

ALLEN COUNTY COUNCIL MEETING MINUTES
NOVEMBER 15, 2012
8:30 AM

The Allen County Council met on Thursday, November 15, 2012 at 8:30 am in the Discussion Room in Citizens Square. The purpose of the meeting was for additional appropriations, transfer of funds in excess of the current budget, grants and any other business to come before Council.

Attending: Robert A. Armstrong, Larry L. Brown, Roy A. Buskirk, Tom A. Harris, Kevin M. Howell and Darren E. Vogt. Absent: Paul G. Moss.

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 President Larry Brown with the Pledge of Allegiance and a moment of silent prayer.

Larry Brown: I ask that you keep the family of the volunteer firefighter who gave his life in the line of duty, near and dear to your thoughts as the family goes through this weekend. Before we do anything, I want to make a slight adjustment to the agenda. I would like to handle the Assessor request first.

Ryan Keuneke: Good morning, Ryan Keuneke, Chief Deputy Assessor. If you have any questions, it is just a quick reclassification of a position that we have. The person that was in it moved on to another job. It was a Special OCC and HR is trying to get those on the grid. We went through the process and I think it is going to a PAT 4.

Larry Brown: Does anyone have any questions?

Roy Buskirk: I will make a motion to approve the Market Data Analyst from SPEC OCC to PAT 4/2 with a reduction in salary from \$45,398 to \$39,938.

Tom Harris: Second.

Larry Brown: Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Now we will go back to the agenda. First on the agenda is the approval of the minutes. Are there any additions or corrections?

Darren Vogt : Move to approve the minutes from October 18, 2012.

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Bob Armstrong: Second.

Larry Brown: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Next is the financial report, Tera.

Tera Klutz: Good morning, Council. There are a couple of items to report today. One of them is our revenue for the General Fund is still on track so that we will be able to meet our expectations that we made a year ago. I also wanted to bring that our Health Insurance Fund, with the appropriation that you made last month, is healthy enough to get through the end of the year without needing to do anything more.

Larry Brown: Are there any questions for Tera?

Darren Vogt: Move for approval of the financial report.

Roy Buskirk: Second.

Larry Brown: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Nick, would you highlight the employment figures?

Nick Jordan: Good morning, Council. On your agenda, you will see August and September's unemployment rates. For Allen County, it remained at 7.6%. Indiana dropped from 8.0% to 7.5%. The national went from 8.2% to 7.6%.

Tom Harris: I think, for Allen County that is the lowest since we started tracking this about two years ago. We are still headed in the right direction.

Larry Brown: Very good. Thank you, Nick. On the agenda, you see the dollar amounts for appropriations requested. Keep in mind that the available money is zero. If we decide to approve, it will have to come from the Rainy Day Fund.

Darren Vogt: We have funds within our line that we can transfer too.

Tera Klutz: The Council has a few thousand dollars left in their Contractual line.

Larry Brown: Next on our agenda is Economic Development.

Scott Harrold: Scott Harrold with the Department of Planning. This is just a basic economic development revenue bond. The County Economic Development Commission met Tuesday, November 13th. They held a public

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hearing and approved this. There was no comment from the public. Basically it is a conduit where the County is just a pass-through entity. John Kirkwood from Krieg Devault is here along with Patrick Davis who is the Treasurer of Franklin Electric and Andy Boxberger. I will let them give you some details.

John Kirkwood: Good morning, John Kirkwood with Krieg Devault in Indianapolis. With me is Patrick Davis from Franklin Electric. As Scott mentioned, Patrick is the Treasurer and Secretary. Their Counsel in Fort Wayne is Andy Boxberger. I think you all know that Franklin Electric is presently located in Bluffton, Indiana. As the result of a somewhat extensive search and looking at various economic development packages, they have determined to move their corporate headquarters to Allen County and bring their payroll, jobs and et cetera. They have purchased about 100 acres at 9333 Coverdale Road. They are going to construct an 80,000 square foot corporate headquarters and an engineering center of excellence. There will be a 40,000 square foot warehouse facility. They are negotiating with two sizable institutional investors to purchase the bonds which would be up to \$35 million. The project will bring the jobs from Wells County to Allen County and will also create an additional 35 jobs over the next three years. The present employment in Wells County is 224 persons. The 35 new jobs would be projecting to add another \$2.755 million to the existing payroll of \$17.6 million. It will be close to \$20 million in annual payroll once they are fully operational. The bond ordinance that is in front of you and is recommended for approval by the Allen County Economic Development Commission contains the parameters of not-to-exceed \$35 million and a 25-year amortization. Because we are still in negotiations with the bond purchasers, it has a not-to-exceed a ten percent rate and we estimate that it is going to be a high three or something like that. Given the extremely favorable interest rates on a long-term basis, the company has decided that they would like to try to close this transaction by the end of the year. We are on track to do that with the recent approval by the Economic Development Commission. We are here today asking for the adoption of the bond ordinance which would permit the issuance of Economic Development Revenue Bonds. The purchase of those bonds by an institutional investor and the loan of those proceeds to Franklin Electric will pay for the cost of their new headquarters in Allen County. If there are any questions, we have Andy Boxberger and Patrick Davis.

Roy Buskirk: Just for the viewing public, what exposure does the County have in this bond issue?

John Kirkwood: The bonds are being issued under the Economic Development Statute IC 36-7-12 which expressly states that these are special limited obligations of the County payable solely from the conduit borrower. In this case, the conduit borrower is Franklin Electric. You have no obligation

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whatsoever for the repayment of these bonds. You are entitled to indemnification from Franklin Electric in the event that there would be any problems arise. Again, we are selling these bonds to one of two of the largest insurance companies in the United States. Very sophisticated people will be buying these bonds, one of whom has a long standing financial relationship with Franklin Electric. The other is a prospective new lender to Franklin Electric.

Roy Buskirk: What is the advantage for Franklin to go through this bonding?

John Kirkwood: Approximately six months ago when this project was being considered by Franklin Electric, they were looking at their options all over the country for relocation of their headquarters. They came to the County through the Redevelopment Commission and were able to secure a commitment by the County to pledge the incremental taxes due to the new assessed value of the facility as additional collateral for these bonds. Over a period of twenty years, the 1.8% tax rate of the new assessed value will be used by Franklin Electric, together with its own funds, to retire the cost of the facility.

Tom Harris: Also, for the benefit of the viewing public, tell us a little bit about Franklin and what you do. I know you are under construction and maybe you can tell us how that is coming along.

Patrick Davis: Good morning, again I am Patrick Davis, Treasurer at Franklin Electric. We are a company that has been around since World War II, founded by a gentleman that used to work at General Electric in Fort Wayne. We are now at a position where the facility that we are currently at in Bluffton, Indiana has size constraints. The main reason why we looked to move was other than just having a headquarters there, we also have a lab facility where we develop products, do competitive analysis and quality inspection-type things. That lab is severely undersized right now. We have grown to being an \$8 to \$9 million company, NASDAQ traded and over that time we have developed a lot of new product lines. We have gone from just being a motor company, primarily a submersible motor company, to a motor and pump company. Our lab is woefully inadequate in terms of size and capacity to do what we need to do to remain competitive. We are the worldwide leader in submersible pumping systems. That is why we are relocating. The project that pretty much everyone in this room has seen is well under construction over near the Airport. The architect is a local firm, MSKTD. The construction manager is a company called Turner. We look to move in the summer of 2013. Again, it will be about 225 people moving from working in Wells County to Allen County. Over the next few years there will be approximately 35 new jobs. We are extremely excited about this because it

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will be something that allows us to remain competitive and be a strong, viable company into the future that looks to attract and retain talent from the local community.

Tom Harris: We welcome you to Allen County and wish you continued success.

Roy Buskirk: I have a question, since I live on Coverdale Road and I inspect it for you twice a day. One thing that I am a little concerned about is getting it closed so that you can continue construction this winter. There are still a lot of sides open.

Patrick Davis: I will admit that I am not familiar enough on that topic in terms of when it is expected to be closed. What I can say, from anecdotal evidence, the architect and construction manager and my boss are pleased with where we are at this point. My understanding and assumption is that through the winter months, good progress will still be made.

Roy Buskirk: And you still want to be there next summer.

Patrick Davis: All indications are that it is the timeframe for us to occupy the new place.

Larry Brown: Tera.

Tera Klutz: I just had a few questions and probably most are for Scott and the Redevelopment Commission. The attorney said that the Tax Increment Finance will be used to pay the bonds.

Scott Harrold: That is correct.

Tera Klutz: How will that work and what will be the flow of that?

Scott Harrold: Basically the tax increment that is generated will be put into the TIF Fund and paid to a special fund set up by Franklin for the bond payments. They have to set aside enough funding for the next year's interest and principle. Franklin has to have enough to cover the excess over what the TIF generates. Basically it is not dissimilar to County issued bonds.

Tera Klutz: Okay, my next question is when we normally see someone build an improvement on a lower scale, we kind of look towards tax abatements. At some level, this is not going to be tax abated because we are actually going to tax the increment and put it in a special fund and pay it back to them.

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Scott Harrold: That is right.

Tera Klutz: Sounds like a plan.

Larry Brown: Are there any other questions?

Darren Vogt: Move for approval of Ordinance 2012-11-15-01 authorizing the issuance of Allen County, Indiana Taxable Economic Development Revenue Bonds for the Franklin Electric, Inc. project in lending the proceeds to Franklin Electric Co. Inc. and authorizing and approving other actions in respect thereto.

Bob Armstrong: Second.

Larry Brown: Are there any further questions? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Thank you, gentlemen and welcome to Allen County. Next on the agenda is a request for transfer from the Treasurer's Office.

Sue Orth: Good morning, I am Sue Orth, Allen County Treasurer and with me is Bill Royce, my Chief Deputy. We are here to ask if we can transfer some money from the Bank Fee line to a line to purchase Easy Scan Remittance Processing software. This software will make it possible for us to scan and totally process tax payments in-house. At tax time, we can't do everything because there is just too much that comes in. We do get almost 25,000 pieces from the banks that collect for us. They collect the money and put it into our account and then send us the stubs. We have to process those stubs and so we send them to Star Financial. They run it through their lockbox and make us a posting file and make sure that it is in balance with the deposit ticket that we sent with it. Right now that costs us eighteen cents for each one and there are almost 25,000 pieces just in the spring and again in the fall. It would save us almost \$9,000 a year if we could do it in-house. We would like to do this in-house and then throughout the year for anytime that people come into the office, we would like to process it ourselves instead of paying the bank to do it. After the initial cost, we would have a yearly maintenance fee and that would be it. We think it would be well worth it. Right now, everything that we process in-house, we have to run it and then scan it and index it. The time that it takes us to all of that, it is amazing how long it takes. This would save us a lot of time in that process. It will save us people time too.

Larry Brown: Tom.

Tom Harris: Just looking at the savings of \$9,000, it looks like it would be paid off in a two-year ROI.

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Sue Orth: And that is just doing what the banks collect for us. That would not even take into account running the in-house stuff also.

Tom Harris: I just want to say congratulations on your continued efforts of innovation and using technology to make it faster and easier access for the public, taxpayers and such. That is a savings for taxpayers as well as an ease for what taxpayers need to do. Thank you.

Larry Brown: Roy.

Roy Buskirk: I have one question, Sue. You mentioned the maintenance fees. Do you have an idea of what that is going to run?

Sue Orth: The licensing and maintenance cost is \$1,890 a year.

Bill Royce: That fee includes the software component and the hardware component which is the actual scanner and a little machine that is called a jogger that makes everything straight so that it goes through nicely. That fee includes maintenance on both machines as well as software upgrades, any additional training and any reports that we need them to modify.

Larry Brown: Sue, is this money that you are transferring from the Bank Fee line item, is that any indication that fees are down?

Sue Orth: A little bit, yes. We have been working with the banks to make things not quite so expensive.

Darren Vogt: Move for approval of transfer from Bank Fees in the amount of \$17,285 to Office and Computer Equipment, \$15,395, and Computer Software, \$1,890.

Roy Buskirk: Second.

Larry Brown: Are there any other questions? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Next on our agenda is the Sheriff.

Ken Fries: Good morning, Council members. Kenny Fries, Sheriff of Allen County. The first thing that I am going to talk to you about is overtime. This is the one that is going to be reimbursed from the Federal government. So far we have only received about \$2,000 of the \$24,000 that we have billed them. There is another \$9,000 from Safe Streets Task Force and another \$12,000 to the Federal government that we are waiting on reimbursements on.

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Tom Harris: In terms of a timeline process for reimbursement, is there any idea of how that process works?

Ken Fries: It is the Federal government and unfortunately, the Safe Streets Task Force pays quicker than the other Federal government pays. There is no timeframe. We send them the bill. I sign them monthly. They come in thirty days, sometimes 45 days and sometimes sixty days. This \$24,000 will probably come back sometime in the first part of December. There will be even more that comes in probably in January.

Tom Harris: Just a point of question in that process Tera, should those funds come in next year what happens to that. Does it go back into an overtime line or does it go somewhere where else?

Tera Klutz: A lot of those revenues are estimated into our General Fund estimates for next year and they go into our revenue line item for the Sheriff's Department.

Tom Harris: You have already accounted for that revenue stream coming back?

Tera Klutz: Yes. We have accounted for some of them in the normal course of estimating the revenue that the Sheriff's Office brings in. If they have special overtime projects for the Federal government, it would be over and above what they normally experience then that would be not have been estimated.

Darren Vogt: In this case, it could be carried over from one year to the next even though all of the expenses are in 2012.

Roy Buskirk: On the comp time or overtime, does the Sheriff's Department use comp time?

Ken Fries: Yes. This one, we do not. This is all through the Federal government and there is no comp time. It is all paid overtime. That is primarily because of the hours that they put in. There is no availability for comp time for this group.

Roy Buskirk: Okay.

Darren Vogt: Council, we have in our Contractual line the funds available to do that instead of taking it out of Rainy Day Fund. We just need to transfer and so I would move that we transfer \$24,109 from Council Contractual line 100-4201-413.31-06 to the Overtime line 100-0501-421.11-07.

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Tom Harris: Second.

Larry Brown: Are there any questions? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent).

Ken Fries: Thank you very much. Moving down to Transfers in the General Fund, we are looking to transfer \$15,000 from the K-9 group, \$5,000 from Tires and \$4,500 from Auto Equipment into Shift Differential, Early Retirement and FICA. In K-9, we are saving money because we are getting dog food from a different place and we don't have as many vet bills. We are saving money on tires because we are buying a different tire that the Service Center found and is cheaper. The Auto Equipment, we haven't bought any Auto Equipment because we have VIN numbers for the cars but no build date yet. We don't know if we will even get them this year. We are looking to move all of those into funds to pay those bills by the end of the year. Shift differential is now figured on longevity and that is why it costs more than it had.

Larry Brown: I want to pause and make it very clear because we all experienced a lot of emails, calls and conversations during the budget process that we were cutting the K-9 Division. That was never mentioned, never suggested and never dictated. I want to make it very clear that we are not cutting the K-9 Division. It is a vital part of law enforcement and the Allen County Sheriff's Department. I am off my soapbox now.

Darren Vogt: I want to tell you that they do work. As I was teaching at Junior Achievement, I was stuck in a lockdown while the Sheriff's Office went through a middle school as a drill. When it is a lockdown, you are in the room and you go nowhere until dog and all are out. It was about thirty or forty minutes.

Tom Harris: While you found cheaper dog food, it is full of nutrients.

Ken Fries: That is why we have cheaper vet bills.

Tom Harris: I will move for the approval of \$15,000 from K-9, \$5,000 from Tires and \$4,500 from Auto Equipment to Shift Differential, Early Retirement and FICA.

Darren Vogt: Second.

Larry Brown: Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent).

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Ken Fries: Thank you, Council. The last transfer is for \$15,000 from Auto Equipment, \$10,000 from Prisoner Food and \$10,000 from Prisoner Clothing to go to Overtime. That is the normal overtime for the department where we also use comp time. We cut the budget by \$100,000 to try to make ends meet. We did it again next year and so we might have to make switches again. We will try to use comp time as much as possible.

Darren Vogt: So next year, the concern I have is that this money won't be there. Your cars will be in and so you will have to use something different.

Ken Fries: Probably Commissary will have to buy the equipment for the cars.

Darren Vogt: Or maybe there is a better way to cut down on the overtime or use comp time or something.

Ken Fries: It is a self-fulfilling prophecy that if you start using comp time, you have to pay someone else to come in and work overtime.

Roy Buskirk: How does vacation time work on the Sworn Officers? How much vacation time do they get?

Ken Fries: I think they get ten days after the first year and after the fifth year they get one more day a year. After the fifth year they get fifteen days and every year after that they get an additional day.

Larry Brown: Do you recall if that maxes out?

Ken Fries: I would have to look at the Board rules.

Roy Buskirk: That is similar to County employees but they do have a max.

Tera Klutz: I think that is correct.

Darren Vogt: Is vacation an issue with overtime?

Ken Fries: No because we try to cut back on the holidays which is the big expense for overtime. We don't let people work overtime when people are on vacation. Typically what happens with overtime is you get a late assignment. For instance, the other day the armed robbery with apprehensions down on South Anthony. That happened in the morning but in order to get all of the paperwork done, we had four officers probably each had three or four hours of overtime just from that one assignment. Transport Division at the Jail kills us. We are making so many interstate runs and those poor people are not getting days off. We need to try to get more people in the Transport Division.

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I had started having armed civilians doing transports and that saves us some money because they don't make as much as officers but they still get a lot of overtime. Transport and Nursing are the two places that have the most overtime.

Roy Buskirk: A lot of people might think when you are saying transport that it is back and forth to the Courts. You are talking to other states. How far out do you go on transporting?

Ken Fries: Wisconsin. If we can make it in a day, there and back, we will go that far. It is cheaper for us to drive out and pick them up and bring them back than it is to pay some company to do it. They will wind up getting two to three hours of overtime for that trip. We go to surrounding states plus it is doctor visits, Courts, running them to DOC or other jails. They have it that if they have to go to DOC and can pick up other prisoners along the way, they set up routes to try to save as much as possible. We put a lot of miles on the vans. We have one that has 600,000 miles on it.

Larry Brown: Tom.

Tom Harris: Sheriff, one of the items that we talked about in the budget discussions was the monthly meetings. I understand that you have had at least one of those meetings. How did that meeting go, from your perspective?

Ken Fries: I think we got Tera straightened up. I think it went well. She brought some stuff back that Marion County is doing which is a lot of what we are doing but I think that there may be some additional stuff if we can get the Prosecutor's Office involved. I think the people that aren't paying their taxes need to start paying their taxes. I think that if they see a uniform at the door telling them that if they don't, there will be charges filed against them.

Tom Harris: I hope to attend these in the future.

Tera Klutz: I just wanted to publicly say that during those meetings, his guidance and support and the way that he leads us through those discussions is definitely a credit to the operations that he runs in his department. I also want to say that I am not the only one who has been meeting with the Sheriff. Nick has been working with different people in the Sheriff's Department and Jackie has been meeting with different people in the Sheriff's Department. The Sheriff is the last department to go on the Automated Time and Attendance and we are excited that it is going to be rolled out. One thing that came up is that he needs some hand scanners and he doesn't have enough money in his budget to pay for those. Am I correct in

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saying that if you got those, you would get your department on the Time and Attendance?

Ken Fries: Yes.

Tera Klutz: Your people might not be thankful at first but in a year, the time management and record keeping is very helpful.

Ken Fries: People don't like change.

Tera Klutz: That's right but his leadership is really good for that department. He has to be strong on both sides, explain the positives and communicate well and I want to say that it is very apparent in the meeting and I am happy with him and he is a good leader. I just wanted to give him public knowledge for that. Also, I request that you transfer \$5,000 from your Contractual line into the IT budget to pay for his hand scanners.

Darren Vogt: I was just going to ask how much that was going to cost.

Tom Harris: I didn't know this was going to cost us.

Roy Buskirk: Explain the hand scanners. Other departments go into computers and check in.

Tera Klutz: Yes. Jackie Scheuman has been working so hard on this across the whole County. Can you please come up to the table? Without her, ATM would not be implemented right now. It is such a huge change and there is one integral person that has been the go-between with the software company and the County and that is Jackie trying to get everyone onboard.

Jackie Scheuman: The hand scanners are necessary for the departments where not everyone has a computer. Like the Jail and the Juvenile Center and Maintenance, it is just like a time clock. They put their hand on it and it clocks them in instead of using a computer. Some departments, it is absolutely necessary. There is no way that they could function without it.

Darren Vogt: Will that \$5,000 get us all of the departments that need it?

Tera Klutz: Go ahead and tell him.

Jackie Scheuman: The rest of the departments found the money within their budgets to purchase them. The Juvenile Center purchased two. I think Maintenance purchased one or two. The Coliseum purchased some but they

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are not part of the General Fund. The Sheriff thought that he would need three and that seems logical with the size of the Jail.

Darren Vogt: Will that take care of all of the department or just the Jail?

Jackie Scheuman: That is just the Jail. I mean his whole department needs three.

Darren Vogt: Oh, okay.

Jackie Scheuman: We still have a couple of smaller departments to add and I don't think any other departments are going to need a hand scanner. We have the Building Department and the Coroner and they will be fine.

Roy Buskirk: The \$5,000 is to pay for the three of them.

Jackie Scheuman: Correct.

Roy Buskirk: One other thing, Sheriff. Is that insurance company, I forget the letters, CRS or something.

Ken Fries: I have heard no more about that. I know the doctor was dealing with that and I have heard nothing back from him.

Tom Harris: That might be an item for the next monthly meeting. It was an organization that could come in and review and audit medical expenses. They would provide that service for free with a percentage of savings from what they find.

Larry Brown: Tera, I have their letter on the corner of my desk and I will scan it and send it to you.

Darren Vogt: I have my letter with me and will just give it to Tera.

Ken Fries: I will check with the doctor and see what he has heard.

Tom Harris: Possibly with the savings that come through this, we can pay for the scanners. With a \$21 million budget, we couldn't come up with the \$5,000 somewhere? With this, maybe we can have the savings there.

Ken Fries: We have a woman that does that so I don't know.

Roy Buskirk: One last thing, yesterday I received an email from HR about the Fleet Management Training that they are having on the 30th of

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November. This is for drivers of County vehicles. This is put on by Travelers Insurance Company. Are your Officers going to be attending this?

Ken Fries: Probably not. I think that is for new employees. I haven't seen the email yet but I think that they do it bi-monthly and that it is for new employees.

Larry Brown: It is for all employees. Look into it.

Darren Vogt: I know you committed to training and I don't know if that is the one that is specifically for your Officers. I know they were trying to get one.

Roy Buskirk: I know it isn't specifically for Sworn Officers but for all County employees.

Ken Fries: I will check because I know they do one for new employees and one for the Officers.

Tom Harris: Ultimately, with our participation, it could affect our rates in the future.

Ken Fries: There is no way that we could send all of our Officers to this. It is between 9:00 and 1:00.

Roy Buskirk: I am sure they could schedule around conflicts with other departments also.

Ken Fries: They are going to have to offer this more than once.

Darren Vogt: I will make a motion that we transfer \$5,000 from our Contractual line, 100-4201-413.31-06 to IT, 100-4101-419.43-03.

Tom Harris: Second.

Larry Brown: Are there any other questions or comments? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent).

Tom Harris: I will make a motion for the transfer within the General Fund of \$15,500 from Auto Equipment, \$10,000 from Prisoner Food and \$10,000 from Prisoner Clothing to Overtime.

Roy Buskirk: Second.

Larry Brown: Darren.

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Darren Vogt: Sheriff, there is one thing that I want to make sure that for the 2013 budget that you still budgeted about \$100,000 less than last year. I would like to see us get together to make sure what strategies we have in place to try to keep that down. I am worried about this money not being there next year.

Ken Fries: You and me both and if we can get more Nurses that will help.

Larry Brown: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Next on our agenda is the Cooperative Extension.

Vickie Hadley: I am Vickie Hadley, Interim County Extension Director. I am asking within our General Fund to move \$1,700 from Supplies to Travel. This would be to cover mileage cost for our educators. They do professional development, site visits and go to agencies to present education programs.

Kevin Howell: We had a discussion about this and I don't see any problems with it.

Roy Buskirk: This is more than what additional mileage was last year.

Vickie Hadley: In order to meet the budget cuts that we had last year, we reduced mileage to meet what we needed to and knowing that when we cut, there would be no way that we could cover expenses. We have used up all of our mileage and so we are turning to other funds where we have some extra money.

Roy Buskirk: So it is a transfer within funds that you had in the budget.

Vickie Hadley: Yes.

Kevin Howell: I will make a motion to transfer from Supplies, \$1,700 to Travel.

Roy Buskirk: Second.

Larry Brown: Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Thank you. Next on the agenda is the Commissioners' Office.

Dawn Rose: Dawn Rose, Allen County Commissioners Office. I am here to request an appropriation of \$15,000 from Fund 267, Vehicle Repairs. This

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will hopefully get us through the remainder of the year. This is to pay the accident repair bills. It will be reimbursed, hopefully by the end of the year.

Roy Buskirk: So if it is going to be reimbursed, this is just going to be a loan, correct?

Dawn Rose: Yes it will be reimbursed.

Darren Vogt: Move for approval of the appropriation within Fund 267 for Automotive Repair for \$15,000.

Tom Harris: Second.

Larry Brown: Is there any further discussion? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Next we will hear from Human Resources.

Janette Jacquay: Janette Jacquay, Director of Human Resources. I am here this morning to ask for funds from the Schools and Seminars line of \$1,500 and also from a salary line which is our Comp Specialist line that has been open for about six months. That is in the amount of \$2,300 and for a total of \$3,800. I am in need of large filing cabinets replacements in our Insurance Manager's office. Currently she has cabinets that are about eleven or twelve years old. I have brought pictures. They are beyond repair at this point. We have had Maintenance repair them about five times. These cabinets need to be locked per HIPAA. The cabinets are used to store employee medical files. We have about 1,300 employees that have medical insurance and so she is required to lock those and it is a daily thing. She has to open them and close them every day. Because of that wear, I believe the drawers have deteriorated and we need new ones. They are expensive and are floor-to-ceiling cabinets and she needs three of them.

Larry Brown: Did the move compound what we see in the pictures?

Janette Jacquay: It might have a little but Deb Hudson, our Insurance Manager, was struggling with it before the move.

Larry Brown: I guess we would ask that upon approval of this, you would go through Purchasing.

Janette Jacquay: Yes and we have. They have given us a quote and we have looked into that.

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Darren Vogt: I think we had a conversation on the type of files. We used to have the same kind of rollup files and they are terribly inefficient. Before you make your decision, I hope you look at other options. Have you thought about scanning all of those records and not keep paper copies?

Janette Jacquay: In answer to your first question, you and I did talk about those cabinets and we are getting the same type of cabinets that you have. They are individual lock and not the rolling.

Darren Vogt: You will be much happier.

Janette Jacquay: On the scanning, we can and we have looked into that and some of that is a manpower issue that we would have to deal with. It is something that we are continuing to look into as we go electronic on a lot of our other paper forms.

Larry Brown: Just an idea, as many fresh out of high school and fresh out of college kids that can't find a job, you might keep that in mind for a summer or seasonal break.

Janette Jacquay: That is a great idea and last night the Sheriff's Department and Human Resources attended the Northrop College Night. We met quite a few high school students that are looking for summer employment. We got some good names there.

Roy Buskirk: I think the Courts did that a few years ago.

Janette Jacquay: Some of our other departments have done that as well.

Roy Buskirk: I will make a motion to transfer \$3,800 from Schools & Seminars and Recruitment/Comp Specialist to Office and Computer Equipment.

Tom Harris: Second.

Larry Brown: Are there any other questions? All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Next is a request from the Auditor.

Nick Jordan: We had a vendor pay us some 9-1-1 surcharges and they were supposed to be remitted to the State. We need to refund these to the vendor so that they can send them to the State.

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Darren Vogt: Move to appropriate in Statewide 911 Fund 837 the amount of \$750.

Roy Buskirk: Second.

Larry Brown: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). If you all saw the email yesterday, the Interlocal Agreement for the CCP or the Consolidated Communication Partnership is off the table for today for the technical side of approving. It might be appropriate that we discuss it briefly. There were several concerns that Council was left out of the original document. Thanks to Tera's conscious effort of studying that document, brought it to our attention and it did get corrected. I think it is to our satisfaction. Since then there has been a legal question raised and it will take a little bit of time to get it back. It has nothing to do with Council being in or out of the agreement. It has to do with the makeup of the Board and has the correct representation. That is going to take a little bit of time. Is there anything else that you gentlemen would like to point out or discuss about this agreement?

Roy Buskirk: I think Darren and Tera have spent a tremendous amount of time on this. The one question that I have is the legal question on the fact of having a Council member on that Board or is it the changing of the funding that Darren pointed out about it coming out of General Fund money? The thought was that maybe it should be coming out of various funds and not just one specific fund.

Larry Brown: I can address that. The funding concern that Darren brought up, and I appreciate the fact that he did, has been corrected so that there is more flexibility. As I understand it, the point is the makeup of the Board. It is not about funding or the agreement between the City and the County. It is the makeup of the Board that is in question.

Roy Buskirk: Was it suggested that a Council member be on that Board?

Larry Brown: It was suggested but not in this particular document or this email. That may be part of it but I don't know.

Tera Klutz: I think it has to do with regulatory requirements on the Operations Board supervising Dispatch. It was about Federal regulations and not opinions of who should be on the Board. That is what is being looked at right now.

Roy Buskirk: But that is one of the requests that has been put forward that a member of the Council be on the Board.

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Tera Klutz: You had brought it up for discussion and they took it into consideration but decided it would be better to have a Commissioner at those meetings. You don't have to approve the agreement but it was ultimately decided that the makeup of the Board is the Fire Chief, Chief of Police, Sheriff and a Commissioner.

Darren Vogt: It is with us having the approval of the budget.

Roy Buskirk: What about County Fire? County Fire was on it before.

Larry Brown: No.

Tera Klutz: The City Fire Chief was on it before.

Larry Brown: City Fire Chief, City Police Chief, the Sheriff and the Sheriff's Chief Deputy.

Roy Buskirk: Oh, that's right. Now they are talking about replacing the Sheriff's Chief Deputy.

Tera Klutz: With the Commissioner.

Roy Buskirk: Is there any input on that?

Larry Brown: There is still no fiscal representative.

Roy Buskirk: That is true but at least now we have to approve the budget. If we don't approve the budget, we can get some points made.

Larry Brown: We still have budget control.

Tera Klutz: You still have fiscal control. You are just not operating it. You are the fiscal body and have a say at the highest level.

Darren Vogt: The only thing that would concern me but I am okay with is the fact if they are talking about major long-term purchases that someone is not from the fiscal body thinking about it long-term. How are we going to pay for a huge expense if we are not setting money aside for it and we know that it is coming two, three, four or five years from now.

Tom Harris: They can have discussions for months before it ultimately makes it to us.

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Tera Klutz: There is an option for any party of the Board to appoint a proxy as long as they are from the same form of government. I don't know if between now and the next time you see the agreement that you can talk to the Commissioners about considering you as a proxy if they are not able to go or about sharing the responsibility.

Darren Vogt: To me it is about communication. We have made our point that we need to know what is going on and that we don't want to be surprised by moves to other buildings and costs of a million dollars. As long as we keep the lines of communication open, I am okay. I personally don't want to be involved in the operational piece of 9-1-1 Dispatch. I have no desire to do that. I just want to make sure that the fiscal side of it is not overlooked.

Larry Brown: I will share this with you. I have taken it upon myself to be the liaison. I am self-appointed since we went through this situation began for the last few months. Tim has been very receptive as well as everybody else. I attend the meetings and sit in the background and listen.

Roy Buskirk: I think the Auditor's Office is still attending the meetings, correct?

Tera Klutz: Yes. I agree and like the liaison assignment.

Roy Buskirk: They are public meetings.

Darren Vogt: If we add it to the liaison assignments, it can still be the same scenario without a member on the Board. We usually do a good job of communicating with our Department Heads and this is no different.

Roy Buskirk: I think it is very important just in what you are referring to. Just like the phones or the radios. We knew that was coming for several years but we didn't know exactly how much. We just knew that the expense amount was going to be coming and so we were able to start putting money aside for it.

Larry Brown: I will share this with you. From the email that was sent, it was anticipated that this agreement will be before us at the December meeting.

Roy Buskirk: They need it by the first of the year. It has been good for us to discuss some of this today.

Larry Brown: Is there any further discussion on this topic?

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Kevin Howell: Just in general, what amount do you think they will be asking us for?

Larry Brown: It has nothing to do with dollars. It is the agreement between the City and the County and the representation on that Board as identified in the agreement.

Roy Buskirk: It could amount to dollars if they need additional funding.

Larry Brown: But this document has nothing to do with dollars.

Roy Buskirk: Right.

Larry Brown: That is why Darren was correct in pointing out that we have the flexibility on where the money is coming from and not dictate. If we are done with that topic, the next item for discussion is our 2013 calendar and maintaining the third Thursday of the month. I didn't take time to check as to when Thanksgiving is next year? I know it is on a Thursday but which one?

Tera Klutz: It is the fourth Thursday.

Larry Brown: Okay then that date is okay.

Darren Vogt: I may have a conflict in June. I will be in Cooperstown.

Larry Brown: I believe we could wait until the next meeting if you could let us know by then. With this much advance notice, we can certainly move to another week or another day. I will remind you that I struggled with the CIB to move their meeting dates from the third Thursday to the fourth Thursday. I would rather not have any meetings on the fourth Thursday.

Darren Vogt: I got a response from my wife and that is the week that we will be in Cooperstown. If we could, let's go back to the week in front of that.

Larry Brown: In June we would make it the second Thursday. Does that seem okay with everybody?

Tera Klutz: Yes and then I think May 23rd is the fourth Thursday and so we might want to move that up to the second. The third Thursday is when we are at conference and so I moved it to the fourth Thursday. Larry just said that the fourth Thursday doesn't work for him. Let's move it to the second.

Roy Buskirk: They don't meet every month, do they?

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Larry Brown: Yes we do.

Darren Vogt: We will revise the schedule and get it back out.

Roy Buskirk: So what did we do on June?

Larry Brown: It is the second Thursday.

Roy Buskirk: What is the date?

Tera Klutz: June 13th and May 9th.

Larry Brown: Okay, next on the agenda is discussion of Board Appointments. I would like to suggest that we hold off taking action on this for one more month. I did receive a call from the President of the Park Board and there is concern with Appointment attendance or lack thereof. Bob, are you liaison to the Parks?

Bob Armstrong: Yes.

Larry Brown: If you would, I will forward his contact information and would you get in touch with him and try to work through that process?

Bob Armstrong: Yes.

Darren Vogt: I spoke with Maye Johnson and she understands that there wouldn't be a Council representative and she is willing to do whatever. She is willing to serve again and she understands that we really wanted a Council person on there. The Library Board would like her on there and she enjoys it.

Tera Klutz: While you guys are talking about the Park Board, I wanted to bring up that this is the same Park Board that would rather close a day than use \$5,000 of the special fund revenue to keep the gate open. You have the opportunity to make appointments to the Board.

Tom Harris: Is that still the case?

Tera Klutz: That is my understanding.

Darren Vogt: So we need to have a conversation and if we feel that there are attendance issues, we need to find people who have the same like-mind if there is a better way to do it to spend money that they have versus a small dollar amount.

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Tera Klutz: Yes and the concept is that the gate revenues go into the special fund. Just funding the part-time salaries of the people collecting the money makes sense. It is not over-stretching the general operation of the Park.

Tom Harris: What day are they closed?

Darren Vogt: We don't know yet. The concept is that the parks are used enough and they are collecting enough money for themselves.

Tom Harris: With \$400,000 in the bank, I should think that they can offset that.

Roy Buskirk: It was a small amount and was for the 2013 budget. I am not sure that they have done anything because it wouldn't happen until after the first of the year.

Tera Klutz: These appointments expire before then.

Tom Harris: A question on the Library Board, are there two positions?

Darren Vogt: Yes but only one is up.

Roy Buskirk: I thought the Council only had one position?

Tom Harris: We are being told that it is two.

Tera Klutz: I think what happened was when Paul Moss was originally appointed, it was assumed that he was replacing Maye Johnson but technically he was filling the vacant County opening.

Larry Brown: Is there any other discussion on the Board Appointments?

Darren Vogt: Have we had conversations with each of the Chairs of the Boards regarding attendance and cooperation and engagement? I think it is important that the folks that we are putting on there are engaged. I don't know if you have done that, Larry, or if you want to take those and divide those up and see how our appointments are doing but I think that is an important part to know.

Larry Brown: I would be happy to do that and report back at the next meeting. Another thing that I want to say is some but not all of those Boards are before us for various reasons throughout the year or give an annual report. Those that do not, and I think we talked about this once before, these Boards need to make a report to us yearly. They don't need to be in the same

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meeting but scattered so that it is not a burden on anybody. That seems to be appropriate. How do you guys feel?

Roy Buskirk: We used to get some of them but I don't think we ever got all of them. I am not sure if it should be the Chairman of that Board or if it should be our appointee.

Larry Brown: I think both. I know that Becky would be happy to arrange the meeting if we want to do that in 2013. I think it is appropriate that we do.

Roy Buskirk: I have encouraged the Northeastern Indiana...

Darren Vogt: Young Leaders of Northeast Indiana.

Roy Buskirk: Right, to submit applications for the different Board appointments that we make. Becky, have you received any information?

Becky Butler: No.

Roy Buskirk: It kind of gets me sometimes that they will sit around and complain that the young adults don't get any appointments to Boards or anything with government and when you try to give them the opportunity, they don't take advantage of it.

Larry Brown: That was a personal opinion by Mr. Buskirk. Is there any other discussion that needs to come before Council at this time? If not, are there any recent or upcoming meetings, any Board involvement or whatever that you would like to share with Council?

Darren Vogt: We did want to talk about the unfilled position.

Larry Brown: Yes, thank you very much. Council, I guess I thought we took the appropriate action and actually we did not. I would like for us to discuss and maybe formally take action on our thought and consensus that the Personnel Committee have the authority to approve the refilling of employment vacancies within the County. It puts a little extra burden on the Personnel Committee but as we have all discussed, our challenge in the next two years in the budget is going to be just as bad if not worse than this past go around. I think it is important that Council be comfortable as vacancies are filled that they are truly needed. I got input from other Counties and maybe you all did as well, that they have instituted this process and are pleased with the results. It has made a difference.

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Tera Klutz: Can I invite Jackie up to the table so that we can discuss this a little further? One thing is, when would this be effective?

Larry Brown: When would it be effective? As far as I am concerned, it is immediately.

Jackie Scheuman: What about positions that are currently posted?

Tera Klutz: And being interviewed for.

Tom Harris: One option could be to make it effective December 1 or next Monday or something in order to get the ones that are in the pipeline through that process. With this information going out today, if you made it January 1 there could be a rush to do certain things. Making it a week later would not allow too much time.

Darren Vogt: You could say that any position that is open and interviewed is, I'll say, okay.

Larry Brown: I guess I would like us to think about open positions and an offer has been made, it is off the table. That is a done deal, as far as I am concerned.

Darren Vogt: How many positions do we have posted now?

Tera Klutz: We have no idea. I really like extending it out a couple of weeks. Some people have probably given two-week notice at their current job because they are expecting to start on a certain job. I agree that if it was open and has not been offered but I am trying to think of the best way. Jackie, are there any thoughts?

Jackie Scheuman: I know that at the last meeting you discussed that the Personnel Committee would come up with a procedure or a policy and then it was going to be brought back to the Council to be approved. I think there are some policy decisions that HR probably needs to be involved in. They handle all of the postings of the positions. Is there going to be a form that the Personnel Committee is going to sign off on? There are some logistics that I think that it would be hard to hash out quickly here.

Darren Vogt: Personnel Committee hasn't met since that last Council meeting.

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Roy Buskirk: I would suggest that it be effective immediately because otherwise you will have department heads posting. Those that are currently posted would obviously have to be honored.

Tera Klutz: Can we possibly have everyone ready to meet right away? The Personnel Committee needs to meet right away and figure out what you need and want from departments like Jackie said. If you make it effective immediately, you could hurt the operations of some departments and I know that is not your intent. Your intent is to review but not hurt the operations or the face of County government. I think Jackie's caution is since we don't have the parameters in place and we go and tell these departments I am sorry but the unfilled right now will not be filled and we don't know when they will meet and we don't know what they want from you, it is not a good way to operate.

Roy Buskirk: What we want is justification for the position.

Tera Klutz: What does justification look like to you? Does it look like a form, a paper or a survey? Does it look like a meeting to come in front of you?

Roy Buskirk: No, I think we need to come up with five questions or so to ask them and that would be it. I really don't think you are going to get very many positions.

Tera Klutz: I don't either. I think it will eliminate some and there will be savings but it is going to be more administrative work. We are always happy to try to save money but I think that in order to do it well, Allen County does a lot of things well; we need to get your five questions today if this is immediately. We need to set up your next meeting so that we can tell all of the departments that are in the pipeline with people starting whenever so that they can come to appear.

Larry Brown: To take this full circle then...

Roy Buskirk: We have a posted meeting.

Tera Klutz: That is not going to be good enough if they have to wait a month if they have someone that they are going to hire tomorrow.

Tom Harris: If you are making this effective immediately, we probably have a number of them that are in the pipeline...

Roy Buskirk: That is what I said, if it is already posted...

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Larry Brown: Posted does not mean that there is an offer. You can pull a posting. If an offer has been made...

Darren Vogt: Back to the original concept, I think what we talked about was having the Personnel Committee work through it and hash it out and come back before Council. Unfortunately Council doesn't meet again until December and that is a problem. We have a scheduled meeting for Personnel Committee in December but I can't remember when. Do we go in and set that meeting and then another Council meeting and then it is January 1? I don't think we are going to have a mass Department Heads saying that they are going to say that they have to do something to get it done.

Jackie Scheuman: I think probably that all of the positions that are currently open are posted. They normally do not wait. I don't think there is his whole pile of open positions that they are going to rush to post. I think they are already posted.

Tom Harris: I would agree.

Jackie Scheuman: Normally, when someone gives their two-week notice, the department tries to post it right away so that they have time to get applications and do interviews so that there is not a gap.

Tom Harris: Nor is there a process to stop or eliminate all future postings. If there was, you might anticipate a rush but that is not what this is doing.

Jackie Scheuman: This is going to create some additional procedures for the HR Department. I am sure that you will want their input on the best way to do this for the departments and the Personnel Committee.

Roy Buskirk: The Personnel Committee's next meeting is December 5th.

Kevin Howell: I feel more comfortable kicking it off in the New Year. We need to get all of the kinks out of it and make sure that we have all of our questions answered.

Larry Brown: Or is this really an unnecessary step? We have taken the approach that we are not going to micromanage and that we are going to allow Department Heads to do their jobs. I just want us to have full circle discussion on it.

Tom Harris: I would be interested in having the Personnel Committee meet and come back to Council with recommendations and thoughts after having

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an opportunity to speak with HR. In the December meeting, we can make a determination just on that. Do we go forward and when do we put it in place?

Jackie Scheuman: HR would be much better at giving you anecdotal information on how quickly they post the jobs and if there are any open that they haven't posted. They are going to be able to give you all of that information to help you make the best decision.

Larry Brown: Okay, so the direction is clear, we are saying that the Personnel Committee needs to consider this at their next meeting and bring their recommendation back to Council at the December 20th meeting. Is that correct?

Darren Vogt: We need to let HR know that we are planning on this.

Larry Brown: Okay, very good, thank you.

Tera Klutz: I think that is a good game plan and the sooner, the better. They can get prepared and then you can hammer it all out at that meeting.

Jackie Scheuman: I am sure that they can come with suggestions and ideas.

Roy Buskirk: Is that the consensus of the group to have five questions or something to talk to the Department Heads in order to justify the filling of the position? What kind of approach do you expect the committee to take?

Darren Vogt: I go back and forth on it. To your point of micromanagement, I go back to the length of time that a position is open. If that position is open for a certain amount of time and the operation hasn't had issues or problems dealing with the work flow and getting things done, then maybe that is apparent to management that they can do it without that position. If a position is open for so many months, then it comes before Council. We can ask why this has been open for so many months and how is the operation working? Maybe there is a different approach that needs to be done. I know it is discussion time and I am just trying to put that out there for thought.

Roy Buskirk: I am not an HR person and so I should defer to you, Tom, but if the position has been open six months or something, I think it would be up to the committee to look at it a little harder to see what that job description is and how the department is handling the vacancy. There are several things that would have to be considered.

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Tom Harris: The correlation to overtime would be interesting because if they are going with an overtime budget and exceeding that budget and not filling the position, is that the right approach?

Roy Buskirk: If you can do it for a short period of time, there can be a savings there that you can transfer out for other fund that you are running short on too.

Larry Brown: Okay, one last thing that I want to talk about. We have had discussion a few times about the purchase of iPads. It would get us more into a paper-saving way. I forget what figure Tera had for ten or twelve units.

Tera Klutz: I actually forget too. I had three or possibly four for the Auditor's Office just to have backups. We could use them but if something happened to one of yours, we could give one of ours up. I think we had the Commissioners included in that, as well.

Larry Brown: I don't profess to be a computer guru but I will tell you that I didn't bring any paper with me. All of my information is on here and is easily accessible. I am finding that I do need to have the agenda in paper form so that I can lead the meeting. It is a little difficult but not impossible to go back and forth quickly. Nick made a gallant effort of tabbing the book so that it would appear on my iPad. It makes for easier access from one item to another. As my iPad is set up right now, I cannot see what he did. Maybe we will get that tweaked. I guess my thought was that for consideration or discussion, if we have rollover money from 2012, do we want to consider using some of that money for this effort or not?

Tera Klutz: You guys have capital money now.

Larry Brown: Another point that was brought up was obviously this one is mine and I use it for my work and Council. There is tons of capacity on this thing. Maybe we want each one to own theirs and they can do with it what they want. Maybe we supplement the cost. I guess it is up to us to figure it out, I guess.

Tera Klutz: The Commissioners just adopted a policy. I haven't read it yet but it is about devices such as the iPads or a cell phone that the County provides. They have the policy set up so that if the County does start purchasing those items, there is some guidance on it.

Tom Harris: A social media policy.

Roy Buskirk: I think it came from HR.

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Tera Klutz: Yes, Janette passed it out.

Darren Vogt: I think the thing to do is get it worked out so that we understand it. I told you that I would volunteer mine but I haven't been able to give mine up. Maybe we buy one and get it ironed out and get it to the IT folks to figure it out and then it gives us the opportunity for Council members to buy it on our own or the County buys it and it is County-owned property. I would probably just use mine if it is viable and let them get it set up and ready to go. I think there are a lot of bugs that need to be figured out.

Larry Brown: How about I make a suggestion? How do you feel about authorizing the Auditor to buy one and maybe give it to Nick and between Nick and Tera they can see if they can get it set up? They know how we would use it. That seems very appropriate to me.

Darren Vogt: And working with the IT Department, they understand the programming piece and what makes sense. I think that is a good idea.

Roy Buskirk: To me, I think we would all want the same model.

Larry Brown: Do you have money in your budget or do we need to transfer some?

Tera Klutz: You don't have to transfer. You can just sign the claim from your budget. It is for Council services.

Larry Brown: Is that okay with everybody?

Tom Harris: Yes.

Roy Buskirk: It was mentioned here something about giving the Commissioners some. Do they even want them?

Larry Brown: That is something that we would have to ask them.

Tom Harris: One of the challenges that I would throw to whoever is going to be housing this is the savings and the efficiency from it. Not just that it can be on here but what would be the efficiencies gained. We gain access to information faster. We can move information back and forth faster. We can connect with people faster. What kind of efficiencies would there be?

Tera Klutz: I do remember that part of the study. You are exactly right. All of the efficiencies are not monetary. They are exactly what you said, accessing information faster and easier wherever you are. The iPad tends to go with

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you whether you are at meetings or at home or at your full-time jobs. Being able to communicate helps the operation run more efficiently and you can't put a price tag on that. It does save a little paper but not even close to the amount that it cost for the hardware. The software is pretty cheap at \$30 for the three key pieces that you would need. I have heard praise from City Council who uses them. They like the ease of having the information with them whenever they need it.

Larry Brown: To that point about convenience and having information, I came onto Council in January of 2009 and I have 2009, 2010, 2011 and 2012 all here. I have budgets, Council meetings and minutes and all of that stuff.

Tom Harris: The budget information would be of interest to me in being able to look back easily and compare it to a year ago or two years ago.

Darren Vogt: Getting it set up is the hardest part.

Roy Buskirk: Do we need a motion to go ahead and buy it.

Tera Klutz: Go ahead and do a motion and then Larry signs the claim or allows me to sign the claim because it is a \$500 to \$700 purchase.

Darren Vogt: Move for approval to give the Auditor's Office the ability to sign the claim for the purchase of the iPad that the IT Department sees fit for the basic memory that we need and the version that we would need.

Tom Harris: Second.

Roy Buskirk: So are we just buying one?

Darren Vogt: Yes. Get it to work first.

Roy Buskirk: After we get that to work, I think we need to talk to the Commissioners in the meantime to see if they want them. They might want more than just for the Commissioners like maybe a couple of their staff. I will support one to get us started.

Larry Brown: We have a motion and a second. All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Moss absent). Are there any reports on recent or upcoming meetings?

Darren Vogt: Northwest Area Partnership meeting is tonight if anyone would like to attend.

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Larry Brown: I will share with you since I am the appointment to the CIB; one of the things going on there is that the CIB through legislation has approval for spending Food and Beverage Tax. It does not all go to the Coliseum. A process has been created because CIB cannot hire any staff. That is by legislation. It needed to be very simplified and put the burden back on the applicant that might apply for those dollars. There is a list of guiding principles but it is all towards economic development and the higher end economic development. It is not for providing or paying for a sidewalk for a non-profit. It is jobs and it is higher end jobs. The guiding principles were created by the CIB and took many, many meetings. We have an online process that applicants can submit an application for those dollars. That is in the very beginning stages of becoming operational. A few tweaks have been made to the website. I think we have two formal applications that will be brought before the Board in December or January. That process is underway. Are there any other reports or liaison reports?

Tera Klutz: I have a quick question. This is about the iPad. Does yours have a keyboard case?

Larry Brown: Yes. Don't get it.

Tera Klutz: Okay.

Roy Buskirk: On UTAB, the City was talking about gateway entrances to the City. There are about six to eight different roadways that they are anticipating putting up some kind of welcome sign. There was also discussion concerning the ones that they have now needs better maintenance on them. They are talking about weed cutting and things of that type. That makes a bad impression on anyone coming into the City. On the Permitting Board, we are starting to pick up a little bit in expediting that on being able to apply for the permit electronically. Over the last couple of months there have been several educational seminars on how to apply for permits. In talking to different contractors, it has been well received. The one difficulty that we have is using a credit card. It was three and a half percent that it was going to cost the contractor for using the credit card. In the past, the Building Department has used a trust fund. In essence, the contractors put money into a fund with the Building Department and as they got permits, the Building Department would take money out of that fund and pay for the permits. Various departments felt that it was better to use a credit card. We have talked to various banks in the community and Star Financial is who we are working with on program in which it is going to cost about \$20,000 to set this up. There would be an ongoing fee of about \$200 per month to maintain that and it would eliminate the three and a half percent. It would be a direct withdrawal from deposit checking account to the County departments.

ALLEN COUNTY COUNCIL MEETING MINUTES

Larry Brown: To follow up on that, I will try to be quick and share an experience with you. I had a personal acquaintance contact me by email expressing frustration with the status of their particular construction project. Because of this effort that we are going through, it made me aware of whom to ask questions of. This particular example, the property owner was being told by the contractor that it was the Building Department that had things screwed up and it was taking not days or weeks but months to get an inspection. Upon further review that was totally bogus and not even anywhere close to being accurate. There was a backlog in inspections of roofing because of the June 29th storm. It was a backlog of days, not weeks. Building Commissioner Fuller pointed out that if the caller or permit holder made them aware that the inspection was holding up a real estate or loan closing or something like that, they would have expedited it. There really wasn't a problem. My point is that we found out the details and got it back to the property owner and they were very appreciative to know the facts and put the burden back on contractor where it belonged. So many times, contractors will put the governmental agency at blame when the blame is with the contractor.

Tera Klutz: I hope you are not saying that the whole thing was a perceived permitting problem.

Larry Brown: And perception is reality. You are absolutely right. One of the first things that Roy and I found out is that our system is not broken. Could there be improvements? Sure. This online thing and doing things electronically is huge to contractors but our system was not broken.

Roy Buskirk: A lot of it has been communications in the fact that some people and a pretty big investor in town think that there should be no inspections at all. The only way that he is going to be satisfied is when there are no inspections. One thing that the Board soon realized was when Kroger and some of the national architects came to the community they didn't have any problem with the permitting process. The local individuals were trying to take shortcuts and they were the ones having the trouble.

Tom Harris: I guess I would add that with Allen County having one of the strongest economic development climates in the State and maybe the Midwest, we deserve a system that is going to keep up with that robust activity. It is well worth that investment both currently and going forward for continued growth in economic development in this community.

Larry Brown: Good point.

Tera Klutz: That makes me feel better.

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Larry Brown: Are there any public comments?

Tom Harris: Approval to waive the reading on any matter approved today for which it may be deemed necessary for the County Council meeting of November 15, 2012.

Darren Vogt: Second.

Larry Brown: All in favor please signify by saying aye. The motion passes 6-0-1 (Moss absent).

Darren Vogt: Move to adjourn.

Tom Harris: Second.

Larry Brown: All in favor please signify by saying aye. Opposed like sign. The motion carries 6-0-1 (Moss absent). There being no further business the meeting was adjourned at 10:18.