TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
October 11, 2011

The Tippecanoe County Council met Tuesday, October 11, 2011 at 8:30 a.m. in the Tippecanoe Room of the County Office Building. Councilmembers 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 Doug Masson, and Secretary Dawn Rivera.

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

AUDITORS FINANCIAL REPORT – *Jennifer Weston*

Auditor Jennifer Weston reported a beginning net balance of $1,100,815.88. Council has granted additional appropriations of $351,134, reductions of $56,619, and miscellaneous expenses of $9,004.64, leaving an uncommitted balance of $797,296.24. There are several additional requests for grant funds that show no balance or activity on the fund list. These are usually not included but were this time since they will show activity in the coming months.

Beginning Net Balance	$1,100,815.88
Total Additional Appropriations	$ 351,134.00
Total Budget Reductions	$ 56,619.00
Miscellaneous Expenditures (to date)	$ 9,004.64
Uncommitted Funds	**$ 797,296.24**

TREASURER'S REPORT – *Bob Plantenga*

Treasurer Bob Plantenga reported the amount of the August interest credited in September increased from $53,000 to $61,000 because of the bank fee charged against the account in July. The average interest rate has increased by 0.98% because some zero dollar accounts had been closed. The weighted average stayed the same as last month at 0.95 %. The small amount of money in the Chase account is due to outstanding claim checks, which will stay there until expired and can be transferred to the General Fund. The interest rate at Lafayette Bank & Trust 0.55-0.60 %; 1.75 at First Financial Bank; and 1.39% at Lafayette Savings Bank. Trust Indiana, the pooled investment fund administered by the state, is earning 0.1% interest, so the County is managing its funds very effectively.

PUBLIC COMMENT - *Agenda Items*

Karen Griggs - 100 Thornbush Dr., West Lafayette: Ms. Griggs spoke in support of the Wildcat Creek Solid Waste District (WCSWD) proposed 2012 budget and the need for a permanent building. As a customer, she is unable to walk on the frozen ground in the wintertime when dropping off her hazardous waste and the workers cannot operate safely in these conditions either. She has personally watched the Board make careful considerations when crafting this budget and recommends the Council pass it as presented.

Dan Altepeter - 1161 E. 430 S., Lafayette: Mr. Altepeter came before the Council one year ago asking members to consider discontinuing taxpayer funded full insurance coverage for Council

members, who work part time hours. He understands it is the Commissioner's responsibility to set policy regarding the compensation and benefits of County employees. However it is the Council's duty to be good stewards of the taxpayer's money. As such, he is asking them to discuss this matter during budget hearings this year.

Victor Joyner - employee of WCSWD: Mr. Joyner stated he has been an employee of the District for three years and believes there is a great need for safer condition at the site, both for employees and customers. Although no incidents have happened, to prevent them from occurring and Indiana Occupational Health and Safety Administration (IOSHA) fines being levied, a building must be built. Necessary items are a safety shower, 3 foot aisles, and space for all material dropped off and stored on site. He believes temporary fixes will end up costing more in the long run and encourages the Council to approve the budget as submitted.

REVIEW OF OTHER TAXING UNITS' BUDGETS

City of Lafayette

Councilmember Jeff Kemper said he and Councilmember Gutwein met with City Controller Mike Jones and Deputy Controller Terry Schmidt. The City has kept the growth within the 2.9% Average Growth Quotient (AVGQ) for the overall budget. Finding no extenuating circumstances, he recommended the budgets stay within the 2.9% growth factor.

- Councilmember Kemper made a motion the Council issue a non-binding recommendation that the City of Lafayette adopt a budget in a manner consistent with the 2.9% growth factor in keeping salary and other budget items consistent with other civil taxing units, second by Councilmember Underwood; motion carried.

Wildcat Creek Solid Waste District (WCSWD) – Ordinance 2011-26-CL; 2nd reading

Councilmember Gutwein reiterated this will be a binding adoption of the proposed 2012 budget. Councilmembers Kemper and Basham met with WCSWD Director Dawn Boston several weeks ago to discuss the proposed budget. At that time the District needed to cut just over $38,000 to stay in compliance with the 2.9% AVGQ. The WCSWD Board has since revised those figures and an updated proposal was handed out at this time showing cuts of $6,000 from the advertising line and $32,828 from the building line, totaling $38,828.

Councilmember Kemper said Ms. Boston sent an email last night alerting him to the need for the Council to issue WCSWD a temporary loan so the building project can proceed. He feels that a formal request should come from a member of the WCSWD Board of Directors at a later date.

Councilmember Basham asked Ms. Boston if cash on hand for the building was included in the budget. Ms. Boston explained solid waste districts are different than other taxing units as they are able to roll their savings over from one year to the next. They are not forced to have a Cumulative Capital fund since the money does not go away if unspent.

Councilmember Basham asked how the cut to the building line would affect progress on the project. Ms. Boston replied the cuts are for the 2012 budget, but the structure needs to be built in 2011. To be in compliance with IOSHA, ground needs to be broken by November 4th. Another 30-day extension can be requested to finalize the building.

Councilmember Winger asked if IOSHA is requiring the District to erect a building this year, to which Ms. Boston answered yes. The only issue holding up progress is financing, which is why she made the plea for a loan of $120,000. American Structurepoint, the engineering firm contracted to design and oversee construction for the building, conducted a study that quantified the size and type of building WCSWD needed to safely and efficiently run the program. According to an executive summary from them, the building as bid was anticipated to cost $401,000, but construction costs have risen since the study was completed.

Councilmember Kemper suggested Ms. Boston get on the agenda for the regular November meeting to discuss the building and loan issues. Councilmember Winger noted the decision on the building was the responsibility of the District's Board, not the Council.

- Councilmember Kemper moved to approve Ordinance 2011-26-CL on 2nd reading with cuts of $6,000 to the advertising line and $32,828 to the building line for a total proposed 2012 budget of $496,481 for the Wildcat Creek Solid Waste District, second by Councilmember Underwood.

Auditor Weston recorded the vote:

Basham	Aye
Gutwein	Aye
Kemper	Aye
Underwood	Aye
Vernon	Aye
Williams	Aye
Winger	Aye

Ordinance 2011-26-CL passes 7-0 on second and final reading.

CONSENT AGENDA

Councilmember Vernon requested the transfers listed for the Board of Elections General Fund and the Clerk General Fund be moved to a later position on the agenda with related requests. Councilmember Gutwein acknowledged the request and moved those items. The Consent Agenda now consists of the following:

Regular Meeting Minutes – September 13, 2011

Sheriff General Fund 001			
Transfer	$	70,000	Salaries & Wages / Full Time to Departmental / Vehicle
	$	20,000	Salaries & Wages / Deputies to Departmental / Vehicle
TEMA District 4 Training & Exercises Grant 2011/2012 Fund 419			
Transfer	$	1,000	Training Costs / Misc to Salaries & Wages / Overtime

	$	77	Training Costs / Misc to Social Security
	$	80	Training Costs / Misc to Retirement / PERF
Cary Home General Fund 001			
Transfer	$	5,991	Salaries & Wages / Full Time to Admin / Other Professional Svc
	$	1,500	Salaries & Wages / Full Time to Buildings / Maint & Repair
	$	1,500	Salaries & Wages / Full Time to Maintenance / Maint & Repair
	$	4,000	Salaries & Wages / Full Time to Utilities / Misc
WIC Grant B Fund 881			
Transfer	$	9,900	Salaries & Wages / Full Time to Office Expense / Office Supplies
	$	17,900	Salaries & Wages / Part Time to Office Expense / Office Supplies
	$	9,300	Social Security to Office Expense / Office Supplies
	$	933	Retirement / PERF to Office Expense / Office Supplies
	$	14,400	General Operating / Misc to Office Expense / Office Supplies
	$	24,000	Training Costs / Misc to Office Expense / Office Supplies
	$	8,100	Insurance / Health to Office Expense / Office Supplies

- Councilmember Winger moved to approve the Consent Agenda, second by Councilmember Williams; motion passed.

SUPERIOR COURT 3
Court improvement Project FY2011-12 Grant Fund 634

Grant Coordinator Laurie Wilson explained this is a continuation grant that has been received from the Indiana Judicial Center for the past several years and is used to fund court mediation facilitation programs.

Grant Appropriation $15,000

$15,000	Contracts / Consultants

- Councilmember Vernon moved to approve the additional grant appropriation in the amount of $15,000, second by Councilmember Basham; motion passed.

SUPERIOR COURT 4
General Fund 001

Councilmember Kemper stated he has not had a discussion with the Judge or bailiff of this court as to why this amount was requested. His notes indicate $1,250 has already been spent from this line. A Judge Pro Tem is paid $25 per day, calculating to 10 weeks of having used a Judge Pro Tem. This request for $1,000 equates to another 40 days between now and the end of the year; there are only about 50 business days left in the year. He feels without further explanation from the Judge the requested amount is unjustified.

Additional Appropriation $1,000

$100	Court Expense / Judge Pro Tem

- Councilmember Kemper moved to approve an additional $100 for Superior Court 4 within the General Fund, second by Councilmember Winger; motion passed.

PROSECUTOR
ICAC 2011 – 2013 Grant Fund 188

Prosecutor Patrick Harrington said the Internet Crimes Against Children (ICAC) grant for $10,000 is awarded by the Indiana State Police.

Grant Appropriation $10,000

$5,000	General Operating / Miscellaneous
$5,000	Training Costs / Travel & Training

- Councilmember Underwood move to approve the additional grant appropriation of $10,000 for the ICAC Fund 188 as presented, second by Councilmember Kemper; motion passed.

Drugfree Task Force Coalition Grant Fund 251

Mr. Harrington explained this grant is awarded to the Drugfree Task Force and flows through the County. Funds are used for equipment and operations.

Grant Appropriation $10,000

$11,945	Equipment / Law Enforcement

- Councilmember Underwood moved to approve the additional grant appropriation of $11,945 for the grant fund 251 as presented, second by Councilmember Kemper; motion passed.

CLERK
Board of Elections General Fund 001

Councilmember Gutwein reminded the Council the following two items were pulled from the Consent Agenda portion. Clerk Christa Coffey is asking for transfers because of the large

amount of required software and programming associated with switching poll book companies. Long range benefits include reduced need for manual ballot programming, more efficient check-in of voters, and a better experience for all. The salary funds accumulated due to unfilled positions in her department.

Transfer of Appropriations $3,800

$375	Salaries & Wages / Board Members to General Operating / Software
$375	Salaries & Wages / Overtime to General Operating / Software
$2,300	Office Expense / Office Supplies to General Operating / Software
$750	Departmental / Election to General Operating / Software

- Councilmember Kemper moved to approve the transfers in the General Fund as stated, second by Councilmember Underwood; motion passed.

Clerk General Fund 001

Clerk Coffey explained the State requires all permanent records to be replicated onto microfiche before destruction, so even though her department scans all records she is still required to follow code. This transfer will allow her to contract with an outside firm to transfer these records to microfiche.

Councilmember Winger asked if these funds were known in advance and budgeted for during hearings last year. Ms. Coffey replied historically $8,000 has been budgeted from the Clerk's Records Perpetuation Fund, but she had to move money internally to cover machine repair expenses. Part Time wages are also paid from this fund and any potential additional expenses of this fund could create a potential shortfall.

Transfer of Appropriations $37,600

$29,000	Salaries & Wages / Full Time to Admin / Other Professional Svc
$4,300	Social Security to Admin / Other Professional Svc
$4,300	Retirement / PERF to Admin / Other Professional Svc

- Councilmember Kemper moved to approve transfers to the General Fund within the Clerk's department as stated, second by Councilmember Underwood; motion passed.

Clerk General Fund 001

Clerk Coffey declared this reduction is the result of unfilled position in her office. She is transferring this appropriation to Board of Elections rather than asking for more funding.

Reduction of Appropriation $28,500

$28,500 Salaries & Wages / Full Time

- Councilmember Underwood moved to approve the reduction in the amount of $28,500 to the General Fund, second by Councilmember Kemper; motion passed.

Board of Elections Fund 001

Ms. Coffey explained this request for additional appropriation is resulting from the reduction in the Clerk General Fund just approved for the projects described.

Additional Appropriation $28,500

$28,500 General Operating / Software

- Councilmember Underwood moved to approve the request for an additional appropriation in the amount of $28,500 to the General Fund, second by Councilmember Kemper; motion passed.

CASA
CASA General Fund 001

Executive Director Coleen Hamrick said this donation will go towards reimbursing volunteers for education and travel for when a child is placed outside Tippecanoe County.

Additional Appropriation $1,571

$1,571 Training Costs / Travel & Training

- Councilmember Williams moved to approve the additional appropriation request for donated funds to be used towards volunteer reimbursement for education and travel, in the amount of $1,571, second by Councilmember Vernon; motion carried.

SURVEYOR
Engineering Review Fund 244

County Surveyor Zach Beasley presented the council with a request for an additional appropriation explaining this is a revolving fund. Outside contractors are paid from this fund and reimbursed by developers to cover costs. The amount requested of $40,833 was recently received but had no prior appropriation.

Additional Appropriation $40,833

$40,833 Maintenance / Engineering Services

- Councilmember Winger moved to approve the additional appropriation request in the amount of $40,833, second by Councilmember Basham; motion carried.

TEMA
ACAMS Grant Fund 412

Grant Administrator Laurie Wilson said the Automated Critical Asset Management System (ACAMS) grant will fund a consultant to perform vulnerability assessments throughout the nine counties of District IV. The contract team will conduct assessments on the 10 most vulnerable buildings in each county as decided by that county. The assessments will be entered into a national database for use during times of emergencies.

Grant Appropriation $70,000

$70,000	Contracts / Consultants

- Councilmember Vernon moved to approve the additional grant appropriation request, second by Councilmember Williams; motion carried.

RACES Grant Fund 429

Ms. Wilson said the Radio Amateur Civil Emergency Service (RACES) grant will provide ham radio equipment and antennas to be installed by WLFI-TV 18 on a radio tower in Rossville owned by the station.

Grant Appropriation $36,798

$36,798	Equipment / Emergency Equipment

- Councilmember Williams moved to approve the grant in the amount of $36,798, second by Councilmember Vernon; motion passed.

HIGHWAY
Cumulative Bridge Fund 011

Executive Director Opal Kuhl explained this annual request is to appropriate funds to cover bridge construction and repair projects for the rest of the year and into the next.

Additional Appropriation $3,000,000

$3,000,000	Bridges / Infrastructure

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

Revolving Highway Project Fund 780

Director Kuhl explained this annual request is to appropriate funds to cover road construction and paving projects for the rest of the year and into the next.

Additional Appropriation $2,000,000

$1,000,000	General Operating / Miscellaneous
$1,000,000	Roads / Infrastructure – Paving

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

HEALTH DEPARTMENT
Local Health Department Trust "A" Fund 761

Ms. Wilson said this grant, formerly part of the Tobacco Settlement, is from the Indiana State Department of Health. These funds will be used to pay for 3 part time employees, partial repayment on a car, and immunization cold storage monitoring.

Councilmember Kemper asked for details of the two largest appropriation lines. Ms. Wilson explained in the past immunization purchases have been paid from this fund and vaccination fees collected were returned to this fund. A new fund has been set up to receive these fees and purchase future immunizations so the program will be self funding, enabling the trust fund to be used for other items. The contract is a continuation for the person conducting the state-required community survey and other projects for the department.

Additional Appropriation $60,311

$15,000	Salaries & Wages / Part Time – Regular
$ 1,148	Social Security
$18,395	Departmental / Medical
$ 768	Utilities / Miscellaneous
$16,000	Contracts / Consultants
$ 4,000	Leases / Vehicles
$ 5,000	Equipment / Data processing Hardware

- Councilmember Williams moved to approve the additional grant appropriation in the amounts stated, second by Councilmember Underwood; motion passed.

WIC
WIC Grant FY 2011/2012 Fund 880

Executive Director Colleen Batt explained this is the new funding for the fiscal 2011 / 2012 year.

Annual Appropriations $1,889,121

$450,261	Salaries & Wages / Full Time
$ 37,387	Salaries & Wages / Part Time Regular
$200,000	Salaries & Wages / Part Time
$ 52,605	Social Security
$ 38,380	Retirement / PERF
$100,093	Insurance / Health Insurance
$ 1,716	Insurance / LTD
$ 1,186	Insurance / Life
$ 8,045	Insurance / Workers Comp
$220,550	Office Expense / Office Supplies

$697,508	Departmental / Educational Materials
$ 81,390	General Operating / Miscellaneous

- Councilmember Williams moved to approve the request for additional grant appropriation as presented, second by Councilmember Vernon; motion passed.

COMMISSIONERS / SOIL & WATER
Salary Statement

Soil & Water Administrator Christina Remley explained the current Salary Statement shows a part time hourly rate of up to $9.00. It had been up to $13.00 and was unexplainably changed in a prior year, so she is asking for it to be returned to reflect a rate of pay of up to $13.00 per hour retroactive to September 6, 2011.

Salary Statement

Up to $13.00 Urban Conservation Technician / hour

- Councilmember Winger moved to approve the Salary Statement for a rate of up to $13.00 per hour for the Urban Conservation Technician retroactive to September 6, 2011, second by Councilmember Basham; motion passed.

COMMISSIONERS / DRUG FREE COALITION
SAMHSA Grant "B" Fund 668

Ms. Laurie Wilson explained the County is a pass-through agent for the Substance Abuse and Mental Health Services Administration (SAMHSA) grant. This is a federal grant paid to the County, which is then paid to the Coalition as its main operating budget.

Grant Appropriation $124,597

$ 3,310	Training Costs / Travel & Training
$88,261	Administrative / Other Professional Services
$33,026	Administrative / Miscellaneous

- Councilmember Kemper moved to approve the grant appropriation totaling $124,597, second by Councilmember Williams; motion passed.

➢ *Councilmember Kemper exited the meeting.*

ORDINANCE 2011-22-CL *– 2nd Reading of Appropriations and Tax Rates 2012*

Auditor Weston said this would be the second reading for Ordinance 2011-22-CL; the first having taken place on September 13th. Most of the changes were made during the two days of budget hearings September 13th and 14th, with an evening meeting October 4th.

The Surveyor requested $2,000,000 for the Drain Improvement Fund, which was reduced to $500,000. It has since been discussed that no budget be set at this time. Instead an additional appropriation should be requested when a source of funding has been identified in either 2011 or

2012. Councilmember Winger feels the drainage work is necessary and supports this plan of action. Surveyor Zach Beasley is fine-tuning project costs.

Due to uncertainties regarding statute allowances for salaries, the requested $5,000 allotted for part time in the Recorder Security ID Protection Fund should be eliminated.

- Councilmember Underwood moved to approve Ordinance 2011-22-CL on second reading with all adjustments to date, second by Councilmember Williams; motion passed.

Auditor Weston recorded the vote:

Basham	Aye
Gutwein	Aye
Kemper	Absent
Underwood	Aye
Vernon	Aye
Williams	Aye
Winger	Aye

Ordinance 2011-22-CL passes 6-0 on second and final reading.

ORDINANCE 2011-23-CL – *2012 Salary Ordinance*

Auditor Weston explained this ordinance fixes the salary for all County officers, deputies, and other employees; and fixes the number of employees within each office and department.

Exhibit A shows the new salary charts with the proposed amount of increased compensation. The Part time rate list shows hourly rates for various departments. Two requested changes include Soil & Water to increase the rate of the Urban Conservationist to $13.00 per hour and Treasurer for an increase of up to $14.00 per hour. Exhibit B is the old salary chart to show compensation for employees not receiving an increase.

Exhibit C is a listing of employees by department with their title, pay grade, and account number. The following changes were made during the hearings:

- A new Chief Deputy Public Defender position has been added; a full time Deputy Prosecuting Attorney position has been eliminated.
- Funding was approved for the unfilled Deputy Director position in the TEMA department.
- The Regular Part Time Court Reporter position request in the Ancillary court was removed.
- A Regular Part Time Mapping Specialist position in the Assessor's department was unfunded.
- A Recorder Document Processing Analyst was unfunded.
- Three Case Filing Payment Processing clerk positions in the Clerk's office were changed to COMOT 2.
- The Fairground Caretaker position was changed from LTC 4 to LTC 3.

Auditor Weston asked for clarification on the proposed salary increase as there is some confusion among department heads about the consensus during budget hearings. Councilmember Gutwein expressed concern using County Option Income Tax (COIT), which is a one-time revenue source, for the funding of the on-going expense of a salary increase.

Councilmember Basham would like to see the reserves tapped for 2012 and use the ensuing year to find a stable source of revenue to continue moving the grids towards market.

Councilmember Williams feels there are enough funds available to support the increases for 2012. If movement is made towards updating the grids next year, revenue should be identified then. He asked Auditor Weston what her projected year-end balance will be for the General Fund. She replied it depends on how much the departments spend during the rest of the year; how much is encumbered for payout in 2012, which is usually around one million dollars; and refunds for property tax adjustments; but she projects a $2,000,000 balance.

Councilmember Vernon asked for clarification if all employees would get a 2% raise. Auditor Weston said the increase would not be available to those employees already considered frozen at the current salary chart levels. This would affect approximately 110 employees for 2012. The committee responsible for the salary chart update in 2009 also suggested re-evaluating the scale every four years and it may be time for that process again.

Councilmember Winger noted one way to look at compensation from a one-time revenue source is in the form of a one-time payment. Employee turnover is a good indicator of market and the County does not seem to have more (turnover) than any private entity, suggesting salaries a little below market are tolerable. He is a proponent of leaving the frozen wages at the current level and considering the amount from the COIT reserve as a one-time payment.

Councilmember Vernon asked if there is an actual figure for the health insurance rather than estimates being used. Human Resources Coordinator Shirley Mennen replied she asked the company to make those figures available for this meeting, but they were unable to do so.

Councilmember Gutwein asked if anyone is leaning towards not using the COIT amount of $178,000 as discussed earlier. Councilmember Winger said doing so would prolong the time it takes to get those farthest away from market to the target rates. Councilmember Vernon is concerned that funds based on user fees are being depleted and those positions will have to be pulled back into the General Fund, increasing the strain. Councilmember Williams said the County is just like every other organization that has personnel as the majority of its expenses; if funds are short next year cuts will need to be made and they would very likely be in the form of staff cuts. It's risky to delay identifying a source of revenue when the future is unknown.

Councilmember Gutwein asked members if their intended means of providing raises is to proceed with the one-time amount of $178,000 from the COIT Reserve fund. A quick verbal consensus showed that is the preference along with redressing the salary charts versus current market and other related personnel issues.

President Gutwein noted there was no formal recommendation from the compensation committee regarding Council health insurance benefits, so he conducted an informal survey of seven similar sized counties to get an idea what is being offered to council members. All of those counties offered full health insurance and Public Employee Retirement Fund (PERF) benefits; six of those counties set Council compensation between 15 to 100% higher than Tippecanoe. While following the example of other counties does not necessarily make it right or wrong, he felt it was relevant information for the public.

Councilmember Vernon suggested it was the Commissioners duty to set compensation for all County employees and as such they should be the body determining what benefits are offered to the Council and other part time employees and at what rates. Shirley Mennen stressed the contract for the health insurance states an employee must work a minimum of 30 hours per week to be eligible for coverage, which is why Regular Part Time employees may obtain insurance. To open it to other part time could possibly change the contract and cost to the County, if it's even possible.

- Councilmember Basham moved to remand back to the Commissioners the issue of Council and part time health insurance, updating the salary grids, reviewing the 5th week of vacation for employee with 20+ years of service, and studying the paid leave policy to possibly move towards a Paid Time Off (PTO) system, second by Councilmember Vernon; motion passed.

Councilmember Gutwein asked Treasurer Bob Plantenga if the salary statement of a part time rate up to $14.00 per hour was included in the 2012 proposed budget. Mr. Plantenga responded that it was not included, but this rate would be used to fund a part time position that had been full time until vacated earlier this year. If the funding level could be maintained as requested, he will have enough to cover the seasonal employees at $9.00 and the new position at $14.00. He is requesting a 6 month trial period to see if the reduced hours will work for his office. If so, he will come to Council with a request for Reduction of Appropriation for the amount that is over what he will need. If not, he would have the appropriation necessary to move back to a full time position.

Councilmember Gutwein clarified that with the proposed raise of 2%, the Deputy Sheriff classification will be above the current salary grid. Auditor Weston explained when the grids were developed in 2009, that classification was only 1.78% under true market. Just like all other employees they have not had a raise in several years, but not unlike those who have been deemed "frozen" and yet are not at market. However, when compared to the salary of the two city police departments deputies are below market, even with the 2% proposed for 2012. Auditor Weston stated if a 2% across the board raise was approved this year and another across the board raise is approved next year, the SO, EXEC and DPA positions would be beyond the grid.

Councilmember Williams wants to avoid problems later by exceeding the pay grids with across the board raises now. To follow the original intent of the compensation committee, give only that amount of increase that will not put any position above the grid rather than a flat percentage to everyone.

- Councilmember Williams moved to approve an across the board increase of up to 2%, not exceeding any market level on any grid, and using the one-time COIT Reserve amount of $178,000 to move the grids closer to market, second by Councilmember Winger; motion passed.

Auditor Weston reminded the Council that Deputy Prosecuting Attorney (DPA) positions have the ability to go above a 2% increase based on performance. Prosecutor Pat Harrington explained the DPA's are classified into three groups: 1) entry level to "D" felonies, which tend to be the younger lawyers; 2) upper courts with more serious felonies; and 3) supervisors. Each group has an entry, mid, and max level of pay based on performance and complexity of caseload. This system allows him the ability to set compensation based on career progression and has increased morale in the department.

- Councilmember Underwood moved to approve Ordinance 2011-23-CL on first reading, second by Councilmember Basham.

Auditor Weston recorded the vote:

Basham	Aye
Gutwein	Aye
Kemper	Absent
Underwood	Aye
Vernon	Aye
Williams	Aye
Winger	Aye

Ordinance 2011-23-CL passes 6-0 on first reading.

- Councilmember Underwood moved to suspend the rules and hear Ordinance 2011-23-CL on second reading, second by councilmember Vernon; motion passed.

- Councilmember Underwood moved to approve Ordinance 2011-23-CL on second reading, second by Councilmember Vernon.

Auditor Weston recorded the vote:

Basham	Aye
Gutwein	Aye
Kemper	Absent
Underwood	Aye
Vernon	Aye
Williams	Aye
Winger	Aye

Ordinance 2011-23-CL passes 6-0 on second and final reading.

RESOLUTION 2011-31-CL – *Confirms & Ratifies the 2012 Salary of County Coroner*

Auditor Weston noted the Resolution states the pay for a licensed physician is $40,332 and a non-licensed physician is $26,888.

- Councilmember Underwood moved to approve Resolution 2011-31-CL for the compensation of County Coroner, second by Councilmember Williams; motion passed.

RESOLUTION 2011-32-CL – *Confirms & Ratifies the 2012 Salary of County Surveyor*

Auditor Weston stated the compensation for a registered land surveyor is $84,810 and a non-registered land surveyor is $56,540.

- Councilmember Underwood moved to approve Resolution 2011-32-CL for the compensation of the County Surveyor, second by Councilmember Basham; motion passed.

RESOLUTION 2011-33-CL – *Confirms Mental Retardation 2012 Funding*

Auditor Weston informed the Council the funding of mental retardation centers will be $0.01 per $100 of assessed valuation; the dollar amount will be determined once values are certified.

- Councilmember Underwood moved to approve Resolution 2011-33-CL as presented, second by Councilmember Vernon; motion passed.

RESOLUTION 2011-34-CL – *Confirms 2012 Funding of Community Mental Health*

Auditor Weston said the amount of funding provided by this resolution is $940,973 for 2012.

- Councilmember Underwood moved to approve Resolution 2011-34-CL for the funding of the mental health centers in Tippecanoe County, second by Councilmember Williams; motion passed.

FINANCIAL POSITION & DEBT REFUNDING OPTION DISCUSSION
Greg Guerrettaz, Financial Solutions Group

Mr. Guerrettaz explained an opportunity to refund, or re-finance, the current bond issuance for the 2001 First Mortgage Bonds of the Governmental Building Corporation. Tippecanoe County has outstanding debt for the jail expansion and the parking garage. The parking garage bonds are not able to be "called" until 2016. Therefore, the refunding of the Building Corp bonds is the primary discussion at this time. Mr. Guerrettaz presented the estimated sources and uses of funds as follows:

Sources of Funds	
Par Amount of Bonds	$ 9,995,000
Estimated Net Offering	184,675
Bond and Interest Fund	438,497
Operation and Reserve Fund	330,086
Total Sources of Funds	**$10,948,258**

Uses of Funds	
Escrow Deposit	$10,805,000
Cost of Issuance, Ratings	98,280
Underwriter's Discount	44,978
Total Uses of Funds	**$10,948,258**

Mr. Guerrettaz recommends maintaining the current level of property tax rate. This preserves the County's current allocation of COIT and CEDIT because these revenues are distributed based on property tax levy. If the payment were to go down, the budget would become tighter just by refinancing. Essentially, the County would keep the payment amount the same, but have less of a termed bond, or payoff in 2021 instead of 2023. He contends that maintaining a stable tax rate over long periods of time is better for taxpayers and the governmental unit, rather than high and low swings. Another option is to pay off some of the debt with current reserves. Councilmember Gutwein asked what an acceptable reserve balance should be. Mr. Guerrettaz recommends maintaining reserve balances that equal at least 20% of the County's General Fund operating expenses, which they currently do. With refinancing for a lower interest rate an estimated net savings, after cash contribution, is $990,171. (A proposal for early pay off was presented 10/12/11 that shows the estimated net savings of $1,188,190.)

Another recommendation is to make a visit to Chicago to have the bonds rated, if that is what the County chooses to do. Regular updates to the ratings agencies help with any bond issuance and it is a good idea to keep them informed of the County's finances. With approval of the 2012 budget, the sustainability analysis is ready to finalize. In order to make this work by the end of the year, or by December 10th, he is recommending a working group be put together to move forward. Attorney Masson read a draft resolution for consideration.

- Councilmember Underwood moved that the County Council, County Commissioners, and the Tippecanoe County Governmental Building Corporation form a working group for the purpose of moving forward with the bond refunding process by approval of Resolution 2011-35-CL, second by Councilmember Williams; motion passed.

COMMITTEE REPORTS

There were none.

UNFINISHED / NEW BUSINESS

There were none.

COMMISSIONER FYI

Commissioner David Byers made the following announcements:

- The County United Way committee will hold a fund-raising cookout this Thursday in the alley and the first floor of the parking garage. All are welcomed to attend.
- Jeff Johnson has been named to the Groundskeeper position at the fairgrounds. He has recently held a similar position at a school district in a neighboring county and feels his

experience with administrators, teachers and parents give him a unique quality in this position. Commissioner Byers extended appreciation to Roberta Crabtree and the Extension office staff and Parks Director Allen Nail for maintenance and upkeep in the interim.

PUBLIC COMMENT

There were none.

Meeting adjourned by consensus.

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 11-09-2011