

*TIPPECANOE COUNTY COUNCIL  
AGENDA REVIEW  
REGULAR MEETING  
APRIL 8, 2003*

The Tippecanoe County Council held its Agenda Review on Tuesday, April 8, 2003 at 1:10 P.M. and its Regular Meeting at 2:10 P.M. in the Tippecanoe Room in the County Office Building. Council members present were: Vice President Ronald L. Fruitt, David S. Byers Jeffrey A. Kemper, Jeffrey Kessler, Betty J. Michael, and Kathy Vernon; Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr.

**AGENDA REVIEW**

Compliance with Statement of Benefits: Mike Madrid

Councilmember Kemper questioned if the form should be filed in the name of Mike Madrid. Auditor Plantenga responded that the property transferred to Madrid Properties LLC on September 21, 2000. When one of the Deputy Auditors called the company regarding today's appearance, she was told Mike Madrid is no longer associated with the company and there were unaware of the tax abatement.

Attorney Luhman explained that the abatement goes with the owner of the property. If ownership transferred the new owner should apply for an abatement. If the business was sold but the real estate was not, there would be no change of status of the abatement since it is only on real estate and improvements. Auditor Plantenga pointed out that one cannot tell who the owner of Madrid Properties LLC is by looking at the form but the Council has 45 days from the March 31, 2003 filing date to take action. Attorney Luhman said this can be denied and a hearing set to get an explanation why the abatement should be continued after which the Council can approve it or deny it if the reason is not justified.

Superior Court I

Auditor Plantenga supplied account balances that showed minus \$21,227.39 for Pauper Attorney, minus \$8,475.00 for Evaluation Services, minus \$1,313.48 for Judge Pro tem, and minus \$1438.19 for Overtime.

Councilmember Kemper thought the Judge should continue to request funds every one to two months rather than for the remainder of the year. He suggested approving today's request to pay their bills.

Auditor Plantenga noted the amount for Retirement should be \$143 instead of \$105 but said the Council can only approve \$105 since that was the amount advertised.

Court Services

Auditor Plantenga confirmed that Court Services has the cash to fund a new Case Manager position. In March, the revenue in Fund 576 was \$16,500 and the expenditures were \$4,300.

Councilmember Vernon emphasized that Court Services should work with Family Services and avoid duplicating services of other community agencies.

Reassessment

Auditor Plantenga explained the State did not approve this much of the 2003 Budget because the Reassessment Fund didn't have the cash to back it up at that time. He presented supporting documentation showing a cash balance as of 12/31/02 that is sufficient to fund these appropriations. This request will put back in the Budget what the State took out.

Clerk

Councilmember Kessler said the Clerk hopes to make changes in the software to reduce the amount of paper records and improve efficiency.

**COMMISSIONERS EDIT FUND 301: Commissioners' Assistant Jennifer Weston****TRANSFERS: \$35,500.00**

From:	301-1110-414-77-80	Land/Econ Dev	7,500.00
To:	301-1110-413-58-99	Agency Support/Econ Dev	7,500.00
From:	301-1110-414-62-27	Equip/Data Proc S'ware	28,000.00
	301-1110-413-42-10	Admin/Other Prof	28,000.00

Mrs. Weston explained these transfers allow for a better accounting of expenditures.

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

**COMMISSIONERS CUM CAP FUND 010: Commissioners' Assistant Jennifer Weston****TRANSFER: \$18,000.00**

From:	010-1410-414-62-45	Equip/Office	18,000.00
To:	010-1410-413-36070	Telephone Equip	18,000.00

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

Other Business

As a follow up to the last meeting with the Financial Consultant, Councilmember Byers distributed the 2010 Fairgrounds Master Plan developed by a committee formed in 1991. He said most of the projects are complete and a new plan will be submitted at a later date.

Quarterly Grant Report: Grant Coordinator Jessica Rebmann

## Accomplishments:

Lauramie Township Regional Sewer District	Rural Dev.	\$1,509,000
	SWAF	750,000
(applied for)	DOC	400,000
Surveyor	IDEM	97,635
Assistance to Firefighters (Area Fire Depts.)		371,644
Tippecanoe County Drug Court		1,600
Historic Preservation (Courthouse windows)		0
Project Safe Neighborhood (Pros)		0

## Requests:

Law Enforcement Firing Range  
Wireless 911 Implementation  
Alcohol and drug treatment for adolescents (Sup Ct III)

Discussion was held regarding low interest loans for Courthouse windows and an energy study.

Randolph Township will hold a meeting at 6:30 P.M., April 29, 2003 at the Romney Fire Station to discuss development of a sewer district similar to Lauramie's.

→ Councilmember Connie Basham entered the meeting.

**RECESSED/RECONVENED:**

The Agenda Review recessed at 1:55 P.M. and President Basham convened the Regular Meeting at 2:10 P.M.

**REGULAR MEETING**

President Basham called the meeting to order and led the Pledge of Allegiance. She then called upon Kim Reisman, Associate Pastor of Trinity United Methodist Church, to offer a prayer.

**APPROVAL OF MINUTES**

- Councilmember Kessler moved to approve the minutes of the March 11, 2003 Special Joint Meeting with the Commissioners and Financial Consultant, seconded by Councilmember Michael; motion carried.

Councilmember Vernon noted her name was omitted from the list of Councilmembers present at the March 11, 2003 Agenda Review and Regular Meeting.

- Councilmember Kemper moved to approve the minutes of the March 11, 2003 Agenda Review and Regular Meeting as amended, seconded by Councilmember Byers; motion carried.

**FINANCIAL STATEMENT: Auditor Robert Plantenga**

Auditor Plantenga reported the 2003 uncommitted County General Funds through March 31, 2003 are \$770,605.45. He distributed a printout showing the annual distribution for EDIT and COIT Funds. Auditor Plantenga said there has been no determination on our COIT Funds withheld by the State because of delinquent bills to the DOC for juvenile detention. He said the State Budget Agency is coming out with new EDIT and COIT projections for 2004 in the next month.

- Councilmember Michael moved to send a letter from the County Council requesting an accounting of our COIT and EDIT Funds' balances to the State Budget Agency, seconded by Councilmember Kemper; motion carried.

**INTEREST STATEMENT: Oneta Tolle**

The Interest Statement for February 2003 showed an average interest rate of 1.38%, the same as January 2003. Mrs. Tolle reported the State Board of Accounts found no errors by the Treasurer's Office in the 2002 Audit.

She encouraged taxpayers to pay ahead on their taxes due in 2003 even though they have not received a bill. Many are not aware they can make payments in advance which may help this year since the first and second installments will be due closer together than normal.

**ELMSTEEL LTD d/b/a Elmsteel, Inc.: Compliance with Statement of Benefits (CF-1) (Tabled 3/11/03): Andrew Ball, President**

- Councilmember Byers moved to take Elmsteel's Compliance with Statement of Benefits off the table, seconded by Councilmember Kessler; motion carried.

Mr. Ball announced they are continuing to grow and currently have four (4) positions they are trying to fill. The CF-1 showed:

	Estimated on SB-1	Actual
Current number of employees	22	36
Salaries	695,000	1,507,637
Number of employees retained	22	22
Salaries	695,000	729,750
Number of additional employees	16	14
Salaries	370,677	777,887

- Councilmember Kessler moved to find Elmsteel, Inc. in substantial compliance, seconded by Councilmember Kemper; motion carried.

**Mike Madrid: Compliance with Statement of Benefits (CF-1): Mike Madrid, Owner**

Councilmember Kemper asked Mr. Madrid if Mike Madrid is the correct name of the taxpayer. Mr. Madrid responded that the name Mike Madrid was carried forward but the current taxpayer name is Madrid Properties LLC of which he is the sole owner. The abatement is on the real estate and improvement, not the business.

Attorney Luhman advised Mr. Madrid that the CF-1 should show Madrid Properties LLC as the taxpayer. He said the number of employees listed are with respect to the business that is on the land. The abatement was given with the prospect of the business being located on this parcel and

employing this number of employees. Attorney Luhman said no business contact is necessary because, as owner of the land and improvements, Mr. Madrid is responsible for the taxes.

- Councilmember Kessler moved to find Madrid Properties LLC in substantial compliance, seconded by Councilmember Kemper; motion carried.

***SUPERIOR COURT: Bailiff Kelly Davis***

**ADDITIONAL APPROPRIATION: \$47,703.00**

30,000.00	Pauper Attorney
10,000.00	Evaluation Services
2,000.00	Judge Pro tem
2,200.00	Part-time
3,000.00	Overtime
398.00	Social Security
105.00	Retirement

Councilmember Kemper said these appropriations are needed to get these accounts out of the hole and to carry them for another month. Ms Davis explained they have a balance of minus \$21,227.39 plus bills for \$4,500 more for Pauper Attorney. The 2003 appropriations for Pauper Attorney and Evaluation Services have been used to pay bills received at the end of 2002. Councilmember Kemper asked Ms Davis to pass the message to Judge Johnson the Council would find it helpful if they could get an indication from the judges that they are trying to scrutinize the need for pauper attorney in an effort to control costs.

- Councilmember Kemper moved to approve the amounts requested, seconded by Councilmember Fruitt; motion carried.

Auditor Plantenga informed Ms Davis that the correct Retirement amount should be \$143 but only \$105 could be approved today.

***COURT SERVICES: Director Cindy Houseman***

**ADDITIONAL APPROPRIATION: \$25,442.00**

16,304.00	Full time Employee
1,248.00	Social Security
775.00	Retirement
6,544.00	Health Insurance
571.00	Workman's Comp

<b>SALARY ORDINANCE</b>	<b>Position</b>	<b>Rate</b>	<b>Salary</b>
Full Time	Case Manager	1,154.83	16,304.00

Mrs. Houseman requested funding for a new Case Manager position due to increased caseloads for the three current Case Managers. The Case Manager is responsible for conducting the Levels of Service Inventory (LSI) evaluation, an interview to determine the needs of the client to reduce their chance of recommitting another crime. There are adequate User Fees to pay for this additional position.

In response to questions, she said they try not to duplicate services of the Probation Department or other agencies such as Family Services. Purdue University students comprise approximately 55% of their cases. Using statistics from January 2002, she said they are creating a computer program to measure recidivism. Mrs. Houseman assured the Council they have sufficient office space to accommodate an additional employee. As part of the monitoring process she said she meets regularly with Judge Donat, Judge Meade, and Magistrate Fountain.

Mrs. Houseman announced that she and Pat Foerg, Adult Probation Officer and Director of the Volunteers in Probation Program, have been asked to speak at a conference on Mentoring Programs in Liverpool, England. She said their expenses will be paid from User Fees.

Auditor Plantenga interjected that \$4,000 should be adequate funding for Health Insurance since this request is not for the full year.

- Councilmember Byers moved to approve \$16,304 for Case Manager, \$1,248 for Social Security, \$775 for Retirement, \$4,000 for Health Insurance, and \$571 for Workman's Comp, seconded by Councilmember Fruitt; motion carried with Councilmember Kessler abstaining.
- Councilmember Byers moved to approve the Salary Ordinance, seconded by Councilmember Michael; motion carried with Councilmember Kessler abstaining.

***REASSESSMENT FUND 280: Auditor Plantenga***

**ADDITIONAL APPROPRIATION: \$92,596.00**

67,596.00	Contractual Services
25,000.00	Capital Outlay

Auditor Plantenga explained the Department of Local Government Finance did not approve these appropriations approved by the Council at Budget time due to an inadequate fund balance at the time budgets were estimated. Due to unspent monies in 2002, there are now sufficient funds to pay for these line items.

- Councilmember Michael moved to approve the appropriations for Reassessment Fund 280, seconded by Councilmember Fruitt; motion carried.

***CLERK PERPETUATION RECORD FUND 160: Clerk Linda Phillips***

**ADDITIONAL APPROPRIATION: \$15,000.00**

5,000.00	Equipment
3,400.00	Software License
4,000.00	Part-time
306.00	Social Security
2,294.00	Supplies

Mrs. Phillips requested approval of funds to purchase a scanner and software license to cut down on the amount of paper and a part-time employee to scan documents.

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

***OTHER BUSINESS***

**SITE VISIT: Highway Garage**

President Basham reported County Highway Supervisor Joe Buntin hosted a site visit for Councilmembers at the Highway Garage last Thursday, April 3<sup>rd</sup>. He informed Councilmembers there are 140 subdivisions in the County and 830 miles of roads. Types of roads are gravel (220 miles), blacktop (500+ miles), and chip & seal (approx 110 miles). Due to rising costs, no free application of dust control materials will be offered for property owners located on gravel roads in 2003. Last year, the County applied the first 400 feet of materials and property owners paid a per linear foot charge for any surface over that amount. This year the Highway Department will take orders for a minimum 400 feet of the application at a per linear foot charge that has yet to be determined. Councilmember Kemper noted the County inherited old US 231, Harrison Bridge, and SR 25 from the viaduct (east of US 52) to I-65.

Highway Executive Director Mark Albers thanked all Councilmembers who attended last Thursday for their interest. He reported that approximately 50% of their 2003 Budget was spent during the first 3 months for salt, sand, fuel, and overtime due to extreme weather conditions. Because of this, funds for resurfacing will be reduced. He said resurfacing funding of \$1.2 million in 2000 decreased to \$950,000 in 2001, and to \$550,000 in 2002. Approximately \$300,000 of the \$.01 gas tax increased that went into effect in 2003 was applied toward Highway administrative costs such as the increase in Health Insurance premiums.

Applying a minimum of 4.5 inches of new asphalt with a materials' cost of \$20,000 per inch per mile costs approximately \$90,000 per paved mile for materials. Chip & Seal costs approximately \$20,000 per mile for materials.

Trash dumped on County roads is picked up and disposed of by the Highway Department at the County's expense. Clean up of one site in 2001 cost \$3,000.

Due to lack of funds, road conversions are not in the forefront for 2003. Taking the preventative approach by maintaining existing paved roads and heavily traveled roads will be the priority in 2003. Criteria for determining road projects are usage, maintenance cost, and maintenance for its distance compared to surrounding roads (i.e. cost to maintain a gravel road surrounded by paved roads).

Mr. Albers responded to a question about the current garage site by saying it is too small for their needs and has drainage problems.

#### **FUTURE MEETINGS**

Thursday	May 8, 2003	8:00 A.M.	Parks Department
Tuesday	May 13, 2003	10:30 A.M.	Joint Meeting with Commissioners and Greg Guerrettaz
		1:00 P.M.	Agenda Review
		2:00 P.M.	Regular Meeting
Thursday	June 5, 2003	8:00 A.M.	GIS Department, 3 <sup>rd</sup> floor of TCOB

#### **FYI: Commissioner KD Benson**

- The Commissioners approved the Professional Services Agreement with Huskey & Associates, Inc. to conduct a Feasibility Study for a Juvenile Detention Facility at yesterday's meeting.
- The Department Heads luncheon meeting will be held at noon tomorrow in the Tippecanoe Room. Internet and E-mail filtering will be one topic of discussion.
- The Area Plan Commission will meet at 4:00 P.M. today to discuss the replacement process for the Executive Director who will be retiring at the end of the year.
- TEMA Director Steve Wettschurack was appointed Tippecanoe County Homeland Security Coordinator by the Commissioners at yesterday's meeting. He will be receiving and disseminating information to various other county agencies.
- During the Purdue Road School, the Commissioners learned the Gas Tax issue is dead for this Legislative session.

#### ***PUBLIC COMMENTS***

##### **Building Commission**

Pat Foley, Foley Homes and representative of the Builders Association of Greater Lafayette, said he met recently with Building Commissioner Ron Highland regarding the scheduling and timing of inspections. According to Mr. Highland, his department is under funded and under staffed due to a vacant Inspector position. Mr. Foley thought cell phones would help increase the communication between the builders and Inspectors and said the builders are willing to help fund phones even if it means increased Permit Fees. He noted the builders paid Permit Fees of approximately \$453,000 in 2002 but the Building Commissions' Budget is only an approximate \$300,000 for 2003.

President Basham acknowledged the amount paid for Permit Fees was a large amount but explained that revenues are needed to help fund all departments in the General Fund.

##### **Reassessment Update: County Assessor Nancy Moore**

Mrs. Moore reported that the County and Wea Township Assessors will mail their Reassessment Notices on Friday, April 11<sup>th</sup>. Wabash and Fairfield Township Assessors will mail their notices by the end of the month. She said the value should more clearly reflect the true value of the property. With higher Homestead and Replacement Credits, rental and commercial properties should see a greater increase than homeowners. Taxpayers have 45 days to file an appeal but need to bring documentation of sales or appraisals in their area. Most assessing is done in-house by the Assessors and their staff. She said the approximate 2000 mobile homes in the County are assessed as personal property and, although the value increased, the Homestead Deduction decreased the value they pay on.

**Randolph Township Meeting**

As a resident of Randolph Township, Building Commissioner Ron Highland announced a meeting will be held at 6:30 P.M. on April 29, 2003 at the Randolph Township Fire Station to discuss a new sewer system.

**ADJOURNMENT**

- Upon a motion by Councilmember Fruitt and a second by Councilmember Kemper, the meeting adjourned.

**TIPPECANOE COUNTY COUNCIL**

Connie Basham  
 Connie Basham, President

Jeffrey A. Kemper  
 Jeffrey A. Kemper

Ronald L. Fruitt  
 Ronald L. Fruitt, Vice President

Jeffrey Kessler  
 Jeffrey Kessler

David S. Byers  
 David S. Byers

Betty J. Michael  
 Betty J. Michael

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

Kathy Vernon  
 Kathy Vernon