

TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, October 8, 2019

8:30 a.m.

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

Councilmembers present: President Bryan Metzger, Vice President Kevin Underwood, Kathy Vernon, Ilana Stonebraker, Lisa Dullum and Roland Winger. John Basham was absent.

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

I. Pledge of Allegiance

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

II. Auditor's Financial Report – Bob Plantenga

The 2019 financial statement shows a General Fund beginning cash balance of \$10,224,887.37. The projected miscellaneous revenue, property taxes and deductions for circuit breakers leaves the total funds available at \$58,639,082.37. When deducting encumbrances, the 2019 Budget and minimum balances established by Council the beginning net balance is \$1,876,533.37. So far this year the Council has granted additional appropriations of \$325,220 and reductions of \$84.57, leaving the beginning balance available for appropriations of \$1,559,496.69.

The Revenue Report shows the Excess Levy (fund 0101) that the Department of Local Government Finance now allows the County to put into the General Fund. The State Gaming Funds (0123) are set aside for Counties without casinos and the funds are distributed once a year. The County is almost 70% through the year with property taxes coming in November.

The fund balances show: 1) the General Fund (1000) at \$6.5 million which is a good level for this time of the year and will soon be replenished with property taxes, 2) the Congressional School Principal Fund (1125) hasn't changed in many decades and the interest (fund 1124) is paid to the local schools, 3) the Excess Levy (1167), as mentioned earlier, has been transferred to the General Fund and the line item zeroed out, 4) the Tax Sale Surplus Fund (1205) shows an increase because of the September tax sale and comes from properties that are auctioned off in excess of the taxes due and 5) the Self Insurance Fund (4710) had a net increase of \$300,000 and is now at \$8.3 million.

The next page of the report is a summary of five of the County Funds that deal with the Wheel Tax and the Sur tax.

III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance of \$115,053,328.50 with total interest of \$196,948.37. Interest rates decreased last month as anticipated and any further decreases will not have been reflected in the original budget projections. Next year there will be additional income taxes that were not reflected in the projections and will help the budget. There is nothing to note on the Distributions. The General Fund is over \$1 million in interest out of a total \$2.2 million in interest which is over 79% of the budget projection for the year.

IV. Public Comment on Agenda Items – None

V. Consent Agenda

- Councilmember Stonebraker moved to approve the Consent Agenda as presented, second by Councilmember Vernon.

Councilmember Stonebraker asked for some information about the WIC grant appropriations and the WIC Coordinator Alicia Keen stated that the 8880 grant provides for the continuation of the WIC program in Tippecanoe County and the 8882 is for the Peer Counselor program.

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

A. Approval of Minutes from the Budget Hearings on August 27 & 28, 2019 and on Sept. 5, 2019 and the Regular meeting on Sept. 10, 2019.

B. Cary Home – General Fund 1000

Transfer	From	\$ 2,639	Full Time Salaries
		\$ 202	Social Security
		\$ 330	PERF Retirement
	To	\$ 3,171	General M & E

C. Prosecutor – Law Enforcement Fund 4266

Transfer	From	\$ 5,000	General M & E
	To		Other Professional Services

D. Juvenile Alternatives – Juvenile Detention Alternatives Initiative Fund 9214 SF20

Transfer	From	\$ 6,790	Other Professional Services
	To		General M & E

E. Superior Court 3 – General Fund 1000

Transfer	From	\$ 1,200	Part Time Salaries
	To		Institutional or Medical

F. Clerk – IV-D Incentive Fund 8899

Transfer	From	\$ 500	Office Supplies
	To		Other Professional Services
	From	\$ 500	Office Supplies
	To		Travel & Training

G. WIC – WIC NSA Fund 8880 FF19

Transfer	From	\$ 5,000	Part Time Salaries
	To		Educational Materials
	From	\$ 726	Part Time Salaries
	To		Other Supplies
	From	\$ 474	Social Security
	To		Educational Materials

H. WIC – WICFY20 NSA Fund 8880 FF20

Grant Appropriation		\$ 604,130	Salaries / Full Time
		\$ 70,811	Salaries / Part Time
		\$ 51,633	Social Security
		\$ 67,661	PERF Retirement
		\$ 5,753	Office Supplies
		\$ 7,917	Operating Supplies / Inst or Medical
		\$ 5,020	Operating Supplies / Educational Materials
		\$ 1,700	Operating Supplies / Other
		\$ 11,350	Other Professional Services
		\$ 8,061	Travel & Training
		\$ 2,400	Communication
		\$ 7,100	Utilities
		\$ 54,230	Buildings & Property
		\$ 156,022	Health Insurance
		\$ 2,417	LTD Insurance
		\$ 1,380	Life Insurance
		\$ 6,737	Worker's Compensation
		\$ 1,064,322	Total Requested

I. WIC – WICFY20 PC Fund 8882 FF20

Grant Appropriation

\$ 38,480	Salaries / Part Time
\$ 2,944	Social Security
\$ 387	Travel & Mileage
\$ 2,400	Utilities
\$ 384	Worker's Compensation
\$ 44,595	Total Requested

VI. Additional Appropriations:**A. TEMA – Wm. “Smokey” Anderson**

SHSP Hazmat Fund 8438 HS16

Grant Appropriation \$ 13,500 Machinery & Equipment / Safety

- Councilmember Stonebraker moved to approve the grant appropriation as presented, second by Councilmember Vernon.

This will be used for “Stop the Bleed” kits and is from reallocated state funds that other jurisdictions did not use.

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

B. Highway – Stewart Kline

Community Crossing Fund 9108 for improvements to County Rd. 450 S from US 52 to Newcastle Rd.

Appropriation \$ 1,000,000 Infrastructure / Roads & Streets

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Stonebraker.

This is for the 2019 Indiana Community Crossing grant program that requires a 50% local match.

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

C. Sheriff – 2019 Salary Statement, Robert Goldsmith & Shirley Mennen

\$ 89,368 Job Title Changes (6) & Reclassifications (2):
Admin Asst, From Comot II to Comot III
Jail Maint. Director, From Pat IV to LTC V

- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

The Sheriff and Human Resources Department updated old job descriptions that resulted in title changes and reclassifications.

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

D. Sheriff – 2020 Salary Statement, Robert Goldsmith & Shirley Mennen

\$ 358,948 Job Title Changes (6) & Reclassifications (2):

- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

The Sheriff and Human Resources Department updated old job descriptions that resulted in title changes and reclassifications.

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

E. Commissioners – 2019 Salary Statement

\$ 54,956 Reclassification, Asst Maint Director LTC V to Pat IV

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Vernon.

The Human Resources Director Mennen stated that as a result of the changes to the Sheriff's Department this change was also needed.

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

F. Commissioners – 2020 Salary Statement

\$ 58,705 Reclassification, Asst Maint Director LTC V to Pat IV

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Vernon.

The Human Resources Director stated that as a result of the changes to the Sheriff's Department this change was also needed.

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

G. WIC – 2019 Salary Statement, Alicia Duncan

\$ 154,224 WIC FY 2019 Grant budget above/Oct-Dec 2019

- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

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

H. WIC – 2020 Salary Statement, Alicia Keen

\$ 447,751 WIC FY 2020 Grant budget above/Jan-Sept 2020

- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood.

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

VII. Committee Reports – None**VIII. Unfinished/New Business**

- **Resolution 2019-27-CL**, Surrendering the Custody of the County Congressional Township School Fund. Auditor Plantenga stated that the school fund began in the 1860s as a result of a public land sale with the interest distributed to the local school corporations. This resolution transfers the funds principal and interest to the State of Indiana for distribution.

- Councilmember Underwood moved to approve the Resolution as presented, second by Councilmember Stonebraker. Motion carried.

- Councilmember Winger stated that the Council needs to adopt policies for the use of and administrative procedures for the Local Income Tax for Public Safety. This would include: should it be used for operating or capital expenses, one-time expenditures or recurring, whether it is appropriated at budget time or ahead of budget time, what is the administrative process for managing the funds and should it be available to other public agencies. There was discussion about when the county would receive the funds, how the Council might shift funds around, the need for a 1,3, 5 and 10 year plan and the evaluation of how the funds have been spent, should funds be set aside for large capital expenditures or make bond payments, should township fire departments receive funding and how much and how to fund the new court. President Metzger proposed a committee comprised of 3 Councilmembers, 1 Commissioner, the Auditor and the County Attorney.

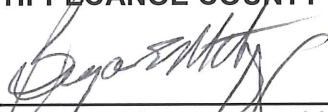
IX. Commissioner FYI

- Commissioner Byers stated that: 1) it is good to have a plan for the LIT-PS, 2) thanks for those who worked on the Hoe Down for United Way and 3) footers and foundations are under construction at the Fairgrounds.
- Councilmember Winger asked about the status of the Jail study and Commissioner Byers stated that Commissioner Brown was the point person for that and he would relay the concern.
- Lisa Dullum stated that early election has started.

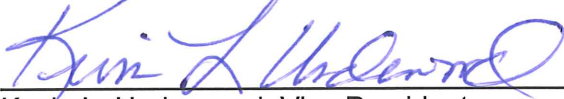
X. Public Comment – None**XI. ADJOURNMENT**

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

TIPPECANOE COUNTY COUNCIL



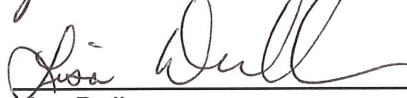
Bryan E. Metzger, President



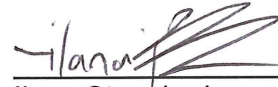
Kevin L. Underwood, Vice President



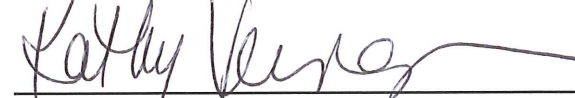
John R. Basham II



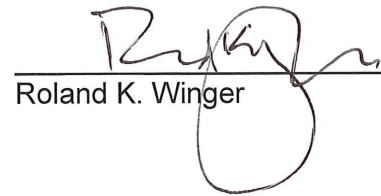
Lisa Dullum



Ilana Stonebraker



Kathy Vernon



Roland K. Winger

ATTEST:



Robert A. Plantenga, Auditor

11/12/2019

Minutes prepared by John Thomas, Recording Secretary