

**TIPPECANOE COUNTY COUNCIL  
REGULAR MEETING  
JANUARY 11, 2005**

The Tippecanoe County Council Meeting began at 1:00 P.M. followed by the Public Hearing at 2:00 P.M., Tuesday, January 11, 2005 in the Tippecanoe Room in the County Office Building. Council members present were: President Kathy Vernon, Vice President Ronald L. Fruitt, David S. Byers, Jeffrey A. Kemper, Betty J. Michael, Thomas P. Murtaugh, and Kevin L. Underwood. Others present were: Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr.

President Vernon called the meeting to order at 1:10 P.M. and welcomed new Councilmembers Underwood and Murtaugh.

**AUDITOR'S FINANCIAL REPORT: Robert Plantenga**

2004

Auditor Plantenga recapped 2004 finances through December 31, 2004.

Cash Balance 1/1/04	823,325.10
Projected Misc Revenue 2004	15,013,738.00
DLGF Projected Property Taxes	14,985,343.00
Total Available	30,822,406.10
2004 Budget	29,172,973.00
Approved 2004 Budget Reductions	233,257.00
Encumbrances 1/7/04	635,396.00
Beginning Net Balance	1,247,294.10
Total Additional Appropriations Granted	1,175,343.00
Miscellaneous Expenditures	34,002.02
Uncommitted Funds 12/31/04	37,949.08

**Revenue Items of Note**

<u>Intergovernmental Revenue</u>	<u>YTD Est</u>	<u>YTD Actual</u>
32-55 Public Defender Commission	0.00	59,842.53

Charges for Services

41-20 County Recorder (11 of 12 installments. Dec. install rec'd Jan. '05)	500,000.00	483,977.59
41-25 Probation (amount collected to help supplement pay to meet State guidelines.)	88,000.00	84,557.00
33-10 State Gaming (approximately \$1 million all entities)	370,667.00	368,173.32

Taxes

14-40 Alcohol Beverage Excise License (Auditor will check to determine why actual is so far under the estimate. Historically, the amount has not been steady.) Councilmember Kemper suggested asking the Don Smith, Council's representative on the Alcohol Beverage Commission, to address this issue.	20,000.00	1,314.58
42-20 Sheriff-Inmate House DOC	1,159,250.00	647,714.26

President Vernon asked the Auditor to compile a list of how much the State owes the County.

**Expenditure Line Item Balances by Fund**

001 General	1,763,868.73
260 Pre-Trial Diversion	183,349.53
261 Infraction Diversion	25,760.48

Auditor Plantenga said the Prosecutor has not paid the \$25,000 he committed to the General Fund.

302 EDIT Reserve	2,652,657.23
------------------	--------------

Excess EDIT Funds set aside, as required, to pay the Courthouse Bonds. Can be used for early pay-off of EDIT Bonds.

310 County Self Insurance	-15,345.42
504 CASA JFC Grant	7,000.00

There will be a request to appropriate this money in February.

550 Jury Pay	18,438.65
--------------	-----------

A reduction of appropriation will occur in February because the appropriation is more than the cash balance.

555 Public Defender User Fee	4,567.16
569 Childrens Psych Res Treat	294,743.01

The source is Property Tax. This new tax rate was set to provide funding for DOC Institutional Care.

601 Criminal Justice	35,511.43
762 Tobacco Settlement	111,641.72

This fund has to be used to reduce tobacco use.

Councilmember Byers asked the Auditor to provide a list of the funds and their uses for the February meeting.

As requested by Councilmember Byers, the Auditor provided a list, by department, of General Fund appropriations, unused balances, encumbered amounts, and net unused budgets.

2005

Financial Statement through January 1, 2005

Cash Balance 1/1/05	1,763,868.73
Projected Misc Revenue 2005	14,676,931.00
DLGF Projected Property Taxes	15,758,700.00
Total Available	32,199,499.73
2005 Budget	31,052,078.00
Approved 2005 Budget Reductions	0.00

Encumbrances 1/7/05	703,949.00
Beginning Net Balance	443,472.73
Total Additional Appropriations Granted	0.00
Miscellaneous Expenditures	0.00
<b>Uncommitted Funds</b>	<b>443,472.73</b>

Auditor Plantenga said some may wonder why the beginning cash balance for 2005 is greater than 2004 while the uncommitted amount is lower. He explained that the estimated \$600,000 cash balance was used when determining the 2005 Budget. If the Council had decided the 2005 Budget could not exceed 2005 anticipated revenues, he estimated it would have been necessary to cut an additional \$600,000 from the approved budget. He pointed out that \$400,000 of Cum Bridge interest budgeted for 2004 and \$450,000 of COIT revenues were taken away from 2005 anticipated revenues. Auditor Plantenga pointed out the Council has the option to eliminate \$175,000 in the Rainy Day Fund and \$150,000 in Merit Pay which would increase the uncommitted balance.

***TREASURER'S INTEREST REPORT: Oneta Tolle***

Mrs. Tolle distributed the Interest Report showing the average interest rate for November 2004 was 2.04%.

**On-Line Payment Discussion**

Mrs. Tolle distributed a handout showing that 1,068 payments were made on-line ranging from \$1.00 to \$49,999.99. Due to higher than anticipated fees to the County from credit card companies, we have an outstanding balance of \$13,167.92. She thinks increasing the convenience fee from \$5 to \$25-\$30 might make us self-supporting but she doesn't think taxpayers will use it. In addition, she said the County will still have the \$500 monthly Pay Connexion fee whether there is activity or not. This fee can be cut to \$250 per month if the MITS Department purchases the software and can find time in their schedule to implement the process of verifying the taxpayer and the amount owed.

Councilmember Michael asked Mrs. Tolle for her recommendations:

- Eliminate the use of Visa and American Express. Visa is the most costly and has the most restrictions and American Express has the highest rate.
- Limit the minimum amount of the transaction.
- Combine the minimum dollar amount and only accept Discover and Master Card.
- Eliminate all credit cards and use e-check which takes the payment directly from the taxpayer's account. The fee to the County for e-check would be 50¢ so the convenience fee to the taxpayer could be lowered from \$5 to \$1. She pointed out, the County would still have the \$500 Pay Connexion fee.

President Vernon asked for an estimate of when MITS can get to the project that will lower the fee to \$250. MITS Executive Director Diane Hawkins, who was in the audience, said she should know as early as next week when they can get to it. Mrs. Tolle said she needs a decision by next month so the information can be printed on the tax bills.

Councilmember Kemper suggested limiting the amount paid by credit card to \$5,000 and under and accepting only Master Card and Discover.

President Vernon asked Mrs. Tolle to meet with the Revenue Generating Committee and Bank One representatives with the goal of making a recommendation to the Council at the February 8<sup>th</sup> meeting.

**Lockbox: Bank One Representatives Peter Little and Deb Magnus**

Mrs. Tolle said she feels certain the Lockbox service will benefit the County because interest will begin the same day the bank receives the payment. They estimate the net annual benefit to the County for real estate parcels only will be \$29,384.

Councilmember Murtaugh asked how much the set-up cost will be. Mr. Little said there will be no cost to the bank but the County's cost hasn't been calculated. He said programming will be required, the duties of the County and bank will need to be set-out, and the transmittal will have to be in a format the County can read.

Councilmember Michael said she thinks this will save processing time in the Treasurer's Office.

- Councilmember Fruitt moved to confirm the implementation of the Lockbox service in Tippecanoe County, seconded by Councilmember Kemper; motion carried with Councilmember Murtaugh abstaining.

***RECESSED: 2:03 P.M.***

***RECONVENED: 2:11 P.M.***

President Vernon reconvened the meeting and led the Pledge of Allegiance.

***ELECTION OF OFFICERS: Attorney Dave Luhman***

- Councilmember Kemper nominated Kathy Vernon to serve as County Council President, seconded by Councilmember Michael.
- Councilmember Byers moved to close the nominations, seconded by Councilmember Kemper.
- With no further nominations, the nominations were ruled closed and by a voice vote Kathy Vernon was unanimously elected President.
- Councilmember Murtaugh nominated Ron Fruitt to serve as County Council Vice President, seconded by Councilmember Underwood.
- Councilmember Byers moved to close the nominations, seconded by Councilmember Kemper.
- With no further nominations, the nominations were ruled closed and by a voice vote Ron Fruitt was unanimously elected Vice President.

President Vernon thanked the Council for entrusting her as their President for another term.



President Vernon suggested to Mr. Bean that he investigate using Clerk's employees who may be available to help with filing. She also said she would like Mr. Bean to pay the \$25,000 he promised for 2004.

Councilmember Byers suggested tabling the request until half the position can be advertised in the Diversion Fund and half in the General Fund. Mr. Bean agreed to pay the \$25,000 but said funding positions from Diversion funds is not recommended due to ethical reasons. He pointed out that the \$200,000 balance in the Diversion Funds will be gone if he decides to file the death penalty for 1 murder case.

Auditor Plantenga suggested doing a budget reduction in the Prosecutor's General Fund Budget of \$20,000 for Federal Drug Match, \$15,000 for Witness Fees, and \$5,000 for Transcripts & Records to pay for the Deputy Prosecutor position because these three line items can be paid from Diversion Funds. Since Mr. Bean didn't think he could hire a Deputy Prosecutor before mid March, Mr. Plantenga said the request could be reduced to \$44,000 for Deputy Prosecutor, \$3,366 for Social Security, \$2,310 for Retirement, and \$1,540 for Workers comp. He estimated there is enough surplus in the Employee Benefits Budget at this time to fund the insurance line items.

Note: If this Budget Reduction occurs, the Prosecutor will be paying all operating expenses for his office from Diversion Funds.

- Councilmember Byers moved to approve the appropriation of \$44,000 for Deputy Prosecutor, \$3,366 for Social Security, \$2,310 for Retirement, and \$1,540 for Workers comp contingent on the budget reduction of \$40,000 in the Prosecutor's General Fund Budget in February, seconded by Councilmember Kemper; motion carried.
- Councilmember Byers moved to approve the salary ordinance in the amount of \$44,000 for the Deputy Prosecutor, seconded by Councilmember Kemper; motion carried.

***TIPPECANOE COUNTY LIBRARY: Board Member Van Phillips***

Mr. Phillips announced the Library Board will not be requesting Capital Projects' Funding for 2006 or 2007 because they plan to build a branch in the northwestern portion of the County on Lindberg Rd by issuing bonds. They received a gift of land from Merit Realty, John Scheumann, and Derrin Sorenson, located one block west of the corner of Klondike and Lindberg Roads.

***ANIMAL SHELTERING & DISPOSAL AGREEMENT: Humane Society***

It was noted that the written amounts did not match the typed number amounts in the Agreement. The monthly amount should be \$3,750 and the annual amount should be \$45,000.

Councilmember Michael moved to approve the Animal Sheltering & Disposal Agreement with the Tippecanoe County Humane Society as corrected, seconded by Councilmember Fruitt; motion carried.

***SHERIFF'S COMPENSATION AGREEMENT IN LIEU OF STATUTORY FEES: Sheriff William "Smokey" Anderson***

- Councilmember Kemper moved to approve the Sheriff's Compensation Agreement in Lieu of Statutory Fees for 2005 in the amount of \$99,546, seconded by Councilmember Michael; motion carried.

It was noted this is the same amount as 2004.

***RESOLUTION 2005-03-CL: 2005 County Council Appointments***

Resolution 2005-03-CL will appear in its entirety in the Ordinance and Resolution Book in the County Auditor's Office.

- Councilmember Byers moved to approve Resolution 2005-03-CL, seconded by Councilmember Underwood; motion carried.

***PUBLIC COMMENT***

None.

***FYI: Commissioner KD Benson***

- The Commissioners appointed Mark Kirby as Emergency Management Director and Mike Haan as Maintenance Department Director.
- Commissioner Shedd will be on the Emergency Management Advisory Council and Commissioner Benson will be on the Juvenile Justice Commission.
- Leadership Lafayette class for County Department Heads begins Thursday, January 13<sup>th</sup> at 8:00 A.M. at Ivy Tech.
- A reception will be held for Ron Dye, retiring Parks Superintendent, in the Tippecanoe Room on Friday, January 14<sup>th</sup> from 3:30 P.M. to 4:30 P.M.
- The Department Heads luncheon will be held at noon on Wednesday, February 9<sup>th</sup>.
- HB 1161, if approved, will allow the Auditor to post on the Internet an itemized statement of claims for consideration by the Commissioners. If passed, the County will save approximately \$20,000 in newspaper advertising costs.
- The Hoosier Heartland Corridor decision was announced today.
- The Commissioners are discussing with the City of Lafayette the combining of services such as animal control, permits, ambulances, and purchasing.

**OTHER BUSINESS**

Commissioners' Assistant Jennifer Weston distributed a printout of active grants for 2004/2005.

The County Extension Annual Meeting will be held at 6:30 P.M., January 27<sup>th</sup> at the Extension Office.

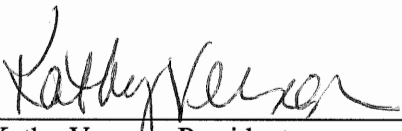
Financial Consultant Greg Guerrettaz will meet with the Council and Commissioners from Noon to 1:15 P.M. on Tuesday, February 8<sup>th</sup>. The Council will meet from 1:30 P.M. to 1:55 P.M. at which time Judge Don Johnson will be invited to address the Council regarding Forensic Diversion. The Council will reconvene at 2:00 P.M.

**ADJOURNMENT**

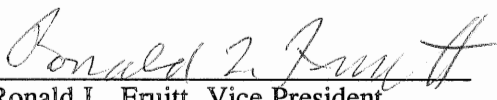
- Councilmember Fruitt moved to adjourn, seconded by Councilmember Kemper; motion carried.

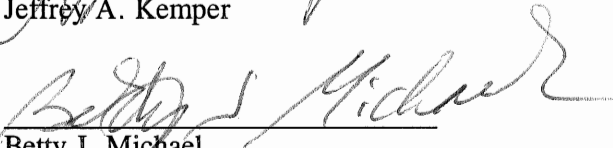
Robert A. Plantenga, Auditor

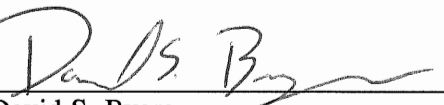
**TIPPECANOE COUNTY COUNCIL**

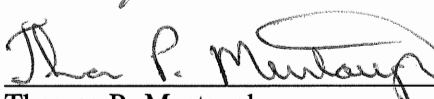
  
 \_\_\_\_\_  
 Kathy Vernon, President


  
 \_\_\_\_\_  
 Jeffrey A. Kemper

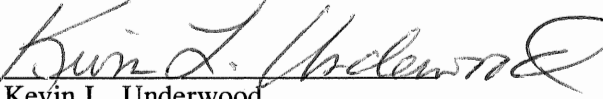
  
 \_\_\_\_\_  
 Ronald L. Fruitt, Vice President

  
 \_\_\_\_\_  
 Betty J. Michael

  
 \_\_\_\_\_  
 David S. Byers

  
 \_\_\_\_\_  
 Thomas P. Murtaugh

Attest:   
 \_\_\_\_\_  
 Robert A. Plantenga, Auditor

  
 \_\_\_\_\_  
 Kevin L. Underwood