TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
July 12, 2011

The Tippecanoe County Council met Tuesday, July 12, 2011 at 8:30 a. m. in the Tippecanoe Room in the County Office Building. Council members present were: President Andrew S. Gutwein, Vice-President Roland K. Winger, John R. Basham II, Jeffrey A. Kemper, Kevin L. Underwood, Kathy Vernon, and David R. Williams. Others present were: Auditor Jennifer Weston, Attorney David W. Luhman, and Secretary Kay Muse.

President Gutwein called the meeting to order and led the pledge of allegiance.

AUDITOR'S FINANCIAL REPORT *– Jennifer Weston*

Auditor Weston said the adjusted beginning net balance is $1,100,815.88. Council has granted additional appropriations of $161,657.00. Budget reductions total $828.00 and miscellaneous expenditures of $4,760.72 leave an uncommitted fund balance of $935,226.16. Auditor Weston stated the Fund Balance Report shows the bottom line total growth from $64,000,000 in May to $77,000,000 in June. This is due to property taxes being collected and held on the Treasurer's books prior to being placed into funds. Funds typically negative through May such as the General Fund, Cumulative Bridge Fund, and other property tax funds are now positive.

Beginning Net Balance	$ 1,100,815.88
Total Additional Appropriations	$ 161,657.00
Total Budget Reductions	$ 828.00
Miscellaneous Expenditures (to date)	$ 4,760.72
Uncommitted Funds	**$ 935,226.16**

Auditor Weston gave an update on revenue for the first six months of 2011. Overall collections are at 50.1% of projections. Receipts slightly under 50% are COIT, Building Commission, Tippecanoe Villa, and Interest. Departments above 50% are the Sheriff Department of Corrections reimbursement, and the Public Defender Commission reimbursement. Departments under 50% are the Health Department, Recorder, Probation, Cary Home, Juvenile Detention reimbursement, Parks, and Fairgrounds.

COIT	just under 50%
Building Commission	just under 50%
Villa	just under 50%
Interest	just under 50%
Sheriff DOC	55.8%
Public Defender Commission	53%
Probation	45.3%
Health Department	43%
Fairgrounds	44%
Juvenile Detention	39%
Recorder	38.6%
Cary Home	28.1%
Park	33%

Councilmember Vernon asked if the $4,900,000 General Fund cash balance would affect the budget process and if the high balance is due to the timing of the property tax collections. Auditor Weston

attributes the balance to reimbursement of property tax refunds. Over the past 1 ½ years the County has processed approximately five times the normal amount of refunds due to the high number of appealed assessments. Refunds of property tax are disbursed from the General Fund, the General Fund is then reimbursed at final settlement. Many appeals for 2008, 2009, and 2010 were paid in 2010. Councilmember Vernon asked if those refunds accounted for 75% to 80% of the $4,900,000. Auditor Weston said the amount reimbursed was $3,300,000. Councilmember Gutwein said typically the Council looks at revenue versus expenses when doing the budget; if the Council continues that practice the excess funds will not affect the budget. Councilmember Vernon asked what the philosophy will be during budget hearings, will the County continue to build excess funds, and what is the right amount of excess funds to have?

TREASURER'S REPORT *– Bob Plantenga*

Treasurer Bob Plantenga said property taxes have been distributed, which increases fund balances. The May interest report shows the General Fund was credited $67,124.64, bringing the total for 2011 to $186,396.50. Because of necessary banking changes the County may see slightly less than projected interest earnings. Accounts remaining at Chase Bank are in the process of being combined in an effort to lower fees. Lafayette Bank & Trust shows a balance of $119,175,004.80 for May but has since dropped to about $40,000,000 which is normal. First Financial Bank has a $10,000,000 limit so $14,000 will be moved to a different account. Lafayette Savings Bank showed a balance of $13,158,936.60 for May but has decreased due to property tax distribution. The County had a balance of $142,619,135.88 at the end of May. The average interest weight is unchanged and the weighted average rate is 0.74%. Councilmember Basham asked when the First Financial account exceeds $10,000,000 if the excess interest goes into the General Fund. Treasurer Plantenga said any funds exceeding the $10,000,000 are placed in a Lafayette Bank & Trust account at a lower interest rate. Councilmember Kemper asked if Lafayette Bank & Trust also had a maximum limit. Treasurer Plantenga replied yes it does.

PUBLIC COMMENT *– Agenda Items*

None

RESOLUTION 2011-20-CL
Confirmatory Designation of Economic Development Revitalization Area – Dayton-Phoenix Group, Inc.

Councilmember Gutwein said this will be the second reading for Resolution 2011-20-CL Economic Development Revitalization Area.

Attorney Luhman said Resolution 2011-20-CL will declare the area attached to the resolution an Economic Development Revitalization Area (ERA) for a period of ten years and allow property owners in the area to apply for property tax abatement. Included in the resolution is a seven year abatement on new manufacturing equipment purchased by Dayton-Phoenix Group. Director of Operations for Dayton-Phoenix Group, Debbie Fleming, said dynamic braking resistors are manufactured at Dayton-Phoenix Group and require a large energy supply for testing. ERA incentives will allow Dayton-Phoenix Group to remain locally and make a capital investment for a high powered supply system, retain 47 jobs, and add 20 jobs over the next seven years.

Councilmember Gutwein asked for public comment on this item. There was none.

- Councilmember Williams moved to approve Resolution 2011-20-CL as presented, second by Councilmember Basham; motion carried.

CONSENT AGENDA

Councilmember Gutwein said the Consent Agenda contains fund transfers and minutes of the last the regular meeting. Items that are wished to be discussed will be removed and placed on the agenda. Items remaining on the Consent Agenda will be taken as one item.

Regular meeting Minutes – June 14, 2011

Commissioners General Fund 001

Transfer	$2,775	Administrative / Other Professional Service to Salaries & Wages / Part Time
	$ 213	Administrative / Other Professional Service to Social Security

Health Department Hospital Planning Grant "B" Fund 473

Transfer	$1,198	Salaries & Wages / Part Time to Office Supplies

MITS Cumulative Capital Development fund 010

Transfer	$ 854	Maintenance / Telephone Equipment to Salaries & Wages / Full Time
	$ 65	Maintenance / Telephone Equipment to Social Security
	$ 66	Maintenance / Telephone Equipment to Retirement / PERF

- Councilmember Williams moved to approve the Consent Agenda as presented, second by Councilmember Underwood; motion carried.

CIRCUIT COURT
General Fund 001

Circuit Court Judge Daniels said Bailiff Sue Lohrman, a 25 year employee, retired on May 31, 2011 due to health reasons. Prior to her retirement a part time employee was hired to cover that position. Part time Bailiff Brenda Vancaster has accepted the Bailiff position. Because both positions were held for a period of time a deficit of funds for that position was created, this appropriation will correct that shortage. Councilmember Kemper said after speaking with Bailiff Brenda Vancaster he considers this the best way to correct the shortage.

Additional Appropriation $2,599

$ 2,414	Salaries & Wages / Full Time
$ 185	Social Security

- Councilmember Kemper moved to approve the appropriation as presented, second by Councilmember Basham; motion carried.

Circuit Court Judge Daniels introduced Jenny Patschull who finished her first year of law school and is serving as a Circuit Court Clerk for the summer. Jenny is not compensated for her work at the County but does earn college credits.

SUPERIOR COURT 6
Court Interpreter Grant "B" Fund 549

Grant Administrator Laurie Wilson said this is a continuation of an Indiana Supreme Court grant for interpreters for the Courts.

Grant Appropriation $15,112

$15,112	Court Expense / Translator

- Councilmember Kemper moved to approve the appropriation as presented, second by Councilmember Underwood; motion carried.

PROSECUTOR
Adult Protective Services Fund 250

Prosecutor Pat Harrington said this is a continuation grant from Indiana Family & Social Services for Adult Protective Services. Auditor Weston said these salaries are approved at budget time and that is why there is not an accompanying salary statement.

Annual Appropriation $122,660

$ 81,397	Salaries & Wages / Full Time
$ 6,228	Social Security
$ 6,919	Retirement / PERF
$ 200	General Operating / Misc
$ 1,800	Utilities / Cellular Telephone
$ 25,668	Insurance Benefit / Health
$ 265	Insurance Benefit / LTD
$ 183	Insurance Benefit / Life

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Winger; motion carried.

ASSESSOR
Reassessment Fund 281

Chief Deputy Jan Payne said final settlement yielded more revenue than originally estimated. This will appropriate the balance of the 2011 General Reassessment Fund.

Additional Appropriation $8,568

$ 7,959	Salaries & Wages / Part Time
$ 609	Social Security

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Basham; motion carried.

TEMA
2010 State Homeland Security Program (SHSP) Grant Fund 427

Grant Administrator Laurie Wilson said this is the annual equipment grant from the Indiana Department of Homeland Security. The $55,000 is for the salary of the District Coordinator and the remaining $295,000 is for equipment for the nine counties. Ms. Wilson added that for 2011 Indiana's federal appropriation was reduced by 69%. However TEMA does have funding for the District Coordinator position through the end of August 2012.

Grant Appropriation $350,000

$295,000	Equipment / Emergency Equipment
$ 55,000	Contracts / Consultant

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

MITS
Cumulative Capital Development Fund 010

Director Dave Sturgeon said that changes to job duties for two positions were evaluated by Waggoner Irwin Scheele & Associates Inc. The Helpdesk Manager position received a slight increase and the Software Specialist position was changed from a PAT II to a PAT III.

Salary Statements $85,218

$45,906	Helpdesk Manager
$39,312	Software Specialist

- Councilmember Underwood moved to approve the salary statements as presented, second by Councilmember Vernon; motion carried.

JUVENILE ALTERNATIVES
General Fund 001

Director Rebecca Humphrey said that this reduction is due to restructuring within the Juvenile Community Corrections department and does have a corresponding appropriation. A change in the law has reduced adult user fees, which in turn reduces the amount of funding that can be used for juvenile corrections. The overall goal is to restructure juvenile corrections so it can be self-sufficient. An open therapist/case manager position at Cary Home created the opportunity to move Tammy Patrick to Cary Home as Clinical Services Director. Denise Sullivan, a trained Multisystemic Therapy (MST) therapist, is primarily doing work from Cary Home under Cary Home's General Fund. This request would move funds from Juvenile Alternatives to Cary Home. Director Humphrey asked that any salary statement approvals be retro-active to July 1, 2011.

Reduction $37,291

$32,400	Salaries & Wages / Full Time
$ 2,461	Retirement / PERF
$ 2,430	Social Security

- Councilmember Underwood moved to approve the reduction as presented, second by Councilmember Vernon; motion carried.

CARY HOME
General Fund 001

Director Rebecca Humphrey said this appropriation will clean up accounts and matches the corresponding reduction from Juvenile Alternatives.

Additional Appropriation $37,291

$32,400	Salaries & Wages / Full Time
$ 2,461	Retirement / PERF
$ 2,430	Social Security

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

COMMUNITY CORRECTIONS – 2011-2012 BUDGETS AND SALARY STATEMENTS
Truancy Mediation "B" Fund 203

Director Rebecca Humphrey said that no increase to the General Fund would be needed for 2012 due to the restructuring of Juvenile Community Corrections. Director Humphrey said there are four funding paths for juvenile corrections. The first is the State DOC grant, second is project income user fees, third is truancy mediation contributions from school corporations, and fourth is the County General Fund. This will break apart the actual departments so that revenue and funding can be separated and tracked. Director Humphrey said that she would be assuming truancy mediation and evidence-based programming. Probation at the intake center will take over responsibility of two surveillance officers that are paid out of the DOC grant. This will provide cross training and ownership of the Intake Center into surveillance. Cross training will also help to fill the gaps when surveillance and/or intake officers are needed. Superior Court 3 has seen a reduction in secure detention and will pay the $48,000 for equipment leasing with secure detention excess funds. A third position will be reinstated and paid through user fees.

Councilmember Gutwein asked where the funding for the $48,000 from Judge Rush's court is coming from. Director Humphrey said because of reduced secure detention cost due to the average length of days in detention declining Judge Rush will transfer those funds to help fund leased equipment. Councilmember Kemper asked if Superior Court 3 would then be coming back to the Council asking for additional appropriations. Director Humphrey said as long as the average days in detention continue to decline Superior Court 3 would not be asking for additional appropriations. Councilmember Winger said that Director Humphrey has evaluated the program and this will work over the long term. Councilmember Vernon agreed that this is a good long term solution.

Annual Appropriation $32,556

$24,037	Salaries & Wages / Full Time
$ 1,839	Social Security
$ 1,803	Retirement / PERF
$ 4,447	Insurance Benefit / Health
$ 77	Insurance Benefit / LTD
$ 53	Insurance Benefit / Life
$ 300	Insurance Benefit / Workers Comp

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

Juvenile DOC Grant Fund 540

Grant Appropriation $246,637

$130,664	Salaries & Wages / Full Time
$ 9,996	Social Security
$ 9,800	Retirement / PERF
$ 10,925	Departmental / Misc Supplies
$ 15,760	Contracts / Misc
$ 66,959	Insurance Benefit / Health
$ 532	Insurance Benefit / LTD
$ 368	Insurance Benefit / Life
$ 1,633	Insurance Benefit / Workers Comp

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Kemper; motion carried.

Juvenile Project Income Fund 546

Annual Appropriation $200,603

$112,214	Salaries & Wages / Full Time
$ 8,584	Social Security
$ 8,416	Retirement / PERF
$ 1,090	Departmental / Misc Supplies
$ 33,100	Contracts / Misc
$ 35,065	Insurance Benefit / Health
$ 431	Insurance Benefit / LTD
$ 300	Insurance Benefit / Life
$ 1,403	Insurance Benefit / Workers Comp

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Williams; motion carried.

Auditor Weston asked that the Council also approve the salary statements effective July 1, 2011.

- Councilmember William moved to approve the salary statements for Juvenile Alternatives 2011 / 2012 budget effective July 1, 2011, second by Councilmember Underwood; motion carried.

Adult Project Income "B" Fund 216

Community Corrections Director Dave Heath said the separation of Adult and Juvenile Corrections has become necessary because it was becoming difficult to manage them together. Due to the switching of priorities from work release to home detention, Community Corrections has seen a reduction in workforce which accounts for the reduction in salary statements. About 60 people were switched from work release to home detention. There are no plans at this time to reduce work force any further. New home monitoring equipment has been very successful. There are currently 48 individuals in work release, which is about half of what it was before focusing on home detention. Community Correction's budget is mostly unchanged except for the reduction in personnel. However, unemployment benefits for those individuals are unknown. Councilmember Winger asked how the outcome of home detention is measured. Director Heath said that new monitoring equipment has GPS capabilities and makes home

detention a more acceptable path. Councilmember Winger asked about the future of work release. Director Heath said that is unknown at this time, but if the State makes changes to sentencing work release could increase. The goal is not to send any "D" felonies to state prisons. If the State is going to save money with sentencing changes then there should be a local funding mechanism. Individuals who are on home detention will return to work release if they do not pay user fees for home detention. When individuals do not pay or obey the rules there must be an immediate response. Councilmember Kemper asked if the reduced number of work release participants was affecting the county's road crew. Director Heath said the number of offenders does seem to be continually going down and that does reduce the number of road crew participants.

Annual Appropriation $2,375,616

$ 47,794	Salaries & Wages / Appointed Official
$1,132,837	Salaries & Wages / Full Time
$ 24,885	Salaries & Wages / Part Time Regular
$ 44,320	Salaries & Wages / Part Time
$ 95,611	Social Security
$ 92,663	Retirement / PERF
$ 27,840	Departmental / Misc Supplies
$ 382,395	Contracts / Misc
$ 32,000	Equipment / Misc
$ 471,803	Insurance Benefit / Health
$ 4,604	Insurance Benefit / LTD
$ 3,240	Insurance Benefit / Life
$ 15,624	Insurance Benefit / Workers Comp

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

- Councilmember Vernon moved to approve the salary statements for the Adult Project Income "B" Fund 216 2011 / 2012 budget effective July 1, 2011, second by Councilmember Underwood; motion carried.

Adult DOC Grant "B" Fund 218

Grant Appropriation $110,772

$461,444	Salaries & Wages / Full Time
$ 35,301	Social Security
$ 34,608	Retirement / PERF
$ 49,769	Departmental / Misc Supplies
$161,998	Contracts / Misc
$173,058	Insurance Benefit / Health
$ 1,848	Insurance Benefit / LTD
$ 1,276	Insurance Benefit / Life
$ 5,767	Insurance Benefit / Workers Comp

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

- Councilmember Vernon moved to approve the salary statements for Adult DOC Grant "B" Fund 218 2011 / 2012 budget effective July 1, 2011, second by Councilmember Williams; motion carried.

Community Transition "B" Fund 220

Grant Appropriation $110,772

$52,172	Salaries & Wages / Full Time
$ 3,991	Social Security
$ 3,913	Retirement / PERF
$11,776	Departmental / Misc Supplies
$19,598	Contracts / Misc
$18,312	Insurance Benefit / Health
$ 212	Insurance Benefit / LTD
$ 146	Insurance Benefit / Life
$ 652	Insurance Benefit / Workers Comp

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Vernon; motion carried.

Councilmember Vernon moved to approve the salary statements for the Adult DOC Grant "B" Fund 220 2011 / 2012 budget effective July 1, 2011, second by Councilmember Williams; motion carried.

AUDITOR
Plat Book Fund 165

Auditor Weston said that currently a property transfer clerk is paid 50% from the General Fund and 50% from the Plat Book Fund. Upon review of the cash flow for the Plat Book Fund it shows that although the cash balance has increased the County is spending about the same amount brought in each year. Funding the property transfer clerk position fully from the Plat Book Fund would free up the General Fund for part time position to scan and document the homestead worksheets required by the State. Auditor Weston added that for the 2012 budget this position would be requested to be funded from the Plat Book Fund; however, the cash balance would not be able to sustain the position at 100% going beyond 2012.

Additional Appropriation $11,929

$11,081	Salaries & Wages / Part Time Regular
$ 848	Social Security

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Kemper; motion carried.

COMMISSIONERS
Fairgrounds Donation fund 117

Commissioner Byers said the Cattle Barn at the Fairgrounds is complete. The final estimate for the building was $220,000 and it is the County's goal is to raise 1/3 of that from private donations. Donations included $50,000 from The Tippecanoe Cattlemen, $25,000 from Tippecanoe Farm Bureau, and $7,000 from the Tippecanoe County Dairy Boosters and a few private donations. This will appropriate funds needed to finalize the Cattle Barn. Remaining funds will go toward other fairgrounds projects.

Additional Appropriation $50,000

$50,000	Buildings / Events Structures

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Kemper; motion carried.

General Fund 001

Commissioner Byers said that the Commissioner's current office manager will be on medical leave and this salary statement is for a part time replacement.

Salary Statement

$10.00 / hour	Part Time Office Manager

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Kemper; motion carried.

COMMISSIONER FYI

Commissioner Byers offered a big thank you for the "Relay for Life" county employee volunteers who raised over $1,500. The Lindberg Bridge is on schedule. Hog Point Bridge, a historical bridge, is open. The courthouse window project is slightly ahead of schedule. A ribbon cutting ceremony will be held on Tuesday, July 19, 2011 at 6:00 p.m. for the Cattle Barn at the Fairgrounds.

COMMITTEE REPORTS

Councilmember Kemper said he attended the County Council State Called Meeting. The session was light on content; however, there were a couple of items that were pretty good and there was a discussion on new legislation and on-site medical clinics. If any Council members would like copies of the PowerPoint from that session please contact Councilmember Kemper.

UNFINISHED BUSINESS

None

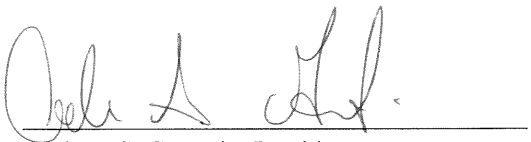
NEW BUSINESS

None

PUBLIC COMMENT

None

Tippecanoe County Council



Andrew S. Gutwein, President

Roland K. Winger, Vice President

John R. Basham II

Jeffrey A. Kemper

Kevin L. Underwood

Kathy Vernon

David R. Williams

ATTEST:

Jennifer Weston, Auditor 8-9-2011