TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, MARCH 10, 2015
8:30 A.M.

The Tippecanoe County Council met Tuesday, March 10, 2015 at 8:30 a.m. in the Tippecanoe Room of the County Office Building. Council members present were: President David R. Williams, Vice-President John R. Basham II, Bryan E. Metzger, Sally J. Siegrist, Kevin L. Underwood, Kathy Vernon, and Roland K. Winger. Others present were: Auditor Bob Plantenga, Attorney Doug Masson, and Recording Secretary Tillie Hennigar.

PLEDGE OF ALLIANCE

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

AUDITOR'S FINANCIAL REPORT – Bob Plantenga

Auditor Plantenga reviewed the General Fund and COIT Fund Financial Statement for February, 2015 stating the beginning Cash Balance for the General Fund is $9,564,171.62. Including miscellaneous revenue and projected property taxes, the total funds available was $41,061,784.62. Deducting encumbrances, the approved budget, and the minimum balance; the net balance available for appropriation is $1,504,389.62. Deducting to date appropriations, the balance is $1,461,389.62. The COIT Fund beginning cash balance was $2,293,808.98. Deducting the encumbrances and the budget, the total uncommitted balance available for appropriation is $453,847.98. Combined Funds total $1,915,237.60 available for appropriation.

Financial Statement
Through February 28, 2015

		General Fund	COIT Fund	Combined Funds
Cash Balance (01/01/2015)		$9,564,171.62	$2,293,808.98	$11,857,980.60
Council Approved 2015 Projected Miscellaneous Revenue		$9,797,613.00	$8,397,574.00	$18,195,187.00
Projected Property Tax Levy (98% of abstract levy)		$21,700,000.00	$0.00	$21,700,000.00
Less: Abstract Circuit Breaker Credit		$0.00	$0.00	$0.00
Total Funds Available		$41,061,784.62	$10,691,382.98	$51,753,167.60
Less: 2015 Encumbrances		$895,474.00	$49,454.00	$944,928.00
Less: Council Approved 2015 Budget		$32,661,921.00	$8,688,081.00	$41,350,002.00
Less: Council approved Minimum Balance (Res 2014-13-CL)		$6,000,000.00	$1,500,000.00	$7,500,000.00
Beginning Net Balance		$1,504,389.62	$453,847.98	$1,958,237.60
Additional Appropriations	Requested	Granted	Granted	Granted
January	$40,000.00	$40,000.00	$0.00	$40,000.00
February	$28,000.00	$3,000.00	$0.00	$3,000.00
March	$500.00			$0.00
April				$0.00
May				$0.00
June				$0.00
July				$0.00
August				$0.00
September				$0.00
October				$0.00
November				$0.00
December				$0.00
Total Additional Appropriations	$68,500.00	$43,000.00	$0.00	$43,000.00
Budget Reductions	Requested	Gen Fund Granted	COIT Fund Granted	Total Granted
None to Date	$0.00	$0.00	$0.00	$0.00
Total Additional Appropriations	$0.00	$0.00	$0.00	$0.00
Miscellaneous Expenditures (year to date total)		$0.00	$0.00	$0.00
Available for Appropriation		$1,461,389.62	$453,847.98	$1,915,237.60

Auditor Plantenga referred to Resolution 2014-13-CL from August, 2014 regarding the end-of-year (EOY) estimated cash balance and the actual 2014 EOY cash balance. There are several differences, the General Fund was higher than anticipated and Auditor Plantenga stated he needs direction on Fund 310 – Self Insurance. The minimum balance was set at $500,000; the estimated EOY was $750,000; the actual EOY was $314,926; and as of 2/28/15, the cash balance was $294,711. Councilmember Winger asked where Fund 310 was at this time in 2014. Auditor Plantenga did not have that information but guessed the Fund was approximately $1 million more. Councilmember Winger said when the Funds were originally set up; it was under the framework of reviewing annually. The Funds were reviewed prior to budget and also after budget last year by the Council and Commissioners. He doesn't think an appropriation is necessary through the year; Council will review at budget time. Auditor Plantenga said he will keep an eye on it and report on it every month.

Auditor Plantenga reviewed the 2014 County General Revenue reflecting the budget estimate and the year-to-date actual through 2/28/15. The total of the General Fund is at 3.12% received with 17% of the year lapsed which is not of concern since 73% of General Fund Revenue comes from the Total Tax line twice a year. One Fund to review is 341-41-20 for the Recorder. The Recorder deposits money every month but does two deposits in December; one in the beginning of December for November and one on December 31st. The 8.35% is for one month. Referring to COIT Revenue, Auditor Plantenga said nothing is received in January; the $1.3 million is for two months of receipts.

Auditor Plantenga reviewed the Court Services Revenue and Expenditures included in the Council packet. He will review monthly unless Council advises otherwise. Court Services has two funds, Fund 575 is Substance Abuse and Mental Health and Fund 576 is Violence in Community. Looking at the expenditures by month, January is higher due to three paychecks; February is down at $28,416.20 compared to January at $38,056.11. Revenue, at $$25,022.87 for February did not reach expenditures leaving the Cash Balance for Fund 575 at -$57,179.98. February salaries at 28 days are somewhat under reporting the actual expenditures for a month by about 10%. Including Fund 576, the Court Services Cash Balance for the Combined Funds is -$110,935.77 at the end of February. Auditor Plantenga noted User Fees collected in February and deposited in March for Fund 575 is $37,753.28, compared to February's $25,022.87 and Fund 576 is $12,422.00, compared to $8,700.80.

Reviewing the Statement of Cash Receipts and Disbursements, Auditor Plantenga discussed Fund 170, the Recorder Record Perpetuation Fund. The last few years a company called Fidlar has been used to provide computer access to title companies and citizens to view and print documents, for a fee. Fidlar has been providing the County a credit and deducting the credit from the bill versus sending money for the County receipts. The receipts for February are exceedingly high and the County had a $126,000 credit with Fidlar. Fidlar has written a check to the County and will be providing bills for computer access going forward.

TREASURER'S REPORT

Treasurer Weston presented the Summary of 2015 Interest through February. February interest at $21,796.58 is down compared to January at $29,212.72; however, the total of $51,009.30 is close to the same time in 2014. New Prosecutor Funds have been added which will begin to earn interest – Fund 014 Title IV-D Incentive, Fund 162 IV-D 1099 Child Support, and Fund 256 IV-D Prosecutor Incentive.

2015 Tippecanoe County Treasurer Interest Summary

	Fund Name	Jan	Feb	March	Total
001	General Fund	15,230.87	10,878.84		26,109.71
010	Cumulative Capital Development	844.26	607.89		1,452.15
* 011	Cumulative Bridge	743.87	614.37		1,358.24
014	Title IV-D Incentive	0.00	30.55		30.55
* 101	Highway	521.07	456.43		977.50
* 102	Local Road & Street	138.53	113.12		251.65
* 104	Highway Escrow	14.53	13.13		27.66
* 126	Naturalist Program Gift	0.00	33.81		33.81
162	IV-D 1099 Child Support	0.00	10.11		10.11
172	ID Security Protection	68.23	45.44		113.67
191	County 911	866.91	666.45		1,533.36
241	F-Lake Detention	56.20	41.37		97.57
* 242	Drain Maintenance	432.54	389.73		822.27
* 243	General Drain Improvements	283.56	256.25		539.81
247	Phase II Stormwater	717.97	527.64		1,245.61
248	Berlovitz Detention	2.60	1.88		4.48
256	IV-D Prosecutor Incentive	0.00	49.73		49.73
263	Federal Drug Forfeitures	23.99	17.66		41.65
280	Reassessment 2017	59.44	29.80		89.24
301	EDIT	6,502.33	4,458.22		10,960.55
305	Southeast Industrial TIF	450.51	312.61		763.12
310	Self Insurance / Insurance	151.81	88.67		240.48
311	Self Insurance / Public Officials	107.68	78.38		186.06
312	Self Insurance / Commissioners	74.28	53.90		128.18
313	Self Insurance / Highway	58.15	43.20		101.35
314	Self Insurance / Sheriff	186.13	131.82		317.95
* 320	EDIT Landfill	0.00	0.00		0.00
322	Parking Garage Maintenance	134.62	99.67		234.29
333	Wabash River Hydrology	3.31	2.43		5.74
480	Battle Ground Fence	9.12	6.71		15.83
481	Capital Park	12.77	9.40		22.17
708	Innkeepers	433.04	344.92		777.96
709	J&C Highway Escrow	0.00	0.00		0.00
743	Congressional School Interest	17.79	13.09		30.88
* 750	Frances Powers Trust	0.13	0.11		0.24
780	Project (Revolving)	843.50	1,205.12		2,048.62
835	Great Lakes	222.98	164.13		387.11
	Total	29,212.72	21,796.58	0.00	51,009.30

** Fund has its own bank account which retains the interest earned*

Treasurer Weston reviewed the Interest Rate and Weighted Average for the end of February, 2015. Chase Bank had an Account Balance of $87,623.99 and Lafayette Bank & Trust had an Account Balance of $58,327,126.03. The weighted average interest rate was 0.34%. Morgan Stanley had an Account Balance of $19,338.299.56; First Empire had an Account Balance of $3,337.608.44.

Interest Rate
Weighted Average

February 2015

	Account Balance	Rate	Interest
Chase Bank			
Property Tax	$87,623.99	0.00%	$0.00
Chase Total	$87,623.99		$0.00
Lafayette Bank & Trust			
Savings	$44,336,536.62	0.35%	$12,240.05
Primary/sweep	$6,125,272.92	0.30%	$822.59
Flex Benefits	$84,445.98	0.00%	$0.00
Claims/sweep	$1,288,144.63	0.30%	$466.37
Cary Home	$427.15	0.35%	$0.11
Cumulative Bridge	$1,905,363.60	0.35%	$614.37
Local Road & Street	$421,975.22	0.35%	$113.12
Drain Maintenance	$1,452,156.21	0.35%	$389.73
Gen Drain Main	$954,754.83	0.35%	$256.25
Hwy Escrow	$48,914.65	0.35%	$13.13
MVH	$1,707,265.05	0.35%	$456.43
E-Check	$1,869.17	0.35%	$0.34
Lafayette Bank & Trust Total	$58,327,126.03		$15,372.49

Note: Claims Balance does not include Outstanding checks

Average Interest Rate		0.34%
This Month (Weighted Average Rate)	$58,414,750.02	0.34%
Last Month (Weighted Average Rate)	$59,929,302.12	0.34%

Morgan Stanley			
EDIT Landfill	$4,785,395.36	n/a	$0.00
High Balance	$14,552,904.20	n/a	$5,067.15
Morgan Stanley Total	$19,338,299.56		$5,067.15
First Empire			
High Balance	$3,337,608.44	n\a	$1,356.94
First Empire Total	$3,337,608.44		$1,356.94

Treasurer Weston provided a handout of Morgan Stanley and First Empire Investments and Maturity dates. The investments through February, 2015 are at $17,782,000.00 and the long term (2-5 years) investments at $13,532,000.00.

Agency	Investment	Maturity	Par Value
~~First Empire Securities~~	~~MCCSC Ind 1996 School Bldg Corp~~	~~1/15/15~~	~~100,000.00~~
First Empire Securities	Clark Cnty Ind Jail Hldg Corp	1/15/16	100,000.00
First Empire Securities	Lake Cnty Ind Pub Libr Dist Rfdg	2/1/16	100,000.00
Morgan Stanley/EDIT Landfill	Federal Farm Credit Banks	3/7/16	900,000.00
Morgan Stanley/EDIT Landfill	Federal Home Loan Martgage Corporation	6/14/16	300,000.00
Morgan Stanley	Fed Natl Mtg Assn	8/15/16	300,000.00
Morgan Stanley/EDIT Landfill	Federal Farm Credit Banks	11/7/16	400,000.00
First Empire Securities	Indiana Bd Bk Rev for issues DTD prior	1/15/17	250,000.00
Morgan Stanley	Fed Natl Mtg Assn	2/27/17	800,000.00
Morgan Stanley/EDIT Landfill	Federal National Mortgage Association	2/27/17	1,000,000.00
First Empire Securities	Indy Ind Loc Pub Impt bd bk for previous issues	6/1/17	100,000.00
Morgan Stanley	Fed Farm Cr Bk	6/8/17	450,000.00
Morgan Stanley	Fed Home Ln Bk	12/14/17	1,000,000.00
Morgan Stanley/EDIT Landfill	Federal Home Loan Banks	12/14/17	1,000,000.00
Morgan Stanley	Fed Home Ln Mtg Corp	3/12/18	500,000.00
First Empire Securities	Fedral Natl Mtg Assn Medium Term nts	4/30/18	250,000.00
Morgan Stanley	Fed Natl Mtg Assn Step	4/30/18	600,000.00
First Empire Securities	Federal Nat'l Mtg Assn Fixed Rate	5/21/18	750,000.00
Morgan Stanley	Fed Natl Mtg Assn	5/21/18	1,000,000.00
First Empire Securities	Federal Nat'l Mtg Assn Fixed Rate	5/25/18	200,000.00
Morgan Stanley/EDIT Landfill	Federal National Mortgage Association	5/25/18	250,000.00
First Empire Securities	Federal Home Ln Bks Fixed Rate 3295	6/12/18	250,000.00
First Empire Securities	Indiana Bd Bk Rev for issues DTD prior	7/15/18	260,000.00
First Empire Securities	Fedral Natl Mtg Assn Medium Term nts	7/30/18	250,000.00
Morgan Stanley	Fed Farm Cr Bk	9/25/18	421,000.00
Morgan Stanley/EDIT Landfill	Federal Farm Credit Banks	9/25/18	250,000.00
Morgan Stanley/EDIT Landfill	Federal National Mortgage Association	9/27/18	250,000.00
Morgan Stanley	Fed Farm Cr Bk	10/2/18	101,000.00
First Empire Securities	Fedral Natl Mtg Assn Medium Term nts	10/30/18	250,000.00
Morgan Stanley	Fed Farm Cr Bk	10/30/18	400,000.00
Morgan Stanley	Fed Farm Cr Bk	1/22/19	500,000.00
Morgan Stanley	Fed Home Ln Bk	2/20/19	500,000.00
Morgan Stanley	Fed Home Ln Bk Step	3/12/19	500,000.00
Morgan Stanley	Fed Farm Cr Bk	3/27/19	500,000.00
Morgan Stanley	Fed Farm Cr Bk	3/27/19	500,000.00
First Empire Securities	Fedral Natl Mtg Assn Medium Term nts	5/7/19	250,000.00
First Empire Securities	Fedral Natl Mtg Assn Medium Term nts	6/13/19	150,000.00
First Empire Securities	Federal Farm Cr Bks Con Systemwide Bds	6/25/19	100,000.00
Morgan Stanley	Fed Home Ln Mtg Corp Med Term Note	8/16/19	500,000.00
Morgan Stanley	Fed Home Ln Bk Step	1/29/20	1,000,000.00
Morgan Stanley	Fed Natl Mtg Assn Step	2/27/20	500,000.00
Total First Empire & Morgan Stanley Investments			$17,782,000.00
Total First Empire & Morgan Stanley Investments 2-5 years			$13,532,000.00

PUBLIC COMMENT *(Agenda Items)* – none

CONSENT AGENDA

Approval of Meeting Minutes - Regular Meeting – February 10, 2015

Health – Local Health Trust B Fund 766			
Transfer	$	766	Salaries Part Time to Contracts / Misc
	$	59	Social Security to Contracts / Misc
Commissioners – General Fund 001			
Transfer			
	$	6,141	Salaries FT to Other Professional Services
	$	470	SS to Other Professional Services
	$	687	Retirement/PERF to Other Prof Services

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

President Williams requested motions be on the floor prior to discussions.

SUPERIOR COURT 4 *- Judge Laura Zeman*
General Fund 001

- Councilmember Winger moved to approve the appropriation for Superior Court 4 as stated on the agenda, second by Councilmember Siegrist.

Councilmember Winger said he and Councilmember Siegrist spoke with Judge Zeman. As a new judge, office supplies were not budgeted and he recommends approval.

Appropriation $500

$	500	Office Expense / Office Supplies

- All Councilmembers voted in favor of the motion; motion carried.

PROSECUTOR *– Pat Harrington*
ICAC Grant Fund 188

- Councilmember Winger moved to approve ICAC Grant Fund 188 in the amount of $10,000 as presented on the agenda, second by Councilmember Siegrist.

Councilmember Winger said he and Councilmember Siegrist spoke with Prosecutor Harrington who is out of town. The request is an annual grant fund and approval is recommended.

Grant Appropriation $10,000

$	10,000	Equipment Expense / Office

- All Councilmembers voted in favor of the motion; motion carried.

COMM*UNITY CORRECTIONS* *– Dave Heath*
State Work Release Fund 222

- Councilmember Metzger moved to approve the appropriation for State Work Release Fund 222 as presented on the agenda, second by Councilmember Underwood.

Community Corrections Director Heath stated the appropriation request is for money received from the Department of Corrections for housing State work release prisoners. It's an annual transfer and Director Heath said the request will be closer to July next time, at regular budget time.

Councilmember Siegrist asked Director Heath to provide an update on House Bill 1006 and explain how it impacts the County budget. Director Heath said HB 1006 has moved from the House to the Senate, there is still no funding attached but he believes funding will come in HB 1001- the budget bill. The original bill had $50 million attached for grants for Community Corrections and Courts to supplement the additional 7,000 inmates who will stay in local government programs versus going to the Department of Corrections (DOC). That's 49% of the people sentenced to prison in the State of Indiana staying locally; a significant increase from the current program. Director Heath said it will take a significant increase in money. Each Community Corrections program throughout the state was asked what it would take per year to run the program. He said the issue is not capacity; it's about staffing. An increase of ten staff would be required in order to go to full capacity in the work release program in our County; that number was submitted to the DOC. Within the Bill is a collaboration agreement between Community Corrections and Probation to make sure there is no duplication of services anywhere within the County. Funds will not be granted to any County with duplications. Director Heath will meet with Probation on the issue although there is no duplication of services between the two departments within Tippecanoe County.

The Bill is now in the Senate and will go before the Appropriations Committee which could change the entire direction for funding. It is moving along; however, the effect on Community Corrections, Court, and Jails won't be known until April 20 when the session is over.

Appropriation $59,736

$	20,000	Salaries & Wages / Full time
$	1,530	Social Security
$	2,240	Retirement / PERF
$	9,000	Departmental / Miscellaneous
$	6,000	Gen Operating / Equipment Lease
$	10,000	General Operating / Miscellaneous
$	466	Training Cost / Travel & Training
$	4,000	Utilities / Miscellaneous
$	6,000	Insurance Benefit / Health
$	100	Insurance Benefit / LTD
$	100	Insurance Benefit / Life
$	300	Insurance Benefit / Workers Comp

- All Councilmembers voted in favor of the motion; motion carried.

BUILDING COMMISSION *– Mike Wolf*
Unsafe Building Ordinance Fund 410

- Councilmember Basham moved to approve the appropriation in the amount of $50,000 for the Unsafe Building Ordinance Fund 410 for the demolition of unsafe properties as presented on the agenda, second by Councilmember Vernon.

Building Commissioner Wolf said Fund 410 is set aside for demolition of unsafe structures. There are no unsafe structures to demolish at this time; however, unused funds will go back into the fund for next year.

Appropriation $50,000

$	50,000	Departmental/Unsafe Bldg Structure

- All Councilmember voted in favor of the motion; motion carried.

MITS – Dave Sturgeon
EDIT Fund 301

In the absence of CIO Sturgeon who is attending a class, Commissioner Murtaugh said CIO Sturgeon spoke with Council representatives regarding the appropriation. Councilmember Winger confirmed he and Councilmember Underwood were consulted. Commissioner Murtaugh said the request is for a project to replace the audio video equipment in the Tippecanoe room, including some of the screens and projectors. The project was planned as a phase in for 2016-2017 but with the failure of the equipment, CIO Sturgeon is requesting completion in 2015-2016. The 2015 portion will be an upgrade to the control panel with a wall mounted unit to replace the hand-held device. The back-end cables will be replaced for better connectivity, displays will be added to the pillars for Council and Commissioners forward viewing, and wireless and window connectivity option devices will be added. The second phase will be to replace projectors and the audio portion, allowing for greater public access for streaming and type capabilities.

Appropriation $36,658

$	36,658	Equipment / Communication

- Councilmember Winger moved to approve the appropriation from Fund 301 as presented, second by Councilmember Underwood; motion carried.

HIGHWAY –Opal Kuhl
Cumulative Bridge Fund 011

- Councilmember Basham moved to approve an appropriation in the amount of $400,000 from Fund 011 as presented on the agenda, second by Councilmember Vernon.

Highway Director Kuhl requested an appropriation of $400,000 to repair the bridge over North River Road. Leaving Harrison Bridge and heading west, there is another bridge crossing River Road which was INDOT's bridge but became a County bridge as part of the US 231 relinquishment. The bridge is in need of a new deck because water is getting through and causing chunks of concrete to fall underneath. The estimate for repairs is $400,000. As part of the relinquishment, INDOT gave the County the $400,000; the appropriation request is to do the repairs this summer.

Appropriation $400,000

$	400,000	Bridges / Miscellaneous

Revolving Hwy Project Fund 780

- Councilmember Basham moved to approve an appropriation of $2,000,000 from Revolving Highway Project Fund 780 as presented on the agenda, second by Councilmember Vernon.

Director Kuhl said the request is to appropriate the money from *Build Tippecanoe County*. During the budget process, $1 million is allocated to the Surveyor for drainage projects, $1 million to bridges, and $1 million to roads.

Councilmember Vernon asked Auditor Plantenga to explain *Build Tippecanoe* since she was not on the Council the previous year. Specifically, what funds it, how much money is in it, and is there a specific plan for the money? Auditor Plantenga said there is not a specific *Build Tippecanoe* Fund; the Project Fund is the Build Tippecanoe Fund. Funding has come historically from the Rainy Day Economic Development Fund 099 and EDIT. The Project Fund has money that comes from the TIF. The Tippecanoe County share of the Southeast Industrial TIF is deposited into the fund also. $4 million is sitting in the Revolving Fund but there is no actual fund called *Build Tippecanoe;* it's a concept through available funds. Director Kuhl said Consultant Guerrettaz came up with the term. Other background information was provided by Councilmember Winger and President Williams.

Appropriation $2,000,000

$ 1,000,000	Bridges / Infrastructure
$ 1,000,000	Roads/ Infrastructure-Paving

All members voted in favor of the motion; motion carried.

COMMITTEE REPORTS

Councilmember Vernon said she and Councilmember Basham met with their Committee members on February 19th and thanked Mike Wolf, Jennifer Weston, Bob Plantenga, Eric Grossman, Mike Spencer, Zach Beasley, Shannon Withers, and Sallie Fahey for carving out a portion of their day to meet with them. During the meeting, they provided an overview of their department, shared their goals and objectives for 2015, and discussed the budget for next year.

Councilmember Basham reported on the Romney Sewer District, saying some officer realignment was necessary and he is now President. Currently 54 of the 69 homes have signed up to qualify for the grant.

President Williams announced he met with Mayor Dennis and Attorney Eric Burns. There is an opening on the West Lafayette Economic Development Commission and Steve Schreckengast has been appointed to fill the position.

UNFINISHED/NEW BUSINESS - none

COMMISSIONER FYI

- Commissioner Murtaugh announced Road Funding Day at the State House is on March 17th. He encouraged Council members to join the Commissioners and discuss the issues important to local government funding. If interested, talk to Paula Bennett to get registered.

PUBLIC COMMENT

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

Meeting adjourned at 9:08 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 4/14/2015

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant