TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, February 11, 2020
8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Kevin Underwood, Kathy Vernon, John Basham, Lisa Dullum, Roland Winger, and Ben Murray.
Others present: Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary John Thomas.

I. Call to Order & Pledge of Allegiance

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

II. Recognition and a Moment of Silence for Council President Bryan Metzger

III. New Councilmember

President Underwood welcomed Ben Murray who is taking Ilana Stonebraker's position and will be finishing her term.

IV. Auditor's Financial Report – Bob Plantenga

The 2020 Financial Statement shows a General Fund beginning cash balance of $12,329,109. Adding the projected miscellaneous revenue and property taxes, and deducting the circuit breaker leaves the total funds available of $62,084,666. When deducting encumbrances, the 2020 Budget, the minimum balances established by Council and add back in anticipated unused budget, the beginning net balance is $1,800,784. Since there were no additional appropriations last month and month this month the beginning balance available for appropriations is $1,800,784.

The Revenue Report shows that Property Taxes (Fund 0100) are typical for this time of year and will rise when property taxes are collected. The State/Local Public Safety Tax (Fund 0291) shows a quarterly deposit from the State Public Defender Commission. The County Sheriff/Miscellaneous Receipts (Fund 0410) show a deposit from the Tippecanoe School Corporation for Resource Officer reimbursements. The Reimbursements/Internal Refunds (Fund 0761) is a monthly deposit from the Self Insurance Health fund to the General Fund. The General Fund Revenue of 4.1% of budget is typical for this time of the year.

The fund balances show: 1) the General Fund (1000) is at $10.5 million which is typical for this time of year and will trend down until June when it is replenished with property taxes. The LIT Public Safety-County Share (Fund 1170) is the first monthly payment for the County's share of the new fund. The Court Services (Funds 2580 & 2581) now have healthy balances and can be combined at some point. The County Self Insurance (Fund 4710) took in more than it distributed, and the LIT Public Safety (Fund 7331) shows the total amount of funds received before being distributed to the Cities and Towns.

V. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report is in the packet and shows that January interest was $173,795.07. The Tippecanoe County Solid Waste District (Fund 4930) has been removed from the list because the State Board of Accounts directed the County to not include it in the County's summary because it was a separate entity.

The Fund Distribution sheet has been revised to remove the following funds that by Statute, Ordinance or Resolution are not allowed to earn bank interest: Fund 1124-Congressional School Interest was

transferred to the state, Fund 4930-Solid Waste Management District and the Inn Keepers tax which is now treated as an in-and-out or pass-through fund.

The interest from the self-insurance fund (about $12,000) was transferred to the General Fund which puts the County at 8.3% through the year with 6.7% collected. The last two pages were presented to the Board of Finance and show the balances in relation to interest earned from both investments and banks as well as historical interest rates.

VI. Public Comment on Agenda Items – None

VII. Consent Agenda

Councilmember Dullum asked to be reminded what the criteria were for placing some of the grants on the Consent Agenda. Auditor Plantenga replied that the State Board of Accounts doesn't require Council approval of Grants that come with their own budget so last year Council decided to list them in the consent agenda.

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

A. Approval of Meeting Minutes from January 14, 2020

B. Clerk – IV-D Incentive Fund 8899

Transfer	From	$ 2,550	Office Supplies
	To		Other Professional Services

C. Superior Ct 6 – Court Interpreter Fund 9549 CF20

Grant Appropriation	$ 12,000	Translator

D. IV-D Commissioner – Title IV-D Incentive Fund 8895

Appropriation	$ 6,000	Other Professional Services

E. Community Corrections – CC DOC Adult Fund 9219 CF20

Grant Appropriation	$ 500,054	Full Time Salaries
	$ 18,120	Chief Dept & Appt Salaries
	$ 39,640	Social Security
	$ 58,035	PERF Retirement
	$ 152,014	Health Insurance
	$ 1,943	LTD Insurance
	$ 1,304	Life Insurance
	$ 8,824	Worker's Comp
	$ 19,500	Other Supplies
	$ 180,120	Other Professional Services
	$ 979,554	Total Requested

VIII. Additional Appropriations:

A. Circuit Court

Volunteer Advocates for Seniors or Incapacitated Adults Fund 9631 CF20

Grant Appropriation	$ 75,000	Other Professional Services

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

B. Prosecutor

1. Drug Enforcement Fund 2507

Appropriation	$ 2,400	Utilities
	$ 8,589	Other Supplies
	$ 3,000	Travel / Training
	$ 20,000	Vehicles
	$ 33,989	Total Requested

- Councilmember Winger moved to approve the appropriation as presented and stated that all will be spent as identified in the grant, second by Councilmember Dullum. Motion carried.

2. Salary Statement-Prosecutor (2561) $ 42,660 Legal Assistant Comot IV
•Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.
Councilmember Winger stated that this eliminates a Paralegal position and creates a higher level Legal Assistant position. This will be discussed further duri8ng the 2021 budget hearings.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. ICAC Fund 8198 FF18

Grant Appropriation	$	8,000	Travel / Training
	$	2,000	Minor Equipment
	$	10,000	Total Requested

•Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Dullum.
Councilmember Winger stated that this was for mobile forensic training, computer hard drives software, cables, and adapters.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

C. CASA – *Coleen Connor*

GAL / CASA Fund 9532 CF20

Grant Appropriation	$	20,605	Full Time Salaries
	$	1,576	Social Security
	$	2,307	PERF Retirement
	$	24,488	Total Requested

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
This continues to fund a portion of one of the staff salaries and is part of their capacity building efforts.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. Sheriff – *Captain Ricks & Melisa Gipson*

1. Accident Report Fund 1101

Appropriation	$	50,000	Other Professional Services

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
This is for accident reconstruction training and supplies.
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

Appropriation	$	29,000	Other Professional Services

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
This is from gun permit fees and used for training and supplies.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. Animal Control Fund 2573

Appropriation	$	15,000	Other Professional Services
	$	15,000	Other Supplies
	$	30,000	Total Requested

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
This is from animal control citations and used for spay and neuter services and training.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

4. False Alarms Fund 2574
   Appropriation $ 20,000 Other Professional Services
   •Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
   This is from the false alarm fund and is appropriated every year for miscellaneous expenses.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
5. Continuing Education Fund 2575
   Appropriation $ 7,907 Other Professional Services
   •Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
   This is from traffic ticket fees and used for training.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
6. Sheriff Sale Administration Fund 4009
   Appropriation $ 50,000 Other Professional Services
   •Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
   This is from the Sheriff's sale and used to pay the vendor, SRI, for conducting the sales. They are paid monthly, and payments vary between $2,000 and $3,000.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.
7. K-9 Support Fund 4012
   Appropriation $ 6,900 Other Professional Services
   •Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.
   This is from donations and training done by the animal control officer and used for veterinarians' bills, and food.
   President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Salary Statement for Community Corrections (9219) CFY 2020 – Jason Huber

- Councilmember Vernon moved to approve the salary statement as presented which is from the budget in the consent agenda, second by Councilmember Murray.

This is from a State Department of Corrections grant that pays 27% of the salary.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

F. Health – *Khala Hochstedler*

Local Health Trust Carryover Fund 4206
Grant Appropriation $ 60,000 Vehicles
•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.
This is for the mobile unit that will be used for onsite nursing, STD testing and immunizations.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

G. Highway – *Stewart Kline*

LOIT Fund 1229
Appropriation $ 40,000 Other Professional Services
$ 19,000 Other Machinery & Equipment
$ 59,000 Total Requested
•Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Vernon.
This is from an old state tax that now has no income and at some time will be completely extinguished.

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

IX. Committee/Departmental Reports

- Sheriff quarterly Commissary Report (7/1/19 to 12/31/2019) is in the Council's electronic packet as required by statute with no action needed.

X. Unfinished/New Business – None

- Election of Council Vice President

  Attorney Masson stated that it is Council policy to follow Robert's Rules of Order and with the absence of the President the Vice President automatically assumes the duties of the President. There was consensus that a new Vice President would be chosen next month.

- 2020 Assignments & Appointments

  President Underwood stated that the list of assignments and appointments is still in draft form pending a full roster of Councilmembers.

XI. Commissioner FYI

- Commission President Tracy Brown stated that he and the Sheriff's department have met and are developing a list of the most important issues and project recommendations from the recently completed DLZ Jail Study. 70 maintenance and long-range improvements were identified in the meetings. The next step will be to prioritize and develop estimated costs for inclusion into the Capital Projects Plan.
- Bids are out for the next phase of the Fairgrounds and the old YMCA building and will be opened on the 18th of February.

XII. Public Comment

- Tetia Lee, Chief Executive Officer of the Tippecanoe Arts Foundation, reported that implementation of the Cultural Plan is in its 10th year and that the Lafayette area is the 1st community to have a state designated "Arts and Cultural District", renovations to the Wells Community Center are complete, all of the local public art committees will meet at a Public Arts Forum on March 2nd and thanked the Council for their continued support.
- Deidra Nicley, from the Extension Office, invited the Council to the Annual Extension Board Dinner Thursday evening February 20.
- Shannon Stanis, Watershed Coordinator with the Wabash River Enhancement Corporation, stated that their most recent EPA/IDEM grant funded 29 cost share projects to help reduce Wabash River pollution and included: rain barrels, rain gardens, bio swales, cover crops, bank stabilization etc. The grant also funded workshops, green tours, the Wabash Sampling Blitz and DeTrash the Wabash, with over 15,000 attending the 2019 Riverfest.
- Khala Hochstedler stated that the Health Department will be reviewing their Gateway to Hope program numbers March 19th at 10:00 and have their new mobile health unit open to the public.
- Sharon Hutchison, the County Grants Coordinator, presented her 2019 report and stated that the County applied for 37 grants, totaling over $3.8 million and was awarded 30 grants totaling over $3.2 million for an 80% success rate.

XIII. ADJOURNMENT

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

TIPPECANOE COUNTY COUNCIL

Kevin L. Underwood, President

John R. Basham II

Lisa Dullum

Kathy Vernon

Roland K. Winger

Ben Murray

ATTEST:

Robert A. Plantenga, Auditor 3/10/2019