

# Tippecanoe County Board of Commissioners

## Meeting Minutes

Monday, October 1, 2018

10:00 am

Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

Commissioners present: President Thomas P. Murtaugh, Vice President David S. Byers and Member Tracy A. Brown.

Also present: Attorney Doug Masson, Auditor Bob Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary John Thomas.

### I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

### II. President Murtaugh announced that the Michael Thompson/ Hamilton Designs rezone from A to GB (the Dollar General in West Point) that was on today's agenda has been withdrawn.

### III. APPROVAL OF MINUTES from Monday, September 17, 2018

- Commissioner Byers moved to approve the minutes as presented, second by Commissioner Brown. Motion carried.

### IV. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL – Paula Bennett presented:

Claims from September 21, 2018 through October 1, 2018, including payroll from September 21, 2018 and recommended approval without exception.

- Commissioner Brown moved to approve the Accounts Payable and Payroll as presented, second by Commissioner Byers. Motion carried.

### V. Area Plan Commission

A. **Z-2740**, Michael Thompson/Hamilton Designs, LLC (A to GB) was withdrawn.

B. **Ordinance 2018-22-CM**: a rezoning request from I3 to R1 (Z-2741).

- Commissioner Byers moved to hear Ordinance 2018-22-CM, second by Commissioner Brown.

Mr. Joe Bumbleburg, representing Mr. Charles R. Vaughn as Trustee for the owners, presented the rezoning request. It is for 39.884 acres on the south side of Swisher Road, west of Prophetstown State Park and north of the Flood Plain of the Wabash River, Tippecanoe Township, Burnetts Reserve 5 (N1/2) 24-4. Mr. Bumbleburg wanted to clarify the property being requested and presented a survey map of the area. He noted a gap in the mapped area and stated he wanted to have the surveyor come to the next meeting and clarify.

There was discussion that the APC recommendation was 2-11 against the rezoning and that the development would require a public road, approval as a subdivision as well as 30,000 square foot lots. President Murtaugh asked if the development could be done with "A" zoning and Mr. Bumbleburg replied that they had not done that analysis. President Murtaugh then opened the floor for public comment.

Mr. Todd Edgell spoke against the request. He owns an adjacent property and plans to convert his family Heritage Barn into a wedding venue business and is concerned about the possible loss of use if the subdivision is built.

- Commissioner Byers moved to table the ordinance for another 30 days (to the November 5th meeting), second by Commissioner Brown. Motion carried.

**VI. HIGHWAY** – Stewart Kline presented and recommended the following:

- A. Consulting Contract with Butler, Fairman, and Seufert, not to exceed \$89,500, for Construction Inspection on the safety improvement project at Concord/430 South.
  - Commissioner Brown moved to approve the contract as presented, second by Commissioner Byers. Motion carried.
- B. Warranty Deed on the Concord Road/CR 430 South project for Parcel 3 from Billy Dean Britton and Cynthia Gale Britton in the amount of \$32,800.
  - Commissioner Byers moved to accept the deed as presented, second by Commissioner Brown. Motion carried.
- C. Partial Release of Mortgage on the Concord Road/CR 430 South project for Parcel 3 from Billy Dean Britton and Cynthia Gale Britton.
  - Commissioner Brown moved to accept the release as presented, second by Commissioner Byers. Motion carried.
- D. Temporary Highway Easement Grant on the Concord Road/CR 430 South project for Parcel 3a & 3b from Billy Dean Britton and Cynthia Gale Britton in the amount of \$1,225.
  - Commissioner Byers moved to accept the easement as presented, second by Commissioner Brown. Motion carried.

**VII. PROBATION** – Dave Hullinger presented and recommended:

Addendum to the Agreement with Sentinel Services for drug screening to add juvenile drug screening for \$15.00 per test. This was requested by Judge Graham and will be paid for by Superior Court 3.

- Commissioner Brown moved to approve the contract addendum as presented, second by Commissioner Byers. Motion carried.

**VIII. VILLA** – Deanna Sieber presented and recommended:

Addendum to the contract with Republic Services for waste hauling services in the amount of \$216.84 per month that will save the County approximately \$6,000 annually.

- Commissioner Byers moved to approve the contract addendum as presented, second by Commissioner Brown. Motion carried.

**IX. WIC** – Alicia Keen presented and recommended:

Adding one position for a full-time nutritionist in 2019 and eliminating the full time Clinic Assistant position.

- Commissioner Brown moved to approve elimination the full time Clinic Assistant position as presented, second by Commissioner Byers. Motion carried.
- Commissioner Brown moved to approve adding the full-time nutritionist position as presented, second by Commissioner Byers. Motion carried.

**X. TREASURER** – Jennifer Weston presented and recommended:

A. Agreement with Certify that works with the County's First Financial Purchase Card system to more efficiently manage the County's credit card program (upload receipts, assign account number, sink with card transactions and route expense accounts to supervisors). The fee is \$9 per account per month and they anticipate starting with 20 users, or \$180 per month. It will be paid for by the income from the card rebate program which is anticipated to be \$500-\$600 per month.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

B. **Ordinance 2018-21-CM** Amending Tippecanoe County Code Section 34.20 (effective 11/1) on *1st Reading*.

- Commissioner Byers moved to consider Ordinance as presented, second by Commissioner Brown.

The ordinance updates the rules governing use of credit cards. It designates a Credit Card Administrator (instead of the Board of Commissioners), now applies to Purchase Cards, clarifies that department heads can be the designated Card Administrator for their department and applies to meal purchases that comply with the travel policy. Commissioner Brown congratulated Treasurer Weston for her work in updating the County's card policies.

President Murtaugh asked if there was any public comment. Hearing none he called for the vote.

Auditor Bob Plantenga recorded the following votes:

President Murtaugh	Yes
Commissioner Byers	Yes
Commissioner Brown	Yes

Ordinance 2018-21-CM passed, 3-0, on first reading.

- C. Cardholder Usage Agreement is the agreement that each employee would sign to use the card.
- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.
- D. **RESOLUTION 2018-31-CM**, Attorney Masson stated that the resolution creates a card rebate fund and pays for the expenses of administrating the card program.
- Commissioner Byers moved to approve **RESOLUTION 2018-31-CM** as presented, second by Commissioner Brown. Motion carried.
- E. Banking Services Agreement with Lafayette Bank & Trust that extends the existing agreement for two years).
- Commissioner Byers moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.
- XI. **SERVICE AGREEMENTS WITH PAYGOV.US LLC** for the Auditor's, Recorder's and the Treasurer's offices. The three agreements, one for each office, provide for use of credit cards in their offices at no cost to the County. Fees are paid by the customers and are \$1 for transactions under \$40 and 2<sup>1</sup>/<sub>2</sub>% over \$40.
- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

## XII. GRANTS – None

## XIII. UNFINISHED/NEW BUSINESS

- A. **RESOLUTION 2018-32-CM** was presented by attorney Masson for the transfer of a 2011 Dodge Charger with 131,000 miles from the Sheriff's department to the Tippecanoe County Ambulance Service.
- Commissioner Byers moved to authorizing the transfer as presented, second by Commissioner Brown. Motion carried.
- B. **RESOLUTION 2018-33-CM** was presented by attorney Masson for the transfer of a 2013 Chevy Cruze from the Assessor's office to CASA. Since the vehicle was originally acquired using restricted reassessment funds (\$16,000) and sales disclosure funds (\$1,065) the fair market value needs to be returned to those funds. Thus \$8,420 from EDIT or other suitable funds will be returned, with \$7,894.52 going to the Reassessment fund and \$525.48 going to the Sales Disclosure fund.

- Commissioner Brown moved to approve **RESOLUTION 2018-33-CM** as presented, second by Commissioner Byers. Motion carried.
- C. Shirley Mennen presented and recommended the 2019 Holiday Schedule with 13 holidays identified and stated that it is similar to the 2018 schedule.
- Commissioner Brown moved to approve the holiday schedule as presented, second by Commissioner Byers. Motion carried.

#### XIV. REPORTS ON FILE

- Central Mail and Duplicating
- Tippecanoe County Building Corporation
- Tippecanoe Emergency Management Agency meeting minutes from 8/7/18.
- President Murtaugh invited everyone to the United Way lunch on the top floor of the Garage from 11:00 to 1:00 today.

#### XV. PUBLIC COMMENT

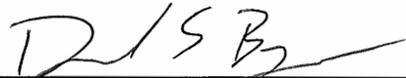
- Kent Kraft, Chief Information Officer for the Department of Information Technology, introduced Cory Mote the new system administrator.

#### XVI. ADJOURNMENT

Commissioner Brown moved to adjourn, and Commissioner Byers adjourned the meeting.

#### BOARD OF COMMISSIONERS OF THE COUNTY OF TIPPECANOE

  
\_\_\_\_\_  
Thomas P. Murtaugh, President

  
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David S. Byers, Vice-President

  
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Tracy A. Brown, Member

ATTEST:

  
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Robert A. Plantenga, Auditor 10/15/2018

Minutes prepared by John Thomas, Recording Secretary