

ALLEN COUNTY COUNCIL MEETING MINUTES
APRIL 21, 2011
8:30 AM

The Allen County Council met on Thursday, April 21, 2011 at 8:30 am in the County Council/Commissioners Courtroom. 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: Bob A. Armstrong, Larry L. Brown, Roy A. Buskirk, Tom A. Harris, Kevin M. Howell, Paul G. Moss and Darren E. Vogt

Also Attending: Nick Jordan, Chief Deputy Auditor; Jackie Scheuman, Finance and Budget Director; Nelson Peters, Commissioner; Therese Brown, Commissioner 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: Council, we have a minor adjustment in the agenda and will move through that relatively quickly. We are going to jump right to Economic Development. The folks from Steel Dynamics have an engagement at 9:00 that they have to get to. We are going to move straight to that on the agenda. Nikki come on up and introduce yourself.

Nikki Liter: Nikki Liter, Allen County Economic Development. With me today is Rick Poinsette, Vice President and Treasurer for Steel Dynamics. Steel Dynamics is based in Fort Wayne and is one of the nation's largest producers of carbon steel and one of the largest metal recyclers with revenues over \$6.3 billion. The company currently employs over 6,100 people. Recently they announced a joint venture with LaFarga Group which is out of Barcelona, Spain. LaFarga Group manufactures and markets various types of copper products internationally. This partnership will operate under the name of SDI LaFarga, LLC. Their plans include an investment in Allen County of approximately \$39 million and the construction of an 85,000 square foot state-of-the-art facility. It will include new and advanced manufacturing technology. The project will utilize various grades of recycled copper scrap as its primary raw material and the production of a higher margin copper wire rod. The proposed site is just east of New Haven at 1600 Ryan Road and is just west of Casad. As the result of the new building, SDI LaFarga will plan to hire 35 full-time positions and they hope to do that by 2013. Today, SDI LaFarga is here to request a ten-year abatement for both real and personal property taxes. I included those tax projections in your packet. Allen County stands to gain about \$1.4 million in property taxes over

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the ten years. Before you, to approve, is the statement of benefits and with that, if Council has questions, we will be happy to answer them.

Darren Vogt: Do you want to tell us a little bit about what you are planning on doing with this that would be great.

Rick Poinatte: Certainly. This is a joint venture with SDI and LaFarga and LaFarga is a company in Europe that has copper facilities. We have proposed to build something very similar to what they are currently using. They have about twenty of these in Europe and it is new technology for the United States. Basically, the advantage is that we are taking scrap copper and making it into a finished product. In the United States currently, other parties are using copper cathode which is a more expensive way of doing it and is not recycling as what it would be with Steel Dynamics. LaFarga will be taking scrap copper that we currently generate or obtain from the OmniSource Division. It provides a way to further the recycling process into a finished product. We are very excited about it and actually we have proposed a facility that will employ about 35 people however we expect that there will be additional people in there. Whenever we build something, we always build it with the idea of expansion. Assuming that the project is successful, as we expect it to be, we anticipate that there will be additional jobs that would come to that facility. The other thing that I would like to point out is that this is a joint venture and so it will be a separate company in the sense that it will have management positions and sales positions and not just a production facility with only production employees. It will be a company that will employ other types of positions as well. As it grows, and this is all potentially, there could be other locations around the country. If that were to happen, there would be an expansion of the administrative headquarters types of positions.

Darren Vogt: Are you putting the administrative offices there or at the SDI location?

Rick Poinatte: The administrative offices will be at this location but as I am looking at the future, that remains to be seen but will more than likely be at SDI on Jefferson.

Darren Vogt: Council, are there any questions? Councilman Buskirk?

Roy Buskirk: Is it going to be on Ryan Road or Bandelier Road?

Rick Poinatte: It is a piece of land that is bound by Ryan Road and the railroad tracks on Dawkins Road.

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Nikki Liter: The actual address of the piece of land is 1600 Bandelier Road but I would imagine that their address would be Ryan Road.

Roy Buskirk: Okay because you said Ryan and some of the material says Bandelier and it doesn't take much to get me confused. So this is for both the real estate tax abatement and the equipment?

Rick Poinatte: Yes, that is correct.

Roy Buskirk: I talked to Rick yesterday and he mentioned the fact that there is a public meeting on Wednesday.

Rick Poinatte: Yes.

Roy Buskirk: Do you want to tell them about that?

Rick Poinatte: Sure. We have a public meeting scheduled and have invited some of the neighbors but of course it is open to anyone. That is next Wednesday and the idea is to just explain the project and answer any questions that the neighbors may have relative to drainage or any other concerns that they may have related to the project.

Darren Vogt: Councilman Howell?

Kevin Howell: Where would that meeting be?

Rick Poinatte: The meeting is scheduled at the Orchid Room.

Kevin Howell: I know where it is. What time is it?

Rick Poinatte: 7:00.

Nelson Peters: It is in New Haven at the old Eagles.

Rick Poinatte: There is a possibility that we will change that location if there are too many people that rsvp. We might need to go to a bigger location but so far it seems that it is going to be okay.

Roy Buskirk: That is across from Home Lumber, right?

Rick Poinatte: Right.

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Kevin Howell: Also in terms of employment, once you start gearing up the employment folks, will they go through the regular SDI downtown to apply or how will that work?

Rick Poinatte: That remains to be determined. Most likely, it will be because they won't have a facility but once we get some construction trailers there, they would apply at that site.

Kevin Howell: When do you anticipate taking applications?

Rick Poinatte: That is hard to say but probably would be in the late fall or early 2012, perhaps. It kind of depends on how the construction goes.

Kevin Howell: I just want to get the word out to folks.

Darren Vogt: Council, are there any further questions? Councilman Moss?

Paul Moss: I don't know if you are involved in the process with the primary SDI Plant in Whitley but I know that there were some concerns back then in terms of the process. I am going to continue to ask this question as we go through these types of things but did this process meet your expectations? Is there anything that we can do to improve the process in developing these tax packets, so to speak?

Rick Poinatte: No, I would like to recognize the Alliance. They have done a very good job of helping us to navigate through there.

Paul Moss: Great, with that...

Roy Buskirk: I make a motion that we accept the tax abatement.

Paul Moss: There is a resolution number 2011-04-21-02 and I will second his motion.

Darren Vogt: **All right. We have a motion and a second. Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.** Council, with that, we will jump back up to the minutes to approve from March 17th and March 24th. Those were sent out to you electronically. Are there any questions on those minutes?

Larry Brown: Moved to approve.

Bob Armstrong: Second.

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Darren Vogt: We have a motion and a second. Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

Larry Brown: Just to clarify, we were doing both sets, right?

Darren Vogt: Yes. Financial report, it says Auditor Tera Klutz however we have Nick Jordan standing in.

Nick Jordan: Good morning, Council. As of March 31st, we have currently collected about 21.5% of our Miscellaneous Revenue which is a little over \$7 million. Going forward, we will start trending revenue and expenses to see how it's going to lead up to the budget session for this year. I am open to any questions.

Darren Vogt: Council, are there any questions? Not hearing any, I will need a motion to approve the financial report.

Roy Buskirk: So moved.

Paul Moss: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0. Council, the unemployment rate for Allen County, you have a number of 9.4%. It has been updated and that number is 8.9% as of April 18th. That is a good news thing and as we continue to have economic development news we can hopefully lower that number. Someone this morning said 5% and that would be great. With that, we have a presentation by Easter Seals ARC.

Donna Elbrecht: Good morning Council. I am Donna Elbrecht and I am the President and CEO of Easter Seals ARC.

Bill Andreas: I am William Carl Andreas and I am the Executive Director of the ARC Foundation and Marketing Director for Easter Seals ARC.

Donna Elbrecht: We just really wanted to take a few minutes to express some gratitude. Although the dollars that we get from County and all of you folks are part of the code and law, it still doesn't mean that they are any less meaningful for us especially in these great economic times of other resources being drained that provide services for children and adults with disabilities. We would like to take a brief moment to thank you on behalf of the over 2,000 children and adults with disabilities that these dollars help us to ensure that children and adults with disabilities can work, play and live right here in our

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community. We have seen a tremendous decline in resources from the Federal government. Our State has a waiting list of over 20,000 people waiting to have access to services like we deliver at Easter Seals ARC. Your local support really helps us to be able to continue to provide the very, very needed services to the families that we support here in our community. I just really wanted all of you to know the impact that makes in getting people jobs. It means that we are helping people live in their own homes and with their parents and are giving their parents support. It means that when the parents get older and maybe pass away, we are able to continue to make sure that those services are delivered in the most efficient way as possible. We really couldn't do our work without your support. I just want to take a few moments for you to understand the huge impact and our gratitude towards that.

Bill Andreas: We have for each of you, and I noticed that there are a couple of new folks on the committee but I will leave these behind. We are not going to take the time to present them all but they are plaques that we have a handprint from children in our Child Development Center. You will all get them. They are precious and hang them in your office and it will remind you that you guys do a wonderful job for us.

Darren Vogt: Thank you. While you are here, give yourself a commercial and explain what kind of programs you do.

Donna Elbrecht: Certainly. At Easter Seals ARC, we serve children and adults with disabilities. We provide an array of services including our Child Development Center which is an integrated opportunity for kids with and without disabilities to have an early childhood experience at our location on Coldwater Road facility. We also have a real broad range of employment opportunities. We do work for Vera Bradley. For example, we do contracts for them and our adults with disabilities work on those. They earn a paycheck and develop skills to get employed in the community. We also get people competitive paid jobs right here in the community. We just had a recent success story where a woman just retired after working fifteen years at McDonalds. That job was perfect for her and she loved it and her regular customers and fellow workers. McDonalds did a great retirement party for her. We do a lot of supporting people in their own homes. We have group homes which are intended to be there to serve our more fragile folks that have medical issues that need a lot more nursing 24/7 and supervision. We operate nine of those in our community. A lot of people drive by and don't recognize them because we are good neighbors and we blend right into the neighborhood. We also support hundreds of people in their own homes and apartments. We provide 24 hours or less support. If someone needs just assistance with their budgeting, grocery and medical appointments, perhaps they get 12 hours of service from us. Based on the consumer and client's

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needs and abilities so that we are striving constantly to help them get more independent which is also saving resources in the end for people that have the higher needs. We do an awful lot of getting people in this community to help get out and do things like the Tin Caps games and just being a part of the community by going to the mall and shopping. We are really there in multiple ways in terms of getting folks to learn, work and play right here. You all are just a huge part of that.

Bill Andreas: Just a couple of other programs. If you can imagine, these parents have to take care of these children longer than most. I have three boys that eventually will graduate, go to college and leave the nest. These folks have to take care these children as they grow into their forties and fifties. We have a respite program where if they need to get out and go do something or shop or whatever, we have Broadway Respite Home where professional people can take care of these children.

Darren Vogt: Council, are there any questions?

Tom Harris: Can you briefly explain the funding?

Donna Elbrecht: Absolutely. Primarily, 77% of our dollars are generated through Medicaid and Medicaid Waiver. The next big portion, about 10%, comes from other government sources that are non-Medicaid. From there it gets into individual supporters, corporation support and foundation support. By and large we are very impacted by the Medicaid issues because that is the primary funding source for our individuals.

Bill Andreas: We are being proper stewards. Donna has come in recently and is changing our paradigm of thinking and trying to get all of the programs at a breakeven point or in the plus. As Executive Director of the ARC Foundation, we are going to move from raising money to patch roofs or buy equipment or replace floors to raising funds for the future. What is the vision and what will be the programs? As our folks age, we need to get into nursing programs or home health. There are several other programs that we could be doing and those donated dollars don't necessarily make a big part of our funding but usually move us from good to excellent.

Darren Vogt: Councilman Brown and then Howell?

Larry Brown: I just am wondering as I hear that most of your funding is from Medicare, do you have a backup plan? As the Federal government struggles with their balanced budget, we keep hearing that those types of programs are probably going to get cut.

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Donna Elbrecht: Yes. Unfortunately, we are used to those. Medicaid is big dollars and we understand that. In terms of backup plans, usually what happens is that those things don't impact us an organization as much as the individuals that get the services. We are advocating on their behalf. Case in point, there is a waiting list in Indiana of 20,000 people. There are 18,000 people currently getting services in Indiana. That is a result of over the years of some of the different changes in Medicaid that people are waiting to get on a Medicaid Waiver. It hurts us, obviously, but the real hurt goes to the clients. Those dollars follow the clients and not the agency. Our backup plan is to get different resources and to be very good stewards of trying to find different solutions to get people as independent as possible. Using technology more to monitor people in their homes and making sure that they are safe without having to provide staff. Those are some different things that we have to explore. Certainly I have had conversations and will continue to be with people at the State level to maybe do some risk sharing. Easter Seals says that it is going to provide this array of services for this amount of dollars. What can that look like? We know we need to be a good partner in this because the answers are not going to be to give us more money. To be honest with you, the real hurt of those Medicaid changes impact those people directly because that is where those dollars go. They follow the individuals. You will see the bigger waiting lists for people that cannot get services. You will see people that perhaps were authorized for 24 hour services get it cut to twelve. We, as an organization, have to figure out how to do that and make people safe. That is our challenge, constantly, regardless. We always have the challenge of bringing different dollars to us and other resources being as efficient as possible. It really impacts those individuals.

Larry Brown: I suspect it is an ongoing struggle but do you feel like you're being heard at the State level?

Donna Elbrecht: It is a difficult thing, you all know better than me, all of the issues that these people in elected positions face. You have a big balancing act and we are a big part of that. We have a pretty good voice down there but I think people with disabilities are not heard as much as we would like to. We are going to be doing a big push to get our clients registered to vote and helping them to understand what impacts their families. People with disabilities really rely more proportionally on government than most people and don't really understand that. We are doing our part that way. We are going to be doing a big push to get our people registered to vote. Our voice does need to be stronger and be heard more out there. At the same time, we all understand the fiscal issues that we are dealing with and the answer can't be a blank give us more money. We have to come up with some solutions as well in terms of balancing those high end needs of clients so that we get the needs met as efficiently as we can and hopefully get some people off the

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waiting list. Those are the folks that I don't even know what they are facing because we are not even dealing with them. Future cuts in Medicaid are going to make those waiting lists even longer.

Bill Andreas: As far as services, we are an affiliation of ARC of Indiana and they have a strong advocacy down at the Statehouse. We are also an affiliate of Easter Seals and they have wonderful advocacy and a strong advocacy at the national level in Washington, D.C. We have a great communication link through Twitter and Facebook and emails to get messages out to the folks and the folks can respond. Those can help drive the Legislative towards hearing us.

Larry Brown: Thank you for the services that you are able to provide.

Donna Elbrecht: Thank you for making it easier for us because truly, without your dollars, those ebbs and tides of these government changes especially at the Federal level with Medicaid would be a bigger brunt for us to bear. I can't emphasize enough that we are very fortunate to have this local support enabling us to ride some of those waves a little bit.

Darren Vogt: Councilman Howell and then Moss.

Kevin Howell: First of all, you said there are roughly 20,000 to 25,000 on the waiting list for the State?

Donna Elbrecht: Twenty thousand in the State.

Kevin Howell: How many would you estimate to be up here in northeast Indiana?

Donna Elbrecht: Oh my goodness. It would be really hard to tell but I would say Indianapolis is biggest and we are the next biggest community. I would say that we are a big chunk of that. I don't know if we have good information but just given the market size of Fort Wayne, we are probably a good majority of that.

Bill Andreas: There are two points that seem to make it through. When you graduate, I think there are programs that you can get into. Then when you have a mother and father pass away and there is a child who is 50 or 60, they will get them into services. Those stuck in the middle are stuck. It is very hard for us to even know who they are.

Donna Elbrecht: One of the things that we are going to try to do, even though they are on the waiting list, see if we can converge and put some messaging

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out to people and say that if they are on the waiting list, let's convene a meeting at Easter Seals ARC and see if we can help parents come up with some ways to help each other or if we can get an idea of what some of these needs are right here in Fort Wayne. It is a difficult thing because you already have to take care of the clients that are with you but because the waiting list isn't budging, we know we need to make some contact and reach out to some of the folks in the community.

Kevin Howell: Someone would have to have the list. How would you get access to the list?

Donna Elbrecht: We would have to go through the State.

Bill Andreas: We have a wonderful local needs department where we work with the Bureau of Developmental Disabilities. It is down on Lafayette and that is the parents' access point to register. They don't just hand out lists of people. We serve children before school and then the schools take over. Then we don't know who they are until they graduate. They register and if they get funding, they see a long list of providers and kind of choose us. It is important for us to work with them while they are on a waiting list so that they choose Easter Seals ARC.

Kevin Howell: I understand that but my point is that I would like to know and see if you guys would be willing to get the list and see what proportion of the folks on the list live in northeast Indiana.

Donna Elbrecht: Yes, we will be glad to.

Kevin Howell: The second thing is, what kind of rural outreach do you have? I represent southeast Allen County and the small towns, of course.

Donna Elbrecht: That is a perfect question. We service sixteen counties in northeast Indiana. I grew up in Fort Wayne and then when I graduated, I went to Iowa for many years. I was always looking to come back home and I did three years ago. One of the things that we did very successfully in Iowa for the rural communities, it is very difficult in rural communities to maintain the big brick and mortar infrastructures. One of the things that we did that was really successful was to put together mobile units. We would go into a more rural community and work with a farmer. Farming is just a very dangerous thing and if a farmer had an amputation or were getting older and needed assistance, we would go in and modify their equipment to help them to continue to farm. We had a lot of folks getting older and we would do some safety walk-throughs to make people's homes safe for them. We would stop at the school district and ask if they had children with autism or other sensory

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issues and then talk to them about the technologies that we had for them to check out. We are looking to try to get a more regional funding base for us to do that. The way the rural communities' needs are, we really feel that it is going to help serve those changing needs more and servicing those underserved areas.

Bill Andreas: Some of our services do extend out to about eight of the adjacent counties. We have parents who live in Angola that we provide group home housing or our respite program. The ARC Foundation, which I manage, has an assistive technology grant program. Last year it funded 34 students in 21 cities across the 16 counties. As much as we can, most of our facilities are in Allen County. We are trying more and more to reach out in the rural Allen and rural northeast Indiana.

Kevin Howell: Are there any other types of organizations, like yours, in northeast Indiana or in different counties? Or are you the main one?

Donna Elbrecht: We are one of the largest but there are other providers that do similar work. Anthony Wayne Services does services similar to ours. Goodwill does more of the employment piece and not so much of the residential. We are probably one of the biggest, obviously. We have close to 500 employees.

Tom Harris: Those 500 employees, is that through northeast Indiana or are they primarily in Allen County?

Donna Elbrecht: Primarily in Allen County but up in Angola, for example, we will recruit and train staff to provide services for those families.

Kevin Howell: Is there any possible way that you can network with those other organizations that are similar to yours?

Donna Elbrecht: We do all the time. There are all kinds of affinity groups and a coalition where we all come together to help with legislative advocacy. There are all kinds of ways that we do that on a regular basis.

Bill Andreas: There are some for-profits that pick and poke and only serve the more profitable programs. Easter Seals ARC provides services that are needs and other programs that don't really need funding but for a holistic approach. It makes it a little harder to break even.

Donna Elbrecht: There is a coalition, the Northeast Indiana Coalition that is the League of the Blind and Disabled, providers in Whitley County and others that come together once a month to look at issues collectively.

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Kevin Howell: I would be interested in getting some information about that. I work in the school system and I work with autistic kids and have for fifteen years now. I am very well aware of their needs.

Donna Elbrecht: Their needs vary. What works today may not work in three months.

Kevin Howell: Please get that information to me.

Donna Elbrecht: Absolutely.

Darren Vogt: Councilman Moss?

Paul Moss: Am I the only one here who doesn't know the specific amount? What funding are we providing? What is the County providing to you?

Donna Elbrecht: It varies but usually in the neighborhood of half a million.

Paul Moss: How long has that been occurring?

Bill Andreas: It is a law that we get a quarter of a penny of some amount.

Roy Buskirk: It is part of the property taxes.

Paul Moss: So this is a legislative issue through the State or is it something that the Commissioners did?

Bill Andreas: It is on the property tax.

Roy Buskirk: The State Legislature passed it a long time ago.

Paul Moss: So we don't really have much control over it.

Donna Elbrecht: No but we want to thank you for it and make you aware of the dollars that are helping the people in our community.

Paul Moss: So there are no additional funds that are coming through other pots of money.

Bill Andreas: Any time that there is reassessment and changes to the value, that changes what we receive.

Roy Buskirk: They are affected by the Circuit Breaker and economic development and tax abatements just like we are.

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Darren Vogt: Our Budget and Finance Director Jackie is saying no.

Jackie Scheuman: They aren't affected by the Circuit Breaker. They actually get a specific amount. It is part of the General Fund levy but is outside of our max levy.

Paul Moss: And it is right around half a million a year.

Jackie Scheuman: Correct.

Darren Vogt: It has been as much as \$800,000, I believe. When I first came on Council, it was just under a million dollars.

Jackie Scheuman: There are two things that are outside the levy. It is them and Park Center.

Darren Vogt: Do you receive any of the funding, since you service those sixteen counties, from those counties or just from Allen County?

Donna Elbrecht: Primarily just here. Most of the funds that drive most of the services is really the Medicaid piece. As we look at expanding more services, we will look at approaching some of those other counties as well. We have support from the community foundations and other resources.

Darren Vogt: So you are not getting tax dollars. Council, are there any other questions?

Roy Buskirk: I don't understand that at all. Why, in Allen County, do you get property taxes and in the other counties you don't?

Bill Andreas: We started here, in Fort Wayne, in 1955. For 45 years, we were primarily Allen County. We just affiliated with Easter Seals ARC in 2000. The affiliation with Easter Seals brought us fifteen more counties. We haven't really had to go out and talk to the different counties for any provisions.

Donna Elbrecht: We will be. I just joined, in this capacity, in February and so I have a lot of visiting to do and to help us get some different resources.

Roy Buskirk: I guess it isn't a State legislation on all counties statewide, that a certain percentage goes to fund this program. The other thing that I wanted to mention is that you said you are servicing 18,000 across the State and there are 20,000 on the waiting list.

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Donna Elbrecht: In Indiana, there are 18,000 people.

Roy Buskirk: Okay but there are a lot that are not even on the list.

Donna Elbrecht: Absolutely.

Roy Buskirk: That is one thing that I wanted to point out is the fact that some people just become discouraged after a while and drop off the list and then become the unknown.

Donna Elbrecht: Absolutely.

Darren Vogt: Council, are there any further questions? We appreciate the update. Thank you very much. Council, next on the agenda is Total Appropriation Requests in the General Fund of \$64,365. First up is the Personnel Committee Recap. I don't know who is handling that. Councilman Buskirk?

Roy Buskirk: As far as the recap, I think maybe that we need to continue on through the agenda.

Darren Vogt: The agenda is pretty much a recap. Okay, if you want to go ahead and introduce yourself. Do you want to give a recap or move through the agenda or what?

Nelson Peters: I will be happy to try to give you a recap. Nelson Peters, Allen County Commissioners Office.

Cathy Serrano: Cathy Serrano, Director of Human Resources.

Nelson Peters: There are actually agenda items for Department 09, County Assessor; Department 39, County Services; Department 43, Human Resources; Department 49, NIRCC and Department 62, Superior Court. On the last page, there is a discussion to change the Personnel Committee Policy. That is probably the most appropriate place to start and to expedite what we are trying to do today. As you recall, we brought to you the policy in November of last year that essentially said that items that receive a due pass through the Personnel Committee would be placed on the Consent Agenda of the Allen County Council and the department head would not have to come before you. Because it wasn't getting recorded into the record, I think there was some concern on your part that we relook at how that was done and come back to you with something. We have changed the Personnel Committee Policy that really takes out the idea of the Consent Agenda but still allows for those positions that have received a due pass through the Personnel

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Committee to come to you without the department head making a presentation. That way they can stay in their office and hopefully do the work of the citizens. We are here and prepared to either make that presentation or answer any questions regarding any of the positions. Having said that, there are Department 39, County Services; Department 49, NIRCC and Department 62, Superior Court that presented positions that received a due pass from the Personnel Committee. The position in the County Assessor's Office and in the Human Resources Department received a due pass but it was suggested that perhaps that we bring those positions back for some discussion in front of this body. Having said that let me start with those that did receive the due pass. The first one would be Department 39, County Services. County Services presented sort of an interesting thing. It has been alleged that now that we have a Compensation Specialist full-time that there might be a propensity for all positions to go up in labor grade and a lot of reclassification to occur. Unfortunately for Mr. Bolenbaugh, the County Services Director, he found quite to the contrary that being the case. We came to you two months ago with a request for an additional Buyer in his department. At that time, the Buyer was compared to the current Buyer that he had on staff. That was a labor grade four. We figured that a labor grade four was an appropriate place to put the new Buyer position. It was passed by this Council. Mr. Bolenbaugh came back and said that he would really like to have a Senior Buyer who can oversee the Buyer position. That pushed us a little bit further into actually reviewing the job and what in fact happened was that the Senior Buyer evaluated out to a labor grade four and the Buyer evaluated out to a labor grade three. We told Bob that this was all well and good but unfortunately what he had effectively done was to downgrade one of the positions that he came to the Council for two months ago. What we are asking for today is for a Senior Buyer salary ordinance and salary that was commensurate with the old Buyer position and a Buyer position that is actually a labor grade lower than the one he requested two months ago. He would have Purchasing positions that are labor grade three and labor grade four instead of the two that were approved at labor grade four.

Darren Vogt: So that is why we didn't just lower one. I understand.

Nelson Peters: He wants to create the distinction between Buyer positions but I think what he was thinking is one would move to labor grade four, I'm sorry, move to labor grade five and the Buyer would remain a labor grade four. It didn't come out that way.

Darren Vogt: From a funding standpoint, this is coming out of the Print Shop. Is that where we are the funding is from closing down the Print Shop?

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Nelson Peters: Yes, that is pretty much where the discussion went two months ago. The dollar savings for the new position that was granted two months ago was actually coming from the savings from the Print Shop.

Darren Vogt: Council, any questions?

Roy Buskirk: The thing that Bob wanted to do was to have the Senior Buyer be a supervisor over the Buyer.

Nelson Peters: Right.

Roy Buskirk: That is the reason for the grading between the four and the three. The other thing is, and I am really looking forward to with the additional Buyer is that we can get more product moving through the Purchasing Department. I know that this Council has taken a stand that we should use the Purchasing Department more instead of some of the departments doing individual contracts on purchasing. Everything, especially capital items, ought to go through the Purchasing Department.

Darren Vogt: Councilman Harris?

Tom Harris: To that same point, we are actually putting someone in place that is going to lead to buying smarter for the County and actually reducing future costs. Mr. President, are we going to do these individually?

Darren Vogt: Since we are on this one, let's take the resolution.

Paul Moss: Consideration of a salary ordinance amending the pay for an employee within the budget of the Allen County Purchasing Department, 100-3901-415, Buyer with a classification from PAT 4/2 to PAT 3/2 and annual salary from \$39,938 to \$35,490.

Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

Paul Moss: Move for approval of a Senior Buyer with a classification of PAT 4/2 and annual salary of \$39,938.

Tom Harris: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

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Nelson Peters: Thank you. The next position up for discussion is Department 49, Northeast Indiana Regional Coordinating Council. This received a due pass and the department head was told that there was not an expectation that he be here today.

Roy Buskirk: Dan is here.

Nelson Peters: And I am glad that he is because I have a little trouble explaining how the money changes hands. As you may recall, a year ago there was approval of a similar type position in his department. As we have seen, through my office, with the proliferation of these various grants there is a lot of need for people to go after these things. There was a position that was eliminated out of the Auditor's Office several years back. In the process, we have brought up an individual in our office to help write grants and entertain those things that come through the front door and that is still not enough. In this particular case, this is a four-county consortium and the cost will be split between four or five counties. Eighty percent of the cost will be funded by the Federal government and the remaining twenty percent would be split between the four or five counties. This is a position that was classified and came out on the point schedule exactly as the previous position that was classified last year as a PAT 4. It received unanimous approval from the Personnel Committee.

Roy Buskirk: The thing of it is that because of covering additional counties, and it is ten counties now, the whole ten counties are sharing in the cost, on the wages, correct?

Dan Avery: Between two agencies.

Nelson Peters: Okay, I stand corrected.

Roy Buskirk: To give you an example, and I provided to you last Friday a sheet showing the grants that they are working on, last year at this time they had two grants and now they have ten grants. It is just the additional workload. As Commissioner Peters pointed out, most of the funding is reimbursed from the Federal government and then the 20% is divided among the ten counties. Our individual cost is very minor.

Darren Vogt: Are there no further questions, Council?

Paul Moss: I will point out that it still shows how convoluted we are that we have to hire someone to get our own money back. That is the way life is. Having said that, I will move for approval of the Finance and Grant Manager with a PAT 4/2 classification and at an annual salary for \$39,938.

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Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

Jackie Scheuman: He does have an appropriation for that also.

Darren Vogt: Correct. Items two, three and four on the agenda are needed for the appropriation totaling \$23,480.

Paul Moss: Move for approval of items 2, 3 and 4 for Department 49.

Tom Harris: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

Nelson Peters: Thank you. The third position is in Department 62, Superior Court. This is a Case Manager position that up to this point has been in existence but paid under a part-time appropriation line item. It, like the others before it, received a due pass recommendation from the Personnel Committee. What Superior Court was asking to do is to simply change the part-time into full-time given that they have had an individual serving in this position for quite some time. The purpose in doing that is to make sure that they can continue to maintain a person who is in that position as well as get it on the classification grid because of the increased caseload that they are seeing in Superior Court.

Darren Vogt: Councilman Buskirk?

Roy Buskirk: That is basically it. The one thing is that on a part-time basis, they do not receive any benefits and the workload has increased. They are actually paying out of fees that are charged in fines. There is no appropriation out of the General Fund for that.

Darren Vogt: Council, are there any further questions?

Paul Moss: Move for approval of the CDS Case Manager position, classification PAT 4/2 and an annual salary of \$42,601.

Tom Harris: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0.

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Nelson Peters: Let's move back to the first page and Department 09, County Assessor. We spent some time with the Assessor and her Chief Deputy a few weeks back looking at the Sales and Marketing Analyst position. It is a position that they currently have in the department that provides a lot of the internal IT assistance to them. It has had some turnover in the past and what they are trying to do is ensure that there isn't any future turnover with this position. Candidly, we had trouble bringing it up to the level that was being requested. It didn't appear, although they requested a college degree requirement, the incumbent didn't have a college degree so it was hard for us to say that you really need to have that degree. Additionally there was some peripheral supervision functions of this job that required what they didn't rise to the level of hiring, firing and recommending discipline and those types of things. Recognizing what they needed to do in keeping this person and what we've done in the past, it was suggested that maybe we pull this job out of the classification system. Believe me, I am the last person that wants to do that when we are trying to create some consistency in putting everybody in the classification system. In this case, the idea was that we have had other IT related positions. I can think of a couple in our own department. I think there may be one in the Prosecutor's Office and there may be one in the Election Board but I am not positive about that. They had been pulled out of the classification system and designated as Special Occupation. That was in part due to ensure that we attracted some people from the outside and to ensure that the people that were in those positions were maintained. I would recommend the salary that is being requested at \$46,090. I would also suggest that either through the Personnel Committee or through this Council that if we are going to entertain IT related positions in a Special Occupation category that we do, indeed, construct a policy so that in the future we know exactly what we are playing with.

Darren Vogt: Councilman Buskirk?

Roy Buskirk: This is a situation in which the individual, in essence of taking it on himself, became the IT guru for the Assessor. If he wasn't in this position, which his actual original job description never covered anything with IT, and again, I want to emphasize that the individual had taken it on himself to do this. They do not have the charges that the County would normally receive from our IT provider. This individual has also done some programming which has been beneficial for the Assessor's Office too. The one thing that we discussed quite a bit in the Personnel Committee was the fact that by going onto the Special Occupation category, that position County-wide does not participate in steps. That is something that Nelson was addressing there that needs to be addressed. There is something that needs to be changed as far as Special Occupation to replace the steps or include them in the steps or something. This, in essence, is rewarding the individual

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and being able to maintain him. His predecessor was hired by an IT company and away from the County and that is what part of the problem is in that we are a little scared that we might lose this one.

Darren Vogt: Council, are there any other questions? Councilman Brown?

Larry Brown: So, Nelson and Cathy, are you thinking that we need to relook at the IT classification across the County?

Nelson Peters: No, I think what we need to do is when there is somebody who says that this belongs in a Special Occupation category, we need to have a policy that determines whether it does or not. If in fact it does, how is it going to be dealt with?

Tom Harris: That is something that we will discuss further in the Personnel Committee. The idea is simply that there will be times when certain jobs are demanding or skills are demanded in the market and if you leave them in the labor grade process, competitively in the market, we can lose people. The idea is that you put them in a Special Occupation category to be able to retain them. It is a short-term fix but the hiccup is that once they go into the Special Occupation, there is no process to give them an increase in the future. There are no steps to give them an increase. I think we brought up how many Special Occupation jobs are there in the County?

Nelson Peters: There is half a dozen or so.

Tom Harris: So not just IT but all, right?

Nelson Peters: I think they are exclusively IT people.

Tom Harris: So it is not like they are out of control but it is something that needs to be looked at both short-term and long-term.

Darren Vogt: Hang on, Councilman Brown still has a question.

Larry Brown: I think the whole goal of the entire evaluation system is to keep us competitive with the private sector. To Nelson's comment and point, I think we do need to relook at that, whatever it takes, so that we don't have a band-aid situation that we have to keep putting more band-aids on. Personnel Committee and HR needs to look at it.

Roy Buskirk: Part of the problem is that he is not in an IT slot. He is in a Sales and Marketing Analyst slot.

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Larry Brown: I understand that.

Roy Buskirk: That is the problem with most of the other individuals throughout the County that are Special Occs, they are not in an IT slot.

Larry Brown: I am baffled how the Assessor can have Sales and Marketing.

Darren Vogt: It is analysis. The word analysis needs to go on the end of that. I am going to ask a couple of questions because I am not sure if I am the only one thinking this way or not. Was the job evaluated with the IT information in the job description?

Nelson Peters: Yes.

Cathy Serrano: Yes.

Darren Vogt: This is where I am struggling. If the job was evaluated with IT included in it, we are now just giving the person a raise to stay. I am not sure that is a precedent that I am comfortable starting. If we are evaluating the job and we haven't had an extreme amount of turnover in this job, and I heard that stated today, we are basically saying to all of the department heads to come to us if you have a guy to get more money and put him into Special Occupation. That is a problem. If the job was evaluated then it was evaluated in the system that we have. If it couldn't be evaluated, that is when you make it a Special Occupation, in my opinion. I am not a Human Resources expert but I want to treat everyone else fairly in the fact that if they fit in the system that we have, they need to be in that system and not pull them out just because we want to get them more money. That is a dangerous and unfair precedent. You can go to every other department head and they could have a key employee that they want to keep and they are going to make this one a Chief Deputy or a Special Occupation. I am not going to support this based on what I have heard today. That is what I was afraid I was hearing was correct. The job was evaluated at what, does anyone recall?

Nelson Peters: It didn't rise to the level that they were requesting.

Darren Vogt: Okay.

Tom Harris: That is a key point in that the department was asking that it be raised to a higher level and it actually came in lower than what they wanted.

Roy Buskirk: It came in at a PAT 4 or PAT 5, if I remember right.

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Nelson Peters: I think I would agree with you if we were waving a red flag and saying to just come and ask for anything you want. I think if you have some foundation built that speaks just to Special Occupation, just IT related Special Occupation, then I think you keep that from happening. We don't have a perfect system, as much as I'd love to have, in which we evaluate these jobs and perhaps some of the IT portions of this job should have carried it further than it did but it just didn't.

Roy Buskirk: I guess my question would be the IT points in the evaluation, how much weight was put on it?

Nelson Peters: Well, it is a very generalized system when you look at classification. When you look at any classification, as Councilman Harris will tell you, you are looking at knowledge necessary for the job, do you need a Bachelor's Degree, do you need an Associate Degree, special education, the responsibility where if you mess something up how much is it going to cost the employer, supervision factors and those types of things. There wasn't anything in there that specifically said IT. It sort of went over to knowledge necessary for the job. Was a Bachelor's Degree necessary? No but as Councilman Buskirk said to this individual's credit, what he has done is actually is to have taken some courses that might equate to that Bachelor's Degree. We just had trouble saying since you don't have a Bachelor's Degree it's hard for us to say that the job requires it. What he has done with the extra education and the extra initiative that he has taken, in a very, very general system it could have put him over the top. It just didn't in this particular classification.

Darren Vogt: We don't evaluate the person in the position. We evaluate the position that needs to be done.

Nelson Peters: I agree.

Darren Vogt: You are completely stating that we are evaluating each individual. Let's say that I am a labor, trades and crafts person but I go and get my architectural engineering degree because that is what I really wanted to do. Does that make that person now want to be paid more? No, they are in a labor, trades and crafts position and that is where that job evaluates. Council, we have to be very careful in what we are doing here and setting an example. It is not the person in the position although they may be a valuable employee. I don't know who this person is and I don't want to know who this person is. The issue is that we have to look specifically at the job description and keep the system that we have in place. We worked very hard. It took us from 2004 to 2009 to fix the system that we had from the way it was before. To say that we are going to pull out Special Occupations when needed,

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although I agree that it has been very few and far between, I just can't see us doing that on a regular basis. Councilman Brown?

Larry Brown: What I think you would agree in the private sector, in your business and in my business, as people achieve different levels of added skills and have gone to school but may not have a degree per se, they are rewarded in the private sector.

Darren Vogt: I don't want to create a debate but I guess my issue would be that if I had a system in my company to evaluate jobs and I pulled out a specific job that I wanted to pay higher because that person was performing well but I had this person over here performing poorly, I would open myself up to some very unfair labor trade that I could get sued for. I am paying someone differently for doing the exact same job. That is the concern that I would have.

Larry Brown: I will equate it to my business which is a total merit shop. As people achieve different levels of competency and it is usually called a certification, they are rewarded.

Darren Vogt: If they have gotten an education related to their job.

Larry Brown: But it is not a degree.

Darren Vogt: Sure.

Larry Brown: And I think we're putting a lot of emphasis on degree rather than a certification or level of educational achievement.

Cathy Serrano: Councilmen, if I might, I may be able to clarify in the debate of trying to look at the person and not at the position. The problem with the position is the position has evolved over time to add this IT function. It was never originally included in it. When we originally evaluated this position, we were trying to fit a square peg into a round hole. It just isn't fitting in the current classification system with these additional duties. The incumbent is the second person to take on the IT task. This very specialized database, programming software and it is not something that is available in Atos and is a very specialized skill. If we lose this person, as we did the previous one, the next person in this position has to be trained and has to get up to speed and you lose a lot of downtime in the meantime. You are going out and paying the \$1,500 to \$2,500 fees to have someone come in and program it for you and you are losing all of that time. They are looking to reclassify this position in the original PAT category but they couldn't get the IT function to fit into those classification descriptions and to get it to fit in there adequately to put this

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person in a position and evaluate it and score it high enough so that you are not only retaining this person. That is only part of the problem. The problem is that if you do lose this person for whatever reason, how are you going to recruit that next person with the same set of skills and at that level? You are probably not going to be able to and you are then back to square one and trying to hire someone who doesn't have it, train them and get them up to speed and basically losing all that time. That is what the department was really looking at. Not so much as the individual human being but the position itself has evolved and changed and it is an integral part of it and in the past it just wasn't.

Darren Vogt: I am going to reiterate what I said and then I am done with it. If the job was evaluated through the system, correct?

Cathy Serrano: Initially without the IT stuff and then through this process we tried to add it in and it just will not score.

Darren Vogt: It was evaluated and came up with a score with the IT in it.

Cathy Serrano: Recently, yes.

Darren Vogt: It did not meet what the requirements that the Assessor's Office wanted to raise it to a level that they felt they wanted to pay the person.

Cathy Serrano: Right.

Darren Vogt: Councilman Howell?

Kevin Howell: What percentage of the IT work does this guy do?

Nelson Peters: About 100%.

Kevin Howell: In addition to whatever he was hired to do?

Nelson Peters: It has evolved into an IT analyst, database and provide information type of job.

Kevin Howell: Okay. I am playing catch-up here. Was the IT function officially in there or was it added on or grandfathered in or what?

Nelson Peters: As Ms. Serrano said, it was added through the evolution of the job. That is not how the job started out.

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Kevin Howell: Right. Is it in writing?

Nelson Peters: Yes.

Kevin Howell: How long has he been doing this?

Nelson Peters: This job has evolved through the last two people. Basically since this individual has been on board.

Kevin Howell: How long has that been?

Nelson Peters: I don't know off the top of my head.

Ryan Keuneke: Just over seven years.

Kevin Howell: Seven years? He has been doing IT for seven years?

Ryan Keuneke: The first person left about three years ago. It has taken him about three years to get to the same level and that is what we are trying to recognize.

Darren Vogt: Can you come up to the mic?

Ryan Keuneke: I am Ryan Keuneke, the Chief Deputy for the Assessor's Office. As I was saying, he has been there about seven years. The person before him left about three years ago to take a job in the private sector. We feel that this person has achieved that level now and instead of him leaving and us spending thousands of dollars to train someone else, we figured that we should recognize what he has accomplished. Going from PAT 4 to PAT 5, on the scoring system it may not come out that way but if you ask anyone in the office, he is by far the most important person in our office. He is not the highest paid, by any means. We have managers that are more in charge of supervision and hiring and firing. He may not be in charge of people but he is in charge of data. He is the sole person that writes reports, runs our database and has saved us thousands of dollars. If we didn't have someone to do it, we would pay Atos I don't know how much to find someone to write the reports that we have to use every day.

Kevin Howell: Okay, so when he was evaluated before, was that part of the package?

Ryan Keuneke: Basically he was a PAT 4 and he was hired to replace the guy. We said that we would revamp it and bring it up to speed and see if we can get it to PAT 5. He doesn't have supervision or a Bachelor's Degree so it

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is not coming out. We had a long discussion in the Personnel Committee that we need to do something. He is a step below the people that are supervisors in our office but he is by far more key to the office. Internally we see it as a no-brainer that he deserves to be on the same level that they are. With HR and the scoring system, IT just doesn't fall into that.

Nelson Peters: In addition to that, part of the issue is some of the vendors that they deal with. He is ripe for the picking for some of them and I have heard that there are vendors that have been courting him. I don't know if that is true or not.

Kevin Howell: Is he evaluated yearly?

Nelson Peters: No.

Kevin Howell: When is he evaluated?

Nelson Peters: As Councilman Vogt just said, there has been a ten-year evaluation process and with all due respect, I don't think we are through with it yet.

Kevin Howell: So as to what he is doing now, is it part of the job description?

Ryan Keuneke: It is in the job description but I think there point is that the PAT grid and IT do not really meet because it is so unique. Assessing is unique in its own nature and has become so evolved that you could hire someone with a Masters in Computer Science and they wouldn't be able to do what he knows how to do because he has been there so long. He has worked with our new system and knows it inside and out.

Nelson Peters: I think, Councilman Vogt, I would agree with you 100% if this was a perfect system. What Ryan just mentioned is that because of the uniqueness of some of these IT jobs, we struggle. We have struggled with this system and fitting them into a particular hole. Consequently you have some of the ones that we have gotten up to this point that have fallen outside. This is just another example. I think that if you create a Special Occ policy and tie it into the classification system, then you have tied that bow a little bit tighter. The current system is not conducive to really dealing with these kinds of jobs in the way that we can with the number of jobs that exist in the County.

Darren Vogt: Councilman Harris?

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Tom Harris: One point is that this individual is working with the assessment process and is basically doing the analysis and software and the systems development for the process of assessment for the County. From my perspective, I didn't look at this as much as individual reward for an employee as much as this job has evolved into doing something beyond a Sales and Marketing Analyst. Again it is not an IT position and that is where I said to put it into a Special Occupation. Whether it is that incumbent or another person, that job will be doing that extra function. Whereas the concern might be that we are rewarding an employee or setting a precedent, I would argue that the person may go away and there will be another person in that same job doing that extra thing that is not being picked up through the system.

Darren Vogt: Councilman Buskirk?

Roy Buskirk: What you are saying is that it is very possible that there might be some other person in that office and not necessarily the person that is hired to replace this individual and become the IT person. You don't have a slot for an IT person.

Tom Harris: That would make the next position a discussion point.

Roy Buskirk: Correct and the only thing on the fact of having someone in the trades and they get an engineering degree, they wouldn't necessarily get a raise. To answer that would be if their degree improves their skills and abilities in the special trades and adds an asset to your company, then I think you would reward that individual. That is basically what we are asking for today.

Darren Vogt: Council, are there any further questions? I will ask one last question to make sure that I vote the way I think I need to vote on this. Was this job evaluated in the system?

Nelson Peters: Yes.

Darren Vogt: Was there a problem with evaluating it in the system?

Nelson Peters: Yes.

Darren Vogt: And what was that problem?

Nelson Peters: The problem was the uniqueness in that the system doesn't allow us to look at some of the technical necessities that are required in a job like this.

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Darren Vogt: Okay. Councilman Howell?

Kevin Howell: On that point right there. However we vote on this, will that be included in the assessment of whoever is going to be in that position?

Nelson Peters: Again what I would recommend, unless you change the entire system or add to it, it can't. That is why my recommendation is to go back and have the HR Department and Personnel Committee look at a Special Occupation policy that deals with these specific circumstances. These circumstances that are technical and IT and don't fit the system for those reasons.

Darren Vogt: Council, is there any further discussion?

Tom Harris: Move to approve the Sales and Marketing Analyst, 13-34, from PAT 4/4 and annual salary of \$44,032 to Special Occupation at \$46,090.

Roy Buskirk: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 5-1(Vogt)-1 Moss absent).

Nelson Peters: The second from final discussion item, the Personnel Committee Policy and I am going to ask you to approve it before we get out of here, is the Human Resources Department. What you have before you and should have been part of your packet is an organizational chart, a before and after of Human Resources. If you look at the way things have been run up to this point, you are going to look at a number of different levels with a number of different reporting relationships. I don't believe, and I think others would join me, that this was probably not the most efficient way to run the department. If you look at the other chart, it is a lot more flat lined. You will see the Human Resources Director at the top. Then you will see a number of positions that fall out under her supervision. What we are trying to do is create some real internal equity with this departmental reorganization so that many of the positions are at the same value. Not all but many of them. In doing so, we believe that there is \$9,457 worth of actual savings. I am not talking about red circling and all of that and we can take that to your bottom line today. We are asking for some positions to be increased and some positions to be decreased which will save \$9,457. On top of the \$52,000 that was saved by not hiring the HR Director until we did this year, you are looking at about \$61,000 worth of salaries that has been saved in the Human Resources Department. Now, how do we get to what we believe makes good sense in terms of the Human Resources organization? Basically we are going

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to look at the current Risk Manager/Attorney position which paid \$53,843. It will be reclassified to \$44,032. The individual that is moving into that position will receive, at your approval, the \$44,032. The Human Resources Manager for the Sheriff's Department is actually being requested to be downgraded from a labor grade five to a labor grade four. In that same reorganization, we are asking that the Recruitment/Compensation Specialist be moved from a labor grade three to a labor grade four. If you approve those moves today, again there is \$9,457 that will actually be saved.

Darren Vogt: I want to clarify some of your numbers. The number on our agenda is \$44,032 but the number on your spreadsheet is \$48,394. Which one is correct?

Cathy Serrano: She is currently making \$48,394 so we are moving her over and maintaining her salary at the current level. She will be redlined going forward. If a new person were to come in, they would come in at the lower level.

Nelson Peters: I apologize but the savings remain the same. The \$48,394 is the appropriate number. I don't want to leave you hanging because this is really the first in two parts of the reorganization that we want to do. I will be back in two months for adjustments for the HR Director salary and one of the other salaries within the department. We believe that will get us equity within the department, within the County and a department that looks more like it should.

Darren Vogt: In those two months, will you be asking for additional funds?

Nelson Peters: No.

Darren Vogt: Council, are there any questions on this? Councilman Buskirk?

Roy Buskirk: So we have a vacancy on the Recruiter?

Nelson Peters: Yes. The new person that comes in will be coming in at a lower rate.

Roy Buskirk: At the \$39,938.

Nelson Peters: Right.

Roy Buskirk: And all of these jobs changes have been reviewed on the point system?

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Nelson Peters: Yes, they have and in this case they did fit well.

Larry Brown: May I ask a question?

Darren Vogt: Go ahead.

Larry Brown: I ask this question and I believe I know the answer but I want to ask it one more time. The proposed and this may be the vacant position, the responsibility within HR that relates to the Sheriff's Department, how is that funded?

Nelson Peters: That is funded out of County General. It has been funded typically through the Human Resources budget for each of the last three years.

Larry Brown: Prior to that, it was out of the Sheriff's budget?

Nelson Peters: That is correct.

Larry Brown: And three years ago or whenever that was, budgets were adjusted, taken out of the Sheriff's and put into Human Resources?

Nelson Peters: That is correct.

Darren Vogt: I do have a clarification for my own mind. When we re-evaluated everyone in the process that we went through and you said still isn't finished yet but in my mind it is finished, what did we do with the redlining of positions? I don't recall what that outcome was.

Nelson Peters: Council's policy at the time was to basically redline them for one year. After that, the salary was actually dropped. That is another policy that I think that the Personnel Committee and the Human Resources Department should be charged with reviewing. In some cases, I think it runs counterproductive to services that you want to provide.

Darren Vogt: I think you will need to explain that to me a little later but I am not going to have that discussion here. You are recommending a straight redline and not redline and then decrease to the actual salary.

Nelson Peters: Correct. I think that now that we have gotten through that hoop, it makes sense but like you said, we can save that discussion for another time.

Roy Buskirk: Did we lose some personnel that dropped that following year?

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Nelson Peters: Oh, yeah, there was no question.

Darren Vogt: I guess I would like to see the statistics on that.

Larry Brown: What action do we need to take?

Darren Vogt: The Commissioners and Human Resources are asking for a redline and leaving it redlined. What we did in the past was redline for one year and then they went down to the salary that they were supposed to be. Councilman Harris, we would need to amend that salary ordinance to the person who is taking the job.

Tom Harris: The Risk Manager position?

Darren Vogt: Correct.

Tom Harris: We have written that on here with assistance from Jackie that we would be adding that to the salary ordinance that the incumbent is redlined at \$48,394.

Roy Buskirk: On the new flowchart didn't we have a previous individual that was doing Recruiting and Compensation Specialist?

Nelson Peters: Yes, Marlana Lewis was picking up both of those functions. That occurred at a time when the economy was down and the turnover wasn't quite as bad. We were looking at as many new postings. Given some of the things that we noted with the compensation portion, it has become important from our perspective to create a full-time person to oversee just the compensation as has been part of the department in the past. Then separate that from the person that is going to be doing the recruiting.

Roy Buskirk: What else are they going to be doing besides recruiting?

Nelson Peters: This individual will still be taking care of all of the Sheriff's business.

Tom Harris: So it is a Generalist role as well.

Roy Buskirk: And that means doing the Sheriff's work?

Nelson Peters: Yes.

Roy Buskirk: I know that we had discussed that in Committee and I wasn't sure where the Sheriff's Human Resources was going to be assigned.

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Darren Vogt: What is our current turnover rate?

Nelson Peters: We can get you those numbers. It has certainly been down. It had hovering right around eleven or twelve percent right before the downturn.

Jackie Scheuman: In 2010, it was 8.73%.

Darren Vogt: And that includes retirements as well.

Jackie Scheuman: That is full and part-time. Full-time is a little bit lower than that, I believe.

Nick Jordan: Full-time is 7.07%.

Darren Vogt: With retirements.

Jackie Scheuman: Correct.

Darren Vogt: If you back out retirements, you wouldn't have that high of a number.

Jackie Scheuman: We could back it out.

Darren Vogt: To me, that is not a turnover issue. That is retirement and is a completely separate number. Since you are giving me numbers, do you have the national average?

Jackie Scheuman: I am only lucky because Nick had those papers in his folder here.

Nelson Peters: You will find typically though that industry and manufacturing turnover is often less by two or three points.

Darren Vogt: Council, do we have any further questions?

Tom Harris: Do you want me to read all three of these together or individually?

Darren Vogt: I would prefer that you read them individually.

Tom Harris: The first one is the Risk Manager/Trainer, 13-18, classification to PAT 4/4 and an annual salary of \$44,032. With this, the incumbent will be redlined at \$48,394.

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Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent).

Tom Harris: Next one is a salary ordinance for the HR Recruiter/ Generalist, 13-85, PAT 4/2 with an annual salary of \$39,938.

Larry Brown: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent).

Tom Harris: Last but not least is the Compensation Specialist, 13-29, PAT 4/2 with an annual salary of \$39,938.

Kevin Howell: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 5-1 (Armstrong)-1 (Moss absent).

Nelson Peters: The last thing I will ask you to consider is the change to the Personnel Committee Policy. It is not a huge change from what you had before but does eliminate reference to the Consent Agenda.

Roy Buskirk: So moved. We have discussed it and discussed it.

Tom Harris: Second.

Darren Vogt: The only is the 48 hour notice. Do we really need to put a notice of a number of hours in there? I agree that there needs to be some sort of understanding but the issue that I have is that some of us may not get our materials. Usually our materials are ready a week ahead but by the time that you look at a 48 hour notice, which backs us up to three days to get it and read it and gives us two days to really look at it. My preference would be just to strike that out. We have a motion and a second. Is there any other discussion?

Tom Harris: I just want to make sure that I am correct. This states that the department head shall be excused from the presentation to full Council

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unless they have been notified 48 hours before the meeting. You want to eliminate the 48 hours.

Darren Vogt: Just eliminate the 48 hours unless they have been notified by Council to appear.

Bob Armstrong: Don't we make that call at the Personnel Committee meeting?

Roy Buskirk: As Chairman of the Personnel Committee, I told them right they should come to the Council meeting or they didn't have to come.

Darren Vogt: You are a Council of three and if I see it and want to notify them, I am not on the Personnel Committee and if I have a question that I may want to ask them and they aren't going to come before us, and I don't get to those particular materials until Monday...

Roy Buskirk: My decision was that if it was cut and dried, they didn't have to be here but if it was complicated, such as the Assessor's Office, I told them to be here. The same way with Dan because of the fact of covering ten counties and all of that, I thought you might have some questions. That is how I based it.

Tom Harris: I think that the elimination of the 48 hours would actually give Council more leverage and basically the presentation of full Council unless they have been notified by the Auditor's Office in advance. So, the elimination of the 48 hours actually gives us more leverage in having the person appear or not appear. They can do that still at the Personnel Committee.

Roy Buskirk: So you are suggesting eliminating the 48 hours?

Tom Harris: But otherwise, the sentence stays in place.

Larry Brown: My comment is that I am supportive of that as well because, let's face it, we all have other jobs. A lot of my research and study of the documents took place last night. I know it is not fair with less than 24 hour notice to expect somebody to be here but the point it...

Tom Harris: It could happen.

Darren Vogt: We have a motion and a second. Do we want to retract the motion and the second? The motion and the second was before the change.

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Tom Harris: Or accept the amendment?

Roy Buskirk: I withdraw my motion.

Darren Vogt: Okay. Do you withdraw your second?

Tom Harris: Yes.

Darren Vogt: Is there a new motion?

Roy Buskirk: I want to make sure that is all that is being changed. I make a motion that we accept the Personnel Committee Policy as presented except to remove the 48 hour notice in advance.

Kevin Howell: Second.

Tom Harris: Or is it the at least 48 hours?

Roy Buskirk: Yes, isn't that what I said?

Tom Harris: Yes, that is perfect.

Darren Vogt: The 48 hours is referenced twice and so we are removing it from both sections.

Roy Buskirk: On page one, item two and paragraph A and also in paragraph B.

Darren Vogt: All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1(Moss absent).

Nelson Peters: Thank you very much. That is all we had from the Personnel Committee.

Darren Vogt: On the agenda, we are at Department 29.

Larry Brown: Department 29, Building Department, if you recall the Health Department came shortly after the first of the year recognizing that they did not encumber money to carryover from one year to the next. This is identical to that. We had approved these dollars but they were not spent and now they need to be spent. We approved them last year and so the Building Department is asking for approval to appropriate that money.

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Darren Vogt: Council, are there any questions on that? It is pretty clear and he provided the backup documentation from last year.

Roy Buskirk: So moved.

Tom Harris: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). Next is the Election Board.

Nick Jordan: Previously, two employees were being paid out of the same appropriation line 13-03 and now it is broken out in 13-03 and 13-04.

Tom Harris: Temporary salary ordinance for the Assistant Director, 13-03 is moving to 13-04. This is effective March 28, 2011 for eight weeks.

Roy Buskirk: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). Now is Community Corrections.

Nick Jordan: This again is a correction. For the record, this was our mistake. Once the grant ran out, it was to be paid out of the Program Income Fund and so this new salary ordinance includes that.

Tom Harris: Move to approve Operations Coordinator, 13-91, PAT 5/4 with an annual salary of \$48,394 effective October 21, 2010.

Roy Buskirk: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). Council, we are down to our own line item. We have a transfer from our Contractual line to our Printing line and this is for business cards.

Roy Buskirk: I make a motion that we approve the transfer from the Contractual to the Printing line.

Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss

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absent. Council, we have some other discussion items. Tom, do you want to talk about Leo-Cedarville?

Tom Harris: We have Tim Richards with us today and he is on the Town Council for Leo-Cedarville. They are requesting our support for a grant that they are proposing. With that is simply a letter that would be supportive from this Council to assist the Town of Leo-Cedarville in their grant request.

Darren Vogt: This is part of a normal grant and not any kind of Recovery money. I did ask that question. We would need a motion.

Tom Harris: Do we need a motion to do that?

Darren Vogt: Yes, we should do a motion to approve the letter.

Tom Harris: So moved.

Larry Brown: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). We will get that signed so that you can take it with you.

Larry Brown: How many signed copies do they need?

Tom Harris: Just one and Becky is taking care of it.

Darren Vogt: All right, Council, on our discussion items is Proposed Language for County Council's Strategic Plan. Councilman Harris?

Tom Harris: Larry and I both serve on the Strategic Plan Executive Committee and the idea was simply that Council could propose rules and objectives that we would have for the upcoming Strategic Plan submission. What you have before you is something, along with the Auditor's Office, we put together and just throwing it out for discussion.

Darren Vogt: Do you have recollection, and I don't, of what we did last time was not this. We just had an overall arching thing and I see that you brought your strategic plan. We just had a paragraph statement?

Tom Harris: Yes. Larry, I don't know if you were on there in the past.

Larry Brown: Yes.

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Tom Harris: Basically it just referred to Council and that in recent years they have taken some significant steps in the area of financial responsibility and this was listed under the financial responsibility, goal three. It said that it created a Rainy Day Fund, a modest increase in the 2010 budget in anticipation of budgetary impact in the State property tax restructuring. It paid in full, the County's debt obligation to the State for housing prisoners. It really reflects what it had done rather than setting a goal going forward. The idea was simply to list some ideas in terms of what Council could look to the future to achieve or consider.

Darren Vogt: Council, any discussion on this? When do we need to have this information and what is the timeframe for that?

Tom Harris: Well, it's today but it's an ongoing process. Larry, correct me if I am wrong but I don't know if today is a final. The draft is being reviewed. I am not sure what the date is for the final.

Larry Brown: If I know, I don't recall.

Tom Harris: It's coming up.

Larry Brown: They want to publish the booklet sooner rather than later.

Darren Vogt: I have read this and I have no issues with it. I just want to take time to make sure that we don't miss anything. It is a great starting point and maybe a finishing point as well. Can we hang tight until the following month to make sure that everyone has had time to digest it and think it through?

Larry Brown: I think that is fine. We can put this in as a draft for now so that space is allocated in the document. We can fine tune it next month.

Darren Vogt: Let's do that. Who is all on that committee, Tom and Larry? If you have suggestions or comments, let's get them to those folks and then we can present it at the next meeting for a finalized version.

Roy Buskirk: I think one thing that we might want to add on here, Darren and I had to make a trip to Indianapolis concerning this, and that is the fact that several years ago the County was charged by the State for any juvenile delinquents that we sent to the State. We were charged so much each day by the State. Then the State recommended that we put up our own facilities, which we did. Now the State has discontinued the program of charging Counties for housing juvenile delinquents in their facilities. There are about four or five Counties that went ahead and built facilities and we are housing

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them and have considerable cost in doing that. You have other Counties that don't have any facilities and are sending all of theirs to the State and don't have to pay. We feel that we should get some kind of reimbursement, maybe not the entire cost that we have for housing the juvenile delinquent, but the State charged us \$60 a day and they should be able to pay us \$60 a day. Our cost is over \$100 a day.

Darren Vogt: It is \$128 a day.

Roy Buskirk: I think that is something that we should put on here to keep in mind that we need to work with our State Legislators. We realize that the last couple of years was no time to try to get additional funding from the State but maybe now is the time because the revenues are increasing. We can try to recoup some of the expenses that the County has had. I think it is very unfair that other Counties don't have that expense. They just send them all to the State and forget about it.

Darren Vogt: To your point, maybe we need to add a legislative section.

Tom Harris: I can just add another point by way of a meeting that I attended with Allen County Youth Service Center that they are experiencing a situation where at the State level the State is asking Judges not to refer youth to them as much but to keep the youth at home. Therefore they are not paying reimbursements but are keeping the money at the State level. It is keeping the youth at home and the money at the State level instead of coming back to the Counties. That is another example that we should be more involved with the State Legislators and getting our voices heard. I have made a note of that and will work on some language for that.

Darren Vogt: Council, are there any other questions on the Strategic Plan? Let's move on to Board Appointment Updates. In your packet you have the PTABOA appeals. Does anyone else have any other Board or Appointment updates or liaison assignment updates? I will make it brief but the Commissioners and I continue to meet on every other Wednesday morning and it has been very good. There has been movement on Economic Development and a process flowchart that is slowly working its way around and moving forward. There are a couple of conversations about the 9-1-1 Communication Center downstairs and it is an ongoing conversation about the new equipment that they need and space. That conversation is not driven by the Commissioners but by the MAPC. If you hear that the Commissioners are supporting the move to the eighth floor, that is not coming from them. Councilman Brown?

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Larry Brown: You may be aware of this and maybe you and Tom have talked about it. There needs to be an adjustment in our assignments so the same person is on Emergency Management and Local Emergency Planning Committee.

Darren Vogt: Yes, those need to be the same. Tom, you need to be on both of those.

Tom Harris: Okay.

Larry Brown: I believe that you filled out the paperwork or so I am told.

Tom Harris: Yes I did. But that is different from the Board meeting that I attended.

Darren Vogt: No, it is the same thing.

Larry Brown: Yes and no. It needs to be the same person. It is two different, one is a Board and one is a committee.

Tom Harris: I see.

Larry Brown: In my opinion, it needs to be the same person. I will share with you that in one of my assignments, Capital Improvement Board, they continue to meet at 8:00 on Thursday morning and on the same day as our meetings. I am hoping to get that adjusted so that I can attend. I am involved in subcommittees and things like that. I am getting the minutes and that type of things. Another thing is the Building Department is having a meeting today from 5:00 to 7:00 to get input from users or contractors and the problems that they have encountered in working towards the improvements in the inspection and permitting process within the Building Department and for contractors.

Darren Vogt: Is that going to include City folks as well?

Larry Brown: Building Department is County-wide.

Darren Vogt: You used the word permit.

Larry Brown: Building permits. Construction permits.

Darren Vogt: Okay.

Larry Brown: I believe that's it.

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Darren Vogt: Okay. Tom?

Tom Harris: I just want to express my appreciation to everyone for their support for the Leo-Cedarville grant request. Also, I attended their Town Council meeting earlier this week and it was mentioned that they are going to have the first annual Leo-Cedarville 5K Freedom Run Walk on July 2nd. If anyone is interested in getting out, it is a tremendous event that everybody can join.

Darren Vogt: Council, is there anything else?

Roy Buskirk: The only other thing that I would mention is the Permit Committee. We are continuing to meet. IPFW has a Master's program that Professor Rob Palevich heads it up and is willing to have students go through any department as far as time management and making suggestions on improving the processes. Many of them are older people that are in business now and working on their Master's. A lot of them have experience in their own businesses. We have made quite a bit of improvements as far as the permit process. There is a survey for those that are using it. The other thing that I want to be sure and mention is the training sessions that HR is putting on. The one thing that we really feel, as a Committee, is that there needs to be better public relations from the counter people in the County departments and City departments when you are working with the public. Larry, do you have anything else to add to that?

Larry Brown: No, you summarized it very well.

Darren Vogt: Who is taking advantage of having their department analyzed for flow? Is anyone?

Roy Buskirk: Last year, the Treasurer's Office. Sue said it was very good and she really appreciated the tips on how they could improve.

Larry Brown: I believe Purchasing.

Roy Buskirk: Was it Purchasing? There were one or two others but I can't remember.

Darren Vogt: But my point is that it is being used and that they are aware of it. If you get someone in a Master's program, they are serious about what they are trying to do.

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Larry Brown: What Roy referred to, in this go around, is in its infancy. Likewise with the survey which is an online survey and is also in its infancy. We have gotten some back but not very many yet.

Roy Buskirk: Adding to that is the fact that currently, the one thing they are working on is a budget because there are several departments that will need licensing for the Accela program that they are using in the permit process. We are talking that at least temporarily, to get the program up and running, hiring a program manager. It would be for about a year or so to get this in place and get it working. It seems to me that you are buying a skeleton and then you have to make the application work for the individual departments. Indianapolis has the same program but their program will not work in this County. I don't know exactly why but it is just a different way in which this County and City handle their permits and everything. There has been a lot of time spent on taking this skeleton and making it so that it would work for the individual departments. The Building Department was one of the first ones that Atos has been working with to get the program up and running.

Larry Brown: To add on to that, if any of you know anything about GPS mapping there are layers of information, roads, streets, sewers, creeks, streams and utilities. Those are all different layers of GPS mapping. Accela is kind of the same way. In other words, as these different departments begin to use the Accela program, there is another layer of data that gets tweaked and added into the system. Some of those have to be, maybe reprogrammed is too strong a word, adjusted to fit the department's needs. The Building Department was a huge challenge. I am not sure that they are 100% through it yet. The expense that Roy is talking about is not a few thousand dollars. It is to go for City and County and to go system-wide is a considerable amount of money. That is why we are trying to identify some cost and work with City Council and County Council to figure out a sharing formula and try to fund it.

Roy Buskirk: If you recall, we did put \$200,000 in for that.

Darren Vogt: Does anybody have anything else? Council, we need to approve a resolution. Nick can you talk about this and tell us what would happen if we didn't have the Rainy Day Fund?

Nick Jordan: If we didn't have one then essentially, at the end of April, the General Fund would be running a deficit if we didn't have the transfer of the \$7 million from the Rainy Day Fund. In April and again in October, it is just due to timing as to when we receive our tax revenues. At the end of April and going into May and June we will receive property taxes which will bring the

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balance back up. But without this \$7 million transfer, we would run a deficit at the end of April and October. It will be repaid back in December.

Roy Buskirk: What I didn't understand was that one of the reasons for this is because of the timing of property taxes. Property taxes on schedule and I guess that is what threw me a little bit. We haven't had this problem in years past. Why are we having it now?

Nick Jordan: They are not due until May 10th.

Roy Buskirk: I know.

Nick Jordan: So at the end of April, we would be...

Tom Harris: We have done it before?

Darren Vogt: In 2008.

Jackie Scheuman: Last year we started out with a cash balance of \$6 million more than we had this year. That carried us but now our cash balance is a lot lower.

Darren Vogt: There are a lot of different things in our cash balance.

Roy Buskirk: Right but in 2008 we had the same problem but I think that was because we weren't collecting property taxes until later in the year. That is what I meant.

Jackie Scheuman: 2008 was on schedule. Roy, we have started out the year with a much higher cash balance, for several years. This happens off and on.

Roy Buskirk: If we didn't have the Rainy Day Fund, there would be the possibility that we might have to borrow the money.

Darren Vogt: Or look to other funds.

Nick Jordan: Essentially, it could reverse next month.

Darren Vogt: We have a resolution. Do you want to read it?

Roy Buskirk: I don't but I will. Allen County Council Resolution 2011-04-21-01, Allen County Council provides a \$7 million temporary loan to be transferred from the Rainy Day Fund to the General Fund. The loan is to be

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repaid no later than December 31, 2011 in accordance with the provisions in IC 36-1-884.

Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). Does anyone have anything else they want to add? We need someone to approve to waive the second reading on any matter approved today for which it may be deemed necessary for the County Council meeting of April 21, 2011.

Larry Brown: So moved.

Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent). We need a motion to adjourn.

Roy Buskirk: Move to adjourn.

Bob Armstrong: Second.

Darren Vogt: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion passes 6-0-1 (Moss absent).

There being no further business, the meeting was adjourned at 10:40.