

**TIPPECANOE COUNTY COUNCIL
REGULAR MEETING
JULY 11, 2000**

The Tippecanoe County Council held its regular meeting on Tuesday, July 11, 2000 at 2:00 P.M. in the Tippecanoe Room in the County Office Building. Council members present were: President Jeffrey Kessler, Vice President David S. Byers, Connie Basham, Margaret K. Bell, Ronald L. Fruitt, and David S. Koltick; Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr.

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

Councilmember Basham then introduced Andrea Morrison, who will soon be serving as a missionary with her husband in the Czech Republic, to offer a prayer.

APPROVAL OF MINUTES

- Councilmember Byers moved to approve the June 13, 2000 special minutes as distributed, seconded by Councilmember Basham; motion carried.
- Councilmember Byers moved to approve the June 13, 2000 regular minutes as distributed, seconded by Councilmember Bell; motion carried.

FINANCIAL STATEMENT: Auditor Robert Plantenga

Auditor Plantenga reported the estimated 2000 uncommitted County General Funds through June 30, 2000 are \$494,957.63.

President Kessler announced that, as discussed at the last Work Session, the Council wants to try to have a balance in the County General Fund of \$250,000 at the end of the year.

PUBLIC DEFENDER: Amy Hutchison

County General Fund 01

ADDITIONAL APPROPRIATIONS: \$29,806.00
 10,038.00 Part-time
 768.00 Social Security
 19,000.00 Professional Services

Public Defender Fee Fund 42

ADDITIONAL APPROPRIATION: \$6,000.00
 6,000.00 Professional Services

Mrs. Hutchison said she is holding \$7,757.00 in bills for Professional Services and expects to receive another bill for \$5,000.00. She estimated the balance in Fund 42 is \$10,000.00. If the Professional Services requests are approved, she estimated she will be able to pay her bills through October. The Part-time account has an approximate balance of \$40,000.00 that will last until October.

- Councilmember Byers moved to approve \$15,000.00 from County General Fund 01 for Professional Services, seconded by Councilmember Kemper; motion carried.
- Councilmember Byers moved to approve \$6,000.00 from Public Defender Fee Fund 42, seconded by Councilmember Kemper; motion carried.

No action was taken on the request for Part-time funds.

ANCILLARY: Court Reporter Christa Coffey

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

TRANSFERS: \$1,500.00

From:	01-53-323400	Pauper Transcripts	1,500.00
To:	01-53-171500	Overtime	1,500.00

Ms Coffey reported that the charge for private pay transcripts was raised \$2.00 from January 1, 2000 until July 1, 2000 for a total charge of \$4.50 per page. At this rate, she said private pay transcripts should be even or a little ahead. However, she pointed out that 75% of the transcript requests are pauper expense. She said she pays an average of \$2,500.00 for Overtime per payroll. With a balance of \$3,700.00, she estimates she will need \$15,000.00 to carry the account through the remainder of the year.

- Councilmember Kemper moved to approve an additional \$7,500.00 for Overtime, seconded by Councilmember Byers; motion carried.
- Councilmember Byers moved to approve the transfer of \$1,500.00, seconded by Councilmember Basham; motion carried.

AUDITOR

TRANSFER: \$150.00

From:	01-02-221000	Printed Forms	150.00
To:	01-02-311000	Travel & Training	150.00

- Councilmember Koltick moved to approve the transfer, seconded by Councilmember Bell; motion carried.

VILLA: Director Terri Hively

<u>SALARY ORDINANCE:</u>	<u>Position</u>	<u>Rate</u>	<u>Salary</u>
Part-time	Qualified Med. Aide/ Med. Asst.	10.00/hr	

Ms Hively requested approval to increase the part-time rate for a Qualified Medical Aide (QMA) from \$7.00 to \$10.00 per hour to make it easier to fill the position but no additional funds will be needed. A QMA is qualified to pass medications.

- Councilmember Bell moved to approve the part-time rate of \$10.00 per hour for a Qualified Medical Aide, seconded by Councilmember Kemper; motion carried.

COUNTY ASSESSOR: Bob McKee

Mr. McKee said the 2001 Budget Calendar stated no reclassifications of positions will be considered but the media reported that jobs have been reclassified. When he received the 2001 Salary Ordinance for his employees, no one received a raise. He said the Study was not fair to his employees and it appears to him that they are being discriminated against. Because the State is moving to market value, his employees have attended an increased number of specialized training courses and have earned Level I Certified Assessor Appraiser status. He thinks his four employees should be classified as professional, administration, technological (PAT), not clerical (COMOT). He requested that he be allowed to write new job descriptions for these employees for consideration by Wagner, Irwin, and Scheele (WIS).

Councilmember Basham commented that the Personnel Committee has not considered this request. Human Relations Director Frank Cederquist reported that WIS will be here to meet with the elected Assessors in early August. The job descriptions will probably not be rewritten but adjustments will be made as needed. However, the results will not be available before the Budget Hearings.

Councilmember Koltick asked if the Personnel Committee could perform the evaluations before August. Mr. Cederquist responded that we will still need a recommendation from WIS. He noted that WIS was not asked to interview all employees; just a sampling was sufficient. If a raise is warranted, the salary ordinance can be amended and additional funds requested if needed. Mr. Cederquist noted that appeals were held in January 2000 but Wabash Township Assessor Ellie Mlynarik was the only assessor who appealed.

Mr. Cederquist reviewed that the Council approved a percentage increase plus 1st half to grid for undercompensated employees and zero percentage for overcompensated employees for 2000. Salaries for 2001 were calculated based on the Council's recommendation from 2000. Since Salary Ordinances were due July 3rd for 2001, any amendments can be made in January 2001.

President Kessler requested delaying further discussion on raises until the Budget Hearings.

REPORT: VOTER REGISTRATION: Nora Jarmon and Linda Phillips

Democratic Party Chairman Jim Riehle and Republican Party Chairman Ruth Davidson were also present.

Mrs. Phillips and Mrs. Jarmon began as Registrars in the Voter Registration Office in April. Mrs. Phillips thinks their biggest accomplish is teamwork and outstanding service to the taxpayers. She said they analyzed the work and streamlined procedures. All cards (approximately 1000/wk) are now processed the same day as received with two (2) full time employees. Part-time employees have been used sparingly.

Other activities:

- Voter history results from the May Primary were input by the first of June.
- The filing system has been simplified to improve accuracy and speed of retrieval.
- The number of stored documents has been reduced.
- They received training from Triad, the software vendor.
- They received training by the State Election Commission.
- They received clarification of State Law that allows removal of ineligible voters.
- Correction of the Street Address Data Base is approximately 60% complete.

Mrs. Jarmon expressed that she is pleased and excited to be working in Voter Registration. She outlined future projects:

- They plan to transfer funds next month to purchase two (2) Bar Code Readers.
- They are going to seek Legislative approval to allow counties to scan Voter Registration Cards into the computer system so the signature will be stored.
- They want to computerize the State Duplication Elimination Project for updating records in a timely manner.

Councilmember Koltick said, during the May Primary, his polling place had a problem filling the Democratic Board. He asked if there will be more workers available for the November Election. Mrs. Phillips said, in our present economy, it is difficult to find poll workers who will work a 12 hour day when the pay is below the minimum wage. Mrs. Davidson and Mr. Riehle agreed the salary needs to be raised for poll workers.

Councilmember Koltick asked about the availability of voting information. Mrs. Phillips responded that the complete data base is available from Information Services, but an individual voting record is available at Voter Registration.

INSURANCE UPDATE: Agent Bob Wright

Mr. Wright explained that the cost of health insurance is currently experiencing an inflationary rate of 12% per year. Tippecanoe County presently has a monthly claims liability of \$260,000 and yearly claims totaling \$3,120,000. The Trust Fund, that has been as high as \$1.6 million, is currently under \$800,000.00. Mr. Wright said we want a claims liability reserve of at least \$750,000.00 so we can walk away without debt if we decide to change our insurance carrier. To reduce our claims liability, changes have to be made in the plan design. He outline the following proposed changes:

Change Deductible to \$300.00 from \$150.00	2.0%
Change PPO Co-Insurance from 90-80% to 90-70% (to encourage employees to use in network providers)	1.8%
Change P.C.S. from \$0 to \$5 for generic and \$10 to \$15 for brand name	2.3%
Increase Co-Insurance from \$2,000 to \$5,000 (user fee increase)	4.7%
Add Co-Pay for Preventative Care (\$10)	1.3%
Total	12.1%

These changes will amount to a \$260,000 savings to the County. If the current monthly funding amount for the Trust Fund of \$40.89 is doubled for July through December, this will amount to a \$240,000 increase.. He noted that this amount is already in the Budget.

With a deficit of \$19,895 at the end of June and claims totaling \$798,200 for the first three months of 2000, Mr. Wright said the changes will be effective August 1, 2000.

Mr. Cederquist said employees' meetings will be held on July 18, 2000 to explain the changes. He said 80% of the employees will not be affected because they are not users.

Councilmember Koltick asked if we could get better rates if we joined with another group such as the City of Lafayette. Mr. Wright responded that the numbers might have a positive effect, but the claims' history would be a detriment. The City doesn't have a trust fund established and their claims' experience would be a negative for the County.

ASSESSMENT OF COURT'S NEEDS COMMITTEE UPDATE: Councilmember Koltick

Councilmember Koltick reported the Committee found that departments related to new Superior Court 6 such as Public Defender, Prosecutor, Probation, Information Services, Clerk, and Sheriff have no slack in their staff to provide services for the new court. He noted some of the shortages discovered in departments:

Probation	Lacks enough Probation Officers to supervise felons properly
Community Corrections	Has waiting lists for Road Crew, Work Release, and In-house Arrest.
Prosecutor	Needs answering machines
Courts	The bottleneck in the courts is due to the lack of support staff
Public Defender	Needs more phone lines for better prisoner access

At the July 13th meeting, a first draft will be formed based on information from departments. Each department will submit, in written form, their immediate needs for personnel and equipment related to the new court plus needs that are not related to the new court. He hopes to submit the report to the County Council on August 1st.

Auditor Plantenga distributed a printout of a budget for each department that was felt to have appropriate expenditures for the Excess Levy request for the new court. Although salaries are figured for a new employee or an experienced employee with 7 years' experience, the latter will be used for the Excess Levy request. The Security Bailiff for the Sheriff is based on 20 years' experience because a retired officer will be hired. Capital Outlay requests are based on needs requested by department heads.

Total Excess Levy request for employees with 7 years' experience	\$826,470.00
Total Capital Outlay requests	129,800.00
Total	\$956,270.00

Auditor Plantenga said he has to publish the Excess Levy Appeal Request with the Budget Estimate for 2001 prior to the Budget Hearings. He asked the Council for direction on the amount to advertise.

President Kessler recommended asking for the highest amount possible.

Auditor Plantenga said the paperwork for an Excess Levy will be presented with our Budget for 2001, but we will have a hearing to present our evidence at the State.

- Councilmember Basham moved to authorize the Auditor to advertise the Excess Levy Request based on the recommendation of the Assessment of Court's Needs Committee, seconded by Councilmember Fruitt; motion carried.

Referring to an earlier discussion, Councilmember Bell asked if lowering the Cum Bridge rate is still an option for funding the new court instead of requesting an Excess Levy. President Kessler said it is his understanding that, even if the Cum Bridge rate were almost totally eliminated, we would still have to ask for an Excess Levy. He said each \$0.01 of the rate equals approximately \$160,000. If the rate were reduced from \$0.18 to \$0.08, that would give us \$1.6 million. Citing the numbers presented today totaling approximately \$825,000, President Kessler pointed out that approximately \$700,00 of that amount will be annual recurring costs. If the County doesn't ask for an Excess Levy, the Council will have to find funding for that \$700,000 every year.

ANNOUNCEMENT


Councilmember Byers invited all to attend the 4-H Fair from July 22nd to 28th and encouraged everyone to buy a milkshake. Councilmember Basham heartily endorsed attendance at the Auction that will be held on Friday evening.

ADJOURNMENT

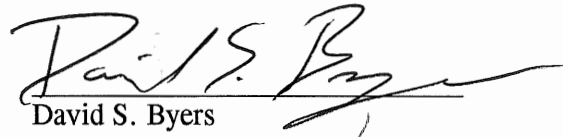
- Councilmember Fruitt moved to adjourn, seconded by Councilmember Basham; motion carried.

Robert A. Plantenga, Auditor

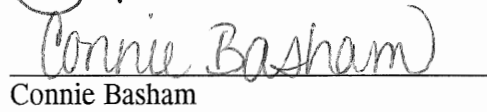
TIPPECANOE COUNTY COUNCIL



 Jeffrey Bessler, President



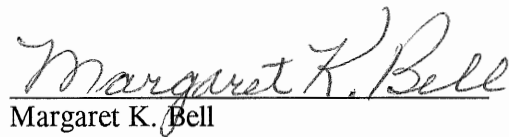
 David S. Byers



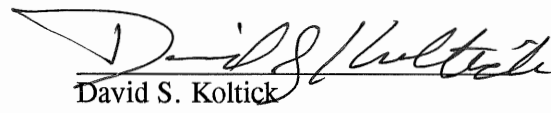
 Connie Basham



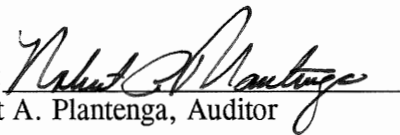
 Jeffrey A. Kemper



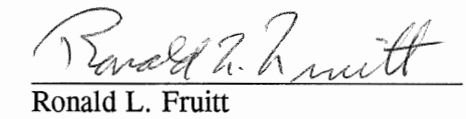
 Margaret K. Bell



 David S. Koltick

Attest: 

 Robert A. Plantenga, Auditor



 Ronald L. Fruitt