

**TIPPECANOE COUNTY COUNCIL**  
**and**  
**TIPPECANOE COUNTY BOARD OF COMMISSIONERS**  
**JOINT MEETING MINUTES**  
**TUESDAY, FEBRUARY 13, 2018**  
**8:30 a.m.**

**Councilmembers present:** President John Basham, Vice President Bryan Metzger, David R. Williams, Roland Winger, Vicki Burch, Kevin Underwood and Kathy Vernon.

**Others present:** County Commissions Tom Murtaugh, Dave S. Byers and Tracy Brown, Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

**I. Pledge of Allegiance**

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

**II. Auditor's Financial and Encumbrance Report – Bob Plantenga**

The 2018 financial statement shows a General Fund beginning cash balance of \$10,222,106.09. With projected miscellaneous revenue, property taxes and deductions for circuit breakers the total funds available are \$57,565,593.09. When encumbrances, the 2018 Budget and minimum balances are deducted the beginning new balance is \$1,651,827.09.

The 2017 Revenue Summary shows the Alcoholic Beverage Excise Tax (0122) account reflects the anticipated semiannual distribution, and the Other Financial Services (0670) account reflects checks that that were only recently cashed and can not go back into the general fund. So, we are at 3.6% of revenue received.

Fund balances show: 1) the General Fund at \$8,450,044.36, 2) the Court Services (2580 & 2581) having good balances, 3) Jury Pay (2584) with an uncommitted amount over 2018 budget, and 4) Self Insurance (4710) has over \$4 million balance

Encumbrances for "Other Funds" are included in the packet for your information.

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

Treasurer Weston distributed the Account Balances and Interest Rates handout that reflects the recent increase in interest rates. There were about \$65 thousand in interest from bank accounts and \$37 thousand from investments, totaling \$102,653.22 for the month of January. Interest rates are about 1.6%.

The Year Over Year comparison shows the three rate hikes last year and our starting points for 2018.

The last page of the handout shows the fund distributions. We are slightly under our budget allocation would be for the year. The original budget forecast for 2018 of \$637,183 for interest doesn't reflect recent rate hikes and the estimate has been raised to \$761,262, with possibly more rate hikes throughout the year.

**IV. Public Comment (Agenda Items)**

Councilmember Metzger introduced Curt Emmanuel, Acting Director of the Extension Office who introduced the new Youth Educator-Grace Mears.

**V. Resolution 2018-07-CL, Setting a maximum of \$65 per day for Freeholders Serving on Drainage Boards.**

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

## VI. Consent Agenda

-Approval of Meeting Minutes from the regular January 9, 2018 Meeting

-Health–WIC FY 2018 Fund 8880

Transfer	\$ 15,200	Full Time to Institutional or Medical
	\$ 4,450	Full Time to Other Professional Services
	\$ 5,550	Health Insurance to Other Professional Services
	\$ 1,000	Health Insurance to Utilities

-Health–STD Prevention Fund 8463

Transfer	\$ 2,029	Part Time to Other Professional Services
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-Community Corrections–CC DOC Adult Grant Fund 9218

Transfer	\$ 116,538	Full Time
	\$ 29,131	Chief Dep & Appt
	\$ 2,062	Part Time
	\$ 14,346	Social Security
	\$ 29,128	PERF Retirement
	\$ 8	Other Professional Services to General Refunds
	\$ 97,841	Health Insurance
	\$ 355	LTD Insurance
	\$ 314	Life Insurance
	\$ 5,254	Worker's Comp Insurance to General Refunds

-Community Corrections–Community Corrections Fund 1122

Transfer	\$ 11,078	Full Time
	\$ 1	Chief Dep & Appt
	\$ 2,289	Part Time
	\$ 1	Overtime
	\$ 17,082	Social Security
	\$ 12,439	PERF Retirement to General Refunds
	\$ 5	Other Supplies
	\$ 10,233	Other Professional Services
	\$ 3,031	Utilities
	\$ 46,466	Health Insurance
	\$ 650	LTD Insurance
	\$ 942	Life Insurance
	\$ 24,858	Worker's Comp Insurance to General Refunds

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

## VII. Additional Appropriations:

### Superior Ct 3

Family Court Fund 9623

Grant Appropriation	\$ 10,000	Counseling
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- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams . Motion carried.

### Superior Ct 6

General Fund 1000

Appropriation	\$ 1,175	Pauper Attorney
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\$ 1,933 Pauper Attorney

Councilmember Winger began a discussion of the need to revisit the issue of budgeting more for pauper attorney costs next year.

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

#### **Superior Ct 4**

General Fund 1000

Appropriation \$ 9,946 Pauper Attorney

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

#### **Circuit Court**

VASIA Fund 9631

Grant Appropriation \$ 75,000 Other Professional Services for Wabash Center Counseling

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

#### **Prosecutor – Patrick Harrington**

ICAC Fund 8198

Grant Appropriation \$ 2,000 Machinery & Equipment for the Internet Crimes Against Children program  
\$ 8,000 Travel & Mileage

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

General Fund 1000 – Pros 4D, to reallocate work time and budget.

Reduction \$ 32,300 Full Time  
\$ 2,471 Social Security  
\$ 3,618 PERF / Retirement

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

General Fund 1000 – Pros, to reallocate work time and budget.

Appropriation \$ 32,300 Full Time  
\$ 2,471 Social Security  
\$ 3,618 PERF / Retirement

- Councilmember Winger moved to approve the request as submitted, second by Councilmember Burch. Motion carried.

#### **CASA – Coleen Connor**

Capacity Building Fund 9532 for child advocates.

Grant Appropriation \$ 25,324 Full Time  
\$ 1,928 Social Security  
\$ 2,823 PERF / Retirement

- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams. Motion carried.

CASA for Kids Fund 9107

Grant Appropriation \$ 48,024 Part Time  
\$ 3,673 Social Security  
\$ 1,520 Travel & Mileage

- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams. Motion carried.

#### **Juvenile Alt – Rebecca Humphrey**

Title II JJDP Fund 8520

Grant Appropriation	\$ 1,890	Office Supplies
	\$ 18,240	Other Professional Services
	\$ 3,537	Travel & Mileage
	\$ 1,000	Machinery & Equipment

- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

**Sheriff – Barry Richard**

Accident Reports Fund 1101

Appropriation	\$ 40,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

Firearms Fund 1156

Appropriation	\$ 100,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

False Alarms Fees Fund 2574

Appropriation	\$ 17,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

Continue Education Fund 2575

Appropriation	\$ 11,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

Sheriff Sale Fund 4009

Appropriation	\$ 60,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

Inmate Medical Co-Pay Fund 4719

Appropriation	\$ 11,000	Other Professional Services
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- Councilmember Williams moved to approve the request as submitted, second by Councilmember Metzger. Motion carried.

**Resolution 2018-06-CL** – Approving Sheriff Commissary Fund Expenditures, which clarifies the annual approval of discretionary use of the Fund. The Commissary Receipts and Expenditures were sent to Councilmembers for their information.

- Councilmember Williams moved to approve the Resolution as submitted, second by Councilmember Metzger. Motion carried.

**TEMA – Wm. “Smokey” Anderson**

HAZMAT Fund 2546

Appropriation	\$ 12,612	Other Professional Services
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- Councilmember Metzger moved to approve the request as submitted, second by Councilmember Williams. Motion carried.

**Health – Craig Rich**

Syringe THFGI Fund 9171

Grant Appropriation	\$ 10,000	Institutional or Medical
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- Councilmember Underwood moved to approve the request as submitted, second by Councilmember Williams. Motion carried.

**2018 Salary Statement** – Health Up to \$16 Part Time Assistant (Fund 8463) for a disease intervention specialist thru a state grant.

- Councilmember Underwood moved to approve the request as submitted, second by Councilmember Williams . Motion carried.

### **VIII. Committee Reports**

-President Basham stated that the special meeting to approve the sewer rates for the Romney Sewer District was held and they anticipate starting construction on March 16.

### **IX. Unfinished/New Business - None**

### **X. Commissioner FYI**

- Tom Murtaugh updated the Council on proposed state legislation that may affect the County.
- Dave Byers updated the Council on the changing status of the landfill which is no longer a Superfund site and they are now looking at other possible uses of the property.
- John Basham stated that the Council needs to appoint a member to the Wabash Valley Alliance Board.
  - Councilmember Williams moved to appoint Joe Seaman to the Wabash Valley Alliance Board, second by Councilmember Burch. Motion carried.

**The meeting was briefly recessed and reconvened for a joint meeting with the Commissioners.**

**Joint County Council/Commissioners Meeting** for a discussion of the Fairgrounds Project and consideration of **Ordinance No. 2018-06-CL**, Issuance and Sale of Bonds for the Fairgrounds project, and **Ordinance No. 2018-07-CL**, **Appropriating the Proceeds of the County's Local Income Tax Revenue Bonds of 2018**.

The discussion began with a summary of the scope by Greg Silcox. He stated that Phase I of the project included the removal and construction of the horse-barn, expanding the restrooms in the horse barn/office, the parking lot, and starting to program the Coliseum complex with a bid opening expected this summer.

Greg Guerrettaz with Financial Solutions Group distributed and summarized the revised financing analysis that recommends the revised Option 2 with the cash contribution of \$1 million and the cash contribution for the debt service reserve fund. The plan anticipates a maximum \$21,270,000 bond issue for a 15-year term, with a property tax backup (that has a high probability of not being used) because the EDIT revenues (\$7.6m) at 3.8 times the debt payment (\$1.988m) and pledging first payment to the bond (as was done with the parking garage). These provisions will attract a favorable interest rate. He then presented highlights of the recently completed preliminary Sustainability/Revenue and Spending Plan which reflect future needs and financial information provided by the Commissioners and the Auditor.

Councilmember Winger asked for the key factors why it is opportune now to proceed with financing the project. Mr. Guerrettaz replied that the general fund balances have been growing, the insurance rainy-day fund is funded, EDIT funds have been used conservatively and has a strong cash balance as do highway funds. He feels cautious but comfortable that the County can sustain an uncertain future with this financial package. Councilmember Winger and Commissioner Murtaugh then asked about the General Fund projections used. Mr. Guerrettaz stated that the assumptions are for 4% growth in property taxes and hopefully 3% growth in Income tax revenues. If growth is about 3.5%, the assumptions for a 3% wage increase is attainable but the County cannot sustain the 10% insurance without taping the rainy-day fund. Thus, there is a scenario where the County can't have everything it may want with these levels of growth and this doesn't take into consideration increases in gas and electricity prices. Councilmember Winger expressed concern that the analysis puts the County below its minimum balance target. There was also concern about staffing levels, salaries and pay increases in the future and how that was reflected in the analysis.

There was additional discussion of the Edit projections and Mr. Guerrettaz stated that the Edit funds provide \$7-8 million in revenue annually, but there was confusion about the amount for 2017 and clarifications are needed. The percent spent shows that the County has used it as a buffer and the financial analysis assumes 85% of receipts. However, this also needs further discussion. It's clear that the County's three-year Capital Improvement Plan would need to be scaled back some to meet the financial analysis.

The project time line is to introduce the resolution today and the bond sale scheduled in June, thus, there is time to refine and revisit the assumptions used in this analysis.

There was discussion that the bond rating agencies like to see the capital plans and the sustainability analysis that have been done. Councilmember Winger express concern about operating expenses, priorities and possible difficult decisions in the future. He stated that we need to do this but also need to keep the costs down to address other priorities. Mr. Guerrettaz talked about potential funding sources for some of the other priorities and the County's' good financial position which he feels will not put those constraints on the General Fund and on EDIT.

Mr. Guerrettaz did express a little concern, and the bond raters will ask, about the assessed valuation not growing at 3%. There was then discussion about declining farm land values, lower number of appeals because of lower values and the impact of TIFs.

- Councilmember Burch moved to approve **Ordinance 2018-06-CL, Issuance and Sale of Bonds** for the Fairgrounds project on first reading as presented, second by Councilmember Underwood.

Auditor Bob Plantenga recorded the followed roll call vote:

Basham	Aye
Metzger	Aye
Burch	Aye
Underwood	Aye
Vernon	Aye
Williams	Aye
Winger	Nay

Ordinance 2018-06-CL passed with a vote of 6 to 1 on first reading.

- Councilmember Williams moved to approve **Ordinance 2018-07-CL, Appropriating The Proceeds of the County's Local Income Tax Revenue Bonds of 2018** on first reading as presented, second by Councilmember Underwood.

Auditor Bob Plantenga recorded the followed roll call vote:

Winger	Nay
Williams	Aye
Vernon	Aye
Underwood	Aye
Burch	Aye
Metzger	Aye
Basham	Aye

Ordinance 2018-07-CL passed with a vote of 6 to 1 on first reading.

Mr. Guerrettaz asked that comments on the draft Sustainability Analysis and updating the minimum balances be sent to him by February 27, and then meet the 5<sup>th</sup> or 6<sup>th</sup>, so a revised Analysis can be distributed prior to the March 13<sup>th</sup> meeting.

## XI. Public Comment

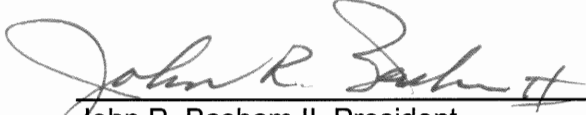
Christa Coffey stated that funds for new voting machines may soon be needed that have a paper trail verification. The existing machines were purchased in 2006.


Jason Dombkowski stated that there were grant opportunities for purchasing body scanners that would allow for more funding for treatment through the criminal justice system.


**XII. ADJOURNMENT**

- Councilmember Winger moved to adjourn, second by Councilmember Burch. Meeting was adjourned by President Basham.
- Commissioner Byers moved to adjourn the Commissioners portion of the meeting, second by Commissioner Brown. Motion carried.

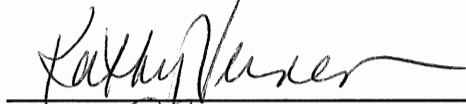
**TIPPECANOE COUNTY COUNCIL**


  
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 John R. Basham II, President

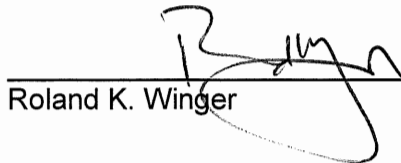
  
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 Bryan E. Metzger, Vice President

  
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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      3/13/2018

Minutes prepared by John Thomas, Recording Secretary