

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, March 10, 2020

8:30 a.m.

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

**Councilmembers present:** President Kevin Underwood, Vice President John Basham, Kathy Vernon, Lisa Dullum, Ben Murray and Roland Winger.

**Others present:** Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

### I. PLEDGE OF ALLEGIANCE

President Underwood called the meeting to order, led the Pledge of Allegiance.

### II. AUDITOR'S FINANCIAL REPORT – Bob Plantenga

The 2020 financial statement shows a General Fund beginning cash balance of \$12,329,109. The projected miscellaneous revenue, property taxes and deductions for circuit breakers leaves the total funds available of \$62,084,666. When deducting encumbrances, the 2020 Budget and minimum balances established by Council, the beginning net balance is \$1,800,784. Since there were no appropriations in January, the beginning balance available for appropriations is \$1,800,784.

The Revenue Report shows the property taxes are low and will stay there until June when they come in. State and Local Public Safety (0291) is mostly the Public Defender Commission and the County has already received its quarterly payment. The Sheriff's Miscellaneous (0410) is mostly reimbursements for the Tippecanoe School Corporation for the Resource Officer. Internal Fund Transfer (0761) for \$83,333.33 are funds moved from the Health Insurance fund to support the General Fund. We only have 4.1% of our revenue received, but that will be replenished by Property Taxes.

The fund balances show: 1) the General Fund (1000) is at \$8.267 million which will trend down until June when it is replenished with property taxes. The LIT Economic Development (fund 1112) paid out the first principal payment on the Fairground Project bond. The Commissioners transferred \$100,000 into the recently established Cumulative Voting System fund (1143) to start saving for the next purchase. The County Self Insurance (fund 4710) receipts for February exceeded what was spent, so the fund continues to have a healthy balance. Lisa Dullum asked about the Jail Bond payment and the Auditor stated that this is probably the last year for the bond and is paid out of Fund 4620 and the reserve fund 4630 on January 1 and July 1.

### III. TREASURER'S REPORT

The Federal Funds rate dropped a half point on March 3<sup>rd</sup> with the banks reducing their interest from 1.85% to 1.35%.

### IV. PUBLIC COMMENT ON AGENDA ITEMS – None

### V. CONSENT AGENDA

- Councilmember Winger moved to approve the consent agenda as distributed, second by Councilmember Basham. Motion carried.

### A. Approval of Meeting Minutes from February 11, 2020

**B. Health – General Fund 1000**

Transfer	From	\$	4,000	Full Time Salaries
		\$	306	Social Security
		\$	448	PERF Retirement
		\$	4,754	Total
	To			Medical Supplies

**C. Commissioners – LIT Econ Dev Fund 1112**

Transfer	From	\$	5,000	Building / Housing
	To			Minor Equipment
	From	\$	15,000	Building / Housing
	To			Other Supplies

**D Highway – MVH Restricted Fund 1173**

Transfer	From	\$	301,077	Engineer & Architect
	To			Infrastructure / Roads & Streets
	From	\$	561,082	Repairs & Maint / Roads & Streets
	To			Infrastructure / Roads & Streets

**E. Juvenile Alternatives – DOC Grant Fund 9641 SF20**

Transfer	From	\$	1,000	Social Security
	To			Office Supplies
	From	\$	550	Health Insurance
	To			Minor Equipment
	From	\$	550	Health Insurance
	To			Machinery & Equip / Other
	From	\$	4,900	Health Insurance
	To			Other Professional Services

**F. Health Dept. – HIV Prevention Fund 8482 CF20, Khala Hochstedler**

Grant Appropriation		\$	21,112	Part Time Salaries
		\$	1,848	Social Security
		\$	2,000	Office Supplies
		\$	5,040	Travel / Training
		\$	30,000	Total Requested

**G. IV-D Commissioner – Title IV-D Incentive Fund 8895, Matthew Boulac**

Appropriation		\$	13,000	Other Professional Services
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**H. Prosecutor – Pros Title IV-D Incentive Fund 8897, Patrick Harrington**

Appropriation		\$	2,000	Other Professional Services
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**VI. ADDITIONAL APPROPRIATIONS:**

**A. CASA – CASA for Kids Fund 9107 CF20, Coleen Connor presented and recommended:**

Grant Appropriation		\$	39,533	Part Time / Benefit Eligible
		\$	3,025	Social Security
		\$	2,357	Minor Equipment
		\$	1,500	Travel / Training
		\$	8,033	Health Insurance
		\$	148	LTD Insurance
		\$	72	Life Insurance
		\$	390	Worker's Compensation
		\$	55,058	Total Requested

•Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.

This a continuation grant for the fourth year that funds the staff outreach coordinator position.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**B. Surveyor** – Phase II Donation Fund 4128, Sharon Hutchison presented and recommended:

Appropriation	\$ 6,601	Other Supplies
	\$ 3,000	Other Professional Services
	\$ 9,601	Total Requested

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Winger.

These funds are set aside for use as needed for Phase II education and will be used for the Wonders on the Wabash and the Spring Field Day.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**C. Probation** – 2020 Salary Statement - \$39,960 Admin Asst, David Hullinger presented and recommended:

This is basically a reclassification of the Intake Secretary position, as approved by the Commissioners, and both are Comot III positions.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**D. Highway** – Cum Bridge Fund 1135, Stewart Kline presented and recommended:

1. Reduction \$ 296,982 Engineer & Architect

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Dullum.

This moves funds from professional Services to Capital to be able to fund the project.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Appropriation \$ 296,982 Bridges

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Dullum.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**E. DOIT** – Kent Kroft presented and recommended:

1. Cum Cap Fund 1138

Appropriation \$ 58,000 Repairs & Maintenance/Vehicle & Equipment

- Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Dullum.

These are carry-over funds for upgrading the server room.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. 2020 Salary Statement of \$66,219 for a Software Developer/Database Administrator (Formerly Database Administrator)

- Councilmember Murray moved to approve the salary statement as presented, second by Councilmember Dullum.

This is basically a title change that went through Personnel last year.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

**VII. UNFINISHED/NEW BUSINESS** – None

- Jason Tennenhouse and Amanda Findlay, from Matchbox-Coworking Studio, thanked the Council for their support, handed out a packet of information and presented a short video. Matchbox has been in operation for 5 years and provides a variety of support services, programs and facilities. There are currently over 300 business members starting new businesses, building products and patenting new products.

- Election of Council Vice President

The President opened the floor for nominations.

- Councilmember Winger nominated John Basham as Council Vice President, second by Ben Murray. Hearing no additional nominations, the President closed the nominations and called for the vote. Motion carried.

- 2020 Assignments & Appointments are not final and awaiting the appointment of Brian Metzger's replacement. There was discussion of some of the positions needing to be filled and replaced.

**VIII. COMMITTEE REPORTS**

- Councilmember Murray attended the Cary Home Advisory Board and the Juvenile Alternatives Meetings and feels that juvenile services are exceptional and support kids with their needs.
- Councilmember Winger discussed the issue of the subcommittee on Public Safety and the Auditor will send out some information in preparation for a future meeting.

**IX. COMMISSIONER FYI**

- Commissioner Murtaugh invited everyone to a May 5th soft opening of the Fairgrounds Coliseum at 4:00; the state legislature will conclude its session on Tuesday and the Commissioners are pleased with how local government was treated, and Purdue Road School is this week.

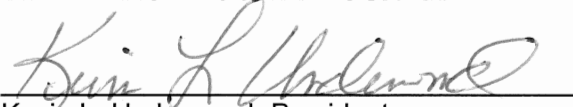
**X. PUBLIC COMMENT**

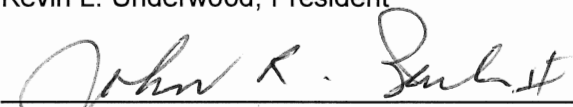
- Craig Hadley, from the Tippecanoe County Historical Association, updated the Council on their recent activities and this year's plans for their five properties.
- Amber Noll, from the County Extension Office, stated that "Ag Days" were held with McCutcheon FFA at the County Fairgrounds February 28th, and the local office conducted a statewide Youth Mental Health First Aid training program.
- Sheriff Goldsmith said that while the jail study is finished, there are some safety issues that were beyond the scope of the original study that need to be addressed on the administrative side of the jail building. He would like to have DLZ come back and conduct the additional analysis. There was consensus among Councilmembers to proceed with the additional study.

**XI. ADJOURNMENT**

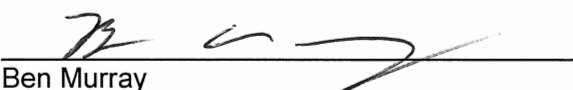
- Councilmember Winger moved to adjourn, and the President adjourned the meeting.

**TIPPECANOE COUNTY COUNCIL**

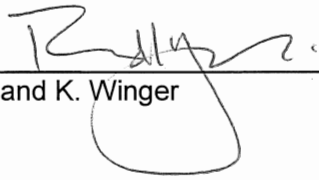
  
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Kevin L. Underwood, President

  
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John R. Basham II, Vice President

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Lisa Dullum

  
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Ben Murray

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Kathy Vernon

  
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Roland K. Winger

ATTEST:

  
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Robert A. Plantenga, Auditor      5/12/2020

Minutes prepared by John Thomas, Recording Secretary