TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, February 9, 2021
8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Kevin Underwood, Vice President John Basham, Barry Richard, Ben Murray, Kathy Vernon, Lisa Dullum. Absent: Roland Winger

Others present: Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary Jennifer Wafford.

I. Call to Order and Pledge of Allegiance
President Underwood called the meeting to order and led the Pledge of Allegiance.

II. Auditor’s Financial Report – Bob Plantenga
The 2021 Financial statement shows a General Fund beginning cash balance of $14,988,895. The projected miscellaneous revenue, property taxes, and deductions for circuit breakers leave the total funds available of $66,739,081. After deducting encumbrances, the 2021 Budget, and minimum balance established by Council, the beginning net balance is $6,126,463. In 2021, there have been miscellaneous expenses in the amount of $61,451, leaving the balance available for Appropriation $6,065,012. So far, in 2021, there have been no granted appropriations.

The Revenue report shows that the State/Local Public Safety (0291) balance is $329,153.71. The balance is due to the Public Defender Payment received in January. The amount received is about 25% of the 2021 budgeted amount.

As of the end of January, the amount of General Fund Revenue received is 3.6% of the 2021 Budget.

The Fund balances shows: The General Fund (1000) has an ending balance of $13.28 million. The disbursements are greater than the receipts, which is normal for most months, except at settlement time. The County Self Insurance Fund (4710) started the month with a balance of $9.6 million and ended the month with a balance of $10 million. The balance is attributed to billing issues with the insurance company, and so the amount paid in January was less than the actual amount due. A whole month of claim payments is being submitted this month, which will affect the current balance. The Construction FG 2018 LT Rev Fund (4818) shows an ending balance of $4.9 million. This is where the bond proceeds from the Fairgrounds project are deposited.

The Covid Funds Highlight: The CARES Act Provider Grant Fund (8900) is the base fund where COVID Reimbursement Funds are funneled through before being distributed out to other funds. The CDBG COVID-19 OCRA Fund (8901) is where the grant funds from the CDBG fund are deposited, and these funds are used to support adversely affected local businesses due to COVID-19. These funds are also used by the Health Department to support those individuals who are quarantined due to the virus for housing, food, and other personal needs. The CESP COVID-19 Relief BJA Fund (8902) is where money from the Bureau of Justice Assistance, through the Coronavirus Emergency Supplemental Funding
Program, is placed and used to fund the purchase of PPE for cleaning and sanitizing and supplies during the pandemic. The FTA CARES Act Provider Fund (8903) is where funds from the Federal Transportation Administration are passed through for the Area IV Council on Aging to allow for needed transportation needs during the pandemic. The Secretary of State CARES Act Fund (8904) is where funds for the Board of Election expenses are deposited. They were reimbursed for PPE needs during the 2020 election. A majority of the funds were used to reimburse the General Fund, with some going to EDIT.

III. Treasurer’s Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance of $120,747,054.17, with a total interest of $59,521.69. January showed light revenues, and settlement was paid out in December, so January is not the highest month for interest. In comparison, the interest earned in January 2021 is considerably lower than the interest earned in January 2020. The difference is a result of not being in a pandemic yet in January 2020 and the interest rate being a full percent higher than in January 2021.

Of the $59,521.69 in interest, there was $34,777.01 that went into the General Fund. The Interest estimate for 2021 is $875,000, which is a little bit higher than 2020.

IV. Public Comment on Agenda Items - None

V. Consent Agenda

• Councilmember Basham moved to approve the consent agenda as distributed, second by Councilmember Murray. Motion carried.

A. Approval of Meeting Minutes from Tuesday January 12, 2021

B. Prosecutor – IV-D Incentive Fund 8897
   Transfer $ 6,000 Health Insurance
   to Machinery & Equipment / General

C. Highway – Comm Crossing 9108 FY20
   Transfer $ 35,336 Bridges
   to General Refunds

D. Community Correction – Jason Huber
   COAP3 Fund 8665 CF21
   Grant Appropriation
   $ 97,000 Full Time Salaries
   $ 7,421 Social Security
   $ 10,864 PERF Retirement
   $ 45,873 Health Insurance
   $ 444 LTD Insurance
   $ 444 Life Insurance
   $ 1,652 Worker’s Compensation
   $ 6,949 Office Supplies
   $ 2,423 Minor Equipment
   $ 65,000 Counseling Consultations
   $ 15,000 Health & Medical Professionals
   $ 3,308 Other Professional Services
   $ 9,000 Travel & Training
   $ 8,792 Duplicating
   $ 274,170 Total Requested

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VI. Additional Appropriations:

A. Circuit Court
1. VASIA Fund 9631 CF21
   Appropriation $ 75,000 Other Professional Services
   Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Richard.
   The appropriation is for matching grant funds for the 2021 Volunteer Advocates for Seniors or Incapacitated Adults (VASIA) grant program.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. Superior Court 6
1. General Fund 1000
   Appropriation $ 500 Health & Medical Professionals
   Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Richard.
   The appropriation is to cover a budget shortage for assessments. The 2021 Budget for this line was $500. However, the invoice from Comprehensive Behavioral Assessment was in the amount of $1,000.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

C. Superior Court 3
1. General Fund 1000
   Appropriation $ 15,000 Other Professional Services
   Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.
   The appropriation is for partial funding of a scanning project. Superior Court 3 has been working to identify other options for funding this project since September 2020. Auditor Plantega proposed the question about if using the Clerk’s Perpetuation Fund was an option?
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. IV-D
1. General Fund 1000
   Appropriation $ 2,700 Chief Deputy & Appointed
   $ 300 Social Security
   Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.
   The appropriation is for the holiday and vacation payout needed for the outgoing IV-D Commissioner, Matthew Boulac.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Prosecutor – Pat Harrington
   HTCU Fund 8271 CF21
   Grant Appropriation $ 54,390 Travel & Training
   Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Richard.
   The appropriation is for training for the High-Tech Crime Unit that was not completed in 2020 due to COVID-19.

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

F. **CASA**— Coleen Connor

CASA for Kids Fund 9107 CF21

<table>
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<tr>
<th>Grant Appropriation</th>
<th>Amount</th>
<th>Description</th>
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<tbody>
<tr>
<td>$30,437</td>
<td>Regular Part Time Salaries</td>
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<tr>
<td>$2,257</td>
<td>Social Security</td>
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<tr>
<td>$4,258</td>
<td>Health Insurance</td>
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<tr>
<td>$65</td>
<td>LTD Insurance</td>
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<tr>
<td>$139</td>
<td>Life Insurance</td>
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<tr>
<td>$37,156</td>
<td>Total Requested</td>
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-Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.

- The appropriation is for the Staff Advocate Outreach Coordinator.

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

G. **CASA** – Coleen Connor

CASA-Capacity Fund 9532 CF21

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<tr>
<td>$6,000</td>
<td>Communications</td>
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<tr>
<td>$13,000</td>
<td>Signage</td>
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<tr>
<td>$1,389</td>
<td>Educational Materials</td>
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<tr>
<td>$10,000</td>
<td>Travel &amp; Training</td>
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</tr>
<tr>
<td>$30,389</td>
<td>Total Requested</td>
<td></td>
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</table>

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

- The appropriation is for outreach into the community, educating volunteers, and trying to recruit and retain more volunteers.

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

H. **Sheriff** – Robert Goldsmith

1. Accident Report Fund 1101

<table>
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<tr>
<th>Appropriation</th>
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<th>Description</th>
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<tbody>
<tr>
<td>$50,000</td>
<td>Other Professional Services</td>
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</table>

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

- The appropriation is for training. Per the Auditor, the appropriation needs to be changed for the fund object to reflect 3210 instead of 3190.

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

2. Firearms Training Fund 1156

<table>
<thead>
<tr>
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<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50,000</td>
<td>Other Professional Services</td>
<td></td>
</tr>
<tr>
<td>$2,000</td>
<td>General Refunds</td>
<td></td>
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</tbody>
</table>

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

- The appropriation is for ammunition and firearm supplies. Per the Auditor, object 3190 for Other Professional Services cannot be used for supplies, so the appropriation needs to be changed to reflect object 2990.

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

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3. LIT PS Fund 1170
Appropriation $ 81,311 Safety
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

The appropriation is for the Bomb Team purchases that were discussed last year but not completed due to COVID. The money will go toward Bomb Suits and Robot upgrades.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. **Motion carried.**

4. Misdemeanant Fund 1175
Appropriation $ 29,281 Health & Medical Professionals
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

The appropriation is for funds that were not used in 2020 and will go toward Health and Medical professional services.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. **Motion carried.**

5. Animal Control Fund 2573
Appropriation $ 15,000 Other Professional Services
$ 15,000 Other Supplies
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

The appropriation is for all the spay and neuter supplies and training for animal control.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. **Motion carried.**

6. Sheriff False Alarm Fund 2574
Appropriation $ 20,000 Other Professional Services
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.

Sheriff Goldsmith was not able to determine how these funds were used in previous years. The funds are collected from false alarm calls. Commissioner Brown advised that he recalls the funds being used for crime prevention in previous years.
Councilmember Basham asked if people who made false alarm calls were getting charged. Sheriff Goldsmith advised that there was a $100 fee charged for each call.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. **Motion carried.**

7. Continuing Education Fund 2575
Appropriation $ 4,200 Other Professional Services
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Richard.

The appropriation is for continued training for Deputies in 2021. Per the Auditor, the appropriation needs to be changed so the object reflects 3210 instead of 3190.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. **Motion carried.**

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8. Sheriff Sale Admin Fund 4009
   Appropriation $ 50,000 Other Professional Services
   • Councilmember Vernon moved to approve the appropriation as presented, second by
     Councilmember Richard.
   The appropriation is for fees incorporated for holding the Sheriff’s Sale and will be used to pay for
   those fees.
   President Underwood asked if there were any additional questions or comments. Hearing none he
called for the vote. Motion carried.
9. K-9 Support Fund 4012
   Appropriation $ 3,500 Other Professional Services
   $ 3,500 Other Supplies
   • Councilmember Vernon moved to approve the appropriation as presented, second by
     Councilmember Richard.
   The appropriation is for K-9 vet bills, food, and training. This fund was created several years ago
   specifically for K-9 Funds. Money in this fund comes from training other agencies and donations.
   President Underwood asked if there were any additional questions or comments. Hearing none he
called for the vote. Motion carried.

I. Community Correction – Jason Huber
Misdemeanant Fund 1175
   Appropriation $ 49,759 Other Professional Services
   • Councilmember Murray moved to approve the appropriation as presented, second by
     Councilmember Basham.
   The appropriation is for vehicle lease payments. This fund is split between Community Corrections
   and the Sheriff’s office.
   President Underwood asked if there were any additional questions or comments. Hearing none he
called for the vote. Motion carried.

J. Area Plan – Sallie Fahey
1. General Fund 1000
   Appropriation $ 23,331 Chief Deputy & Appointed
   $ 1,785 Social Security
   $ 3,128 PERF Retirement
   $ 2,779 Health Insurance
   $ 46 LTD Insurance
   $ 8 Life Insurance
   $ 31,077 Total Requested
   • Councilmember Basham moved to approve the appropriation as presented, second by
     Councilmember Richard.
   The appropriation is to pay the salary for the Temporary Area Plan Executive Director for 6 weeks.
   This position was created at the last Commissioner’s Meeting, which allows Sallie to stay on for
   the month of March to train her replacement. The funds also include Sallie’s payout of her vacation
   time.
   President Underwood asked if there were any additional questions or comments. Hearing none he
called for the vote. Motion carried.
2. 2021 Salary Statement $ 10,071 Temporary APC Ex Dir Salary- 6 weeks
   • Councilmember Richard moved to approve the salary statement as presented, second by
     Councilmember Dullum.
   The appropriation is the salary statement as mentioned above for the Area Plan Executive Director.

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

K. Health
Syringe THFGI Fund 9171 CF21
Grant Appropriation $ 10,000 Institutional or Medical
• Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.
The appropriation is for the continuation of the Syringe program. This is for Gateway to Hope Supplies.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

L. Highway – Stewart Kline
Co Share Surtax Fund 4805
Appropriation $ 97,260 Machinery & Equipment / General
• Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Richard.
The appropriation is for insurance money that was received in 2020 for the loss of a Dump Truck.
The funds will be used to purchase new Dump Trucks this year from M&K Truck Center.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

M. Maintenance
CCD Fund 1138
Appropriation $ 57,624 Building Materials
• Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Richard.
The appropriation is to pay for expenses related to the COVID Vaccine Clinic. These expenses were incurred on the P-Card, and the payment was due last month. Due to being past the due date for a January Council Appropriation, the appropriation was added to this meeting. The intention was for these funds to be taken from the General Fund.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

N. Auditor – Robert Plantenga
General Fund 1000
Appropriation $ 57,624 IFT Transfer Out
• Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Richard.
This appropriation is to reimburse the funds used in Fund 1138 for the COVID Vaccine Clinic expenses.
Councilmember Dullum asked why the money was being taken from the General Fund instead of one of the COVID Funds. Auditor Plantenga advised that there was $6 million of CARES funds deposited into the General fund for use on related expenses.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

O. Commissioners – Tom Murtaugh
General Fund 1000
Appropriation $ 250,000 Other Supplies
$ 250,000 Other Professional Services

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Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham. This appropriation is for COVID-related expenses that will be paid from the $6 million that Auditor Plantega just spoke about. Currently, there are no invoices to pay, but quotes are starting to come in from last fall. The purpose of putting money in these funds is to allow for within-series transfers, as needed when the invoices do arrive.

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

VII. Committee Reports
The Sheriff’s Department provided their Commissary Report from 07/01/2020 to 12/31/2020. No motion needed on the report. Councilmember Richard asked what the balanced of the Commissary Fund was? Sheriff Goldsmith responded that the balance was $436,000 as of February 9, 2021. He advised that with upcoming purchases of necessary equipment, that balance would decrease quickly.

Councilmember Vernon advised the Council that at the March meeting, the Sheriff’s office would be providing a report on what the cycle of the vehicles because of the number of vehicles that were purchased last year.

VIII. Unfinished/New Business
2021 Appointments:
The appointment list was not completed at the last meeting. Since the January 12th meeting, it was determined that the appointment for the Otterbein Library Board did not expire until 2022. Suzy Scott remains the Council Appointment through the end of her term December 31, 2022.

The appointment for Lafayette Economic Development Commission remains Jody Hamilton. Attorney Masson confirmed that the appointment to that Commission does not require the individual to be a Councilmember. Her appointment continues until December 31, 2023

IX. Commissioner FYI
Commissioner Byers provided an update on the Vaccine Clinic. He advised that they are doing as much as they can with the resources they have on hand. Last Thursday and Friday, they gave around 300 vaccine shots each day. They are working on getting the vaccines administered as quickly as they are receiving them. He thanked Commissioner Brown and the Health Department for putting the clinic together and getting it all started.

Commissioner Byers advised that the Tippecanoe County Central Office Project, formerly the YMCA, is on course to be completed by September 2021. Currently, the floor has been demolished to redo all the plumbing.

Commissioner Byers stated that the Courthouse Renovation Project is down to a small list of items left to be fully completed.

Commissioner Byers stated that the Fairgrounds Renovation is still expected to be completed by June 1st, 2021. He informed the Council that all 3 projects are coming in under budget.

Commissioner Byers provided an update on the Event Director Position for the Fairgrounds. Emily Gray has been hired to fill this position and will start next week. She has worked with the Indianapolis War Memorial in their Event Center. The Fairgrounds is already receiving a high amount of calls to start booking the new center.

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X. Public Comment - None

XI. ADJOURNMENT

- Councilmember Basham moved to adjourn, second by Councilmember Murray and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

Kevin L. Underwood, President

Absent

John R. Basham II, Vice President

Barry Richard

Ben Murray

Kathy Verbon

Lisa Dullum

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 3/09/2021

Minutes prepared by Jennifer Wafford, Recording Secretary

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