



## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN

Citizens Square Building Suite 410 · 200 E. Berry Street · Fort Wayne, IN 46802

Phone: 260.449.7555 FAX: 260.449.7568

NELSON PETERS LINDA K. BLOOM THERESE BROWN

### MINUTES

**Commissioners' Legislative Session  
10:00 a.m. Friday, September 2, 2011  
Council Chambers Courtroom – Citizens Square**

Commissioners Present: Linda Bloom and Therese Brown  
Commissioners Absent: Nelson Peters

Others Present:	Chris Cloud	Commissioners Office
	Mike Green	Commissioners Office
	Bill Fishing	County Attorney
	Dan Freck	Buildings and Grounds
	Scott Harrold	DPS/RC
	Bill Hartman	Highway Department
	Vivian Sade	Journal Gazette

Commissioner Bloom called the meeting to order at 10:07 AM. Commissioner Bloom led the meeting with the Pledge of Allegiance and a moment of silence.

- 1. Approval of the minutes of August 19<sup>th</sup>, 2011.** Commissioner Brown made a motion to approve the minutes. Commissioner Bloom seconded the motion. Motion carried 2-0.
- 2. Bid award for chiller replacement at the City-County Building.** Dan Freck, Director of Buildings and Grounds, stated the contract today is for chiller replacement. The chillers are the original equipment installed back in 1969. In 2009 and 2010 an energy study was done. This was on the agenda for chiller replacement within the next 3 years. Dan stated he has money in cum cap however the engineering estimate did not meet the bid. The quote for chiller replacement is about \$130,000 higher than engineering estimate. One thing found that he feels we overlooked was the craning and rigging of the removal of the chillers and the installation of new chillers. He stated he highlighted that under the bid sheet to show that we actually only put in about \$70,000 rather than as it came back at \$160,000. That difference is a major portion of the amount that we missed it by. He stated he has money that he would normally roll over out of his cum cap that we keep back for a start up for the new year. He stated he has been dealing with Jolie and she is comfortable that the amount that he has left over could be put towards this project with the Commissioners permission to continue to get this project started. It will start in November, which is the time we normally shut down our chillers anyway, and will probably be up and running by March. Chiller replacement at that amount of money does take two buildings. It also supplies the courthouse at the same time. Dan stated that he would like to proceed with this bid award. Commissioner Brown made a motion approve the Bid award for chiller replacement at the City-County Building. Commissioner Bloom seconded the motion. Motion carried 2-0.
- 3. Bid award for boiler replacement at the Community Corrections building.** Dan Freck, Director of Buildings and Grounds, stated this one came in under budget. The engineering estimate for this project was roughly \$45,000 and one this came in at \$38,900. An issue also with the energy program that former Commissioner Brown had done had stated that the boiler itself has 10 years running and the life expectancy of this boiler should have been roughly 15 to 16 years. In the 10 years that we have maintained that building we have run into some issues with how the inner workings of that boiler had been piped in. The boiler worked as a boiler but realistically there could have been a better way where we would have had a little better energy efficiency out of it. By not doing it the way it should have been done took years away from that boiler. Under Coop programs that building operates 24/7. That is its

only boiler. Most systems we have in our buildings have 2 boilers that take the total capacity of the btu's and we can lead or lag and use boilers as we need them or how they are called for. This will be putting in 2 boilers for the same capacity and if we ever had an issue in the future with one, we still have the secondary that would run for us. He stated he has money in his budget, cum cap line, for this. Commissioner Bloom asked if this was put in when that building was built 10 years ago? He said yes. Commissioner Brown made a motion to approve the Bid award for boiler replacement at the Community Corrections building. Commissioner Bloom seconded the motion. Motion carried 2-0.

4. **Agreement between the Board of Commissioners and Van Daele & Associates for training services on behalf of Human Resources.** Cathy Serrano, HR Director, stated that HR was given a mandate last year by both the Commissioners and Council to do customer service training broad focused across all Allen County departments. She stated she did some research and went out to the community and on the internet and various places to look for a consultant that would get us where she wanted to go. She stated she wanted to develop a program where we could group like departments together in phases and then tweak that basic program so that it gets at exactly what the needs are for each individual department. She wanted something that we could adapt, where we could actually go out and observe those departments. The consultant would go out in the field and see what they do, learn what they really do, meet with the department heads and get their input. The consultant would meet with a task force of a Commissioner, a Council person, a department head and HR and work together for follow-up. Making sure that after the training, we see that the things we requested have been implemented and to also get feedback from that department of how it's working for them. Cathy stated that Van Daele & Associates was the one consultant that she met and talked with that from the very instant they met they were exactly on the same page. They have come very highly recommended. Cathy has met with her approximately 4 or 5 times over the last few weeks and they have come up with this program. There are 3 contracts in front of the Commissioners today for the first 3 phases. A phase is a group of those like departments. The first phase would be like the planning department, the building department and highway central office. They are permit type departments who have field officers who go out and inspect maybe a drain or a culvert or something like that. A next phase is going to be may be an assessor or recorder and those types of departments. We will eventually have all of the departments in the county go through some form of this training. We are basing it on an average of 3-5 days to complete the entire training from the input stage strategic planning to the program development, the delivery of the program. A follow-up at the 3 month and 6 month level is included. At that point in time what we want to be able to do is then turn it back over to that department with this task force for any further follow-up as needed. That includes everything in this contract. Each contract is for \$6,900 and that is all inclusive. That includes going out and observing, the strategic planning, the actual delivery, which we are estimating a minimum of 4 sessions for each of those phases, and then the follow-up at 3 months and then again at 6 months. Commissioner Brown asked if the goal of this is to try to make sure we are getting to the root of why we either do what we do and how we can do and better serve our constituents and also if this is looking to change the culture within each of these departments so that we better not only understand what we do and how we do it but how we deliver that service. Cathy Serrano answered that was correct. It is also to empower those individuals working in the departments to be solution providers not just answer givers. Commissioner Brown asked if references were checked and Cathy Serrano stated yes and that Van Daele and Associates was very highly recommended. Commissioner Brown made a motion to approve the Agreement between the Board of Commissioners and Van Daele & Associates for training services on behalf of Human Resources. Commissioner Bloom seconded the motion. Motion carried 2-0.

5. **Resolution Ratifying and Approving the Establishment of the Coverdale Economic Development Area.** Scott Harrold, DPS, on behalf of the County Redevelopment Commission (RC) presented this item. The RC began the process of designating the Coverdale Economic Development Area back in June of 2011. Basically this would allow the RC to capture any incremental additional taxes from any development that occurs on the site. Scott provided some background on this and stated that going back to July of 2010 the RC submitted a request for property owners to offer to sell their land to the RC. This property, the Patel property, was one of those properties submitted. It didn't really fit with what the RC was looking for but we knew the airport was interested in properties around their area and particularly with this one which had some problems with various proposals over the years, for example – a campground, that just weren't suitable for location near the airport. They wanted some control over that so we handed it off to them and they had interest and eventually ended up purchasing it in October 2010.

With their intent to purchase it, Scott stated we thought we would assist them in any way we could by designating this as a TIF district so that we could help them develop the property or market to whoever may be interested. The airport rezoned the property since the June meeting. The Plan Commission approved the Economic Development designation also in June. There has been somewhat of a major development since that time with Franklin announcing that they had intent to purchase this property for their headquarters building. He stated he was not sure if they had closed yet or not. This would be a 110,000 sq. ft. building. Estimates are that they could spend as much as \$30,000,000 on the project, that is not finalized yet, and employ about 225 people. We haven't amended the economic development plan but the secondary objective was always to help locate a major employer. Obviously it's happened a lot sooner than we expected which is always a good thing. Today the Commissioners would be ratifying the actions of the RC and the Planning Commission for designating this. Upon the Commissioners approval, a public hearing is scheduled in front of Redevelopment for September 13<sup>th</sup> @ 1:30pm. After the public hearing the Commission will be in a position to finalize the designation. Commissioner Bloom asked what is this "Redevelopment of Blighted Areas Act of 81" referenced in the 2<sup>nd</sup> paragraph on Exhibit B? What does that have to do with anything? Scott responded that's just basically the statute that was used to establish this. It actually changed the definition recently so that you don't technically have to call it blighted anymore. Commissioner Bloom stated to her it's just getting things ready for development so that's really not a proper word in her opinion. Commissioner Brown asked if this in essence creating a form of TIF district? Scott responded definitely yes. Commissioner Brown made a motion to approve the Resolution Ratifying and Approving the Establishment of the Coverdale Economic Development Area. Commissioner Bloom seconded the motion. Motion carried 2-0.

**6. Sign Request – 4 way Stop**

**a. Balboa Drive/Cove at Tuscon Trail/Pass – requested by Vera Cruz Association**

Commissioner Brown made a motion to approve the sign request as read. Commissioner Bloom seconded the motion. Motion carried 2-0.

**Sign Request – Extension of existing speed limit. Post 40mph.**

**b. Dunton Road– from Hathaway Rd. to Gump Rd.**

Commissioner Brown made a motion to approve the sign request as read. Commissioner Bloom seconded the motion. Motion carried 2-0.

**7. Change Order # 43 – Maplecrest Rd – SR 930 to Lake Ave – Project # 00-227**

**Reason for change: Changed Conditions - \$1,491.00 (Increase)**

Bill Hartman, Highway Director, stated this was due to the construction of a mechanically stabilized earth wall over a NIPSCO gas line and in order to support the ground around the gas line, NIPSCO asked that flowable fill be used over the gas line. Commissioner Brown made a motion to approve Change Order #43 Maplecrest Rd. Commissioner Bloom seconded the motion. Motion carried 2-0.

**8. Change Order # 3 – Monroeville Rd over the Hoffman-Leeper Ditch, Bridge # 276 – Project # 04-238**

**Reason for Change: Balance Contract dollar amounts - \$2,593.51 (Decrease)**

Bill Hartman, Highway Director, stated this is the final change order to pay for adjustments in the length of the project. Commissioner Brown made a motion to approve Change Order # 3 – Monroeville Rd over the Hoffman-Leeper Ditch, Bridge # 276 – Project # 04-238. Commissioner Bloom seconded the motion. Motion carried 2-0.

**9. Change Order # 3 – Diebold Rd – Phase I – Dupont Rd to North of Norarrow Drive – Project # 1200209**

**Reason for change: Additional Pavement Markings and Traffic Control - \$37,407.14 (Increase)**

Bill Hartman, Highway Director, stated this was for coordination with the Dupont Road project that took a little longer than expected to be completed. We had to close the road without all 4 lanes being open on Dupont in order to try to meet our construction schedule. This was primarily negotiated between Parkview Hospital and our contractor. This phase 1 is funded through Parkview primarily. Commissioner Brown

made a motion to approve Change Order # 3 – Diebold Rd – Phase I – Dupont Rd to North of Norarrow Drive – Project # 1200209. Commissioner Bloom seconded the motion. Motion carried 2-0.

**10. Warranty Deeds – Flutter Rd – St. Joe Rd to Schwartz Rd – Project # 025-276**  
**a. Parcel 30 – Smith**  
**b. Parcel 62 – Wattenbarger**

Bill Hartman stated this makes 21 out of 86 which leaves 65 parcels to go. Commissioner Brown made a motion to approve Warranty Deeds read. Commissioner Bloom seconded the motion. Motion carried 2-0.

**11. Warranty Deed – Coverdale Rd – Indianapolis Rd to Airport Expressway – Project # 03-294**  
**a. Parcel 23 - Medina**

Bill Hartman stated we have 7 parcels left after this one. Commissioner Brown made a motion to approve Warranty Deed – Coverdale Rd. Commissioner Bloom seconded the motion. Motion carried 2-0.

**12. Project Coordination Contract between the Board of Commissioners and Indiana Department of Transportation (INDOT) for right-of-way services for Gump Rd from SR 3 to Coldwater Rd – Project # 03-296.**

Bill Hartman stated this is for additional right of way services. This is an additional \$18,000 and our portion of that is 20%. This just puts that funding in place so we can proceed with the right of way on the project. Commissioner Brown made a motion to approve the Project Coordination Contract between the Board of Commissioners and Indiana Department of Transportation (INDOT). Commissioner Bloom seconded the motion. Motion carried 2-0.

**13. Project Coordination Contract between the Board of Commissioners and Indiana Department of Transportation (INDOT) for preliminary services for Gump Rd from SR 3 to Coldwater Rd – Project # 03-296.**

Bill Hartman stated this is for additional initial engineering in the project to rectify some storm drainage primarily in the Huntertown area. Commissioner Brown made a motion to approve the Project Coordination Contract between the Board of Commissioners and Indiana Department of Transportation (INDOT). Commissioner Bloom seconded the motion. Motion carried 2-0.

**14. Amendment to Allen County Code Title 12 (Financial) – Article 2 (Dishonored Checks).** Chris Cloud, Executive Assistant, explained that the Treasurer called him and said the fee they are assessed by our financial institutions for “bounced” checks has been increased. She would like the ordinance to reflect that. After talking to Commissioner Brown it seemed to make sense to amend our ordinance to say that we charge a service fee equal to the financial institution service fee to us instead of specific amount. That way, if it increases again, we won’t have to change the ordinance. Commissioner Brown made motion to approve the Amendment to Allen County Code Title 12 (Financial) – Article 2. Commissioner Bloom seconded the motion. Motion carried 2-0.

**15. Ratification of appointment to the Fort Wayne-Allen County Airport Authority Board of Directors.** Chris Cloud stated that Commissioner Bloom had brought to our attention after having talked with Ben Johnston that his appointment was up and he had not been reappointed yet. This was an oversight on our part. We signed an appointment immediately but because our meeting was not until today we are now ratifying that decision made to re-appoint him to the Fort Wayne-Allen County Airport Authority Board of Directors and they have been notified of his reappointment. Commissioner Brown made a motion to approve the Ratification of appointment of Mr. Johnston to the Fort Wayne-Allen County Airport Authority. Commissioner Bloom seconded the motion. Motion carried 2-0.

**16. Ratification of Authorizing Resolution for grant application on behalf of the Council on Aging.** Chris Cloud stated that after the last meeting but before this meeting, on our two week summer schedule, the Council on Aging had a hard deadline for a grant application that we went ahead and signed for them to apply for their yearly operation grant from INDOT. This is just a ratification of that authorizing

resolution. Commissioner Brown made a motion to approve the Ratification of Authorizing Resolution for grant application on behalf of the Council on Aging. Commissioner Bloom seconded the motion and stated that the Allen County Council on Aging does their grants and we are the responsible agency that handles that for them and we do this on any of their grant applications. Motion carried 2-0.

**17. Appointment to a Town of Grabill Common Construction Wage Committee.** Chris Cloud stated the name before them today is Candy DeCamp who has been a previous appointment requested by Grabill. Commissioner Brown made a motion to approve the appointment. Commissioner Bloom seconded the motion. Motion carried 2-0.

**18. Plats for Signature: Shearwater, Section III  
Valenica Section II - Phase II**

**19. Other Business:**

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

**21. Comments from the Public.**

**22. Motion to Adjourn.** There being no further business, the meeting was adjourned at 10:37 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.*