

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, August 14, 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, David R. Williams, Vicki Burch and Roland Winger. Councilmember Kathy Vernon was absent.

**Others present:** Attorney Doug Masson and Auditor Robert A. Plantenga

### 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, and property taxes with deductions for the circuit breakers leaves the total funds available of \$57,565,593.09. The County Council approved an increase in the minimum target balance in the General Fund from \$6 million to \$7.5 million last month. The Financial Statement reflected this change as well as the assumption that 3% of the approved budget will not be expended. When deducting encumbrances, the 2018 Budget and the minimum balances established by Council the beginning net balance is \$1,641,827.09.

Thus far in 2018, Council has granted additional appropriations of \$444,946 with a budget reduction of \$164,982 and Miscellaneous Expenditures of \$581.88, leaving a current balance of \$1,361,281.21. Today there are additional appropriation requests of \$191,000.

There were not significant changes in the revenues received in July. Most revenue categories reflect income in line with the original 2018 revenue projections. Our spending is on track, with being about 60% through the year as well as 60% of the budget spent.

The fund balances show: 1) the General Fund (1000) with a \$9 million balance at the end of July; 2) the Court Services Funds (2580 & 2581) now have cash balances exceeding \$100,000 with the Rainy Day Fund replenished; 3) the Self Insurance Fund (4710) has a good cash balance approaching \$5 million in addition to its Rainy Day Fund of \$3 million.

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

The Account Balances and Interest Rates report was distributed and shows that the total interest for July was \$133,366.81. Our average rate is now over 2%. The Year-Over-Year Comparison shows a normal pattern for this time of year.

The Fund Distributions show the General fund at 74.1% of the revised projected budget, during budget hearings she will give an update of interest trends for the rest of the year and next year.

### IV. Consent Agenda

President Basham noted that the Surveyor item for Fund 9241 has been pulled from the Consent Agenda.

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

**A. Approval of Meeting Minutes** from July 10, 2018**B. Surveyor**—Arconic Grant FY18 Fund 9241

Transfer	\$ 465	Printing
	\$ 59	Minor Equipment
	\$ 1,528	Other Supplies
		to Other Professional Services

- This request was withdrawn.

**C. Commissioners**—DFC/SAMHSA Fund 8667

Transfer	\$ 10,978	Other Supplies
		to Other Professional Services

**D. CASA General** Fund 1000

Transfer	\$ 9,000	Pauper Attorney
	\$ 689	for Part Time / Benefits Eligible
		to Social Security

**E. Health Department**—Local Health Trust Fund 1206

Transfer	\$ 669	Part Time
	\$ 51	Social Security
		To Professional Services

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

Transfer	\$ 5,000	Travel
	\$ 5,000	Transcripts
		to Other Supplies

**G. Health Department**—Immunization Grant 8464

Transfer	\$ 300	Part Time
	\$ 23	Social Security
	\$ 1,500	Medical Supplies
	\$ 571	Office Supplies
		to Other Professional Services

**H. Highway MVH** Fund 1176

Transfer	\$ 200,000	Roads & Streets
	\$ 50,000	to Minor Equipment
	\$ 50,000	to Snow Removal (Salt)
	\$ 100,000	to Gasoline & Oil

**V. Public Comment on Agenda Items** - None**VI. Additional Appropriations:****A. Superior Court 4** – General Fund 1000

Appropriation	\$ 25,000	Pauper Attorney
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Councilmember Winger recommends approval and reported that the actual receipts exceeded the request so even with this request, the Court will be back again later in the year.

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

**B. Superior Court 5** – General Fund 1000

Appropriation	\$ 60,000	Pauper Attorney
	\$ 6,000	Evaluations
	\$ 66,000	Total

Judge McVey stated these are unavoidable costs to the court. Councilmember Winger reported that they are working with each of the courts to reduce the number of visits and recommends approval.

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

**C. Prosecutor – FSSA APS Fund 9252 FY2019**

Grant Appropriation	\$ 153,948	Full Time Employees
	\$ 22,620	Part Time Employees
	\$ 13,508	Social Security
	\$ 17,243	Retirement / PERF
	\$ 56,533	Health Insurance
	\$ 591	Long Term Disability
	\$ 342	Life Insurance
	\$ 500	Office Supplies
	\$ 5,000	Gasoline & Oil
	\$ 600	Utilities (Cellular Phone)
	\$ 10,000	Travel
	\$ 5147	Vehicle Repair & Equipment
	<u>\$ 35,357</u>	Institutional Care/ER Services & Housing
	\$ 321,389	Total

Prosecutor Harrington stated that this is the annual grant from the state to operate the Adult Protective Services Unit in Tippecanoe and the adjacent Counties.

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

**D. Public Defender – General Fund 1000**

Appropriation	\$ 100,000	Other Professional Services
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Councilmember Winger state that, in discussions with the Public Defender’s office, they will likely need the \$100,000 by the end of the year but until there are more details it is appropriate to reduce amount of \$50,000 at this time.

- Councilmember Winger moved to approve an amended request for a \$50,000 appropriation, second by Councilmember Burch. Motion carried.

**E. Clerk – Records Perpetuation Fund 1119**

Appropriation	\$ 90,000	Other Professional Services
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Clerk Coffey stated that the office is needing additional funding to finish scanning two decades of records.

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

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**F. Highway – LOIT Special Distribution Fund 1229**

1. Appropriation	\$ 106,937	Street Materials
	<u>\$ 300,000</u>	Other Machinery & Equipment Highway
	\$ 406,937	Total

Director Kline said this appropriation is for a distributor truck and for additional salt and fuel oil. This will close out the LOIT special distribution from the state.

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

2. Salary Statement	\$ 55,495	Fleet Manager
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Director Kline stated that this new position will oversee the expansion of the computer system to include parts inventory which will save money and increase efficiency. The elimination of a PAT5

position and establishing this new PAT4 position have been approved by the Commissioners and the Personnel Department.

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

#### F. Convention & Visitors Bureau – Jo Wade

Appropriation \$ 500,000 Building Purchase

Jo Wade stated that this is unspent InnKeepers tax money that will allow the CVB to purchase the building they current occupy.

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

#### H. Auditor – Drug Free Community Grants

Appropriation	\$ 63,209	Other Professional Services FY 17-18
	<u>\$ 163,420</u>	Other Professional Services FY 18-19
	\$ 226,629	Total

Bob Plantenga withdrew the request because the paper work was not quite ready for approval.

### VII. Committee Reports

-Sheriff's Commissary Report for January 1, 2018 to June 30, 2018.

### VIII. Unfinished/New Business

- A. Judge Randy Williams stated there has been much discussion about the increase in caseloads of the courts and the space needs at the courthouse. It has been 20 years since a new court was added, and the number of cases filed thus far is already 106% of last year's annualized rate. Court staff has already analyzed and divided the cases between the courts for the best use of resources. Using state guidelines, Tippecanoe County should have 15 courts to handle the existing case load. The judges feel that, given the long-term increase in case load it is time to add another court. This would be the first of several steps in the process that include state committee hearings, state authorizing legislation and 2020 balloting for a new court by 2021.

Attorney Masson stated that Resolution 20018-24-CL expresses support for creating a new court in Tippecanoe County.

Councilmember Winger asked how the juvenile courts would be affected by the new court. Judge Williams stated that there would be some impact, but it would be minimal. There was also discussion about balancing out the work load between the courts.

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

- B. Attorney Masson presented the draft Debt Management Policy that was discussed last month. Since then there is reduced urgency for adoption and it could be tabled. Councilmembers Winger stated that he was in favor of tabling the issue.

### IX. Commissioner FYI

- A. Tom Murtaugh invited everyone to a community wide Opioid Summit on August 23, and the United Way Kick Off luncheon on August 29. The Commissioners are already working on legislative issues and have met with the Statewide Sherriff's Association about increasing Per Diems and increased funding for substance abuse issues in jails.
- B. President Basham stated that the next meeting is September 11 with the budget hearing immediately following.

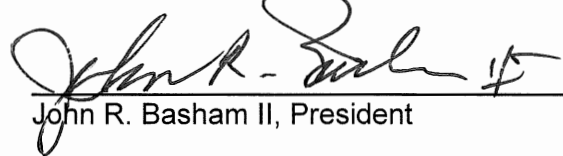
**X. Public Comment**

Karen Mitchell, Director of the County Extension, stated that the office recently lost a 4H educator, and the County Fair went smoothly. The office was able to decrease the amount of Compensatory Time accrued for the Fair by using two Purdue funded positions. Upcoming programs include the annual Crop Field Day September 6 that will address new technology and drones and Strengthening Families that will help prevent opioid addition and improve relationships within families.

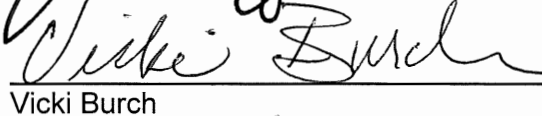
**XI. ADJOURNMENT**

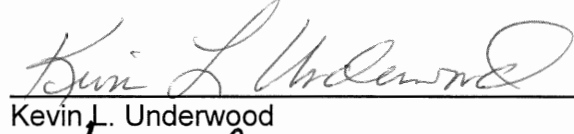
- Councilmember Burch moved to adjourn, and the President adjourned the meeting.

**TIPPECANOE COUNTY COUNCIL**

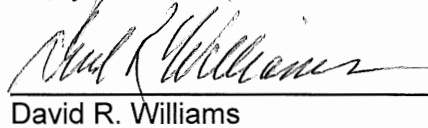
  
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 John R. Basham II, President

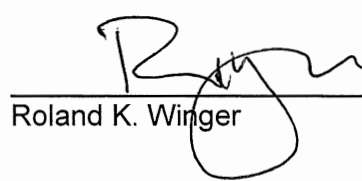
  
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 Bryan E. Metzger, Vice President

  
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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. Wirger

ATTEST:

  
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 Robert A. Plantenga, Auditor 9/11/2018

Minutes prepared by John Thomas, Recording Secretary