

TIPPECANOE COUNTY COUNCIL MEETING MINUTES

TUESDAY, February 12, 2019

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Councilmembers present: President Bryan Metzger, Vice President Kevin Underwood, John Basham, Kathy Vernon, Ilana Stonebraker, Lisa Dullum. Roland Winger was absent.

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

I. PLEDGE OF ALLEGIANCE

President Metzger called the meeting to order, led the Pledge of Allegiance.

II. AUDITOR'S FINANCIAL REPORT – Bob Plantenga

The 2019 financial statement shows a General Fund beginning cash balance of \$10,224,887.37. The projected miscellaneous revenue, property taxes and deductions for circuit breakers leaves the total funds available of \$58,639,593.37. When deducting encumbrances, the 2019 Budget and minimum balances established by Council the beginning net balance is \$1,876,533.37. Since there were no additional appropriations last month the beginning balance available for appropriations is \$1,876,533.37.

The Revenue Report shows only the first month of the year so there little to report. The Other Taxes/Local Income Tax (fund 0111) is received every month and will be consistent throughout the year. The Other Financial Services/Misc. are uncashed checks that can be deposited back into their original fund after a couple years and reflects the outstanding checks from 2016.

The fund balances show: 1) the General Fund (1000) is at \$8.2 million which will trend down until June when it is replenished with property taxes. The Motor Vehicle Highway-Restricted (fund 1173) and the MVH-unrestricted (fund 1176) will be discussed later. The state has required that 50% of the MVH funds be used only for construction and reconstruction and be accounted for separately as is shown for January. The County Self Insurance (fund 4710) receipts for January were twice the disbursements with a healthy fund total of over \$6.5 million.

III. TREASURER'S REPORT – Jenifer Weston

The Account Balances and Interest Rates report was distributed and shows an account balance of \$108,186,587.71 with total interest of \$192,792.73. Interest rates increased in December and our average rates are 2.55% and 2.6% on our primary accounts. With recent discussions about the Solid Waste District having its own ledger and fund, a new bank account has been established and is now fund 4930. On the second page of the handout the interest rate trends show January starting out with a higher rate. The last page shows our investments with greater details on institution, yield, maturity dates, length of term and 2018 -2019 comparisons. Interest rates will be stable for this year with maybe one increase, thus we want to lock in rates for 3-5 year investments.

Council member Dullum asked if the interest rate trends were incorporated into the forecasted revenues and after discussion the Auditor stated yes.

IV. PUBLIC COMMENT ON AGENDA ITEMS - None

V. CONSENT AGENDA

It was noted that the minutes that were distributed in the packet had Councilmember Stonebraker's name spelled incorrectly.

- Councilmember Basham moved to approve the consent agenda as distributed and discussed, second by Councilmember Underwood. Motion carried.

A. Approval of Revised Meeting Minutes – from January 8, 2019

B. Prosecutor – Pros VOCA Fund 8272 FF20

Transfer	\$	1,500	Travel & Mileage to Office Supplies
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C. Prosecutor – Pros Drug Fund 9259 FY19

Transfer	\$	16	Other Professional Services to Minor Equip.
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D. Prosecutor – Law Enforcement Fund 4266		
Transfer	\$ 8,000	Other Professional Services to Gas & Oil
E. Commissioners – CEDIT Fund 1112		
Transfer	\$ 15,000	Buildings Housing to Other Supplies
	\$ 10,000	Buildings Housing to Utilities
	\$ 39,810	Full Time Salaries
	\$ 3,046	Social Security
	\$ 4,459	PERF Retirement
	\$ 18,966	Health Insurance
	\$ 128	LTD Insurance
	\$ 92	Life Insurance
	\$ 66,498	from Other Professional Services
F. Weights & Measures – General Fund 1000		
Transfer	\$ 278	Gasoline & Oil to Repair & Vehicle Equipment

VI. ADDITIONAL APPROPRIATIONS:

A. IV-D Commissioner/Magistrate

1. General Fund 1000

Reduction	\$ -1,260	Chief Deputy / Appointed
	\$ -7,197	PERF Retirement
	\$ -8,457	Total Requested

- Councilmember Stonebraker moved to approve the reduction as presented, second by Councilmember Underwood.

The Auditor stated that this salary was discussed at the budget hearings and inadvertently increased by 2%.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. 2019 Salary Statement IV-D Commissioner/Magistrate

	\$ 63,000	Benefit Eligible Regular Part Time SO Chart IV-D Commissioner / Formerly Part Time
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- Councilmember Stonebraker moved to approve the salary statement as presented, second by Councilmember Underwood. Motion carried.

B. Superior Court 3

Family Court Fund 9623 CF19

Grant Appropriation	\$ 5,000	Counseling Consultations
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- Councilmember Stonebraker moved to approve the appropriation as presented, second by Councilmember Underwood. Motion carried.

C. Prosecutor – Pat Harrington presented and recommended:

Drug Enforcement Fund 2507

Appropriation	\$ 2,500	Utilities
	\$ 4,500	Other Professional Services
	\$ 7,000	Total Requested

- Councilmember Dullum moved to approve the appropriation as presented, second by Councilmember Basham.

The prosecutor stated that these were forfeiture funds transferred for the Drug Enforcement Taskforce.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

D. CASA Coleen Connor presented and recommended:

1. CASA for Kids Fund 9107 CF18

Grant Appropriation	\$ 72	Travel & Mileage
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- Councilmember Stonebraker moved to approve the appropriation as presented, second by Councilmember Underwood.

This appropriation places the funds in the correct line item.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. *Donation Fund 4121*

<i>Appropriation</i>	\$ 1,202	<i>Other Professional Services</i>
	\$ 2,500	<i>Minor Equipment</i>
	\$ 1,000	<i>Travel & Mileage</i>
	\$ 4,702	<i>Total Requested</i>

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

These are for 2019 expenses for background checks, laptops and travel.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. *Capacity Bldg. Fund 9532 CF19*

<i>Grant Appropriation</i>	\$ 26,385	<i>Full Time Salaries</i>
	\$ 2,018	<i>Social Security</i>
	\$ 2,955	<i>PERF Retirement</i>
	\$ 31,358	<i>Total Requested</i>

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

This is a continuation grant from the State that covers staff salaries.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

E. Surveyor – Zachariah Beasley presented and recommended:

In American Water Fund 9146 FY19

<i>Grant Appropriation</i>	\$ 1,000	<i>Other / Machine & Equipment</i>
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- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Vernon.

This is for educational programs and outreach for the Tippecanoe County Partnership for Water Quality. It will be used for the Wonders on the Wabash and the silt conservation program.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

F. Sheriff – Sheriff Goldsmith presented and recommended:

Continuing Education Fund 2575

<i>Appropriation</i>	\$ 9,200	<i>Other Professional Services</i>
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- Councilmember Stonebraker moved to approve the appropriation as presented, second by Councilmember Dullum. There was no discussion and the motion carried.

G. TEMA – Wm. “Smokey” Anderson presented and recommended:

1. *LEPC Fund 1152*

<i>Appropriation</i>	\$ 4,183	<i>Training</i>
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- Councilmember Stonebraker moved to approve the appropriation as presented, second by Councilmember Dullum.

Both requests are for training. These funds come through the state from local companies that handle hazardous material.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. *HMEP /LEPC Fund 8431 FF19*

<i>Grant Appropriation</i>	\$ 1,680	<i>Training</i>
	\$ 6,412	<i>Travel & Mileage</i>
	\$ 8,092	<i>Total Requested</i>

- Councilmember Stonebraker moved to approve the appropriation as presented, second by Councilmember Dullum. There was no discussion and the motion carried.

H. Health – Craig Rich presented and recommended:

1. *Donation Fund 4118*

Appropriation \$ 27 *Other Professional Services*

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

These are carryover funds.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. *SSP Mobile Fund 8484 for FY 2019*

Grant Appropriation \$ 100,000 *Machinery & Equipment / Vehicles*

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

This is a grant from the State Department of Health for the mobile health clinic unit. This will provide the down payment for the unit and be used for syringe services and public health outreach. Total cost of the unit will be \$160,000 to \$175,000 and the Department has the rest of the funds available from carry over funds. Maintenance and gas will be paid for from HIV grants and not from the General Fund.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

3. *2019 Salary Statement - Health Dept*

\$ 41,328 *Benefit Eligible Regular Part Time PAT IV Public Health Nurse*

This position was approved by the Commissioners and the previous position had been vacant since February 2018.

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Stonebraker. There was no discussion and the motion carried.

I. Highways – Stewart Kline presented and recommended:

1. *LOIT Fund 1229*

<i>Appropriation</i>	\$ 192,205	<i>Rep & Maintenance/Street Materials</i>
	\$ 100,000	<i>Prof Services/Other</i>
	\$ 307,795	<i>Rep & Maintenance /Roads & Streets</i>
	\$ 50,000	<i>Land/Right-of-Way</i>
	\$ 100,000	<i>Infrastructure/Roads & Streets</i>
	\$ 100,000	<i>Infrastructure/Bridges</i>
	\$ 109	<i>Infrastructure/Culverts & Drainage</i>
	\$ 20,000	<i>Buildings/Municipal</i>
	\$ 50,000	<i>Machinery & Equipment/Other</i>
	\$ 1,020,000	<i>Total Requested</i>

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

Councilmember Vernon and Stonebraker thanked the Auditor’s office and Mr. Kline for the time they committed to separating out the Motor Vehicle Highway fund (MVH) accounts. Mr. Kline stated that as mentioned earlier, the State recently restricted 50% of the MVH funds to only construction related costs. That necessitated a change in the Highway Department’s accounting. Some expenses are clearly construction related but others, like salaries, can be both. Determinations of construction and non-construction related expenses have been made and are reflected in the Local Option Income Tax (LOIT) and MVH fund reductions and appropriations presented today. The Auditor distributed the new state guidelines and revisions to the tables that replace those in the Council packet. There is no change to the total amount of funds, just the sources those funds come from. There was discussion of what type of costs (maintenance, salaries, equipment purchases, contracts and materials) can come from different funding sources (LOIT, MVH, MVH restricted, Local Road & Street, etc.). There will be more adjustments next month as additional changes are made to realign expenses and funding sources.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

2. *Cum Bridge Fund 1135*

<i>Appropriation</i>	\$ 50,064	<i>Salaries / Part Time</i>
	\$ 3,926	<i>Social Security</i>
	\$ 3,036	<i>Other Professional Services</i>
	\$ 4,800	<i>Health & Medical Prof</i>
	\$ 3,602	<i>Utilities</i>
	\$ 65,428	<i>Total Requested</i>

•Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham. Motion carried.

3. *MVH-Unrestricted Fund 1176*

<i>Reduction</i>	\$ -336,637	<i>Sal & Wages/Full Time</i>
	\$ -18,371	<i>Sal & Wages/Overtime</i>
	\$ -31,899	<i>EE Benefits/Social Security</i>
	\$ -49,537	<i>EE Benefits/PERF Retirement</i>
	\$ -250,000	<i>Operating Supplies/Gasoline & Oil</i>
	\$ -120,000	<i>Operating Supplies/Snow Removal</i>
	\$ -350,000	<i>Rep & Maintenance /Street Materials</i>
	\$ -120,000	<i>Rep & Maintenance /Minor Equipment</i>
	\$ -304,000	<i>Prof Services/Engineer & Architect</i>
	\$ -350,000	<i>Rep & Maintenance/Roads & Streets</i>
	\$ -250,000	<i>Rentals & Leases/Heavy Mach</i>
	\$ -15,000	<i>Other Distribution /Costs of Business</i>
	\$-2,195,444	<i>Total Requested</i>

•Councilmember Vernon moved to approve the reduction as presented, second by Councilmember Basham. Motion carried.

4. *MVH- Unrestricted Fund 1176*

<i>Reduction</i>	\$ 26,000	<i>Operations Supplies/Institutional or Medical</i>
	\$ 20,000	<i>Prof Services /Other</i>
	\$ 5,000	<i>Insurance/Building & Property</i>
	\$ 100,000	<i>Insurance /Vehicle & Equipment</i>
	\$ 60,000	<i>Insurance/Liability</i>
	\$ 40,000	<i>Utility Service/Utilities</i>
	\$ 50,000	<i>Rep & Maintenance /Buildings & Proper</i>
	\$ 50,000	<i>Rep & Maintenance/Vehicle & Equip</i>
	\$ 1,515	<i>Other Distribution/Dues & Subscription</i>
	\$ 80,000	<i>Machinery & Equipment/Other</i>
	\$ 144,225	<i>EE Benefits/Health</i>
	\$ 1,587	<i>EE Benefits/LTD</i>
	\$ 1,018	<i>EE Benefits/Life</i>
	\$ 576,315	<i>Total Requested</i>

•Councilmember Vernon moved to approve the reduction as presented, second by Councilmember Basham. Motion carried.

5. *MVH-Restricted Fund 1173*

<i>Appropriation</i>	\$ 52400	<i>Sal & Wages/Full Time</i>
	\$ 3,800	<i>EE Benefits/Social Security</i>
	\$ 5,800	<i>EE Benefits/PERF Retirement</i>
	\$ 21,100	<i>EE Benefits/Health</i>
	\$ 212	<i>EE Benefits/LTD</i>
	\$ 152	<i>EE Benefits/Life</i>
	\$ 429,000	<i>Prof Services /Engineer & Architect</i>
	\$ 1,339,295	<i>Rep & Maintenance /Street Materials</i>
	\$ 120,000	<i>Prof Services/Other</i>

\$ 55,0000	Rep & Maintenance/Roads & Streets
\$ 250,000	Rentals & Leases/Heavy Mach
\$ 2,771,759	Total Requested

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham. Motion carried.

VII. COMMISSIONERS – David Byers presented and recommended:

A. Cum Cap Fund 1138

<i>Reduction</i>	\$ -266,798	<i>Repairs & Maintenance / Buildings & Property</i>
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- Councilmember Underwood moved to approve the reduction as presented, second by Councilmember Vernon.

These two changes are part of an effort to separate different accounts from a larger line item for transparency with no change in total appropriations. The Auditor stated that some of these funds have already been spent and the total needs to be changed to **\$266,553**.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

B. Cum Cap Fund 1138 (Maintenance)

<i>Appropriation</i>	\$ 55,000	<i>Repairs & Maintenance / Minor Equipment</i>
	\$ 196,798	<i>Repairs & Maintenance / Buildings & Property</i>
	\$ 15,000	<i>Machinery & Equipment / General</i>
	\$ 266,798	<i>Total Requested</i>

- Councilmember Underwood moved to approve the appropriation of **\$266,553** as presented and discussed, second by Councilmember Vernon.

Commissioner Byers stated that the repairs & maintenance/minor equipment should be **\$54,755**.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

C. 2019 Salary Statement – Commissioners

<i>WREC/Tippecanoe County Solid</i>	\$ 46,002	<i>New position: Resource Specialist/Solid Waste</i>
<i>Waste Management District (TCSWMD)</i>		<i>PAT III</i>

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

Shirley Mennen, the Human Resources Director, stated that this is not a new position, but a change in job description and funding sources, from the Surveyor to the TCSWMD. Stan Lambert from WREC, stated that it is now a joint position between WREC/TCSWMD because the two agencies sponsor similar activities. Commissioners' Assistant Paula Bennett stated that the equipment for the office will be supplied by the County and office space will be supplied by the City of Lafayette.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

VIII. AUDITOR – Bob Plantenga presented and recommended:

General Fund 1000

<i>Appropriation</i>	\$ 16,675	<i>Health Insurance</i>
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- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This is for the IV-D position discussed earlier and provides health insurance for the position.

President Metzger asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried.

IX. COMMITTEE REPORTS

John Basham stated that there was a special executive meeting of the Romney Sewer District to seek approval from the US Office of Rural Development and state revolving fund to move the dates up to May 1, 2019. There are 145 homes involved, with 106 of the total 112 tanks now installed.

X. UNFINISHED/NEW BUSINESS

- A. The Sheriff Commissary Fund Expenditures** were distributed as required by the State Board of Accounts.

B. 2019 Council Appointments and Assignments have been finalized after some minor changes.

XI. COMMISSIONER FYI – David Byers

A. The joint State of the City and County presentation will be made tomorrow at the Trails.

B. The Local Government Affairs talk, with Larry DeBoer, will be in the Tippecanoe Room on the 20th between 11:00-1:00.

C. The bid opening for Phase II of the Fairgrounds Renovation is March 7 at 1:00.

XII. PUBLIC COMMENT

A. Sally Siegrist stated that she is now the Tippecanoe County liaison for Congressman Jim Baird and will hold public constituent service hours at the West Lafayette Public Library every Wednesday from Noon to 4:00pm.

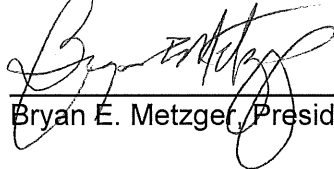
B. Michael Morris represents the Lafayette Citizens in Action who are against Senate Bill 600 and House Bill 1193 that would establish a 2% food and beverage tax. They are also against HB 1101 which would establish a 1% food and beverage tax.

Councilmember Metzger stated that HB 1193 has been withdrawn.

XIII. ADJOURNMENT

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

TIPPECANOE COUNTY COUNCIL



 Bryan E. Metzger, President

Absent

 Kevin L. Underwood, Vice President



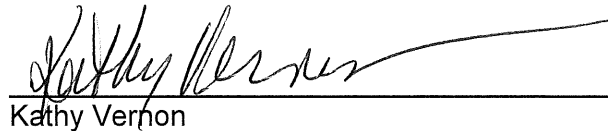
 John R. Basham II

Absent

 Lisa Dullum



 Ilana Stonebraker



 Kathy Vernon

Absent

 Roland K. Winger

ATTEST:



 Robert A. Plantenga, Auditor 3/12/2019