

# Tippecanoe County Board of Commissioners

## Meeting Minutes

Monday, April 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, April 04, 2022.
  - Commissioner Murtaugh moved to approve the minutes as presented, second by Commissioner Brown. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Paula Bennett presented and recommended:
 

The claims from April 06, 2022, through April 18, 2022, were recommended for approval without exception.

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

The payroll from April 15, 2022 was recommended for approval without exception.

  - Commissioner Brown moved to approve the Payroll as presented, second by Commissioner Murtaugh. Motion carried.
- V. **RESOLUTION 2022-12-CM**, Approving Applications for Property Tax Deductions – Triclinic Labs - Doug Masson presented:
 

Attorney Masson advised that this Resolution is for Triclinic Labs, and that they have applied for a property tax abatement. He notes that the property is in the Hoosier Heartland TIF District. The County Council passed their Declaratory Resolution at their last meeting. He states that it includes some manufacturing equipment and information technology equipment, that Triclinic proposes to install in their facility. Because this property is in a TIF District, it also requires the approval of the Commissioners.

Shawn Comella, Triclinic CEO, advised that he would be happy to answer any questions the Commissioner's might have about the expansion or equipment that the company is working on. Commissioner Byers asked how many employees they were looking at adding. Mr. Comella advised they are looking at adding four new employees this year, and possibly up to Ten more in the next year and a half. He notes that the space is for expansion of existing and new services for their contract pharmaceutical development company.

  - Commissioner Murtaugh moved to approve RES 2022-12-CM, second by Commissioner Brown. Motion carried.
- VI. **HIGHWAY** – Stewart Kline presented and recommended:
  - A. The approval of a Warranty Deed and Temporary Easement Grant, for a right-of-way acquisition for the Old 231 and 500 S Safety Improvement Project. The Warranty Deed is for Parcel 16, and the Temporary Easement is for Parcel 16A. The transfer documents

are for property owned by Maranda Thayer. The Warranty Deed is in the amount of \$7,100 and the Temporary Easement is in the amount of \$1,250.

- Commissioner Brown moved to approve the Warranty Deed and Temporary Easement Grant as presented, second by Commissioner Murtaugh. Motion carried.

B. A Fuel Bid Bond for Newton Oil in the amount of \$28,584.32. When the fuel bid was originally accepted earlier in the year, Newton Oil elected to use a check as a performance bond. They are now replacing that check with an actual performance bond.

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

C. A Performance Bond for Love's Travel Stops and Country Stores, Inc, in the amount of \$995,928. This is for the improvements that they will be making to County Road 200 North, and the installation of signal at 200 North and Schuyler Avenue.

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

D. A Supplemental Agreement with Beam Longest and Neff, LLC, for an increase of \$24,800, making the total contract \$455,800. This is for Bridge 527 that is on Old 231 near McCutcheon High School, for an alignment adjustment.

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

E. An LPA Consulting Contract with Butler, Fairman & Seufert, Inc., in the amount of \$127,600. This is for the safety improvements on Old 231 and County Road 500 South. Butler, Fairman & Seufert will provide inspection services, both for construction and utility relocations. Federal funding is covering 90% of the contract amount.

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

**VII. AUDITOR – Robert Plantenga presented and recommended:**

Auditor Plantenga noted that he had sent an estimate for the impact of salary increases for 2023 to the Commissioners. He notes that salary statements need turned in to his office by July 1, 2022. The chart that was sent to the Commissioners shows what the impact of a 2, 3, and 4% raise would be to the funds. A 2 percent raise would impact the General Fund by \$584,258. A 3 percent raise would impact the General Fund by \$876,133, and a 4 percent raise would impact the General Fund by \$1,168,123. Auditor Plantenga notes that there has been a salary study requested from Waggoner, Irwin, and Scheele, but the information has not been received back at this time.

- Commissioner Brown moved to take the employee salary increase information under advisement as presented, second by Commissioner Murtaugh. Motion carried.

**VIII. AGREEMENT WITH BAKER TILLEY FOR ARPA ACCOUNTING SERVICES – Robert Plantenga presented and recommended:**

The approval of an accounting services agreement with Baker Tilley. Auditor Plantenga notes that with the receipt of ARPA funding, there is quarterly compliance reporting that needs to be completed. With the complexity of the reporting, the Auditor would like to have Baker Tilley advising on the completion of the quarterly reports needed.

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

**IX. MAINTENANCE** – Anthony Dildine presented and recommended:

1. A 5-year contract with TK Trash Kans, LLC, in the amount of \$286.44 a month. This contract is for trash pick up at the Courthouse, County Building, and the 111 Facility.

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

2. A work order with TK Elevator Corporation, to replace 2 oil hydraulic lines for the elevator in the Parking Garage. The amount of the work order is \$30,811.20

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

3. A standard Alarm Agreement with Mulhaupt, for the monitoring and service of alarm equipment for the Board of Elections new storage room. The equipment installation portion is \$1,311.00. The monthly monitoring fee is \$35.

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

**X. GRANTS** – Sharon Hutchison presented and recommended:**Permission to Apply for Grants:**

A. For the Community Corrections Department, from the US Department of Justice Office of Community Oriented Policing Services, for the 2022 Law Enforcement Mental Health and Wellness Act Program. They provide funding to improve the delivery of and access to mental health and wellness services for law enforcement agencies.

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

B. For the Commissioners Department, for the 5311 Transportation Grant with Area IV Agency Rural Transportation, from INDOT for funding the 5311 Grant for the up-coming 2023 fiscal year.

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

**XI. CHANGE ORDERS****Tippecanoe County Office Building:**

Change order #1 with Sentry Roofing, Inc., for a decrease of \$5,145, to change full cover coping to 2-piece compression system.

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

**XII. HEALTH DEPARTMENT** – Aubrey Kitchel presented and recommended:

Aubrey Kitchel, FIMR Project Coordinator, stated that she is joined by 2 representatives from both local hospitals. Selina McNulty introduced herself as the Manager of Labor and Delivery & Mother and Baby unit at Indiana University Health Arnett. Marcia Cherry introduced herself as the Director of Women's Center, NICU, and Pediatrics at Franciscan Health Lafayette East.

Aubrey advised that she is coming before the Commissioners to make them aware of an alarming trend that is being seen in Tippecanoe County and across Indiana, regarding Sudden Unexplained Infant deaths. She advised that her team reviews information surrounding fetal and infant deaths from 20 weeks gestation up to one year of life. Their goal is to identify gaps and services in both the healthcare system and the community and bring that information to their Community Action Team. This team then tries to implement prevention initiatives and changes, to better the overall health of women, infants and

families in Tippecanoe County. She noted that a key aspect of prevention is spreading awareness about alarming trends that the Health Department is seeing, or that the State of Indiana notifies them about.

She advised that while the information is preliminary at this point, her team has been notified that there has been an increased number of sudden unexplained infant deaths in the last year. She noted that they will find out the causes of these deaths when the case is reviewed. However, they are typically associated with unsafe sleep practices. She advised that the new initiative today is to try and promote the videos related to safe sleep and how those practices can be improved. They want to get these videos into the hands of as many individuals as possible. In 2017, there were three sudden unexplained deaths noted by the Indiana Department of Health, in Tippecanoe County. Those deaths prompted conversations about preventative actions, which included starting the Fetal Infant Mortality Review (FIMR) program and providing community education about safer sleep practices. From 2018 through 2022, there was only one sudden unexplained infant death. While the information is preliminary data, it suggests that there were six unexplained infant deaths in 2021. This is alarming because it is six times the rate of recent years and double the rate that was initially so alarming. She notes that this is a trend being seen across the State and this team hopes to have more answers and develop specific prevention strategies. She advises that there are ten different videos they want to get distributed into the County that demonstrates safe sleep practices. In August, they will host the Community Baby Shower, where they will be doing safe sleep education, as well as other pregnancy and infant safety education.

**XIII. REPORTS ON FILE**

- Tippecanoe County Coroner
- Tippecanoe County Treasurer
- Tippecanoe County Clerk of the Circuit Court

**XIV. UNFINISHED/NEW BUSINESS – None**


**XV. PUBLIC COMMENT – None**

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

BOARD OF COMMISSIONERS OF  
THE COUNTY OF TIPPECANOE

  
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 David S. Byers, President

  
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 Tracy A. Brown, Vice-President

  
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 Thomas Murtaugh, Member

ATTEST:

  
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 Robert A. Plantenga, Auditor 05/02/2022

Minutes prepared by Jennifer Wafford, Recording Secretary