TIPPECANOE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
January 7, 2013

The Tippecanoe County Commissioners met on Monday, January 7, 2013 at 10:00 a.m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President Thomas P. Murtaugh, Vice President John L. Knochel, and Commissioner David S. Byers. Also present were: Attorney Dave Luhman, Auditor Jennifer Weston, Commissioner's Assistant Frank Cederquist, and Secretary Tillie Hennigar.

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

ELECTION OF OFFICERS

Attorney David Luhman stated the Offices of President and Vice President for 2013 need to be filled by election.

Attorney Luhman asked for nominations for the Office of President of the Board of Commissioners.

- Commissioner Knochel moved to nominate Commissioner David S. Byers to the Office of President, second by President Murtaugh; motion carried.

Attorney Luhman asked for nominations for the Office of Vice President.

- Commissioner Murtaugh moved to nominate Commissioner John L. Knochel to the Office of Vice President, second by Commissioner Byers; motion carried.

APPROVAL OF MINUTES

- Commissioner Knochel moved to approve the minutes of the regular meetings held December 17, 2012, and December 27, 2012, second by Commissioner Murtaugh; motion carried.

AREA PLAN COMMISSION – Sallie Fahey
Ordinance 2013-01-CM – USO Amendment #6: An amendment to the Unified Subdivision Ordinance regarding revisions and additions to primary approval effective periods and extensions

- Commissioner Murtaugh moved to hear the USO Amendments #6 and #7, second by Commissioner Knochel.

(quote)

December 20, 2012
Ref. No.: 12-369

Tippecanoe County Commissioners
20 N. 3rd Street
Lafayette IN 47901

CERTIFICATION

RE: USO AMENDMENT #6:
An amendment to the Unified Subdivision Ordinance regarding revisions and additions to primary approval effective periods and extensions

Dear Commissioners:

As Secretary to the Area Plan Commission of Tippecanoe County, I do hereby certify that at a public hearing held on December 19, 2012, the Area Plan Commission of Tippecanoe County voted 14 yes - 0 no on the motion to approve the enclosed amendment to the Unified Subdivision Ordinance. Therefore, the Area Plan Commission of Tippecanoe County recommends to the Tippecanoe County Commissioners that the proposed subdivision ordinance amendment be approved.

Sincerely,

Sallie Dell Fahey
Executive Director

(unquote)

Area Plan Commission Director Fahey said USO Amendment #6 addresses the revisions and additions to primary approval for subdivisions in regard to how long they are effective and the ability to seek extensions of the approval. The last few years, more sub-dividers have needed extensions of the five year primary approval; possibly due to the economy. It takes longer than five years to finalize a subdivision. The amendment extends the automatic approval from five years to ten years. The amendment would apply to major subdivisions, non residential minor subdivisions, and rural estate subdivisions. Residential minor subdivisions are not included because there are no public improvements and it is a fairly simple matter to get the final plat recorded within the approval period. There have not been requests for extensions of residential minor subdivisions. Sub-dividers may continue to request as many two year extensions beyond the ten year period as necessary. The decision to grant the two year extension is at the discretion of the Planning Commission. A current practice has also been added to the amendment for a lapsed approval, allowing a *belated request* of the two year extension. The Planning Commission Ordinance committee met several times and voted 14 yes, 0 no at the December meeting.

Ordinance 2013-02-CM – USO Amendment #7: An amendment to the Unified Subdivision Ordinance which would replace the final plat Mylar requirement with a digital file requirement

(quote)

December 20, 2012
Ref. No.: 12-375

Tippecanoe County Commissioners
20 N. 3rd Street
Lafayette IN 47901

CERTIFICATION

RE: USO AMENDMENT #7:
An amendment to the Unified Subdivision Ordinance which would replace the final plat Mylar requirement with a digital file (pdf format) requirement

Dear Commissioners:

As Secretary to the Area Plan Commission of Tippecanoe County, I do hereby certify that at a public hearing held on December 19, 2012, the Area Plan Commission of Tippecanoe County voted 14 yes - 0 no on the motion to approve the enclosed amendment to the Unified Subdivision Ordinance. Therefore, the Area Plan Commission of Tippecanoe County recommends to the Tippecanoe County Commissioners that the proposed subdivision ordinance amendment be approved.

Sincerely,

Sallie Dell Fahey
Executive Director

(unquote)

Director Fahey said USO Amendment #7 moves away from the final plat Mylar requirement to PDF format. APC no longer has a Mylar machine, as most places. Paper copies are still needed for the Recorder and some other offices. Informally, developers, surveyors, and engineers have been asked for PDFs for sketch plans and preliminary plats to prepare a slide presentation. Now, it will officially extend to final plats. They are being linked to the subdivision database in order to have a thorough electronic record of every development in the future. The Ordinance Committee met several times and voted 14 yes, 0 no at the December meeting.

Auditor Weston recorded the vote for Ordinance 2013-01-CM.

Byers	Aye
Knochel	Aye
Murtaugh	Aye

Ordinance 2013-01-CM passed 3-0.

Auditor Weston recorded the vote for Ordinance 2013-02-CM

Byers	Aye
Knochel	Aye
Murtaugh	Aye

Ordinance 2013-02-CM passed 3-0.

RESOLUTION 2013-01-CM
Establishing Regular Meeting Dates

President Byers said the Commissioner's regular meetings will be held the first and third Monday of the month unless the date falls on a holiday. When the Monday meeting date is a holiday, the meeting will be held the following day.

- Commissioner Knochel moved to approve Resolution 2013-01-CM establishig regular meeting dates for 2013, second by Commissioner Murtaugh; motion carried.

RESOLUTION 2013-02-CM
Department Head Appointments

Commissioner Knochel said the department head appointments remain the same as 2012.

Appointments to Positions

Name	Position/Tile
Kenneth Brown	Building Commissioner
Rebecca Humphrey	Youth Services Director
Frank Cederquist	Commissioners' Assistant
Shirley Mennen	Human Resources Coordinator
Jeff Johnson	Fairgrounds Property Manager
Opal Kuhl	Highway Executive Director
Michael Spencer	Assistant Highway Executive Director
Ed Ward	Highway Supervisor
David Sturgeon	Chief Information Officer
DeAnna Sieber	Tippecanoe Villa Director
Randall Fairchild	Veteran Services Officer
Patrick Scowden	Weights & Measures Director
Michael Haan	Maintenance Executive Director
David Heath	Community Corrections Executive Director
William "Smokey" Anderson	Emergency Management Executive Director

- Commissioner Knochel moved to approve Resolution 2013-02-CM, Department Head appointments as presented, second by Commissioner Murtaugh; motion carried.

RESOLUTION 2013-03-CM
Appointments to Various Boards, Councils, Commissions, and Other Bodies

Commissioner Murtaugh read the list of appointments.

Board of Zoning Appeals	Stephen Clevenger
Alcohol & Tobacco Commission	William Bogan
Convention & Visitors Bureau	Roy Meeks Becky Barnes
Local Environmental Response Fund	Zach Beasley
Tippecanoe County Animal Disease Control Coordinator	Marianne Ash
Tippecanoe County Board of Health	Thometra Foster William Miller, MD
Tippecanoe County Park Board	Marilyn Byers
Tippecanoe County Governmental Building Corporation	Jerome Withered Michael Wilson Jay Reynolds Diane Windler
Tippecanoe County Human Relations Commission	Debi DeBruyn Sandra Syndor Andrew Antonio
Board of the Operating Company for Battleground Golf Course	Mike Piggott
Greater Wabash River Resource Conservation & Development	Monica Christopher

- Commissioner Knochel moved to approve Resolution 2013-03-CM, Appointments to various Boards, Councils, and Commissions as presented with the exception of Roy Meeks to the Convention and Visitors Bureau and Mike Piggott to the Board of the Operating Company for Battleground Golf Course. The appointment of Mr. Meeks is on hold and the appointment of Mr. Piggott will be presented seperately. Second by Commissioner Murtaugh; motion carried.

NOMINATION TO THE BOARD OF OPERATING COMPANY FOR THE BATTLE GROUND GOLF COURSE

Attorney Luhman said the nomination form has the name of the entity which has been established by the Lafayette Parks Foundation for the management of the new golf course. The Foundation asks that the Commissioners nominate a member of the Board of Directors of the new LLC. Mike Piggott would be the Commissioner's nomination. Commissioner Knochel had several questions regarding conflicting information about the golf course being operated for profit or as a not for profit and what the tax exempt status would be. His concern is if the property is operated as not for profit and tax exempt, it would be a loss of revenue for the county. Shane Weist said he was unable to answer those questions; they would need to be answered by board members. He will present the questions and concerns to the board members.

- Commissioner Murtaugh moved to nominate Mike Piggott to the Board of Operating Company for the Battle Ground Golf Course, second by President Byers; motion carried. Commissioner Knochel opposed the motion.

COMMISSIONER'S ASSIGNMENTS
To Various Boards, Councils, and Commissions

President Byers read the Commissioner's assignments for calendar year 2013.

Commissioners Assignments to Various Boards, Councils and Commissions
For Calendar Year 2013

David Byers	Tom Murtaugh	John Knochel
Area Plan Commission	Area Plan Commission	Drainage Board
LEPC	Drainage Board	Hoosier Heartland Corridor
Convention & Visitors Bureau	Cary Home Advisory Board	T C Solid Waste District
Drainage Board	MITS Advisory Board	Redevelopment Commission
Lafayette Housing Consortium	Joint Purchasing Committee	TERF Board
Emergency Management Advisory Council	Wabash River Enhancement Corp	Solid Waste Advisory Board
T C Solid Waste District	T C Solid Waste District	
Community Corrections Advisory Board	Child Protective Team	
Human Resources Committee		

- Commissioner Knochel moved to approve the Commissioner's assignments as presented, second by Commissioner Murtaugh; motion carried.

CONTRACT FOR COUNTY ATTORNEY

President Byers said the contract is with the law firm of Hoffman, Luhman & Masson. Services will be charged at the rate of $165.00 per hour for principals of the firm, $145.00 per hour for associates, and $75.00 per hour for paralegals.

- Commissioner Knochel said the contract is for the same amount as the previous year and moved to approve the contract between The Board of Commissioners of Tippecanoe County and the firm of Hoffman, Luhman & Masson, PC as presented, second by Commissioner Murtaugh; motion carried.

RECORDER - Oneta Tolle
Eastern Engineering – Kip Maintenance Agreement

- Commissioner Murtaugh moved to untable the agreement, second by Commissioner Knochel.

Commissioner Knochel said Recorder Tolle was previously asked to check with the MITS regarding undertaking the printer agreement. Recorder Tolle stated she midunderstood that she was supposed to talk with MITS. Commissioner Murtaugh asked how often the printer was used, what was charged for copies, the age of the printer, and questions about the maintenance contract. Recorder Tolle said the printer is used several times a day and the charge is $2.00. The printer was purchased in 2001 and the contract is $175.00 per month, excluding parts. Chief Information Officer Dave Sturgeon said a maintenance contract is typically part of the purchase price for one or three years, depending on the vendor. Commissioner Murtaugh suggested purchasing a new printer versus paying $175.00 per month, plus parts. President Byers said the contract is now month-to-month and with discussions of transferring all printer and copier contracts to the MITS department, he asked CIO Sturgeon if an extra month gave him a chance to research a new printer and contract. CIO Sturgeon said at $1400.00 per year for the current contract, the money could be put toward a new printer. Recorder Tolle said the cost of a new printer was not in the budget but would come out of the Perpetuation Fund. The cost of

a new printer is approximately $30,000. She is billed automatically at the end of each month under the current agreement. Attorney Luhman reviewed the contract and stated it does not specifically say it is a year contract but does say it is a monthly charge of $174.83. The attachment provided does not state it is an annual fee. The Commissioners agreed to not renew the maintenance contract and have MITS seek a new printer.

- President Byers stated there was a motion without a second for the Kip Maintenance Agreement; motion denied.

JUVENILE ALTERNTIVES – Rebecca Humphrey
Agreement for Software Maintenance

Cary Home Executive Director Humphrey requested approval on a contract with Paperless Business Solutions. The agreement provides software maintenance which is mandated by the Department of Corrections for Community Corrections. Adult Corrections have worked with Paperless Business Solutions since 2004. The software package was purchased. The contract is for $250.00 per month for maintenance to be paid out of the Community Correction grant monies or from Project Income for the remainder of this grant cycle. July 1, with the new grant, it will be written into the grant fund. Conversations were held with CIO Sturgeon regarding MITS building the same database; however, the Department of Corrections have a lot of changes with mandatory set dates and MITS could not respond to those demands. The information does not interface with Quest.

- Commissioner Knochel moved to approve the agreement for software maintenance as presented, second by Commissioner Murtaugh; motion carried.

GRANTS – Laurie Wilson
Permission to apply for grant

Grant Facilitator Wilson requested permission to apply for a grant for Cary Home in the amount of up to $36,000 (with a $4,000 match) from the Indiana Criminal Justice Institute (ICJI) for the Tip2pecanoe County Truancy Accountability project. It is the second year for the project.

- Commissioner Knochel moved to grant premission to apply for the Cary Home grant as presented, second by Commissioner Murtaugh; motion carried.

Grant Facilitator Wilson requested permission to apply for a grant for Probation in the amount of up to $15,000 (with a $2,000 match) from the ICJI for the Substance Abuse Assessment and Screening project. It is the second year for the project.

- Commissioner Knochel moved to grant permission to apply for the Probation grant as presented, second by Commissioner Murtaugh; motion carried.

Auditor Weston asked Ms. Wilson to comment on where the match comes from to which she replied it depends on when they are received and the amount. Generally it comes from the department's General Fund budget.

MOU/Contract

Grant Facilitator Wilson said she has a grant amendement for the Sheriff's department. The Tippecanoe School Corporation School Resource Officer Grant received an amendment to extend the date from March 31 to September 30, 2013, allowing more time to use the funds.

- Commissioner Knochel moved to approve the amendment to the grant as presented, second by Commissioner Murtaugh; motion carried.

ADA ASSESSMENT PROPOSAL FOR SERVICES

Commissioner Murtaugh presented a proposal for an analysis of the Courthouse for ADA compliance. It is the same service which has been completed for Cary Home and the Villas. Each County facility will require the same analysis. The contract is with RTM Consultants, Inc. from Indianapolis in the amount of $7,200.

- Commissioner Murtaugh moved to approve the assessment proposal as presented, second by Commissioner Knochel; motion carried.

WINDOW MAINTENANCE PROPOSAL FOR FAIRGROUNDS HOUSE

President Byers said the window maintenance proposal is for the house at the Fairgrounds to reseal and recaulk. The proposal is from Best Window & Door Company.

- Commissioner Knochel moved to approve the window maintenance proposal for the Fairgrounds house in the amount of $1,860.91 as presented, second by Commissioner Murtaugh; motion carried.

APPLICATION TO VILLA

- Commissioner Knochel moved to approve the applications to the Tippecanoe Villa for Mark R. Payton and Harold T. Boyer, second by Commissioner Murtaugh; motion carried.

UNFINISHED/NEW BUSINESS

Commissioner Knochel said he had a request from the We Care Clinic to have posting capabilities on the County website, either through Linda Horton or Shirley Mennen. Human Resources Coordinator Mennen reported that the request had been taken care of.

REPORTS ON FILE

The following reports are on file in the Commissioner's office.

Treasurer
Building Commission
Parks and Recreation
Wabash River Heritage Coordinator Commission
Central Mail and Duplicating
Clerk of the Circuit Court
Crystal Creek Boarding Kennel
Public Library

PUBLIC COMMENT

Beau Clark – 1701 Ocala Court, Lafayette, IN – Mr. Clark stated he read an article in the December 27 Journal and Courier saying the Commissioners were looking to streamline office equipment maintenance. He works at Lafayette Copier and wanted to know who to contact to provide the information. Commisioner Murtaugh said he should get with Chief Information Officer Dave Sturgeon.

As there were no other public comments, Commissioner Knochel moved to adjourn.

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

David S. Byers, President

John L. Knochel, Vice President

Thomas P. Murtaugh, Member

ATTEST:

Jennifer Weston, Auditor 01/22/13