Revenue is at 64.41% collected of the estimate. Referring to Fund Balances, the General Fund balance is $2,930,591.43 and the COIT Fund is slightly under $2 million. August was a good month for Fund 310, The County Self Insurance; however, the balance is negative and will need addressed during the budget hearings.

Auditor Plantenga reported on Court Services Revenue and Expenditures, saying August was the first month with the new setup. Combining Fund 575 and 576 resulted in a positive Cash Balance for the month of $5,504.29. The utility bill of $584.08 is a final bill from Duke Energy. August was a very good month for Court Services. Revenue received at the beginning of September (for August) is more than $29,000 which will reduce the negative balance somewhat. Auditor Plantenga asked the Council if they wanted to do an appropriation of possibly $150,000 from the Rainy Day Fund to get them out of the hole. At the end of the year, if there are pre-July 1 funds collected, the funds could be used to begin to pay back the Rainy Day Fund. Court Services needs to be out of the hole by the end of December; November will be the last chance to do an appropriation from Rainy Day. President Williams said Council will review in October and do an appropriation in November.

TREASURER'S REPORT

Interest Rate
Weighted Average

August 2015

	Account Balance	Rate	Interest
Chase Bank			
Property Tax	$0.00	0.00%	$0.00
Chase Total	$0.00		$0.00
Lafayette Bank & Trust			
Savings	$45,922,081.66	0.35%	$13,652.57
Primary/sweep	$5,598,043.15	0.30%	$818.51
Flex Benefits	$92,498.19	0.00%	$0.00
Claims/sweep	$2,469,142.25	0.30%	$678.02
Cary Home	$427.91	0.35%	$0.13
Cumulative Bridge	$1,722,866.27	0.35%	$668.83
Local Road & Street	$402,333.07	0.35%	$129.13
Drain Maintenance	$1,463,314.63	0.35%	$460.51
Gen Drain Main	$1,124,051.68	0.35%	$341.11
Hwy Escrow	$55,184.75	0.35%	$16.40
MVH	$1,988,356.05	0.35%	$614.66
E-Check	$23,262.18	0.35%	$12.06
Law Enforcement Warrant	$1,603,386.40	0.35%	$476.82
Lafayette Bank & Trust Total	$62,462,948.19		$17,868.75

Note: Claims Balance does not include Outstanding checks

Average Interest Rate		0.34%
This Month (Weighted Average Rate)	$62,462,948.19	0.34%
Last Month (Weighted Average Rate)	$61,833,261.26	0.34%

Auditor Weston reported on the Interest for August. Cash on hand at Lafayette Bank and Trust totaled $62,462,948.19 compared to last month at $61.8 million. The Morgan Stanley total was $19,216,919.56 and the First Empire total was $3,876,396.54. The total month-end interest was $40,210.65.

Referring to the Interest Summary, Auditor Weston said the General Fund earned $20,034.29 for August which is down slightly from July.

2015 Tippecanoe County Treasurer Interest Summary

Fund Name	Jan	Feb	March	April	May	June	July	Aug	Total
001 General Fund	15,230.87	10,878.84	14,996.92	13,026.19	36,003.41	21,452.35	21,427.53	20,034.29	153,050.40
010 Cumulative Capital Development	844.26	607.89	781.56	416.67	502.22	1,308.95	1,277.54	1,104.65	6,843.74
* 011 Cumulative Bridge	743.87	614.37	565.29	513.61	472.83	445.05	783.89	668.83	4,807.74
014 Title IV-D Incentive	0.00	30.55	37.72	24.91	30.06	54.95	56.54	47.84	282.56
* 101 Highway	521.07	456.43	508.33	517.76	587.55	610.57	627.74	614.66	4,444.11
* 102 Local Road & Street	138.53	113.12	125.28	116.85	123.77	110.93	118.69	129.13	976.30
* 104 Highway Escrow	14.53	13.13	14.54	14.08	14.55	14.14	16.39	16.40	117.76
* 126 Naturalist Program Gift	0.00	33.81	44.97	25.08	31.40	59.88	60.82	54.95	310.91
162 IV-D 1099 Child Support	0.00	10.11	11.92	10.53	12.12	21.07	24.07	19.25	109.07
172 ID Security Protection	68.23	45.44	60.71	30.64	38.64	74.19	67.19	61.28	446.32
191 County 911	866.91	666.45	924.86	533.27	662.42	1,317.84	1,326.80	1,247.37	7,545.92
241 F-Lake Detention	56.20	41.37	55.02	30.69	38.42	73.26	74.42	67.23	436.61
* 242 Drain Maintenance	432.54	389.73	431.05	399.06	407.15	387.41	385.37	460.51	3,292.82
* 243 General Drain Improvements	283.56	256.25	283.63	268.81	255.63	222.32	382.53	341.11	2,293.84
247 Phase II Stormwater	717.97	527.64	692.90	388.39	483.58	913.70	911.62	816.18	5,451.98
248 Berlovitz Detention	2.60	1.88	2.01	1.12	1.41	2.68	2.72	2.46	16.88
256 IV-D Prosecutor Incentive	0.00	49.73	64.19	41.75	50.71	93.69	98.95	86.68	485.70
263 Federal Drug Forfeitures	23.99	17.66	22.32	5.86	0.53	1.02	1.04	0.94	73.36
266 Law Enforcement Warrant	434.04	392.08	434.14	420.19	434.25	473.79	487.60	476.82	3,552.91
280 Reassessment 2017	59.44	29.80	33.24	13.74	12.83	120.95	112.55	94.85	477.40
301 EDIT	6,502.33	4,458.22	6,072.33	3,452.74	4,362.24	8,539.83	8,891.73	8,216.98	50,496.40
305 Southeast Industrial TIF	450.51	312.61	408.67	213.37	266.70	921.77	663.90	984.94	4,222.47
310 Self Insurance / Insurance	151.81	88.67	116.82	85.99	132.61	120.95	0.00	0.00	696.85
311 Self Insurance / Public Officials	107.68	78.38	103.60	56.83	70.01	132.60	134.04	120.03	803.17
312 Self Insurance / Commissioners	74.28	53.90	71.51	39.88	49.93	95.21	96.71	88.47	569.89
313 Self Insurance / Highway	58.15	43.20	58.55	31.84	39.49	76.07	77.27	69.80	454.37
314 Self Insurance / Sheriff	186.13	131.82	174.97	97.58	121.61	230.55	234.06	209.90	1,386.62
* 320 EDIT Landfill	0.00	0.00	4,058.32	9.12	2,495.42	1,514.15	1,024.73	1,503.05	10,604.79
322 Parking Garage Maintenance	134.62	99.67	133.69	74.70	94.65	182.81	171.20	155.09	1,046.43
333 Wabash River Hydrology	3.31	2.43	3.24	1.81	2.26	4.31	4.38	3.96	25.70
420 Local Emergency Planning	0.00	0.00	0.00	0.00	0.00	0.00	15.79	14.27	30.06
480 Battle Ground Fence	9.12	6.71	8.93	4.98	6.23	11.88	12.07	10.91	70.83
481 Capital Park	12.77	9.40	12.50	6.97	8.73	16.65	16.91	16.28	99.21
708 Innkeepers	433.04	344.92	509.45	273.23	200.63	460.70	548.37	236.12	3,006.46
709 J&C Highway Escrow	0.00	0.00	0.12	0.00	0.00	0.12	0.00	0.00	0.24
743 Congressional School Interest	17.79	13.09	17.41	9.70	12.15	23.16	23.51	21.23	138.04
* 750 Frances Powers Trust	0.13	0.11	0.13	0.12	0.13	0.12	0.13	0.13	1.00
780 Project (Revolving)	843.50	1,205.12	1,595.97	887.34	1,000.76	1,889.82	1,801.81	1,948.35	11,172.67
835 Great Lakes	222.98	164.13	218.29	121.75	152.43	290.65	295.23	266.71	1,732.17
Total	29,646.76	22,188.66	33,855.10	22,167.15	49,179.45	42,270.09	42,255.84	40,210.65	281,573.70

** Fund has its own bank account which retains the interest earned*

Auditor Weston continued saying 66.7% of the year has lapsed and 80.7% of the Forecasted Budget has been collected for the General Fund. Looking at the remainder of 2015 and forecasting for next year, the budget has been revised to $223,900 for 2015; 68.4% of the budget estimate. The budget estimate is revised when the second half of 2015 is reported.

Auditor Weston said five or six Bonds have been called in the past four to six weeks and the funds have been reinvested in some CDs at approximately 2.2%.

2015 Tippecanoe County Treasurer Interest Summary

	Jan	Feb	March	April	May	June	July	Aug	Total
Average Interest Rate	0.33%	0.33%	0.33%	0.33%	0.33%	0.33%	0.34%	0.34%	0.33%
Weighted Avg Interest Rate	0.33%	0.33%	0.33%	0.33%	0.34%	0.34%	0.34%	0.34%	0.34%
Current Year Actual - Total	29,646.76	22,188.66	33,655.10	22,167.15	49,179.45	42,270.09	42,255.84	40,210.65	281,573.70
Last Year Actual - Total	25,397.69	26,341.67	30,222.22	24,097.75	59,408.18	53,692.39	28,466.12	31,089.07	443,769.26
Change from Last Year	4,249.07	(4,153.01)	3,432.88	(1,930.60)	(10,228.73)	(11,422.30)	13,789.72	9,121.58	
Current Year Actual - General Fund	15,230.87	10,878.84	14,996.92	13,026.19	36,003.41	21,452.35	21,427.53	20,034.29	153,050.40
Last Year Actual - General Fund	13,549.62	11,150.58	12,407.19	14,125.72	41,732.45	26,184.76	13,764.94	12,785.50	237,212.46
Change from Last Year	1,681.25	(271.74)	2,589.73	(1,099.53)	(5,729.04)	(4,732.41)	7,662.59	7,248.79	
General Fund Monthly Budget Allocation	15,808.33	15,808.33	15,808.33	15,808.33	15,808.33	15,808.33	15,808.33	15,808.33	
General Fund Over/(Under) Budget	(577.46)	(4,929.49)	(811.41)	(2,782.14)	20,195.08	5,644.02	5,619.20	4,225.96	26,583.73
% of Year Lapsed	8.3%	16.7%	25.0%	33.3%	41.7%	50.0%	58.3%	66.7%	
% of Forecasted Budget	8.0%	13.8%	21.7%	28.5%	47.5%	58.8%	70.1%	80.7%	
% of Revised Budget ($223,900)								68.4%	

***PUBLIC COMMENT* (Agenda Items)** – none

LIQUIDSPRING LLC REQUEST FOR PROPERTY TAX ABATEMENT

President Williams stated the abatement request for LiquidSpring has been added to the meeting and will be voted on tomorrow morning at 8:00 a.m.

Dean Bartolone, President and CEO of LiquidSpring thanked the Council and Commissioners for the abatement consideration. His company was founded about ten years ago with a mission of commercializing vehicle suspension systems. They are involved in several markets, including underground mining, shuttle buses, ambulances, and motor homes. Recent success in the ambulance market has caused them to outgrow their facility. The plan is to build a new facility that is three times the size they have today; with land for future expansion. Eight employees will be added once the new facility is completed; currently they have 23 employees.

Attorney Masson stated a Declaratory Resolution will be ready for consideration tomorrow. The Resolution will designate an Economic Revitalization and consider their Statement of Benefits. If approved, a notice will be published followed by a Confirmatory Resolution at the next Council meeting. The business is in a TIF district so the Commissioners must also vote on the process.

CONSENT AGENDA

Approval of Meeting Minutes
Joint Special Meeting – August 11, 2015
Regular Meeting – August 11, 2015

Public Defender –General Fund 001

Transfer	$	40,000	Salaries & Wages / Chief Deputy *to* Administrative / Other Professional Services
	$	28,000	Salaries & Wages / Chief Deputy *to* Contracts / Contractual Services

WIC – NSA Grant Fund 881

Transfer	$	6,500	Salaries & Wages / Full Time Employee *to* Departmental / Educational Materials
	$	6,000	Salaries & Wages / Part Time – Other *to* Departmental / Educational Materials

	$	3,000	Social Security / Social Security *to* Departmental / Educational Materials
	$	2,000	Utilities / Cellular Telephone *to* Departmental / Educational Materials
	$	2,000	Utilities / Miscellaneous *to* Departmental / Educational Materials
	$	500	Insurance Benefit / Workers Compensation *to* Departmental / Educational Materials
	$	5,000	Insurance Benefit / Health *to* Office / Office Supplies
	$	5,000	Insurance Benefit / Health *to* Departmental / Medical
Assessor – County General Fund 001 Transfer	$	4,825	Office Expense / Printed Forms *to* General Operating / Postage
Assessor – Reassessment Fund 280 Transfer	$	1,900	Office Expense / Printed Forms *to* General Operating / Postage

- Councilmember Metzger moved to approve the Consent Agenda as presented, second by Councilmember Siegrist; motion carried.

ADDITIONAL APPROPRIATIONS:

2015 Salary Statement – Superior Ct IV
(Tabled from August 11, 2015 Council Meeting)

- Councilmember Winger moved to approve the 2015 Salary Statement for Superior Court IV as presented, second by Councilmember Siegrist.

Councilmember Winger said the item was moved to the September meeting to allow time to meet with Judge Zeman. The salary statement will bring the salary for the position in line and up to date.

2015 Salary Statement

Up to $14/hr	Salaries & Wages / Part Time

- Motion carried with all Councilmembers voting in favor of the Salary Statement.

PROSECUTOR– *Pat Harrington*
DTF/Coalition Grant Fund 251

- Councilmember Winger moved to approve the grant appropriation for Fund 251 as presented, second by Councilmember Siegrist.

Prosecutor Harrington said the grant is from the Drug Free Coalition. The funds are used equipment purchases.

Grant Appropriation $28,892

$	28,892	Equipment / Law Enforcement

- Motion carried with all Councilmembers voting in favor of the grant appropriation for Fund 251.

Pre-Trial Diversion Fund 260

- Councilmember Winger moved to approve the Pre-Trial Diversion Fund 260 as presented, second by Councilmember Siegrist.

Prosecutor Harrington stated the appropriation for part time is due to the increase in reports and filings of criminal charges in Tippecanoe County.

Appropriation $32,295

$	30,000	Salaries & Wages / Part Time
$	2,295	Social Security / Social Security

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 260.

COMMUNITY CORRECTIONS – Dave Heath
County Misdemeanant Fund 178

- Councilmember Metzger moved to approve the appropriation request from Community Corrections from Fund 178 in the amount of $50,000 for vehicle leases and maintenance truck, second by Councilmember Basham.

Community Corrections Director Heath said the appropriation is for vehicle leases and replacement of a 1991 pickup truck. The requested amount is the approximate annual request from the Misdemeanant Fund; next year might be less because the fund was cut 3% by the State.

Appropriation $50,000

$	30,000	General Operating / Equipment Lease
$	20,000	Equipment / Miscellaneous

- Motion carried with all Councilmembers voting in favor of the appropriation for Fund 178.

CLERK – Christa Coffey
IV-D Fund 162

- Councilmember Winger moved to approve the IV-D Fund 162 appropriation reduction as presented, second by Councilmember Siegrist.

Clerk Coffey said the fund is accumulated from the incentive quarterly installments from the State based off of the IV-D child support work. One full time person is paid from Fund 162. Due to having extra positions open in the full time budget, she transferred enough money to cover part time needs. Auditor Plantenga said the Social Security was not calculated correctly.

- Councilmember Winger moved to amend the Salaries & Wages/Part Time to $19,879 and Social Security to $1,521, second by Councilmember Siegrist; motion carried.

Reduction Appropriation $31,600

$	19,989	Salaries & Wages / Part Time

$	1,521	Social Security / Social Security
$	10,200	Admin/Other Professional Service

- Motion carried with all Councilmembers voting in favor of the appropriation reduction for Fund 162.

***JUVENILE* ALTERNATIVES**
DMC ICJI Fund 146

Grant Appropriation $4,900

$	430	Departmental / Miscellaneous
$	3,670	Training Costs / Travel & Training
$	800	Contracts / Miscellaneous

- Councilmember Metzger moved to approve the Juvenile Alternatives request for $4,900 from the Title V grant, second by Councilmember Basham; motion carried.

***PARKS and RECREATION** – Allen Nail*
Naturalist Program Fund 126

- Councilmember Metzger moved to approve the Parks Department request from the Naturalist Fund 126 for travel and training, second by Councilmember Underwood.

Parks Director Nail said Fund 126 is a donated fund left by the estate of a generous individual and is restricted to support the Naturalist Fund Conferences held in Virginia in November. The expenses include registration fees and travel expenses in accordance to the County policy.

Appropriation $827

$	827	Training Costs / Travel & Training

- Motion carried with all Councilmembers voting in favor of the Fund 126 appropriation.

***CORONER** – Donna Avolt*
General Fund 001

- Councilmember Metzger moved to approve the appropriation request of $18,000 for the Coroner from General Fund 001 as presented, second by Councilmember Basham.

Coroner Avolt stated the $18,000 request is for Stericycle which is biohazard disposal and Toxicology for the three labs the Coroner uses. Councilmember Winger asked if the request is for expenses that were not anticipated at budget time – is it additional services? Coroner Avolt said yes, it is additional based on additional cases; she is six weeks ahead of this time last year. Councilmember Winger asked for clarification that Witham Toxicology at $3,000 per month and Stericycle at $900 per month are increased expenses. Coroner Avolt confirmed they are increases over previous expenses due to additional cases.

Appropriation $18,000

$	18,000	Departmental / Medical Service

- Motion carried with all Councilmembers voting in favor of the appropriation for the Coroner.

HEALTH–Craig Rich
Local Health Trust "B" Fund 766

- Councilmember Underwood moved to approve the grant appropriation request from Fund 766 as presented, second by Councilmember Basham.

Health Department Director Rich said the Local Health Trust "B" Fund 766 is an adult immunization grant which is totally reimbursable.

Grant Appropriation $5,000

$	5,000	Departmental / Medical

- Motion carried with all Councilmembers voting in favor of the Fund 766 grant appropriation.

TIPPECANOE COUNTY HEALTH DEPT. GOVERNING ENTITY DOCUMENT 2015 *– Craig Rich*

- Councilmember Underwood moved to approve the Tippecanoe County Health Department Governing Entity Document for 2015 as presented, second by Councilmember Winger.

Director Rich said the Health Department is preparing to apply for accreditation in January. The National Accreditation Board requires a lot of documentations and the Governing Entity happens to be one of them. The document shows the Indiana Codes the Board of Health follows and also acknowledges the governing bodies of the Board of Health.

- Motion carried with all Councilmembers voting in favor of the Health Department Governing Entity Document.

COMMISSIONERS*– Thomas Murtaugh*
EDIT Fund 301

- Councilmember Underwood moved to approve the appropriation from EDIT Fund 301 in the amount of $500,000 for the Commissioners as presented, second by Councilmember Vernon.

Commissioner Murtaugh said during a prior meeting with Financial Consultant Guerrettaz, Build Tippecanoe Funds and making additional payments to the Jail Bonds of up to $500,000 was discussed. Today, the discussion is to continue with the $500,000 or reduce the amount to $250,000. It was advertised as $500,000 so either option is available and open for discussion. Auditor Plantenga said currently the jail lease payment is fully funded with property taxes; any amount appropriated would lower the amount of property taxes to be collected. Every dollar approved becomes a dollar of property tax savings and save a little with Circuit Breaker. Commissioner Murtaugh said this is the final year of the plan. Councilmember Winger said this is an investment saving taxpayers money and it seems like a good first use of money. Commissioner Murtaugh said a decision could be made at the end of Budget Hearings tomorrow.

Appropriation $500,000

$ 500,000 General Operating/General Oper-Misc

- Councilmember Winger moved to table the motion for a $500,000 appropriation from EDIT, second by Councilmember Siegrist; motion carried.

Siren Maintenance Inspection Fee Fund 301

- Councilmember Underwood moved to approve $25,000 for Emergency Equipment from Fund 301 as presented, second by Councilmember Vernon.

Commissioner Murtaugh said the appropriation is due to a clerical error made in the Commissioners' Office to encumber funds at the end of 2014. The money is for a TEMA contract for Siren Maintenance Inspections fees, parts and repairs. Auditor Plantenga said the description does not meet the Capital Outlay line and should be out of budget line 301-1110-413-36-10.

Appropriation $25,000

$ 25,000 Equipment / Emergency Equipment

- Motion carried with all Councilmembers voting in favor of the $25,000 appropriation.

COMMITTEE REPORTS - none

UNFINISHED/NEW BUSINESS - none

COMMISSIONER FYI - none

PUBLIC COMMENT

As there were no public comments, a ten minute break was taken prior to beginning the 2016 Budget Hearings.

Meeting ended at 9:34 a.m.

TIPPECANOE COUNTY COUNCIL

David R. Williams, President

John R. Basham II, Vice President

Bryan E. Metzger

Sally J. Siegrist

Kevin L. Underwood

Absent

Kathy Vernon

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 10/13/2015

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant