

**TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
MARCH 9, 2004**

The Tippecanoe County Council held its Regular Meeting on Tuesday, March 9, 2004 at 2:00 P.M. in the Tippecanoe Room in the County Office Building. Council members present were: President Kathy Vernon, Connie Basham, David S. Byers Jeffrey A. Kemper, Jeffrey Kessler, and Betty J. Michael. Others present were: Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr. (Councilmember Ronald L. Fruitt was absent.)

Following Councilmember Michael's motion and Councilmember Kemper's second to reconvene the County Council Meeting, President Vernon led the Pledge of Allegiance. Councilmember Basham then introduced Fr. David Douglas, Blessed Sacrament Catholic Church, who offered a prayer.

APPROVAL OF MINUTES

- Councilmember Kessler moved to approve the minutes of the February 10, 2004 Special Joint Meeting with the Commissioners, seconded by Councilmember Byers; motion carried.
- Councilmember Kemper moved to approve the minutes of the February 10, 2004 Regular Meeting, seconded by Councilmember Basham; motion carried.

FFR COOPERATIVE: Compliance with Statement of Benefits (CF-1): Sharon Baker, Accounting Manager

Ms Baker announced she is attending today because Mr. Carson is out of town.

Councilmember Kessler noted the number of employees increased from 20 to 21 which he thinks is a good percentage for a small company.

- Councilmember Kessler moved to find FFR Cooperative is in substantial compliance, seconded by Councilmember Michael.

Councilmember Byers reported he learned FFR hired another employee yesterday during a conversation with Ms Baker prior to today's meeting.

Councilmember Basham noted the number of retained employees dropped from 20 to 18 but those salaries increased. Ms Baker explained it was necessary to cut some positions they had when they applied for the abatement, but employees have since been added after branching out into another area and salaries have increased. She acknowledged they hired one employee yesterday and said they hope to add another by next year.

- The motion to find FFR Cooperative in substantial compliance carried.

ELMSTEEL, INC.: Compliance with Statement of Benefits (CF-1): Andrew Ball, President

Councilmember Kessler noted the number of employees increased from 22 to 39 and salaries increased from \$695,000 to \$1,800,000.

- Councilmember Kessler moved to find Elmsteel, Inc. is in substantial compliance, seconded by Councilmember Basham; motion carried.

DECLARATORY RESOLUTION 2004-13-CL: ERA Designation for Lafayette Venetian Blind, Inc.: Controller Mark Trowbridge and Greater Lafayette & West Lafayette Progress Inc. President Mike Brooks

Mr. Trowbridge stated their first tax abatement that began in 1992 and ended in 2002 helped them grow through the 1990s. Today he is requesting an Economic Revitalization Area (ERA) designation for a period of Ten (10) years. He is also requesting a deduction on real estate for ten (10) years and a deduction on new manufacturing equipment for ten (10) years for a 48,000 sq. ft. expansion that will result in approximately fifty (50) new jobs. Mr. Trowbridge said this is a family owned company that is one of the largest manufacturers of custom window treatments in the United States. He estimated 80% to 90% of their 700 employees at the West Facility are Tippecanoe County residents. The company provides Health, Dental, Vision, Life and

Disability Insurance, and a 401K Plan. He pointed out they have never had a layoff during their fifty four (54) years in business.

Councilmember Kessler said he appreciates the benefits' package they provide for their employees and that they plan to hire local labor to build the expansion.

Councilmember Byers asked if a tour of the facility can be arranged for the Council. Mr. Trowbridge said they will set up a tour at the Council's convenience.

Councilmember Kessler said he is willing to approve a 10 year abatement on real estate, but thinks 6 years is sufficient on manufacturing equipment since it only has a 7 year life. Councilmember Byers agreed.

- Councilmember Byers moved to approve Declaratory Resolution 2004-13-CL amended to a deduction period of ten (10) years on real estate and six (6) years on new manufacturing equipment, seconded by Councilmember Kemper; motion carried.

ROWE FARMS, INC.: Compliance with Statement of Benefits (CF-1): John Rowe, President

President Vernon called upon Mr. Rowe and noted this is the tenth and final year of his tax abatement. Councilmember Kessler expressed his appreciation to Mr. Rowe for appearing each year before the Council and commended him as an excellent example of a small business man who has retained his employees even during a downturn in the trucking industry. Mr. Rowe responded that the trucking industry is down 40% nationwide.

- Councilmember Basham moved to find Rowe Farms, Inc. is in substantial compliance with the Statement of Benefits, seconded by Councilmember Michael; motion carried.

INTEREST STATEMENT: Treasurer Oneta Tolle

Treasurer Tolle distributed the Interest Report showing the average interest rate for January 2004 was 1.21%. She reported they are working on programming issues with the MITS Department for the implementation of credit card and debit card processing for property tax payments with Bank One Pay Connexion. They hope to test the program by the end of the month in anticipation of collecting tax payments in May 2004.

FINANCIAL STATEMENT: Auditor Robert Plantenga

Auditor Plantenga reported the 2004 uncommitted County General Funds through February 29, 2004 are \$597,403.97. The uncommitted funds are lower due to a downward adjustment in our revenue estimates by the Department of Local Government Finance (DLGF) who took a very conservative approach.

Auditor Plantenga pointed out the balance of \$1,071,794.34 in Fund 099, the Rainy Day Fund – Econ Dev that the Council created at the February meeting. He also noted positive balances of \$129,935.57 in County Self Insurance Fund 310, and \$42,261.99 in Prosecutor's Criminal Justice Fund 601.

President Vernon stressed that the Council must practice fiscal discipline.

SUPERIOR COURT: Judge Don Johnson

ADDITIONAL APPROPRIATION: \$97,592.00

15,000.00	Part-time – Other
12,500.00	Overtime
50,000.00	Pauper Attorney
15,000.00	Evaluation Services
1,000.00	Judge Pro Tem
1,300.00	Recording Tapes
2,104.00	Social Security
688.00	Retirement

Judge Johnson said the requests for Part-time, Overtime, and Pauper Attorney are amounts he thinks will be sufficient for the remainder of the year. He has overdue bills for Evaluation Services and Judge Pro Tem. He noted that Superior Court purchases Recording Tapes for all the courts.

Councilmember Kessler asked for balances in Part-time, Overtime, and Pauper Attorney. Attorney Plantenga responded with beginning and ending balances as of February 29, 2004:

	<u>1/1/04</u>	<u>2/29/04</u>
Part-time – Other	\$ 5,766	\$2,146
Overtime	\$10,925	\$7,075
Pauper Attorney	\$52,669	\$3,000

Judge Johnson noted most of the beginning Pauper Attorney balance was spent on 2003 bills.

- Councilmember Kemper moved to approve \$5,000 for Part-time, \$6,000 for Overtime, \$15,000 for Pauper Attorney, \$15,000 for Evaluation Services, \$1,000 for Judge Pro Tem, \$1,300 for Recording Tapes, \$842 for Social Security, and \$330 for Retirement, seconded by Councilmember Michael.

Councilmember Byers thought the amount for additional Overtime should be reduced to \$3,000.

- Councilmembers Kemper and Michael agreed to amend the motion to \$3,000 for Overtime which then reduced Social Security to \$612 and Retirement to \$165. The motion carried as amended.

SUPERIOR COURT VI: Judge Mike Morrissey and Bailiff Lori Coddington

ADDITIONAL APPROPRIATION: \$3,425.00
 3,425.00 Jury Expense

Judge Morrissey explained they began the year with \$7,500 but have a balance of only \$146.

- Councilmember Byers moved to approve an additional \$3,425 for Jury Expense, seconded by Councilmember Michael.

Councilmember Kemper asked why the balance is so low. Judge Morrissey responded they requested \$15,000 for 2004 which was reduced to \$7,500. Since they use approximately \$1,000 per jury trial, Judge Morrissey anticipates they will need an estimated \$20,000 to \$25,000 for the year and said he will be back.

Auditor Plantenga explained this exact amount was transferred early in the year from Jury Expense to pay an outstanding Translator bill from 2003.

- The motion to approve an additional \$3,425 carried.

PROSECUTOR: Jerry Bean (Tabled 2/10/04).

ADDITIONAL APPROPRIATION: \$93,743.00
 49,284.00 Deputy Prosecutor
 3,771.00 Social Security
 2,711.00 Retirement
 6,484.00 Insurance
 22,102.00 File Clerk
 1,691.00 Social Security
 1,216.00 Retirement
 6,484.00 Insurance

SALARY ORDINANCE	Position	Rate	Salary
Full time	Dep. Prosecutor	1,955.75/	
		2,053.50	49,284.00
	File Clerk	869.79/	
		920.92	22,102.00

- Councilmember Byers moved to take the Prosecutor's request from the table, seconded by Councilmember Kemper; motion carried.

As requested at last month's meeting, Prosecutor Bean reported he polled 10 counties with a population of 100,000 to 200,000 and received responses from 6. He said no counties responded with caseload numbers.

	<u>Other</u>	<u>Tipp.</u>
Deputy Prosecutors	15-20	18
Hours per week	35-60	50/avg
Police officers	200-400	260
Pending felonies	?	140/per
Pending misdemeanors	?	1,000/per

Six (6) murder trials are pending. One (1) is scheduled in April, two (2) in May, one (1) in July and two (2) are unscheduled.

Prosecutor Bean said he was asked if he can pay for the two positions from Diversion Funds. Because his operating budget was cut for 2004, he said they will have paid an estimated \$25,000 from Diversion Funds for operating costs for two murder trials already held this year and six trials are left. He reported that, due to their excessive workload, four deputies are losing vacation time they will not get back.

Councilmember Byers said he can't support funding for either position because of the loss of General Fund uncommitted funds for 2004. Councilmember Michael stated she thinks the floodgates will open if one department head is allowed a new position. Mr. Bean stressed that these are not new positions; the Council just cut the funding during the 2003 Budget Hearings.

Councilmember Byers asked if Diversion Fees can be increased enough to pay for at least one of the positions. Prosecutor Bean responded that the fees were increased approximately two years ago but collections are down. He said they can look into increasing them, but he doesn't want to raise them so high that individuals will not choose the diversion route.

Councilmember Kessler acknowledged the Prosecutor has a tremendous challenge but, since the County just lost \$1 million in the General Fund uncommitted balance, he doesn't see it happening.

- No action was taken.

CLERK: Linda Phillips

General Fund 001

ADDITIONAL APPROPRIATION: \$3,028.00
 2,812.00 Part-time
 216.00 Social Security

Clerk's Record Perpetuation Fund 160

ADDITIONAL APPROPRIATION: \$2,000.00
 2,000.00 Training

Clerk Phillips requested additional Part-time funds in the General Fund to replace monies transferred to Overtime due to the CourtView Software meltdown. The request from Fund 160 is to fund training for her staff in DocuWare Software.

Councilmember Byers noted a balance of \$27,000 in Part-time and thought the Clerk should come back later in the year when that balance is lower. Clerk Phillips responded she made a commitment to pay her three Part-time employees for a certain number of hours.

- Councilmember Michael's motion and Councilmember Vernon's second to approve the appropriation of \$3,028 for Part-time and Social Security in General Fund 001 were withdrawn after Councilmember Kessler clarified the request for Training funds was requested from Fund 160.
- Councilmember Kessler moved to approve \$2,000 for Training in Fund 160, seconded by Councilmember Basham; motion carried.

CARY HOME: Executive Director Rebecca Humphrey

ADDITIONAL APPROPRIATION: \$7,745.00
 5,658.00 Full Time Employee
 433.00 Social Security

1,439.00 Retirement
215.00 Workers Comp

Ms Humphrey requested funding to upgrade the Administrative Assistant from Regular Part-time to Full Time status so they can provide better service. She said they have increased the number of programs they offer from two (2) to eight (8) in the last five years. In her opinion, three (3) referrals for a total estimated revenue of \$44,000 were lost because the Administrative Assistant was not there to take the calls.

Councilmember Basham said she has seen what happens when the Administrative Assistant isn't there. She thinks callers need consistency by talking to the same person.

Ms Humphrey noted the appropriation can be lowered because there will be a later effective date if approved.

- Councilmember Basham moved to approve \$5,144 for Full Time Employee, \$394 for Social Security, \$1,209 for Retirement, and \$180 for Workers Comp, seconded by Councilmember Michael.

President Vernon said she does not advocate adding staff but Cary Home lost three residents due to inconsistency in the staff. This request is only for 8 additional hours per week.

Councilmember Byers pointed out the Council just turned down the Prosecutor's request even though they have a large workload. He said the work is getting done at Cary Home and opposed approval.

Councilmember Michael observed that, if Cary Home can turn a child around, the Prosecutor won't have to deal with him.

Councilmember Kessler noted the Maintenance position was upgraded from Part-time to Full time status in 2003.

Councilmember Kemper said he thinks the additional revenue Cary Home has brought is reason to support the request.

- The motion carried with no votes by Councilmembers Byers and Kessler.
- Although a Salary Ordinance was not submitted, Councilmember Michael moved to approve a revised Salary Ordinance reflecting a full time salary for the Administrative Assistant that will be effective March 16, 2004, seconded by Councilmember Basham; motion carried with no votes by Councilmembers Byers and Kessler.

VETERANS: Veterans Service Officer Randy Fairchild

ADDITIONAL APPROPRIATION: \$5,500.00

500.00 Travel & Training
5,000.00 Burial of Servicemen

Mr. Fairchild reported the beginning balance in the Burial of Servicemen line item of \$17,000 has been reduced to \$10,000 following payment of \$3,500 for claims from 2003 and \$3,500 for claims in 2004.

Citing the Council's need to be consistent, Councilmember Kessler advised Mr. Fairchild to come back later when he has a lower balance in this line item.

The estimated fee of \$400 for the Veterans Affairs spring Conference will use almost all of the balance of \$400.12 in the Travel & Training line item and will leave no money for the remainder of the year.

- Councilmember Basham moved to approve an appropriation of \$500 for Travel & Training, seconded by Councilmember Michael; motion carried.

*E-911 Fund 176: Sheriff William "Smokey" Anderson***ADDITIONAL APPROPRIATION: \$75,142.00**

53,196.00	Full Time Employee (2)
4,070.00	Social Security
2,926.00	Retirement
240.00	Flex
198.00	Life
286.00	Long Term Disability
1,862.00	Workers Comp
12,364.00	Health Insurance

Sheriff Anderson explained this is the 2004 appropriation for salaries for two (2) full time Communication Officers for West Lafayette that were approved on October 14, 2003. It was noted the 2004 Salary Ordinance for these positions was also approved on that date, but the appropriation could not be approved until 2004.

- Councilmember Kessler moved to approve the appropriation, seconded by Councilmember Basham; motion carried.

Sheriff Anderson reported they housed an average of 313 inmates in January 2003 and 413 inmates in December 2003. Yesterday, 120 of the total 470 inmates were from the DOC. He noted the budgeted revenue was for 90. They have a maximum 553 beds, but Sheriff Anderson said he does not want to reach that limit.

*PROBATION: JAIBG SHOCAP Grant Fund 602***ADDITIONAL APPROPRIATION: \$1,248.00**

887.00.00	Salary (SHOCAP Tracker)
70.00	Social Security
43.00	Retirement
182.00	Health Insurance
35.00	Travel
31.00	Workers Comp

This is the second quarter disbursement for the SHOCAP Grant.

- Councilmember Byers moved to approve the appropriation, seconded by Councilmember Basham; motion carried.

*JUVENILE ALTERNATIVES: JEDIS/JAG Fund 790: Laura Spiker***ADDITIONAL APPROPRIATION: \$466.00**

466.00	Miscellaneous Supplies
--------	------------------------

This appropriation will pay for materials for Juvenile Alternatives' "Thinking for a Change" classes.

- Councilmember Basham moved to approve the appropriation, seconded by Councilmember Kemper; motion carried.

*JUVENILE ALTERNATIVES: BEAMES/JAG Fund 640: Laura Spiker***ADDITIONAL APPROPRIATION: \$17,644.00**

12,614.00	Personal Services
965.00	Social Security
694.00	Retirement
66.00	Disability
41.00	Life
64.00	Flex
400.00	Workers Comp
2,750.00	Office Supplies
50.00	Travel & Training

Ms Spiker said this appropriation will fund the BEAMES (Behavioral Education Adjustment Mediation for Elementary Students) through June 30, 2004. This program is a classroom for elementary students who are not in school.

- Councilmember Basham moved to approve the appropriation, seconded by Councilmember Kemper; motion carried.

HEALTH DEPARTMENT: Human Resources Director Frank Cederquist

TRANSFER: \$12,000.00

From:	001-9010-451-10-30	Health Officer	12,000.00
To:	001-9010-453-43-90	Misc. Contracts	12,000.00

SALARY ORDINANCE	Position	Rate	Salary
Full Time	Health Officer	3,583.34/ 9 mos	32,250.06
	Administrator	5,458.08/ 6 mos	32,748.48
		5,745.34/ 3 mos	17,236.02

Mr. Cederquist explained that Dr. Wendell Riggs, recently retired Health Officer, is currently working on a contract with the County until a new Health Officer is hired. After new job descriptions were written, the new Health Officer will have fewer duties and the Administrator will be picking up duties previously performed by the Health Officer. Wagner, Irwin, & Scheele reclassified the Administrator position from Executive I to Executive II. Mr. Cederquist said there will be a cost savings of \$133 with the new arrangement.

- Councilmember Basham moved to approve the transfer, seconded by Councilmember Michael; motion carried.
- Councilmember Byers moved to approve the salary ordinance with an effective date of April 1, 2004, seconded by Councilmember Basham; motion carried.

ANCILLARY: Auditor Plantenga

ADDITIONAL APPROPRIATION: \$4,344.00

2,527.00	Social Security
1,817.00	Retirement

Auditor Plantenga explained this appropriation will correct a formula error for Social Security and Retirement that occurred during the 2004 Budget Hearings.

- Councilmember Michael moved to approve the appropriation, seconded by Councilmember Kessler; motion carried.

OTHER BUSINESS

RESOLUTION 2004-14-CL: Confirms No COIT Distribution to Wildcat Solid Waste District

Resolution 2004-14-CL will appear in its entirety in the Ordinance and Resolution Book in the County Auditor's Office.

Attorney Luhman explained the DLGF (Department of Local Government Finance) requires the County Council to pass a resolution on a periodic basis determining whether COIT Funds will be distributed to a solid waste district. Tippecanoe county does not distribute COIT Funds to Wildcat Solid Waste District since the District has its own tax rate.

- Councilmember Byers moved to approve Resolution 2004-14-CL, seconded by Councilmember Kemper; motion carried.

FYI: Commissioner Shedd

No news.

Councilmember Byers requested a list of companies with tax abatement, the term of the abatement, and the amount abated.

Councilmember Kemper reported that Public Defender Commission members Amy Hutchison, Kent Moore, and Pat Harrington will meet with Neal Bowling at the State Public Defender Commission Office in Indianapolis tomorrow. They will discuss Tippecanoe County's Plan for participation in the Public Defender Reimbursement Program and request a favorable recommendation.

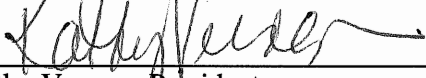
APRIL MEETINGS

The Council will hold a Special Joint Meeting with the Commissioners at 12:30 P.M., Tuesday, April 13, 2004 to receive a presentation on the Juvenile Justice Feasibility Study by Consultant Bobbie Huskey. The Council's Regular Meeting will follow at 2:00 P.M. Both meetings will be held in the Tippecanoe Room in the County Office Building.

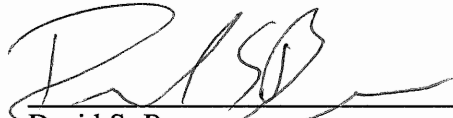
ADJOURNMENT

- Upon the motion of Councilmember Michael and the second of Councilmember Kessler, the meeting adjourned.


TIPPECANOE COUNTY COUNCIL



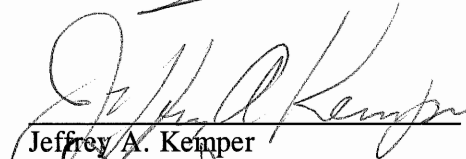
 Kathy Vernon, President




 David S. Byers




 Ronald L. Fruitt, Vice President




 Jeffrey A. Kemper




 Connie Basham



 Jeffrey Kessler

Attest: 

 Robert A. Plantenga, Auditor



 Betty J. Michael