TIPPECANOE COUNTY COUNCIL

MEETING MINUTES

TUESDAY, November 13, 2018
8:30 a.m.
Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President John Basham, Vice President Bryan Metzger, Kevin Underwood, Kathy Vernon, David R. Williams, Vicki Burch, and Roland Winger.

Others present: Attorney Doug Masson, Auditor Robert A. Plantenga and Recording Secretary John Thomas.

I. Call to Order and the Pledge of Allegiance

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

II. Auditor's Financial Report – Bob Plantenga presented:

The 2018 Financial Statement shows a General Fund beginning cash balance of $10,222,106.09. The projected miscellaneous revenue and property taxes (with deductions for the circuit breakers) leaves the total funds available at $57,565,593.09. When deducting encumbrances, the 2018 Budget, adding back in 3% for the estimated unused budget and the minimum balances established by Council the beginning net balance is $1,641,827.09.

So far this year Council has granted additional appropriations of $679,193 and today's additional requests total $133,305. Budget reductions so far this year total $170,382. There have been Miscellaneous Expenditures of $873.08, which leaves a current balance of $1,132,143.01. Because of state requirements this is the last month to consider additional appropriations for 2018.

The tax revenues report shows only 65% collected, but when the current tax payments are completed that figure will be close to 100% by the end of the year. Intergovernmental and Licenses & Permits are more representative at 80.6% and 85.6% respectively, with General Fund Revenue at 70% of anticipated.

The fund balances show: 1) the General Fund (1000) going down because property taxes are not all in yet, 2) there are healthy balances in Court Services 2580 & 2581, the Jury Pay fund (2584) and the Self Insurance Fund (4710, that took in more than went out $836,139 and $653,722 respectively and has a cash balance over $5.4 million in addition to the Health Insurance Rainy Day Fund of $3 million), and 3) the Fairgrounds bonds (4818) which have an appropriation request today.

III. Treasurer's Report – Bob Plantenga presented:

The Treasurer submitted a report to Council and it notes that Morgan Stanley has decided to no longer hold government accounts, so the County will be transitioning to another vendor. Collection rates for property taxes were 72% at the end of the day yesterday.

IV. Public Comment on Agenda Items – None

V. Consent Agenda

- Councilmember Burch moved to approve the consent agenda as submitted, second by Councilmember Metzger. Motion carried.

A. Approval of Meeting Minutes from the Budget Hearings on September 11 & 12, and the regular meeting on October 9, 2018.

B. Prosecutor – VOCA Fund 8272 FY1718

Transfer	$	3,100	Full Time Salaries
			to Health Insurance

C. Public Defender – General Fund 1000

Transfer	$	4,000	Office Supplies
	$	1,000	Travel & Mileage
	$	10,000	Part Time Salaries
	$	765	Social Security
			to Other Professional Services

D. Superior Ct. 6 – General Fund 1000

Transfer	$	367	Part Time Salaries
	$	28	Social Security
			to Dues & Subscriptions

E. IV-D Commissioner – General Fund 1000

Transfer	$	167	Part Time Salaries
	$	13	Social Security
			to Office Supplies

F. Highway – MVH Fund 1176

Transfer	$	40,000	Repair & Maint/Roads & Streets
			to Repair & Maint/Street Materials
	$	37,400	Other Machinery & Equipment
			to Minor Equipment

G. Parks & Rec – General Fund 1000

Transfer	$	2,000	Part Time Salaries
	$	153	Social Security
			to Repair & Maint/Buildings & Property

H. County Extension – General Fund 1000

Transfer	$	3,750	Postage & Freight
			to Office Supplies

VI. Additional Appropriations:

A. Circuit Court

General Fund 1000

Appropriation	$	14,182	Pauper Attorney

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch.

Councilmember Winger stated that the 2019 budget increases funding for the pauper attorney and court staff which will minimize additional appropriations next year.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

B. Superior Court 2

General Fund 1000

Appropriation	$	8,912	Pauper Attorney
	$	3,881	Health & Medical
	$	*12,793*	*Total Requested*

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch. Motion carried.

C. Superior Court 4

General Fund 1000

Appropriation	$	10,000	Pauper Attorney

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch. Motion carried.

D. Superior Court 5

General Fund 1000

Appropriation	$	30,000	Pauper Attorney
	$	12,000	Counseling / Consultation
	$	*42,000*	*Total Requested*

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch. Motion carried.

E. Superior Court 6

General Fund 1000

Appropriation	$	10,000	Pauper Attorney

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch.

Councilmember Winger stated that this is a special need and that any unspent balance will be returned to the General Fund.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

F. Public Defender

User Fees Fund 1200

Appropriation	$	5,000	Other Professional Services

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch. Motion carried.

G. Prosecutor – Pat Harrington presented and recommended:

1. HTCU Fund 8271(CF18)

Grant Appropriation	$	34,788	Software
	$	41,450	Travel & Mileage Reimbursement
	$	*76,238*	*Total Requested*

- Councilmember Winger moved to approve the appropriation as submitted, second by Councilmember Burch.

Prosecutor Harrington stated that this is a training grant for the High-Tech Crime Unit and the local detectives who support the unit.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

2. Drug Prosecutor Fund 9259 (FY19)

Grant Appropriation	$	570.00	Other Professional Services
	$	9,000	Minor Equipment
	$	430	Repair Vehicle & Equipment
	$	*10,000*	*Total Requested*

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch.

Prosecutor Harrington stated that this is a grant from the Indiana Prosecuting Attorneys Council for the County's Drug Task Force.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

H. TEMA – Sharon Hutchison presented and recommended:

DPC / D4 Fund 9123

Grant	Appropriation	$ 7,508	Institutional or Medical

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams.

This is a grant received in cooperation with the Medical Reserve Corp to purchase supplies for the incident response trailer from the Health Care Coalition.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

I. Community Corrections – Kelly Morehouse presented and recommended:

Bulletproof Vest Fund 9181

Grant Appropriation	$	2,535	Institutional or Medical

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger.

This is the local match for the purchase of 8 vests at a total cost of over $9,000.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

J. Board of Elections – Christa Coffey presented and recommended:

General Fund 1000

Appropriation	$	8,000	Salaries / Part Time
	$	12,000	Salaries / Election Workers
	$	1,530	Social Security
	$	3,000	Office Supply Forms
	$	800	Other Operating Supplies
	$	17,000	Other Professional Services
	$	*42,330*	*Total Requested*

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch.

These are the additional costs for the unprecedented midterm election. Councilmember Winger asked what the "Other Professional Services" was and Clerk Coffey stated that it is for the ballot preparations fee that increased after the budget was adopted last year.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

K. Health – Craig Rich presented and recommended:

HIV Prevention Fund 8482 (CF18)

Grant Appropriation	$	1,858	Salaries / Part Time
	$	142	Social Security
	$	*2,000*	*Total Requested*

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams.

This is for a grant amendment and an increase in an existing HIV prevention grant.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

L. Department Of Information Technology – Kent Kroft presented and recommended:

EDIT Fund 1112

Appropriation	$	20,679	Software

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

This is a savings of about $3,000 on a bulk purchase for the Sheriff and the police departments in Lafayette, West Lafayette and Purdue.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

M. Commissioners – Sharon Hutchison presented and recommended:

1. Drug Free Communities program from the Substance Abuse Mental Health Services Administration Fund 8667 (FY18)

Grant Appropriation	$	3,388	Office Supplies
	$	2,438	Other Supplies
	$	2,018	Other Professional Service
	$	*7,844*	*Total Requested*

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

This is for the local Drug Free Coalition from multiple years of unspent grant balances.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

2. Construction at Fairgrounds 18 Bond Fund 4818

Appropriation	$	250,000	Engineer & Architect
	$	30,000	Accounting & Finance
	$	250,000	Other Professional Services
	$	500,000	Detention Ponds
	$	500,000	Building Municipal
	$	*1,530,000*	*Total Requested*

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Vernon.

Commissioner Byers stated that construction is underway and that this allocates the bond proceeds into separate categories to track expenses. This is the first use of the Bond proceeds with expenses to date paid out of EDIT. Councilmember Winger requested periodic updates on the expenditures and project status. It was agreed that a quarterly report would be provided. Commissioner Byers stated that the YMCA property would be settled in late December or early January, with ongoing discussions on the future use of the site.

President Basham asked if there was any additional discussion. Hearing none he called for the vote. Motion carried.

VII. Committee Reports – President Basham stated that the sewer project in Romney is progressing with completion scheduled for March.

VIII. Unfinished/New Business – Bob Plantenga presented:

A. Draft 2019 Council Assignments & Appointments list was distributed for review in anticipation of adoption in January.

B. 2019 Council Meeting Dates was distributed and will be advertised before the end of the year.

- Councilmember Burch moved to approve the meeting dates as submitted, second by Councilmember Metzger.

C. Since the first Council meeting in January will be the 8th, there will be insufficient time to calculate a final uncommitted 2019 fund balance for the meeting. There was agreement that appropriation requests will not be entertained unless it is an emergency. An estimate uncommitted 2019 fund balance will be provided in January and updated in February.

D. The State has advanced the date the County needs to submit its 2019 Budget from February 15 to December 31, 2018. That requires the Council to advance its Budget Hearing Dates to the end of August. After discussion August 27 was decided as the date to start budget hearings.

IX. Commissioner FYI – Commissioner Murtaugh reported:

A. Open enrollment has started and there will be no increase in the cost of County employee's insurance.

B. The United Way campaign is wrapping up and there will be a victory celebration Thursday at the West Lafayette Golf Country Club from 5-8.

X. Public Comment – None

XI. ADJOURNMENT

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

TIPPECANOE COUNTY COUNCIL

John R. Basham II, President

Bryan E. Metzger, Vice President

Vicki Burch

Kevin L. Underwood

Kathy Vernon

David R. Williams

Absent
Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 12/11/2018

Minutes prepared by John Thomas, Recording Secretary