

ALLEN COUNTY COUNCIL MEETING MINUTES
JUNE 13, 2013
8:30 AM

The Allen County Council met on Thursday, June 13, 2013 at 8:30 am in the Discussion Room at Citizens Square. The purpose of the meeting was for additional appropriations, transfer of funds in excess of the current budget, grants and any other business to come before Council.

Attending: William E. Brown, Roy A. Buskirk, Tom A. Harris, Kevin M. Howell, and Darren E. Vogt.

Also Attending: Tera Klutz, Auditor; Nick Jordan, Chief Deputy Auditor; Jackie Scheuman, Finance and Budget Director, Commissioner Therese Brown, Commissioner Nelson Peters and Becky Butler, Administrative Assistant.

The meeting was called to order by President Darren Vogt with the Pledge of Allegiance and a moment of silent prayer.

Darren Vogt: Councilman Armstrong is under the weather today and Councilman Larry Brown had a planned vacation. First on the agenda is the approval of the January 8, 2013 and May 9, 2013 meeting minutes. Are there any additions or corrections?

Tom Harris: Make a motion to accept the minutes.

Roy Buskirk: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Next is the financial report.

Tera Klutz: Good morning, Council. My name is Tera Klutz and I am the Allen County Auditor. The General Fund financial report has a little different revenue projections. That is because the 2013 Indiana Legislation changed the way that they were going to allocate the Circuit Breaker caps from the debt service funds to the other funds. For 2013, they reinstated that all of the debt service funds will receive a cut in the property tax on their pro rata share of the Circuit Breaker credit. After making that adjustment, the General Fund has an additional \$400,000 that is available to appropriate. We moved from \$400,000 to \$800,000 available to appropriate.

Darren Vogt: Is this something that we will see on a regular basis?

Tera Klutz: It is a little disturbing to see that kind of change month-to-month. For the past ten years, I would say that we had so many things happen that I am not surprised that next month there might be another error from the Department of Revenue but for now, these are pretty stable. I don't anticipate them changing much.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: Can you keep that thought in mind when we get to the revenue projections?

Tera Klutz: Yes. Actually, that is why I stopped. At the end of this meeting, we are going to discuss the 2014 revenue projections and expenses. Some of these changes will play into that as well as some new guidance that we got yesterday from the Department of Local Government Finance.

Darren Vogt: Council, are there any further questions for the Auditor?

Tom Harris: Just two questions. We have money set aside for the HR system as well as the merit pay and such. That is set aside for this year's budget, correct? If the time comes that we determine that it is not going to take place this year, is that something that we can roll forward or put back into the Rainy Day Fund?

Darren Vogt: We can do either thing. HR is up here for several issues and so we can get an update from them. I hope they heard that.

Roy Buskirk: I will make a motion to accept the financial report.

Tom Harris: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Nick, do you want to highlight the unemployment rate for us?

Nick Jordan: Good morning, Council. On your agenda, you see the March and April non-seasonally adjusted unemployment rates. Allen County went from 8.8% to 7.7%. Indiana went from 9.1% to 8%. National went from 7.6% to 7.1%.

Darren Vogt: Thank you. Today we have appropriation requests in the General Fund in the amount of \$84,891 and appropriations in other funds in the amount of \$6,764,972. With that, we want to go to Economic Development.

Nikki Liter: Good morning, Council, Nikki Liter of Allen County DPS. The first thing on the agenda today is an application from QuickCut for approval of Statement of Benefits. They are going to be adding some more equipment and that means more new jobs. The investment is looking to be around \$1.4 million and with that, they are going to increase their staff of 44 with looking to add 12 more employees with salaries ranging up to \$360,000. They have also applied that they would like to give back five percent of their savings to our Tax Phase-in Development Fund. They are located in the Allen Martin Industrial Park. Mark Webb is with us today and I will let him speak a little bit before you ask questions.

Mark Webb: Thank you, I appreciate it. We have been established in Fort Wayne, it was my father-in-law's business, since 1976. I have purchased it from him. We have been

ALLEN COUNTY COUNCIL MEETING MINUTES

fortunate enough to have sustained growth and we have another opportunity here and feel fortunate that we are able to do this. We are very optimistic about our future plans and are glad that we can add to the community.

Darren Vogt: Is this a new line that you are doing? Is this something completely new?

Mark Webb: It is completely different. It is a new customer that we have and is located out of the State. We are looking as some equipment that is not something that is in the area and so we will bring something new to Fort Wayne.

Tom Harris: Mark, you might tell us a little bit about your business.

Mark Webb: We do steel fabrication. We make component parts for customers all the way up to custom manufacturing. We can make their entire product. I can elaborate on what we make. We make above ground storage tanks. We make construction barges and now we are making pits for the airline industry.

Darren Vogt: Pits?

Mark Webb: Yes, they are pits that go into the ground for when the plane lands and convert power and air over when they shut the planes down. We are working on a project that goes to the Middle East. It is our first big product for this customer and is a great opportunity.

Darren Vogt: Councilman Brown.

Bill Brown: We hear a lot about advanced manufacturing as a cluster. Northeast Indiana is still very heavy into manufacturing and this kind of success is great news. Would you classify what you do as advanced manufacturing?

Mark Webb: To some degree, I think it would be. For the most part, I would say yes.

Bill Brown: Tooling up with the newest, greatest and latest equipment to produce product quicker.

Mark Webb: It is very expensive equipment.

Bill Brown: Thank you.

Darren Vogt: Council, are there any further questions?

Tom Harris: I will make a motion for consideration of a resolution approving a Statement of Benefits for QuickCut, Inc located at 4630 Allen Martin Dr.

Roy Buskirk: Second.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: We have a motion and a second. Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent).

Nikki Liter: Once a year, we come back to present the resolution for compliance with the Statement of Benefits. What we are looking at, to refresh everybody's memory, is when a company applies for a Statement of Benefits, they also have to show compliance before they receive that deduction. What the Allen County policy tells us is that they have to be compliant in at least one category. Are they compliant in at least 75% for jobs created and the payroll that they said they would create? Are they in compliance with at least 75% of the investment that they said they were going to make in the real property or in any equipment? If they don't show at least 75%, we look at other factors such as economic conditions that kept them from making the investment or hiring that they promised. As staff, we look at their compliance forms that they send in and there is also a copy that goes to the Assessor's Office and one to the Auditor's Office. We make sure that they are giving the information that we need. I then provide all of you with the giant spreadsheet. One thing that I want to point out before you ask any questions is that I know a lot of you like to see the employment breakdown over the years. We provide a spreadsheet on that also. The one that I want to highlight is Michelin-B F Goodrich out in Woodburn. I had put the numbers on that I had received a few months ago however, I just received an email from their Manager of Incentives and they are going to get us a more updated number and CF-1. I will bring that back to you next month. The numbers were actually better than what they had submitted earlier. I let the Assessor know that. With that, if you have any questions I will try to answer those.

Tom Harris: I have one and it is a little bit of a touchy question, I guess. The compliance standard is equally applied to everyone that is in this program?

Nikki Liter: Correct, City and County.

Tom Harris: What comes to mind for me is, case in point is the one that we just approved is a smaller savings for the company and a smaller risk for the County versus a very huge risk that we might take otherwise.

Nikki Liter: Right.

Tom Harris: The scrutiny and the detailed analysis of the risk of a small company versus one that is enormous is equally the same or do we watch those larger projects a bit closer?

Nikki Liter: I would say, just from the County side, they are about the same. You don't see a lot of companies that didn't make the investment or didn't hire who they said they were going to.

Tom Harris: That says a bunch because if 90% are complying anyway or 95% or higher, that is good news. That is ultimately where we want to be.

ALLEN COUNTY COUNCIL MEETING MINUTES

Nikki Liter: Yes.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: The thing that I don't think a lot of people realize is on the risk side, the company has to make the investment before they benefit anything.

Nikki Liter: Correct.

Roy Buskirk: The risk is a lot heavier on their side as far as economic development. The size of the company, yes, the smaller ones don't make the dollar investment but percentage-wise, is tremendous for an individual to spend that much money as an investment and sometimes not get the reward that they deserve. I really think that the risk is on the company side.

Nikki Liter: Yes and just as a reminder, the deduction is only based on what they invest. The building is already sitting there and they are not getting the deduction for how it sat last year. It is if they improved it.

Darren Vogt: It is the increased assessed value that makes a difference sometimes. They may put a substantial amount of money but it doesn't increase the assessed value and so there is still the risk on that part as well.

Roy Buskirk: The way that I look at it is the increased investment that they make is what the benefit is on and not on what they currently have.

Nikki Liter: Correct.

Darren Vogt: I was just going to say that the one that came before us is already on here for a tax phase-in and they said they were going to hire eight new employees and they actually have sixteen new employees. Council, does anyone else have any questions on this?

Bill Brown: Just one quick point on that. I think you characterized it well, Roy, it really isn't a risk at all to the County. If it was a loan, then it would be but this is an enhancement and it continues to brand Allen County as business friendly which I think is critical.

Darren Vogt: Council is there any further questions? We will need a motion to approve the consideration of a resolution approving 2013 pay 2014 real and personal property Compliance with Statement of Benefits forms.

Roy Buskirk: So moved.

Tom Harris: Second.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Next is the Treasurer's Department.

Sue Orth: Good morning, I am Sue Orth, Allen County Treasurer. This is Bill Royce, my Chief Deputy. We are here to request \$2,740 to purchase a currency counter and printer. This currency counter will add efficiency and another layer of security with its fraud detection. It takes two people to count and verify money and that leaves less people to answer phones and help customers. We have had a currency counter as part of our strategic plan but we determined that we needed to accelerate it due to attempted fraudulent activity to various County departments.

Roy Buskirk: I thought you explained it very well at the Personnel Committee meeting. You have to collect from all of the other departments and this machine will be able to count money and it doesn't make any difference if ones and fives and tens and twenties are all mixed together in the stack. It is able to somehow come up with the total for the deposits and everything. You need to make those deposits every 24 hours?

Sue Orth: Every day.

Roy Buskirk: And sometimes even more than once a day.

Sue Orth: Yes, sometimes more than once a day. All of the departments that have money come in, all of that money goes to the Auditor's Office and they receipt it. The Auditor's Office then brings it to us. We count it with them. They send two people over that have counted and verified it and they stand there while we count and verify it again. This will make it a lot quicker. We are hoping that the Auditor's Office will take advantage of it and use it with their two people so that it will be quicker for them also. We will then verify it again with them. You don't have to separate the money and it doesn't need to be facing a certain way. You just put it in and it counts it and tells you how many hundreds, how many fifties, how many twenties and so forth. It counts out the number of bills and prints it out so that you have proof.

Roy Buskirk: I make a motion for approval of the appropriation in the General Fund...

Bill Brown: Sue, you also said that it would identify counterfeit bills?

Sue Orth: Yes.

Bill Brown: Is this new technology?

Sue Orth: Yes. I will let Bill tell you about that.

Bill Royce: It has several built-in methods. It uses infrared. It uses ultraviolet. It checks for magnetic ink. One of the beauties is that it has a USB port and so it is upgradeable.

ALLEN COUNTY COUNCIL MEETING MINUTES

This fall the government it supposed to be issuing new hundred dollar bills and they will have a different design and a different look. The machine is upgradeable and so the company puts in new software. As Sue said, it discriminates and knows the difference between the bills. It checks for fraud and gives you the count-out.

Bill Brown: Very good. You mentioned it was in your strategic plan and this is well planned for and proactive and innovative all at the same time to keep Allen County and the taxpayers out of harm's way.

Roy Buskirk: I will make a motion for approval of the money counting machine for \$2,740.

Bill Brown: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L. Brown absent). Next is the Sheriff's Department.

Steve Stone: Steve Stone, Administrative Captain with the Sheriff's Department. With me is Kisha Johnson, the Supervisor in the Bureau of Identification and Anthony Pape, our Human Resources Director.

Anthony Pape: Personnel Director.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Director for the County.

Steve Stone: We are here asking for two different things. One is one of our current employees to be moved from OSS 3/2 to OSS 4/2 on the salary ordinance. The second issue, Councilman Vogt pointed out that it appears that we are asking for a new employee. We are asking to add seven hours a week to a current employee to bring them to a full-time position.

Tracy Mitchener: When I was reviewing the B of I Clerk, I noticed that one Clerk was an OSS 3 and another one was OSS 4. I am not sure why there was a difference. I think that when it was first created, they had different duties. Now it is such a small department and there are demands and they are cross-trained and they both do the exact same function. To make sure that we are paying everyone appropriately, that is why I have suggested that it be an OSS 4. The other position, as he has stated, is taking a part-time, benefitted position and making it a full-time position due to the demands of the job. They also have a special project where they are trying to make everything electronic. That is why they are requesting it be made to a full-time position. They are also getting more gun permits, as well.

Darren Vogt: Council, are there any questions?

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: On the increased hours, does this have to do and do you have the contract with the firm that the Sheriff was in negotiations with?

Kisha Johnson: It is not necessarily just for the fingerprint equipment that we are receiving. The demands of the job have increased and the turnover with the part-time position. They do the same things that the full-time employee does. To keep a part-time person, it has been extremely difficult. With that, we are getting the fingerprint equipment and it is supposed to go into effect July 1. That will increase the revenue for our department. We will get three dollars per fingerprint applicant and in addition to the current fees that we are already getting for gun permits, records checks and fingerprints.

Roy Buskirk: Has that been analyzed as far as being a money-making contract for the County? In the Personnel Committee you were talking that you schedule them fifteen minutes apart and if we are only going to make three dollars per application and that would only be twelve dollars an hour. Our labor cost is more than that.

Steve Stone: We are already paying someone and so we would be making an additional twelve dollars an hour and we would be paying out an additional three dollars an hour for the pay raise. Another benefit, Councilman Vogt asked what would be the benefit for the citizens of Allen County. He explained that when he went for his gun permit he had to go down two different times and was rather inconvenient. With this equipment, the average citizen will only have to come down one time for their handgun permit. They will come down and do the fingerprints and barring any unusual circumstances, it is the only time that they will need to go down. In talking with the Sheriff, we do have it in our budget to pay that person at the full-time position.

Tom Harris: The question on number two is that it appears that it is an additional position but you pointed out that it isn't. How much of the additional money is happening on that? We are changing that to a 4/2, is that correct?

Tracy Mitchener: Yes.

Tom Harris: What is the dollar amount impacted by going from a 3/2 to a 4/2.

Tracy Mitchener: Roughly \$3.78.

Tom Harris: So one and two are together.

Tracy Mitchener: No. One is taking an OSS 3 to an OSS 4 because we currently have that position. Number two is taking a part-time, benefitted person to a full-time status.

Tom Harris: Approximately \$6,000 for the year.

Darren Vogt: Right and the revenue that we are picking up is about \$20,000. It does pay for itself, in theory, with the new system coming in.

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: I don't see how you can say that it is paying for itself when you are only receiving twelve dollars an hour.

Darren Vogt: The only difference is seven hours a week. You take seven hours a week times the difference and it comes to \$6,000.

Roy Buskirk: If you look at it that way then yes. She says that they only do four an hour and schedule them fifteen minutes apart. Revenue is revenue. It is twelve dollars an hour that you are generating.

Tom Harris: Along with that additional revenue there are also efficiencies. I think that overall it is the right direction. Do we make a motion and cover all three or just the two.

Tera Klutz: Just the two.

Bill Brown: Tom I would add that those are two good points. Also there is the customer service component in that. Once again, it creates that brand concept for Allen County.

Tom Harris: I will make a motion for consideration of a salary ordinance reclassifying an Administrative Assistant to a Bureau of Investigation Clerk, from OSS 3/2 to OSS 4/2 with an annual salary of \$27,791 to \$30,773. Also, consideration of a salary ordinance for a new employee, B of I Clerk, OSS 4/2 with an annual salary of \$30,773.

Kevin Howell: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Thank you.

Tera Klutz: Number three, I will just talk about. The Sheriff's salary is tied, by State law, to the Prosecutor's annual salary. The County Prosecutor is paid by the State and her salary is scheduled to go up effective July 1, 2013 to \$139,112. I have, before you, a salary ordinance requesting the same for the Sheriff effective July 1st.

Tom Harris: We have had some of these discussions in the past where we have paused for a moment and have heard that it makes no sense to pause or postpone these State statute things. I will make a motion for consideration of a salary ordinance amending the pay for the Sheriff from \$135,080 to \$139,112 due to statutory increase of the Prosecutor's salary.

Bill Brown: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Next is IT.

ALLEN COUNTY COUNCIL MEETING MINUTES

Therese Brown: Therese Brown, Allen County Commissioner.

Ed Steenman: Ed Steenman, IT Director. The appropriation before you this morning is to make a rather dramatic change to the way that the County processes vendor payments. The Auditor's Office processes over 50,000 of them a year and it is a very paper intensive process. With the disbursement of the departments among multiple buildings, it means moving paper around the County multiple times to go through all of the approvals that are necessary for any check to get cut. We have been in discussion with the Auditor's Office and with the Treasurer's Office on how we can improve the efficiency of doing that process. That process goes on every day and there isn't a day off from the process. We have developed a means to move this to a paperless approval process and tracking process. The project that we have laid out is to build on a workflow to the front end of our existing document management system. That workflow will allow that departmental person to initiate what ends up being a claim with using any information that they have whether it is the purchase order or the quote that started their idea or the invoice that they just received from the vendor. It really doesn't matter what they have in their hand but they can start that process. That process is visible to them and visible to their Department Head along the way and also allows the Department Head to electronically sign it to give their approval when it is complete in the department. They can then pass it on to Purchasing if it needs to be or the Commissioners for approval and then final submission to the Auditor's Office for the process and the check to be cut. One of the big things that it also does is that it takes the manual entry that the Auditor has to do for every one of those 50,000 claims into the financial system. The account number information, amount, description and so forth are collected along the way and when the claim is done, it is able to electronically be uploaded to the financial system. That is one of the big things about this is the opportunity for error is dramatically reduced. Another thing that occurred in the State Legislature is that the retention for payment vouchers has increased from three years to ten years. So now, the Auditor's Office will have to keep ten years of these 50,000 claims a year. That dramatically increases storage requirements. This will eliminate that. One of the things that we did first was we came up with the idea that the State Board of Accounts needed to approve this. We sat down with them, discussed what we were planning to do and they said it was not a problem because Dekalb County is already doing this. We are very comfortable that what we are doing is onboard with the State. The cost associated with this is the development of the workload system and bolts on to our document management system and providing scanners for departments that don't have them. We have surveyed the departments to see if they had a multifunction device in the area where the bookkeeper sits. In many cases they do or they have a scanner for some other purpose but there are departments that don't have scanners. That is part of the capital cost for this project. In actual numbers, those scanners add up to about \$22,000. The development is a little over \$55,000 for a total of \$82,151.

Therese Brown: If I might be able to add, this is something that has been thought of since about 1995. Some members of Council may remember Gale Ort who was the Court Administrator before Tim Miller in Circuit Court. It is something that he wanted us to be able to do and that vision was never able to be done. It is something that has been on the radar for something to be able to do but was not capable from an IT standpoint. This also

ALLEN COUNTY COUNCIL MEETING MINUTES

covers Quietus and applications to pay or receipts. Since we are less conjoined in one building, we have people flying all over the place delivering documents and depositing money to the Treasurer's Office or the Auditor's Office to have a receipt done. This will allow for individuals to not have to go out and carry money across the street. It will allow for a smoother conversion of things. I think Ed mentioned errors. When something is entered, it will take care of the redundancy that has to take place in each instance to go from one place to another. Getting it into the financial system would be extremely advantageous. Having been in the Auditor's Office and knowing how many times you have to keystroke something, it will allow staff in a lot of offices to be able to redirect some of their time onto some things that they may not have had enough time to be able to get done maybe in the fashion that they should. There are always statutory changes and additional responsibilities and you don't necessarily have the additional people to get things done. Time is money and this is something that would allow for us to be able to move forward. I know you are always looking for efficiencies and this is something that would be advantageous once in place. It would be interesting to see how many more efficiencies some of the departments would have especially the big users be it the Commissioners, Highway, Sheriff's Department and Superior Court. There is a lot of paper that goes through this environment and from a retention standpoint we would be able to gain more information into the description part so that when someone is looking up something, you are going to be able to see things better than having to go into the vault and go through files.

Darren Vogt: Councilman Harris.

Tom Harris: First all, the fact that it is making the jobs and the processes more proficient for the employees but how does the taxpayer benefit from this?

Therese Brown: Payments would be getting out faster and money would be deposited faster.

Tom Harris: What does that mean in terms of weeks, days or what?

Therese Brown: Days.

Roy Buskirk: It all has to be deposited in a day, currently.

Therese Brown: Right. Checks will be able to be deposited faster, in that respect. We have to still move cash. That would still have to happen. We would still be pushing for a legislative change for next year's State Legislature agenda, from the County standpoint, to allow us to deposit money on a short-term basis into the credit union as each building has a credit union office in it. If those dollars can be deposited and assured that the banking institutions aren't going to feel left out then those dollars can be transferred within 24 hours. The Treasurer is onboard with this. This is something that will help her as well to bring money to the bank faster, as well.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tom Harris: I presume the Auditor as well. One of the things with the efficiencies and technology and the improvements that we see, a lot of times it works against employees. Is there any thought of reduction of staff or personnel in this process because they won't have to be running around delivering documents?

Therese Brown: I think that is one of those things that time will tell. You have to get the process in place to be able to see what those efficiencies are and honestly, that is going to be department by department relative to what other duties they have going on in their office.

Tom Harris: How long do you think that assessment would take?

Tera Klutz: May I take this one? To answer the question today, I don't think we are ever going to see a reduction in the workforce. My office will see the most efficiencies in the claims processing side and I should save the most time. Each claim touches my office versus a handful in this department and a handful in that department. I support this and think it is a good investment on the claims processing side because every single year, we get new duties assigned to us from the Legislature, assigned to us from Council and assigned to us just from government. Now we are overseeing and keeping the books for not only for the Joint Oversight Permitting Board but also Combined Communications and overseeing Accela implementation and internal controls in every single department. I do see us still being able to supply good, efficient service and any time that we can save will just allow us to do more and keep giving good service. I don't think we will ever see a reduction in workforce from the purchase of this system.

Therese Brown: I guess I have to say that sometimes time is money and if you can make the work easier for the employee so they can get onto other things, it is a benefit to the taxpayer.

Tera Klutz: I would say that time is service and it is good public service. It is good service not only to other departments but is good to our vendors and is also good to our taxpayers.

Bill Brown: You know, we ask for efficiencies and effectiveness and many times that is borne out of vision, proactivity and innovation. To add this, DeKalb County has been the proving ground and it satisfies the State Board of Accounts. To me, that is another example of County government using the tools to create efficiencies and effectiveness. I know that this body does a great job also asking to keep the lid on cost, if you will. It's nice to see.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: On these expenses, how much is repeated? Is contractual an annual thing?

Ed Steenman: Only item two, the annual support for \$5,134.

ALLEN COUNTY COUNCIL MEETING MINUTES

Nick Jordan: It is in the packet.

Roy Buskirk: Oh, okay.

Darren Vogt: One question that I have is more of a general question. I want to keep it away from this particular project but it is relevant before we take any kind of vote on this. How do we know that this is a priority over something else? What I mean is, this is the first that we are hearing of it but are there other projects out there that we should be aware of so that we can look at budgeting? We just got \$400,000 extra from the State based on the recalculations but if we hadn't gotten this, we would be at \$300,000 left for the rest of the year. How are we making sure that this is the utmost priority from a technological and advancement standpoint? Do we have anything in place for that at all?

Ed Steenman: I can't answer how this project and IT compares priority-wise to something that comes from the Treasurer's Office or some other department. Within IT, with the projects that we have going on, this is one of the big efficiency getters. As Therese said, this goes back to Gale Ort thinking of not processing paper for claims all the time.

Darren Vogt: Trust me, I understand that.

Therese Brown: One of the things, to throw it out, is you have a liaison to the Data Board. That individual can be reporting back to you that there is a process. I don't know if recall, some of you may not have been on Council at the time, but there is a P-squared process which we went through a workflow process of how to approve projects and it is making sure that what gets a green light, are they funded and if they are not funded, how they go through the process. There is a ranking process in place between the City and the County. If there are joint resources, there is a dialogue that has to happen at that committee level. This is something that would have been on the radar at the Data Board level.

Darren Vogt: I guess that is what I was trying to get at. Is the Data Board seeing all of it and maybe that is something that we need, who is on Data Board?

Ed Steenman: Larry is this year.

Tera Klutz: Larry is and I am and I don't think Data Board works like that anymore. I know that Therese has brought it up during Data Board and it doesn't function like that anymore. This project didn't come before them.

Ed Steenman: It has been on the Data Board project list for quite some time. This particular project doesn't involve Atos and so there hasn't been a particular discussion with Atos about it. This is with an outside vendor.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: That is kind of what my point is. I know this doesn't involve Atos but if the Building Department had a project that they were thinking about doing some stuff to make us more efficient, who is looking at that and who is prioritizing that?

Tera Klutz: Each individual department is responsible for communicating their needs and future endeavors to Council. Wouldn't you agree?

Darren Vogt: That is what I am saying from a Council perspective. We have to make sure that we are having those and hearing those. If this project wasn't as particularly important as another one over here and we haven't heard it because they are afraid to come before us because money is an issue, we have to make sure that we have a process in place so that they are talking to us.

Tera Klutz: You are going to have to get with each of your departments and have the liaisons get back with you. Communication works two ways. There may be departments out there that want to do things but if you don't know about them, it is nobody's fault but that department.

Darren Vogt: Don't disagree.

Roy Buskirk: I would hope that the Department Head would be communicating with the IT Director.

Ed Steenman: If it is a technology project, I would hope so too.

Roy Buskirk: One of my questions is do you see any other programs the rest of this year that would be a cost to the County?

Tera Klutz: The new HR system.

Roy Buskirk: If you are talking with these Department Heads, I would think that you would be aware of some that may be coming. You're not communicating with them?

Ed Steenman: I am trying to think what is on the project list that you may not have heard about. I don't have the project list in front of me. As we discussed a couple of weeks ago, we met with Councilman Buskirk and Councilman Armstrong, from an IT perspective of what we would like to start doing is providing Council with a quarterly project summary. It will be a brief description of projects in front of you that isn't going to tell you everything because we don't want to bore you to death. There may be something that piques your interest and you can certainly ask further questions.

Roy Buskirk: It would give us a little bit of an idea for the strategic planning. It lets us look at what expenses we would have in the future.

Darren Vogt: Councilman Harris.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tom Harris: I want to applaud the Commissioners and IT for continuing to push for innovation and efficiencies and having the technology there to improve those efficiencies. To implement those and get it started is the easy part. The tough part is to say that we find the cost savings and to make the tough decisions. Employers clear across this country and businesses across this country will implement things like this but at the same time they will ask where can they save or where can we make this cost savings? I challenge you to find that. It is going to be there throughout the government structure.

Darren Vogt: Councilman Howell.

Kevin Howell: Have you talked to the folks in Dekalb County about this?

Ed Steenman: Yes, the system that they have in place was just like ours. It is dependent on the document management system.

Kevin Howell: What does that mean?

Ed Steenman: Document management system is a system that lets us store documents electronically. It uses index values or information about the document that helps you find the document at a later time based on the information that was recorded about the document. We have a very large document management system that is shared by the City and the County. Dekalb County uses a different document management system. Their process for doing electronic approval of claims was based on their document management system. Ours will be based on our document management system.

Kevin Howell: Were they able to find any more efficiencies per what you wanted to do in Allen County as opposed to what they did in Dekalb County?

Ed Steenman: That is a question, in my discussion with their IT Director that I didn't ask.

Kevin Howell: Do you have the time to ask them?

Ed Steenman: Certainly. I can follow up with them to do that.

Kevin Howell: What I am looking for, since we have a model, I know we are bigger than Dekalb County and we have a different system but if we can improve on the efficiency of the model that is already there it will save us money as taxpayers here.

Therese Brown: I don't disagree with the thought process that Council has relative to trying to save money and gain efficiencies but as the Auditor clearly and succinctly stated, the Legislature creates more and more opportunities for functions that need to be performed without adequate resources to be able to pay for that. It is just a question about how departments will react to the changes that come through.

ALLEN COUNTY COUNCIL MEETING MINUTES

Bill Brown: Just a quick point before the motion, on the paperless workflow system, page two clearly delivers the tangible and intangible savings of \$10,000. I just wanted to make mention that you provided that to us.

Ed Steenman: And we feel pretty conservative about that amount.

Darren Vogt: That is annual savings.

Bill Brown: But that is a tangible number.

Darren Vogt: All right, after all of that discussion, is there a motion?

Roy Buskirk: I will make a motion that we approve the IT Department's request for Contractual in the amount of \$60,469 and Equipment and Machine Purchases for \$21,682 with a total of \$82,151.

Bill Brown: Second.

Darren Vogt: We have a motion and a second. Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Soil and Water Conservation District is next. Tracy, at the end I am going to ask for an update on the HR system.

Tracy Mitchener: Good morning, Tracy Mitchener, Assistant Director of Human Resources.

Greg Lake: Greg Lake, Director with the Allen County Soil and Water Conservation District.

Tracy Mitchener: We have a Watershed Project Manager that is a grant-funded position. We have another position that is the same in his department and it is a PAT 4.

Greg Lake: Good morning, Council. We are asking for the establishment of an additional Watershed Project Manager to assist us with the workload that we currently have within the Soil and Water Conservation District. With the District now to soon be 30 years, we are at a level now where we are carrying more projects than we have ever carried in that 30 years that I have been with them. As we reach for these funds, we are always diligent in looking for opportunities to bring the dollars along that are necessary to staff those positions. They are fully grant-funded through the source that we receive. We are currently carrying six Federal programs, one private program and one State program. Each of these brings dollars forward to cover the cost of these two positions. Our current plan for staffing actually calls for three and we may be back in a few months to see you about another position.

Darren Vogt: Are there any questions, Council?

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: As we discussed at Personnel, what watershed is this new Manager going to cover?

Greg Lake: With the level and number of projects that we have, we changed and flipped over the process and the style of how we are staffing our individuals. Traditionally, as new funds became available, if it was a Federal program or a State program, we would ask the new hire to do everything from soup to nuts. That is from being good in front of a camera at a public event to maybe being proficient with our GIS software. Instead of it being a vertical job description we are flipping it more to a horizontal in the sense that we are now looking at individuals for their skill-set and sharing that across the watersheds. Their expertise can be provided to all of the projects. To answer Roy's question, they will be working on all of the projects.

Roy Buskirk: This County is blessed to have a couple of different rivers. You have the St. Mary's, the St. Joe and the Maumee, the main ones and the Little Wabash and the one thing I wanted to try to bring out is that when they are working in the watersheds and because they cover multi-Counties, there is cooperation with other Counties. On the Maumee, there is cooperation between the two States of Indiana and Ohio as far as participation in different programs. Some people get confused in the fact that it is called the Soil and Water District and that it is only for Allen County. The reason that you need Project Managers is because most of them are federally funded. The Soil and Water District reimburses the County for insurance and they have their own unemployment program and for the wages and everything are paid for out of these grants. It is actually no expense to the taxpayers of Allen County.

Tera Klutz: Except for our services that we offer for free.

Roy Buskirk: Right.

Greg Lake: And we do appreciate that very much.

Darren Vogt: Councilman Harris.

Tom Harris: For the taxpayers' benefit, you say that this is the most projects that you have seen in 30 years? What is happening? What is driving that? Why is that?

Greg Lake: I hate to say it this way but bad news gets more attention than good news. I would say take a good look at the most recent issue of National Geographic. The front cover is of Lake Erie and the tremendous problems that we have up there.

Bill Brown: I have seen it.

Greg Lake: We are the primary source of that concern be it from agriculture or urban or suburban. If that problem comes back again in 2013, you are going to see it hit the press even more. The folks in Ohio are quite frankly fed up with it and it is affecting a tremendous industry in that State as far as recreational opportunities for boaters and sport

ALLEN COUNTY COUNCIL MEETING MINUTES

fishing. Not to bore you with details but the levels of contamination that was hitting that lake in 2010 and 2011 were unprecedented. They have exceeded what the conditions were back in the 1970's when that lake was declared dead. In 2012, with the drought, we went to eight percent of what they were the previous year. No run-off, no problem. With the rains that we have had, we are very nervous about what we might see ahead. The bad news brings along good news. The Federals see that and want to see it addressed and that is why the programs are out there.

Darren Vogt: Council, are there any further questions?

Bill Brown: One quick point on that. The Grand Lake St. Mary's being declared dead and where the headwaters are in Ohio for the St. Mary's really emphasized that it is a tri-state issue. Obviously there is going to be more work on our end in Indiana and Allen County.

Roy Buskirk: A quick comment on that, Bill, is that I just read an article last week on the fact that the St. Mary's is improving tremendously in the last couple of years. They are actually pumping water out of it and running it through a filter system to clean it.

Greg Lake: Let me add one last point to that. Each State is required by the EPA to do an assessment of its waters. Ohio, as in Indiana, moves to different sections of the State and this year they were intensely looking at the St. Joseph River, Ohio's portion. It is very early but we were excited to hear that because a lot of the work that has been done by these projects and the other Counties as well, there is real strong optimism that portions of the St. Joe may actually get de-listed from what it is currently considered a threatened stream. In looking back, we are starting to see some improvement from years and years of work.

Bill Brown: One more quick comment. To not put this on a negative note the watershed has reduced its suspended solids in the last 35 years by half. There is still over a million cubic yards of silt ending up in Lake Erie every year. But that is reduced by half so that is like having one side of your car sideswiped.

Tom Harris: Move for approval of a salary ordinance for a new employee, Watershed Project Manager, PAT 4/2 with an annual salary of \$40,737.

Roy Buskirk: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Next on the agenda is Superior Court. Oh, sorry, Building Maintenance.

Dan Freck: Dan Freck, Director of Buildings and Grounds for the Allen County Commissioners.

Brenda Wright: Brenda Wright, Building Maintenance Operations Manager.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tracy Mitchener: This is a Water Plant Operator LTC 7 going to LTC 6 Senior Plumber. As you know, the Water Plant has been turned over to the City of Huntertown and so in looking at their whole structure, they have determined that they need a Senior Plumber. They need a licensed plumber on their staff.

Dan Freck: What we were running into, Council, was the day-to-day operations of the Water Plant. Huntertown had taken it over some time back and we stayed in that area watching the daily operations for them. We feel that they have a pretty good grip on what they are doing out there right now and so this is a reclassification with a reduction in pay to that individual. We will use our Senior Plumber more on the jobs throughout the County and more likely downtown here.

Darren Vogt: Council, are there any questions on this? You are reorganizing.

Dan Freck: A little bit at a time, yes.

Tom Harris: Move for approval of a salary ordinance reclassifying the Water Plant Operator to a Senior Plumber, LTC 7/4 to LTC 6/4 and annual salary from \$48,919 to \$44,472.

Roy Buskirk: Second.

Darren Vogt: Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Now is Superior Court.

Judge Gull: Fran Gull, Judge in the Allen Superior Court Criminal Division. Jeff Yoder is with me, as well. He is the Assistant Director of Criminal Division Service.

Jerry Noble: I am Jerry Noble, Court Executive of Allen Superior Court.

Jeff Leffers: Jeff Leffers, Director of Operations, Allen Superior Court.

Judge Gull: The first item on the agenda indicates that we are asking permission but unfortunately I am advising Council that we have received a grant of \$10,000 to support seven of our team members attending the National Drug Court Professionals conference in Washington, DC. We can't really ask for permission. We had a deadline that we had to meet and we met the deadline to submit that grant. We just received notification last week that we had gotten the money. I am just letting you know that we are going to be attending for the first time ever as an entire team. The Drug Court Team will have the opportunity to get some national training and we are focusing our efforts, at this particular conference, on the veterans track. We will be looking at that in conjunction with Circuit Court who is establishing the veterans track also. We are working with them and the Prosecutor to figure out how we can better serve our veterans.

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: How many days is it?

Judge Gull: Four days in mid-July. The second item on the agenda is a consideration of a salary ordinance for a new employee, an added Court Reporter. I with Jerry and Jeff attended the Personnel meeting on June 5th to request another Court Reporter to be paid for out of the User Fees Fund so that it is not an impact on the General Fund. We have worked diligently over the last several years, as many of you are aware, in consolidating and trying to become more efficient and trying to use our User Fee Account more as your resources have become tighter. We have taken more into the User Fee Account. We have just realized over the last couple of years that with the addition of the Odyssey case management system and the division of work between the Clerk's Office and the Court kind of changing a little bit. More entries are being done by the Court staff that used to be done by the Clerk's staff who is taking over a lot more responsibilities with the financials in the Odyssey case management system. Court Reporters are now required to close all criminal cases which used to be a function of the Clerk's Office. It is a pretty time-intensive process. The day last week that I appeared before the Personnel Committee, my Court Reporter spent the entire afternoon, the day before, closing out four probation revocation cases. Older cases had to be entered into the Odyssey system and then we had to enter in the disposition into the Insight system which is a State case management system. We are now providing an awful lot of statistical information to the Department of Corrections and to the State Legislature. They are looking to streamline the criminal code and who is going to the Department of Corrections and what are they going for. We, in the Court system, unfortunately making a lot of dual entries into Odyssey and Insight and that is going to continue, I anticipate forever. We are trying to get those two systems to talk but we are not in charge of that. Unfortunately it is not much of a priority and with all of the Courts across the State we are not the only ones doing this. The Courts across the State are also voicing displeasure. The next issue that has really impacted significantly the Criminal Division is the requirement that we now prepare abstracts of conviction for all individuals that are sentenced to a felony. In the past, it was just abstracts had to be prepared for individuals that went to the Department of Corrections. That is an electronic submission to let the Department of Corrections know who is this person, what is the charge and other information. We are now required to do that, the Court Reporters are, for all individuals including suspended sentences. I would say that 75% of the sentences that are handed down by our Courts are suspended sentences. Now the Court Reporters have to prepare those abstracts. Again, you are doing double entries, not just in Odyssey but also in Insight to provide that information to the State. I don't necessarily disagree with that provision of information to the Department of Corrections and the State Legislature. It is not a bad thing for them to have that information but it is creating an awful lot of work for our staff and I only have seven Court Reporters. If I have a Court Reporter that is filling in for a Scheduler, which is actually happening today, I have nobody then if a Court Reporter calls in sick. I have no means with which to get that Court covered. We have to kind of slow things down and go to our colleagues in the Civil Division. They are very gracious in loaning us a Court Reporter if we need it but if they are all busy and they are doing their own work, we have to double up on our current Court Reporters. The other issue that we are dealing with the new House Bill 1482 that comes into effect July 1 of this year and I am sure that you have seen the media

ALLEN COUNTY COUNCIL MEETING MINUTES

stuff on television and in the paper where folks are now going to be given the opportunity to petition the Court to expunge their criminal convictions. It means a modification in our case management system and is the responsibility of the Court Reporters and again, the entries into Insight. A lot of these cases are not going to be in our case management system and so we are going to have to enter those cases in, modify the conviction, expunge the conviction and then notify the Department of Corrections, the Attorney General and half the country of all of the things that our Court Reporters are required to do. Again, I only have seven Court Reporters to do all of these things. We are hitting more criminal appeals. As you know, everything that I do and everything my colleagues do is appealed. Defendants have the absolute right to appeal and if they are convicted, I just had a guy yesterday and I know he is going to appeal his conviction. That means that he needs to have a transcript. The expungement law, if the Court denies the request for expungement or denies the request to modify a conviction also gives the offender the right to appeal. That will be a new appeal process that we haven't had to deal with before. The final thing is that I know you are all familiar with House Bill 1006. That is the new criminal code that is going to be coming into effect next year or perhaps 2015, I keep hearing both dates and so I am not sure when that is going to happen. That is going to turn our Court system, the Criminal Courts at least, pretty much upside down while we try to figure out new statutes, new penalties, new crimes and the training that is going to go with that. In many jurisdictions each Judge has two or maybe three Court Reporters that function as Executive Assistants, Secretaries and actual Court Reporting work of transcribing those things. I have one. All of the Courts in Allen County each have one and that is a lot of work to put on people. Again, this is a position that would be paid for out of our User Fee Account. I have Court Reporters that are coming to me as Administrative Assistants indicating that they are going to have to put off medical procedures because we can't cover for them. I don't want to delay Court because I don't have a Court Reporter. That is kind of where we are getting to at this point. I presented this to the Personnel Committee and am here now for your approval.

Tom Harris: Judge Gull, we had a chance to talk as well and I applaud you and the Courts for having this paid for by User Fees. You mentioned the displeasure in some of the other Courts in the State with the amount of mandates and regulations that are coming from the State level. What happens, from the taxpayers' perspective? You are displeased with what is happening at the State level but what happens from there? Do we see some kind of reprieve from the State or does this just continue? One question with that, why do they continue to build this infrastructure of information that is coming from the State level and pushing it down to the local level?

Judge Gull: The first question, I am hoping that they will make a priority to have the Insight and Odyssey case management systems interface. They were working on that and then 1006 came in and now they are working on trying to figure out how to get that into the Odyssey case management system. I can't answer your second question. We all face those State mandates where things are pushed down to the County level and this is one of those things that have been pushed down. We've coped as best as we can but we are in a position where we just have to get an additional employee to help us.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tom Harris: The second piece of that is the expunging process. As an HR person, I will tell you that it is a bit interesting from an HR perspective. The process of the expungement, are there fees involved for these folks that are coming back through the Court system? Do they have to pay for some of those Court expenses that are going to happen the second time around?

Judge Gull: I think there has been an associated assessment of Court costs but that is with a brand new case. We will be taking those cases into the criminal case itself and so there are no additional Court costs that they are going to pay.

Roy Buskirk: Tom, I want to ask her on that particular question is if there are delinquent fees that they might have can be Court ordered that they have to pay them.

Judge Gull: I am glad you brought that up. We have denied petitions to modify convictions based on that very fact. I am not going to modify your conviction from a D-felony to an A-misdemeanor because you haven't successfully completed your probationary period because you have outstanding Court costs or outstanding restitution owed to your victim or outstanding probation user fees. We have the ability and do, in fact, deny those petitions until such time as the individuals pay those fees.

Roy Buskirk: As was explained to us by Community Corrections, they run about \$1.3 million per year on delinquent fees.

Judge Gull: Yes, yes and that came up in the last Community Corrections Board meeting. I shared, with Sheila Hudson, the fact that you don't have to. We, the Court, can help enforce the payment of those fees. If we know that they still owe you home detention fees on that particular case, if you let us know that we can make sure that those fees get paid as well. Right now, the only fees that we know of are probation user fees, Court costs and restitution. I think Sheila has been in communication with other individuals within the Court system and the Clerk's Office and the Probation Department to find out if we can get that information. If I know that someone owes home detention fees that will be another reason to deny that until it is taken care of.

Roy Buskirk: We would appreciate it very much if this could be worked out in the teamwork to make sure the probation fees and everything that is delinquent could be brought current.

Judge Gull: I know Mrs. Hudson is here and I can tell you that at the Community Corrections Board meeting, when I told her that, she was delighted to hear that we would in fact be taking care of it.

Roy Buskirk: If it is \$1.3 million a year, the taxpayers of Allen County are thrilled too.

Judge Gull: I can't tell you that I can get you \$1.3 million but I am telling you we will do whatever we can to help. We will continue to work collaboratively with Community Corrections and Probation to get those fees taken care of.

ALLEN COUNTY COUNCIL MEETING MINUTES

Kevin Howell: I am very much interested in the formation of the Veterans Court. What model are you using?

Judge Gull: All of the models are based on the Drug Court model. I am the presiding Judge in our Drug Courts. All of the research seems to indicate that we should be exploring a separate tract for our veterans. I have veterans in the Drug Court program now that I have spoken with about a separate tract. The ones that I spoke with want to be part of the group. That is the whole idea with the Veterans Court is to kind of create, you have been in the military and you know that unit formation and the fact that you can be part of a unit and kind of mirror a tract for veterans. They can be part of a unit with the other members of their unit and we will try to get some mentors. We may be calling you to see if you are willing to mentor folks within the veteran tract program.

Kevin Howell: There is one in Indianapolis, is that right?

Judge Gull: I know that there is a Veterans Court in Floyd County and I have sent Kim Churchward, our Director, to Floyd County to look at their Veterans Court and to meet with their team. Judge Felts has been exploring the possibility of a Veterans Court and is actually a little bit farther along in that process than I am. In all candor, I am kind of hoping to piggyback onto some of the work that he has already done to see if we can't work together to get the Veterans Court that we can both make referrals to.

Roy Buskirk: I think there are four or five in the State.

Judge Gull: Yes, yes.

Kevin Howell: With regards to the specific abnormalities that veterans are exposed to and go through, are you working with the VA system?

Judge Gull: Oh, absolutely. One of our veterans that just graduated from Drug Court and is a Vietnam Veteran and that, within the last year, was diagnosed with PTSD as a result of his service. He attributed his participation in Drug Court with that specific diagnosis that forced him to look more closely at the experiences that he had in Vietnam and forced him to deal more correctly with those experiences.

Kevin Howell: Count me as a volunteer. I want to be involved in this.

Judge Gull: Good, thank you.

Tom Harris: I just want to say thanks again. On behalf of the taxpayers, that you are having those folks that use the Court system and have violated the laws are paying for some of these services. I think that is the right thing to do and for that reason I would like to make a motion for the salary ordinance for a new employee within the Allen County Superior Court, Court Reporter, PAT 3/2 and an annual salary of \$36,199.

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: Second.

Darren Vogt: Is there any more discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). I will make one point before you do, you have \$836,000 in that fund. The historical of that fund, if I remember right, that has been the approximate average of that fund for a while. As we continue to struggle with revenues, at some point we are probably going to look at some of these funds and ask and so I am saying to be prepared.

Roy Buskirk: I want to make sure that they can go to their conference. We haven't had that approved and so that they can have permission to apply for a grant that they already have and that is my motion.

Tom Harris: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). We also need approval of the 741 appropriation.

Roy Buskirk: Move for approval in the appropriation in the Alcohol and Drug User Fee fund 741 in the amount of \$35,234.

Bill Brown: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Now we have Community Corrections.

Sheila Hudson: Sheila Hudson, I am the Director of Allen County Community Corrections. This is Jeff Stevens and he is the Senior Finance Manager for Community Corrections. We have three items that we would like to have your permission for today. The first is the appropriation of the entire Community Corrections budget for the fiscal year of 2013 through 2014 in the amount of \$5,797,983.

Roy Buskirk: Your budget and everything is from July first to June 30th.

Sheila Hudson: Yes it is.

Roy Buskirk: That is the reason for this today.

Darren Vogt: Councilman Harris.

Tom Harris: These funds are not coming out of the General Fund if you want to talk a little bit about that.

ALLEN COUNTY COUNCIL MEETING MINUTES

Sheila Hudson: No, they are not. The State grant is approximately 50% of our budget. That is the first item at \$2.9 million. The Transition Fund is the amount that we anticipate we will generate through the early release of prisoners and inmates. This amount is pretty close to what we have brought in over the last couple of years. The next amount is the user fees and this is the conversation that Judge Gull had with you earlier and we are pretty excited about the possibility that this amount could increase over the next couple of years and based on the conversations that we have had at our Community Corrections Advisory Board meeting. We have community service contracts that amount to about \$70,000 but the rest is paid by the offenders.

Tom Harris: I want to applaud your leadership and I know there have been some struggles with the budget. Working with the DOC and they have been able to work with you for continued financial support.

Sheila Hudson: I also have to commend the County and specifically Tera and the Auditor's Office for working with us so closely over the last two years now. As things changed in the County as to salary increases and changes to insurance, they made sure that we dotted all of our I's and the amount that I needed to request from the Department of Corrections to make ends meet, the State has been wonderful but so has the County.

Darren Vogt: Can you give us a 30-second just what you do for the record for those who may be watching? We are getting ready to appropriate nearly \$6 million for programs.

Sheila Hudson: Allen County Community Corrections is one of the few Community Corrections in the State to serve high risk misdemeanor and felony offenders. We are the machine behind two problem-solving Courts. In Allen County there are three problem-solving Courts; Drug Court, Allen Superior Re-entry Court and the Allen Circuit Restoration Court, the mental health Court. The Re-entry Court and Mental Health Court have been awarded Supreme Court grants too and are appropriated into our budget. Two \$10,000 grants to continue our operation of serving a high risk group of mainly felony offenders.

Tera Klutz: So these people come from jail into your programs?

Sheila Hudson: They come out of prison early, they are modified from prison and the program is set up to deal with the offender who has been in the system many, many times. That is why it is so difficult, a lot of times, to assess and collect user fees is because they have been in the system so many times and they don't have employment and education or the wherewithal to pay the money. They don't have the support system either. As they come back out of prison, nobody wants them.

Tera Klutz: Those are some of the negative things. The positive things are that you think this does work and that it is good to have a program.

Sheila Hudson: There is a national standard for recidivism and to us at Community Corrections recidivism is re-arrest. Many times it is a return to prison. That is what the

ALLEN COUNTY COUNCIL MEETING MINUTES

State looks for because that is where they get hit financially. Our recidivism rate for serving a high-risk population offender is much lower than whether or not they were released to the community.

Tom Harris: With that rate, is that trend flat, down or up?

Sheila Hudson: We haven't had a reassessment in the last couple of years. I am really anxious to begin another because the Allen Circuit Restoration Court is dealing with the population of mentally ill, substance-using felony offenders. Even though their crime might not be as great, their need is greater. That population is what the County sees more and more rotating back and forth into the jail and all of the social services, Park Center, and it affects more of a community resource. We are going to begin that process really soon.

Tom Harris: As a member of your Board, I have learned a little bit of a very big picture there. From a layman's point of view, it is another action from the State government that they are looking at this model as a way to move folks from prison to local to pick up some of that cost. They send some money to pay for those fees and different expenses that we run into but maybe not as much as they would have spent on the State level. There lies another example of the State pushing it to local to figure out their cost issues.

Sheila Hudson: I must say that if a County such as ours has supported me and Community Corrections through the years and we can prove that what we do works, they will compensate us in some fashion. When I began my job almost thirty years ago, it was custody only. It was electronic monitoring and police officers and that is all it was. We have learned, through the years that this isn't all there is. We have a comprehensive program of treatment and services and case management. All of that stuff has been built around to make it work right.

Tom Harris: Recidivism is where it is at. We will keep our fingers crossed that it is heading in the right direction.

Sheila Hudson: Thank you.

Darren Vogt: We would need individual motions for this on items one, two, three and four. They are all different funds.

Tom Harris: I can make that motion for the appropriation for 2013-2014 State Grant Fund 234 for the amount of \$2,951,809. As well as the appropriation for 2013-2014 Transition Fund 235 in the amount of \$389,568. Approval of the appropriation for 2013-2014 Home Detention Project Income Fund 236 in the amount of \$2,450,606 and for the 2013-2014 Kelly House Commissary Fund 832 for \$6,000. This is for a total of \$5,797,983.

Roy Buskirk: Second.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: We have a motion and a second. Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent).

Sheila Hudson: The second item on our agenda is a transfer within funds but between series is in the amount of \$506,756 that we were previously not allowed to spend. It has sat in that fund and we had requested it from the Department of Corrections to fairly balance out our budget ending June 30th, 2013.

Roy Buskirk: I make a motion to approve a transfer from Community Corrections Fund 234 from Equipment and Machinery Purchase, \$506,756 to Extra Deputy Hire in the amount of \$389,700 and Group Insurance Health, \$117,056.

Tom Harris: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent).

Sheila Hudson: The third item, I am going to turn over to Tracy.

Tracy Mitchener: We have a Security Coordinator, POLE 4/2 going to an Operations Section Chief at PAT 4/2. This position is located at the Kelley House and it is kind of a new entity within Community Corrections. When you first start a program, what you think you want is slightly different from what you really see what the need is. They have mirrored this position to be comparable to their Community Corrections operation. They have Section Chiefs there that are PAT 4's. To make sure that they are comparable in their functions at Community Corrections and at Kelley House, they decided that it would be in their best interest to make it a PAT 4.

Tom Harris: How many positions are there for that position?

Tracy Mitchener: Just one.

Tom Harris: I will make a motion for a salary ordinance reclassifying the Security Coordinator to the Operations Section Chief, POLE 4/2 to PAT 4/2 with an annual salary from \$38,355 to \$40,737.

Roy Buskirk: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent).

Tracy Mitchener: That is my last one.

Darren Vogt: Okay, great. Can you give us an update on the HR system?

ALLEN COUNTY COUNCIL MEETING MINUTES

Tracy Mitchener: Do you mind if Janette comes up? I would like to introduce to you Mary Rian. She is our new Compensation Specialist and we are very excited to have her with us.

Janette Jacquay: Janette Jacquay, Human Resources Director.

Tracy Mitchener: As you know, we have been looking at HRIS systems. We currently have nothing and with an organization as large as ours with 1,800 employees, we do a lot of paper, a lot of double entry and a lot of Excel spreadsheets. As you can realize, that is probably not the best practice and is very time consuming. We have been looking at a system that would encompass a lot of information and house a lot of information so that we could easily pull reports. All of the healthcare reform and all of the potential fees that we could possibly be encountering if we don't do it correctly is very scary to me. We have also been looking at a pay-for-performance aspect as well in order to do something like that. With something of that magnitude, we would also need something to house our information in. We have been diligently looking. We thought, several months ago, that we had found something but after we really dug into it, this is taxpayers money and we want to make sure that the system we purchase will actually be able to be implemented and be able to be used appropriately. We thought we had something but then after looking further into the organization and looking at references, we decided that we had to start over. We really are taking this seriously because we want to do the right thing. Currently we are looking at three systems and have been able to use the system and try to create reports. After looking at a system, we decided that we need to make sure that we are looking at everything that we needed. We are still looking at cost. We don't have the exact numbers yet. We are trying to do everything that we possibly can to give you a presentation that will hopefully answer all of your questions. That is where we are right now.

Tom Harris: Timeline? Do you see that happening this year? Maybe that is a good starting question.

Janette Jacquay: We hope to have a contract signed and a process presented to you by September. We would like to start implementation this year. Does that mean that the system will be up and running this year? Probably not. We are starting from scratch and we have to do quite a bit of interfacing with our payroll system. We hope that a lot of the information that is housed with them is going to transfer over and populate a lot of the system. That is our hope. We anticipate that things should be up and going by first quarter of next year.

Tom Harris: I totally understand being in the field that you are in that you do need to make sure that the system is going to be functional and be able to do what it needs to do. It is better to take this time now than to rush. I have been in two organizations that spent an enormous amount of time and money and then the system had to be stopped. Working closely with IT, as I know you will be, to make sure that it is all functional.

ALLEN COUNTY COUNCIL MEETING MINUTES

Janette Jacquay: Thank you for that support. We are trying to be as thorough as possible. It is a large investment and of course, we want a very good product. We are spending quite a bit of time doing our due diligence.

Darren Vogt: Councilman Howell.

Kevin Howell: What is your drop-dead date to make a decision one way or the other?

Janette Jacquay: We don't have one.

Kevin Howell: What is your projected date to start this thing up?

Roy Buskirk: They just answered that, Kevin, September.

Tera Klutz: Possibly have a contract by September.

Tom Harris: And starting in the first quarter of next year.

Janette Jacquay: To actually go live. Implementation is going to take many months to do. We are hoping that it will be an easy implementation but with large systems, it doesn't always go as planned. With that in mind, we have to prepare for both sides.

Kevin Howell: Three months to five months?

Janette Jacquay: Three months to six months.

Tom Harris: To throw in that you are implementing at the same time the national healthcare. That will truly put a strain, I suspect. In jumping to that for just a minute, I don't know if there is a presentation or anything being done on where we stand in terms of the potential cost. Can you give us a potential update of thirty seconds?

Janette Jacquay: I can tell you that currently our Insurance Manager Deb Hudson is actively paying attention to what's happening in regards to Federal mandates and things that are changing. I have been working with her and hopefully this week we are going to sit down with our TPA and discuss some additional details. What we are seeing is that the laws continue to change. We are seeing thousand-page documents one week that are then being amended the next week. It is a very difficult system to follow and I think everyone is struggling with it. We do feel that we have a handle on it. One issue is the fact that we don't have a system other than our payroll system that is going to be able to supply HR with the necessary information that we need next year to be in compliance with what the Federal government is asking employers.

Tom Harris: Presently the County has a closed insurance enrollment process?

Janette Jacquay: Yes.

ALLEN COUNTY COUNCIL MEETING MINUTES

Tom Harris: That will be going to open which allows employees to switch their insurance packages in 2014. Is that how you understand it?

Janette Jacquay: Yes.

Tom Harris: That is a huge undertaking for the insurance folks as well as the additional fees that could be occurring. Is there a thought with the fees? Are they being passed onto the employees or is it going to be additional budget concerns for Council?

Janette Jacquay: We are in discussion on that?

Tom Harris: Okay.

Janette Jacquay: I don't mean to be so vague but what we have learned from the Federal government one week changes the next week.

Tom Harris: I want to make sure it is on the radar and the Council is not slammed with the additional amount at the last minute. We have the opportunity to be thinking through that now and if you foresee that the large expense of additional fees coming this direction, the sooner the better.

Janette Jacquay: We will keep you up-to-date. Councilman Vogt and our Insurance Manager have had some email correspondence on this. Certainly we will stay on top of it.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: This is the first that I have heard of additional fees. Is it potentially more than the \$63 per member?

Janette Jacquay: From what I have read, no. I can't say that it is not going to change.

Roy Buskirk: I understand that.

Tracy Mitchener: There are penalties that could be placed upon us. There are so many things that we have to make sure that we do and if we don't do them, we are subject to penalties. That is the portion that I am most concerned about because how do we track that?

Darren Vogt: It is a thousand-page document.

Tracy Mitchener: Yes.

Jackie Scheuman: Roy, if it makes you feel better, I have been extracting a lot of data from the payroll system to make sure they have the information they need.

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: She mentioned that she had been working with you. I know that part of the concern is part-time employees and hours and that. When you made reference to additional cost and stuff earlier, I thought that maybe there was something beside the known \$63.

Janette Jacquay: Not that we are aware of. Our big concern is making sure that we comply with the rules that the Federal government is mandating us to follow. If we are not in compliance with those rules, there could be substantial penalties.

Roy Buskirk: Okay, thank you.

Darren Vogt: Are there any further questions, Council? Appreciate the update and as always, keep us in the loop. With that, we have the Department of Health and I am taking care of that one. Mindy had some conflicts. This is just the vaccine situation that she comes to us for quite often. They expend the money and get reimbursed and they buy more medicine and that is where they are at this point in time. If you did notice, she said she may have to be back again depending on how much vaccine they go through. That is the presentation.

Roy Buskirk: I make a motion to approve the appropriation in the County Health Fund 285 for Meds and Vaccines in the amount of \$50,000.

Kevin Howell: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). Next is the Highway Department.

Kim Yagodinski: Good morning, Council. Kim Yagodinski, Controller for the Highway Department.

Bill Hartman: Bill Hartman, Director of the Highway Department for Allen County. We have a request to take some CEDIT money that we recovered through reimbursements on a couple of our projects and put them back into use. The first one is Flutter Road for \$476,561. That money is from reimbursements on Flutter Road.

Kim Yagodinski: We finished the right-of-way phase of that and this is our final reimbursement for right-of-way for Flutter. That project was bid and so the construction and inspection cost we will have to come up with now. This is what those dollars are going to be used for.

Darren Vogt: How did that bid come in?

Bill Hartman: It was seven-tenths under.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: That is not what I was hoping for. I know that in the last several years we have been estimating and then the project has been coming in significantly under.

Bill Hartman: Sometimes twenty to thirty percent under. This was \$6,755,579 awarded to Primco here locally.

Darren Vogt: Do you want to take the other one as well?

Kim Yagodinski: Sure. The additional amount that we are asking for an appropriation in is on Bass Road. This is from a variety of projects. Bass Road is our next big project and so we are putting money into that project. We are looking for \$405,194.

Darren Vogt: And this one is from various different projects.

Kim Yagodinski: Yes, I have that listed here. We got money back from Union Chapel at Auburn on the roundabout there. There was also some additional reimbursement for Gump Road right-of-way. There was excess money that came back on right-of-way for Flutter that didn't need for the CE and so we went ahead and put it on the Bass project.

Darren Vogt: One question that I have, you said Union Chapel and Auburn for the roundabout but we haven't constructed or paid for that one.

Kim Yagodinski: This is the right-of-way on that portion and that was the County's responsibility. We paid out 100% of the right-of-way cost and we were reimbursed from the State 100% of that.

Darren Vogt: And the State is picking up the construction cost.

Kim Yagodinski: That is correct.

Darren Vogt: We don't need to have any money set aside for it because they are just doing it?

Kim Yagodinski: That is correct.

Darren Vogt: Highway projects are very confusing.

Bill Hartman: They are all different.

Darren Vogt: That isn't the normal. Normally we spend it and then they give it back to us.

Kim Yagodinski: Right. In this case, we were only responsible for the right-of-way.

Darren Vogt: Council, are there any further questions on those two items?

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: I make a motion for an appropriation in County CEDIT Fund 329 for Flutter Road for \$476,561 and Bass Road \$405,194 for a total of \$881,755.

Bill Brown: Second.

Darren Vogt: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent). The Auditor has a couple of items.

Tera Klutz: I have two requests before you. One is to amend a salary ordinance. I am not changing any pay classifications. I have a new fund that I had the budget approved for this year, Fund 838 Auditor's Ineligible Homestead Fund. We have begun billing taxpayers who have been claiming the Homestead but weren't eligible to claim the Homestead and we have been receiving revenue into that fund. I want the opportunity to pay a portion of the current staff that I have out of that fund and relieve some of the General Fund revenue. The law allows me to pay for the expenses of a contract for a company that I would hire to help find these and any expenses related to the contract. Also, any other expenses in my office up to \$100,000. Any additional revenue in that fund would get deposited into the General Fund. Possibly this year and next year there may be additional revenue coming into the General Fund. We are not sure how much revenue could be collected from this. I am requesting to split my Property Tax Manager between the General Fund and the Auditor's Ineligible Homestead Fund. Also, I would like to establish my part-time salary range in the new fund. I already have a salary range of \$9 to \$35 in the General Fund, the Tax Sale Fee Fund and the Plat Book Fund. I just need to get the same salary range into the Auditor's Ineligible Homestead Fund.

Darren Vogt: We don't need to appropriate because it was already budgeted.

Tera Klutz: Yes. It already is appropriated.

Darren Vogt: Council, are there any questions?

Tom Harris: I will move for the salary ordinance amending the pay for Property Tax Manager, PAT 4/5, salary \$47,159 to be split between the General Fund and the Auditor's Ineligible Deductions Fund 838. Also, Move for the salary ordinance amending the pay for Part-time employees in the Auditor's Ineligible Deductions Fund with a range of \$9 to \$35.

Roy Buskirk: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 5-0-2 (Armstrong and L Brown absent).

Tera Klutz: I emailed this out but am handing out a hard copy and Becky will have extras that she can pass out to everybody in the audience. It is a two-sided handout. One page is the summary and the back page is detail. I am going to start on the summary side

ALLEN COUNTY COUNCIL MEETING MINUTES

that says “2014 General Fund Budget Projection Summary”. The top line explains the 2014 General Fund projected revenue is \$82.8 million. If you look underneath that, there is a thing for property tax and general revenue. Above it says 2013 but it should say 2014. Right now, we are projecting \$49 million for property tax in 2013 though I will say that as of yesterday with the new information that I received, there is a new law for residential rental property, commercial apartments and it is known as a CAP-2 category. Right now, if you owned Canterbury, the land that the building sits on is called the building footprint. That land is capped at two percent. Everything else, like the roadways and common area is at a three percent cap meaning that we are collecting three percent of the gross assessed value of that common area and all of the other property that Canterbury would own. I am just using Canterbury for an example. There was a new law that says “the law effective January 1st, 2014 for credits calculated after 2013”, they eliminated the language that says the building footprints. Now, all of the area and land and buildings are subject to the two percent cap. What this means is beginning next year that land and extra area and swimming pools and all of that will go to a two percent cap and pay one-third less taxes. We will be bringing in one-third less tax on those areas. I would immediately say that our property tax revenue will probably be lower next year just based upon that change.

Darren Vogt: I would make one comment on that. I would look for the same or similar legislation towards homesteads as well because right now your homestead only gives you so many acres and if you were in a home site bigger that is taxed (inaudible) as well. I don't know it for a fact but there may be some push for that to go to the homesteads as well.

Tera Klutz: There absolutely may be some push either back or forward to make them comparable but for now, this legislation will affect our 2014 property tax revenue. That is aside from what the City Council does which I have highlighted at the bottom of both sheets. They are expected to vote on July 2nd. Depending on how they vote it could affect our property tax and income tax.

Roy Buskirk: Also, with that move by the State Legislature, it has created quite a bit of additional work for the County Assessor, correct? They will have to break these parcels out as far as what land is on the footprint and what isn't.

Tera Klutz: Currently, they do and going forward they won't.

Roy Buskirk: Oh, you're right, I am sorry.

Tera Klutz: Unfortunately, we are at the period where she has already done that breakout and assessing. We are meeting with her to determine if the assessed values that she is planning on submitting on the March 1st, 2013 values and is used to calculate 2014 tax bills were set to come to us sometime late summer and so I need to get with her to make sure that we are still on track so that we can certify net assessed values in the fall and on time.

ALLEN COUNTY COUNCIL MEETING MINUTES

Roy Buskirk: Wow.

Tom Harris: Question on that \$1.7 million shortfall.

Tera Klutz: Let me go ahead and get to that. We are expecting \$82.8 million in revenue and possibly less with the new information. The 2013 adjusted General Fund budget allocation is basically we start with the allocations that you approved for this year's budget and make adjustments for County-wide expenses. We added the new Affordable Healthcare Act, \$200,000, the \$63 fee for every person. We included amounts for Election Board, this year is a non-election year and next year will be an election year and we went back four years and saw what their budget was and added information to that. The way that we have adjusted it is on the back page. You will see all of the changes that we made to arrive at the adjusted allocation of \$84.5 million. When you compare the two together, you can see that we have a \$1.7 million shortfall. I will turn it back over to Tom Harris.

Tom Harris: My simple question was going to be have you looked for a percentage reduction throughout the County departments? What would that be to hit the \$1.7 million?

Tera Klutz: That is a simple math calculation, which I will calculate while we are talking.

Tom Harris: It is probably too early to ask that question. If I could just get a rough idea.

Tera Klutz: The rough idea that I have understood from the Council meetings, the Council has been meeting with all of the departments, and the one thing that they have been staking out and emphasizing that we do not plan on doing across-the-board cuts this year. The Council is going to prioritize all of the departments based upon their functions of the County. Most functions are statutory and they are all State law. At some point, you have to determine what the priorities are and allocate them. We had a funny discussion because I would say that everything is a priority. It is important to have parks and it is important to the Auditor calculating these financials even though I will tell you that it doesn't really feel important when you have a Sheriff and a jail and a Prosecutor out there. The priority on my office will probably be on the lower end of the list because I am not involved with Public Safety. What we do is behind the scenes and everybody just expects that to happen.

Darren Vogt: Let me just chime in there. One of the main things that we echoed was the scalpel approach. Looking at what we can cut and be specific about it. We have kind of taken the generic approach to looking at that. We are going to need to be more calculated with much more discussion and input as to whether it is programs or specific dollars in certain spots. I am going to ask that you are going to need to do homework and start putting the pencil to paper and your thoughts behind programs and what we do and the priorities that Council thinks are important. That said, a lot of it hinges on what the City does and potentially that number could be even greater or the revenues could go the other

ALLEN COUNTY COUNCIL MEETING MINUTES

direction. We just have to be prepared to be very, very involved in our budget conversations. It could be a completely different scenario.

Roy Buskirk: In answering Tom's question, all you have to do is take the 2013 budget and divide it by \$1.7 million.

Tera Klutz: Two percent thank you.

Darren Vogt: He could do the math but he was talking and wanted someone else to find it out.

Tom Harris: Again, a frustration of mine is that the taxpayers outside of the City of Fort Wayne will be impacted by the decision of the City of Fort Wayne and all of the communities throughout the County will be impacted by that decision. I trust that the City of Fort Wayne is considering the impact far beyond their boundaries.

Tera Klutz: In continuing that discussion, in the box on the bottom of either page, it is highlighted about how the County Option Income Tax Council is made up of all of the bodies of the towns and cities in Allen County including the fiscal body of Allen County of which you are a member. They are all allocated a certain number of votes depending on their population in the County. Because Fort Wayne has 71% of our population, they get 71 votes. By virtue of just needing a majority, their vote can actually adopt the ordinance for Allen County.

Darren Vogt: Their vote can be 5-4 and it still carries.

Tera Klutz: Yes. You make a good point. Not every member of each body gets one vote. One body is one vote. If they pass that ordinance on July 2nd, for increased income tax that is one and two in the box. If they increase income tax and provide property tax relief, we will see an increase in revenue from property tax because it will lower the Circuit Breaker credits currently being given. It will allow us to collect more of our property tax levy. If they increase local income tax for Public Safety expenses, we will get a portion of that increase based on our population which is between 30% and 40%. We will get more revenue from income tax. They are discussing adopting a Cumulative Capital Property Tax Fund and that will decrease our revenue from property tax because right now all commercial property, all personal property, all rental property and about 30% to 40% of the homes are currently at the maximum cap that they can pay for property tax. That is either one, two or three percent of their gross assessed value. Even if the City adopts a new property tax rate fund, that taxpayer is not going to pay anymore. Now we have to share what they are currently paying with this new fund. The Library, the Airport and the schools will see a big shift. All of us will have decreased revenue as we currently charge a property tax to those taxpayers. If the City would go up to their maximum allowable property tax for general operations, in the City's defense most units are already at their maximum allowable levy. The City has not gone to their max for the past few years and they now have a banked levy. If they would decide to increase their property tax in a rate

ALLEN COUNTY COUNCIL MEETING MINUTES

that is disproportionate to the other increases, every other property tax fund will see less money.

Bill Brown: By going to the bank and recouping that \$6 million?

Tera Klutz: Yes.

Tom Harris: By the fiscal conservative approach of simply reducing expenses in the City of Fort Wayne, we would not be losing any funds. It would not impact us if they were able to contain those costs that they are dealing within their existing budget, correct?

Tera Klutz: I am not in a place to answer that question.

Tom Harris: Okay. I think the answer is yes.

Darren Vogt: Council, are there any further questions on the information provided for us? Nick, did you have anything that you wanted to add to that?

Nick Jordan: No.

Darren Vogt: What we are going to need to do, our July meeting is the 17th and 18th, is be prepared in case the City does something on their end. We may want to have an additional meeting just to discuss the outcome. Keep that in the back of your mind. This is the general letter that gets sent out, right?

Tera Klutz: Yes, I just handed out a draft of the Pre-allocation Questionnaire. It is very similar to the prior years. That is something that we would normally send out the day after this meeting, if you guys approve it. It is basically to collect and gather information. I know that you have been meeting with departments but this gives them the opportunity to communicate in writing and let you know about their other fund balances and let you know where they are going into 2014 before you decide to allocate.

Darren Vogt: I do want to say that the comments that we got from meeting with the Department Heads was very positive. They enjoyed the relaxed conversation and the chance to interact without feeling like they were on the spot. They were very open and frank conversations about where we are and where they are and getting a chance to talk about things like the Sentencing Reform Act, Affordable Care Act and a lot of those different things were discussed and how they could impact the County. They were very well received. Thanks to those who were able to be involved in those discussions. I know that you are taking a look at this letter and it is very similar to what we have done in the past.

Tera Klutz: We send this out electronically along with the Capital Inventory sheet and this year you added the Strategic Plan, if they have it.

ALLEN COUNTY COUNCIL MEETING MINUTES

Darren Vogt: The one example I can think of is Mindy Waldron. She has her own requirements for the Strategic Plan based on the Board of Health and to mirror that into the one that the County does is somewhat of a challenge for her. What I am going to suggest is that we don't require people to reinvent their Strategic Plan. They are already doing one in some way, shape or form that they don't have to reinvent it and use the form that they have. We have to make sure that we are not overburdening someone for something that they are already doing.

Bill Brown: The Commissioners are onboard with that, I presume.

Darren Vogt: I haven't talked to them specifically on it but in talking with the folks that are doing it, we can't burden them with that. They have a plan and we need to ascertain the information from that. To re-format is a lot of extra work and they have already done something.

Bill Brown: I agree with that. It makes sense.

Darren Vogt: Are there any other questions on that? If not, we will ask the Auditor to electronically send that out.

Tera Klutz: If you have any changes or comments, get them to us by the end of the day today. That would be great.

Darren Vogt: We are on the back page now, Recent and/or Upcoming Meetings. If you get a chance, I know I have attended a lot of the public hearings with the City Council they meet next Tuesday for another public hearing. Does anyone have any liaison reports? If you haven't touched base with your liaison assignments in the last 30, 60 or 90 days, now is the time to do it. Budgets are around the corner. It is a two-way communication street, they should be communicating with us but we should also be communicating with them. Do we have any public comment?

Bill Brown: Approval to waive the reading on any matter approved today for which it may be deemed necessary for the County Council meeting of June 13, 2013.

Roy Buskirk: Second.

Darren Vogt : **All in favor please signify by saying aye. The motion passes 5-0-2 (Armstrong and L Brown absent).**

Roy Buskirk: Move to adjourn.

Bill Brown: Second.

Darren Vogt: **All in favor please signify by saying aye. Opposed like sign. The motion carries 5-0-2 (Armstrong and L Brown absent).** There being no further business the meeting was adjourned at 10:44.