TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, MAY 10, 2016
8:30 A.M.

The Tippecanoe County Council met Tuesday, May 10, 2016 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Council members present were: President David R. Williams, Vice-President John R. Basham II, Sally J. Siegrist, Kevin L. Underwood, and Kathy Vernon. Others present were: Auditor Bob Plantenga, Attorney Doug Masson and Recording Secretary Tillie Hennigar. Members Bryan E. Metzger and Roland K. Winger were absent.

PLEDGE OF ALLIANCE

President Williams called the meeting to order and led the Pledge of Alliance.

AUDITOR'S FINANCIAL REPORT – Bob Plantenga

Auditor Plantenga reported on the April Financial Statement saying 2016 began with a General Fund Cash Balance of $9,145,040.42. With Projected Miscellaneous Revenue of $10,123,711.00 and Property Tax, the Total Funds Available was $41,110,444.42. Deducting Encumbrances of $167,809, the Budget of $34,424,723.00 and Minimum Balance; the Beginning Net Balance is $517,912.42. Additional Appropriations approved year-to-date total $246,997. There are $453.00 of General Fund requests for the meeting today, leaving a balance Available for Appropriation of $270,665.42. COIT began the year with $2,262,873.18. Adding the Revenue and deducting the Encumbrances and Minimum Balance, the Beginning Net Balance is $360,171.18. Year-to-date COIT Additional Appropriations total $40,136, leaving a COIT Unencumbered Balance of $320,035.18.

Financial Statement
April 30, 2016

		General Fund	COIT Fund	Combined Funds
Cash Balance (01/01/2016)		$9,145,040.42	$2,262,873.18	$11,407,913.60
DLGF Requested 2016 Projected Miscellaneous Revenue		$10,123,711.00	$8,655,120.00	$18,778,831.00
99% of Property Tax Estimated Levy		$22,589,644.00	$0.00	$22,589,644.00
Estimated Circuit Breaker Credits		$747,951.00	$0.00	$747,951.00
Total Funds Available		$41,110,444.42	$10,917,993.18	$52,028,437.60
Less: 2016 Encumbrances		$167,809.00	$15,955.00	$183,764.00
Less: DLGF Requested 2016 Budget		$34,424,723.00	$9,041,867.00	$43,466,590.00
Less: Council Approved Minimum Balance (Res 2013-24-CI)		$6,000,000.00	$1,500,000.00	$7,500,000.00
Beginning Net Balance		$517,912.42	$360,171.18	$878,083.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$6,234	$6,234	$0	$6,234
February	$284,465	$238,763	$40,136	$278,899
March	$0	$0	$0	$0
April	$2,000	$2,000	$0	$2,000
May	$453			
June				
July				
August				
September				
October				
November				
December				
Total Additional Appropriations	$293,152	$246,997	$40,136	$287,133
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
Year to Date	$0	$0	$0	$0
Miscellaneous Expenditures (year to date total)		$250.00	$0.00	$250.00
Available for Appropriation		$270,665.42	$320,035.18	$590,700.60

Auditor Plantenga noted the Revenue Report with the actual year-to-date for the General Fund of $2,360,361.73 of the $32 million budget. The COIT Fund year-to-date Revenue total is $2,719,581.53.

Reviewing the cash balances through April, 2016 Auditor Plantenga noted the General Fund ending balance of $855,451.77. Referencing Fund 2580 and 2581- Court Services, Fund 2580 Substance Abuse has a $16,771.16 balance and Fund 2581 Violence in Community has a $25,359.34 balance. He will be making a recommendation to the Court Services Board tomorrow to pay back money which was transferred from the Rainy Day Fund. Fund 4710 County Self Insurance/Health Insurance Fund for employees now has a negative balance of $125,744.24 which is an improvement over last month when the balance was a negative $176,046.74. Fund 7315 LOIT 2016 Special Distribution is a new fund of the trust balances the State has been holding. The $15 million is the total amount that will be distributed to the various units in Tippecanoe County such the cities, townships, libraries, etc.; $6.7 million will be retained by the County.

Auditor Plantenga mentioned the copy included in the packet, *Local Option Income Tax Changes* was received in an email from Umbaugh & Associates. COIT and EDIT are going away and will be replaced with a single income tax - LIT – Local Income Tax, effective July 1, 2016. The uses will not change unless changed locally by the Income Tax Council – possibly something to consider and incorporate.

***TREASURER'S REPORT** – Bob Plantenga*

Since today is the Spring Property Tax due date, Auditor Plantenga presented the April 2016 Bank Balances and Interest Rates for Treasurer Weston. At the end of April an additional $5 million was transferred from Lafayette Bank & Trust to Centier Bank; the total is now over $20 million. Centier interest rate is 0.65% with April interest of $8,021.98. Lafayette Bank & Trust account balance total is $74,795,445.93 with $21,759.81 interest. The Average Interest Rate was 0.59% with a Weighted Average Rate of 0.60%. Total Interest for the month of April was $40,757.71 includes Morgan Stanley and First Empire interest. Comparing April, 2015, interest was $22,000.

Bank Balances and Interest Rates

April 2016

	Account Balance	Rate	Interest
Centier Bank			
Comm NOW/checking	$20,024,038.69	0.65%	$8,021.98
Centier Total	$20,024,038.69		$8,021.98
Lafayette Bank & Trust			
Savings	$55,677,057.59	0.60%	$15,042.87
Primary/sweep	$8,684,798.25	0.55%	$1,629.68
Flex Benefits	$77,858.40	0.00%	$0.00
Claims/sweep	$2,087,345.13	0.55%	$1,057.36
Cary Home	$1,078.24	0.60%	$0.53
Cumulative Bridge	$1,280,443.86	0.60%	$683.40
Local Road & Street	$373,339.15	0.60%	$164.03
Drain Maintenance	$1,374,793.11	0.60%	$680.09
Gen Drain Main	$1,008,865.02	0.60%	$501.43
Hwy Escrow	$55,359.02	0.60%	$27.21
MVH	$2,496,394.21	0.60%	$1,129.67
E-Check	$144,740.85	0.60%	$152.20
Law Enforcement Warrant	$1,533,373.10	0.55%	$691.34
Lafayette Bank & Trust Total	$74,795,445.93		$21,759.81

Note: Claims Balance does not include Outstanding checks

Average Interest Rate		0.59%
This Month (Weighted Average Rate)	$94,819,484.62	0.60%
Last Month (Weighted Average Rate)	$55,593,674.46	0.60%

Morgan Stanley			
EDIT Landfill	$4,314,109.49	n/a	$556.07
High Balance	$16,223,679.48	n/a	$6,454.11
Morgan Stanley Total	$20,537,788.97		$7,010.18
First Empire			
High Balance	$5,987,293.18	n/a	$3,965.74
First Empire Total	$5,987,293.18		$3,965.74
Total Month-End Interest			**$40,757.71**

Councilmember Basham asked what determines the percent of distribution, such as Fund 5980 for Battle Ground Fence. Auditor Plantenga said it is a formula the State Board of Accounts puts together. The funds with an asterisk on the Interest Summary are the funds with their own bank account such as Fund 1135 Cumulative Bridge and Fund 1158 General Drain Improvement. All others are pro-rated and distributed on end-of-month balances. The General Fund receives interest from the funds that do not retain their own interest.

PUBLIC COMMENT (Agenda Items) – none

RESOLUTION 2016-18-CL – STATEMENT OF BENEFITS (SB-1)
Approving ERA Application for Wildcat Creek Partners, LLC

Attorney Masson stated this is an application for tax abatement, noting there is change between the hard copy and digital copy. The digital copy is the correct version which includes a draft of the Resolution, a Statement of Benefits, and an Application. The Application was changed because there was a mistake on the Real Estate Key Number. Also, the Agenda states *First Reading* but only one reading is necessary in this case as an Economic Revitalization Area (ERA) is already in existence; this is an expansion of an existing project. The property is located in a TIF district which requires Commissioners' approval in addition to Council approval; they have not taken action to date but they are inclined to approve five year abatement instead of the ten year abatement on the original real estate request. The Resolution has been prepared for the five years.

- Councilmember Siegrist moved to approve Resolution 2016-18-CL as presented, second by Councilmember Underwood.

Butch Huber, Managing Member of Wildcat Creek Partners, LLC and owner of Jessup Paper Box provided a property update for Wildcat Creek and Jessup Paper Box. A little over two years ago, he appeared in front of Council with the abatement application for the 42,000 square foot building which was completed in August, 2014. Today, he is requesting abatement on an expansion of approximately 22,300 square feet. He continued to explain that Jessup Paper Box is a packaging manufacturer, making a particular type of box used for board games and puzzles; the Company also makes jigsaw puzzles. The Company is growing and expecting additional growth. The expansion will provide jobs for seven additional people.

- Motion carried with all Councilmembers voting in favor of Resolution 2016-18-CL.

CONSENT AGENDA
Approval of Meeting Minutes - Regular Meeting – April 12, 2016

Juvenile Alternatives –JuvAlt Doc Fund 9641
Transfer $ 4,645 Full Time Salaries *to*

			Other Professional Services
		355	Social Security *to*
			Other Professional Services
Prosecutor – Pre-Trial Diversion Fund 2560			
Transfer	$	5,000	Travel Cost & Mileage Reimbursement *to*
			Operating Supplies/Gasoline & Oil
Highway – Revolving Fund 4880			
Transfer	$	11,841	Repairs & Maint/Street Materials *to*
			Other Professional Services
Health – Med Reserve Corp Grant Fund 8765			
Transfer	$	42	Other Professional Services *to*
			Other Supplies/Non Specified
Health – General Fund 1000			
Transfer	$	1,000	Part Time Salaries *to*
			Other Supplies/Printed Forms
	$	1,000	Part Time Salaries *to*
			Travel & Training
	$	153	Social Security to
			Other Supplies/Printed Forms
Health – HPP & PHEP Grant Fund 8476			
Transfer	$	1	Social Security *to*
			Machinery & Equipment/Other

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

Additional Appropriations:

SUPERIOR COURT 4 *- Judge Zeman*
General Fund 1000

- Councilmember Siegrist moved to approve the General Fund appropriation for Superior Court 4 as presented, second by Councilmember Vernon.

President Williams stated that the request from Judge Zeman is for part time help to cover for a court reporter on vacation for two weeks.

Appropriation $453

$	420	Part Time Salaries
$	33	Social Security

- Motion carried with all Councilmembers voting in favor of the Appropriation for Superior Court 4.

HEALTH *– Craig Rich*
Local Health Maint Fund 1168

- Councilmember Underwood moved to approve the Appropriation for the Local Health Maintenance Fund 1168 as presented, second by Councilmember Basham.

Health Department Director Rich said the appropriation request is a carryover request to purchase two printers for printing birth and death certificates at 629 North 6th Street.

Appropriation $1,200

$	1,200	Machinery & Equipment/Other

- Motion carried with all Councilmembers voting in favor of the Appropriation from Fund 1168 for the Health Department.

COMMITTEE REPORTS

Councilmember Basham reported on the Romney Sewer District saying the property is to be purchased by June 1st.

UNFINISHED/NEW BUSINESS

Specialty Pay - Sheriff Barry Richard said he is not requesting additional funding and the Specialty Pay line item will not be adjusted. The specialty pay recognizes and compensates civilian employees who play critical roles in training and instructing such as Correction Officers, Communications Dispatchers, and Administrative Staff. Major Charlie Williams said the training is above and beyond normal and certification is required. Sheriff Richard said all County departments have this issue; the budget does not overlap positions for training periods – other individuals within the department have to train new hires and also continue to do their job.

President Williams verified the Specialty Pay is to be paid in December. Councilmember Underwood asked if it will take effect immediately. Major Williams said yes, but paid in December.

President Williams said Council received an electronic version of the request and it could be approved today or it could be approved at budget time. He said his initial concern was an individual receiving training for something the individual would never use just to receive Specialty Pay. Councilmember Siegrist said it seemed more appropriate to discuss the issue at budget time. Auditor Plantenga said at budget time, the discussions would be about 2017 but this issue could be handled. President Williams said the issue would be taken under advisement and changes would be made at budget time.

Additional Staff: President Williams asked Sheriff Richard to return next month to discuss additional staff needs. Sheriff Richard said along with the Council representatives, they have started dialog with right-sizing the department and strategically putting together a five and ten year plan.

COMMISSIONER FYI

Commissioner Byers made the following announcements:

- In honor of the Bicentennial, a Bison will be placed on the southwest corner of the Courthouse lawn. There are five in the County.
- On June 16th at 7:00 p.m. on Memorial Island, the Fraternal Order of Police will hold a memorial service for any officer lost in the line of duty.

- Fifteen teams of Purdue Civil Engineer students created designs on how to reclaim the landfill and tie it into the lake that is below the landfill. The designs are very interesting and include a variety of uses.
- The Drainage Board has been working with Surveyor Beasley to use a portion of *Build Tippecanoe* funds to extend the Kirkpatrick Ditch under US 52 and continue south.
- Thanks to Christa for a successful election and congratulations to those who were reelected.
- The Horse and Pony Club will be giving the County approximately $30,000 as a thank you for the newly completed building at the Fairgrounds. The building includes the judging stand, bathrooms, and a concession area.
- The next Council meeting (June 14th) will be followed by a Joint Meeting for Council and Commissioners with financial consultant Greg Guerrettaz.
- The CEDIT Fund has $2.5 million labeled for the Fairgrounds and $500,000 for the Courthouse. On June 6, bids will be received on the Courthouse project; preliminary estimates are $3.2 million. The consideration is to use the $2.5 million in the fund for the Courthouse and the $500,000 for the Fairgrounds – or it could be combined and all used for the Courthouse. The estimates to repair the fountain are $250,000 - $300,000. The fountain has a major leak, losing about 20,000 gallons of water a month. The lights are also bad. The June 6th bids include the fountain repair as an alternate. President Williams said the June 14th meeting discussions will include bonds and the use of the CEDIT Funds.

PUBLIC COMMENT **-** none

As there were no public comments, Councilmember Siegrist moved to adjourn.

Meeting adjourned at 9:02 a.m.

TIPPECANOE COUNTY COUNCIL

David R. Williams, President

John R. Basham II, Vice President

Bryan E. Metzger

Sally J. Siegrist

Kevin L. Underwood

Kathy Vernon

Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor 6/14/2016

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant