



BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN

City-County Building Room 200 · 1 East Main Street · Fort Wayne, IN 46802

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NELSON PETERS LINDA K. BLOOM THERESE BROWN

MINUTES

**Commissioners' Legislative Session
10:00 a.m. Friday, February 11, 2011
Commissioners' Courtroom - City-County Building**

Commissioners Present: Nelson Peters, Linda Bloom and Therese Brown

Others Present:	Chris Cloud	Commissioners Office
	Mike Green	Commissioners Office
	Rhonda Rice	Commissioners Office
	Cheryl Shuster	Director, Community Development
	Tera Klutz	Auditor
	Nick Jordan	Chief Deputy Auditor
	Dan Freck	Building & Grounds
	Jolie Walker	Commissioners Office

Commissioner Peters called the meeting to order at 10:05 AM. Commissioner Peters led the meeting with the Pledge of Allegiance and a moment of silence.

- **Recognition and Acknowledgement of employees going above and beyond for the Snow Emergency of February 2, 2011.** The Commissioners presented Certificates of Appreciation to several employees who went above and beyond their normal duties putting in extra hours and dealing with freezing temperatures to help the community during the blizzard of 2011. Those recognized at the meeting were -
 - Crews from the County Highway Department's North and South Maintenance Barns.
 - The County Buildings & Grounds Maintenance Department.
 - The staff of the Youth Services Center on Lima Road.
 - Bryan Christie, Memorial Coliseum Vice-President of Operation, and Eric Lonsbury, Coliseum Assistant Operations Manager.
 - Lori Mayers, Homeland Security Assistant Director, and Adam Welch, Homeland Security Planning Coordinator.
 - The staff of the 3-1-1 Call Center.
 - Jerry Quesinberry, assigned to work security at the City-County Building by Diamond Security.
- 1. **Approval of the minutes of February 4th, 2011.** Commissioner Brown made a motion to approve the minutes. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 2. **Update from the Community Development Corporation of Northeast Indiana.** Cheryl Schuster, Director, Community Development Corporation presented this update.
- 3. **Update of Allen County Capital Asset Policy on behalf of the Auditor.** Tera Klutz, Auditor, and Nick Jordan, Chief Deputy Auditor, presented this item. Tera stated that this policy was revised to include accounting for intangible assets in accordance with GASB 51. An example of an intangible asset is our internally generated software system. Commissioner Peters asked if this was revised specifically for that purpose and Tera responded "yes". Commissioner Peters asked how often this is revised or is it generally revised for a specific need. Commissioner Brown stated that it is revised on an "as needed"

basis. Commissioner Bloom made a motion to accept the revised February 3, 2011 Capital Asset Policy. Commissioner Brown seconded the motion. Motion carried 3-0.

- 4. Contract between the Board of Commissioners and Design Collaborative for architectural services for boiler and chiller replacement.** Dan Freck, Director of Buildings and Grounds, presented two engineering contracts for two separate scopes of work and two buildings. At Community Corrections there was a stand alone or single boiler put in ten years ago when the building was built. It does have a life expectancy of approximately 15 years. It does not have a back-up system or any type of redundancy in case we have an emergency with that boiler. Dan stated there have been a few issues in the past 10 years which he has been able to correct but we have found that some of the issues associated with that boiler have deteriorated the life expectancy of that boiler. He has it in his budget to do some engineering services to hopefully correct the boiler if possible. If not, engineering services will offer a recommendation of a replacement up to two. That will also include doing some work to the water heater to fall into the energy audit we did a year ago and this is part of the energy audit as well. It's not something we need to do this year but there is money in the budget to at least get it on the ground, get it started and bring it back to the Commissioners for approval for funding if we have to replace the boiler. Commissioner Peters asked have we provided for replacements in the cum cap budgets in subsequent years for what might be large ticket items. Dan stated no, not on that boiler. The other contract before them now is for the chillers in the City/County Building. That equipment has existed in the building since 1969. Under the energy study it had suggested that even though they have been maintained well, they are at the end of their service and will not function at an energy rate to where we would see significant amounts of savings. This chiller energy study service and replacement is also a part of our energy audit that Martin Riley did for us last year. Dan stated he has an estimate in cum cap for the chillers but to get a better scope of that he also has cum cap money for the engineering services too. The boiler was something that came upon us in December/January once his budget had already been presented. The chillers are working well after some work done last year. We should be OK as there is money where he could go one way or another based upon how we are doing on other projects. A side note to that is that he is also working with Beth Lock for help in getting some stimulus or grant money like we did with the ATOS project which worked quite well. Commissioner Peters stated that he presumes that if we can't go that route, Dan will provide a placeholder in a future cum cap budget for that. Dan said yes he would.

Commissioner Bloom made a motion to accept the Contract between the Board of Commissioners and Design Collaborative for engineering studies for boiler in the amount of \$5,335. Commissioner Brown seconded the motion. Motion carried 3-0.

Commissioner Bloom made a motion to accept the Contract between the Board of Commissioners and Design Collaborative for architectural services for the chiller replacement in the amount of \$33,500. Commissioner Brown seconded the motion. Motion carried 3-0.

- 5. Appropriation in the E911 fund.** Jolie Walker, Commissioner's Office, presented 2 appropriation requests.

The first request is for the 2010 9-1-1 fees that we were just recently invoiced for from the City of the Fort Wayne in the amount of \$745,680. Commissioner Bloom made a motion to pay the appropriation in the 911 budget for the City of Fort Wayne's fees. Commissioner Brown seconded the motion. Motion carried 3-0.

The second request is for start-up expenses for the new Combined Communications Partnership. This is a new line item within the budget this year which we were just invoiced for. Commissioner Bloom made a motion to pay the amount of \$100,000 to the E911 for start-up costs. Commissioner Brown seconded the motion. Motion carried 3-0.

- 6. Consideration of Vacation Bank Request for Leslie Kerfoot, Allen County Highway Department.** This request for Leslie Kerfoot was approved by Bill Hartman, Highway Director. Commissioner Brown made a motion that we request a vacation bank for employee, Leslie Kerfoot. Commissioner Bloom seconded the motion. Motion carried 3-0.

7. Other Business:

Contract between the Board of Commissioners and Design Collaborative for engineering work for Allen County Jail Exterior Brick Study. Dan Freck, Director of Buildings and Grounds, presented this item. Last year there were some structural cracks within the brick and mortar noticed on the west side of the jail. Kurt Heidenreich, Engineering Resources, took a look at it and pictures were taken which Dan forwarded to the Commissioner's a while back. He had one engineering firm give a quote to do a lateral scope of work with some pictures like they did on the courthouse when they first started to put that project together. We received his quote and asked another engineering firm to take a look at it as he had fallen on some schedule conflicts. Design Collaborative, who also was able to do this work, was brought in. He got 3 quotes and Design Collaborative is low on their engineering services. The price is not to exceed that amount of money. Martin will bring a lift in like they did at the courthouse and, if they can get it done within 3 days or less, the deduction will be applied to that amount. Basically, they will go up in the basket and take photos of the entire side of the jail. We don't feel that we have any issues on the Bud Meeks side and it is a lower part but no one can see higher up to the 5th and 6th floors. Therefore, we would like to go all the way around the north side and then come in on Clinton, truck dock and then laterally lift up into the boom and take close up pictures. This will give a dimensional view of exactly what is going on. Dan said they don't think it is wide spread or something we need to be doing tomorrow but it is something that came to our attention and we needs to be addressed. Commissioner Bloom made a motion to accept the Contract between the Board of Commissioners and Design Collaborative for engineering work for Allen County Jail Exterior Brick Study. Commissioner Brown seconded the motion. Motion carried 3-0.

- 8. Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of February 11, 2011.** Commissioner Bloom made a motion to approve waiving the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of February 11, 2011. Commissioner Brown seconded the motion. Motion carried 3-0.

9. Comments from the Public.

- 10. Motion to Adjourn.** There being no further business, the meeting was adjourned at 10:45 a.m.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA coordinator at: Human Resources Department, 1 East Main Street, Room 300, Fort Wayne, IN 46802, or by phone at (260) 449-7217.