

**TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
AUGUST 10, 2004**

The Tippecanoe County Council held its Regular Meeting on Tuesday, August 10, 2004 at 2:00 P.M. 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, Jeffrey Kessler, and Betty J. Michael. Others present were: Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr. (Councilmember Connie Basham was absent.)

President Vernon called the meeting to order and led the Pledge of Allegiance. She then called upon Councilmember Kessler to offer a prayer.

APPROVAL OF MINUTES

- Councilmember Kessler moved to approve the minutes of the July 13, 2004 Regular Meeting, seconded by Councilmember Fruitt; motion carried.

CONFIRMATORY RESOLUTION 2004-27-CL: Designation of ERA: Federated Publications, Inc. d/b/a Journal and Courier: President and Publisher Gary Suisman and Lafayette-West Lafayette Economic Development Corp. President Mike Brooks

Councilmember Kessler reported that the Tippecanoe County Redevelopment Commission met at 1:00 P.M. today and established an Economic Revitalization Area (ERA) designation for Federated Publications, Inc. d/b/a Journal and Courier. He said he supports today's request because they plan to invest \$19 million, they have a \$6 million payroll with employee benefits and investment plan, and they plan to seek local bidders for the project.

Attorney Luhman clarified the ERA designation is for approximately 92 acres but the Tax Abatement is on approximately 10 acres.

- Councilmember Kessler moved to approve Confirmatory Resolution 2004-27-CL, designation of an ERA for Federated Publications, Inc. d/b/a Journal & Courier, seconded by Councilmember Fruitt; motion carried.

CATERPILLAR LOGISTICS SERVICES: Compliance with Statement of Benefits (CF-1), Facility Manager Greg Myszkowski

Councilmember Kessler noted the actual number of employees on the CF-1 is four (4) less than estimated but actual salaries exceed the estimated amount.

- Councilmember Kessler moved to find Caterpillar Logistics Services is in substantial compliance with the Statement of Benefits, seconded by Councilmember Kemper; motion carried.

As Lafayette-West Lafayette Economic Development Corp. President Mike Brooks was exiting the meeting, President Vernon thanked him for his service to Tippecanoe County. Mr. Brooks is relocating to Utah.

INTEREST STATEMENT: Treasurer Oneta Tolle

Mrs. Tolle distributed the Interest Report showing the average interest rate for June 2004 was 1.11%. She emphasized this rate is an average of the interest earned on all the County's accounts. Councilmember Fruitt asked how many financial institutions the County is dealing with. She responded the County deals with four (4).

FINANCIAL STATEMENT: Auditor Robert Plantenga

Auditor Plantenga reported the 2004 uncommitted County General Funds through July 31, 2004 are \$153,000.84. He noted May Property Tax collections totaling \$7,027,600.54 are credited in July's Revenue in line 11-10. Excise collections totaling \$719,959.18 are in line 11-30. Line 70-30 in Other Financial Services shows Tax Refunds of \$3,699,128.60 due to Reassessment. He explained that the General Fund fronts the refunds but will be repaid at the next Settlement.

SUPERIOR COURT VI

General Fund 001

ADDITIONAL APPROPRIATION: \$5,500.00

5,000.00 Jury Expense
500.00 Judge Pro Tem

Councilmember Michael explained Judge Morrissey was unable to attend today because he has a jury trial. She said they have no balance in the Jury Expense line.

- Councilmember Byers moved to approve \$5,000 for Jury Expense and \$500.00 for Judge Pro Tem, seconded by Councilmember Michael; motion carried.

Race & Gender Fairness Grant Fund 548

ADDITIONAL APPROPRIATION: \$1,000.00

1,000.00 Translator

This is the final \$1,000 of the \$9,000 grant they applied for and were awarded to pay Translator costs. An \$8,000 appropriation was approved at the July 13th meeting.

- Councilmember Byers moved to approve the appropriation of \$1,000 in Fund 548, seconded by Councilmember Michael; motion carried.

PARKS: Superintendent Ron Dye**ADDITIONAL APPROPRIATION: \$3,000.00**

3,000.00 Garage, Gasoline

Mr. Dye said they had a beginning budget of \$12,400 but, due to fuel price increases, the current balance is down to \$884.

- Councilmember Kemper moved to approve an appropriation of \$3,000, seconded by Councilmember Michael; motion carried.

When asked where he purchases the fuel, he responded they buy in bulk from Newton Oil Co. Sheriff Anderson said they buy their fuel in bulk from Westland Co-op and thought the Parks' Department might save money if they purchased their fuel from his supply. Mr. Dye said he will investigate that option.

BOARD OF ELECTION & REGISTRATION: Co-Director Laura Wilson and Clerk and Election Board Member Linda Phillips**ADDITIONAL APPROPRIATION: \$10,000.00**

270.00 Equipment Transport
4,678.00 Ballot Preparation Services
5,052.00 Election Services & Support

TRANSFER: \$382.00

From:	001-2010-411-15-10	Social Security	382.00
To:	001-2010-413-53-85	Election Serv. & Support	382.00

In her capacity as Election Board Member, Mrs. Phillips presented today's requests and introduced the new Republican Co-Director Laura Wilson who has been on the job one week.

Due to Ms Wilson's inexperience and the fact that the November General Election is only 90 days away, the Election Board would like to outsource the training of poll workers to Ivy Tech's Division of Business and Industry Training. Mrs. Phillips said they have been considering this option for some time due to the Board of Election & Registration Department's lack of expertise in teaching adults.

Mrs. Phillips reported that Co-Directors Laura Wilson and Nora Jarmon scrutinized their budget this week and found that today's additional request can be reduced to \$5,000 and the remaining \$5,000 can be funded through transfers. However, Mrs. Phillips informed the Council that Help America Vote Sec 102 Fund 329 can be an alternate funding source if the Council chooses. This fund is being used to pay the lease payments for our voting equipment, but it can also be used to pay for training poll workers. Auditor Plantenga interjected that the Council can appropriate from the Help America Vote Fund today since the request was advertised in both this fund and the General Fund. Fund 329 has a balance of \$134,000 but he warned that there won't be sufficient money to pay for this request and the lease payments. Mrs. Phillips pointed out that approximately \$100,000 should be available in Fund 329 because 3 or 4 lease payments were made from the General Fund prior to receiving Help America Vote Sec 102 money. She also thinks the County could get approximately \$700,000 in additional Sec 102 Fund in 2004 depending on how many Indiana counties apply for it.

- Councilmember Fruitt moved to approve the appropriation of \$10,000 from Help America Vote Sec 102 Fund 329, seconded by Councilmember Kessler; motion carried.
- Councilmember Fruitt moved to approve the transfer, seconded by Councilmember Byers; motion carried.

COUNTY MISDEMEANANT FUND 178: Sheriff William "Smokey" Anderson**APPROPRIATION: \$98,901.00**

23,901.00 Uniforms & Clothing
50,000.00 Medical
25,000.00 Supplies

By Statute, this money is received annually in September for housing persons convicted of misdemeanors. Sheriff Anderson requested approval of the appropriation of the budget for Fund 178. Councilmember Kemper noted a current balance of approximately \$73,000 in Fund 178. Sheriff Anderson said the budget for that Fund was approved by the Council last year but he has not spent the full amount yet. Auditor Plantenga explained that the \$73,000 was appropriated last year. Today's request is to appropriate new money for next year. Councilmember Kemper asked if the amount for this fund can be increased. Sheriff Anderson responded that the amount is set by a formula based on the county's size and the number of misdemeanants.

- Councilmember Kessler moved to approve the budget appropriation of \$98,901 for County Misdemeanant Fund 178, seconded by Councilmember Michael; motion carried.

HIGHWAY SAFETY PROGRAM GRANT FUND 230 (Operation Pull Over): Capt. Rick Walker**APPROPRIATION: \$20,000.00**

20,000.00 Overtime

The amount of this request was reduced to \$18,000. Capt. Walker explained they asked for the same amount as last year because they didn't know the exact amount of this year's grant when they submitted the request. Sheriff Anderson said this money is used to pay Overtime to deputies who work traffic safety projects such as Operation Pull Over.

- Councilmember Byers moved to approve the appropriation of \$18,000 for Highway Safety Program Grant Fund 230, seconded by Councilmember Michael; motion carried.

WIC GRANT FUND 880: Coordinator Colleen Batt**APPROPRIATION: \$3,639.00**

3,639.00 Supplies

TRANSFER: \$6,000.00

From:	880-9204-451-12-10	Part-time - Regular	6,000.00
To:	880-9204-453-30-90	Miscellaneous	2,500.00
	880-9204-452-20-10	Supplies	3,500.00

SALARY ORDINANCE	Position	Rate	Salary
Full time	Clerk	1,841.84	3,683.68

Ms Batt requested approval of the additional money for Supplies after a mid-year increase in the grant. She also requested approval of the salary ordinance for the newly created full time Clerk position.

Councilmember Kemper noted a large negative cash balance in Fund 880. Ms Batt responded that this is a reimbursable grant based on expenditures. When the claims are submitted to the State, the County receives the reimbursement. Ms Batt said she has a total dollar amount she can spend for the year but if the money is unspent, it goes back to the State.

- Councilmember Byers moved to approve the appropriation of \$3,639 for Supplies and the transfer of \$6,000 from Part-time-Regular to Miscellaneous and Supplies, seconded by Councilmember Kemper; motion carried.
- Councilmember Byers moved to approve the salary ordinance for the full time Clerk position, seconded by Councilmember Kemper; motion carried.

ZONING ENFORCEMENT**TRANSFER: \$350.00**

From:	001-2710-413-32-10	Travel & Training	100.00
	001-2710-413-30-05	Dues & Subscriptions	100.00
	001-2710-413-36-10	Maintenance & Repair	150.00
To:	001-2710-412-20-10	Operating Supplies	350.00

- Councilmember Fruitt moved to approve the transfer, seconded by Councilmember Kessler; motion carried.

DRUG FREE COALITION: Drug-Free Communities Support Program Grant Fund 153**TRANSFER: \$850.00**

From:	153-7203-413-42-10	Adm./Other Professional	850.00
To:	153-7203-412-20-40	Off. Exp./Printing Supplies	850.00

- Councilmember Kessler moved to approve the transfer, seconded by Councilmember Michael; motion carried.

SUPERIOR COURT III**Children's Advocacy Grant B Fund 626****APPROPRIATION: \$37,249.00**

37,249.00 General Operative/Misc

- Councilmember Byers moved to appropriate the budget for Fund 626, seconded by Councilmember Kemper; motion carried.

CASA VOCA Grant B Fund 503**APPROPRIATION: \$11,767.00**10,867.00 Salary Part-time
900.00 Social Security

- Councilmember Kemper moved to appropriate the budget for Fund 503, seconded by Councilmember Byers; motion carried.

CARY HOME: Title II Formula Grant Fund 135: Director Rebecca Humphrey**APPROPRIATION: \$37,700**34,869.00 Salary & Wages
2,831.00 Social Security

Ms Humphrey explained the Title II Formula Grant provides funding for the JAMS Program that has an 80% success rate.

- Councilmember Fruitt moved to appropriate the budget for Fund 135, seconded by Councilmember Michael; motion carried.

PROSECUTOR: Domestic Violence Program B Grant Fund 255**APPROPRIATION: \$88,252.00**

88,252.00 General Operating/Misc.

- Councilmember Kessler moved to appropriate the budget for Fund 254, seconded by Councilmember Byers; motion carried.

SURVEYOR: Watershed Management Grant Fund 246

APPROPRIATION: \$94,835.00
 94,835.00 Other Professional

- Councilmember Byers moved to appropriate the budget for Fund 246, seconded by Councilmember Kessler; motion carried.

COMMISSIONERS: New Directions Grant Fund 675

APPROPRIATION: \$400,000.00
 400,000.00 Contracts/Misc.

- Councilmember Kessler moved to appropriate the budget for Fund 675, seconded by Councilmember Byers; motion carried.

COMMISSIONERS: Commissioners' Assistant Jennifer Weston

REDUCTION OF APPROPRIATION: \$64,035.00
 64,035.00 Liability Insurance

- Councilmember Kessler moved to approve the reduction of appropriation, seconded by Councilmember Fruitt; motion carried.

ADDITIONAL APPROPRIATIONS: \$64,035.00
 39,035.00 Workers Comp
 25,000.00 Unemployment

- Councilmember Kessler moved to approve the appropriations, seconded by Councilmember Byers; motion carried.

Councilmember Kemper asked for an explanation. Mrs. Weston responded that insufficient amounts were budgeted for Workers Comp and Unemployment but more than enough was budgeted for Liability Insurance. She thinks the \$25,000 request for Unemployment may be high but \$29,000 has already been spent.

WEA TOWNSHIP ASSESSOR

SALARY ORDINANCE	Position	Rate	Salary
Full time	Chief Deputy Assessor	2,686.83	32,242.00

The Wea Township Assessor's Chief Deputy position vacancy was filled by another Township Assessor's employee who has a Level II Certification. Since the former Chief Deputy did not have the Level II Certification, a new salary ordinance is required to reflect the higher salary of the new Chief Deputy. Because the position was vacant for at least one pay period, sufficient funding was available to fund the increased salary.

- Councilmember Fruitt moved to approve the salary ordinance, seconded by Councilmember Michael; motion carried.

EFFICIENCY COMMITTEE UPDATE

Representatives from the Efficiency Committee distributed a report and presented some of its highlights.

Cary Home Director Rebecca Humphrey explained how the committee was formed and presented their first recommendation:
 Add "efficient quality service" to the County's Mission Statement adopted in March 2002.

Commissioners' Assistant Jennifer Weston discussed projects prioritized as major and minor and short and long term. The three items she highlighted were:

- * Software purchases: for Clerk and Sheriff to eliminate data entry duplication.
- * Employee suggestion box.
- * Merit Pay: The policy is based on Purdue University's policy: (only a proposal)
 - ♦ One (1) time payment earned annually.
 - ♦ One percent (1%) maximum allowable for 2005. (In addition to COLA)
 - ♦ Merit Pay for department heads, including judges, is contingent on conducting formal employee performance evaluations and submitting a request to the Commissioners. Measurable goals should be predetermined and justification for the award clear and concise.
 - ♦ Implementation October through December 2005 including training for performing evaluations.

Clerk Linda Phillips stressed:

- * Training will save money.
- * Department heads want to rely more heavily on part-time employees to save money but are afraid to because that is usually the first place their budgets are cut.
- * Investment in technology will create potential savings for departments but may require more support staff from the MITS Department.

MITS Executive Director Diane Hawkins asked for the Council's input on the report and if they want to move forward with the recommendations.

- * Councilmember Kemper thought it was an excellent report and said he favors pursuing Merit Pay.
- * Councilmember Kessler thanked the Commission for their time and effort. He thinks there should be a reward for creativity and effort and said team players will be better servants to the community.
- * Councilmember Michael said part-time employees floating from one department to another will save money.
- * Councilmember Fruitt said this will force department heads to evaluate their employees.
- * President Vernon thanked the Commission for their leadership and the participation by department heads. She appreciates the proposal of pooling employees and grouping purchases to save money that can be used for more technology. She said this will be a consideration during the Budget Hearings.

OTHER BUSINESS**REVENUE COMMITTEE REPORT**

Councilmember Kessler reported the Revenue Committee met on Tuesday, July 20, 2004. Impact Fees were discussed but they learned that such charges are regulated by Statute. They thought a committee should be formed to discuss legislative changes with our local legislators and he recommended Area Plan Executive Director Sallie Fahey as the Chair. Some fees were updated by departments and a revised Fee Summary will be distributed to the Council.

RESOLUTION 2004-28-CL: Providing for Review of Tippecanoe County Wheel Tax

Attorney Luhman read Resolution 2004-28-CL that will appear in its entirety in the Ordinance and Resolution Book in the County Auditor's Office.

Attorney Luhman explained that the Resolution mirrors the motion passed on June 1, 2004 to review the Wheel Tax with one exception. Councilmember Byers' motion stated the review will be between January 1, 2009 and June 30, 2009 but the Resolution states the Council shall consider a motion to rescind or extend the Tax on or before June 30, 2009. This means that the review can be done anytime until but no later than June 30, 2009.

- Councilmember Byers moved to approve Resolution 2004-28-CL, seconded by Councilmember Michael; motion carried.

INSIGHT CABLE COVERAGE

President Vernon announced we have no answer from Insight Cable regarding televised coverage of County Council meetings.

2005 BUDGET HEARINGS

The 2005 Budget Hearings will begin at 8:00 A.M., Monday, August 23, 2004 in the Tippecanoe Room and continue until complete. Presentations by department heads and the public who wish to address the Council will be heard until 10:00 A.M.

Auditor Plantenga reported he used estimates of 18 months revenue and expenditures to conclude the Council will need to cut approximately \$1.8 million from the proposed 2005 Budget. He said COIT revenue is a large percentage of the General Fund income but, because he has not received the COIT estimate for 2005 from the DLGF (Department of Local Government Finance), he used 95% of the COIT amount for 2004 to reach his estimate. He noted that 5% of COIT equals approximately \$250,000.

Councilmember Fruitt asked how the tax rate is established. Auditor Plantenga explained the levy divided by the estimated assessed value equals the tax rate. ($\$15.4 \text{ mil} \div \$7.125 \text{ bil} = .2163$)

Councilmember Fruitt asked for the status of Health Insurance funds that are now separated into a separate department. He asked if departments are transferring those funds to pay for other line items. Mrs. Weston responded that department heads cannot transfer funds to another line item because they don't have access to Health Insurance money. Auditor Plantenga said approximately 48% of the budgeted amount was spent at the end of June. He said there is no surplus but they won't need to ask for additional money.

Anticipating conclusion of the Budget Hearings by noon on Wednesday, President Vernon asked Auditor Plantenga when he anticipates he can have the said adjusted Budget on the website and available in hard copy for public scrutiny. He said he thinks he can have it on the web within 2 to 3 hours and hard copies within 1 week. With this availability of the adjusted Budget for the public, President Vernon announced, with the Council's approval, a Public Hearing at 7:00 P.M., Wednesday, September 8, 2004 in the Tippecanoe Room to receive input from Tippecanoe County citizens on the proposed 2005 Budget.

MEETING TIME

During Public Comment at the July 13th meeting, Robin VanDeventer asked the Council to consider holding night meetings that she thinks will enable more taxpayers to attend. President Vernon asked for the Council's input on this suggestion.

Councilmember Michael said she is agreeable to either afternoon or evening meetings.

Councilmember Kemper said either time is alright with him but he suggested meeting afternoons and evenings in alternate months.

Commissioner Shedd reported that the Commissioners were holding the second of their two monthly meetings in the evening but eventually the crowd dwindled so much they returned to two morning meetings. She said they found it is better to have evening meetings for special issues with high interest.

President Vernon commented that the Council can call a special meeting in the evening if needed.

FYI: Commissioner Ruth Shedd

Commissioner Shedd announced the Department Head luncheon meeting will be held tomorrow at noon in the Tippecanoe Room. The Council is invited to attend.


PUBLIC COMMENT


None.

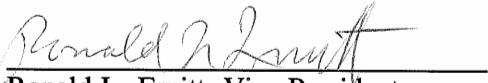
ADJOURNMENT

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


TIPPECANOE COUNTY COUNCIL

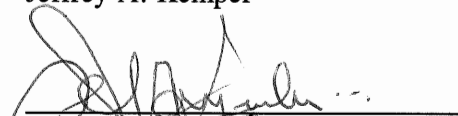

Kathy Vernon, President



David S. Byers

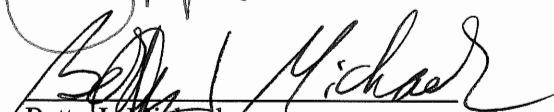

Ronald L. Pruitt, Vice President

Jeffrey A. Kemper


Connie Basham


Jeffrey Kessler

Attest: 
Robert A. Plantenga, Auditor


Betty J. Michael