

TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, January 8, 2019

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, Ilana Stonebraker, Lisa Dullum 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, led the Pledge of Allegiance and then introduced the new Councilmembers Ilana Stonebraker and Lisa Dullum.

II. Election of Officers – Doug Masson opened the floor for nominations.

Roland Winger nominated Brian Metzger as President, second by Kevin Underwood. There were no other nominations and Brian Metzger was elected.

Roland Winger nominated Kevin Underwood as Vice President, second by Brian Metzger. There were no other nominations and Kevin Underwood was elected.

III. Auditor's Financial Report – Bob Plantenga

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, for 2018, Council has granted additional appropriations of \$812,498 with a budget reduction of \$170,382 and Miscellaneous Expenditures of \$1,625.68, leaving a current balance of \$998,085.41.

The Revenue Report shows the impact of the Settlement with property taxes (Account 0100) a little over \$25 million, or 102.6%. While it is over the budget, the County can go up to the Levy amount which is almost \$26 million. The License Excise Tax Account (0130) is also distributed at Settlement time and is also over the budgeted amount (116.5%) which will be advantageous in 2019. Other revenues to note are the Examination of Records Reimbursement Account (0299) which are fees for State Board of Accounts audits of local taxing jurisdictions (Schools, Libraries, townships, etc.) that are paid out of the General Fund but are replenished during Settlement. The Tax Refunds Account (0731) comes from property tax refunds and works like the Records Reimbursement that are ultimately returned to the General fund at Settlement time. Overall the General Fund revenues (less the Audit Fees and Tax Refunds) is at 104.3% of the budgeted amounts for 2018.

The fund balances show: 1) the General Fund (1000) finishing the year at \$10,224,887.37 which is about \$20,000 more than the beginning balance in 2018, 2) the Cumulative Bridge (1135), Cumulative Capital Development (1138) and Major Bridges (1171) have healthy balances, 3) the Reassessment Account (1188) has a lower balance than the start of the last year and will be monitored, 4) the Southeast TIF Industrial Account (4505) also has a healthy balance, but is spent by Lafayette as their part of the Southeast TIF funds, 5) the Fairgrounds Debt Service Account (4632) is the escrow the County will hold for the life of the bonds, 6) the County Self Insurance (4710) has a cash balance of almost \$6 million that is \$2 million higher than last year and for the second year the County spent 76% of the revenue in claims, 7) the Project Revolving Account (4880) is the County's share of the southeast TIF district for highways projects and has a healthy balance also.

A tentative Financial Statement for January 1, 2019 was displayed and discussed. It showed the Beginning Net Balance at \$1,876,533.37 which is a little bit higher than in 2018. Next month's Council packet will contain a finalized version of the Statement.

Roland Winger asked about the Levy and 2019 revenue. Auditor Plantenga stated that the County should come in close because the County underestimated property taxes a little bit and underestimated the Excise Tax a bit and feels that the County will increase its cash balance going into 2020.

IV. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and showed an account balance of \$108,673,545.51 with total interest for 2018 at \$269,481.28. Interest rates increased again in December for an average of 2.55% to 2.6% and it is doubtful that there will be as many increases in 2019. The Year-Over-Year Comparison shows the increased return on interest rates as well as investments. Total interest income for 2018 was \$1,097,755.69 which is a 106.6% increase over the most recent revised budget and \$870,273.69 over last year. On-line tax collection was up in 2018 in both the number of transactions as well as total amount collected.

V. Public Comment on Agenda Items - None

VI. Consent Agenda

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

A. Approval of Meeting Minutes

Regular Meeting – December 11, 2018

B. WIC–WIC NSA Fund 8880 FY19

Transfer	\$ 53,040	Salaries / Part Time
	\$ 4,058	Social Security from Other Professional Services

VII. Additional Appropriations:

A. Sheriff – Sheriff Goldsmith and Chief Deputy Hartman presented and recommended:

1. Accident Report Fund 1101

Appropriation	\$ 45,000	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. There was no discussion and the motion carried.

2. Fire Arms Fund 1156

Appropriation	\$ 34,000	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

Councilmember Winger asked if these are typical appropriations and Sheriff Goldsmith said they were.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Animal Control Fund 2573

Appropriation	\$ 20,000	Other Professional Services
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- Councilmember Underwood moved to approve the appropriations as presented, second by Councilmember Vernon. There was no discussion and the motion carried.

4. False Alarm Fund 2574

Appropriation	\$ 20,000	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. There was no discussion and the motion carried.

5. Sheriff Sale Fund 4009

Appropriation	\$ 60,000	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. There was no discussion and the motion carried.

6. Donation Fund 4127
 Appropriation \$ 3,000 Other Professional Services
 •Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. There was no discussion and the motion carried.
7. Inmate Medical Fund 4715
 Appropriation \$ 80,000 Health & Medical Professionals
 •Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.
 Councilmember Basham asked what the fund balance was and if the appropriation request is needed. Chief Deputy Hartman stated that last year the fund was well used for inmate hospital visits and medical bills.
 President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
8. Inmate Medical/Copay Fund 4719
 Appropriation \$ 17,000 Health & Medical Professionals
 •Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.
 Councilmember Basham asked if the funds could be transferred to another fund and there was discussion that it was specifically set aside for inmate medical costs.
 President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
9. 2019 Compensation Agreement in Lieu of Statutory Fees between Sheriff Goldsmith and Tippecanoe County, State of Indiana.
 •Councilmember Underwood moved to approve the Compensation Agreement as presented, second by Councilmember Vernon.
 Attorney Masson stated that the reference to the state statute has been updated.
 President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. TEMA – Wm. “Smokey” Anderson presented and recommended:

1. LEPC Fund 1152
 Appropriation \$ 4,000 Training
 \$ 1,040 Other Professional Services
 \$ 4,000 Travel & Mileage
 \$ 4,500 M & E / Safety
 \$ 13,540 Total Requested
 •Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Underwood.
 Councilmember Dullum asked if the spending plan was approved at the January 3rd LEPC meeting? Mr. Anderson stated that it was and that the Local Emergency Planning Committee is funded by local companies who generate or use hazardous materials in Tippecanoe County.
 President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
2. Hazmat Fund 2546
 Appropriation \$ 13,814 Other Professional Services
 •Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Underwood. There was no discussion and the motion carried.
3. Hazard Warning Fund 4940
 Appropriation \$ 97,336 M & E / Safety
 •Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Underwood.
 There was clarification that it is the Maintenance and Equipment for the outdoor warning sirens.
 President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
4. Emergency Deployment Fund 8726

Appropriation	\$ 6,033	Other Supplies
	\$ 6,033	Training
	\$ 12,068	Repair Vehicle & Equipment
	\$ 24,134	<i>Total Requested</i>

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Underwood. There was no discussion and the motion carried

C. Community Corrections – Jason Huber presented and recommended:

TANF Fund 8226 FY18

Grant Appropriation	\$ 5,907	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Basham.

This is additional grant funds received last year from the state for the Temporary Assistance for Needy Families program.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2019 Salary Statement – Comm. Corr.	\$ Up to \$18	Part Time Clerical
	\$Up to \$14.5	Part Time Correction Officer
	\$ Up to \$12	Part Time Work Crew
	\$ Up to \$18	Part Time Maintenance / New Position

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Basham.

There was discussion that the salaries and the new positions were from the 2019 budget.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. WIC

WIC / NSA Fund 8880 FY18

Appropriation	\$ 1,386	Utilities
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

Councilmember Underwood stated that WIC was unable to transfer funds at the end of last year for the utilities and is using donated funds to pay it now.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Recorder – Shannon Withers presented and recommended:

2019 Salary Statement	\$ Up to \$16	Part Time Clerical
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- Councilmember Vernon moved to approve the salary statement as presented, second by Councilmember Basham.

There was a recent retirement and the office would like the flexibility to not fill the position and possibly use a part time person instead.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

F. Health – Craig Rich presented and recommended:

1. Local Health Maintenance Fund 1168 FY19

Grant Appropriation	\$ 38,686	Salaries / Full Time
	\$ 2,992	Salaries / Part Time
	\$ 3,188	Social Security
	\$ 4,333	PERF Retirement
	\$ 23,219	Health Ins
	\$ 145	LTD Ins
	\$ 109	Life Ins
	\$ 72,672	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This is an ongoing annual grant that continues a health maintenance fund that started in approximately 1980.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. Local Health Trust Fund 1206 FY19

Grant Appropriation	\$ 50,064	Salaries / Part Time
	\$ 3,926	Social Security
	\$ 3,036	Other Professional Services
	\$ 4,800	Health & Medical Prof
	\$ 3,602	Utilities
	\$ 65,428	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This is an ongoing annual grant from what use to be the tobacco settlement fund and in 2020 the fund is expected to increase to reflect increased population.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Donation Fund 4118

Appropriation	\$ 157	Other Professional Services
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon. There was no discussion and the motion carried

4. Syringe Service / THFGI Fund 9171

Grant Appropriation	\$ 10,000	Medical Supplies
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- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This grant funds equipment at the new permanent location for the needle exchange program, Home for Hope, at Lafayette Transitional Housing.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

5. STD Prevention Fund 8463 FY18

Grant Appropriation	\$ 31,200	Salaries / Full Time
	\$ 18,096	Salaries / Part Time
	\$ 3,771	Social Security
	\$ 3,494	PERF Retirement
	\$ 21,500	Other Professional Services
	\$ 2,500	Travel & Mileage
	\$ 4,500	Medical Supplies
	\$ 2,500	Office Supplies
	\$ 23,305	Health Ins
	\$ 117	LTD Ins
	\$ 109	Life Ins
	\$ 111,092	Total Requested

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This is a continuation grant from last year.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

6. HIV Prevention Fund 8482 FY18

Grant Appropriation	\$ 9,360	Salaries / Part Time
	\$ 716	Social Security
	\$ 104	Worker's Compensation
	\$ 1,000	Office Supplies

\$	4,000	Travel & Mileage
\$	2,820	Other Professional Services
\$	18,000	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This is a continuation grant from last year.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

7. 2019 Salary Statement – Health
- | | |
|---------------|---|
| \$ Up to \$12 | Part Time / Grant Public Relations |
| \$ Up to \$16 | Part Time / Disease Intervention Specialist |

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Vernon.

These are the two positions the Council just approved.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

VIII. Commissioners – David Byers presented and recommended:

Construction of Fairgrounds Bond Fund 4818

Appropriation	\$ 600,000	Engineer & Architect
	\$ 464,456	Other Professional Services
	\$2,518,317	Detention Ponds
	\$4,783,699	Bldgs. Municipal
	\$ 8,336,472	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

Commissioner Byers distributed an update on the Fairgrounds project noting construction cost estimates of Phase 1 at \$3.6 million, Phase 2 at \$10.4 million and Phase 3 at \$3.8 million. The Horse Barn shell is up and excavating for stormwater infrastructure is ongoing, however, the contractors have encountered soft soils that require enlarged footers. There was discussion about the schedule, with bids for the buildings in February (offsite fabrication during the summer) and an August start of construction, with bidding on Phase 2 in June. Phase 1 is scheduled to be done before the Fair this year (by July 1) and Phase 2 will start after the Fair and go to July 2020. Total project costs are estimated at \$20.4 million. The Commissioners will be doing more public outreach with posting more information on the web.

All contractors are local and have been involved with 4H. The only uncertainties, currently, are that contractors have lots of work and are not hungry and there are concerns about the possible impact of the international trade wars on the price of steel. The project managers are working with contractors to identify possible cost savings for: wet versus dry sprinklers, use of block instead of poured concrete, air conditioning, floor depth, etc. Everyone wants to build Phase 3 as soon as possible, but there will be competing needs for the: YMCA renovation, new court space, salaries in the 2020 budget, Community Corrections and the jail, as well as investigation into the possible Public Safety Tax.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

IX. Commissioner FYI – David Byers

- Any state legislative issues councilmembers may have need to be communicated to Commissioners soon.
- Small Business of the Year was award to Midtown Oven and will be celebrated on the 16th at 5:00.
- The State of the City and County address is scheduled for February 13th at the Trails.

X. Committee Reports

John Basham reported that the Romney Sewer anticipates beginning operation in March. A total of 145 homes will be connected by 110 tanks with about 90 tanks currently in place.

XI. Unfinished/New Business

2019 County Council Appointments/Assignments - President Metzger stated that Councilmember Dullum will assume ex-councilmember Burch's Department assignments and Councilmember Stonebraker will assume ex-councilmember Williams' Department assignments. The committee appointments are still being finalized but should be done by the end of the week.

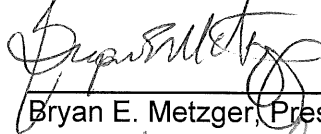
XII. Public Comment

The unofficial Budget Committee needs to meet and will be composed of the President, Vice President and the past President.

XIII. ADJOURNMENT

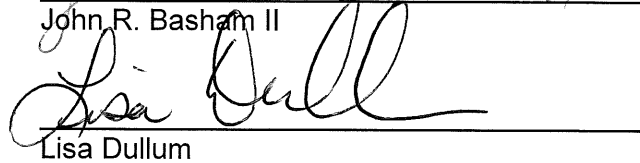
- Councilmember Winger moved to adjourn, and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

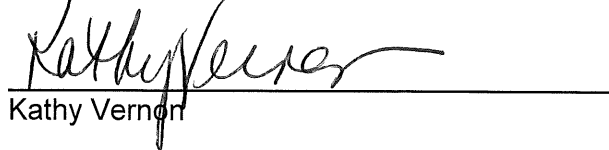

Bryan E. Metzger, President

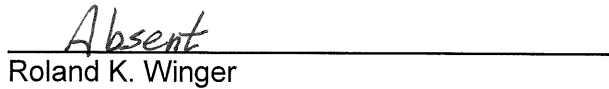

Kevin L. Underwood, Vice President


John R. Basham II


Lisa Dullum


Ilana Stonebraker


Kathy Vernon


Roland K. Winger

ATTEST:


Robert A. Plantenga, Auditor 2/12/2019

Minutes prepared by John Thomas, Recording Secretary