

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, July 10, 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, Vicki Burch and Roland Winger.

**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 and led the Pledge of Allegiance.

### II. Auditor's Financial Report – Bob Plantenga presented the following:

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

Thus far in 2018 Council has granted additional appropriations of \$428,950 with a budget reduction of \$164,982 and Miscellaneous Expenditures of \$581.88, leaving a current balance of \$1,387,277.21. Today there are additional appropriation requests of \$15,996.

The Revenue Report shows that since last month the property taxes have been settled and included in Account 0100-Property Tax. Over \$13,803,740 were received by June 30<sup>th</sup> which is 56% of budget. In Account 0130-License Excise Tax there is a balance of over \$1 million which is over 50% of budget. Account 0299-Records Reimbursement are for audit fees for taxing jurisdictions that are returned to the General Fund.

The fund balances show: 1) the General Fund (1000) is at \$11.2 million cash balance at the end of June, 2) Property Taxes fund Cumulative Bridge (1135) and Cumulative Capital Development (1138), 3) the fund for Major Bridges (1171) has a large balance with over \$1 million, 4) Reassessment (1188) has a \$300,000 balance, 5) Court Services (2580) had more receipts than expenditures in June, 6) the Southeast TIF Industrial (4505) is controlled by the County but is spent by Lafayette as their half of the Southeast TIF funds, 7) the County Insurance (4710) increased almost \$100,000 over disbursements, 8) the Project Revolving fund (4880) is for highways projects in the southwest TIF district, and 9) the other fund that receives property taxes is the Solid Waste District (4930).

### III. Treasurer's Report – Jennifer Weston presented the following:

The Account Balances and Interest Rates report was distributed and showed that the total interest for June was \$195,723.04. There was a second Federal Funds increase this year of a quarter of a percent. Our average rate was 1.85% which should increase to 2.1% in July. The Year-Over-Year Comparison shows a decrease from investments in June that should reverse in July. The Fund Distributions show the General fund at 67.1% of projected and this is expected to increase with the anticipated Federal Funds rate increases.

**IV. Public Comment on Agenda Items - None**

**V. Compliance with Statement of Benefits for:**

**A. Voestalpine Rotec, Inc. (CF-1/Real Property) and**

**B. Voestalpine Rotec, Inc. (CF-1/Personal Property) (2).**

- Councilmember Winger moved to approve both Voestalpine Real and Personal Property Compliance Reports as presented, second by Councilmember Williams. Motion carried.

**VI. Consent Agenda**

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

**A. Approval of Meeting Minutes from June 12, 2018**

**B. Coroner—General Fund 1000**

Transfer	\$	480	Travel & Mileage to Salaries / Part Time
	\$	37	Travel & Mileage to Social Security

**C. Superior Court 4—General Fund 1000**

Transfer	\$	467	Salaries / Part Time to Other Professional Services
	\$	36	Social Security to Other Professional Services

**D. Health—Immunization Grant Fund 8464 (CFY17)**

Transfer	\$	467	Salaries / Part Time to Other Professional Services
	\$	36	Social Security to Other Professional Services

**E. Prosecutor—Law Enforcement Fund 4266**

Transfer	\$	20,000	Machinery & Equipment to Repair Vehicle & Equipment
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**F. Prosecutor—ICAC Fund 8198 (SFY17/FFY18)**

Transfer	\$	32.36	Travel & Mileage to Machinery & Equipment
	\$	.56	Travel & Mileage to Machinery & Equipment

**G. Community Corrections—TANF Grant Fund 8226 (SFY18)**

Transfer	\$	10,000	Other Supplies to Other Professional Services
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**VII. Additional Appropriations:**

**A. Prosecutor – Patrick Harrington stated that additional funds were recently awarded to the program.**

**1. HTCJ Fund 8271 (CFY18)**

Grant Appropriation	\$	25,323	Salaries / Full Time
	\$	2,177	Salaries / Over Time
	\$	2,104	Social Security
	\$	3,080	Perf / Retirement

\$	4,377	Health Insurance
\$	119	LTD Insurance
\$	70	Life Insurance
\$	37,250	<i>Total Requested</i>

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

2. The request for IFSSA APS Fund 9252 (SFY19) was withdrawn.

**B. CASA** – Coleen Connor presented the following:

1. CASA Donations Fund 4121 is for out of County home visits.

Appropriation	\$	3,000	Travel & Mileage
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- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

2. CASA ICJI VOCA Fund 8507 (FY20) is a continuation grant that pays the salaries for three staff members for two years.

Grant Appropriation	\$	271,720	Salaries / Full Time
	\$	20,786	Social Security
	\$	30,433	PERF / Retirement
	\$	322,939	<i>Total Requested</i>

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

**C. TEMA** – William “Smokey” Anderson presented the following:

IDHS Foundation Fund 9212 (SFY19) is for emergency supplies that will be distributed to jurisdictions.

Grant Appropriation	\$	3,922.50	Other Supplies
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- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

**D. Parks & Recreation** – Allen Nail presented the following:

General Fund 1000 for a new full-time maintenance position.

Appropriation	\$	7,526	Salaries / Full Time
	\$	576	Social Security
	\$	843	PERF / Retirement
	\$	8,945	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

2018 Salary Statement	\$	35,515	New Maintenance Tech Position
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- Councilmember Underwood moved to approve the salary statement for the above position as presented, second by Councilmember Metzger. Motion carried.

**E. Community Corrections** – Allison Miner presented the following:

1. CC Project Income Fund 1122 (SFY19)

<i>Revised Grant Appropriation</i>	\$	1,215,727	Salaries / Full Time
	\$	44,968	Chief Deputy / Appointed
	\$	105,527	Social Security
	\$	141,198	PERF / Retirement
	\$	1,507,420	<i>Total Requested</i>

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

## 2. CC DOC Adult Fund 9218 (SFY19)

<i>Revised Grant Appropriation</i>	\$ 449,651	Salaries / Full Time
	\$ 16,632	Chief Deputy / Appointed
	\$ 38,412	Social Security
	<u>\$ 52,224</u>	<u>PERF / Retirement</u>
	\$ 556,919	<i>Total Requested</i>

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Salary Statement – Community Corrections Project Income & DOC Adult Grant FY 2018/2019 for the above positions listed above. There was discussion that this statement does resolve the issue of salary levels in different fiscal years that was raised last month.

- Councilmember Williams moved to approve the salary statement for the above position as presented, second by Councilmember Metzger. Motion carried.

## F. Health – Craig Rich presented the following:

HPP & PHEP Fund 8476 (SFY19) is a renewal grant for Public Health Emergency preparedness.

Grant Appropriation	\$ 18,096	Salaries / Part Time
	\$ 1,384	Social Security
	<u>\$ 2,515</u>	<u>Institutional or Medical</u>
	\$ 21,995	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

## H. Auditor – Robert Plantenga presented the following:

General Fund 1000 will be used to pay for the benefits of the new Parks Department employee.

Appropriation	\$ 6,948	Health Insurance
	\$ 57	LTD Insurance
	<u>\$ 46</u>	<u>Life Insurance</u>
	\$ 7,051	<i>Total Requested</i>

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

## VIII. Committee Reports

President Basham stated that a gas line was hit as part of the construction of the Romney Sewer.

## IX. Unfinished/New Business

## Resolution 2018-21-CL, Confirming Minimum Fund Balances

- Councilmember Williams moved to approve **Resolution 2018-21-CL**, an ordinance of Tippecanoe County Confirming Minimum Fund Balances, second by Councilmember Underwood.

Attorney Masson stated that it was drafted based on the previous policy except for the removal of the County Option Income Tax (COIT) fund. Councilmember Winger said the General Fund should be increased to \$7.5 million to incorporate the COIT reduction and Councilmember Metzger agreed.

- Councilmember Winger moved to amend the resolution to increase the General Fund minimum balance to \$7.5 million and Councilmember Burch second. Motion carried.

President Basham called for the vote on the now amended resolution and the motion carried.

Attorney Masson presented and reviewed a draft Debt Management Policy that was developed by Mr. Greg Guerrettaz, the County's consultant for bonding. He stated that it follows the county's current procedures and practices and would be presented at an upcoming meeting with bond rating representatives. Councilmembers Winger and Vernon wanted more time to review the Policy. Commissioner Byers stated that having the Policy under consideration would be adequate for the meeting

with the bond representatives. It was decided that the Policy would be on the agenda for the next County Council meeting.

**X. Commissioner FYI**

Dave Byers invited everyone to Riverfest this Saturday and the County Fair from July 21 to 28.


**XI. Public Comment**

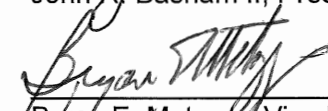
Karen Mitchel, Director of the County Extension system invited everyone to the Garden Open House Sunday from 1:00-4:00 as well as the County Fair.


**XII. ADJOURNMENT**

- Councilmember Winger 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 8/14/2018

Minutes prepared by John Thomas, Recording Secretary

