TIPPECANOE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
June 15, 2015

The Tippecanoe County Commissioners met on Monday, June 15, 2015 at 10:00 a.m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President Thomas P. Murtaugh, Vice President David S. Byers and Commissioner Tracy A. Brown. Also present were: Attorney Matt Salsbery, Auditor Bob Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary Tillie Hennigar.

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

APPROVAL OF MINUTES
June 1, 2015

- Commissioner Byers moved to approve the minutes of the regular meeting held June 1, 2015, second by Commissioner Brown; motion carried.

PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS AND PAYROLL

- Commissioner Brown moved to approve the accounts payable vouchers for June 2 through June 15, 2015 and payroll vouchers for June 5, 2015 as presented without exception, second by Commissioner Byers; motion carried.

HIGHWAY - Opal Kuhl
Warranty Deed- North River Road from Lawrence Leroy Weathers and Mary Lee Weathers

Highway Director Kuhl presented a Warranty Deed from Lawrence Weathers and Mary Lee Weathers for a parcel on North River Road. The parcel was purchased by Wabash River Enhancement Corporation who deeded the right-of-way to the County.

- Commissioner Byers moved to approve the Warranty Deed as presented, second by Commissioner Brown; motion carried.

Permit to Close or Block a Road- Rockhill Drive and Stergen Drive, Fiddlesticks Subdivision

Director Kuhl presented an Application for a Permit to Close or Block a Road in Fiddlesticks Subdivision on August 15, 2015 for a HOA party from 11:00 am to 11:00 pm. The road closures will be Rockhill Drive and Stergen Drive; exits will remain open.

- Commissioner Brown moved to approve the permit to close Rockhill Drive and Stergen Drive in the Fiddlesticks Subdivision on August 15, 2015 as presented, second by Commissioner Byers; motion carried.

3-Year Construction Maintenance Bond - J.R. Kelly Company, Inc.

Director Kuhl presented a 3 year Construction Maintenance Bond from J. R. Kelly to do work in the County right-of-way in the amount of $5,000.

- Commissioner Byers moved to approve the 3 year Construction Maintenance Bond for J. R. Kelly as presented, second by Commissioner Brown; motion carried.

Continuation Certificate- Indiana Gas Company, Inc. DBA Vectren Energy Delivery of Indiana, Inc.

Director Kuhl presented a Continuation Certificate from Indiana Gas DBA Vectren Energy for work in the County right-of-way.

- Commissioner Brown moved to approve the Continuation Certificate from Indiana Gas as presented, second by Commissioner Byers; motion carried.

BUILDING COMMISSION
Unsafe Structure: 1918 N 500 W, West Lafayette

President Murtaugh said Building Commissioner Mike Wolfe informed him that the structure at 1918 N. 500 W, West Lafayette has been knocked down but not completely removed. The owner is out of town and could not be here today. President Murtaugh recommended the item be tabled until the next meeting.

- Commissioner Brown moved for approval to table the Unsafe Structure until the Commissioner meeting on July 6, 2015, second by Commissioner Byers; motion carried.

HEALTH- Craig Rich
ORDINANCE 2015-13-CM - Body Modification, *2nd Reading*

- Commissioner Byers moved to hear Ordinance 2015-13-CM Body Modification on 2nd reading, second by Commissioner Brown.

Health Director Rich said he has received a lot of feedback and there are some minor concerns but for the most part it has all been positive. The main reason for the Ordinance is to prevent the spread of disease and also provide a sense of legitimacy.

President Murtaugh invited public comment in favor of or opposed to the Ordinance.

Judston McClure, Lafayette – Mr. McClure stated he is the owner of 7 Sins Tattoo in West Lafayette and is requesting some amendments to the Ordinance. He is in favor of the sale of tattoo needles and piercing needles in the tattoo shops (currently in Trader Bucks and New Age Spirit); the Ordinance states selling needles is not allowed. If they aren't available locally, the public will buy them from the internet or use a dirty, contaminated needle. Also, the owner of the shop should pay a one-time fee for their permit and license. He is a one-person shop, most owners are the practitioners. As the Ordinance is written, he would pay $300 for the permit and an additional $100 for an artist license.

Carrie McGill – 645 Woods Edge Court, West Lafayette – Ms. McGill stated she is the owner of DragonsBane Tattoo and agrees with Mr. McClure that stopping the purchase of needles and tattoo equipment is uncontrollable. She also agrees that the risk is increased by not providing safe equipment; however, we don't need to make it easy for them. "By opening up that door you're providing a very easy route for people to skirt the law. What is the point of asking them, enforcing them to not do tattooing in their home but then say if you're going to, well here you go"? She noticed a huge increase in the amount of home tattooing and home piercing and kids who do it to themselves since the sale of equipment in Trader Bucks and New Age Spirit. She doesn't think there is a decrease of *dirty artists* since the sale of

clean equipment; people who want to be clean are clean. Those that don't want to be clean aren't clean anyway – they don't buy new needles; they just reuse them. "We don't need to hand them the opportunity on a silver platter". As far as the permit cost, she agrees; however, the last thing she wants is to create a budget so tight, it can't be enforced. She would pay the extra money to see the Ordinance enforced.

Tara Ross – 1536 Main Street, Lafayette - Ms. Ross stated she is from Electric Art Tattoo Company. In reference to the permit, she was previously in a county with permits – it's a good thing to have. She agrees with the shop license including one artist license. Some artists do tattooing and piercing and recommended the license include both when that is the case.

Commissioner Byers said it seems realistic for the owner to pay for the permit and have it include one license. Director Rich said he did not have a problem with it. Commissioner Byers asked for clarification on a license including both tattooing and piercing. Director Rich said the license includes both. Commissioner Murtaugh asked Director Rich about the fees that were established. Director Rich said the fees were based on how long each inspection would take and is break-even numbers. Early on, it will take longer but should require less time after the initial visit; the Health department is not trying to make a profit, only provide a service. President Murtaugh said it would make more sense to have the owner be licensed but reduce the permit fee. The permit fee would be reduced from $300 to $200 while maintaining the $100 license fee for additional artists. Director Rich said most shops have more than one artist.

Attorney Salsbery said a minor change such as a change to the fee structure would not require additional steps by the shop owner or another hearing; the minor change could be made now. President Murtaugh said Section 113-07 Application for Body Art Establishment Permit, E on page 4 should be changed to read *The annual fee for the body art establishment permit shall be $200 or as may from time to time be established by applicable Ordinance or rule.*

- Commissioner Byers moved to amend Ordinance 2015-13-CM under Section 113-07 E Application for Body Art Establishment Permit changing the fee from $300 to $200, second by Commissioner Brown.

President Murtaugh invited public comment in favor of or opposed to the amended Ordinance. There were none.

Auditor Plantenga recorded the vote.

Murtaugh	Aye
Byers	Aye
Brown	Aye

Ordinance 2015-13-CM passed 3-0 on second and final reading.

President Murtaugh thanked everyone for their input. Director Rich said there is a 90 day grace period and invited the shops to contact the Health Department to set up a time.

EXTENSION of SHIFT HOURS – PARADIGM CONSULTING

Commissioner Brown said he would abstain due to a previous disclosed Conflict of Interest issue. President Murtaugh said it is an extension of the contract with Paradigm Consulting for Coaching in

partnership with the We Care Clinic. The current Coaching schedule is booked solid and will be extended by two hours per week at a rate of $28.42 per hour.

- Commissioner Byers moved to approve the extension of shift hours with Paradigm Consulting as presented, second by President Murtaugh; motion carried. Commissioner Brown abstained.

ASSESSOR *- Eric Grossman*
Creation of New Position- Project Manager
Elimination of Current Position- Sales/Data/Appeal Manager

Assessor Grossman requested approval of swapping the Sales/Appeals Data Manager position for a Project Manager position. The Project Manager position is one he created previously and replaced the two open COMOT positions. To give the Commissioners an understanding of his plan for an end result, he provided them information regarding his general philosophy since he is swapping positions piecemeal. It is a collective approach to management whereas previously with one Assessor's Office it was divided into departments and sub departments, followed by the creation of the Sales/Data/Appeals Manager. Assessor Grossman continued to say the creation of the Sales/Data/Appeals Manager was a good move because it provided recognition that certain functions cannot be separated since they are impacted by others – value can't be derived without knowing what is dependable in appeals and an appeal can't be defended or settled without knowing how values are derived. The end result will be all major cyclical functions would be handled by the diverse group of people who are trained in all the functions of the Assessor's office. Two of the three Assessor offices don't have a formal leader but they have a team of people. This request is for the second PAT IV Project Manager position; one additional PAT IV request will be requested at a later date. The final result will be to have the Assessor's office managed by three Project Managers, the Chief Deputy, and Assessor Grossman.

President Murtaugh thanked Assessor Grossman for the detailed email he sent describing where the office has been and where it is going. Commissioner Byers asked if Assessor Grossman could see the position coming back from HR as a PAT IV. Assessor Grossman said it already has and added that it is identical position to the one that was approved to replace the two COMOT III positions. It has gone through the HR Board and is a title change only with no additional appropriation.

- Commissioner Brown moved to eliminate the current position of Sales/Data/Appeal Manager and create a new position of Project Manager PAT IV, second by Commissioner Byers; motion carried.

MITS- *Dave Sturgeon*
Restricted Addresses Policy

MITS CIO Sturgeon said the Restricted Addresses Policy was put together in response to Indiana Code 36-1-8.5 which will take effect July 1, 2015. The policy allows judges, law enforcement officers, victims of domestic violence, or public officials to request their name be removed from any public property data base website the County provides or contracts out. Those websites would be the Schneider Beacon portal and the internal GIS. The policy has been through the MITS Advisory Board and Attorney Salsbery reviewed the initial draft, the updated draft, and attended the MITS Advisory Board meeting. A fillable PDF will be available for individuals to submit requests. Commissioner Brown has worked with the area agencies to get bulk listings versus hundreds of individual requests. Each person will pay a one-time fee of $25 to have their name removed.

President Murtaugh said there has been a lot of work put into the creation of a policy, thanking CIO Sturgeon and also Auditor Plantenga whose department will do the majority of the work after the fact.

- Commissioner Byers moved to approve the Restricted Addresses Policy as presented, second by Commissioner Brown; motion carried.

GRANTS - *Sharon Hutchison*
Permission to Accept Grant

Grant Facilitator Hutchison requested permission to accept a grant for Judge Faith Graham in Superior Court 3. The grant is from the Indiana Supreme Court for Court Improvement Program Professional Development Scholarship to attend the National Council of Juvenile and Family Court Annual Conference in Austin, Texas. The grant will cover conference registration, lodging and travel, not to exceed $3,000.

- Commissioner Brown moved to approve acceptance of the grant for Superior Court 3 as presented, second by Commissioner Byers; motion carried.

Permission to Apply for Grant

Grant Facilitator Hutchison requested permission to apply for a grant for the Health Department in the amount of up to $250,000 from the Indiana State Department of Health Immunization Division. The grant is to purchase and provide services for adult and children immunizations in 2016.

- Commissioner Byers moved to approve permission to apply for the grant as presented, second by Commissioner Brown; motion carried.

YOUTH SERVICES - *Rebecca Humphrey*
Title V Grant

In the absence of Director Humphrey, Grant Facilitator Hutchison requested permission to accept a Title V Grant in the amount of $47,490. The grant was awarded from the Indiana Criminal Justice for the period of June 1, 2015 through September 30, 2015 and covers $28,000 to Lafayette School Corporation - $2,690 to assist Lafayette School Corporation with training and development; $9600 to enhance community policy for youth engagement with police officers; and $7,200 for data coordination.

- Commissioner Brown moved to approve acceptance of the Title V Grant in the amount of $47,490 as presented, second by Commissioner Byers; motion carried.

CLERK – *Christa Coffey*
RESOLUTION 2015-16-CM - Odyssey Case Management System

Clerk Coffey said the Courts, the Clerk, Commissioner President Murtaugh, Council President Dave Williams, and CIO Dave Sturgeon have signed an MOU to the State for the Courts to convert to the Odyssey Case Management System. The standard process is the Resolution signed by the Commissioners. There is no specific date but the conversion should be completed before the end of the year.

- Commissioner Brown moved to approve Resolution 2015-16-CM Odyssey Case Management System implementation, second by Commissioner Byers; motion carried.

Clerk Coffey said she, Judge Persin, and Judge Meyer will speak at the annual meeting of the Bar Association Wednesday afternoon to inform them of the upcoming Odyssey implementation.

Service Agreement with American Financial Credit Services, Inc.

Clerk Coffey said the service agreement with American Financial Credit Services is a replacement for the one entered earlier this year for Court Services. Clerk Coffey will be the interim financial officer to work with the collection agency on behalf of Court Services. Also, it will give her the opportunity to send other business to them from the courts if they appear to be successful with collections.

- Commissioner Byers moved to approve the Service Agreement with American Financial Credit Services, Inc. as presented, second by Commissioner Brown; motion carried.

***CONFLICT OF INTEREST DISCLOSURE STATEMENT* - Sean Barnes (snow removal)**

- Commissioner Byers moved to approve the Conflict of Interest Disclosure Statement for Sean Barnes for snow removal at Community Corrections.

APPLICATIONS TO THE VILLA

- Commissioner Brown moved to approve Applications to the Villa for Michael Myers, Charlotte Brunson, Deborah Neely, and Doris King, second by Commissioner Byers; motion carried.

UNFINISHED/NEW BUSINESS - none

REPORTS ON FILE

The following reports will be on file in the Commissioners' office:

- Clerk of the Circuit Court
- Public Library

PUBLIC COMMENT

As there were no public comments, Commissioner Byers moved to adjourn.

Meeting adjourned at 10:38 a.m.

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

Thomas P. Murtaugh, President

David S. Byers, Vice President

Tracy A. Brown, Member

ATTEST:

Robert A Plantenga, Auditor 07/06/2015

Minutes prepared by Tillie Hennigar, Auditor Administrative Assistant