

**ALLEN COUNTY COUNCIL MEETING MINUTES**  
**JANUARY 20, 2011**  
**8:30 AM**

The Allen County Council met on Thursday, January 20, 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: Tera Klutz, Auditor; Nick Jordan, Chief Deputy Auditor; Jackie Scheuman, Finance and Budget Director and Becky Butler, Administrative Assistant.

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

**Darren Vogt:** Council, we do have a couple of things on the agenda that I want to go through quickly and then we will move right into it. We have one addendum and you should have a copy of that in front of you and I think it was emailed earlier in the week. We will handle that before the discussion items. The minutes and the Auditor's financial report will be up after we have the Allen County Council on Aging. With that, we will bring up the Allen County Council on Aging. Please introduce yourself for the record.

**Jenny Showalter:** Jenny Showalter, Interim Director for the Allen County Council on Aging.

**Pam Holocher:** I am Pam Holocher and I am on the Board with the Council on Aging and my real job is with the Planning Department for the City of Fort Wayne.

**Jenny Showalter:** We appreciate you giving us a little bit of your time. We understand how busy you are and so we won't take up much of your time. We felt that it was important to let you know who we are and what we provide for your constituents. There has been a lot of discussion about funding for Not-for-Profits by County government. We wanted to introduce ourselves and let you know. Allen County Council on Aging has been in existence in Fort Wayne since 1972. We started out as an information referral agency and over the years have grown according to needs identified by the seniors in Allen County of what they needed to remain independent, healthy and safe. To that end, we have added over the years, transportation for seniors and it is free of

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charge. We take them to medical appointments, nutrition sites, grocery stores and things like that. That is free of charge with a suggested donation, if they are able. However, 93% of our clients are at or below poverty level and could not afford to pay if they had to, and that means that they would not go. Many of our trips are dialysis, chemotherapy and physical therapy appointments. That means quality of life and life in general. It sounds rather dramatic but they would die if they did not get the dialysis. We are proud to be able to provide that service to them. Another big part of Council on Aging is in-home services. We can go in and help seniors who physically or financially are not able or do not have any family and friends in the area and help them clean their house, prepare nutritious meals or run errands. We also have Handy Chore Program that provides light repairs for folks that cannot do it on their own. We still have information referral and a TeleCare Program which is a daily reassurance call program. It is run by AccuStaff but is provided by volunteers to help keep our costs low. Volunteers are matched up with a senior who has no family in the area and are homebound. They call them at a set time, every day, to make sure that they are okay. If they do not get an answer, after three times, then we know that something is wrong and we contact the proper authorities or the emergency contact. That has been very beneficial to seniors in Allen County that have no family. Recently we have gone through a major reorganization and have new leadership. We have added some wonderful new Board members in addition to the wonderful Board members that we still have. We are in the middle of an operational audit. We have a grant from the Community Foundation to hire a firm to help us see where we have been, where we need to go and to survey the community to find out what the Council on Aging should be for the seniors of Allen County. One of the newest programs that we added is rural public transit. That is something that Allen County has never had and we are proud to provide that as well. We can take anybody, of any age, anywhere in Allen County as long as the trip begins or ends in Fort Wayne or goes between rural towns. That is at a cost of five dollars one way. We are building that program and marketing it to the residents of rural Allen County so that they know what is available to them. Most recently, we have gone into partnership with the Allen County Sheriff's Department to provide transportation to Work Release participants. We received a couple of grants, through INDOT and the New Freedom grants, to help us do that. We are growing and moving into the twenty-first century and I will turn it over to Pam.

**Pam Holocher:** First, we appreciate just being able to come before you and I want to echo what Jenny said in that the County Commissioners did help us out this year. They suggested that we come and talk to you and explain not only our services but also why we do seek government funding. One thing that the City and County did manage to agree on, and there have been several things, was the Plan It Allen document for the growth over the next

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twenty years. One of the things that we looked at was the population and demographics and how it was going to be changing over the next few years. There was recognition that we have tremendous growth in the senior population and that we were going to continue to do that and have a doubling of the population of people over sixty-five. The most dramatic was the people over eighty-five with significant increases in the population. Currently, the needs of those individuals are underserved. We have a lot of community resources that go to kids and adults but seniors there is really a lack thereof. We really need to beef up those services one way or another. Right now, local government doesn't have any line item or anything for senior services. Many communities in Indiana do have that. Other Councils on Aging, in northeast Indiana, are actually funded by local government. They wouldn't survive without the direct support of local government. In the town that I came from, in New Jersey, a senior program was part of local government. The churches and other organizations didn't have the funding or support to provide services for seniors. We do feel that it is a very important service. There are only two organizations that specifically provide services for seniors in Allen County, Aging and In-Home Services and the Allen County Council on Aging. Aging and In-Home Services really provides funding, regionally, for seniors and the Council on Aging. They are really almost a flow through of dollars to organizations. Allen County Council on Aging is the only entity in Allen County that provides services for seniors. That is something to consider because we don't have agencies that just focus on the needs of all seniors. We need to grow, not only because our population is growing but also because we are not able to meet the needs of all of our seniors. I just wanted to share a few thoughts with you and answer any questions that you have concerning the services that we provide and why we think it is an essential part of our community. By the way, all other Counties in northeast Indiana have Councils on Aging.

**Darren Vogt:** All right, thanks. Are there any other questions from Council?

**Kevin Howell:** I do. First of all, I want to say that I am impressed and have been for many, many years with the services that you have provided over the years. I am delighted to hear that you are expanding out to the rural areas. I am just recently elected and that was a major focal point in terms of the citizens who are retired farmers and living on the farm. In terms of transportation and in terms of emergency and medical appointments and what have you, it was a major issue in terms of getting back and forth primarily to Fort Wayne. I want to make sure that I understand correctly, this goes all the way out to the Indiana and Ohio border?

**Jenny Showalter:** This is entire Allen County.

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**Kevin Howell:** Great. Secondly, are you coming here to ask us to help fund this program?

**Jenny Showalter:** Not today. We just felt that it was important that you understand what we are because of the discussion that has been going around about the role of County government funding Not-for-Profits. We wanted you to know what we do and the importance of the role that we play with your constituents especially in rural Allen County. Too many times there is a focus on the residents of Fort Wayne and the rural folks are kind of forgotten. We have always had a focus on them as well.

**Kevin Howell:** Okay, as you expand this program, are you going to be seeking funding from us, do you think you will need it or what?

**Pam Holocher:** We certainly want to consider it. That is why we wanted to approach you and the County Commissioners to kind of get a reading on your thoughts regarding our agency.

**Kevin Howell:** You say that in other Counties, it is already funded by local government?

**Pam Holocher:** In northeast Indiana, yes.

**Kevin Howell:** Okay. Like I said, I have always been impressed with the program and I am delighted to hear that it is going out to the rural areas. I will make sure to be a cheerleader for what you are doing out there so please keep in contact with me.

**Pam Holocher:** We can provide that data to you as to how the other Counties in northeast Indiana are funded by local government.

**Kevin Howell:** Thank you, I will need that.

**Pam Holocher:** They are not entirely funded but a large portion of their budgets are funded by local government.

**Kevin Howell:** How do you get your money now?

**Jenny Showalter:** A large portion of our funding comes from foundations, government funding, Title 3B, Medicaid and Medicare and those kinds of programs. We get individual donations and we are working on fundraisers which are something that we have not been heavily involved in. We are looking at one big signature fundraiser for this year. We get some CEDIT

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money from the City of Fort Wayne and the Commissioners gave us some last year.

**Kevin Howell:** Make sure that I get some information, please.

**Darren Vogt:** We will go to Councilman Harris, then Buskirk and Moss.

**Tom Harris:** I wanted to say hats off to what you do. It is a great program. The question that I have is that this shows that the United Way contribution is about three percent of the overall budget. We have all seen the stats that every day there is going to be another 10,000 people moving into retirement age. The question that I have is are you going to ask for more funding through United Way if that population continues to grow?

**Jenny Showalter:** We are in quarterly discussion with United Way but absolutely. All of the Not-for-Profit agencies that are partners of United Way have asked for more than they get. I know that because my previous life was with United Way. With their limited amount of funding, it is based on a needs assessment. We will continue to ask for more and we make the case that they are the fastest growing population in the country.

**Tom Harris:** That's right. Thank you.

**Darren Vogt:** Councilman Buskirk:

**Roy Buskirk:** Again, I appreciate your program. Pam and I have served on a couple of Boards and your vehicles are coming through Federal funding. I was curious to the fact on how much is private funding, percentage-wise? I know you just passed out these pamphlets this morning and it is probably in there but how much is private and how much is government?

**Jenny Showalter:** Currently, I would say and I am trying to put a pie chart together in my head, that private funding probably makes up...

**Darren Vogt:** Would you like me to help with that? I have the pie chart here. Sixty-seven percent is government funding and the rest appears to be some sort of other funding.

**Jenny Showalter:** Thank you. We were very heavy laden on the government funding and foundations. This last fiscal year we found that a lot of the foundation grants that we were previously approved for and we thought we would get, we didn't get. You can't assume anything. On the foundation side of the pie chart, it will be a little smaller this year. The private funding is very small.

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**Roy Buskirk:** The government funding is Federal, correct?

**Jenny Showalter:** Federal and State.

**Pam Holocher:** Another point and I think most of you know this, is that it is a lot easier to get money for capital than for operating. That is always the difficult piece. That is where we are hurting the most is the operational piece. Every ride or trip that we provide or anything that we do has to be highly subsidized from what we get either through Medicaid or Title 3B or whatever. That only provides a piece of the cost for the actual service.

**Darren Vogt:** Councilman Moss?

**Paul Moss:** This is nice and simple on the income and expense. I appreciate that. The question that I have is on the government reimbursement and the breakdown on that and that has been answered. The other is the stimulus grant. I assume that it was capital and you bought some vans or whatever.

**Jenny Showalter:** That was for all of our vans that are driving around town. The stimulus money was used to purchase the vans, have them lettered and to put radios and GPS systems in them.

**Paul Moss:** So that \$250,000, you will not get that again.

**Jenny Showalter:** No.

**Paul Moss:** It is not available at all. What is your traditional method of getting capital money? Is it going to the State and trying to get grants or to the Feds and get grants? The next question that ties into that is what about CTN? Is there a tie there?

**Jenny Showalter:** We have been in discussion with them over the past six months to perform a possible collaboration. We are looking at all of the different options that we have available. While it looks like it is a duplication of services, it is not. They get their funding from a different pot of money. Their pot of money says that they are able to charge people to ride and we are not. Ours is through the Older American's Act and are not allowed to charge seniors to ride.

**Paul Moss:** That is tied to your grant money?

**Jenny Showalter:** Yes, to our funding.

**Paul Moss:** Which funding, specifically?

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**Jenny Showalter:** Federal. Because we both provide transportation and our clientele crosses over, we are talking to them about possible collaboration. We are looking at maybe sharing services or whatever that looks like, we are talking to them.

**Paul Moss:** How much did the Commissioners end up providing out of the CEDIT dollars?

**Jenny Showalter:** \$50,000.

**Paul Moss:** I am not sure what the timeline is but I know the Commissioners just passed a resolution in regards to the \$100,000 endowment. Do you know what the timeline is for requesting that again?

**Jenny Showalter:** We have the article right here. The deadline is April 30<sup>th</sup>. We will be applying for that.

**Paul Moss:** Are you going to apply for \$50,000?

**Jenny Showalter:** It says that the maximum is \$25,000.

**Paul Moss:** I am certainly not going to sit here and debate the merits of whether you should or shouldn't receive \$25,000 but I certainly would put the Commissioners on notice that I don't feel like I was included in the discussion too deeply in terms of whether that was an appropriate thing to do or not. I am certainly going to be bringing that up as we move forward and those decisions are made. I hope the rest of Council agrees.

**Jenny Showalter:** This was some time ago. It wasn't recently that they approved the \$50,000.

**Paul Moss:** Right.

**Darren Vogt:** Are there any other questions? I would like to follow up with one.

**Roy Buskirk:** I was going to say, on Paul's question, that the capital expenditures is their vans and that is probably one of the biggest if not the biggest capital expenditure and that comes through Dan Avery and the Department of Transportation. That is on the UTAB committee that I served on in the past and now Bob Armstrong serves on.

**Jenny Showalter:** We are unlike some of the Not-for-Profits in that we don't have our own building. We don't have that side of the capital expenditure. We

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rent space from the Fort Wayne Parks and Rec Community Center and so we don't pay for utilities. All we pay for is rent. Our main capital expenditure is our vehicles.

**Darren Vogt:** I will follow up with the Community Transport Network question. You said that the difference was in that you can't charge and they can charge. You are serving the same clientele and that is what I am trying to see the difference on.

**Jenny Showalter:** In some areas we are serving the same population. We are the only rural public transit provider. CTN does not provide rural public transit. We provide transportation to seniors. In Fort Wayne, we don't provide transportation to anyone but seniors. CTN provides transportation to seniors and physically challenged.

**Darren Vogt:** You said that you can't charge but my note says there was a one-trip charge.

**Jenny Showalter:** That is for the public transit. For seniors, there is no charge.

**Darren Vogt:** That is where I was confused.

**Pam Holocher:** Council on Aging really runs two programs. There is Citilink and Countylink and we run Countylink. We also provide free transportation services for seniors. Those are not only trips to the doctor but also to the grocery and you might have a van full of seniors to get their groceries. The majority of our trips are for seniors that are in the County or in any of the Cities.

**Darren Vogt:** Okay. Are there any further questions from Council? We appreciate you coming before us.

**Jenny Showalter:** Thank you.

**Darren Vogt:** Council, we will move on for the approval of the minutes for December 16, 2011 and January 6, 2011.

**Roy Buskirk:** Move to approve.

**Larry Brown:** Second.

**Darren Vogt:** All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0. Before we go on to the Financial

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Report, you will notice that there is no Consent Agenda. I have pulled the Consent Agenda from our list of things. One of our primary responsibilities is the finances of the County and it is important that we get an update on our finances on a regular basis. With that, I will turn it over to Tera.

**Tera Klutz:** Good morning, before I get started, I wanted to take the opportunity to introduce my new Chief Deputy, Nick Jordan.

**Nick Jordan:** Good morning, Council.

**Tera Klutz:** He is a CPA and joins us from BKD which is a national accounting firm. I just wanted to welcome him and introduce him publicly. On to 2011, I am actually going to start with the ending of 2010. A couple of items that I noticed, one is that we collected about the same amount of property tax in 2010, for the General Fund, as we did in 2009. We got slightly more which is very good considering that 2010 was the first full year of the Circuit Breaker caps of one, two and three percent. We did have very modest growth even after the full effect of the Circuit Breaker kicked in. Our Miscellaneous Revenue was slightly down from the year before but slightly above our estimates for 2010. They were pretty much right on target, they were that close. Looking forward to 2011, we have a few million in our reserves. I have heard of a few things coming down the pipeline. One is paying off the Parking Garage Revenue Bonds. I was able to calculate savings of about \$350,000 by paying that off this quarter.

**Darren Vogt:** You will be bringing that before us next month?

**Tera Klutz:** Yes, in February. I have also heard about a new phone system that we may be looking at with the move to 200 East Berry and updating our antiquated phone system. It looks like the savings from that, we could pay back our capital in about four years. Then we would just start saving money on the operations. I think that the capital, for the County, is about one million dollars.

**Darren Vogt:** Are there any questions?

**Paul Moss:** Can you go a little deeper into the savings part? I am confused as to how that works.

**Tera Klutz:** Yes. Which savings?

**Paul Moss:** Telephone.

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**Tera Klutz:** I met with Ed yesterday morning and he went through a presentation with the Data Board. If you want, Ed, you can join us here.

**Darren Vogt:** Introduce yourself for the record, please.

**Ed Steenman:** Ed Steenman, County IT Director. I don't have any of my information with me but I'll do the best I can.

**Tera Klutz:** Basically, Ed provided a very detailed spreadsheet to the Auditor's Office about all of the expenditures of what it would take to implement a voice-over IP system. Based upon the City's needs of 1,400 phones and the County's 1,000 phones, we would split the cost. The total cost is about \$2.5 million. The County cost is about \$1 million of that. The ongoing operations, for the County, would be about \$210,000 versus \$450,000 that we are spending now just to maintain the current system. If we would switch to a voice-over IP, then we would save about \$240,000 a year in ongoing maintenance and fees.

**Paul Moss:** In the annual expenses, you are only talking about the phone bill and not the internet. We get billed separately for that, right?

**Tera Klutz:** Yes, right. It is just phones. They are just considering it but they have to consider it kind of quickly because they are getting ready to move over to 200 East Berry and the City has already committed to putting voice-over IP in that building. They can recognize the savings too.

**Darren Vogt:** This was in the 2014 plan for CUM CAP. The move has obviously accelerated that up a bit.

**Tera Klutz:** We still don't know where we are going to pay for it or how. I know that CUM CAP is pretty stretched because the re-co-location is costing almost double now of what they thought originally. Like Moss pointed out that it would be.

**Larry Brown:** I have a question on that. We have primarily heard about this building and 200 East Berry. In this process or in this equipment, is it all facilities?

**Ed Steenman:** Yes. The overall project would be to replace the current Centrex system with a voice-over IP system in all locations.

**Darren Vogt:** Are there any further questions on our financial report?

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**Paul Moss:** It's impossible to use the current system? The number of phones will be about the same when we move, right?

**Ed Steenman:** The phone system could be used but there would be an investment in 200 East Berry to facilitate that process. When the Commissioners signed the agreement in 2009 with Verizon, Verizon advised that at the end of that five-year contract, this phone system wouldn't be supported anymore. We are looking at the end of life of the current phone system. That is why the plan for 2014 was originally put into CUM CAP. With the building move, that has just accelerated that.

**Roy Buskirk:** In other words, it could be wired for the existing phone system but then in 2014, you would have to replace all of that by upgrading it.

**Ed Steenman:** The estimate to prepare 200 East Berry for this phone system was around \$100,000. That would be \$100,000 that we would spend and then throw it away.

**Darren Vogt:** Council, we can have a further discussion on this if we need to but it is something that funding will have to be figured out. Are there any other questions on the financial report? Look for a motion to approve the financial report.

**Roy Buskirk:** So moved.

**Darren Vogt:** Is there a second?

**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.**

Councilman Harris has something that is going to recur on the agenda and that is the unemployment rate in Allen County.

**Tom Harris:** As a way to continue our focus and maintain our focus on economic development and the community, each month as part of the agenda, we will simply have listed the unemployment rate as identified by the Department of Workforce Development. Presently, it has been up and down a little bit, it is at 10.4%. This is a way for us to continue to focus on ways that we can grow and maintain a healthy work environment for the community.

**Darren Vogt:** These will be Allen County numbers.

**Tom Harris:** It is 9.4% for the State, by the way.

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**Darren Vogt:** With that, it leads us to something really good and that is economic development news. We have before us a consideration of a Statement of Benefits for Uniroyal Goodrich.

**Nikki Liter:** Good morning, Nikki Liter with Economic Development and with me I have Roy Chamlee from BF Goodrich. We are here for a Statement of Benefits. BF Goodrich is requesting an abatement of personal and real property and this is for a potential investment for the parent company, Michelin. It is just to keep the plant competitive. The proposed project would be an investment of somewhere between \$50 million and \$75 million in new equipment and \$5 million in real property for the construction of a new 7,500 square foot addition. With this project, it could potentially create thirty-five new jobs which would have annual salaries of around \$35,000. We are looking at a tax abatement for ten years and the savings over that ten years would be a little more than \$2.1 million. In front of you, you have the consideration for the resolution and we have included a waiver of non-compliance. We are recommending that this resolution be signed. The waiver just protects the County as well as the company. The abatement that was done in 2008 is covering the work that was done in November. With that, if you have any questions for me or Roy, we will be happy to answer them.

**Darren Vogt:** If you want to give us a little explanation of what is going on, that would be great.

**Roy Chamlee:** Thank you for listening to us this morning. I am happy that we can take a look at the possibility and potential of adding some equipment and some building expansion. One of the things that we are hoping this will do is to put this plant in the position to become one of the largest Michelin plants in the world in terms of tonnage produced. There are different ways of looking at plant production but tonnage is just the raw rubber that is turned into tires. Over time, we think this would be a positive for the future of the plant. It is important to keep a plant viable. Plants that make tires have a life expectancy of around fifty years and this plant is at the fifty-year mark. It is important that we continue to invest in and grow the plant. In the future, tire plants are going to have to continue to grow and become much larger than they are today. There are a number of potential projects out there and that is why the range is between \$50 million and \$75 million. In 2008, Michelin entered into an agreement with the County for an abatement based on an investment of about \$44 million. That time period expired at the end of last year. As you all know, 2008 was a very difficult economic year and not just locally but globally. At that time, the decision was made that we needed to slow down investment. At that time, we did not think that we would be able to make the \$44 million. As the economy grew again, the demand has increased substantially. A lot of those projects, if not all of those projects,

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have been put back on the board. In the last several months, they have been working on those. During the Christmas season is one of the two annual shutdown periods that we have and that is a time usually when a lot of maintenance and installation of equipment and things of that nature takes place. That is simply because the plant is down and you don't have to work around existing activities that go on in the plant. During the month of December, a lot of work was done. One of the things that was included in the agreement in 2008 was the expansion in terms of equipment. What it did not include, apparently, was some small additions to the building itself. That is the reason for the non-compliance waiver that is included here. We would appreciate you considering that as well. Right now, what we are looking at is a series of projects and in this plant, as in any other plant, the plant is given a target in terms of production. It will then put together a series of requests for equipment and investment in order to meet those targets. Some are approved and some are not. On a global basis, it is rare that all of them will be approved. We think that there is a good possibility, with the abatements that we are talking about, that we will be in a good position to take the projects back to our parent company and get them to approve this. Which ones will be approved, as opposed to others, is hard to say but we think that we are in good shape for the \$50 million possibility if we can get this approved. I will be happy to answer any of your questions.

**Nikki Liter:** Let me state real quick that in your packet you had two different tax projections. One was for the \$50 million and one was for the \$75 million. It wouldn't be \$50 million at first, it would phase in.

**Darren Vogt:** Councilman Buskirk?

**Roy Buskirk:** The thing of it is, on tax abatements, unless you spend the money, you don't receive the abatement. I think that is something that needs to be explained. A lot of people think that it is almost like we write a check to you but it doesn't work that way. The other thing was that in some of the information provided to us, with the upgrade of the equipment and the minor increase of the plant size, there is the potential of employment increase of about thirty-five or something like that.

**Roy Chamlee:** Yes, the application reflects that. In addition to that, we have a series of retirements that occur every year. I think of retirements as a good thing because the community has the possibility of new jobs and the retirees continue to receive the income as well. That is not associated with this project. For this project, we are hopefully looking at thirty-five employees but it could be more. As we all know, the only way to compete in the future is by increasing efficiencies. More, than in years past, it is going to be across the board in any industry, a matter of more investment in capital than it was in

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the past with more investment in employees. These are all positives in terms of this expansion.

**Roy Buskirk:** The one thing that also occurs with these improvements of equipment, tooling and everything else is that because of the increase in efficiencies, it is less employment that can occur. I wanted to bring out the fact that with these upgrades and improvements, you are still talking about the potential of thirty-five.

**Roy Chamlee:** That would be net additional employees.

**Darren Vogt:** Councilman Howell?

**Kevin Howell:** What percentage of your employees are from Allen County, would you estimate?

**Roy Chamlee:** That would be very hard to estimate. I would imagine that the vast majority are. For example, in South Carolina, we have eight plants and we have some coming from every County in the State with the exception of about five. I would imagine that we have some employees that live across the line in Ohio but the vast majority is from Allen County. I don't have that figure but would be glad to get that, if it would help.

**Kevin Howell:** Thanks.

**Darren Vogt:** Councilman Harris?

**Tom Harris:** Just a couple of things. First of all, congratulations on remaining competitive and hats off to you for that particularly in the environment that we have been in. You started hiring back last year or two years ago, right? You started increasing your workforce.

**Roy Chamlee:** It has been slowly recovering over the last eighteen months.

**Tom Harris:** How much total workforce? You might have that in here.

**Roy Chamlee:** Total workforce is right at 1,500.

**Tom Harris:** The other point is that East Allen County Schools benefits from this process as well. Is that correct?

**Tera Klutz:** Eventually, when they start collecting taxes, they will.

**Tom Harris:** Okay.

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**Roy Chamlee:** We have had a long relationship with East Allen County Schools. Representative Phyllis Pond is from that area and has a passion for the school system and we have enjoyed the relationship with the school system.

**Tom Harris:** Again, I just want to say congratulations to the management team and also the employees. Please pass along our sentiment that remaining competitive is the name of the game. Anything that we can do, in local government to assist you in remaining competitive, we are listening.

**Roy Chamlee:** I would like to take this opportunity to invite members of Council to visit us in the next few weeks. We can arrange some time and would love to have you come to the plant.

**Darren Vogt:** Do we have any further questions? We have two resolutions?

**Paul Moss:** Which one do you want first?

**Nikki Liter:** We are recommending the one with the waiver.

**Paul Moss:** The resolution that I have in front of me has no number on it but I would move for approval of the Allen County Council Resolution approving a Statement of Benefits for B F Goodrich Tire Manufacturing. Is that what you are asking for and then the waiver after that?

**Nikki Liter:** Yes.

**Darren Vogt:** The waiver is included in that.

**Paul Moss:** The title appears to be the same.

**Darren Vogt:** Make sure we send around the one that has the signature.

**Paul Moss:** But this is the resolution that I am proposing for approval is the one with the waiver.

**Darren Vogt:** Okay. We have a motion, is there a second?

**Bob Armstrong:** Second.

**Darren Vogt:** **Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion passes 7-0. Thank you very much.**

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**Roy Chamlee:** Thank you very much.

**Darren Vogt:** Council, the next item on the agenda is for the Treasurer and this will be handled by Councilman Brown.

**Larry Brown:** This would be tab three in your book. This request is to purchase new chairs for the office. I am told that the chairs in the office are in excess of ten years old. The Purchasing Department has helped obtain an extremely good deal with the volume of chairs coupled with some other purchases. This money is made available by some savings that they had last year in their postage. She is requesting that we approve a transfer for the purchase of those chairs.

**Darren Vogt:** Are there any questions, Council?

**Roy Buskirk:** So this is from last year. This would have to be this year's transfer, right?

**Tera Klutz:** It looks like she encumbered the postage money.

**Darren Vogt:** She encumbered the postage money to buy chairs. It is probably not the preferred way to do it but that is the way it was done and she probably should have come to us in December to do it.

**Roy Buskirk:** So it is not a rollover or anything. That is what I was trying to understand.

**Darren Vogt:** Are there any other questions? I look for a motion to approve the transfer.

**Larry Brown:** 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.** With that, we will move to Community Corrections. Councilman Harris, do you want to give us an update?

**Tom Harris:** This is regarding the Fund 832. Jeff Stevens and Tom Hardin are here to talk first on the Other Supplies of \$1,000.

**Jeff Stevens:** Good morning, Council members. I am Jeff Stevens, Financial Coordinator for Allen County Community Corrections and with me is Tom

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Hardin, Assistant Allen County Attorney. This morning we have two items on the agenda with the first being the additional appropriation from Funds Other than the General Fund. We are requesting an appropriation of \$1,000 in our Fund 832 for the purpose of purchasing commissary supplies at the Kelley House. If you have any questions regarding this appropriation, I would be happy to answer them.

**Darren Vogt:** Councilman Buskirk?

**Roy Buskirk:** Your 832, can you explain where the funding is coming from?

**Jeff Stevens:** The community members are putting money into their accounts and this is just a vehicle for them to purchase without having to carry money around.

**Darren Vogt:** I have a question. I am a little confused because the balance in the fund is \$260 and we are appropriating \$1,000. I am assuming that the money won't be spent until it accumulates.

**Jeff Stevens:** This is a projection through June 30<sup>th</sup>. Rather than come back to you each month and appropriate money, we thought that this would be much more efficient.

**Jackie Scheuman:** It is going to be like a wash. They are going to buy snacks or whatever and they will take the money and go buy more and so it is an in-out.

**Darren Vogt:** Like a revolving type fund.

**Roy Buskirk:** It is about the same thing that they have at the jail, isn't it?

**Jackie Scheuman:** At a much smaller scale.

**Darren Vogt:** Council, are there any further questions on the appropriation in Fund 832 for \$1,000? Not hearing any, I will entertain a motion.

**Tom Harris:** 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 7-0.

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**Jeff Stevens:** The second item is the resolution concerning the loan from the General Fund to Community Corrections. The purpose of this loan is solely for purchasing new electronic monitoring equipment for our home detention program. We are ready to answer any questions you have about this.

**Darren Vogt:** Council, if you recall this is one that came before us in December or January's meeting where they were going to go out and seek a loan from the Bond Bank. Tom, if you would, go ahead and address that a little bit.

**Tom Hardin:** Sure. I was asked to view some documents concerning financing of this equipment. Community Corrections had financed some equipment in 2008. These were standard documents, the tax-free type. Nonetheless, the interest rate was 4.3% over three years. We decided to inquire internally to determine if there was a better way to do it. In consultation with the Auditor, we decided to pursue this and to save the taxpayers some money. Rather than continuing forward with the same routine and paying interest to an outside financial institution, we decided to go before Council and go this route in an effort to save some interest money.

**Darren Vogt:** And the funding that is going to pay for this is State money, correct?

**Jeff Stevens:** Yes. We do receive State grant funds for electronic monitoring rental and repairs. This package will essentially replace those costs. This is not an additional cost to Community Corrections but a replacement.

**Darren Vogt:** Those are our State tax dollars is what I was really getting at. Is that a fair statement?

**Jeff Stevens:** Yes.

**Darren Vogt:** By not charging ourselves any interest, we are saving the State coffers the 4.3% over three years. Council, I will turn it over for questions.

**Tom Harris:** What is the approximate savings?

**Jeff Stevens:** We are looking at approximately \$10,500 in savings over the three year period.

**Tom Harris:** So as a result of this in-house loan, we are saving \$10,000.

**Jeff Stevens:** Yes.

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**Darren Vogt:** Council, are there any further questions?

**Roy Buskirk:** I have one. Is this the way it has been handled, not the money but the electronic equipment. Has it been funded, before when you need to acquire some that the State paid it over a three year period?

**Jeff Stevens:** We have had a couple of purchases over the years and rentals as well. It goes either way depending on the situation. We are currently renting electronic equipment as well as some that we had purchased in the past. There has been an instance where we had gone through a similar process of borrowing money but not quite this much. We had borrowed some money at the end of 2009.

**Roy Buskirk:** The thing I was trying to find out is, in the past, has the State paid it off over a three year period or did they give you all the money at the time that you needed it?

**Jeff Stevens:** The State grant is just a budget process and we receive monies on an annual basis and have been fortunate for that. As equipment gets old, we have to come up with resourceful ways to replace it.

**Roy Buskirk:** Is there some reason that you have to purchase more than what the typical annual funding is?

**Jeff Stevens:** No, a lot of this is replacing equipment for old devices that we are using now. The three year figure is really just because of technology and how it turns over. You can expect that about every three years for computers and these types of items. One of the pieces of equipment is a server which is really the heart of the system and is actually the monitor.

**Darren Vogt:** Let me make sure that I understand this. You get a budget every year and you have to apply some of that toward the monitoring system and in this case, you are going out and upgrading it and it is still in your budget line to pay those back on an annual basis but not on a lump sum capital cost. Does that help you understand what you were getting to?

**Roy Buskirk:** Yes, a little.

**Darren Vogt:** Councilman Moss?

**Paul Moss:** I was going to move for approval of Resolution 2011-01-20-01 approving the loan agreement between the Board of Commissioners of the County of Allen on behalf of Community Corrections from the Allen County General Fund.

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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. Council, with that, we are down to Discussion and Other Business to come before Council. If you will notice in your packet, we have the dates and meeting schedule. There was one change to the original, is that correct?

**Paul Moss:** That was in February.

**Darren Vogt:** Oh, I apologize. I missed the addendum. Let's back up before we do this. Mr. Harris and Mr. Steenman?

**Tom Harris:** Basically, Ed is going to fill you in better than I can but he had to work with Superior Court and the State system, Odyssey, in implementing it this last year. Council had agreed to give \$240,000 for that process. They had ended up giving money back to the General Fund. Today they are realizing that there was some overtime that took place in December and still needs to be paid. They are asking that the additional amount be given back. Ed, see if I screwed that up or got it right.

**Ed Steenman:** You're very close. This is a transfer from the budget line that I have in my budget for the JTAC Odyssey implementation. Last year we transferred money for staff overtime and Superior Court, Circuit Court and the Clerk's Office, as part of this project, is being paid out of my budget. At the end of the year, there was \$11,000 that was not spent and that is what Councilman Harris referred to as going back to the General Fund. We are asking for a transfer of \$3,000 to continue the staff overtime. There is some end of 2010 overtime that hasn't been paid because the approval didn't occur before the end of the payroll cycle.

**Darren Vogt:** Council, are there any questions? And the reason that this has to come before us is because there is no money in that line item now.

**Ed Steenman:** Correct. I don't carry an overtime budget.

**Darren Vogt:** Council, I would entertain a motion.

**Tom Harris:** So moved.

**Roy Buskirk:** Second.

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**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. That is why I don't like addendums because they get left off the agenda.

**Larry Brown:** Back to the meeting schedule, Darren, you had mentioned that there may be a conflict in March, a personal conflict for you.

**Darren Vogt:** Yes and the personal conflict has now changed until May. I am not going to change anything from my end.

**Larry Brown:** I just wanted to make sure that we didn't overlook something.

**Darren Vogt:** When the baby arrives, I may or may not be here. We will just have to play it by ear. The change is the February 24<sup>th</sup> and I believe that it is the fourth Thursday. These will be our dates for Council meetings and make sure that you have those in your calendar. Also in your packet, you have the liaison appointments and assignments. Hopefully you have had a chance to see those and at some point, please make sure that you make contact with those. As you saw today, what will happen if you have one of your departments or Elected Officials come before us, I will ask that you introduce the item and then allow them to explain it in more detail. Please contact them and introduce yourself for those of you that are new to them. Also we have Board appointments. Those need to be approved today. There is one small change on those. As we talked about it in the November Council meeting, we wanted to have a Council member on the Boards that have taxing authority. The Library Board did not have that. The way to do that would be to put one of us on there.

**Roy Buskirk:** I would like to make a motion for Paul Moss to be our representative on the Library Board.

**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. The rest of those can be taken in as one lump sum. I have had a conversation with Mr. Williams and thanked him for his service. He had been on the Board for a number of years and enjoyed it. He was thankful that he could do that and understood our situation and that it had nothing to do with his service at all. With that, we need a motion for the rest of the Board appointments.

**Paul Moss:** Move for approval of the Board appointments as listed on the Discussion Items.

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**Darren Vogt:** With the exception of the Library Board which we already did.

**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 7-0.  
Councilman Buskirk?

**Roy Buskirk:** I think that the horse might already be out of the barn but like the Library Board, I think it should be understood that the Council appointment is to serve while they are on Council. If they resign or choose not to run for re-election or run for a different position, they would resign giving the Council the opportunity to replace that appointment. That is a four-year appointment.

**Darren Vogt:** Right.

**Paul Moss:** Haven't we reappointed him like every year?

**Tera Klutz:** We had replaced Kathie Fleck with Maye Johnson.

**Darren Vogt:** Jim had just been before us giving updates.

**Roy Buskirk:** He had been here giving updates but I think he had been there eight or twelve years.

**Larry Brown:** Can't we change the term of our appointment?

**Darren Vogt:** I would think that it would be set in statute or the laws of the library. That is not set up by us.

**Paul Moss:** If you want, I would be happy to find out.

**Darren Vogt:** That would be great. If we have the understanding that the Council member on there is no longer a Council member, that would be the preference for them to resign and we could go from there.

**Paul Moss:** I will find out. You don't want to get into the situation where we agree here that someone is going to resign but then they decide not to so I will clarify that.

**Darren Vogt:** One of the other things that Becky and I are working on, with these Board appointments, is getting agendas and updates from them on a regular basis so that we have an idea of what is going on with each one of

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these Boards and Commissions instead of the quarterly or yearly updates.  
Councilman Moss?

**Paul Moss:** Speaking of which, has Councilman Brown been appointed to the Capital Improvements Board yet?

**Larry Brown:** Tomorrow, I am told.

**Paul Moss:** We might all want to voice strong support for his appointment to that Board. I certainly hope that needs to occur.

**Larry Brown:** Thank you.

**Darren Vogt:** I certainly hope so as well. Are there any Recent or Upcoming Meetings for anyone? I will tell you that one of the things that I've noticed, that we have always concerned ourselves with communication between us and the Commissioners. I met with them yesterday and had a very good conversation and we are going to meet on an every other week basis just to make sure that there aren't gaps in communication. We are looking at things like the voice-over internet. That is a situation of a \$1.4 million price tag and yet there was no money set aside for the long term plan and on a regular basis. Things like that are what we are going to be looking at. I will update you with those things as those conversations occur. We did talk about the Allen County Endowment process that was brought up today. Their examples to me were truly economic development answers going forward that they wanted to be able to have money set aside for economic development. That said they have a plan in place that really allows for much broader definition than I am comfortable with for economic development. As the Allen County Council on Aging has said, they are going to come and apply for the \$25,000 this year and we are going to have to continue that conversation moving forward with the Commissioners to make sure that we are all on the same page. We have not had that discussion and I am not prepared to have the discussion today on economic development. Becky, could you please put that on the agenda for the next meeting to have a discussion and be prepared to talk about what we think is economic development so that we can send the correct message to the Commissioners that this is what we think. Then I can get with them and have conversations and you can have conversations with them on what we think needs to happen going forward.

**Kevin Howell:** I have a general question. Obviously I am a newby here but the money that they control, in order for them to do what they do, they have to come through us for approval or is this money for them to spend as they see fit?

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**Darren Vogt:** We are working on that right now. They have to have a plan for 75% of the CEDIT dollars with a three or two year plan?

**Tera Klutz:** It is a minimum of a two-year plan.

**Darren Vogt:** Okay, a minimum of a two-year plan. That leaves 25% discretionary. I am working with Tera to figure out what our options are should we have a difference in agreement. The Commissioners are very open to discussion what needs to happen and what we see fit and whether we have input on the endowments that come before them and if that will help us in our decision making process. They are very open to discussion and they want us to be involved in it. We were not involved in the building of the plan but they want us to be involved going forward. That was made very clear by all three Commissioners.

**Roy Buskirk:** You might want to explain where that money comes from.

**Tera Klutz:** CEDIT is income tax revenue that we receive from the people that work in Allen County. Allen County has a one percent income tax and 40% of that is devoted to economic development and is known as CEDIT Tax. That tax can be used for any general purpose and is not limited to economic development. That gets deposited into a County fund called the CEDIT Fund. Within that fund there are three departments, the Highway Department, the Department of Planning Services and the Commissioner Department. That third piece is the discretionary funding that the Commissioners use. Usually they budget the Highway as part of their CEDIT plan. The other 60% of the income tax is COIT, County Option Income Tax. When first developed, the CEDIT could only be used for economic development and so therefore, the name of County Option could be using that 60% for whatever they wanted. One hundred percent of that revenue gets deposited into the General Fund.

**Roy Buskirk:** It used to be that the County Option Income Tax had to be used for certain things...

**Tera Klutz:** CEDIT.

**Roy Buskirk:** I mean CEDIT and it can go into the General budget.

**Kevin Howell:** So what part do we play in all of this?

**Roy Buskirk:** We handle the general budget.

**Darren Vogt:** We still appropriate the funds.

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**Roy Buskirk:** We draw the money out of the General budget. Primarily the bulk of it is for the Highway Department, road improvements and the economic arm through that.

**Darren Vogt:** Council, one other thing that I had to mention is the Auditor's Office prepared the rollover information.

**Larry Brown:** By the way, thank you.

**Darren Vogt:** This is a really helpful tool for us to understand where monies are rolled over. Tera and I had a conversation about rollover and I think you guys have heard me say that we need to reduce our taxes if we keep rolling money over every year. The Auditor did a good job of explaining to me that with a budget of our size, money is going to roll over. It doesn't make a lot of sense to budget to the penny and is almost impossible to do. Reducing our levy is probably not an idea that I am going to move forward with. What I do want you to take a look at, with your respective liaison assignments, is rollover. There are still some very large rollover dollar amounts in different line items and make sure that you have that conversation. Some of them may be very easily explained and others may need to have a conversation to figure out why or what is going on. The same thing goes for purchase orders. We need to look at those and see what the practice was or if it was a purchase order where the invoice just hadn't come through. Tera, do you want to explain a little bit about what we had talked about this morning?

**Tera Klutz:** Over the years, Council has wondered at the end of the year how departments can encumber money or create a purchase order for unspent funds. Let's say that I have \$5,000 left over in postage that I didn't use. I know that I am going to spend \$5,000 in postage next year. I could encumber the money and have it roll into my 2011 budget and go on top of the approved budget. Darren has expressed concerns that we don't get to a true budget when we allow that to happen and don't actually have an invoice. During pre-budget allocation, the Council always sends a letter out and with that letter we can ask departments to list all of the encumbrances that they rolled into 2011, what they are for, the date they paid them and the date that they received the services or item to allow the Auditor and Council to see what money was encumbered because of timing of payment versus just operating on an inflated budget.

**Tom Harris:** In essence, they could hold that \$5,000 over for postage and then next year, because they are over in that particular item, they could move some of those funds to a different need in the department. Is that possible? But it has to come through here to do that.

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**Tera Klutz:** Right, let's say for the 2012 budget process, they know they have enough postage with rollover and a lot of departments plan on that and they know that they are short but they have been rolling this P.O. every year. They can still meet their operating expenses with that rollover and maybe put more into supplies or overtime.

**Darren Vogt:** The concept that we talked about is just trying to get to a true budget for items that really weren't rolled over and just to make sure that it wasn't that they were going to need more because we under-budgeted in 2010 for 2011. That is what we are trying to figure out. We want people to budget for what they need and not what they think they need.

**Tera Klutz:** What they think they really need with no cushion.

**Darren Vogt:** I think that is what I am trying to say.

**Roy Buskirk:** We have done that in the past because of capital items, copy machines, vehicles and some of that. We have gone ahead and purchased in December because we knew we had the funds available instead of rolling it over.

**Darren Vogt:** Council, does anyone else have any Recent or Upcoming meetings?

**Tom Harris:** Not a meeting but another item.

**Darren Vogt:** Go ahead.

**Tom Harris:** Just a real quick item, one of the things for improving communications and I will stand corrected if I have missed this. On the website, there is no place for a way to connect with the Council members. Do we know if that is true?

**Becky Butler:** I will have to look.

**Tom Harris:** The thought that I had that if you pull up departments or even County Council, have us on a page that someone can pull each of us up by district and then have a link to our emails so they can send us something and they could communicate that way. That would improve communication overall.

**Becky Butler:** I can do that.

**Darren Vogt:** Is there anything else?

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**Paul Moss:** I don't know what this falls under but since you are talking about the discussions with the Commissioners, so that you can keep it in mind and have a conversation with them because they would be the ones ultimately responsible. I will preface my comments by saying that I feel very strongly about government staying out of the way of private business and letting them do what they need to do to thrive and grow. I think that is very important. I look at this situation a little bit differently because it has to do with public right-of-way. What I am referring to is the frontier announcement recently. They are an important employer in this community and I want to support them but I got to tell you, I am frustrated and an awful lot of people have talked to me about this issue of them essentially trying to force people to move to what appears to be a little bit of a lesser quality provider by increasing rates pretty dramatically. I don't know if all of you are aware of this or not. The reason that I bring it up is because I think that we do have a fiduciary responsibility to County taxpayers and we have a little bit of a moral responsibility to those same individuals. I view this almost as a utility. Sometimes you have to keep your boot on the throat of utilities so that they just can't go out there and indiscriminately increase rates and essentially abuse the privilege that they have. I am not alleging that this is the case right here but we are providing public right-of-way to this entity. We were providing it to Verizon and we are providing it to Comcast. Comcast actually pays the County part of what they collect from their bills but they pay the County a pretty significant amount of money on an annual basis.

**Tera Klutz:** So does frontier.

**Paul Moss:** Verizon did and now frontier does.

**Tera Klutz:** Yes.

**Paul Moss:** They are paying that for access to a significant amount of public right-of-way. That is where I view this a little bit differently. All that I would ask, if you look at the agreement with Comcast and I am not sure if the agreement is the same with Verizon, but with Comcast the Commissioners actually have some leverage, for lack of a better term, over the rate increases and those decisions. I don't believe that they have ever exercised that right but I would encourage you to encourage them to pay close attention to this. If you look at the numbers, there is a thirty dollar per month rate increase and that is pretty significant. It is clearly intended to move people and I think it is very unfortunate. I would ask you to have that conversation with the Commissioners and maybe they can take a look at the agreement that they have in place and look out for the best interest of the folks that may not have any other choice.

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**Darren Vogt:** Duly noted and I have it down here as a discussion item. I appreciate that. Are there any other discussion items? Is there any public comment?

**Roy Buskirk:** I would like to talk about the parking garage just a little bit. I guess that one thing, with Larry serving on the co-location group, I know that we are talking about possibly paying off the bond which I think would be a good move. We would save, as the Auditor has stated. I am a little concerned as far as the use of that facility after the co-location and if there are going to be fees for parking there. I know that they are talking about the City Police vehicles possibly using it and if that would encompass most of the parking spaces. There needs to be fees for parking in that facility because there are ongoing maintenance costs. I am just concerned as far as any kind of negotiations between the City and the County in the use of that facility in the future and that there is some income generated from it to at least take care of the maintenance.

**Darren Vogt:** I will tell you that this was a topic of discussion and they don't see the use of the County's side of the building changing at all. They actually have a waiting list to get into the building.

**Roy Buskirk:** From the general public?

**Darren Vogt:** No, from County employees. I don't think, from that end, that we will see any change. They are thinking that with the public records over here that it will actually generate maybe even a little bit more traffic than previously or currently. They are aware of the parking garage and revenues that come in for it and it is on the top of their minds.

**Roy Buskirk:** Has there been any discussion on that in the co-location group?

**Larry Brown:** On the co-location or the parking garage?

**Roy Buskirk:** The parking garage with the co-location group.

**Larry Brown:** As far as I know, there wasn't any intention or expectation that things would change to the degree that would affect public parking or in other words the revenue generated by public parking. I don't believe there was ever any intent to charge any of the public safety agencies to park. They never have before and I don't think there is any intention to ask them to pay now. That is my understanding. While we are talking about co-location, just to keep you up to date, Tuesday was pre-bid for the project in the City-County Building. It was held in this room and there was probably 75% attendance of seats available and maybe even more than that. I don't know how many

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bidders there will be but there was a lot of interest. Bids are due February 3<sup>rd</sup>.

**Roy Buskirk:** On this building.

**Larry Brown:** On this building.

**Roy Buskirk:** Are they still talking about April 1<sup>st</sup> occupation of the Renaissance?

**Larry Brown:** In the month of April. I am not sure how it is going to shake down exactly. There may be a Certificate of Occupancy situation where they might have to wait to get occupancy on the entire building all at once. Sometimes that is the case and sometimes not. Obviously they can't just snap their fingers and everyone moves. I believe the intention is that moving would start about mid-April and hopefully be complete by end of April. That means that floors in this building will be vacated throughout the last couple weeks of April. The thing that was said in the pre-bid meeting on Tuesday was that construction would start early May.

**Darren Vogt:** Council is there anything further? I will look for a motion 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 January 20, 2011.

**Paul Moss:** So moved.

**Larry Brown:** Second.

**Darren Vogt:** All in favor please signify by saying aye. Opposed like sign. The motion passes 7-0. The next meeting is February 24, 2011.

**Roy Buskirk:** Move to adjourn.

**Bob Armstrong:** Second.

**Darren Vogt:** All in favor please signify by saying aye. Opposed like sign. The motion passes 7-0.

There being no further business the meeting was adjourned at 9:50.