

**ALLEN COUNTY COUNCIL MEETING MINUTES**  
**MAY 18, 2017**  
**8:30 AM**

The Allen County Council met on Thursday, May 18, 2017 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: Robert A. Armstrong, Joel M. Benz, Larry L. Brown, Justin T. Busch, Tom A. Harris, Eric M. Tippmann and Sharon L. Tucker.

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

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

**Larry Brown:** Good morning everyone. First on the agenda is the approval of the April 20<sup>th</sup> meeting minutes. Are there any additions or corrections?

**Joel Benz:** I will make a motion to approve the minutes from April 20, 2017 as they were presented.

**Sharon Tucker:** Second.

**Larry Brown:** All in favor signify by saying aye, opposed, same sign. The motion passes 7-0. Next is the financial report.

**Nick Jordan:** Good morning, Council. In your packet is the revenue as of April 30 and you will see that Miscellaneous Revenue is trending along the current timeline. We processed collections as of May 15<sup>th</sup> and there were no significant deviations from what we were expecting. Essentially we were expecting half or just a little bit more and the property tax collections are going right along where we were expecting. Everything looks great at this point in time. At the end of the meeting I am going to go over the 2018 budget timeline and the pre-allocation letter. We will not take the time now but at the end.

**Larry Brown:** Very good and by the way, congratulations on the addition to your family.

**Nick Jordan:** Thank you.

**Larry Brown:** Are there any questions for Nick? Do I hear a motion?

**Tom Harris:** Move to approve the financial report.

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**Sharon Tucker:** Second.

**Larry Brown:** We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0. These numbers are actually changing but we have before us appropriations in the General Fund in the amount of \$1,125,893 and in other funds of \$170,815. Thank you for putting this in the appropriate location but now we will ask for any public comment. I see no one getting up and so we will move on. Next on the agenda is we will hear from our Board appointment to Allen County Economic Development, Mr. Steve Bercot.

**Steve Bercot:** I brought some technical support with me.

**Elissa McGauley:** Good morning, Elissa McGauley, Director of Redevelopment.

**Steve Bercot:** I am Steve Bercot and as your agenda states. I am a local contractor and the President of the Economic Development Commission. That Commission has three person appointees. I am the President and Rich Beck is the Vice President and Nick Harter is the Secretary. We are appointed for four-year terms and I have been doing this since 1987. I never had the sense to get out.

**Larry Brown:** Thank you for your service.

**Steve Bercot:** It doesn't pay well either. The staff was kind enough to provide me with a little cheat sheet here which has information on it that I couldn't no way remember. I will give you a brief update of where we are and what we are doing. The Allen County Economic Development Commission's only activity is to assist in the issuance of Economic Development Revenue Bonds. Basically, this involves loaning the County's tax exempt status to businesses, non-profits or multifamily housing developers so they can finance their projects with low interest, tax exempt bonds or loans. In the last five years, this has included providing financing for Senior Living Fort Wayne which is developing an assisted living project on Union Chapel Road just east of 69. That was in 2016. We also provided funding for Franklin Electric in their new headquarters building on Coverdale Road. That was in 2012. There was a bond issuance for Indiana Tech in 2012 to refinance a 2002 bond that was used to construct their new library and student center. Over the years, Indiana Tech has used this financing method for many improvements on their campus which you have obviously seen over the years with quite an improvement in that area. There isn't a lot of activity with our commission. Typically I would say that we average maybe one application per year. There is a public hearing involved in the approval process. Part of the reason I think, as well, is that the interest rates have been attractive enough for them to not necessarily have to use this process. There hasn't been much activity in the last ten years due to the low level of interest rates already available for loans. They remain a valuable method of assistance that may become more useful again in the future. In the past, Economic Development Bonds were also used for the Jorgensen YMCA, Parkview YMCA as well as local companies like Pres Seal Gasket, DeBrand's Chocolate and Water Furnace. That is basically what we have done recently. We get together a minimum of once a year. Obviously we are

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required to do that to elect officers. I don't think we have anything else. Not a lot to do at times but when we do it there is pretty good advance. I would be happy to answer any questions as long as they are easy and simple.

**Larry Brown:** Council, are there any questions for Steve?

**Tom Harris:** Are developers and the organizations and businesses familiar with this opportunity, not that we are trying to encourage them to use that or do they get that pipeline or channel through your department.

**Elissa McGauley:** It is usually reserved for larger projects. There is usually a barrier to that and starts at about \$10 million. They are larger projects that involve a lot of investment.

**Tom Harris:** And you would bring that to the table if they come in front of you?

**Elissa McGauley:** Yes. Typically it is a bank that will let them know about this kind of thing and they also have to get Legal Counsel involved that has expertise in bonds. There are several law firms in town that do that and also do municipal bonds as well.

**Steve Bercot:** Normally, by the time we hear about it, a lot of the leg work has already been done by staff. We are given a brief update on who the people are. The application is fairly extensive and so you learn a lot about who you are dealing with by the time they get in there. I know that one of the criteria is they do not pose a competitive threat to anyone in that area doing the same thing. I don't think we have had much of an issue with anyone that we have okayed.

**Larry Brown:** Steve, are there any obstacles that perhaps Council could be aware of and try to help with that sometimes gets in your way?

**Steve Bercot:** None that I am aware of but if any arise I know how to get hold of you. I know that we are all in this together. The resources that we have should be used or called upon when needed. Like I said, there is just not a lot of activity.

**Elissa McGauley:** I know last year, with the assisted living facility, we brought in the applicant's Bond Counsel because it is fairly technical. Some of these projects involve not only just economic development revenue bond financing but other sources like tax credits. It is layered and for us to be able to explain that we don't do that on a daily basis and so that is why we try to bring the resources to the table so that you guys can understand it.

**Larry Brown:** I do recall that and it was very helpful. Again, Steve, thank you for your longevity.

**Steve Bercot:** My pleasure. They can't find anybody else, I suppose.

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**Justin Busch:** Happy 30<sup>th</sup> anniversary. I think there should be a pen in the works.

**Larry Brown:** Are you even thirty years old?

**Justin Busch:** By a smidge, Mr. President.

**Larry Brown:** Council, are there any more questions for Steve? Thank you very much. The next item on the agenda is the Sheriff's Department.

**Charlie Edwards:** Charlie Edwards, Chief Deputy Allen County Sheriff's Office.

**Shawn Lawhorn:** Shawn Lawhorn, Captain of Special Operations.

**Charlie Edwards:** We are here to ask for a transferrin Federal Asset Seizure Fund 206 from Contractual to the Training Center Expansion in the amount of \$159,300. The reason Captain Lawhorn is here is because he is in charge of Special Ops and we are building some shoot houses. If you have any questions about what we are building, he is the expert in that area. We have diagrams on how we are building them and where we are getting them and all of that other stuff.

**Tom Harris:** Both Justin and I have had a chance to talk with them about this but you might explain a little bit more about the reason for this transfer of funds and the purchase of equipment and such.

**Shawn Lawhorn:** The shoot houses are kind of a generic term that is used for a structure that is set up to use actual live fire. In these circumstances, the ammunition that we use is called frangible ammunition. It is unlike the solid bullet that we would actually carry on duty. When a frangible bullet hits a hard surface like steel, it disintegrates into powder. It is made of compressed copper dust or compressed clay. It is still lethal and so safety is a big deal. What we try to do is be as close to reality as possible. Nowadays, as this crowd knows, things have changed and everything is pretty serious now. It is just another step to maintain where we are at and prepare our guys for the worst case scenario.

**Tom Harris:** We have had some challenges in the past at the shooting range and such but the process and the training process in these houses is probably fluid and moving around and different directions and all of this kind of stuff. Is there any thoughts on your prevention of bullets going astray, I guess?

**Shawn Lawhorn:** Oh, yeah. The shipping containers are what these are going to be constructed from. There is an international company and they have built hundreds and hundreds of basically cities for the military to come in and do this same kind of training. It is thick steel and being inside of a metal box...

**Tom Harris:** So this isn't outside of the facility but all internal?

**Charlie Edwards:** We are getting a total of three containers, isn't that right?

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**Shawn Lawhorn:** Yes.

**Charlie Edwards:** Different scenarios, for instance, like a bank scenario. It is all self-contained and when he told me about containers but when they get the construction in, I don't know if you have seen some of the shows on TV, they have been making houses out of them. One of the wineries downtown near the park is a container building. It is kind of neat what they can do with them and the savings from construction stuff and whatnot. He did a good job for \$159,000 for three shoot houses is pretty decent.

**Tom Harris:** These funds are coming from the Seizure Fund which means the bad guys are paying for it.

**Charlie Edwards:** Yes.

**Shawn Lawhorn:** If I can chime in real quick, the good thing about this is we have been able to use the Seizure money and the stuff that we put together out at the range is going to be there, we will both be retired. We are setting it up not just for us but it is going to be there for a long time. It is a lasting thing.

**Larry Brown:** Sharon.

**Sharon Tucker:** Is there a lot of maintenance with it since you use the bullets, even though they disintegrate? Does it damage the interior of it?

**Shawn Lawhorn:** No. Actually what we will do when we set up the scenario is have a plan and will construct it so that we end up in certain spots and we will hang a steel sheet and then put a target in front of it and we can control where it is going to go.

**Eric Tippmann:** Will other Counties come and use it?

**Shawn Lawhorn:** Absolutely. I have a feeling that it is going to be a really hot item. There is nothing else like it around.

**Charlie Edwards:** I have talked to a couple of guys in New Haven and a couple of guys around and they seem pretty interested.

**Tom Harris:** There is some kind of a fee?

**Charlie Edwards:** Yes but we haven't talked about that yet.

**Shawn Lawhorn:** There will be a small user fee.

**Charlie Edwards:** We don't try to drain their coffers. The most important thing is the guys are being trained and exposed to it. We cover the cost as to what it costs to do our thing. We won't make any money on it though.

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**Tom Harris:** I understand that but I do encourage a fee.

**Charlie Edwards:** I understand and they usually offer and it is not usually an issue.

**Sharon Tucker:** So we are on the breaking edge of this technology?

**Shawn Lawhorn:** This will be new for us.

**Larry Brown:** This is one of the first ones, isn't it?

**Charlie Edwards:** Except for the military. That is what gave him the idea. The military uses it for scenario cities like mock places in the desert. It is pretty impressive what they can do with those containers and they last forever.

**Tom Harris:** With that I will make a motion for a transfer in the Federal Asset Seizure Fund 206 from Contractual for \$159,300 to Training Center Expansion in the amount of \$159,300.

**Bob Armstrong:** Second.

**Larry Brown:** **We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.** While you are seated, we have an addendum item. Nick, you may want to handle this.

**Nick Jordan:** Yes, it is actually specific for Charlie. I don't know if Council would feel more comfortable having him at the table or handling it with him not at the table.

**Larry Brown:** He is a big boy.

**Bob Armstrong:** With a gun.

**Nick Jordan:** I guess, to explain his story, in the addendum packet you can see what I am referring to. If you go to page four in the packet, at the top it says 2015 Salary Ordinance for Non-Classified Employees. I chose 2015 because that was the year we initially put this verbiage. On page eight at the very bottom, there are two asterisks and some verbiage and what it did was cement in what was always an informal discussion amongst Council on what the range was to be. What was put into the salary ordinance in 2015 indicated that a Chief Deputy, when newly appointed, would automatically be set to 75% of the respective Elected Official's annual salary. At the time, the intent of that was that we have certain Chief Deputies that may be at 80% or 90% of the Elected Official. This was so that when a new Chief Deputy is hired or appointed, they revert back to the 75% of the Elected Official. They can come to the table and substantiate why they should go above the 75%. For one reason or another on page four, look at the Sheriff's Chief Deputy, he doesn't have those asterisks. If you look at page three, you will see that he has been paid approximately 71.65%, 71.64% and 71.71% of the Sheriff's pay. All he is asking is that he be brought to the 75% that is noted in the salary ordinance since 2015. It was not put in there before 2015 and ironically it coincides with when Charlie became the Chief

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Deputy. That is essentially what the request is. I will note that the one unique thing that is about the Sheriff's salary that may have caused some of this is that the Sheriff's salary is subject to change on July first, the State's fiscal year. The Sheriff's pay is tied to the Prosecutor's pay based on State statute. If the State grants a raise and we already know that they will be giving one on July 1, 2017 of two percent, we know the Sheriff is going to go up. Historically the Chief Deputy, who is paid by the County, if we weren't to grant a raise at the end of the year, that gap could broaden. I think some of that contributed here but again, the gist of it is based on the verbiage of the salary ordinance, he should be at 75% of the Elected Official and he is being asked to be brought to the 75% of Sheriff Gladieux's retroactive to January 1, 2015.

**Larry Brown:** Tom.

**Tom Harris:** Councilman Busch and I had a chance to meet with the Sheriff's Office and staff over this and I guess the question that we brought up was did we, as Council, decide to keep that number at a particular amount or was this an oversight? The Auditor has checked and you can see in writing that it was an oversight.

**Justin Busch:** We are simply correcting an issue or oversight. We decided when the Assessor came in with the Deputy at 75%, we would do this. I think at 75%, Chief Deputy Edwards is the only Deputy still at the 75% and everyone else is higher.

**Larry Brown:** Okay.

**Tom Harris:** Unless there are other questions, I will make the motion to approve the salary ordinance reclassifying the pay for the employee from the budget of the Sheriff's Department for 2015, 2016 and 2017, moving the Chief Deputy from 71.65% to 75% and be retroactive to January 1, 2015.

**Nick Jordan:** And this is designed as such that when Sheriff Gladieux gets his raise on July 1, Chief Edwards would also bump up without them coming back to Council because it is now tied to the 75%, nothing more and nothing less. What could arise in the future if the State doesn't give a raise and the County does, then that is special for that point in time.

**Larry Brown:** Can you refresh my memory that when that happens, don't we do an amended salary ordinance?

**Nick Jordan:** The way that we have written the annual salary ordinance is that it is automatically going to change to prevent that from coming here. You don't really have a say in it because State law is tied to it. The Sheriff will follow the Prosecutor's salary and this will be 75% of whatever the Sheriff's is.

**Justin Busch:** I will second the motion on the floor.

**Larry Brown:** Sharon, did you have a question?

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**Sharon Tucker:** I do. It is more for Nick and I need him to clarify it for me. When the State gives a two percent raise and the County gives a three percent raise, do they partake?

**Nick Jordan:** What happened is potentially any Chief Deputy could have gotten the three percent raise but what would happen in this situation, it is going to be 75% of the Sheriff's pay and he would forego that one percent. He would be at 75% of the Sheriff's salary. That is the only one that is in that unique situation because he is tied to a salary that is determined by the State. The Prosecutor's Chief Deputy is a little unique where a portion of his pay is already paid by the State. I think he is already at 90% of the Prosecutor to begin with. This is the only one in this situation. Every other Chief Deputy is tied to an Elected Official whose salary is determined by this Council.

**Justin Busch:** I think it is important to note that he is only asking for the 75% when almost every other Chief Deputy that we see is higher, percentagewise.

**Sharon Tucker:** My reservation is because I don't have any issue with anybody being paid fairly. I think that has been set clear across this Council every time we have talked about salaries. I do know that Elected Officials seem to benefit, in my opinion humble as it may be, sometimes we look at their salaries more frequently than we look at the individuals that are on the POLES or different grids. It concerns me as to how we address or look at those. I always fight for everybody to be paid fairly but I am also concerned about the grids and the working man.

**Larry Brown:** Are there any other questions or comments?

**Eric Tippmann:** I am just curious as to how this came to your attention.

**Charlie Edwards:** Actually, I read the minutes from these meetings. Bev Zuber came before you for her Chief Deputy and Larry had mentioned the 75% for the base.

**Eric Tippmann:** And so you got out the calculator.

**Charlie Edwards:** Actually, Siri did it for me. At that time we were going for raises for Secretary and stuff and didn't want to bring it to the table at that point. You guys have been very generous and HR has and it is hard to come and ask for something for yourself. I would fight for anybody else and I have never done this in 34 years.

**Larry Brown:** Like it has been stated, we are correcting a mistake. Are there any further questions or comments? **We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.** Next on the agenda is the Building Department.

**John Caywood:** John Caywood, Building Commissioner.

**Shinisha Grayson:** I am Shinisha Grayson, Office Manager.

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**John Caywood:** We are coming to you today for a quick bump in our overtime pay and to get some office equipment that is on its last leg. We didn't anticipate this when we did our budget last year.

**Larry Brown:** Why don't you tell us what is generating the overtime?

**John Caywood:** Sure. Let me do the easy thing first. The all-in-one printer that we need, the current one we actually brought over from our old building in 2008. The other printers, industrial printers from the front counter were also brought from the old building. Last year we printed 20,000 plus permits and they have continued to be bad. We have tried to repair them and parts are no longer available. One does one kind of copy and the other one is for our permits. We kind of have the musical chairs for that. I think we could probably pay for the online printer if I put out a cuss jar next to that because it is right next to my office and I hear the typical machine shut down, doors opened and paper ripped out and then restarting. We are at the point where we want to be more efficient. The overtime, actually, is good news for the County. What precipitated this is we had about \$10,000 in our budget for overtime and we have gone through a little over \$5,000 at this point. The big reason for that is for the inspections. General Motors came through on top of the \$2.1 billion proposed, they are almost done with that and they like the community and feel that this plant is one of their good plants and they want to invest more in it. They have invested \$3.1 million more in 2017 which prompts us to go out there more frequently for more permits and more inspections. The Walmart milk plant, Project Baja, is going gangbusters right now. They have requested additional inspections and so we have someone from the trade out there every morning. They are either doing an inspection for them or picking up third party reports. We were even out there Easter morning to get this done. They are very intent on getting this finished. In 2010, at this point, we were at 6,000 permits and now we are over 8,000 and we are trying to keep up with that efficiency right now.

**Tom Harris:** When was that?

**John Caywood:** It was in 2010. We ran some figures from January to May in 2010 and this year.

**Tom Harris:** How about last year?

**John Caywood:** It is roughly 8,000. Right now we are at 8,219 permits and last year we were at 8,086 and that was a banner year. We continue to increase. The good news is that more people are using the online permitting process. We are up 45.2% on that now.

**Larry Brown:** John, isn't that a fairly drastic increase?

**John Caywood:** In 2010, it was zero. We have been going gradually up and I will probably come back in June or July to ask for additional Electrical Inspector and Plumbing Inspector. We looked at where we were previously and we continue to grow and the industry is demanding quicker turnaround on this. We are unable to get out for

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inspections and sometimes it is 24 to 48 hours. The same with online permitting, I have some IT advances such as instant permits on reroofing or water heater replacements and take the labor portions out for us. We continue to make improvements but I will be coming to you individually and sending you some information for the future. Today I am asking for the increase in my overtime.

**Larry Brown:** I will add as a contractor 48 hours while you are waiting on an inspection is like forever. It is very frustrating and you have other trades waiting too. We need to think about improving on that timeframe like John is saying. Adding staff will help that.

**John Caywood:** Should a downturn, and we don't see that happening, but I would have to accommodate for the additional personnel with people that are at retirement age. Through attrition we would be able to come back down to reasonable numbers. Putting on additional people in the next couple of months, if you approve it, will not only help but if there was a downturn, we could get back down relatively quickly.

**Tom Harris:** In terms of the permitting, are those improvements or new buildings? You break those down, right?

**John Caywood:** Yes. I don't have those numbers here but I can get them to you. What we are seeing is that a lot of people are taking existing buildings and building them out. A lot of them are in the strip malls that are on the fringes where new businesses are coming in and taking the white shell box and we are seeing a lot of nail salons and other things in all areas of the County. I think people are looking to improve but there is also new buildings too.

**Tom Harris:** I would be interested if there is some kind of report. The other thing is the overtime is primarily for those two projects that you have listed, right?

**John Caywood:** That precipitated that but no, we are increased over 47,000 inspections last year which was about 20% over 2015. We continue to grow on that. As we are getting a backlog, we are keeping people out on Saturday mornings to get caught up.

**Tom Harris:** Didn't we house someone out at the GM site?

**John Caywood:** We did but I pulled that employee back into our staff because our relationship with the two biggest builders at General Motors were so good that it was really a waste of time to keep that person out there and so we put that person on our online permitting. Based on our good relationships with General Motors, we were able to eliminate that out there and bring them back to service everyone else in the County.

**Larry Brown:** Joel.

**Joel Benz:** I have couple of questions for you, John. On your overtime, how many hours are you expecting the \$16,946 to get you too? In other words, how many hours of overtime are you expecting that to pay for?

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**John Caywood:** Do we have that calculation?

**Joel Benz:** Just rough numbers.

**John Caywood:** I was basing it on where we are. We have burned through 55% and here we are in the middle of May. The additional would cover us through the summer and last year it didn't slow down. The only thing that would happen to slow us down right now would be a big weather event that could come early like winter coming early. Anything we don't use would go back into the General Fund.

**Joel Benz:** My rough numbers is basically 250 hours of overtime which is about five hours a week. I don't think that is an excessive amount. Let me to move on to my other thing about the printer. What life expectancy do you have for this one? Did you look at other printers that maybe would have worked for you? Is this like a higher end printer that is going to last a long time?

**John Caywood:** The all-in-one office printer, we still have a fax machine and another ancillary printer and our big printer and so there are three. I am going to eliminate two of those three and have one. It would be the standard. I went through County Purchasing and had them recommend what they would. I think you should see three bids and we went with the lowest bid. The expectation is five plus years on it.

**Joel Benz:** Okay, thank you. I appreciate you putting all of the bids in there because some people don't do that.

**Justin Busch:** Touch on the increase with the online application process. First and foremost I appreciate what you guys do and that it is tied to economic development and it is great for people to see that we are easy to do business with. I appreciate the overtime hours but I want you to spend time with your families. What you are doing is very important to the growth of Allen County but if you could touch on the response to the online applications.

**John Caywood:** What we are kind of seeing in the construction industry is kind of like the changing of the guard. You have people who traditionally do their construction practice one way which involves paper permits. When I took over, I kind of watched and we had an intern from the Commissioners that studied things. When someone comes in, before all of this happened, they were filling out a paper form to give to our Permit Specialist who then enters it into the computer. I saw that as a huge waste of time and redundancy. With the online permitting, the new guard or contractors that are possibly under 40 or very tech savvy, are really demanding something such as being able to submit their documents electronically and fill out everything else online. I had a contractor from Auburn that said it is disappointing if I have to drive 45 minutes in traffic to turn in a paper permit when I could do this online and it could be processed and ready to go wherever I am. I see this as being a big process to become modern. We are going to Fort Wayne Community Schools because they have a way to manage all of their digital

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documents and get revisions. We are going to take a look at that. Right now I have a remodeling permit process that is going through Atos to be built. That is the most difficult process in taking an existing building and retro fitting it. If we get the remodeling process down, I want to follow with commercial permits and all of the other permits so that we can be almost 100% online. This new generation of builders that are coming through we can be up and ready to go and accommodate that.

**Justin Busch:** There are ways to increase that speed and can be the easiest guys to work with and if there are ways we can be helpful with resources, I hope you will reach out to us. I would be eager to hear about that.

**John Caywood:** I definitely would be reaching out because there are some technology needs with that and may involve another person to review the applications. There is kind of a hitch in reviewing construction design releases through the State. My goal is to be very user friendly where it is easy to get a permit here in Allen County to do building.

**Justin Busch:** I appreciate that and thank you for what you do.

**Larry Brown:** Are there any other questions? Sharon, did you have one?

**Sharon Tucker:** I just have a statement. I want to compliment you guys on having to streamline that process. With the new millennial contractors coming in it will help to draw them to be able to do their business a little bit better and easier. I know, as an insurance agent, we understand the difference in delays in that process and so moving it as fast as we can is great. I too wish we had a cuss jar at my job and I'm glad to see that is going to help you out there.

**Tom Harris:** It is going to go away with the new machine.

**Sharon Tucker:** They will be cussing now because they have to learn the new technology.

**John Caywood:** We are trying to eliminate as much paper as we can and these processes will help.

**Larry Brown:** Council, are there any further questions? Would someone offer a motion?

**Sharon Tucker:** I will make a motion for Department 29, Building Department for an appropriation in the General Fund for \$16,946 in Overtime and \$8,054 for Office Equipment for a total of \$25,000.

**Joel Benz:** I will second that.

**Larry Brown:** **We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.** Next on our agenda is Superior Court.

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**John McGauley:** I am sorry you have to see your second best McGauley at your table today. John McGauley, Court Executive for Allen Superior Court.

**Leslie Blevins:** Leslie Blevins, Financial Coordinator for Allen Superior Court.

**John McGauley:** We are thrilled to be here this morning to ask you for some appropriations of money that we got from other people. The first one is \$6,000 from Legal Education Opportunity and this is our third year of receiving a grant for a summer Law Clerk who helps us out in the Criminal Division. This young lady started earlier this week and will be with us for eight weeks helping out across the board in the Court. This grant is designed to promote diversity in the bar not only by race and sex but also by economic disadvantage and is a pretty broadly defined program that comes from the State Supreme Court. This grant has gone to two Counties for every year for the last three years and for the third year in a row Allen County has been one of those Counties. We have gotten really good results out of this. Two of the three years that we have gotten it, we anticipated that the individual that worked for us would actually come back and work with the local bar. With the goal being diversity, we have brought this person back to work with us in some capacity in the legal community in Allen County. We are asking for appropriation of the \$6,000 so we can pay her through early July. That money, again, came from the State of Indiana.

**Larry Brown:** John, I am curious, are these interns that are selected or apply for this, are they current students?

**John McGauley:** Yes, they are current law students. I think we had a second-year law student last year. The young lady we have this year is a first-year law student coming out of IU McKinney Law School. They have to be current law students.

**Larry Brown:** Council, are there any questions?

**Justin Busch:** So, John, you are bringing \$6,000 from the State, finding someone from a diverse background, showing them Fort Wayne and they fall in love with it and stay here?

**John McGauley:** Two of the three times, yes. The first year that we had this grant, we didn't get a lot of applicants for it. We wound up with somebody that we lost to Atlanta, Georgia. Our intern from last summer, we see him in the hallways of the Courthouse every day and we expect the same out of this year's Clerk just from where she is from. Her connections to the local community, we expect we will see her back here.

**Joel Benz:** I did give Mr. McGauley the option of not coming before us today but you can see by his dedication he is really interested in handling this stuff. I am going to go ahead and make a motion that we appropriate in Legal Education Opportunity Fund 850, Extra Deputy Hire in the amount of \$5,625 and FICA for \$375 for a total of \$6,000.

**Sharon Tucker:** Second.

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**Larry Brown: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.**

**John McGauley:** We have one more item on your agenda.

**Leslie Blevins:** This is a Pre-trial Pilot Program. It is a program where we are one of the five Counties doing this. We didn't need as much money in Printing as we thought we would but we do need more in Travel for some training. It is just a transfer within the User Fees.

**John McGauley:** This is a pilot project that Judge Surbeck is involved with the Supreme Court on studying better ways to do pre-trial release. Cash bond versus some other way of assuring that low risk defendants will show up for Court. There is an extensive project going on and Judge Surbeck is leading with Community Corrections and Criminal Services section to gather a lot of data. It involves a lot of travel back and for to Indianapolis.

**Tom Harris:** It is Indy and not Jamaica, correct?

**John McGauley:** Correct.

**Tom Harris:** I was looking to see if you were going beyond the State of Indiana for different ways or just Indianapolis.

**John McGauley:** We are studying our population in Allen County and looking at better ways to manage what we have experience with. This is also grant money that the Supreme Court handed us, I believe, last fall.

**Larry Brown:** I will remind you that we hear over and over again that Fort Wayne Allen County both Court systems are leaders in the State and leading the charge, so to speak.

**John McGauley:** And if it is a matter of concern, both of these grant-funded programs at the end of the term. We will not be coming back to look for General Fund dollars. These all have definitive ends.

**Joel Benz:** I will make a motion that we transfer in Alcohol and Drug User Fees Fund 741, the amount of \$2,500 from Stationery and Printing to Travel.

**Tom Harris:** Second.

**Larry Brown: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.**

**Nick Jordan:** Council, the next 46 items, the first two when we were adopting the budget last fall, we hadn't decided what to do with the other half of the grids as well as there were some departments, items 24 through 46, came to you after the budget was adopted.

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You had approved those positions and they needed funding. What we are doing is reducing in Countywide Compensation and Contractual Services in Council's budget in anticipation of funding these this year. So we are reducing it in your budget and increasing all of the budgets in the remaining items three through 46.

**Larry Brown:** We can combine this into one motion.

**Nick Jordan:** Yes. Do the Appropriation Reduction, items one and two, in one motion and then the appropriation of items three to 46 in the second motion.

**Tom Harris:** We are not passing because these have already passed. It is simply moving those funds around.

**Nick Jordan:** Yes, one through 23 are because of the grid changes for OSS and POLE. Building Department had a few people that were reclassified last year. DPS had one of their Planners that you guys increased the salary to be in line with the other Planners. Human Resources had a new HR Associate and the Juvenile Center had reclassifications.

**Larry Brown:** Is it clear to everyone what we are doing? Can someone take a deep breath and make a motion here?

**Tom Harris:** The reason I hesitate is I voted no on a number of these and so I am not feeling good about making the motion. However, these funds are simply being moved at this point.

**Justin Busch:** I will help you out Councilman Benz. If you read the motion, I will second it.

**Joel Benz:** Make a motion for the Appropriation Reduction in the County General Fund for \$1,058,503 from Countywide Compensation and \$42,390 in Contractual Services. Additional Appropriation in County General Fund for items three through 46 as described on our agenda.

**Larry Brown:** Do we have a grand total, Nick?

**Nick Jordan:** I can add it up real quick.

**Justin Busch:** I would like to note that he is doing this freehand.

**Joel Benz:** I came up with \$1,100,893.

**Jackie Scheuman:** That is what I came up with.

**Larry Brown:** Do we have a second?

**Justin Busch:** Second.

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**Larry Brown:** All in favor say aye, those opposed, like sign. The motion passes 7-0. Personnel Committee Update.

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

**Tom Fox:** Tom Fox, Compensation Specialist.

**Larry Brown:** Which one of you wants to lead the charge here?

**Tom Fox:** I'll start but I don't know if you will call it leading or not. Working through the WIS Study, you have been reviewing each of the grids and next up was Special Occupations which had kind of been left out of everything. The Personnel Committee met in special session last month, kind of a working session, to come up with some kind of process to deal with these Special Occupations. What we have established was a range for each of the Special Occ's based on the midpoint that was established in the WIS Study. We took the midpoint for each position and went down ten percent and up ten percent to create a range and then established a scoring system for determining where the individual would fall in terms of compensation. With each point you earn it is one percent. If you were to get a score of ten percent, you would be ten percent above the starting point in that range. Fifteen points would be fifteen percent about the starting point. That is what we worked through and established for each of the positions and what has been brought before you today.

**Larry Brown:** I would encourage Joel and Justin to comment further, if they would like but we did take an adequate and ample period of time analyzing this and considering the WIS Study. I think it is safe to say that at the end of day we decided the WIS Study had merit. We paid for that study and it was appropriate that we follow the results of that study.

**Tracy Mitchener:** I think it is important to come up with a way so that we can address these with some kind of process. I think that in the past Special Occupations has kind of hasn't had a strict way or a specific way in order to decide where they should be. I think that since we do have the WIS Study we should use it. This way we can take those results and use them to come up with a systematic way but still allowing extra points that the Personnel Committee can give to the person if they have something special that we can recognize and this will help them and us to make some adjustments in it. You have a base and you can make what you believe should be a little higher. It will also help the departments so that they can come to you and help determine and have some kind of base to share with you so they know how to present their increases to you.

**Joel Benz:** We spent a fair amount of time in the Personnel Committee talking over this and some of the modifications that came through this. HR presented this scoring sheet and we made several changes. One that I really wanted to point out was that they had heavily weighted other government experience. We took the points out of there and gave

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them to the Personnel Committee so that we would have a little more opportunity as it came to us to say that this person is really outstanding and has some real unique skills. That gave us five percent. I want to clarify a little bit too that the WIS midpoint is kind of the starting point and then we dropped down ten percent and then every point comes up and so somebody that is imminently qualified could get the total twenty points and could be ten percent above what the WIS midpoint was. I think that reflects what you would get in the real world whereas someone comes in that is new might get one or two points and would end up eight percent below the midpoint. I think this is a good mechanism for us to use and lends a lot of ability for when the departments are coming to us to have a framework and reference point so that people are not coming to us all over the board with different ranges. I am really glad that you took the time to put this together.

**Justin Busch:** I want to echo Councilman Benz' point that we spent some time with this and I believe it does allow our departments a planning purpose for more of a structure and not be so subjective. It is to allow some points in that general category where if we have an exemplary candidate and is one with unique talents that we want to bring to the County, it allows us to be able to compensate them for the unique sets. We spent an hour or more on this and I am happy with the results. I hope it allows consistency and understanding for the departments so they can plan in the future.

**Larry Brown:** Council, are there any questions?

**Tom Harris:** Are you looking for a vote or are we simply discussing this today?

**Larry Brown:** I think we are looking for approval. We are flexible on that.

**Tom Harris:** One question on the technical piece. The one point equals one percent and begins at the bottom of the range.

**Joel Benz:** The WIS midpoint, subtract ten percent. \$50,000 minus ten percent is where you start. Every point would come back up.

**Tom Harris:** You start at the bottom of the range to apply this.

**Joel Benz:** If you get ten points, you get ten percent and you are right at the midpoint. If you had twelve percent, you would be two percent above the midpoint.

**Tom Harris:** How does that play out to put everyone within their range? We should know that based on the criteria.

**Larry Brown:** It is on this spreadsheet. See 2017 Salary?

**Tom Harris:** Yes.

**Larry Brown:** External midpoint is from the WIS Study. The proposed range is at the far right-hand column.

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**Tom Harris:** But it doesn't tell us the where the incumbent is. In other words, we can take the criteria and determine that today to see where everybody lands to find out where they land in the range.

**Tracy Mitchener:** Actually, everybody would have to come in front of Council to change their rate of pay.

**Tom Harris:** But we would be able to assess today based on the criteria where everybody is in that range.

**Tracy Mitchener:** You would have the five percent which is number six, Experience, Skill, Performance Initiatives. We would not be able to determine until they presented their case for that specific individual.

**Larry Brown:** Each of these positions would have to come individually before Council, first through the Personnel Committee and then on to Council. We would have to see from the Supervisor how they evaluate this scoring.

**Tom Harris:** Where does performance enter into this? While it is not on this sheet, as they are sitting in front of us, it is going to become an item.

**Joel Benz:** That is the five percent that we have leeway with.

**Sharon Tucker:** So that is my concern, the subjectivity or the fairness across the board. Unless I understand Tom differently, I kind of see his point. Tracy, you are saying that all of the people on this list, if they are interested in being at the midpoint, they need to come before Council, first to the Committee and then to Council to have the modifications.

**Larry Brown:** Let me say it more specifically. If there is a request for a salary change, they have to follow the steps meaning Personnel Committee for review and at that time is when you would see the results from the Department Head of this scoring formula.

**Sharon Tucker:** So the answer to my question is yes based on what you are saying.

**Larry Brown:** I lost track of your question.

**Sharon Tucker:** You just repeated the same thing I said.

**Tracy Mitchener:** I think what it is if they want a change in their current salary, they would have to come before us. If who they report to doesn't want to change their salary, nothing would change. They wouldn't have to use this at all. This is only for those cases for requests of the Special Occupations that come before us. That doesn't mean that every single person on this list will come before you.

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**Joel Benz:** To Councilman Harris' point, I personally scored five of these and they were all within one percent. One percent of where they are currently is where they would be...

**Tom Harris:** In other words, an increase of one percent.

**Joel Benz:** Some were decreases and some were increases but they were all within one percent.

**Tom Harris:** So that means that we are within one percent of those being paid where we want them to be anyway.

**Eric Tippmann:** It means that the system is 99% accurate.

**Joel Benz:** I didn't take the time to go through each one of these. This is primarily indicated for new hires coming into these positions. It also takes into account current individuals.

**Justin Busch:** This is going to be used as well to score experience and to know how to score that person.

**Tom Fox:** I might also add that there are a handful of Special Occupation positions that were not included in the WIS Study for one reason or another. That is probably something that the Personnel Committee will take up next as to how we want to deal with those because we don't have a midpoint established. There are some unique positions that don't particularly work well with this arrangement. There are probably about ten positions that fall into that category. That is the next topic that Personnel Committee is going to have to deal with.

**Tom Harris:** Randomly picking one out here, Director of Redevelopment, the 2017 Amount does reflect the three percent increase that they received this year, right?

**Nick Jordan:** Which one?

**Tom Harris:** Director of Redevelopment. The 2017 Salary Column reflects the current three percent raise we gave them this year.

**Nick Jordan:** Yes.

**Tom Harris:** If you pick out the Director of Redevelopment, it is \$75,000 and midpoint is at \$73,000. They could come in and ask for \$80,000.

**Larry Brown:** Yes.

**Tracy Mitchener:** Another suggestion that you might want to add to the points but there has been a push with you guys' lead to have departments do an all-inclusive review. There are only a couple of departments left. This is the time that you could push those

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last departments if anyone comes before you. It might be an incentive to complete that task.

**Tom Harris:** Who are those departments?

**Tracy Mitchener:** It's the same ones that you have gone over and over about.

**Tom Fox:** I don't have the list with us.

**Tracy Mitchener:** I don't want to name them now.

**Tom Harris:** I would like to know.

**Tracy Mitchener:** Community Corrections and Superior Court. The Sheriff's Department is now done with that and they are no longer on that list.

**Tom Harris:** If there is someone else, just let us know.

**Tom Fox:** There is list that I can get to you.

**Tom Harris:** But there are three?

**Tracy Mitchener:** There are two. The Surveyor is going to redo because there is a new Elected Official. That is something that they are going to work on with us. For the record, I wanted to take off the ranges that you have for the Prosecutor Supervisor APS. This is a grant funded position and they pay this person a specific amount and they don't want the range for this position.

**Tom Harris:** A question for the Personnel Committee. Was there consideration of moving some of these off this list and back into a grid? There has been some thought that some of these could go back into a grid system, right?

**Larry Brown:** That was not discussed.

**Tracy Mitchener:** I am not sure which ones that would be.

**Tom Harris:** We have had some discussions in the past but I didn't know if you talked about that or not. I would be in favor of reviewing this a little bit further. I guess I am not comfortable today in passing it only because automatically all of these folks line up and come to see us for a raise. I think we should huddle and think through that a little more. We are either going to say yes to everybody or begin to challenge based on performance...

**Larry Brown:** I think our thought was that we would like to have this in time for budget preparation.

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**Tom Harris:** Oh, I see. This isn't something current.

**Larry Brown:** If their budgets allow for these kinds of changes, it is up to the Department Head to stand before us. They are going to have to cover it out of their 2017 budget.

**Tom Harris:** Oh, I see. From a compensation standpoint, we have talked in the past that if your pay is a lot higher and you get a three percent increase, it is a larger dollar amount that you are getting. These folks are generally getting a larger increase, still three percent, but it is more than some of the folks at the lower paid level. For those reasons, I would like to have a little more time to think through it.

**Larry Brown:** We have no problem delaying it until next month but I would like to bring it to conclusion next month. That gives you an opportunity to review it, ask questions and hopefully get your answers.

**Sharon Tucker:** I am in favor with Tom. You guys have had more time than we have to digest these numbers and see how it actually works out. Is there any way from HR that we could receive the breakdown that Councilman Benz described where we take the midpoint and subtract the ten percent and then add the percentages that you have there? I didn't see that information shared. I just saw the numbers. Is that how you said the process is supposed to work?

**Joel Benz:** I just did it based on what I know of the five different individuals. I am sure they can get all of that information.

**Tracy Mitchener:** We can try but I am not sure it is going to be the most accurate. We can look in their personnel files from when they first started and if during that time they got an advanced degree or something, it could change it. We wouldn't have the most current and up-to-date facts.

**Tom Harris:** The upside is that we get more information to be able to make a decision.

**Tracy Mitchener:** I just don't want it to be if we say that they have an Associate's Degree and they really have a Bachelor's Degree. I just want you to be aware that it could come and I want you to be aware that there might be some errors in the information that we give you. They don't have to let us know because they already have the job.

**Sharon Tucker:** I am not asking you to go through each one of these for each employee that we have here. I am asking for one or two case scenarios that we can look at and see how it would pan out so we can make an educated decision. I can see an individual here is paid over the mid-range from our salary from our salary base. How does that affect it? Those are things I am looking at so I can make a clear and concise vote.

**Tracy Mitchener:** Okay, so take like five people and kind of spell out those five people?

**Sharon Tucker:** Yes.

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**Tracy Mitchener:** Okay.

**Joel Benz:** Something else, Councilwoman Tucker, if they are outside of that range they are probably not going to come to us and have us review it because they automatically would be reduced.

**Sharon Tucker:** They are not outside the large range but are over the midpoint already.

**Joel Benz:** And they just may end up there once we score them on the new thing anyway but who knows?

**Sharon Tucker:** If I had a chance for more money, I would not leave it on the table.

**Joel Benz:** At least we have a framework moving forward. One of the last individuals that came before us for a significant pay raise was well outside of the range that we would have established by doing this. That would have given us a framework to say here are the parameters and if you are going to make a request on this range based on the qualifications that is one thing. An arbitrary number is something else.

**Eric Tippmann:** Speaking of arbitrary, all of this is kind of built on the notion that this WIS Study is infallible. That it was the right dartboard that we should be playing on. I get that.

**Joel Benz:** But that is the most real study that we have.

**Tom Harris:** That brings my question and maybe to remind Council, did WIS do the analysis for the midpoint on all of these Special OCC's or did they simply move the grid?

**Tracy Mitchener:** Yes.

**Tom Harris:** So, they did the analysis on every one of these.

**Tracy Mitchener:** That is how they portrayed it to us, yes.

**Larry Brown:** It is in their report. To Councilman Tippmann's comment, when Council decided to sign a contract and hire WIS to do the project, we reviewed and were made familiar with their experience and expertise in this type of work across the State of Indiana with many, many, many municipalities.

**Eric Tippmann:** I understand you did your due diligence but it is still...

**Larry Brown:** An opinion.

**Eric Tippmann:** Correct.

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**Larry Brown:** Supposedly it is based on factual data that they acquired.

**Tom Harris:** Which I am sure it is but the challenge or thought is that WIS pointed out that when it came to these kinds of pay, all kinds of different structures and systems existed throughout the State. That is helpful to understand. Was WIS contacted about this proposal?

**Larry Brown:** No.

**Tom Harris:** Any reason why not?

**Eric Tippmann:** The contract is over.

**Sharon Tucker:** Yes.

**Tom Harris:** The reason I ask that is why five percent up and down or ten percent up and down. Why ten?

**Larry Brown:** Just to create a range.

**Tom Harris:** I see, okay.

**Larry Brown:** And to have a quantitative scoring system.

**Tom Harris:** That is better than having nothing. The performance piece is a little concerning because anybody that is going to come before us is going to say the person is perfect and that is based on we are just listening to them. They could do some kind of analysis that we could determine what performance means.

**Larry Brown:** But, in our position, unless you are there how are you going to evaluate performance? What makes you qualified, as a Councilman, to evaluate performance if you question that Department Head's word or analysis?

**Tom Harris:** Yeah. I totally agree and in my head, I immediately thought to create one further step of some kind of a rating system on performance. You have rated their skills, abilities and background experience why not add a metric of three or four points to determine performance based on something?

**Sharon Tucker:** It is still subjective, Councilman.

**Tom Harris:** It is subjective but if I am a Department Head and am under the pressure that all other Department Heads have raised their people, I am going to be up in front of Council to say that my person should be raised and by the way, their performance is amazing. They are not going to tell you it is subpar compared to the other people. What gives some kind of documentation to say that performance is amazing?

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**Joel Benz:** I think it is a good idea. The reason we created that five percent that we could look at was for situations where we have some excellent player and I think it is on the Personnel Committee. They are not going to come to us and say I am going to be fifteen points. They are going to say here are my qualifications, HR is going to score them and then they are going to come to us in the meeting and we are going to decide those extra five points based on what we see and what we know and what information we have been given. The onus is on us as Personnel Committee to come out of there with recommendations of those extra five points. Whether we put in place some sort of metric that will help us...

**Tom Harris:** Or help the Department Head. That is just human nature. That is not a heavy pick on Department Heads. They are all going to say that their person is fantastic.

**Joel Benz:** But the reason we put the five percent in there because I think we wanted the ability as Personnel Committee to have some say in what we felt like for the person brought to the table.

**Sharon Tucker:** The performance is rated in item number six within those criteria. It is just not an individual and that is what you are asking for, Councilman Harris?

**Tom Harris:** A suggestion and some discussion about it. The challenge is that it takes it up a notch in complexity. All of a sudden it gets a little more complex. The flip side of that equation is that these folks are paid a lot of money and these are highly sought out positions for efficiency, right? We want people that are doing a great job.

**Larry Brown:** Don't shy away from complexity but you need to bring a hard example to the table in the next three weeks for us to consider and understand. And then we can make a decision next month.

**Sharon Tucker:** Can we have it early?

**Tom Harris:** Say what?

**Sharon Tucker:** Can we have it earlier than three weeks, please?

**Nick Jordan:** Could I add one thing? Tom mentioned this and I wanted to do it then. On this scoring, number three is Other County Government experience. The only concern there is that I have Finance and Budget Director and a Property Tax Administrator who I would argue are very, very unique and complex positions. They are on the grid. If they leave and I hire someone from Indiana Tech to be the Finance and Budget Director, are we recognizing their budget experience on the grid and starting them at year ten or are we starting them at the beginning of the grid? The reason I bring that up is if we are going to recognize experience on the Special OCC but not recognize it on the grid for outside, it pushes me to go to the Special OCC for that position and I think you create another conversation. It is just that for the Finance and Budget Director and Property Tax Administrator and I think they are very vital but they are on the grids. It goes back to the

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fact that I think with the Special OCC positions, we should definitely make sure that to be Special OCC's and not fit on one of the grids. Once we determine that we make sure we recognize experience uniform if we are going to recognize it anywhere. It has been a conversation for years past. I remember arguing with Judge Gull four or five years ago on Case Managers. One area we are going to recognize experience and on the grid you are starting at the beginning unless you are already in the County. It doesn't have to be decided but is something going forward.

**Tom Harris:** It is fair to bring that up. I think in these positions, it might warrant that though because these are crucial positions to the efficiency of County government.

**Nick Jordan:** Say when Jackie retires, I will immediately bring that for a Special OCC position. If I have to hire someone with ten years' experience I don't want them starting at the beginning of the grid. I want to recognize the ten years that they had at Ivy Tech or IPFW or anywhere that has done governmental accounting. My fear is that we grow Special OCC because you can recognize the experience that you can't on the grids.

**Larry Brown:** The recognition of prior experience has been used but just not documented.

**Tracy Mitchener:** For the Special OCC's.

**Nick Jordan:** Yes but for the grids, no.

**Tracy Mitchener:** Not the grids but then...

**Larry Brown:** It is not in the grid by design.

**Nick Jordan:** I was saying that there is a reason that they are Special OCC. Some of these we could argue whether they should be there or shouldn't be there. That is going to be on the individual discussion when it comes before you.

**Joel Benz:** It is only one or two percent on the scoring. I get your point but it is only one or two percent on the Special OCC grid.

**Tom Harris:** I appreciate the work that the Personnel Committee has done on this as well as HR because I think it moves us forward.

**Larry Brown:** Sharon.

**Sharon Tucker:** Just a question on the range that we are looking at. I noted that on some of them there is a \$5,000 or \$7,000 range and as the salary increases some of the ranges between the starting and the ending point go to a \$15,000 difference. How did we set that or has that always been that way?

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**Larry Brown:** It is strictly a percentage of ten below, ten over for a total of twenty percent. Bob.

**Bob Armstrong:** These Special OCC's that are on here, are these all of them?

**Tom Fox:** There is a handful of them that WIS did not include for some reason.

**Bob Armstrong:** Do we have, of these I see here, a large turnover of any of these positions?

**Larry Brown:** I personally can't answer that. My gut feel is no.

**Nick Jordan:** I think the only one may be the Hydrologist but that is not turnover it just can't be filled.

**Tracy Mitchener:** I agree. On the others there has been some turnover but it is more because of retirement.

**Larry Brown:** Sometimes we tend to be naysayers. Nothing says that once we make a decision that we are going to have fifty requests in front of us. It has to fit the budget. This gives the Department Head some flexibility and some guidance on compensation for those positions.

**Tracy Mitchener:** With that being said, what if someone comes before you and you decide not to increase their wages but with them coming forward, it actually decreases the pay? There are some people that are above the midpoint. What if after you do all of the scoring and you determine that you really are not going to give them too many points for number six? There is potential that people could go down. Are you going to red-circle them or leave them at the current salary?

**Larry Brown:** We employ some very intelligent people and I doubt that we are going to see that. Council still has the ability to red-line as we have done almost every single time in the past. We can attach a timeframe to that. It is up to Council.

**Tracy Mitchener:** So we would probably use the same red-circle policy.

**Larry Brown:** I think so.

**Tracy Mitchener:** I just want to make that clarification.

**Larry Brown:** I can't speak for total Council but that is what we have done in the past.

**Tracy Mitchener:** I just wanted to make that clarification in case someone asked me about it.

**Tom Harris:** One final question from me and I will stop. Is this a fluid document meaning that it can be done anytime of the year or is only done during the budget season?

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If someone completes a degree or gets another point, they can come see us in April or May or whenever.

**Larry Brown:** I hear you and understand what you are asking. I don't have the answer to that. That is for us to decide.

**Tom Harris:** We might want to think through that one. Otherwise, if I am in one of these seats and complete one more year...

**Larry Brown:** You are talking about an incumbent that is staying. What about if there is a resignation of some nature, retirement or whatever then how do you equate that into what I think you are suggesting?

**Tom Harris:** Yeah and probably another question. Those are some of the things we can think through before we get back together on that.

**Sharon Tucker:** That makes what Nick said even more important to me.

**Larry Brown:** Okay, I think the conclusion is we will delay this to next month and our challenge in the next couple of weeks is to talk through this and study it more. Share ideas and hopefully bring it to a conclusion in June. Next on the agenda is Other Business and I don't know of anything additional. We will jump to Recent and Upcoming Meetings and couple liaison reports with that. Is there anything that anyone wants to share?

**Tom Harris:** Today I meet with Community Corrections. Larry and I met yesterday and talked about some other issues and the continuing thought and challenge for Community Corrections and the Jail population and how many people were being kept in the Jail versus moving to Community Corrections. We are going to continue to monitor that and see how well that and the Sheriff and Work Release and all of those programs can fit together. I will be attending that today and Fox Island with the Parks Department.

**Larry Brown:** We have the expert in the audience. Would we like to hear an update from her on current numbers?

**Tom Harris:** I will probably find that out in a few hours maybe. I just shared it for Council's understanding that it is something that we will continue to watch. All of those things are moving pieces right now.

**Bob Armstrong:** Do you have an update on the building on Cook Road? Are they working on that building? Are they housing anything in that building?

**Tom Harris:** I know they are continuing to work with the Sheriff to determine his needs as well as what people can be moved there. They are still getting quotes and costs and estimates. I don't know if that is enough of an update for you.

**Bob Armstrong:** I know we had repurposed it and just wondered where we were.

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**Larry Brown:** Did you all get an opportunity to see the email that Ed Steenman sent about cyberattacks and the latest and how it is getting much more serious, including ransom demands and all kinds of stuff. I believe attendance to Ed's training seminar on recognizing possible corrupt emails before they are a problem the attendance has improved.

**Tom Harris:** That is good and I would be willing if Council needs to add teeth to the enforcement, I would be in favor of doing something along those lines. We are fooling ourselves if we think nothing could ever or would ever happen. These things keep happening and they are happening to local governments and hospitals and everything else. We need to be on our toes.

**Larry Brown:** Anybody that goes on the internet for any reason whatsoever is exposed to it.

**Sharon Tucker:** I think it is something that is extremely important which is why we needed to mention it because when you look at most of the time when people work in front of computers, they are doing some of their personal research and those websites aren't necessarily safe. That exposes us to the threat. I agree with Councilman Harris again today that we should put some teeth into making sure that it gets done for the protection of our equipment.

**Larry Brown:** I don't have the list with me but who is the liaison to IT?

**Eric Tippmann:** I am.

**Larry Brown:** Maybe stay in close contact with Ed.

**Eric Tippmann:** I have tried to include you on some of the conversations with delinquent departments and getting them onboard and they came along very quickly. It was about two weeks ago and we had some departments that had low participation and those came up quickly with a little nudge.

**Larry Brown:** If there are further teeth that Council might need to consider if you could research that with Ed and let us know. Is there anything else?

**Nick Jordan:** If I could take three minutes to go over the timeline? As for the dates, they pretty much coincide with your regular meeting dates. The rest of the dates give informational type things that the Auditor is going to do. If there is any other things you see in the timeline that you want changed or more information on, let me know. Otherwise, as the dates approach, we will keep you up-to-date. The other piece was the allocation letter. That is something historically the Auditor has drafted. It is sent on behalf of Council. You can read that and we will update that if you want to pursue the same type of route. The more important part is on the second page. There are six questions that are asked. If you want to tweak those please let me know. If you want to

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tweak the whole thing, let me know. June 16<sup>th</sup>, the day after your June meeting we would historically send this out so that we can get information back for July. It is a pre-allocation letter or survey saying going into 2018 what do you think you would need or could you operate with what you had in 2017? If not, here is the chance to start the process. We then go over that information in July. If you want to change this letter at all, it can definitely be done. Let us know. I wanted to bring it up now so that we can have a draft ready for you on the June 15<sup>th</sup> meeting. If I don't hear anything back, I will come with an updated letter and we can tweak it still on the 15<sup>th</sup> to go out on the 16<sup>th</sup>.

**Larry Brown:** Is there anything that anybody would like to tweak on the pre-allocation letter?

**Tom Harris:** I made a few notes. I was thinking we need to think through this a little bit but one of them would be the wage improvements that we have done in 2017 might be noted. In other words, we have improved the grid process with a three percent on top of it. Some of those things might be highlighted in terms of what we have done.

**Nick Jordan:** Please send them to me. I will send it to you as soon as I can so you can tear it apart.

**Larry Brown:** Tom, you are referring to basically on the first page.

**Tom Harris:** Yes.

**Larry Brown:** Not a question on the second page.

**Tom Harris:** Correct.

**Sharon Tucker:** Would that be a place where we would want to make any reference to the exit interviews?

**Larry Brown:** That is another key and an important element too. Thanks for bringing that up. I see that as another page one item. Good idea to reinforce the exit interview.

**Nick Jordan:** Anything between now and the 15<sup>th</sup>, send it to me. I will incorporate it in there and have a draft for you.

**Larry Brown:** You'll notice when you review it more closely that the dollars coming in, CEDIT dollars continue to rise higher than expected. With unemployment dropping more and more and more, those numbers continue to get better. To that point and it did come up in a meeting yesterday, one of the things that Council recognized and prepared for way back before I came on Council was the fact that the economy was going to take a turn and Council built up the Rainy Day Fund in anticipation of that as well as anticipation of the E-25 multimillion dollar expense of communication equipment for First Responders or Safety Personnel. We had the cash on hand because we planned for it. I only say that because whether it is the Criminal Justice System that is still undefined

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or some other things that are looming out there, I think we are wise to maintain whatever the appropriate amount is in our savings account, so to speak, in anticipation of some of those things that are going to come.

**Nick Jordan:** You are in a good position. Within three years you will have two bonds that will roll off and that even makes is better.

**Larry Brown:** Nick, something just popped in my head. We like to take opportunities for paying things off early to save money. Would you look ahead and see if there is anything?

**Nick Jordan:** We did but with the recent refunding, I don't think there is anything left to do. Hindsight being 20/20, we probably could have paid off a couple instead of refunding but it is done. I think with the refunding that we did there is probably a clause in there that you can't even pay them off. Maplecrest obviously goes for a while but the Jail and Juvenile Justice Center will roll off by 2020. Pending any new debt, we will have about \$4 million annually that would drop off. That doesn't mean that it is free to spend but that our Debt Service Levy would go down.

**Joel Benz:** I was going to point out that next week is Allen County Legislative Wrap-up on Tuesday morning. I hope all of you are planning on attending. I will make a motion to approval to waive the reading on any matter approved today for which it may be deemed necessary for the County Council meeting of May 18, 2017.

**Sharon Tucker:** Second.

**Larry Brown:** All in favor please signify by saying aye. The motion passes 7-0.

**Tom Harris:** Move to adjourn.

**Sharon Tucker:** Second.

**Larry Brown:** All in favor please signify by saying aye. Opposed like sign. The motion carries 7-0. There being no further business the meeting was adjourned at 10:12.