

Tippecanoe County Board of Commissioners

Meeting Minutes

Tuesday, January 18, 2022

10:00 am

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

Commissioners present: President David S. Byers, Vice President Tracy A. Brown, and Member Thomas P. Murtaugh.

Also present: Attorney Doug Masson, Auditor Robert Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary Jennifer Wafford.

- I. **PLEDGE OF ALLEGIANCE** – President Byers called the meeting to order and led the Pledge of Allegiance
- II. **APPROVAL OF MINUTES** from Monday, December 28, 2021, and January 3, 2022.
 - Commissioner Brown moved to approve the minutes as presented, second by Commissioner Murtaugh. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Paula Bennett presented and recommended:

The claims from December 29, 2021, through January 18, 2022, were recommended for approval without exception.

 - Commissioner Murtaugh moved to approve the Accounts Payable as presented, second by Commissioner Brown. Motion carried.
- IV. **PRESENTATION OF PAYROLL** – Paula Bennett presented and recommended:

The payroll from January 07, 2022 was recommended for approval without exception.

 - Commissioner Brown moved to approve the Payroll as presented, second by Commissioner Murtaugh. Motion carried.
- V. **2022 CONTINUING DISCLOSURE AGREEMENT -FSG CORP** – Robert Plantenga presented and recommended:

Auditor Plantenga advised that this is an agreement that is completed yearly with Financial Solutions Group. When the County has bonds, they have to disclose some information about the County to the bond rating agencies, and you have to be certified to do that. So, the County has contracted this out for several years, and Auditor Plantenga is asking that it continue.

 - Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.
- VI. **HIGHWAY** – Stewart Kline presented and recommended:
 - A. Street Acceptance in Concord Ridge Subdivision, Section Four for Abbeyville Drive (1,312.57'), Hyacinth Lane (587.55'), and Leeward Lane (852.63').
 - Commissioner Brown moved to approve the street acceptance as presented, second by Commissioner Murtaugh. Motion carried.
 - B. A 3-year Subdivision Maintenance Bond with Atlas Excavating, Inc., in the amount of \$47,802.50 for Concord Ridge Subdivision, Section Four.
 - Commissioner Murtaugh moved to approve the bond as presented, second by Commissioner Brown. Motion carried.

VII. NATIONAL INSURANCE SERVICES (NIS) RENEWAL – Shirley Mennen presented:

Director Mennen advised that she has received the renewal for January 1, 2022, for the life and long-term disability insurance, through National Insurance Services. The rate has been negotiated and is guaranteed through January 1, 2024.

No signature or motion is required.

VIII. AGREEMENT WITH PRESIDIO NETWORKED SOLUTIONS GROUP – Kent Kroft presented and recommended:

The approval of a rate schedule with Presidio Networked Solutions Group. Director Kroft advised that their services may be needed in the future for a phone project, so he wanted to have this in place in advance.

- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.

IX. EXTENSION OF MOU WITH PURDUE UNIVERSITY CONCERNING CONTACT TRACING

– Doug Masson presented and recommended:

Attorney Masson advised that in August of 2020, the County entered into a Memorandum of Understanding with Purdue for contact tracing. Purdue University handles the contact tracing on campus and reports back to the Health Department. The agreement expired in August of 2021, but Purdue has continued to complete the tracing. This MOU just extends the agreement for another year and backdates it to August 2021.

- Commissioner Brown moved to approve the MOU as presented, second by Commissioner Murtaugh. Motion carried.

X. LEASE AGREEMENTS WITH MASTER GARDENER ASSOCIATION OF TIPPECANOE COUNTY – Doug Masson presented and recommended:

A Real Estate Lease and a Parking Lease between the Commissioners and the Master Gardener Association of Tippecanoe County. The real estate lease covers the ground South of the Extension Office to this Association. The real estate lease is an annual renewal that has to be determined by the 1st of July, in order to terminate at the beginning of the year if desired. The Parking lot lease designates sections of the parking lot that the Master Gardeners can use for their purposes, adjacent to the garden. This lease can be dissolved if the underlying real estate lease is dissolved.

Jim Jeary, Co-President of the Master Gardener's Association, wanted to thank the Commissioners for the opportunity to continue on that land, as their volunteers do their beautification education. They also provide donations of fresh produce to the local food pantries and provide plots to residents who are without enough space to garden in their own homes or apartments.

- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.

XI. ADDENDUM TO SRI TAX SALE SERVICES AGREEMENT – Thomas Murtaugh presented and recommended:

This is an agreement for SRI to host the Commissioner Certificate Sale for the properties that did not sell at the October 1, 2021 Tax Sale. The date for the sale is still to be determined.

- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Brown. Motion carried.

XII. RESOLUTION 2022-05-CM, Authorizing Sale of Tax Sale Certificates – Thomas Murtaugh presented and recommended:

Commissioner Murtaugh advised that this Resolution outlines the 21 properties that will be offered. Commissioner Murtaugh advised that the Resolution does not contain a minimum bid

amount. Attorney Masson noted the Resolution presented needs amended to add another paragraph that states the Tax Sales Certificates shall be offered at a minimum price of \$100.

- Commissioner Murtaugh moved to approve RES 2022-05-CM as amended, second by Commissioner Brown. Motion carried.

XIII. TECTON AGREEMENT FOR BIDDING AND CONSTRUCTION MANAGEMENT SERVICES FOR TCOB ROOF PROJECT – Tracy Brown presented and recommended:

An agreement with Tecton for the bidding and construction management for a roofing job at the County Building, in the amount of \$3,500.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

XIV. BROWNING DAY AGREEMENT FOR ARCHITECTURAL SERVICES FOR TCOB ROOF PROJECT – Tracy Brown presented and recommended:

The approval for an agreement with Browning Day for architectural Services for the same County Building roof replacement project. The contract is in the amount of \$4,900.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

XV. TIPPECANOE VILLA GENERATOR SERVICE AGREEMENT WITH HUSTON ELECTRIC – Tracy Brown presented and recommended:

A 3-year agreement with Huston Generators to perform maintenance on the generator at the Villa, at a rate of \$1,431 per year.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

XVI. TIPPECANOE VILLA FIRE PROTECTION INSPECTION AGREEMENT WITH BRENNECO – Tracy Brown presented and recommended:

A service agreement with Brenneco for fire protection at the Villa. This agreement starts on January 1, 2022, and ends on December 31, 2025. There will be two inspections a year, for a total of \$1,435 per year.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

XVII. GRANTS – Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

A. For the Health Department, Community Corrections, and Sheriff, from the Drug Free Coalition for various projects related to the 2022 Comprehensive Community Plan.

- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Brown. Motion carried.

B. For CASA for Kids Fund grant up to \$54,430, for funding of a regular part-time position, benefits, and insurance for single coverage.

- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Brown. Motion carried.

C. For Cary Home to apply for Juvenile Community Corrections FY23 Grant from July 1, 2022 through June 30, 2023, up to \$271,637. These funds will continue to support Evidence-Based Programming, School-Based Interventions, Home Detention, Vehicle Repair/Gas, and basic office supplies.

- Commissioner Brown moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

D. For Cary Home to apply for Juvenile Detention Alternative Initiative (JDAI) Grant from July 1, 2022 through June 30, 2023, in the amount of \$70,000. These funds are for continued community engagement, the school-justice partnership (tutoring and school interventions); Teen Brain Programming; and attendance at the annual Indiana Inter-Site Conference.

- Commissioner Brown moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

Permission to Accept Grant Funds:

A. For Community Corrections, for the Comprehensive Opioid Stimulant, and Substance Abuse Site-Based Program (COSSAP) NewLeaf Project, in the amount of \$1.2 million to cover necessary personnel and continued support for three years.

- Commissioner Murtaugh moved to accept the grant as presented, second by Commissioner Brown. Motion carried.

B. For the Circuit Court, from the Indiana Supreme Court Division of State Court Administration Adult Guardianship Office, in the amount of \$75,000, to supplement Wabash Center Guardianship Services. MOU has been signed during the application stage of this funding.

- Commissioner Murtaugh moved to accept the grant as presented, second by Commissioner Brown. Motion carried.

XVIII. UNFINISHED/NEW BUSINESS – None

XIX. REPORTS ON FILE

- Tippecanoe County Clerk of the Courts
- Tippecanoe County Coroner

XX. PUBLIC COMMENT – None

Commissioner Murtaugh moved to adjourn. President Byers adjourned the meeting.

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

David S. Byers, President

Tracy A. Brown, Vice-President

Thomas Murtaugh, Member

ATTEST:

Robert A Plantenga, Auditor 02/07/2022

Minutes prepared by Jennifer Wafford, Recording Secretary