TIPPECANOE COUNTY COUNCIL

MEETING MINUTES
TUESDAY, November 09, 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, and Jody Hamilton

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 at $66,739,081. After deducting encumbrances, the 2021 Budget, and the Minimum balance established by Council, the beginning net balance is $6,120,963. In 2021, there have been miscellaneous expenses in the amount of $165,392, and appropriations approved in the amount of $1,920,335. The available balance for appropriations is $4,035,236. The November request for General Fund appropriations totals $68,000.

The Revenue Report highlights: The Property Tax (0100) line shows an end of month balance of $15,489,279.68, which is about 56.5% of the projected budget for 2021. This amount is what has come in from the spring settlement, and fall taxes are due November 10, 2021. The balance will increase with the payment of fall installments. As of the end of October 69.4% of the 2021 General Fund Revenue estimate has been received.

The Fund balances shows: The General Fund (1000) shows a month end balance of $8,620,211.17, with the disbursements exceeding the revenue. This is typical of most months, excluding property tax receipt months. The Tax Sale Surplus Fund (1205) shows a deposit of $2.8 million for the Month of October. This was from the Tax Sale that the County hosted on October 1st, 2021. When there is a bid above the minimum tax sale amount, the excess is placed into this fund and held until the property is redeemed or a tax sale deed is issued. The County Self Insurance Fund (4710) shows a month end balance of $8,278,391.60. The disbursements were more than the revenue received for the month of October. The American Rescue Plan Act Fund (8950) shows an end of month balance of $19,023,282.12. The $19 million received is the first installment of these funds that the County has received. So far there has been no expenses paid out of this fund.

Councilmember Vernon asked if Commissioner Murtaugh would provide an update, during the Commissioner's FYI, on were the County is with the $19 million dollars.

III. Treasurer's Report — Jennifer Weston
Treasurer Weston was not available to provide her report in person, due to it being property tax payment week.

President Underwood noted that Treasurer Weston emailed her report to the Council, and that Auditor Plantenga had it on display if there were any questions. No questions were noted about the report.

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 October 12, 2021

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B. Parks – General Fund 1000
Transfer $11,000 Building Materials
to Other Machinery & Equipment

C. Community Corrections – User Fee Fund 1122
Transfer $115,000 Other Professional Services
$ 8,000 Utilities
$ 8,000 Refunds
From Other Supplies
$ 123,000 Full Time Salaries
$ 15,000 Social Security
$ 9,000 PERF Retirement
$ 29,000 Health Insurance
$ 1,200 LTD Insurance
$ 3,000 Life Insurance
to Other Professional Services

D. Probation – User Fund 2000
Transfer $2,164 Office Supplies
$ 2,164 Travel & Training
$ 500 Repair & Maintenance / Vehicle & Equipment
to Health Insurance

E. Superior Court 7 – General Fund 1000
Transfer $289 Travel & Training
to Office Supplies

F. Prosecutor – Wm. Anderson
EMPG Competitive Fund 8413 / FF 22
Grant Appropriation $40,000 Safety
LEPC HMEP Fund 8431 / FF 22
Grant Appropriation $15,000 Travel & Training

VI. Additional Appropriations:
A. Superior Court 2 – Judge Meyer
General Fund 1000
Appropriation $50,000 Pauper Attorney
•Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Hamilton.
This appropriation is to cover claims for two different cases. There was a need to appoint some outside Attorneys for 2 different cases. Judge Meyer advised that one invoice received was for $32,000 and the other was for $10,000. He asked for $50,000 because he expects a few more invoices to be received.
Auditor Plantenga asked if the full $50,000 was needed since there was around $9,000 left in the budget. Judge Meyer advised that those funds are already committed to other bills.
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. Coroner – Carrie Costello
General Fund 1000
Appropriation $18,000 Body Transfers
•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Murray.
This appropriation is to pay for expenditures through the end of the year. Coroner Costello advised that her office has been focusing on making sure the deaths are reported accurately in Tippecanoe County. Currently there have been 880 deaths reported for 2021. There have been
some corrections made to the procedures and processes, and as a reflection it has impacted the Coroners budget.

Councilmember Vernon advised that the Coroner currently has $14,000 left, and with the addition of the $18,000 requested in this appropriation, she should have enough funds to finish out the year. Coroner Costello stated that she worked with the Auditor's office to provide the best educated guess on the amount needed for the remainder of the year.

Councilmember Dullum asked if the Coroner stated the reason for higher death rates is because they are being counted differently, or because there is an increase in the number of deaths? Coroner Costello advised that the County is having more deaths, but her office has also gone back and worked with area hospitals to make sure that the procedures and policies are updated to ensure they are reporting all the deaths that are required by the State of Indiana.

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

C. Sheriff – Robert Goldsmith  
LIT Public Safety Fund 1170  
Appropriation $42,697 Other Machinery & Equipment  
• Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.  
This appropriation is for equipment needed by the Bomb Squad, to destroy ammunition. The Sheriff's Department has taken in ammunition from citizens that needs destroyed, and it is stored there until it can be destroyed. Purchasing this equipment would allow the Sheriff's Department to destroy ammunition here in Tippecanoe County, and reduce the manpower and resources needed to haul it somewhere else.

Councilmember Vernon advised that in speaking with the Sheriff and Jason Huber, she learned that this request is for the safety of the officers handling the equipment and disposing of the ammunition.  
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. Community Corrections – Jason Huber  
2022 Salary Statement $114,084 Grant 8665-CF21 Extended through 2022  
• Councilmember Murray moved to approve the salary statement as presented, second by Councilmember Basham. Motion carried.  
This appropriation is for the salaries for the Pre-Trial Diversion Program. The Grant officially ends this year. However, there is an extra year’s worth of salary left in the grant fund. Community Corrections has worked with the granting agency as well as with the Auditor, and they are able to continue these positions another year under this grant. This request is to ask for the continuation of their positions under the grant, and then they will return at budget time to ask for those positions full-time from the County.  
President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Health– Amanda Balser  
Vaccine Reimbursement Fund 9170 / FY21  
Grant Appropriation $207,981 Other Professional Service  
• Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.  
This appropriation is for the actual amount received from the Vaccine Reimbursements. The Health Department previously appropriated $80,000, when they didn’t know the exact amount that they would receive back for vaccine reimbursement. The total amount that they received was $287,981 which is for billing completed through June 30th, 2021. It is not clear if the State will
continue billing from July through the end of the year, but if they don’t bill for reimbursement, the County Health Department has the ability to bill for reimbursement.

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

### IN CAREs ECHO Fund 9172 / FY23

**Grant Appropriation**

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<tr>
<th>Amount</th>
<th>Description</th>
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<tr>
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<td>Office Supplies</td>
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<td>Training</td>
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</table>

*Councilmember Murray moved to approve the appropriation as presented, second by Councilmember Basham.*

This appropriation is to restart the overdose fatality review team. The Prosecutor’s office had the program a few years ago, and they were one of the pilot counties for it until the funding ended. The funding has now resumed for this grant and the Health Department and Coroner’s Office will be working together to have an overdose fatality review clerk. There will be an ECHO’s Cares Team consisting of the Sheriff, Deputy Sheriff, and the Community Corrections Director, that will meet with the State to go over the overdoses. There will also be an overdose fatality review team, that will have many different community partners that will come together and review all the overdoses in the County. The purpose of these reviews is to see what the County can do better to help combat those overdoses.

Councilmember Murray asked if the Overdose Fatality Review Clerk would be housed at the Health Department or in the Coroner’s office? Amanda Balser advised that from a physical standpoint, the clerk would be housed with the Coroner, but she will also spend some time in the Health Department to help get ready for the team meetings.

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

### VII. Committee Reports

Councilmember Vernon stated she wanted to speak for a few minutes regarding the Personnel committee. She advised that the Personnel Committee consist of the HR Director Mennen, Commissioner Byers, Auditor Plantenga, and herself. They meet on an as needed basis. It seems like there is a sense of urgency right before budget hearing when every department is working on the last-minute cleanup of positions. Councilmember Vernon wants to encourage each of the councilmembers, that if their department heads are thinking about doing anything in regard to reclassifying or doing any changes, to complete it earlier rather than later. The reason is that the process needed to re-evaluate these position takes several weeks to get information to our consultant and receive information back from them. Councilmember Vernon advised that a template was sent out to department heads regarding the proper procedure to follow for reclassifications.

### VIII. Other Business

Auditor Plantenga advised that there was a change to the statute for the amount of Salary to be paid to the County Assessor and staff when they receive certifications. Previously, the County had paid the Assessor $2,500 to the County for attaining a level 3 Certification. However, in 2016 the statute was changed, and the statute now reads that the County Assessor who is Level 3 Certified, must receive at least $1,500 more than if the Assessor were not a Level 3 Certified Assessor. Auditor Plantenga advised that if the Council wants to make a change to the salary, a Resolution could be added to the agenda for next month.

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IX. Unfinished/New Business
Amy Krzton-Presson, TCSWMD Recycling Educator, advised that she represented the County on the Regional Climate Action Plan. This is a 2-year effort, and they are currently finishing up the first year. This is a joint effort between West Lafayette, Lafayette, and Tippecanoe County. The Leadership committee consist of Amy Krzton-Presson, Michael Thompson from APC, Margie Deverall City of Lafayette Planer, Dave Henderson Director of West Lafayette Waste Water Treatment Plant, and Dr. Lindsey Payne Head of the Go Greener Commission in West Lafayette. The consulting firm Greely & Hanson is facilitating the entire climate action planning process during phases one and two, which happened throughout last year and this year. The committee has developed their vision and mission statements and identified key stakeholders to server on their advisory committee which is made up of around 25 individuals. These individuals are specialist in their area of expertise. Mike Parks with the County Highway Department is advising on Transportation issues related to climate change. Amanda Balser from the Health Department is advising on health issues in the community. Wes Tillett with Lafayette Urban Ministry is helping to connect this group with church leaders in the area. The Advisory committee either specializes in a specific topic and how it relates to climate change, or they also help the leadership committee to plug into other specialist in the community. If you would like to learn more about the climate action plan, you can visit the website hosted by GLC. The web address is greaterlafayetteclimate.com.

X. Commissioner FYI
Commissioner Murtaugh started by wishing President Underwood a Happy Belated Birthday.

Commissioner Murtaugh provided an update on the American Rescue Plan Act. He has previously reported that there is a ton of confusion regarding how these funds can be expended, because of the infrastructure portion of the act. The Act actually states that any infrastructure had to be used specifically for broadband, water, or sewer projects only. There had been some communication that it could be used for other infrastructure projects. The Commissioners have been in contact with Barnes and Thornburg and they will be helping with the audit process. This fund will be stringently audited in the next three years as these funds are expended. The advice from Barnes and Thornburg was to wait until the Infrastructure bill passed before finalizing a plan. This will insure that the Commissioners are not duplicating those efforts. The infrastructure bill passed on November 5, 2021. Now the Commissioners have to wait on clarification of what the passing of that bill means for infrastructure spending. Commissioner Murtaugh advised he hopes to have a plan to submit before the Council the first part of 2022.

Commissioner Murtaugh advised that there are about 55 second generation trees that have been planted at the new Fairgrounds.

Commissioner Murtaugh announced that the next Department Head lunch will be December 15th at 11:30am.

Commissioner Murtaugh noted that the open enrollment meetings started yesterday, and with that the United Way Campaign is also going. He asked that individuals consider a pledge for the County’s campaign.

Commissioner Murtaugh advised that Valley Oaks will be hosting their annual Mental Health Legislative Forum in the Tippecanoe Room. They will be providing information regarding the efforts by the community to address mental health issues, as well as proposed legislation to help with those issues.

XI. Public Comment
Prosecutor Harrington advised that his office has been working with the State of Indiana to secure funding for the High-Tech Crime Unit. As a result of collaborative efforts, a law was passed authorizing an expenditure of $3 million per year to Prosecutor’s throughout the state for a High-Tech Crime Unit. The statute said there could be up to 10 hubs, and each hub would have to apply

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for a grant or contract. Last Thursday, the Tippecanoe County Prosecutor’s received an Official notice that our county Prosecutor’s office will be one of those hubs. Their office will receive $285,000 a year to assist in obtaining evidence and will provide services for up to 10 other counties that are adjacent to us.

XII. ADJOURNMENT

• Councilmember Murray moved to adjourn, second by Councilmember Hamilton and the President adjourned the meeting.

TIPPECANOE COUNTY COUNCIL

Kevin L. Underwood, President

John R. Basham II, Vice President

Barry Richard

Ben Murray

Jody Hamilton

Kathy Vernon

Lisa Dullum

ATTEST:

Robert A. Plantenga, Auditor 12/14/2021

Minutes prepared by Jennifer Wafford, Recording Secretary