

ALLEN COUNTY COUNCIL MEETING MINUTES
JUNE 19, 2014
8:30 AM

The Allen County Council met on Thursday, June 19, 2014 at 8:30 am in the Discussion Room at Citizens Square. The purpose of the meeting was for additional appropriations, transfer of funds in excess of the current budget, grants and any other business to come before Council.

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

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

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

Darren Vogt: Good morning everyone. First on the agenda is the approval of the May 22nd meeting minutes. Are there any additions or corrections?

Larry Brown: Move to approve the minutes from May 22, 2014.

Roy Buskirk: Second.

Darren Vogt: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Armstrong absent). Financial report is next.

Tera Klutz: Good morning. Have all of you had the chance to review the financial reports and the General Fund Revenue?

Darren Vogt: Yes.

Tera Klutz: Well, very good. We are expecting to get our June property tax settlement distribution next week. With that we will have collected a little over 50% of our expected revenue projection, which is very good. It means that we are still on target and maybe slightly above target for 2014 property tax revenue. As far as our other miscellaneous revenue, we are slightly under target. We have collected about 36% through May and that is 42% of the year. We do expect a couple of distributions to catch that up by the end of this month including Financial Institution Tax and Excise tax. That will be settled next week. If you don't have any other questions, that is my report.

Darren Vogt: Are there any questions, Council? Is there a motion to approve the financial report?

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Larry Brown: So moved.

Roy Buskirk: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent). Nick, can you highlight the unemployment rate, please?

Nick Jordan: Good morning, Council. On your agenda you see the March and April unemployment rates. Tomorrow, May will come out. Allen County went from 5.8% to 5%. Indiana went from 6.3% to 5.5% and National went from 6.8% to 5.9%.

Darren Vogt: Great. So the economy seems to be trending in the right direction. With that, today we have \$162,806 to be appropriated in the General Fund and \$5,814,176 in Other Funds. I am going to jump over the Personnel Committee recap. Councilman Buskirk, are you all right with that? We will pull those individually, as we go. Does that make the most sense? With that we will go to Economic Development.

Nikki Liter: Good morning, Council, I am Nikki Liter with the Allen County Department of Planning. Today you have before you the 2014 pay 2015 Real and Personal Property Compliance with the Statement of Benefits form. According to your policy, when a company has been approved for Tax Phase-in, they must submit a compliance with the Statement of Benefits to show that they are on track with what they had promised on the Statement of Benefits. The guidelines for this policy are that we are looking for these companies to be either creating or retaining at least 75% of the total number of jobs that they outlined on their Statement of Benefits. We also look to see if they have created or retained at least 75% of the salaries. If they do not make that compliance, we also look at investment to see if they have been in compliance with at least 75% of what they said they were going to invest. If there is a company in question, we also look at some economic factors just to see if there were some problems. I sent you the large spreadsheet that is very hard to read and some of the job breakdowns to compare for the last seven or eight years. If you have any questions, I can answer those right now.

Darren Vogt: Councilman Harris.

Tom Harris: Just maybe anything that is glaring or concerning from your standpoint?

Nikki Liter: Not from my standpoint. What we are looking at is since last year any newer tax phase-ins and we are going to have the companies fill out that extra piece of paper that we took from the application to show an actual job breakdown. With those tax phase-ins coming on record, we should see more information next year when it comes to jobs and payroll.

Darren Vogt: Those will start with this year's filings for tax phase-in?

Nikki Liter: Correct.

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Darren Vogt: Councilman Buskirk.

Roy Buskirk: I just wanted to make the comment that some people don't realize that with the property tax phase-in that there is additional revenue generated because of the Local Option Income Tax because of jobs being created and the tax on the wages. That is the only comment that I wanted to make.

Darren Vogt: Councilman Harris, you have another one?

Tom Harris: I have a question on the one that has 13% met and 12% of the payroll met without necessarily mentioning the name. Is there any kind of follow-up or what do we do in those kinds of situations?

Nikki Liter: That particular project was a ramp-up. When they announced that project a couple of years ago, they were giving themselves four years to meet those numbers.

Tom Harris: And as such, we were as well.

Nikki Liter: What I had learned from them was that on their compliance, they had submitted a certain number of jobs but then they submitted a different number of jobs to Greater Fort Wayne. That is something that I need to look into. The number they stated to them was a lot higher.

Tom Harris: More of a general question, when someone is not in compliance, what are the next steps? When do we officially say you have not met what you said you were going to meet?

Nikki Liter: Every company has until May 15th to turn in those compliance forms. From there, we have 45 days to reply to them as far as whether or not they are in compliance. If you deem that they are not in compliance, then it is basically just a legal proceeding to get that taken care of. They have a right to go against that. A lot of that has to be done in a certain number of days but it is quite the process.

Tera Klutz: It would be here, though, at this meeting.

Nikki Liter: Yes.

Tera Klutz: If you don't act at all, they are considered in compliance.

Darren Vogt: We didn't have anyone this year not file their form?

Nikki Liter: There were a couple but when I did some research, a couple of the companies when they made their initial investment, it was so small that it didn't really affect their assessed value. One in particular the assessed value actually went down. They aren't going to see any kind of deduction on that and so there was no need to file.

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Darren Vogt: Okay. It is based off the assessed value and that is one thing we have to remember when they do an investment. If it is an improvement, it may not change the value but just be something that they needed to do from their end standpoint.

Nikki Liter: And that is mostly with the real improvements. If it doesn't garner an increase then there is no deduction that can be made.

Darren Vogt: Are there any more questions on that? Not hearing any, we need a motion for the resolution.

Tom Harris: I will make a motion to accept the resolution approving the 2014 pay 2015 Real and Personal Property Compliance with the Statement of Benefits (CF-1) forms.

Roy Buskirk: Second.

Darren Vogt : **All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).** With that, we are on to the Treasurer's Department. We have an amended salary ordinance reclassifying the Collections Deputy from OSS 4/3 to a Payment Plan Specialist at PAT 3/3.

Bill Royce: Good morning, William Royce, Chief Deputy Treasurer.

Mary Rian: Mary Rian, Allen County Compensation Specialist.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Director.

Mary Rian: We are hoping to reclassify what is currently a Collections Deputy, OSS 3/3 to a Payment Plan Specialist, PAT 3/3. The duties of the job have significantly changed and Bill is here to tell you a little bit more about those.

Bill Royce: Recent legislative changes have given the Treasurer the authority to enter into payment plans with taxpayers. It is not only for normal yearly property tax but also specialty plans. Plans to help a taxpayer avoid tax sale or plans to get a property out of tax sale or pay off large liens such as a denied homestead lien or an Assessor audit lien. To come up with a lot of money isn't always possible and so we have entered into payment plans. To work with taxpayers in putting payment options together, one would have to be part-time tax collector and part-time credit counselor and use the tact and discretion that involves. Once the plan is set up, there is always the follow-up making sure that they are staying faithful to the plan, making phone calls or sending letters if they are not. They may have to make the decision that they gave it their best shot but are not now able to and we are not able to work with you any longer. It's sad when you get to that situation but it has to happen. It is these things that we feel that the reclassification is warranted.

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Darren Vogt: At Personnel Committee, you talked about the number of cases that you originally started with and where you are at today. Can you kind of walk through that? It doesn't have to be in detail but I think it is important to understand.

Bill Royce: It started some years ago and was really just a simple idea of rather than people needing to come up with large amounts of money twice a year to pay their taxes, they could just pay monthly. It involved maybe about twelve people. It was done just on a spreadsheet. Over time, this has grown and we actually have an online website that was created for us by a local bank where people can sign themselves up for tax plans. We had to build a program, in house, to help us track who was on the plans, were they keeping up with the plans, what is the amount and so on and so forth. Currently we have 969 monthly pay plans. We have just under 1,800 spring and fall pay plans and 215 of what I call the specialty pay plans such as the Tax Sale pay plans and denied homestead and so forth.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: Wasn't our current Treasurer, Sue Orth, one of the initial people that created this and then passed it through State Legislation and everything so it would be an opportunity of working with taxpayers on collection?

Bill Royce: Yes, Sue started that when she was the Chief Deputy and worked on getting the legislation written. At first, the idea was real simple like I said. It was simply a way to spread out payments for the normal payment plan. The Legislation said it was a great idea and so let's extend it and do other things with it. So, in their wisdom, they gave the authority and enter into these other payment plans.

Tom Harris: This position is moving to a professional level position. What changed? Is it skill or education?

Mary Rian: They are really not even doing the same job anymore. This person is working with people to counsel them and put them on the appropriate payment plan. Their level of discretion and judgment is completely different than what it was being the Collections Clerk. I felt it was more appropriate to be placed on the PAT job scale rather than the OSS.

Tom Harris: Education or certifications, is anything like that added to this position?

Mary Rian: Yes, it changed from an Associate degree to experience in bookkeeping and...

Tom Harris: The reason that I ask is that I am sure a matter of discretion has always been in this position and how they interact with the public and what they say and how they say it. That piece probably hasn't changed. The technical aspects probably increased a bit. I wondered if the education changed with that. You are saying it went from Associates?

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Mary Rian: No, it was high school before.

Tracy Mitchener: Before, they were pretty much just there taking money. That was about it. Now they are trying to set up a plan and see if they even qualify and how much they can pay per month. It is completely different. It is definitely much more technical than it ever was before. Before, they just took the money and said thank you.

Tom Harris: And now, some kind of college is required.

Bill Royce: This was originally done with just the Treasurer and me and it has grown beyond our capacity to do it. We were fortunate in that the person that we had on staff brings with her the experience of being a manager at Sears and brings certain customer service skills to work with customers that have been unhappy about products and so forth.

Darren Vogt: Are there any further questions, Council?

Roy Buskirk: I will make a motion to reclassify the Collections Deputy II, OSS 4/3, \$32,958 to Payment Plan Specialist, PAT 3/3, \$38,700.

Bill Brown: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Larry Brown: Tera wanted to get something in there.

Tera Klutz: I did. During the Personnel Committee meeting and in the paperwork that the Treasurer submitted, she stated that she could cover it this year with fees but would need additional allocation for next year's budget. We are going to be paying particularly close attention to all of the salary ordinances that are passed. If they are approved here today, we will make those adjustments if they needed it and requested it.

Darren Vogt: Right.

Larry Brown: Another point of order or detail, usually we have an effective date.

Tera Klutz: The effective date for this is the date of the meeting.

Larry Brown: Usually we state that in our motion.

Tera Klutz: Only if it is different than today.

Larry Brown: Okay, okay.

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Darren Vogt: Are there any other questions or comments? Thank you very much. With that, we are onto the Sheriff's Department. They have consideration of an amended salary ordinance reclassifying a Bookkeeper at Work Release from OSS 3/2 to OSS 4/2.

AJ Pape: Good morning, Council. AJ Pape Personnel Director of the Allen County Sheriff's Department.

Nick Cripe: Nick Cripe, Finance Director of the Allen County Sheriff's Department.

Mary Rian: We are hoping to reclassify the Bookkeeper at Work Release from an OSS 3 to OSS 4. This is something that I caught as they were getting ready to post the job. It didn't seem appropriate because there are a lot of similar positions scored as OSS 4. I went to Work Release and spoke with Mike Biltz, the Director, and determined that it should be an OSS 4.

Darren Vogt: Can you just talk through a little bit that the position was posted already and that was one of those that we talked about.

Mary Rian: I told them, when they were getting ready to post it and the position was vacant, that it didn't seem to be classified correctly. I like to sit down and do desk audits with everybody so that I know that what I am reading on paper makes sense. I didn't have anybody to sit down with and so we waited until after the position had been filled. I sat down with Mike Biltz and the current incumbent and made my recommendation after that.

AJ Pape: We had a hard time recruiting this. It is a Bookkeeper position but is heavily accounting. When we were recruiting it, there were a lot of people like gas station attendants and people who ran cash registers at fast food restaurants and we are talking about a million dollar budget for Work Release. When Mary sat down, I told her that we needed to get that position filled because we were struggling with even keeping it going. Mike Biltz is not an accountant and he is trying to run this and there was no manpower to help over there. When we posted it, we were kind of running quickly to get it filled. The application pool was very slim and we ended up getting a bookkeeper that was with a company for 27 years and was downsized. She was just happy to get a job. She said that she is not ready to retire but is in the ten-year window. We snagged her. She never said anything about the pay but she did say that what she was making before, this is definitely lower but it is the County and it is a great job. Mary said that this is why we had not been getting candidates. We were so below the norm of what a bookkeeper would be getting paid. When you are looking at the money, it was substantial.

Darren Vogt: Councilman Harris.

Tom Harris: I will make a motion for the consideration of a salary ordinance reclassifying the Bookkeeper-Work Release, OSS 3/2, \$28,347 to OSS 4/2 at \$31,388.

Bill Brown: Second.

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Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Tera Klutz: Do you mind if I ask a quick question before you leave? Do you additional funding for 2015? I know that you are covering this within your budget for 2014.

Nick Cripe: I think we were just going to write it into the budget.

Tera Klutz: Okay so no additional. Thank you.

Darren Vogt: The second part of this, as I spoke to you guys before, we are going to hold this until our July conversation from a budget standpoint.

AJ Pape: I do have some good news, if I may.

Darren Vogt: Yes.

AJ Pape: During the Personnel Committee, we were giving a good informational session of how the recruiting process goes. I think everyone was surprised how hard it is to recruit for law enforcement because we have such a long process. We have eleven actually hired already. That was great news for us. We had a great hiring class with 35 candidates and we now have a backup list of nine candidates. We are going to be at minimum working conditions by the end of July. We can then start talking about what we can bring in to get the additional help for all of the other things that government is putting on the Jail.

Nick Cripe: I do want to make one clarification. The appropriation that we were asking for is for 2014. I am not sure why we would want to put that off until the 2015 discussions because it would be kind of a separate issue. If that is what we should do, then we will.

Roy Buskirk: The request for appropriation is for the nine additional jailers.

Nick Cripe: Correct.

Roy Buskirk: We are not approving nine additional jailers. You had ten open slots that had not been filled. What you're saying this morning, they have been filled?

AJ Pape: Yes, everyone is giving their notices to their employers. We don't tell them to quit their job and come right to us because we would expect our employees to give notice. Every Monday I start three people. We just had four notices given to us for four more but I have applicants ready to go. They are already polygraphed and we are hoping to stay at that minimum count. Then we will look and see where we can grow because we know more inmates are coming and that the population is going to rise. We know that from the State laws coming down. We will be at minimum count and we know we won't

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have to discuss why we are eleven down or five down. We always run from three to as many as fifteen down because it always goes with Police Department hiring's. The City is getting ready to hire and we know we are going to lose three or four people when their process is done. All of the surrounding Counties steal our employees. Other County agencies take our employees such as Community Corrections and that is because we have good employees. The polygraph and all of the things that we do to filter the candidates is a lot. It is a good thing for us but it kind of hinders my job of trying to keep this thing staffed. We try to anticipate what is coming and then try to get this into the budget so that we will not be stuck waiting for more Officers.

Roy Buskirk: I would suggest that you bring us a breakdown on why people are leaving and where they are going to. I know we looked at this four or five years ago and we gave the jailers a ten percent pay raise. That was supposed to put us in a very competitive position as far as wages are concerned. For you to come and ask for nine more, I realize you have a problem and it needs to be looked at. I think it is more than just throwing more people at the problem. Maybe it needs to be different things than that. Also, we need to look at why you are paying overtime when you have vacancies to be filled.

AJ Pape: When I started in this position a year and three months ago, we were full. We raised the salary for our employees and all of the surrounding Counties also raised theirs. They weren't happy with that because some of the smaller Counties are now paying \$33,000 and they were paying \$27,000. They had to because we were taking all of the other County employees from the other jails. That has stopped now because they have raised their rates comparable to where we are. It is a solid rate for what you are seeing around the market now. Most people that come into Confinement want to become Police Officers. When we hire them we ask what they want to do after this position and they say that they want to become a Police Officer. We ask them where and they say anywhere. The competition is so strong now because this has become such a profession and is so heavily recruited now. I don't know how you stop that. As much as I want to keep the people, I am happy for them because they are hitting their dream. They are going to Capital Police and everywhere you can think of. They are taking our employees and they say that they will take Allen County because they know that we have good people. Most of the smaller agencies don't do the backgrounds like we do and don't do the polygraphs and so you are not sure what you are getting. We do all that. We basically recruit as if they are a Police Officer to make sure that we have top-notch people. It helps avoid issues inside the jail. That is a hard one to get and I would love to stop the turnover. The good thing is that every kid who comes out of college with a Criminal Justice degree has no experience and the only way they are going to get hired now is through a jail or some kind of work release program. I recruit heavily now but you are still going to have that turnover. We may lose five, six or seven a month but we keep those lists going up to six months. I am stocking fifteen or twenty on an eligibility list so that I can keep calling up. It is hard to stop that. You could pay equivalent to a Police Officer and the Confinement Officer is still going to leave because they want that Police Officer job.

Darren Vogt: It is the nature of the beast.

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AJ Pape: It is the start of a career. Some people make it a career and we love those employees that are staying twenty years. That is not the average. Most are going to be a one to five-year turnover.

Darren Vogt: Councilman Harris, you have a question?

Tom Harris: Yes. You answered a number of questions that I had in what you have just said. Some of that challenge becomes managing that turnover. Do you want to continue that as a starter function meaning that you know the turnover is going to happen and you anticipate it? You just have to get ahead of that curve more and more. As you know, if those positions stay open for a period of time, you have money left in the bank and it also places more pressure on the coworkers. Coworkers start looking around and they see these folks took off and they are doing all right and it may not be bad for me to take off too. By the way, I am working twice as hard and have to work overtime. Trying to get the environment to the point where I am not working overtime all of the time and other people are staying then maybe I will stay too. That is a whole management issue.

AJ Pape: It is just an ongoing battle.

Tom Harris: If you leave it that way, that's fine. You just have to manage it meaning that you anticipate those folks to stay. On the other hand, you could change your hiring practices saying that maybe we want people to stay longer and maybe we need to look for a different kind of candidate that wants to stay longer rather than all of them that want to move up.

AJ Pape: We have recruited heavily in the DOC and maybe twenty percent of those people have worked out. DOC does not do polygraphs and does not do anything beyond the basic background check and they just don't pass our backgrounds. The long-term employees that have been working the prisons are not working out for us. You want the young and ambitious. I like the 21, 22 and 23-year-olds because they mature. A year in the jail and you walk into a cellblock with 90 inmates, it is an eye-opening experience. You see them mature and grow into a good candidate. We are molding these people. We don't want to pull all of these people that have been working in industry for thirty years and want their last five years to be something else they don't do well in the jail. It is a very fast-paced environment and you have to be motivated to work. You can't come in and just clock in and say that you are just going to do your job. There is constant movement, moving inmates to different facilities, lockup and that. The younger ones work the best. The bad side is that they all have goals outside of that. The job pull is there and they are excited to take the money.

Darren Vogt: Councilman Brown.

Bill Brown: It is interesting. There is a churn and I agree with pretty much everything that has been said. It feels good that Allen County's brand is once again shining through and your methods are creating a high quality workforce. That shines through and shows us something to be proud of.

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Darren Vogt: Councilman Buskirk.

Roy Buskirk: Nick, I wanted to make sure because you were asking for additional appropriation today.

Nick Cripe: Correct.

Roy Buskirk: Was there another reason? This is basically for the nine additional Probation Officers.

Nick Cripe: Confinement Officers. Yes that number represents what it would cost for us to pay those Officers for the rest of 2014.

Roy Buskirk: The nine new ones.

Nick Cripe: Correct.

Roy Buskirk: And since you are not receiving the nine new ones, you need no additional appropriation, correct?

Nick Cripe: I was hoping to discuss that this morning but what has been indicated, we have no desire to do that.

Roy Buskirk: That is what we indicated to you at the Personnel Committee meeting that we needed to discuss this at budget time.

Darren Vogt: And the reason for that was you have been down on staff and I am not sure how you can say that you need nine new ones without knowing where you are when you are fully staffed. That was the thought process behind it. We can talk about it for 2015 if that really makes sense but I would like to see you take some time and figure out and now we are fully staffed with the numbers that are there and see where that comes into play. Really give yourself six months to figure that out and we can set some money aside if that is what Council thinks we should do. Right now the population is down at the jail by about 100 and lockup is down. We may have a different situation with 1006 and what that is doing and we are trying to put a whole big piece of a puzzle together and my personal opinion is to not rush to do that. Let's figure out what the right solution is. We learned, in our meeting the other day, the number isn't as high coming back from 1006. We realize that number may be a lot lower and it is still a work in progress. This Council is willing to sit and talk through this but it needs to be the whole discussion and not piecemeal it. I think that is really the conversation. Councilman Brown.

Larry Brown: I don't believe it has been said but to be more specific about the ten vacancies, the current budget includes salaries for those ten positions.

Darren Vogt: Correct.

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Roy Buskirk: Correct.

Larry Brown: That is the reason that we are not approving that. The current budget already has the money allocated for those ten positions. I am not arguing with the \$158,000 but this is new dollars.

Nick Cripe: This is in addition to and I am sure that you are aware that before we even add new people, the staffing situation down there has some issues. You are seeing overtime because we have the problem of filling the spots that we have to have. If you don't have the people, you've got to have other people fill in.

Larry Brown: It's a different issue. If your overtime dollars have used up all of the dollars then that is a different issue than the quantity of people.

Nick Cripe: That is also an issue.

Larry Brown: Then that needs to be discussed.

Tom Harris: There are a lot of pieces to this equation and one of those is that as those positions are left open, you obviously aren't spending that money. That money can be moved over to the overtime line.

AJ Pape: And that is what we have done. We will explain this down the road. This was kind of proactive. We have looked at the study of our manpower and we explained this in Personnel. Everybody really needs to hear it. We did a really quick job of robbing Peter to pay Paul with our manpower. We were taking our Sworn Officers out of the jail because our community needs were skyrocketing. Our agency has a great name and that is why Huntertown and the SRO's in the school districts, when we said that the school district like Southwest Allen comes to our door and says that they want an Officer, we give them an Officer. We don't try to fight that community battle. We want our schools safe. We kept taking our Officers out of the jail. The nine Officers that we are asking for were there. We had those Officers in the jail. They were Sworn Officers. We are not trying to really add nine but trying to get back to the nine. It wasn't exactly nine but it was to Huntertown SRO positions, Leo-Cedarville and a lot of the growth that we had in the agency, the Sworn Officers were taken out. My job was pulled out for this position. We had to take manpower for the needs of the agency and now we are trying to fill back because those were Transport Officers that were taken out. We then had to take the jail Officers and civilianize them with guns and put them in Transport. That left our block short. The figures, we were not really trying to add more to our working condition. We had those nine and brought them out but we didn't replace them. We looked at the money that we spent on the SRO's and thought why not replace them with Confinement Officers. We would get nine for five. From five Police Officers we get nine Confinement Officers. We don't need to put Sworn Officers back into the jail. The civilians can do just as good of a job armed and doing our transports and we get more bang for the buck. We

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are not saying that we want to get fifteen more. We just want to get back to our minimum that we had before the community needs pulled our manpower out.

Darren Vogt: I think we need to talk through the finances of that. I don't know that we didn't take money away and we didn't give you money for those positions knowing that money was coming in. If we gave you money for those coming in, they went into the General Fund for a revenue standpoint but that means we didn't decrease your budget and so that means you had the money to begin with. I would like to sit down with you, Nick, to find out how that money transaction went. If those were all grant funded, let's just use that as the best way to look at it. The schools give us money for those positions that came out of the jail. If we increased your budget because of that then the money comes back into the General Fund. If you had those Officers and took them out of the jail, you still had the money in your budget. The budget has been shifted around to pull the money out but we still gave you the extra money. I want to talk through that a little bit and it is a little convoluted but I think you know what I am saying there. Are there any other questions on this? Thank you. With that, we will move to the Assessor's Office. This is a transfer in the Reassessment Fund 261, \$15,000 from Senior Sales Disclosure Analyst to Office and Computer Equipment.

Stacey O'Day: Good morning, Stacey O'Day, County Assessor.

Ryan Keuneke: Ryan Keuneke, Chief Deputy Assessor.

Stacey O'Day: We are here to ask to transfer some money from within the Reassessment Fund from an employee that has left over to Office and Computer Equipment. The reason for this, as you may know, is we are starting cyclical reassessment July 1 of this year and we have designed some very slick field tablets that we are going to be taking into the field with us. Atos was gracious enough and skilled enough to give us a wonderful program to take our data with us into the field.

Darren Vogt: Can you tell us how this will work? Educate the public and us a little bit about it.

Stacey O'Day: Sure. Normally, in the past reassessment, we would print up property record cards that we would take out for reassessment which means that we have to physically inspect every property in Allen County to make sure that the property characteristics are correct. What this is going to do is put those property record cards on a tablet and along with that we have GIS capability. When we are there, we will have aerial visuals. If you are at a farm that has twelve buildings, it is very difficult to sometimes figure out where everything is and to count the buildings to make sure everything is in place. These tools are going to help us do our jobs much better.

Darren Vogt: I know before, when they went out in the field, they would write it down and then come back to the office and enter it in. Will that take that out of play and they will all enter it as they are there?

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Stacey O'Day: We have just recently designed this and step one cannot do that but we are looking at version two to have more of the process just sync up the data. Right now we are physically drawing on the tablet, keeping our changes and making our notes. There are some fields, in the next step, that are going to be syncing up and will actually come in and change the computer. That will be in step two.

Darren Vogt: Okay. Council, are there any further questions?

Bill Brown: I will make a motion to transfer in Reassessment 2017 Fund 261, \$15,000 from Senior Sales Disclosure Analyst to Office and Computer Equipment.

Roy Buskirk: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Roy Buskirk: I have a question before you leave. Have you made any progress on finding State-owned parcels in the County?

Stacey O'Day: I have communicated with the Auditor's Office at our monthly meeting and we addressed the issue and I believe the Auditor's staff has found some additional parcels and changed them.

Roy Buskirk: Okay, thank you.

Darren Vogt: Okay, with that we have the Cooperative Extension with an appropriation in County General for Office and Computer Equipment in the amount of \$850.

Vickie Hadley: Vickie Hadley, Director of the Purdue Extension Service.

Bob Bolenbaugh: Robert Bolenbaugh, Allen County Purchasing Director.

Vickie Hadley: We are here today to ask for appropriation from County General for the purchase of a new copier for our office. We indicated \$850 and we are glad to say that we are going to reduce that down to \$750. For the last two years, in our Capital Needs request, we have put a copier into that. It is a new machine to us but a refurbished machine in 2006. We are almost at 1,800,000 copies. When we had the company out taking a look, he indicated that the life of those machines is normally about two million copies and five years. Obviously we have exceeded that. I will turn to Robert to speak because an opportunity came to the County with a huge savings on purchasing copiers for multiple offices. We want to take advantage of that opportunity.

Bob Bolenbaugh: In the first quarter, Canon USA or Canon Solutions approached us and they had received from a local financial institution a fleet of used copiers that they had sold about a year before. Because we are not purchasing copiers from them, they created an opportunity for themselves by offering us used copiers that have been reconditioned. These are loaded, 35 pages per minute copiers that they are willing to give to us and what

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is in it for them is that they get the preventative maintenance fees, the click charges. We have an opportunity to receive nine free copiers with the only stipulation that we purchase one copier. When Vickie came along with her need for a color copier, all of the dots were connected. We have been working on this since early in the second quarter and we have now put this all together. You will be approached by a couple more departments today who want to transfer money into the 400 series. We have gotten the price down to \$750 per machine. What we are doing is Vickie is purchasing a machine and we are spreading the cost out to all of the beneficiaries. We have seven departments that are receiving nine machines. What this company did for us is we have had a couple of machines break down along the way and needed to be replaced right away. They have loaned those to us as demos and hopefully, with your approval today, we can put this deal together and get Canon USA paid and save a bunch of money.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: So you are buying one copier and they will give you nine free.

Bob Bolenbaugh: Yes.

Roy Buskirk: That is for a total of ten.

Bob Bolenbaugh: Correct.

Roy Buskirk: What is the cost of the one copier?

Bob Bolenbaugh: \$7,500. This started out as probably a \$12,000 to \$14,000 machine but it's used. They are going to warranty it through our preventative maintenance. That includes everything except paper.

Roy Buskirk: What is the charge on the clicks?

Bob Bolenbaugh: The clicks are seven and a half cents per page. I'm sorry, .007. The maintenance agreement is similar to when we buy a new machine in that it is fixed for five years so no cost increases in the click charge.

Darren Vogt: Councilman Brown.

Bill Brown: That answered by question.

Darren Vogt: Councilman Howell.

Kevin Howell: I want to congratulate both of you on finding a really great deal. I know you have been working hard to conserve money anyway but all of the departments in Allen County ought to participate.

Bob Bolenbaugh: Thank you.

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Tom Harris: I will make a motion for the Cooperative Extension appropriation within the County General Fund for \$750 for Office and Computer Equipment.

Roy Buskirk: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent). Next on the agenda is the Election Board. We have two salary ordinances for them.

Lisa Borgmann: Lisa Borgmann, Clerk of the Court and a member of the Allen County Election Board.

Mary Rian: Mary Rian, Allen County Compensation Specialist.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Department.

Lisa Borgmann: We had requested that the HR Department take a look at the Director and Assistant Director of Elections. The Board felt that they were being under-compensated. Mary came in and reviewed the jobs and came up with a new salary range for the Director and Assistant Director. The scope and nature of the Election Director's position has grown with all of the new Federal and State regulations.

Darren Vogt: Mary, can you talk through the Personnel Committee's perspective of what we talked about with the range of Executive and where that falls in the overall operation?

Mary Rian: Sure. Her position was really low even in comparison with Division Directors or Assistant Directors. Her position is unique because there are a couple of times a year where business is crazy and everything is way more critical than normal. She does have a little bit more downtime as far as planning than other Department Heads have. I felt that she was still underpaid. When I scored the Assistant Director position, they fall into a slot easier but she would have been paid above the Director pay. I don't think that is appropriate.

Darren Vogt: Okay. Councilman Harris.

Tom Harris: I have a little bit of a challenge on that. If I am a Department Head and I have five compliance issues and I follow five regulations and now it becomes seven or it becomes nine, does that justify being paid more? Is it just because of the volume of compliance issues?

Mary Rian: I don't think to me it was a change in the job. I don't know how the job was originally scored or how the salary was recommended. When I considered all of the avenues that are to be considered for determining a salary, it was not where it needed to be.

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Tom Harris: What is it, every four years or five years that is a non-election year? One of those years they are getting that full pay but the challenge of the position drops.

Mary Rian: That's true but even with the reclassification the position is still way on the low end for Department Heads.

Roy Buskirk: It is once every four years that there is no election. There is a lot of work to be done.

Mary Rian: Like preparing and getting ready for everything.

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

Roy Buskirk: I will make a motion approving consideration of an amended 2014 salary ordinance reclassifying the Director of Elections, EXEC, \$54,658 to EXEC with a range of \$60,000 to \$62,000. Also, approve the consideration of an amended salary ordinance reclassifying the Assistant Director of Elections, PAT 4/6 to PAT 5/6, \$54,982.

Bill Brown: Second.

Larry Brown: I am curious. Many times the Assistant has the same range as the Exec. What was your thinking there?

Darren Vogt: You are thinking Chief Deputy.

Larry Brown: It is a percent and that becomes a range because it is a percent.

Tracy Mitchener: That is for Chief Deputies.

Roy Buskirk: That is for Elected Officials.

Mary Rian: This position is on a grid.

Larry Brown: Okay.

Tom Harris: I may have missed it but we talked a little bit about the Director of Elections but we didn't necessarily talk about the Assistant though or did we?

Mary Rian: I mentioned that it indicated to me that the Director was not appropriately paid because the Assistant Director came at more when she was scored.

Tom Harris: Strike that then.

Roy Buskirk: I call for the question.

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Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Tera Klutz: I have been asking everybody if you can definitely fit it into your allocation this year.

Lisa Borgmann: Right.

Tera Klutz: What about next year?

Lisa Borgmann: Since the Election Board budget is different from everyone else's, what we had normally done in the past was to look at the last City election which was four years ago. That sometimes had adjustments to it.

Tera Klutz: I think we are decreasing it by \$43,000 next year.

Lisa Borgmann: Then we would need it if it is going to be decreased.

Darren Vogt: From this year's budget, it would be decreased by \$43,000.

Tera Klutz: That is based on the last four years census we came up that we would be able to reduce it by \$43,000.

Darren Vogt: How about this, let's look at the allocation and then we will go from there.

Lisa Borgmann: We sure will.

Darren Vogt: I want you to be able to see where we decreased it to.

Lisa Borgmann: Great, thank you.

Darren Vogt: Next is Voter Registration with a transfer in County General.

Barry Schust: Good morning, I am Barry Schust, Board Member of Voter Registration.

Maye Johnson: Good morning, I am Maye Johnson, Board Member of Allen County Voter Registration.

Barry Schust: We are looking to transfer \$425 from Schools and Seminars and \$325 from Travel for a total amended amount of \$750 into Office and Computer Equipment. That is to buy a copier.

Darren Vogt: Do you happen to be getting a good deal on some big copier that was out there?

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Barry Schust: Yeah, do to Robert's great work. It is a deal that we cannot pass up. Unfortunately for us, our copier went down just prior to Election Day. They said they couldn't get parts for it any longer.

Maye Johnson: This represented a great opportunity that we thought we should take advantage of.

Roy Buskirk: So you are one of the departments that have the demo?

Barry Schust: We are one of the departments.

Darren Vogt: And it is a good machine and working well for you?

Barry Schust: We haven't gotten it yet.

Maye Johnson: We haven't gotten it yet.

Barry Schust: Due to our relocation.

Roy Buskirk: I thought it went down before Election Day.

Barry Schust: It did and we have been without for several weeks.

Roy Buskirk: Without a copier?

Barry Schust: Yes. Fortunately we were able to scan a lot of things in.

Darren Vogt: Okay, interesting. Do I hear a motion somewhere in this situation?

Roy Buskirk: Move for approval of the transfer for Voter Registration within County General with \$425 from Schools and Seminars and \$325 from Travel to \$750 into Office and Computer Equipment.

Larry Brown: Second.

Darren Vogt : **All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).** Good to see you, Maye.

Maye Johnson: Thank you.

Darren Vogt: With that, we are onto Information Technology, consideration of an amended salary ordinance reclassifying the IT Director, EXEC, \$75,509 to EXEC with a range of \$80,000 to \$82,000.

Nelson Peters: Good morning, Nelson Peters, Allen County Commissioners Office.

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Mary Rian: Mary Rian, Allen County Compensation Specialist.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Director.

Nelson Peters: The request that you have before you is for the Director of Information Technology which is a Special Occupation position. We asked to have that department looked at and in the process it was recommended that the salary be adjusted upwards with a range of between \$80,000 and \$82,000. Part of the rationale for the request was some of the reorganization that has taken place. As you may recall, we had two Project Managers at one time. We are down to one Project Manager. He has incurred a lot of the duties that the former Project Manager had. You may also recall that we had voice-over internet lines through D & M for the 911 phone system and cost in excess of \$300,000 total. Those have gone away but he has had to incur some additional telephone responsibility. While there have been savings in the reduction of personnel, some hardware and software costs, he has had to pick up additional duties to get us there.

Darren Vogt: Council, are there any questions?

Roy Buskirk: Before, I know on the phones and everything, are we really keeping an eye on that? As far as expenses, in the City County Building, there were some phone lines that were not being used and we were being charged for. Those were overlooked for a considerable amount of time. Is there somebody that the Commissioners have that is in charge of the billing from the phone company?

Nelson Peters: Actually Dawn Rose, our Controller, has done an awesome job of unearthing a lot of things that previously hadn't been discovered and she has been able to discover a number of additional savings that we can take to the bottom line. She is doing an awesome job.

Roy Buskirk: So does that mean that the Commissioners budget for this coming year can be cut then?

Nelson Peters: No, I think it means that we need to pay Dawn Rose more money for the job that she is doing.

Roy Buskirk: All right, moving on.

Tom Harris: Just a comment on this position. This position is over the IT functions for the entire County.

Nelson Peters: Right.

Tom Harris: The world of IT is in high demand these days. For that reason, I will make a motion for consideration of a salary ordinance reclassifying the IT Director, EXEC, \$76,509 to EXEC with a range of \$80,000 to \$82,000.

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Bill Brown: Second.

Darren Vogt : We have a motion and a second. Are there any questions?

Larry Brown: Help me feel comfortable that you did evaluate the outside market?

Mary Rian: Yes, I did and I don't think this puts him completely into comparison with the outside market but I have to be very consistent internally as well. If all of the positions internally aren't at market level, I can't put his position right up there either. Yes, I do look into that.

Larry Brown: Be on notice that at the next Personnel Committee meeting we need to talk through that.

Mary Rian: Okay.

Darren Vogt: All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Nick Jordan: Nelson, if you could come back please. For the 2015 budget, will you work within the current IT budget that you are allotted or will you be asking for additional?

Nelson Peters: I don't know but I can tell you if you give me the \$300,000 back and you give me the \$70,000 back we can work in the current allocation. We can probably figure out a way to make it work.

Darren Vogt: Good to hear. With that we are onto Human Resources. We have a transfer from County Training to Office and Computer Equipment for \$1,000.

Janette Jacquay: Janette Jacquay, County Human Resources Director.

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

Janette Jacquay: I am asking for a transfer of funds so that I can participate in the free copier program. Initially, when I filled out the transfer, Bob Bolenbaugh had said that the cost per department was going to be \$1,000. It then went to \$850 and I just learned today that it was \$750. I don't need the \$1,000 but was preparing for the worst-case scenario.

Darren Vogt: What part of training will be lost?

Janette Jacquay: Fortunately because of our Kronos implementation, we had allocated some training money to go towards the training of the HRIS system. What we have found within Kronos is that the budget that was established initially is still in a position where the training that we need is being paid for from the initial allocation. We don't have to dip yet into our County Training fund for training for Kronos.

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Darren Vogt: Council, are there any further questions?

Tom Harris: I will make a motion to approve transferring in County General from County Training to Office and Computer Equipment in the amount of \$750.

Larry Brown: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent). We now have NIRCC for a salary ordinance reclassifying the Secretary/Bookkeeper to Office Manager/Administrative Assistant and a temporary salary ordinance for the purpose of training the Office Manager/Administrative Assistant.

Dan Avery: Good morning, I am Dan Avery, Executive Director of the Northeast Indiana Regional Coordinating Council.

Mary Rian: Mary Rian, Allen County Compensation Specialist.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Director.

Dan Avery: We have two items for your consideration today. The first is a reclassification of the Secretary/Bookkeeper position from OSS 3/2 to OSS 4/2 to Office Manager and then a temporary ordinance to allow for training of the new employee. I have one employee that will be retiring and because we are pretty much a one-person shop when it comes to payroll, ledgering and maintaining our books, it would be very helpful to allow the new employee to come in and spend a few weeks to be trained properly. The increase is some additional responsibilities that as we evaluated the position and there are some things that we think we can do to improve the efficiency of the office over time. Things have transitioned from typical secretarial duties and so we are asking for consideration of these requests.

Darren Vogt: Mary, do you want to talk a little bit about the reclassification?

Mary Rian: I have been working with Dan to do the whole department but when he told me that somebody was going to be retiring, we thought that now would be a good time to look into this particular position. He wanted to give this position a little more responsibility with some reporting needs and assisting with the budget and some higher level of responsibility. I felt it was appropriate based on what the person was already doing and those new job duties that it scored higher as an OSS 4.

Roy Buskirk: This is reclassification from Secretary/Bookkeeper to Office Manager/Administrative Assistant. Before, you never had an Office Manager?

Dan Avery: That is correct.

Roy Buskirk: Okay.

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Tom Harris: Has the position already been hired?

Dan Avery: No.

Tom Harris: We know that the one person is leaving but you are taking a look at the job description and you have thought that they will be doing additional skills. Who is doing those skills now?

Dan Avery: Some of those duties I am doing. Other staff is doing some of those things. Most of my staff are PAT's with college degrees and they are doing some of these more routine things that I think would be more efficient to be done at the Office Manager level and would allow them to do additional more analytical work. As you know, we do mostly transportation planning and we are being asked to do more performance measures and environmental assessments and things that are taxing the amount of time that the planners have. This will free them up to allow them to do more of those types of activities.

Tom Harris: Do you see interest coming from within or will it be someone from the outside?

Dan Avery: I don't believe there is anyone within my department that would have an interest in this. I would be very interested in someone within County government. We could post it internally first. I would love to take advantage of someone that already has that experience.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: So who is going to be doing the bookkeeping?

Dan Avery: It will be included as part of this position as well. There are additional responsibilities being placed on top of what the current position does not have.

Roy Buskirk: Okay. I know one thing there that you mentioned is the environmental assessment is something new for your office. It is Federal or State?

Dan Avery: It is part of the typical environmental review process. Federal Highway has an initiative to try to speed up the delivery of highway projects, transit and trail projects. One of the things that they have asked us to do is environmental red flag investigations upfront. That means that we go out and look at the project site and identify if there are any significant environmental issues that will be part of that project. Before we go to a design phase or before one of the local agencies hire a consultant to conduct the design and do the environmental assessment, we kind of know what we are getting into. By going into that upfront, it probably reduces the cost of those services later on by \$15,000 to \$80,000 per project depending on the type of project. It also allows, whether it is Allen County or the City of Fort Wayne or New Haven, the ability to assess what those design and environmental costs will be and dial those in a little cleaner and not have the

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surprises pop up once they have already put someone under a contract. That should expedite the delivery process.

Roy Buskirk: One thing on a recent project is that Dan's office discovered that West County Line Road and Covington Road by the Chapel on improving that intersection was that the northwest corner has two gravesites that were unknown. In the road construction business, cemeteries are something that they want to avoid. On a project like that it was in Whitley County. How did that responsibility fall on your office when it was in Whitley County?

Dan Avery: The metropolitan planning area expands a little bit into Whitley County. The Project is at Liberty Mills and the County Line Road. It is a joint project between Allen County and Whitley County but because we are putting some of the urban Federal funds towards that project and it is one of our projects, it goes through UTAB and is receiving Federal assistance. We conducted the investigation. The databases that we pull up are essentially Statewide and so we look for cemeteries or potential cemeteries or buried fuel tanks or whatever potential hazards that we look at as part of the initial investigation. That popped up on our radar and until we make note of that it will help on the alignment of that project. We will shift away from that potential environmental situation.

Tom Harris: With that I will make a motion to approve consideration of an amended 2014 salary ordinance reclassifying the Secretary/Bookkeeper, OSS 3/2, \$28,347 to Office Manager/Administrative Assistant, OSS 4/2 at \$31,388. That is also effective August 30, 2014. I would also make a motion to approve consideration of a temporary 2014 salary ordinance for the purpose of training the replacement for the Office Manager/Administrative Assistant. This will only be effective August 16 to 30, 2014.

Roy Buskirk: Second.

Darren Vogt: All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Roy Buskirk: I will do this next one.

Darren Vogt: All right, ACJC.

Roy Buskirk: Last month, ACJC came before us and requested a grant and the grant has come through. This is the drug testing supplies that would be used with the ankle bracelet. It can tell if the individual had been drinking alcohol. The funds had been placed into the General Fund and they need to appropriate it to ACJC.

Darren Vogt: Are there any questions on this? It is a DAC grant.

Roy Buskirk: Move for approval of the appropriation of \$3,592 for drug testing supplies.

Kevin Howell: Second.

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Darren Vogt: All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent). With that we are on to Community Corrections and their appropriations for the 2014-2015 Community Corrections budget.

Kim Churchward: Good morning, Council. My name is Kim Churchward and I am the Executive Director of Allen County Community Corrections. I am delighted to be here this morning for the first time in this capacity. With me is Jeff Stevens, Senior Finance Manager for Community Corrections. As you indicated, we have two fairly routine items before you today. First, we are here to request Council approval for our budget appropriations for the 2014-2015 fiscal year budget. I know that you each received a copy of the comprehensive packet of information. We are here to answer any questions you may have.

Darren Vogt: Council, are there any questions?

Tom Harris: Maybe start with the vision for Community Corrections as you know it today. I know there has been some discussion about expanding the service and maybe where that's at.

Kim Churchward: Sure, thank you. As you discussed earlier today, I think the community and the criminal justice system of Allen County is being mindful and careful in its analysis of what may be happening with Criminal Justice Reform. At Community Corrections, we do not know exactly what the impact will be. We are spending a tremendous amount of time ensuring that we are as efficient and responsive as we can possibly be with our eligibility guidelines and our internal processes and procedures and how we may receive and supervise offenders. We have been very diligent in those efforts. We are participating with the Courts and Council in conversation about what may be happening or what could be coming and looking at some options should that happen. Again, until a little more time passes, I don't believe any definitive changes can happen other than what we have done. Am I answering your question, Sir?

Tom Harris: Yeah, I think so. The challenge for Community Corrections is an alternative placement process for the Courts. All of that is being discussed. The idea that the State wants to continue to place more pressure on local communities to take care of those that would have gone down for incarceration with the State and may end up staying locally through Community Corrections. That has been a process and a program. It's growing and the State is pushing more toward local communities to do more of this, right?

Kim Churchward: Right. I can say this in my current capacity and also in my past capacity within the Allen County Criminal Justice System, Allen County is very fortunate. They have a very progressive thinking judiciary. We have a number of outstanding community supervision programs and court initiatives. As communities go, we are well suited to meet this challenge. Certainly it will be a challenge but we are certainly not in a position where we don't have programs and initiatives that may need to

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be expanded or need to be assessed but in place to deal with the lower level offenders. I believe that is the State's intent, to deal with some of the lower level felony offenders at the community level. The impact of that as you so accurately pointed out is not yet known.

Tom Harris: These are funds outside of the County General.

Kim Churchward: Yes, absolutely.

Tom Harris: Those that go through Community Corrections are only Allen County residents. Do we have adjoining or adjacent Counties' citizens in this program?

Kim Churchward: There is not. We have the ability to accept transfer offenders but those are typically individuals who live within our jurisdiction and may have offenses that have occurred outside of our jurisdiction. We may be requested to supervise them here just because they are residents of Allen County.

Tom Harris: One final question would be where are your funds coming from?

Kim Churchward: The Indiana Department of Corrections, we have a base grant that is provided to Allen County Community Corrections on a biennium basis. We also have Project Income from the offenders and is utilized as well.

Tom Harris: The Project Income, has that been increasing for this next year? Do you anticipate more than last year?

Kim Churchward: It has been decreasing and Jeff can probably answer that more completely than I have. That is an issue in my short tenure with the agency that Jeff and I together have been looking at very closely. The Project Income, in the last two to four years, has decreased. There are certainly efforts underway and one of which you are going to hear about with regard to a collaborative grant initiative aimed at that issue. Increasing our Project Income, our collection and those kinds of things and we are very mindful of that downward trend. We are actively putting things in place to attempt to address that.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: You might go on and explain the Project Income and how it comes about. Where does that come from?

Kim Churchward: Offenders. That is user fees directly from offenders or fees that are charged to individuals referred to our programs.

Roy Buskirk: And don't you have a program in which offenders are hired out by the community and even the County?

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Kim Churchward: Community Service?

Roy Buskirk: Yes.

Kim Churchward: Community Service crews, absolutely. Any funds, through those contracts, go into the Project Income as well.

Roy Buskirk: I just wanted you to toot your horn a little bit.

Kim Churchward: Thank you for that. I appreciate that opportunity.

Roy Buskirk: You do have personnel available for different projects and if anybody has an interest, contact Community Corrections.

Kim Churchward: Absolutely, we have a great community service program and criminal offenders in Allen County that may be ordered by the Court to conduct community service as a part of their sentence, we supervise those individuals and crews and provide that service. Thank you for the opportunity to point that out.

Darren Vogt: I have one question regarding the last conversation that we had about 1006 and home detention. This can be rough numbers but what percentage of the money that you spend is home detention, would you say? The reason that I am asking that and I will further my question but if all of a sudden this ruling says that we will no longer do home detention, what is that going to do and what is the State going to do? Are they going to be prepared to pull funding out and I am trying to think that all the way through and how much of that is home detention?

Jeff Stevens: I roughly would say 20% is home detention fees.

Darren Vogt: Kim, have you been in touch with the State at all? Are they in tune with this ruling? Let me back up for those of you that don't understand, the State Supreme Court?

Kim Churchward: Indiana Appellate Court.

Darren Vogt: The Indiana Appellate Court ruled that home detention can't search, is that the right way to look at it? Why don't you talk about it?

Kim Churchward: This is very, very new information. There is a very recent, just last week, and I am not the appropriate person to be addressing this from a legal standpoint but I am certainly willing to address it from my position with Community Corrections. There is a new Appellate Court case that just came out June 11th and it addresses Community Corrections' ability to search an individual's home without the added caveat of reasonable suspicion. It's a somewhat unusual case and is being addressed and analyzed across the State by a variety of agencies such as mine. I know Prosecutors and Public Defenders are interested in this case. There is no information that I am aware of

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whether the case will petition to transfer to the Supreme Court for review. It is our hope, candidly, that it happens and that it happens timely. There is concern on the part of Prosecutor Richards about the issue and about the case. She is a dynamic and wise and skilled attorney and her concerns are valid and well-placed however, the appropriate reaction or the exact reaction remains to be seen. It is just too soon to really make any decision or reaction to what, if any, impact it is going to have. The short answer is could it have an impact? Yes, it absolutely could.

Darren Vogt: I think that is the important part. As this goes forward, if you could continue to give updates that would be great and it doesn't have to be before Council but even through emails. That is what I was trying to get at that it could be a dramatic situation.

Kim Churchward: Absolutely. To answer your question had I talked to the State, there is certainly email communication occurring with other Community Corrections agencies. I have a meeting on Monday with the Department of Corrections in the Commissioners' Office on this and some other issues. Everyone is very mindful of this situation and we are monitoring it closely.

Darren Vogt: Okay, thank you. Council, are there any other questions?

Tom Harris: I will make a motion for appropriation in the 2014-2015 Community Corrections Budget for the State Grant Fund 234 in the amount of \$2,951,800, in the Transition Fund 235 for \$342,770, in Project Income Fund 236 for \$2,460,606 and in the Kelley House Commissary Fund 832 for \$6,000. That is a total of \$5,761,176.

Roy Buskirk: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Kim Churchward: The second item that we have for you is a transfer within our State-based grant fund 234. For the current 2013-2014 fiscal year, we are requesting the transfer of \$38,500 from our 200 supplies series to our 300 services series. I know you have that information in your packet and if you have any questions, we would be happy to address them.

Bill Brown: I will make a motion to transfer in the Community Corrections Fund 234, \$38,500 from 423.29-99 to 423.39-99.

Roy Buskirk: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Kim Churchward: The last item that we have is a grant.

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Tom Felts: I am Tom Felts and I am the Judge of Allen Circuit Court. It has been a long time since I have come before Council. I have been on the bench for almost 25 years and I am very excited to be here today to talk about the application for the grant from the Indiana Judicial Center. This is for a community collaboration project that Ms. Churchward has talked about a little bit. We have talked a lot this morning and a lot of discussion recently about Community Corrections Criminal Justice Systems dollars Statewide and the Legislature has indicated a very specific intent that they are steering away from blanket granting of money to being more focused on appropriating the money. An indication of that was the last legislative session. There was a bill passed to appropriate \$2 million from the Department of Corrections to the Judicial Center specifically to allow local agencies and communities to apply for money to directly help the people in the criminal justice system who are substance abuse offenders as well as those with mental health issues. This is identified as an ongoing issue. A number of Counties have taken steps to work on the issue, in the past, and we have had a certified mental health court for the last five years. This is taking this another step further. We have a put together, and I give all of the credit to Ms. Churchward because she is the one who has picked up this grant. It is this thick and I am not going to go into a whole lot of detail about it but it is really another indication of a lot more collaboration that you are seeing locally. This will be a group effort from Community Corrections, Allen County Adult Probation, AADP, Criminal Division Services in Superior Court, the three Criminal Judges in Superior Court and me all working together to put this project together and identify the individuals first, in both courts, with substance abuse and mental health issues. Then we would provide them with specific counseling and treatment for these folks in a collaborative and cooperative basis. It will be run through Community Corrections with referrals from all of the different agencies. We are asking for the grant which is approximately \$300,000 of the \$2 million. With our initial discussions with the folks in Indianapolis, we have been encouraged to make this application and we are confident that if receipted, we can put the money to use wisely. Knowing how grants run sometimes and Council's questions about them, the great thing about this grant is that we are not going to be hiring any additional personnel except for a part-time Security Officer for maybe twelve hours a week. At the end of the grant process, we can either absorb or maybe not require him any longer when we see how things work. It is truly a chance to make an impact on these individuals. A lot more detail goes into the grant and I am sure that Ms. Churchward can answer those questions. Another focus that they have identified for us and concentrate on is identifying offenders also by risk levels, high, medium and low risk individuals and providing specific treatment apportioned to their specific risk levels. This is the first time that this has been done locally. It is kind of the way that the State wants us to proceed. It is another example of Allen County moving forward and trying to be ahead of the curve and this will give us the opportunity to do that.

Darren Vogt: To your point, so that we understand and the viewing public understands most of this money is really treatment oriented. It is contract oriented too. We will hire someone to do consulting services for whatever they need.

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Kim Churchward: The grant initiative told us that we need to dedicate at least 25% of the requested funds to treatment and we are requesting virtually 100% in the development of a new treatment initiative. It will be run through Allen County Community Corrections existing Department of Mental Health, certified treatment program. We are taking the in-house treatment program in Allen County Community Corrections and enhancing it to meet some of these new initiatives and criteria of treating offenders based on their risk level and dependent on the risk level, the particular dosage of intervention. As Judge Felts has pointed out, this had not been done in our area or that we are aware of. A layperson helped me understand that research tells us that if you put a low risk offender with a high risk offender, the high risk offender doesn't get better because of the low risk offender. In fact, the contrary, the low risk offender is negatively impacted. Offering treatment services in a risk informed way, in a very layman's term, is what we are presenting.

Darren Vogt: Councilman Harris.

Tom Harris: It appears that this is a correlation to some of the reforms that are happening, right?

Tom Felts: Exactly.

Tom Harris: So, in a layman's position here, they want data to possibly support evaluating the high risk or low risk and how they are doing with these programs versus sending them down and sticking them in a State Penitentiary.

Tom Felts: You are absolutely right. Again, this is recognition of the fact that Allen County already has a lot of these pieces in place. The State recognizes that and is looking to us to provide this information and provide the data to them so that they can move the program forward in the same direction.

Darren Vogt: I am assuming that there is some sort of tracking mechanism. How long does the program go on? Recidivism takes some time and so what is the long-term turn around on that part?

Kim Churchward: It is a twelve-month grant utilized for the purpose of initiating the program. It is my absolute hope and belief that with our collaborative partners that this program will be long-term and that we will be able to continue the services long after this initial grant is spent and gone.

Darren Vogt: Council, are there any more questions?

Tom Harris: And we are asking for \$300,000? I will make a motion for granting permission to apply for the Indiana Judicial Center Community Grant.

Bill Brown: Second.

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Darren Vogt : Any further discussion? Councilman Buskirk.

Roy Buskirk: We have a copy of the grant. It was emailed to us. A lot of the correspondence on that is May 30th. Has the grant already been applied for?

Kim Churchward: Yes, the application was due on May 30th. Timing made it impossible for us to be here before today.

Roy Buskirk: When do you expect to hear a response?

Tom Felts: I think by mid-July. They gave us a very, very short window.

Roy Buskirk: Okay, thank you.

Tom Felts: I look forward to coming back and giving an update on the results.

Darren Vogt: Is there any further discussion? **All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Armstrong absent).** With that we have the Highway Department for Maplecrest Road interest.

Kim Yagodinski: Good morning, Council. I am Kim Yagodinski, Finance and Personnel Manager for the Highway Department.

Bill Hartman: Bill Hartman, Director of Allen County Highway Department.

Kim Yagodinski: Today we come before you to ask for a \$53,000 appropriation from our cash. This is interest income that we have gained on the Maplecrest Fund since it has been in place since 2009. We haven't had quite that much interest but we are asking for a larger appropriation so that it will take into account any interest that we would get between now and December. We make another bond payment in September and we will use these funds as part of that.

Darren Vogt: So it is to pay the bond and won't be used for any additional work.

Kim Yagodinski: Not at this point.

Darren Vogt: Council, are there any questions on that? We are appropriating additional funds that aren't there. How?

Kim Yagodinski: It is in the cash and was not appropriated in our budget last year. The interest comes in throughout the year and we want to use all of the funds that we have available in the bond fund first before we use any other funds towards the payment.

Darren Vogt: Can we appropriate more than what is in there though?

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Tera Klutz: Yes, every year you appropriate based upon estimates and so we are okay with this.

Kim Yagodinski: We will only use what we have, on the bond payment, at that point.

Darren Vogt: Councilman Buskirk.

Roy Buskirk: So the interest is being generated from what funds?

Kim Yagodinski: From the 414 Fund which is the Maplecrest Bond Fund. It has been in place since 2009. When we received the bond allocation, we put the money in a separate fund so that we could distinguish it from all of the other funds.

Tera Klutz: And the current balance of \$51,000 is totally from interest and that interest is earning interest. Therefore, they are just trying to close out the fund during this year. They will have no interest earning interest and we can close the fund out.

Darren Vogt: You've got to get ahead of the game with interest.

Roy Buskirk: I know but it is such a large amount that it is generating.

Kim Yagodinski: The fund is zero and the only thing in there now is just this cash from interest that it is continuing to generate. In March, we made a bond payment and that completely wiped out the fund except for this interest.

Roy Buskirk: It wiped out the 401?

Kim Yagodinski: The 414, yes. This is the only money in there currently.

Roy Buskirk: What kind of an interest rate return are we receiving?

Nick Jordan: It may generate \$100 of interest a month and we are also paying bank fees out of it. Right now we have a \$51,000 balance. The intent was to appropriate higher so that in the event we get interest above the bank fees, we do not have to come back to Council to get another appropriation. This has to be spent down per the bond document. We are supposed to do an Arbitrage calculation. It has to be spent as soon as possible.

Tera Klutz: The rate of return is really small. This is the interest built up and not just earned this year.

Kim Yagodinski: Yes, absolutely. This is since 2009.

Roy Buskirk: I am sure that the interest that we are paying on the bond is considerably more than the interest that we are earning.

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Larry Brown: I offer a motion to approve the appropriation from the Maplecrest Bridge Bonds Fund 414 in the amount of \$53,000.

Kevin Howell: Second.

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

Roy Buskirk: The discussion that I asked Kim to provide some information on and the reason I wanted this was the fact of where are we at on bridge repairs? Are we gaining ground because the additional funding will stop in 2017?

Kim Yagodinski: Correct.

Roy Buskirk: That was my question.

Bill Hartman: I think you saw the television shot that we had about a month ago. Right now, we have 14 bridges that fall below a sufficiency rating of 50. That generally means that you should be working on them as soon as possible. Out of our last bridge inventory that was done in 2012, ten are either completely done or underway. The new bridge inventory is being done right now and it will probably be a couple of months before we get the results of that. They are done every two years. When we get that evaluation I will be able to give you a better idea where we are at. Generally we submitted a document to LTAP a few years back and bridges are given a 50-year lifespan. It shows that we have 394 bridges and you have to replace about six every year. That would require about a \$6 million a year budget just to work on the bridges alone. Someway and somehow we need to keep that in place. Some of them get replaced on federal dollars which helps 80%. You can't necessarily always count on that. We have two bridges on Coverdale Road which will be replaced on federal funds. We have two bridges on Flutter Road that will be replaced on federal funds in about two years. Hopefully the bridge over Spy Run Creek on State Boulevard will be replaced through federal funds. We are constantly trying to apply for all of the funding that we can. There is a bridge on Bass Road that in a couple of years will be replaced on federal funds. On Washington Center Road, we are just about to start the design process on that. We inject as many of those as possible.

Darren Vogt: Let me ask a question on those bridges. Do you know where they stand in repair order? Are they in the four or are they ones that will be added to the list?

Bill Hartman: They are in the list of fourteen. They are included in there. This report of the fifty and below is what qualifies them for federal funds to begin with. Those are the only ones we can pick from to even apply for federal funds.

Roy Buskirk: I guess what I am searching for is if in 2017 the funds cease, they are set up to now, are we able to carry on without those additional funds?

Bill Hartman: No.

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Roy Buskirk: We haven't been able to reduce the number of bridges on the list?

Bill Hartman: Like I said, you get a new list every two years with another evaluation. It is a simple formula and you just need to do some rehabilitation or replacement of six bridges every year. It is around \$4 to \$5 million a year that you need to dedicate to that in order to keep up with the constant deterioration. It is like having a fleet of vehicles, they wear out and you have to replace some every so often. You have to replace so many of them if you want to keep the fleet running. It is either that or we are going to have to start closing bridges at some point.

Roy Buskirk: Before, we were bonding...

Bill Hartman: Right.

Roy Buskirk: ...to cover that and coming up with the funds to pay off the bond. I could never understand how you can come up with money to pay off the bond if you can't pay for the project.

Darren Vogt: Councilman Harris.

Tom Harris: Your analysis is being done right now. Are you going to have that for the budget discussion?

Kim Yagodinski: Probably not. We are working on the budget right now and I would guess that the results, right now, will probably not be available.

Bill Hartman: As soon as they are, we will bring them to you.

Tom Harris: I understand the idea of constantly working on the bridges but bridges will last a little longer than cars.

Bill Hartman: Fifty years is the life cycle that we use to base our budget on.

Tom Harris: It feels like we should get ahead of that curve a little bit.

Roy Buskirk: Do you know how much the extra money that the Cities and Towns are kicking in on this project?

Kim Yagodinski: We get funds into 252 and we budget that money. Some of that money goes towards repairs such as things that we have to do and doesn't even have to be a repair that is on the list. There are trees and so forth that come up against the bridges and we have to remove. Those are things that we kind of have in our general repair money. The bridge rehabilitations are what Bill is talking about where we plan on six rehabilitations each year. Altogether, on the email that I sent you yesterday, I listed the 2013 bridge projects that we've done in order of cost. The ones at the top are the bigger

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cost and are the rehabilitations. As you get lower on the list, those are things that came up throughout the year that we had to do. I gave you the 2013 bridge projects and the 2012 bridge projects that were over \$25,000 and just to give you an idea of where the dollars were going.

Bill Hartman: Another thing, when we enacted the wheel tax/surtax for bridges, we kept all of the individual communities' incomes in separate line items from the very beginning. That way, we can track it and produce a report to show you where all of the dollars were spent and on which bridges in their community. That was part of the agreement that we had with them. Anytime they wanted a report, we would be able to produce it.

Roy Buskirk: I don't know how you do it, Kim, and I appreciate your efforts on this very much. When I print that out it is so small that I can hardly read it.

Kim Yagodinski: I can make it bigger for you.

Roy Buskirk: The other thing too is when you do your annual report, it would be very helpful if you would number the pages.

Kim Yagodinski: Sure.

Roy Buskirk: That is just one concern that I have that when that was originally set up, the Cities and the Towns agreed to give the County their funding from the Excise Tax until 2017. That was hopefully so that we could gain on the repairs and replacements of County bridges. The County is responsible for all bridges in the County even though they are inside City limits. That is one concern that I have is that in 2017 we are going to have to make other arrangements to be able to fund the replacement of these bridges or go back to the Cities and Towns and see if they will continue to support this program. 2017 seems like a long way off but it will be here before you know it.

Larry Brown: So, we need a report on each of those funds and what they have been spent on so we can show...

Roy Buskirk: ...the Cities and Towns...

Larry Brown: ...that they are getting the benefit from it.

Kim Yagodinski: Those reports are already in your annual report. The fund is 252, the Wheel Tax/Surtax Fund and it will show all of the projects over \$25,000 that was spent out of that fund.

Darren Vogt: Council, are there any further questions?

Tom Harris: A simple question, maybe. How many bridges do we have in Allen County?

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Bill Hartman: We have 394 that are 20 feet and over. There are another 158 that are under what we consider small structures and are small bridges that don't fall into the federal inventory. We have 600 culverts to maintain on top of that. With three rivers and all of their tributaries and all of that there is a lot to cover.

Darren Vogt: Thank you very much and appreciate the report today. Council, I have been reminded by Larry that we need to make sure that we are speaking into the microphones and not leaning back. With that we are into Discussion and Other Business to Come before Council and that is the 2015 General Fund Projections.

Nick Jordan: I am Nick Jordan, Chief Deputy Auditor. You should have three handouts in front of you. We are going to start with the one that says 2015 Estimated Revenue and Adjusted 2014 Budget Allocation. You can stop me at any point with any questions. On the first line you will see the 2015 projected revenue and it excludes Arc and Mental Health. That figure is around \$88.7 million. If you drop down to the next section you will see 2014 and 2015 columns. The first one is the General Fund Property Tax Levy. That is around \$59 million in 2014 and we estimate around \$60.6 million in 2015. This is a 2.7% increase and is based on our estimate in the growth of the Indiana six year average non-farm personal income. The State will send the exact figure to us within the next month or so. Historically, we have been pretty spot on when we do the estimate ourselves. Right now it is looking around 2.7% and that is the limit that we can grow. Right underneath that you will see that we take out the Mental Health and ARC levy and that goes along the same lines of 2.7%. That is included in our General Fund levy and we pass it directly through to Mental Health and ARC for their operations. We subtract that out to get to our working General Fund levy. Below that you are going to see the Circuit Breaker and that is increasing from around \$6.1 million to \$7.1 million and that is about a 17% increase. We looked historically what had happened and the jump from 2012 to 2013 was a more accurate increase and that was around 15% in the Circuit Breaker compared with the jump from 2013 to 2014. In 2014 we have the Local Option Income Tax Property Tax Relief Credit that helped limit the Circuit Breaker Credit. After you take the \$60 million of anticipated property tax levy in the General Fund and back out the Mental Health and Arc levies as well as the estimated Circuit Breaker you end up with about \$50.5 million of a working General Fund levy which is approximately a \$500,000 increase. Right below that you will see the General, also known as the Miscellaneous, our COIT which is County Option Income Tax and our COIT Public Safety Revenue. COIT Public Safety is specifically designated for Public Safety purposes. In 2014 that was around \$37.4 million. For 2015, we are estimating around \$38.2 million which is a \$747,000 increase. If you look at the other sheet that I gave you that says 2015 General Fund Budget Projection Summary, you'll see Major Components of General Revenue include and we have listed there some of the bigger pieces starting with COIT. To the right you will see \$15.2 million estimate and the percentage, 39.8%, which is the percentage that COIT is of the total \$38.2 million. That is not the percentage of revenue overall, it is the percentage of the General Revenue not including property tax. Some other big factors are the License Excise Tax, COIT Public Safety, Care of Prisoner Reimbursement where we receive reimbursement from the Feds and the Department of Corrections for housing their

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offenders, the Building Department for fees relating to permits and licenses, there are Sheriff's fees that are made up of reimbursements and tax warrants and Clerk fees which are related to court costs. The other Miscellaneous Revenue is a grouping of various other departments and the fees and revenues that they receive throughout the year. At the end of the day that is around that \$38.2 million estimate. Looking back at the 2015 estimated revenue and the 2014 adjusted budget allocation when you add the \$50.5 million and the \$38.2 million, you get to the \$88.7 million 2015 revenue estimate. Now, if you look down in the middle section, what we do to estimate expenses is set a baseline. If you look at the 2014 budget book, and this includes the General Fund, COIT and COIT Public Safety, this year's budget is \$90.6 million. We start with that as our base. The first thing we are going to do is back out the ARC and Mental Health expense. Just like we back it out of the revenue, we will back it out of the expense because it is a pass-through and not an actual General Fund operating expense. The next thing we are going to back out is the County Council Other Capital of \$1.4 million. That is not guaranteed and it doesn't mean you are going to fund all of that this year. It doesn't mean that we will have that money available next year. It is, more or less, a one-time expense if we do spend it and potentially a one-time budget item. We are going to add in the UPROB grid employees which are the Probation Officers. They are receiving a two percent raise this year. Once you factor in PERF for their pensions and the FICA Tax, this raise required by the State and is around a \$74,000 increase. We will add PERF, the pension for civilian employees, the increase from 10.25% to 11.2%. This is required by the State. INPRS sets the rate for all PERF employers and we increased from 10.25% to 11.2%. The max that you can be for 2015 is 11.2% and so we are at that max. This is going to attribute approximately a \$370,000 increase to the 2015 budget. Then we factor in the step increases. Those are the annual steps that are for the people that are on the grids. After a certain time period, you are due a raise or step increase. Those will amount to \$266,000 for 2015. The next group of expenses that we have is the County-wide expenses. The first one is the Early Retirement Incentive. We are bumping that up to a budget of \$35,000 which is a \$5,000 increase from 2014. That will hopefully give us enough cushion and dollars in the event that we see an influx of retirees because of the recent PERF or INPRS decision on the annuity rates that they will be paying out. We have seen some people come and go but there are limitations for the Early Retirement Incentive and I feel that this \$35,000 should be a sufficient budget for next year. The next one is Unemployment Compensation. We are setting the budget at \$50,000 and that is a \$40,000 reduction. Our County HR has been doing a good job of fighting unemployment claims as well as the fact that we have not had any major layoffs. The next one is the Sheriff's Pension. That is at \$1.9 million. That is a \$37,000 decrease from 2014. That is solely based on the actuarial figure that they send to us each year. Then we have Group Insurance and Health Insurance. The County is self-funded. We are estimating the 2015 budget at \$11.1 million. That is looking at our current year-to-date expenses as well as the cash balance available. Just to note, a couple of the initiatives that the County has taken over the past couple of years with going to one provider as well as some other factors has helped our current claims and to date are claims experience is approximately 19% less than in 2013. Those types of things, if they continue going forward, we should be perfectly fine with \$11.1 million. If our claims experience becomes higher we will have the cash balance available to fund those additional claims. Group Life Insurance is trending less but we also went to a

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different provider this year and that is a slight reduction of around \$6,000 to the \$81,000 budget for 2015. The last section, we will look at the specific department operating allocation adjustments. The one we kind of touched on earlier was the Election Board. In 2014, it is a County-wide election and 2015 is a Municipal election. We look back at 2011 expenses for services and supplies. We looked at 2014 salary figures because those have increased since 2011. We arrived at the \$43,000 decrease in their budget. As we just heard, they will potentially be asking for extra dollars for the salary increases that were approved today. The Election Board is going to know better at the end of the day for what they really need and we sent Beth Dlug our estimates and she highlighted a couple of things that they know they will need additional money for. They are meeting next week and we have to keep an open mind that she is going to come to us with an allocation that may be different than the \$43,000 decrease here. It also should be noted that we do receive around a \$400,000 reimbursement from the municipalities for the election and that revenue is factored into the \$38 million that I talked about earlier. The next line is \$11,879 increase and what that is for is throughout this year as well as towards the end of 2013, departments may have come before Council to get increases in salaries for one reason or another. At that point, they may have noted that they need additional money in 2014 or they don't need money and are going to work within their allocation but will need additional money in 2015. In compiling this, the only one specifically noted was one department, HR, and that is where the \$11,000 figure comes from. As you can see this morning there is at least another \$20,000 to \$30,000, if not more, that we will add to this. In the event that a department may have overlooked this, when they turn in their allocations in July or August, they may try to build in the salary increase into their budget at that time. We try to factor in what we can but if you have already approved it in the prior year then we are anticipating that it is good going forward in 2015. Taking those things into consideration, right now looks like almost a \$4 million decrease from our 2014 budget to around \$86.7 million anticipated for 2015. Again, it is like a baseline and once we get the allocations that could change. Therefore, the estimated revenues exceed the estimated expenses by approximately \$2 million. You will see that we backed out \$400,000 of one-time revenue. We do not encourage building a budget on this one-time revenue. This is from the Auditor's Ineligible Fund and per the law a certain amount of it has to revert to the General Fund. If you want to back that out, we suggest it could potentially be used for one-time expenses like capital. At the end of the day, there is around a \$1.6 million of revenues exceeding expenses for operating purposes.

Tom Harris: That is projected because we don't know the levy yet.

Nick Jordan: We don't know the levy yet but that \$1.6 million, when you look at a \$90 million budget, is one to two percent. That can be swallowed up in no time. Just in a couple of hours here this morning we gained \$20,000 to \$30,000 of expenses that people are going to need already. It can go away very quickly. Our revenue estimates are in fact estimates and as the year goes on, in the next couple of months, we will receive more information from the State and that will provide us with a better figure. For example, income taxes, I am estimating a three percent increase. If the State comes back and says eight percent, we gained five percent on that. There are fluctuations but this is our starting point and we will see for the next couple of months how that plays out.

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Tera Klutz: I just want to make one comment about the estimates being estimates and even with us projecting the property tax revenue and the Circuit Breaker it is like a point in time because as all of the other units in Allen County meet and discuss their 2015 budgets, we are all now interrelated. As one unit raises their budget and levies that will proportionately make ours decrease. We won't truly find out what our levy will be until next spring. I want to go through our assumptions a little bit. With Fort Wayne raising its levy to the max for 2014, it is pretty much a lot easier because we don't have to factor that as a potential because we already know that it is going to affect us. We just assume that everybody else will raise their levies by that 2.7% allowable. There is possible annexation out there but it is fairly small and we may have made minor tweaks because Hometown is considering a small annexation and that will affect our income tax. It will also affect our Excise Tax allocation or anything passed out on tax rates. Our estimates have held pretty true over the last few years and been pretty close to being on but just know that there are so many factors. We will keep you updated as time goes on and we will have a better idea in October of what all of the other units did and we can make preparations at that time if things go drastically different than anticipated.

Darren Vogt: Councilman Brown and then Buskirk.

Larry Brown: Occasionally but not often, we see requests come before us because a department forgot to include PERF in whatever. Is there some method that we could use to kind of take that error away by forcing them to fill in a line item on their allocation? Are we doing that?

Tera Klutz: We already do that when they turn in their budget. Also, when we adjust their allocation, we include an increase for the PERF specifically spelled out in a separate column. If somebody really did miss it and will inadvertently during the year think about it. What happens with that is we won't automatically catch it if someone wants to go for a salary increase because they can interchange money through their 100 Series. They may have had overtime that they could put into PERF and so we wouldn't have assumed that they missed it when they come before you throughout the year. When they turn in their budgets, Jackie specifically makes sure that they have enough in FICA and PERF. If they don't, they know they are going to need to transfer within their allocation for the rest of the year. It would be few and far between that would ever do that.

Larry Brown: Okay.

Roy Buskirk: I would like to know what the number would be as far as a one percent pay increase for County employees. I am using one percent as an example because we could do the math if it was more.

Nick Jordan: The easiest way to look at that is one percent is about \$500,000. That does not include your State paid employees. The Judges, Prosecutor and Sheriff are set by the State.

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Roy Buskirk: Okay.

Nick Jordan: The other sheet that is the 2015 General Fund Budget Projection Summary contains the same total revenue and expense estimates with around a \$2 million revenue over expenses. You also have the Pre-Allocation letter that highlights some of the uncertainties that are out there and could have significant financial implications going forward in 2015. Pending any changes today, we will anticipate sending that out tomorrow to departments and they will have their responses back by July 7th.

Darren Vogt: Council, are there any questions on either one of the things that we discussed? Councilman Harris.

Tom Harris: Not a question but a comment. With the help of the Auditor's Office, we added number six in this lineup and Larry it kind of comes back to your previous comments. We can't understand the effectiveness and efficiency if try to rate County services from the top down. This will give us some understanding of effectiveness out of different County departments.

Nick Jordan: Also, I will stress in that to please be active liaisons. For example, Highway is looking to kind of do a temporary loan for trucks as well as other departments have special revenue funds that they have used in prior years that may be getting constrained going forward. As liaisons, reach out to them and see so that way we can come to the table with a better high-level overview and departments won't be coming with too many surprises. As I get information passed along, I will try to relay that to you guys as best I can.

Darren Vogt: I know that you and I highlighted some of those funds in our conversation several weeks ago. If you could send an update to everyone on those funds that you have talked through and you know have potential issues coming, maybe not so much this year but maybe the following year. This Council has done a very good job of being proactive with that whether it was the Circuit Breaker and we anticipated that well in advance and did some things in preliminarily planning that and then didn't have as big of an impact. I think that is maybe one of those things that we have to do this year in looking at those funds and when they are going to run out. Are there any further questions on the letter? Is the letter good as written?

Nick Jordan: One little change in question one, on the back page, we are going to change it to "Can your department operate..." instead of "If your department can"... There will be a question mark after "allocation" in the second sentence.

Darren Vogt: I like the addition of number six. It is a very good thought provoking dialogue.

Bill Brown: Opportunity to tell the good news too.

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Darren Vogt: Yes. Council, are there any further questions for Nick or Tera? If not, the letter is good to go. Get it out and we can expect those back in July. Are there any recent or upcoming events or meetings? Councilman Harris, do we want to talk a little bit about the shell project and how that is going as far as what we are doing there?

Tom Harris: You can.

Darren Vogt: All right, we have been meeting about some sort of shell or spec building program. The Commissioners, Economic Development, Redevelopment, Councilman Harris and I have been meeting to try to figure out how to do that and we have come up with some financial incentives. The Commissioners have put aside for the interest bearing scenarios and the Tax Phase-in, making that a little bit different because it is a spec building. We have met with developers and hopefully we will have some interest from them in the next four to five weeks. They are to get back to us with proposals and then we will take the proposals and see what makes the most sense. We didn't restrict the ground. The original RFP, if you recall, was very specific about income, size of building materials and where it could be built. We took all of that away. Now it is just come to us with a proposal. We may get nothing or we may get something. At this point, that is where it is. We didn't limit it to County owned ground. If someone has their own private property that they are willing to put something on and it makes sense in our area, we discussed with the developers about Stonebridge and the Maplecrest Road area, that is a major impact that we wanted to hit. Good and positive feedback from where we were eighteen or nineteen months ago from the original RFP and was not even considered by anyone locally. All in all, the discussions have gone very well and are moving forward in a good manner. We don't know what will happen but we will just take that and go with it.

Bill Brown: Are there opportunities for other entities to still participate if they have ground?

Darren Vogt: There are but it is a limited conversation because of the financial strength. Those that had interest originally are the ones that we are talking to. If someone has interest, we will be happy to talk to them. If you have a name, by all means, get it to Tom or me and we will get with the Commissioners to see if it makes sense. Originally there were a handful of local companies that wanted to participate but then when they saw what we had it didn't make sense to them.

Bill Brown: Good program.

Darren Vogt: Does anyone else have any recent or upcoming meetings for discussion?

Tom Harris: I will be attending the Association of Indiana Counties meeting Saturday morning in Shelbyville. I will give you an update from that. They are going to be talking about some things but I don't think anything majorly new, the budget process for 2015 and some of the different changes that we need to be thinking about.

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Darren Vogt: It will be interesting to see if 1006, the Criminal Sentencing Bill, will be a big topic for other places or just the large Counties that have major impact potentially. Does anyone have anything else? Are there any liaison reports? I think Nick hit it and these next couple of months is going to be critical to make sure you are developing the conversation with them. As a liaison, you need to inform yourself to be the best informed. It doesn't mean that you agree but you need to be able to have an in depth conversation with that department or Elected Official as to what they are doing. We need to be up to speed on what is happening. Is there any public comment?

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 June 19, 2014.

Kevin Howell: Second.

Darren Vogt : All in favor please signify by saying aye. The motion passes 6-0-1 (Armstrong absent).

Roy Buskirk: Move to adjourn the meeting of June 19, 2014.

Kevin Howell: Second.

Darren Vogt : All in favor please signify by saying aye. Opposed like sign. The motion carries 6-0-1 (Armstrong absent). There being no further business the meeting was adjourned at 10:52.