

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, December 11, 2018

8:30 a.m.

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

**Councilmembers present:** President John Basham, Vice President Bryan Metzger, Kevin Underwood, Kathy Vernon, David R. Williams and Vicki Burch. Roland Winger was not in attendance.

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

### I. Pledge of Allegiance

President Basham called the meeting to order called for a moment of silence to honor George H.W. Bush, the 41<sup>st</sup> President. He then led the Pledge of Allegiance.

### II. Auditor's Financial Report – Bob Plantenga

The 2018 financial statement shows a General Fund beginning cash balance of \$10,222,106.09. With the revenues, deductions encumbrances and Minimum Balances, the available balance was \$1,641,827.09 when the year started. Thus far in 2018 Council has granted additional appropriations of \$812,498. The budget reduction of \$170,382 and Miscellaneous Expenditures of \$1,325.68 leaves a current balance of \$998,385.41 for the year end. There were no additional appropriations on the agenda for December.

The Revenue Report reflects that the property tax settlement has been sent into the state for approval prior to distribution to the jurisdictions. The County may exceed the budget for Property Taxes but will still be below the Certified Levy. The Local Income Tax (line 0111) will be over 100% because the County received Supplemental Distributions from the State. Both the Financial Institutions and Commercial Vehicle Excise taxes will be a little short this year, but all other revenues will increase by the end of the year.

The fund balances show: 1) the General Fund (1000) is in the negative but \$10 million in property tax settlement funds will dispersed soon and bring that into the positive; 2) the Self Insurance fund (4710) increased over a quarter million dollars and has a healthy balance; and 3) LIT-Property Tax Relief (6203) has a temporary negative balance that will be positive after the tax distribution.

### III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and showed that the total interest for June was \$310,916.85 with an average rate of return of 2.3% for all accounts. New names are shown for First Merchants (previously Lafayette Bank and Trust), First Empire will soon become Stifel and Cambridge/TWM (transferred from Morgan Stanley).

The Year-Over-Year Comparison shows higher returns because of the increase in interest. The Fund Distributions show the General fund at almost one million dollars or 96.3% of projected and are on track for the end of the year.

### IV. Public Comment on Agenda Items

Postage – General Fund (3230) to cover an erroneously returned invoice from a vendor.

Transfer	\$ 3,703	Office Supplies (2110)
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- Councilmember Underwood moved to approve the transfer as presented, second by Councilmember Burch. Motion carried.

### V. Consent Agenda

- Councilmember Williams moved to approve the consent agenda as submitted, second by Councilmember Burch. Motion carried.

**A. Approval of Meeting Minutes from November 13, 2018**

-Weights & Measures –General Fund 1000			
Transfer	\$	327	Travel & Mileage
	\$	54	Repair Vehicle & Equip
	\$	65	Dues & Subscriptions to Gasoline & Oil
-Villa – General Fund 1000			
Transfer	\$	4,300	Operating Supplies / Food to Utilities
-Sup Ct 3 – General Fund 1000			
Transfer	\$	900	Judge Pro-Tem to Institutional or Medical
-Health – STD Prevention Fund 8463 CF18			
Transfer	\$	1,800	Institutional or Medical to Part Time Salaries
	\$	138	Institutional or Medical to Social Security
-Parks & Rec – General Fund 1000			
Transfer	\$	4,186	R&M Bldgs & Prop to Other Machines & Equip
-Clerk – General Fund 1000			
Transfer	\$	69,915	Full Time Salaries
	\$	<b>365</b>	<b>Social Security</b>
	\$	780	PERF Retirement to Other Professional Services
-Clerk – Perpetuation Fund 1119			
Transfer	\$	914	Minor Equipment to Other Professional Services
-Cary Home – General Fund 1000			
Transfer	\$	12,000	Full Time Salaries
	\$	6,000	Grounds
	\$	4,000	Minor Equipment to R&M Buildings & Property
	\$	4,830	Benefit Eligible Part Time Salaries
	\$	370	Social Security to Dues & Subscriptions
-DOIT – Edit Fund 1112			
Transfer	\$	1,465	Training
	\$	1,466	Travel & Mileage to Appointed Official
-Coroner – General Fund 1000			
Transfer	\$	750	Health & Medical Professionals to Inst or Medical
	\$	1,150	Health & Medical Professionals to Part Time
Salaries	\$	1,100	Health & Medical Professionals
	\$	300	Dues & Subscriptions to Other Wages
	\$	111	Office Supplies to Social Security

**VI. Additional Appropriations:****A. Clerk – Christa Coffey**

Clerk Perpetuation Fund 1119

Appropriation	\$	61,896	Other Professional Services
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- Councilmember Burch moved to approve the transfer as presented, second by Councilmember Underwood.

This will allow the completion of all offsite scanning of court records.

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

**B. Prosecutor – Pat Harrington,**

2019 Salary Statement	\$	287,832	Division Chief (3) New Positions - DPA Chart
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- Councilmember Burch moved to approve the salary statement of \$253,433. There was discussion about the amount and confirmation that the motion reflected what was approved by the Personnel Committee. It was second by Councilmember Underwood.

The creation of the three positions has been reviewed by the Personnel Committee, Council members and the County Commissioners. There was additional discussion and Shirley Mennen,

from the Human Resources Department, clarified that the motion amount reflects the existing salary chart.

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

Prosecutor Harrington then thanked Councilmembers Burch and Williams for their time, effort and acquired expertise in assisting him through the Council processes.

**C. Community Corrections – Jason Huber**

Community Opioid Addiction Program (COAP) Grant Fund 8665 FY21

Grant Appropriation	\$ 291,000	Full Time Salaries
	\$ 22,262	Social Security
	\$ 32,592	PERF Retirement
	\$ 20,846	Office Supplies
Grant Appropriation	\$ 7,270	Minor Equipment
WITHDRAWN	\$ 195,000	Counseling & Consultation
by Jason Huber	\$ 45,000	Health & Medical Professionals
	\$ 15,000	Training
	\$ 12,000	Travel & Mileage
	\$ 9,000	Duplicating
	\$ 30,923	Other Professional Services
	\$ 137,619	Health Insurance
	\$ 1,332	LTD Insurance
	\$ 1,332	Life Insurance
	\$ 4,956	<u>Worker's Compensation</u>
	\$ 826,132	<i>Total Requested</i>

2019 Salary Statements \$1,714,359 for Full Time Salary Increase Starting Jan 1, 2019 instead of July 1, 2019

- Councilmember Williams moved to approve the salary statement as presented, second by Councilmember Metzger.

This provides salary increases starting January 1 instead of July 1. The funds are available and comes from grants and user's fees.

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

**D. Health – Craig Rich**

Quick Response Team(QRT) Grant Fund 8483 FY19,

Grant Appropriation	\$ 2,500	Office Supplies
	\$ 15,000	Health & Medical Professionals
	\$ 2,500	<u>Travel &amp; Mileage</u>
	\$ 20,000	<i>Total Requested</i>

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

This is a pilot program to provide a recovery coach, firemen and EMT to follow-up after an overdose incident.

President Basham 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**

Appoint of M. Susie Scott to the Otterbein Library

- Councilmember Williams moved to approve the appointment as presented, second by Councilmember Burch. Motion carried.

**IX. Commissioner FYI – Tom Murtaugh**

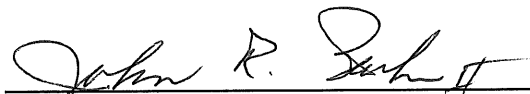
- A. Villa Christmas party is Wednesday the 12<sup>th</sup> at 6:00.
- B. Department heads lunch is the 20<sup>th</sup> at noon.
- C. Cary Home Christmas party is the 20<sup>th</sup> at 5:00.
- D. Paradigm Leadership sessions has been completed.
- E. All of the County Commissioners thanked Vicky Burch and David Williams for their service and recognized Christa Coffey with a plaque for her outstanding leadership as County Clerk.
- F. President Basham then recognized Vicky Burch and David Williams for their passion, wisdom and time on behalf of the Council and County government.

**X. Public Comment**

**XI. Adjournment**

- Councilmember Burch moved to adjourn, second by Councilmember Burch and the President adjourned the meeting.

**TIPPECANOE COUNTY COUNCIL**

  
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 John R. Basham II, President

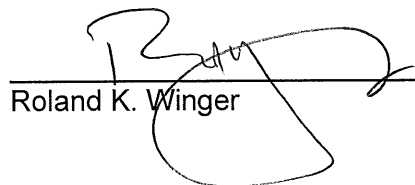
  
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 Bryan E. Metzger, Vice President

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 Vicki Burch


  
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 Kevin L. Underwood

  
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 Kathy Vernon

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 David R. Williams

  
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 Roland K. Winger

ATTEST:

  
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 Robert A. Plantenga, Auditor 1/8/2019

Minutes prepared by John Thomas, Recording Secretary