

**ALLEN COUNTY COUNCIL MEETING MINUTES
DECEMBER 20, 2018
8:30 AM**

The Allen County Council met on Thursday, December 20, 2018 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, budget approval and any other business to come before Council.

Attending: Robert A. Armstrong; Joel M. Benz; Kenneth C. Fries; Tom A. Harris; Eric Tippmann and Sharon L. Tucker. Larry Brown was absent.

Also Attending: Nick Jordan, Auditor and Jackie Scheuman, Finance and Budget Director

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

Joel Benz: Good morning everyone. First on the agenda is the approval of the November 15, 2018 meeting minutes. Are there any additions or corrections?

Tom Harris: Move to approve the minutes from November 15, 2018.

Sharon Tucker: Second.

Joel Benz: All in favor signify by saying aye, opposed, same sign. The motion passes 6-0-1 (Brown absent). Next is the financial report from Auditor Nick Jordan.

Nick Jordan: In your notebook you will see the financials through November. You will see what is not reflected is the remainder of our property taxes collections which is currently at 84%. We will exceed or be right on 100% of property taxes collected, as expected. The Miscellaneous Revenue, I can almost guarantee you, will exceed 100% given that it was at 99% through November. As Councilman Tippmann was asking before, the Health Insurance Fund continues to have an extremely good year with a low rate of claims. There is almost \$11 million sitting in that fund balance which we try to maintain \$3 to \$4 million. If in the future we continue to have a good rate of success there, you will have money available for one-time expenditures and not to be put into Operating since that won't last forever. I can take any questions and as you look at the financials, you will see that they are all very healthy and will more than likely end the year with significant fund balances.

Tom Harris: Are there any thoughts in terms of rollover? Is it too early?

Nick Jordan: On the specific rollover piece, I can guess it will be \$2 to \$3 million. If you look at the County General Financials, you can see there is \$13 million left for appropriation and that is after we take \$6 million out for the replenish cash reserve that

ALLEN COUNTY COUNCIL MEETING MINUTES

we had earmarked. You would have \$19 million for appropriation and the actual cash balance is over \$25 million. The disbursements were at 84% through November and I assume we won't spend the other 15% and that is where that rollover piece that you speak of will come out of that. Easily I think the actual cash balance, as noted there, will be over \$20 million. We began the year with almost \$30 million. And that is just in the General Fund. The biggest expense is the \$5 million for Work Release and the IRS was almost \$1 million. Those were the sole largest expenses we had this year.

Tom Harris: It is fair to say that we are going to end very strong.

Nick Jordan: Oh, yes. Going into 2019, assessed value, which is our tax base, is almost ten percent higher than it was in 2018. It kind of makes you nervous that we didn't miss anything but as long as the ten percent increase stands, it is substantial. It is reflective or indicative of the market that is out there in both commercial and residential.

Eric Tippmann: Is there a way to find out how many more people from year to year are hitting the tax cap?

Nick Jordan: Yes, we can always look. The one thing that happens though is over 80% of the tax rates decreased from 2017 to 2018 because the assessed value pool grew by a greater amount than is allowed to increase your tax levy. If you could increase your tax levy at four percent, the assessed value pool is growing, even Fort Wayne since it is such a large area and comprised of some of the lower value areas, it is still over three percent growth in assessed value. When you get to the outer areas, the southwest and northwest is seeing growth of five, six or seven percent which more than offsets their levy increase. The tax rates go down. Even though your value maybe going up you still may not hit the tax caps because you are at a lower tax rate than you were in the past. We keep track of it right now and say it is about a third of people that are at the tax caps and residential houses are what we usually look at. The majority of that is within the areas that have incorporation so Fort Wayne because you have the highest tax rate to begin with. You then go to New Haven. Woodburn, Grabill and Monroeville don't really have as many people and their rates aren't as high. Fort Wayne's tax rate is over three dollars and so they hit the cap sooner.

Eric Tippmann: So year to year, there are fewer people?

Nick Jordan: Yes because of the increase of assessed value which lowers the tax rates. If you had tax rates increasing at the same rate or greater rate than the assessed value, you will see people go up. The Circuit Breaker loss countywide has been right around \$40 million for the last couple of years. We are keeping that flat because of the increase in assessed value and because we have more income tax dollars used for property tax relief. That helps offset your tax bill and that is increasing because more people are working and the wages are higher.

Sharon Tucker: Nick, how many years have we seen this continual growth like that?

ALLEN COUNTY COUNCIL MEETING MINUTES

Nick Jordan: In the seven years that I have been here, 2011 and 2012 we had cuts and off the top of my head I would say four to five, probably since 2013 we came out of the recession with increases in net assessed values. You could say our bar was set really low because of the recession and we have gradually increased and the last couple of years have had substantial increases in net assessed values. That is the biggest driver, in my opinion, because property taxes are 60% of our funding. Income tax is the next biggest bucket.

Tom Harris: Generally we have a three-year lag.

Nick Jordan: For income tax it is about 18 months. Property tax is about a year because they will assess in 2019 and we will receive it in 2020.

Tom Harris: The way things look now, 2019 still looks good from a revenue standpoint and probably even to 2021. If things started to go different next year, we would probably see another year of favorable.

Nick Jordan: You are seeing a ten percent increase in the assessed value for 2018 pay 2019. So 1/1/2018 assessment is ten percent over 2017 and then unless in the last month we drastically tanked, you would expect 1/1/2019 to be in the same area or greater. The housing market and development, as we see in building permits, is not slowing down. At the very least, it is status quo.

Tom Harris: With that I will move for approval of the financial report.

Sharon Tucker: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Total appropriation in the General Fund today is zero dollars and in Other Funds is also zero dollars. At this time we will open the microphone for public comment, if there is anyone who would like to come forward. No one is coming forward so we will move on to Economic Development.

Rachel Black: Rachel Black, Economic Development, Allen County.

Mark Webb: I am Mark Webb, President and CEO of QuikCut.

Cary Sipe: I am Cary Sipe, CFO of QuikCut.

Rachel Black: I will do a brief presentation and then I will hand it off to them. Today, for your consideration, we have a resolution approving a Statement of Benefits for QuikCut, Inc. They are located at 4630 Allen Martin Drive. Their last tax phase-in, for a little bit of background, was back in 2013. That was approved for five years and they are in their last year of the deduction period for that. The company wants to expand with some new equipment. On the application, it states \$1.2 million however they have informed me that it has been bumped up to \$1.5 million. That didn't affect the point system or what is

ALLEN COUNTY COUNCIL MEETING MINUTES

proposed here today which is a seven-year tax phase-in. The equipment is going to be installed by the end of this month. They are planning on creating ten new jobs with salaries of about \$500,000. The current number of employees is 46 and \$2.3 million in salaries. Based on the review system that you have, they are eligible for a seven-year tax phase-in and over that deduction time, they would save about \$42,000. If you have any questions, feel free to ask them but I am going to kick it over to Mark and Cary.

Mark Webb: Thank you for your time. I will give you a little bit of background about QuikCut. It was started in 1976 by my father-in-law. I started working with him in 1994 and I purchased it in 2004. Since I bought it, we have been fortunate enough that we have quadrupled in size, thanks to all of my associates at the company. A little bit about what we do, we are a contract manufacturer of parts. We do laser cutting and forming but we also do some large fabrication. That is another part of our business. For example, we may cut something very small up to making jet bridges for airports and big apartment steel structures. That is part of the growth that is coming on here. Cary told me that 87% of our clients are outside of the State. The new clients that we have added one is big international company and would be buying nationally out of us in three States. We also have a couple of new clients that are outside of this County but inside of Indiana. We look to have a 30% to 50% growth in this coming year. We are excited about that and are glad to pour into the community.

Tom Harris: Congratulations on your success there. Last time it was a five-year phase-in and now it is seven. Incrementally that is looking good. One of the questions that I have is do you manufacture parts for infrastructure for towns, communities or the country or are they more of the manufacturing the type of parts?

Mark Webb: It is mainly manufacturing parts. We also do buildings and structural type items as well.

Tom Harris: I am just trying to forecast where we are headed as a country and economically. Your thoughts on the next year or two years, are they looking good?

Mark Webb: For us, we are very diversified and so we don't have concentration in one area and no client is bigger than 20% in our portfolio.

Tom Harris: What is your biggest challenge, maybe?

Mark Webb: The biggest challenge is staff. That is just like anyone else. We are working with local high schools to promote the trades. That is my job to get involved with that. I am involved with the Gateway Coalition and we are getting into schools and are trying to have internships and things like that to really get students into advanced manufacturing.

Tom Harris: Thank you.

Joel Benz: Councilwoman Tucker.

ALLEN COUNTY COUNCIL MEETING MINUTES

Sharon Tucker: Thank you for describing what you do. When I was doing my homework last night, it was like the name doesn't give it away. I always love hearing about the little jewels that we have in our community because sometimes we never know that these great opportunities exist. My question kind of goes with what you just hit on and you answered it but I would like you to expand a little bit more on the trades' portion of it. I was going to ask where you will find the staff because that seems to be the going problem that everyone has. Is yours a union shop or a non-union shop?

Mark Webb: We are a non-union shop.

Sharon Tucker: You participate in the trades, do you do the training? Do you have paid training for your employees when they come in so they don't have to have a skillset?

Mark Webb: We typically want a skillset to come in but we have had people come in and we have helped them grow their skillset within the company. Typically right now it is getting into the schools for those students that maybe are not college bound and understanding that they may come out and get a skillset. We are working with Ivy Tech. Now we have community high schools. New Haven has a new area that they are putting together and we are talking about going with them to work on curriculum. We can talk about things that are made right here in this community and we are connecting the businesses to the high schools. We know there are issues with people leaving and we need to make sure they know there are lots of opportunities here.

Sharon Tucker: That's cool. I was kind of disappointed when I heard that some of schools took shop class out of their curriculum. I am glad to hear that you guys are in communication. I know it is hard for the limited dollars that the schools have to be able to provide everything but it gives an opportunity for non-college bound individuals to have the opportunity for success in life. Kudos to you guys.

Mark Webb: Thanks.

Joel Benz: The only thing I would like to point out here is that they are putting five percent back into the tax abatement fund. We appreciate that.

Tom Harris: I will move for approval of Resolution 2018-12-20-01 approving a Statement of Benefits for QuikCut, Inc.

Sharon Tucker: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Thank you and good luck in the future.

Nick Jordan: I was going to do the next one real quickly.

Joel Benz: Okay, go ahead.

ALLEN COUNTY COUNCIL MEETING MINUTES

Nick Jordan: I have the transfer for the Clerk and it is strictly accounting related. They purchased a chair and we would like it to come out of the 400 Series instead of the 200 Series, which we like to think of as disposable items. This is a transfer of \$358 from Supplies to Office & Computer Equipment.

Joel Benz: Council, are there any questions on that one?

Sharon Tucker: I will make a motion that we transfer within the Clerk's General Fund \$358 from Supplies to Office & Computer Equipment for the same amount.

Bob Armstrong: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Now we are on to the Sheriff's Department.

Tracy Mitchener: Tracy Mitchener, Assistant Human Resources Director.

Kara Simonoff: Kara Simonoff, HR Generalist and Compensation.

Charlie Edwards: Charlie Edwards, Allen County Sheriff's Office.

Gary Grant: Gary Grant, Allen County Sheriff's Office.

Kara Simonoff: We have three items on the agenda. Do you want to handle all three or take them individually?

Joel Benz: Why don't you talk through all three and then we can take it from there.

Kara Simonoff: Okay. The first one is the reclassification of the Comptroller position from PAT 4 to PAT 5. This position was reviewed by HR and due to additional budget and financial responsibilities added to this position, HR supports this increase. The second one is a new position of Resource Officer Supervisor. The third is another new position of a School Resource Officer. I will hand it over to the Sheriff's Department.

Charlie Edwards: Thank you, any questions? The School Resource Officer is being requested by Southwest Allen County Schools because the program is so successful. The request comes with the 70/30 pay split. The Supervisor for SRO is because the division has become a division in itself because the Town Resource Officers and this one will make ten. The Supervisor will be responsible for making all of the meetings in all of the districts including Fort Wayne Community Schools. It is a demanding job and the Traffic Division has been covering for them but with the increase calls of service and the population growing so fast in the unincorporated areas, it has become a strain. We feel that having ten and possibly eleven with another Town Resource Officer coming onboard that we have someone overseeing these folks.

ALLEN COUNTY COUNCIL MEETING MINUTES

Eric Tippmann: How are they overseen right now?

Charlie Edwards: Currently by the first shift Traffic Division.

Eric Tippmann: Why isn't that working?

Charlie Edwards: The first shift has a Lieutenant, a Sergeant and two Corporals. The way the rotation is and the calls for service again, it takes away if we have a School Resource Officer off because of disability and we are obligated contractually to fill that position the best we can. That pulls resources from the Traffic Division. They don't all work every day and are spread out and we have a command officer on each shift.

Eric Tippmann: How many days have you missed in the last year and not covered at a school?

Charlie Edwards: Not made it there?

Eric Tippmann: Isn't this filling that need?

Charlie Edwards: What has happened is the current Supervisor was an appointed position, I believe that is what it was.

Gary Grant: Yes.

Charlie Edwards: She has moved onto a merit position which means this becomes the responsibility of the daytime Traffic Division. They are not only overseeing the Traffic Division but also the ten other Officers which means they are overseeing 23 Officers. It is a burden between evaluations and meetings every night, it has become too cumbersome.

Gary Grant: Last year, we attempted to put a Traffic Supervisor in that position over SRO's and Town Officers with a command person on the weekends. We had to leave that person on a 4/2 schedule and all of our Resource Officers work Monday through Friday. This person could not be there Monday through Friday and so there was a gap with no supervision. We couldn't make meetings or if someone called in sick. In the contract, our Resource Officers do not take any time off during the school year. They are made to take their time in the summer. We do have illnesses and gaps and the Supervisor can help cover that position. Under the contract, we must provide an Officer. When we have to do that we have to take a road Officer off the road and not in his district and put him in a school. That leaves a huge gap for the public and their homes.

Eric Tippmann: Gary, I think you have answered my next question which is, you have tried some things.

Gary Grant: We did. We appointed one of our daytime Supervisors to be the Supervisor over the Resource and Town Officers and she did a fabulous job but she was pulled in too

ALLEN COUNTY COUNCIL MEETING MINUTES

many directions. Like the Chief said, this has built into its own division. If we get the Resource Officer for Southwest Allen County Schools that is going to make ten School Officers and we have two Town Officers also. The towns are already talking about adding more Town Officers. The growth is massive northwest right now and the calls for service are going up a great deal. We need to be able to put somebody in place for the oversight of the Resource Officers.

Joel Benz: This would take your total count to what?

Gary Grant: Twelve.

Joel Benz: I am talking about the whole department.

Gary Grant: The whole department would be 133 Officers.

Joel Benz: Okay.

Tom Harris: Questions, Charlie, we have talked briefly about this but this trend is something that we have been in favor of helping the schools and providing the Officers. Where does this end and we can talk through that a bit? This position for the Supervisor, are we also being reimbursed from the schools?

Charlie Edwards: No that would be an added Officer to the department. That would be funded by the County.

Tom Harris: Look at that trend, we are trying to assist the schools and we have been doing that and it is a successful program. Now we have to add infrastructure to take care of and we are not getting reimbursed. What is happening, I think, is the State is now recognizing the need and the need is growing in the schools and are giving more money to the school systems and are having local government pay for some of those and yet we are not having the Supervisor paid for.

Charlie Edwards: I think this is a great program and you guys have been very supportive of it. When the schools come to us and say they will do this, we can't tell you numbers as to what we are preventing out there as far as crime and drug use but we know they are a positive role model. If we can give them three, they would probably take them. We are going to have to put in our...

Tom Harris: So when do we get to the point...

Charlie Edwards: Of telling them no?

Tom Harris: At some point, as the State continues to provide those funds to the school systems, maybe the school systems pick up their own process.

ALLEN COUNTY COUNCIL MEETING MINUTES

Gary Grant: There is going to have to be discussions with the school systems very soon because we have to provide Supervisors. We are looking for a Corporal position right now and two or three years down the road I can see us adding another Supervisor. We are putting Resource Officers in all of the middle schools and all of the high schools and these high schools are growing so much that we could end up with two Officers in each high school.

Tom Harris: We need to think through that and we will talk to the Sheriff and yourself about that because at some point the State either needs to reimburse us or the schools for the infrastructure or we need to think about a different model going forward. We don't want the emails going out to kids that the dogs are being taken out of the school because that would be really bad. We want to get that worked out.

Charlie Edwards: I appreciate you bringing up the State funding because that is on the agenda or at least being talked about on the State level. I know the schools are lobbying for it hard because they have had to pull from resources to get the funding.

Sharon Tucker: In a sense, it is kind of a forethought or premature thought because you guys have noted with the addition that we have added in the last three years at least one additional. Now you say that we have got this many Resource Officers and we see that there is a department that is forming and we need supervision. We have tried putting other people in place and it has pulled so much that we actually need to put a person and so the answer is to do that. Down the road, you can reassess the contracts that you have with them to find out how to incorporate some of the cost that we are taking on.

Charlie Edwards: We know that is coming. We have a great relationship with the Superintendents and the School Boards. Geographically, we have shrunk in the County, as you all know but it is growing like crazy. Just take a drive up Coldwater Road and take a look around with the homes being built and everything else. It is hard to tell the schools no because they have had such great success with the program. They are talking about the funding and they understand and I am hoping it works with the State. We are trying to look ahead a little bit so that we don't exhaust our resources.

Sharon Tucker: Is that all three?

Joel Benz: We haven't really discussed the first one. If you could please talk about why you are bringing the Comptroller forward...

Charlie Edwards: The job hasn't been reclassified in ten years. The responsibilities of the job have increased. There is a supervisory role that is part of that job. Kara sat there and did the desk audit and I don't think we had any problem in the scoring at all. The job has grown so much and the department being the largest department, I can see that she keeps busy. It is mostly the responsibilities that have grown over the last ten years.

Sharon Tucker: The only thing I would say towards the Comptroller position increase is that not only have the responsibilities grown but we also have the responsibility of parity.

ALLEN COUNTY COUNCIL MEETING MINUTES

We just increased the Comptroller in another department and these two are equal positions which is what prompted them being looked at. Our successful increase of that one which does the same things is what is leading to this one.

Tom Harris: Clarification of the last Resource Officer is with Southwest?

Charlie Edwards: Yes.

Joel Benz: Councilman Fries, I know you are the most closely acquainted with some of these positions. You have been pretty quiet. Do you have any thoughts here?

Kenny Fries: I made a vow to stay quiet today. I figured I should start out quiet because I won't be that way very long. I will say that they need the Supervisor. The span of control and trying to control ten Officers and to meld that into the day shift is not going to work. I think the Council should also be prepared for seeing a request in the future for more Officers. I know we have four guys out on third shift for the largest County in the State of Indiana and the population continues to grow. We should be prepared for that. The School Resource Officer program is a great program. At first I was hesitant whether it would work or not and like the Chief said, you can never really tell how many crimes you deter but that is why they are out there. I whole heartedly support both of those positions.

Tom Harris: In terms of the Supervisor role, the Supervisor will oversee County Officers and other Officers?

Gary Grant: It could because it would be classified as a Corporal which is a Supervisor. If we are running short or have people calling in sick, it is an additional Supervisor we have out there on the road.

Tom Harris: Some Officers may come from different entities and not just Allen County Officers?

Gary Grant: No, they will just supervise just that. When we say that we have one in Fort Wayne Community Schools or Wayne High School, it is out there in the County but part of Fort Wayne Community Schools. They have asked for one of our Officers to be their Resource Officer. That Supervisor wouldn't supervise anything but Allen County Officers.

Tom Harris: I guess in going forward, the challenge that I would have with the Sheriff's Office is to find out some way to get reimbursement of that position.

Charlie Edwards: They are willing to work with us but right now it is...

Tom Harris: Do you split that up four ways?

ALLEN COUNTY COUNCIL MEETING MINUTES

Gary Grant: Each contract would be individual with each school system, East Allen, Northwest Allen, Southwest Allen and Wayne High School. Each time that contract comes up, we would start the discussions.

Tom Harris: How long are those contracts?

Charlie Edwards: Annually.

Tom Harris: I guess I will challenge the Sheriff's Office to think about having that position funded or figure out from a State perspective if this is the model we are going to do, the State is going to give money to local communities to do this we should try to get some of that reimbursable.

Charlie Edwards: It is such a positive program that we will do whatever we can to support it and I am sure they will too.

Tom Harris: I will move for approval of requesting a salary ordinance reclassifying the Comptroller, PAT 4/3, \$50,798, 37.5 hours per week, non-exempt to PAT 5/3, \$55,878, 37.5 hours per week, non-exempt. Do you want me to do all three?

Sharon Tucker: I would like to add that all three of these positions passed in Personnel Committee three to zero.

Tom Harris: Do you want me to do each one?

Eric Tippmann: I was against the other Comptroller being adjusted and then adjusting this one because we adjusted that one. So logically I would be opposed to this one.

Kenny Fries: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 5-1(Tippmann)-1(Brown absent).

Tom Harris: Move for approval of the salary ordinance establishing the pay for Resource Officer Supervisor, SHO, \$59,075, 40 hours per week, non-exempt.

Bob Armstrong: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent).

Tom Harris: Finally, move for approval of a salary ordinance establishing the pay for School Resource Officer, SHO 1, \$53,332, 40 hours per week, non-exempt.

Sharon Tucker: Second.

ALLEN COUNTY COUNCIL MEETING MINUTES

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Next up is the Prosecutor's Office.

Mike McAlexander: Mike McAlexander, Chief Deputy Prosecutor. We are here asking that two of our positions be upgraded. They were reviewed by HR and approved and then taken to the Personnel Committee. They also received a three to zero recommendation to make these changes. This is similar to what the Sheriff's Office said that these positions hadn't been reviewed in ten years and the responsibilities have changed dramatically over the years from making sure that the computers in the office worked but now they keep us abreast of upgrades, cell phone technology and probably most important the work we do in the courtroom. Last week we had a murder trial that had grainy video that needed enhanced and it was clearly an important part of the jury's decision of reaching a guilty verdict. It is just what we are seeing day in and day out between recorded jail calls, 911 calls, videos done by Officers in their cars, body mics and personal videos off of phones. All of this is finding a way into the courtroom and we have to find a way to package it in the best way possible. These two positions have evolved that way. It is very critical that we maintain these people because there are a lot of things you don't really go to school to get a tech law degree.

Joel Benz: Not only do they have those duties but are also additionally maintaining the servers that are separate because you guys don't use ATOS.

Mike McAlexander: Yes.

Joel Benz: These are totally separated for security reasons.

Mike McAlexander: There is interaction between ATOS and our people.

Joel Benz: But your guys are primarily responsible for maintaining your own stuff. And this is unique on the County side.

Kenny Fries: Can I say something?

Joel Benz: Yes, sir.

Kenny Fries: They have not been reviewed for ten years?

Mike McAlexander: The County did a major review in 2007 or 2008.

Kenny Fries: I am just thinking of all of the different technological things that have come along in the last ten years. I am surprised that you have been able to keep these people.

Mike McAlexander: One of the positions had turnover eight years or so ago. That person left for a significantly higher pay. We have been very fortunate and I think a lot of

ALLEN COUNTY COUNCIL MEETING MINUTES

it has to do with dedication and the fact that they enjoy the work they are doing and the positive good that comes out of the work they contribute to the courtroom.

Joel Benz: These both came out of Personnel Committee.

Kara Simonoff: Yes, three to zero.

Tom Harris: Is that the same in both of these? Did you just talk about the Tech Director and not the Systems Administrator?

Mike McAlexander: These two are working very closely together to back each other up as well as work with all parts of the office.

Tom Harris: How do they get training in the world that you are in?

Mike McAlexander: I think a lot goes to them. We send them to training when necessary but they are both are very skilled and like a lot of techies they stay abreast of what is going on so the rest of us don't have to.

Tom Harris: I will move for approval of a salary ordinance reclassifying the Information Technology Director, PAT 6/7, \$75,294, 37.5 hours per week exempt to PAT 7/7, \$85,082, 37.5 hours per week, exempt. Also a request for approval of a salary ordinance reclassifying the Systems Administrator, PAT 5/4, \$58,671, 37.5 hours per week, exempt to PAT 6/4, \$66,299, 37.5 hours per week, exempt.

Sharon Tucker: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent).

Tom Harris: One final question, in terms of reclassifying throughout the County, how are we doing with the Prosecutor's Office? Have we done all of the positions?

Mike McAlexander: I don't think so and we have kind of looked at them as they go along and over the years we have added more similar positions as Investigators as opposed to more clerical type of positions. I think the last part they reviewed was our Child Support Division a few years ago when there was a pretty big restructuring.

Tom Harris: No plans to do the rest of the department?

Mike McAlexander: I don't know if we feel that critical feeling out there of being out of whack with the rest of the County. It is something that should be done, in general, periodically that our perception is in line with what everyone else is doing.

Tom Harris: One can argue that it has been ten years since those positions and those increases could have happened three years ago, right?

ALLEN COUNTY COUNCIL MEETING MINUTES

Mike McAlexander: It is certainly possible.

Joel Benz: The Assessor's Office would be the next one up.

Stacey O'Day: Good morning, Council members, Stacey O'Day from the County Assessor's Office. I have a bit a cheat sheet here if you want to hand it out as a visual. I am here to ask for an increase in pay for our PTABOA members. The research that I have done throughout the State says the PTABOA members make anywhere from \$50 to \$500 a day. The request that I am making actually is coming out of our reassessment budget. The line that I asked for this from was already approved and we did the increase to cover this cost. The information in front of you is just a little procedure list of what PTABOA is comprised of. We have a five member Board here. One of the mandates or requests is that each County PTABOA is comprised of individuals of knowledgeable valuation of property. We have a very solid Board and on the next page you will see the actual members that we have on this Board. The members are very dedicated and take the time out of their daily jobs to come and do this. Right now they are making \$100 a day which is probably a detriment to the living that they are making right now. I think it is imperative that we have educated people that know the market and are making decisions on the tax appeals. I am not a voting member but simply a secretary. Do you have any questions?

Eric Tippmann: The total number of meetings a year?

Stacey O'Day: Between twelve and thirteen.

Joel Benz: I remember we went back and forth the last time we had to appoint someone to this Board and it was not an easy process to find somebody.

Stacey O'Day: It is not easy to find a qualified person to give up their jobs to come and give us time to sit on this committee.

Eric Tippmann: Knowing you, I bet it is harder than you say. With that I am going to make a motion to request a salary ordinance amending the pay for PTABOA members from \$100 and I am going to go to \$300 per meeting.

Joel Benz: Council, is there a second to move that to \$300? Not hearing one, your motion dies. Councilman Tippmann, would you like to make a second motion?

Eric Tippmann: Request a salary ordinance amending the pay for PTABOA members from \$100 to \$200. It is harder than you think to get these people. She has to twist a lot of arms.

Tom Harris: I will second that.

Sharon Tucker: I have a question. Stacey, how long are the meetings?

ALLEN COUNTY COUNCIL MEETING MINUTES

Stacey O'Day: They are generally between four and five hours each time.

Sharon Tucker: So half a day, once a month.

Stacey O'Day: Yes.

Joel Benz: How much do they do outside of that meeting?

Stacey O'Day: Not a whole lot. There have been times where we have had to have them and sign the appeals to get them moving through the appeals process. Any time they come in the door, we have to pay them for their time. It is a one-day no matter if they are there for ten minutes or ten hours. The pay is what the statute says they receive.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). County Services is next.

Tracy Mitchener: Tracy Mitchener, Assistant HR Director.

Kara Simonoff: Kara Simonoff, HR Generalist and Compensation.

Dawn Rose: Dawn Rose, Purchasing Director.

Kara Simonoff: We are here for a reclassification of the Mechanic Assistant position for County Services. It is currently at LTC 2 and we are asking for an LTC 3. This position was reviewed and discussed by HR due to the additional responsibilities of this position including the fabricating of vehicles to mount the equipment that the Officers need and doing modifications to the County vehicles as well as doing regular maintenance to the vehicles. HR supports this. This passed in Personnel Committee three to zero.

Joel Benz: Some of the things that came out of Personnel Committee, at least one of the most important things to me is how many other members are at the garage?

Dawn Rose: There are a total of four.

Joel Benz: And all of those are LTC 4. Which is another step above this and they are all fours. They are doing some other things but primarily a lot of the same things, oil changes and those things and she was being paid significantly less.

Sharon Tucker: At Personnel Committee, I think I asked the question why we were just moving it to a three instead of four with the rest. The answer was?

Dawn Rose: I am not sure what I told you then but let me be honest that I am in the middle of revamping the Service Center and I have a dream of another position and I am not quite ready to lay it all out there. I think this is enough for right now. You get a little

ALLEN COUNTY COUNCIL MEETING MINUTES

nervous to ask for too much. Once I get everything laid out the way I am hoping, I will be back to explain it a little more.

Sharon Tucker: I think the answer was that this individual was assisting and not licensed like the other ones were.

Dawn Rose: I don't know about being licensed. She does the regular general maintenance types of things. The actual Mechanics are four and five and so they are not even and that is what we will talk about the next time I am here. I don't know if they have the same certifications. She came in the position was kind of helping to maintain and administrative type duties. What I have been working towards is having it be more efficient and she has just stepped up. The up-fitting on the Sheriff's vehicles takes a lot and she has honed in on that and it has become her thing. As far as the level of certification, I don't think she is at the level that the others are at, yet. It's not to say she would be there or capable of going there but at this point she is doing the regular maintenance and the up-fitting and fabricating and things like that.

Kenny Fries: That is one thing that we need to get away from people and only go to positions. I know that the position that this employee is currently in is very important for the squad cars but I don't want us missing any certifications for this position to be bumped up. We have a hard time thinking of the position instead of the person. I know this position is very important from when we moved all of our cars down there to have the work done on them and that is when it began. As long as this position is not required those other certifications, I am okay with it. If it requires the same certifications, they should all be paid the same.

Dawn Rose: I will look into that. I have not laid everything out as far as who is certified and what is required.

Joel Benz: Councilman Armstrong.

Bob Armstrong: I agree with you on that. My question is in dressing these cars out, we all know the Sheriff's Department likes to buy new cars every year but is she the only one who does that?

Dawn Rose: Everybody does that. When there are 15 to 25 vehicles that come in at one time, when I took this position it took several months to get those vehicles fitted. It was very difficult and frustrating for everyone because you have these new vehicles and it was taking this much time. We are really dialing it in and that position is a big part of that.

Bob Armstrong: They tear the car apart.

Dawn Rose: Absolutely.

ALLEN COUNTY COUNCIL MEETING MINUTES

Bob Armstrong: They literally tear the interior out of that vehicle and wire it, cage it and the whole smear. I guess my point is and it needs to be known also that while we are dressing 15 vehicles out, we are still doing everyday maintenance.

Dawn Rose: And that is why this has become her whole thing because she can concentrate rather than doing this and coming back over here.

Bob Armstrong: I will be voting for this but also I would like to see your reorganization. That is a job that takes a lot of knowledge and time.

Joel Benz: Councilman Tippmann.

Eric Tippmann: I won't be supporting this because I think there is a way for the private sector to provide a lot of these the way we do custodian services for this building. I think the private sector can do it a lot cheaper. In the words of Mitch Daniel, if it is in the yellow pages, they are probably going to do it better and cheaper. It would be nice if someone looked at that and see if there is a way to do it cheaper and faster and not affect safety on getting the Sheriff's cars out faster and safer.

Kenny Fries: I would like to address that because we did. When we switched over, we would have our communications or dispatch guys do that and it was the cheapest way to do it. When they retired and were leaving, we were looking for a place to get it done. There were a couple of places up north and they were much more expensive. We tried to back in with the City and we had them do a couple of them and it was much more expensive. Eventually the Service Center asked to let them try and they did and turned out a better product at a lower cost. That is why we stuck with them twelve years ago now. As you know, I am one that wants to save money and still have the same product out there. They were, by far, the best product we could get.

Eric Tippmann: I think that is what is called institutional knowledge. Wow. What an asset this man is going to be.

Dawn Rose: Just so you know, I believe the City had outsourced theirs to a third party and they are taking it back because it didn't turn out to be much of a money saver. To oversee a fleet, we need all of the information, all of the vehicles and we need to work with our departments and do the fuel and the billing. Outsourcing, we don't charge very much for labor. We bill back.

Eric Tippmann: How on the custodian outsourcing, what works and what doesn't work?

Dawn Rose: I can't answer that for you right now.

Eric Tippmann: Sometimes it works.

Tom Harris: My challenge would be that there needs to be some clarity and differentiation between those positions. If the argument today is that they are getting closer together and the individual might be an outstanding employee tends to cross over

ALLEN COUNTY COUNCIL MEETING MINUTES

and do a lot of those things, we need to make sure things are in order so that there is not pay inequity. While this moves us closer to that a problem can exist as soon as we vote on this.

Dawn Rose: I started working on this in May and I feel bad that it has taken me this long to get to the table. It should have been looked at a year or two ago. I almost withdrew because I will be back in no more than two months if I can pull this all together. I will have that information because I absolutely agree. I know Eric doesn't support the employee thing based on your counterpart doing the same work but not getting paid the same. We have Highway Mechanics that are a little bit above our Mechanics and we are doing the same type of work. They work on heavy duty equipment and we work on hundreds of vehicles.

Tom Harris: That is why we have HR do the assessment throughout the County and in different departments.

Kenny Fries: A lot of times it comes down to certification, diesel versus regular.

Sharon Tucker: I would like to make a motion for approval of a salary ordinance reclassifying the Mechanic Assistant, LTC 2/4, \$37,351, 40 hours per week, non-exempt to LTC 3/4, \$42,445, 40 hours per week, non-exempt.

Kenny Fries: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Next is NIRCC.

Dan Avery: Dan Avery and I am the Director of the Northeast Indiana Regional Coordinating Council.

Kara Simonoff: We are here for the reclassification of the Office Manager/Administrative Assistant, from an OSS 4. We want to amend the job title to Office and Accounting Manager which would be at PAT 3. This position was reviewed by HR and after significant review this position is gaining and absorbing all of the accounting functions from the Finance and Grant Administrator. This includes financial activity, payroll and all of that stuff. This position will be responsible for the accounting management and does not affect any of the other positions in the department so they can focus on the grant administration and this position will focus on the accounting. This was passed in Personnel Committee three to zero.

Dan Avery: A brief explanation of what NIRCC is for those that may not totally understand. We are regional planning organization and metropolitan planning organization. We essentially have two functions, a transportation planning section and a community development section. The transportation planning side is responsible for all of the transportation planning activities in the region and ensuring that Federal dollars are

ALLEN COUNTY COUNCIL MEETING MINUTES

spent and invested as wisely as possible. We work to ensure that Allen County and the communities within the metropolitan area remain eligible and compliant for the Federal assistance. The community development section works with our various communities within the four-County region with various types of other infrastructure projects other than transportation. Sanitary sewer, fresh water, storm water, park development, downtown development and essentially whatever communities need to make them more vibrant and improve their opportunities for economic development. We have worked on brownfield development and historic preservation and park improvements and so on. We are primarily funded by Federal funds that come through the State of Indiana. Our transportation activities are reimbursed at 80%. We also seek other contracts for data collection and grant services for which we get 100% pay on many of those items. We consistently bring in 80% of our budget and it gets returned to the General Fund. It seems that opportunities for the communities continue to grow and we have expanded some of the scope of services that community development section is doing. In 2018, we have been managing about 20 different grant opportunities which far exceeds what our expectations were and we have two full-time staff and one part-time staff in that section. As the workload started to expand, I started to look as to how I could shift some of the responsibilities within my existing structure without coming and just asking for an additional position and look at where the workload maybe wasn't as heavy. What I believe is the first step in this process was to shift, as Kara had mentioned, some of the responsibility for some of the financial management activities into one position. There were essentially three of us that work on that now. I would like to shift those responsibilities from the Grant Administrator to allow them to continue to work on the numerous grants that we have and to ensure to meet the needs and requests. The last thing I want to do is turn down a community that has a viable grant opportunity to ensure that we continue to bring in money to northeast Indiana. We started this process in September and if I had known then what I know now, I may be coming in with additional requests and I will be upfront that I will probably be back to shift the part-time position to a full-time position.

Tom Harris: Which part-time?

Dan Avery: It is a part-time position in the community development grant area. I think what I am requesting to consolidate the financial management activities into one position will expand the capabilities. East Allen has been designated the Stellar designation and we have been involved in that process and with the Federal funds that are associated with that through HUD and Federal Highway, we anticipate taking on additional workload in the next few years as those projects are solidified and begin to be implemented. We also have about three or four projects that we already know we will be working on in addition to. The twenty that I mentioned we have closed out about three of those and have about 17 active with three to six more next year and also the Stellar projects.

Eric Tippmann: Dan, what is a good year in Federal dollars and what is a bad year in Federal dollars?

ALLEN COUNTY COUNCIL MEETING MINUTES

Dan Avery: On the transportation side, it is very consistent. We probably get, just for support for NIRCC staff, \$600,000 to \$700,000 dollars. In terms of projects, we allocate around \$10 million a year locally for local projects. There is an additional \$4 million to \$5 million that is for transit. We are also responsible for programming the State dollars working with the Indiana Department of Transportation to ensure that their projects are also programmed, the ones that fall within the metropolitan area.

Eric Tippmann: The reason why I say that is because, thank you for having total recall on those numbers, those are Federal dollars that flow out of Indiana and we are lucky enough to capture back. I think there is a disconnect between what happens in the Federal level and the County level and the Federal deficit has never been worse. It is unsustainable and eventually that spigot could turn off and that will affect our quality of life which means we could not run the County like the Federal government does with those budgets. We would get thrown out and it would be unsustainable. In the future, as we look at these budgets, we have to be cognizant of things like that of where the Federal dollars are coming in and could we plan for even a second kind of Rainy Day.

Tom Harris: I would probably just add while I totally agree 100% with what you just said, trying to read some of the next year or two years, we have a Congressional House side that appears to maybe align with where the President wants to go on infrastructure and so there may be more dollars coming nationwide which would align with trying to make sure that someone can work more on grants. The potential of more infrastructure projects as well as what East Allen is headed for, this position might make sense with more emphasis for those grants.

Joel Benz: Mr. Avery, how much time do you foresee this freeing up for your grant writers? If you are streamlining your department, which is essentially what I hear you saying here...

Dan Avery: Currently the Grant Administrator spends about six weeks of the year just solely on their part of processing the financial justification for reimbursement and because there is not a deadline on that like there is, there are self-imposed deadlines that we want to meet. We want to get our money reimbursed as quickly as possible. It is not the hard and fast deadlines that we face with grants and when they have to be turned in. We tend to put off some of that financial if we know we have grants. We don't like to do that because we want to bring that money back into the General Fund as quickly as possible. I would say somewhere between five and six weeks a year.

Joel Benz: That is more than I expected to be honest. That is a pretty significant response. You are asking for a thirteen percent raise for this person to handle those responsibilities.

Dan Avery: I wouldn't necessarily call it a raise. It is an increase in responsibilities and we need to make sure that the pay is commensurate with those responsibilities. There are a number of additional duties that they will be taking on.

ALLEN COUNTY COUNCIL MEETING MINUTES

Sharon Tucker: This passed out of Personnel Committee three to zero.

Eric Tippmann: Motion to approve the request of a salary ordinance for reclassification of Office Manager/Administrative Assistant, OSS 4/2, \$36,409, 37.5 hours per week, non-exempt to Office and Accounting Manager, PAT 3/2, \$42,090, 37.5 hours per week, non-exempt.

Sharon Tucker: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent).

Nick Jordan: I will do the transfer really quick for Youth Services. The transfer is similar to the Clerk's. They bought some equipment items and are transferring money from Garage and Motor and Repair and Maintenance to Miscellaneous Equipment. This is within their Per Diem Fund and not the General Fund. There is no new money, just accounting changes.

Sharon Tucker: I will make a motion for the transfer within the Youth Services Per Diem Fund 737 from Garage and Motor in the amount of \$380 and Repair and Maintenance for \$1,050 for a total of \$1,430 to Miscellaneous Equipment.

Kenny Fries: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). We are moving on to Community Corrections and a significant reorganization.

Tom Felts: Tom Felts, Allen Superior Court Judge and the incoming Chair of the Community Corrections Advisory Board.

Kim Churchward: Good morning, I am Kim Churchward, Director of Community Corrections.

Tom Felts: Today is a culmination of a lot of effort by Ms. Churchward and the County HR Department to reorganize or maybe streamline is a better additional word. I think the HR Department for all of their hard work and Mr. Jordan's office as well. I will turn it over to Kim.

Kim Churchward: We are here to hopefully bring finality to a long and comprehensive process involving the reorganization of Allen County Community Corrections. I would like to make a couple of acknowledgements, if I can. As Judge Felts said, the HR Department has worked very closely with our agency for the better part of 2018 taking a very systemic approach of division by division. I want to acknowledge them for allowing an open communication and sharing of ideas. We have not always agreed but I believe we are here today with what I think we all believe a fair and jointly proposed

ALLEN COUNTY COUNCIL MEETING MINUTES

reorganization. I am also acknowledging the support of the Board and the encouragement of the Board and all of you. I know you have all taken a significant amount of time reviewing all of these materials in great detail and meeting with me individually. I did have the opportunity to meet with the Personnel Committee on the reorganization as presented and it passed out of the Personnel Committee with full support. With that foundation, what I would like to do is make a couple of highlights and certainly be available to answer any specific questions that you may have. First and foremost, what you have before you is reorganization and structure and I think it is important to note that we are proposing to go from an organizational structure that had five executive level managers going down to two and pushing as many resources as we can into the front lines of the organization. Secondly, it is very important to me and one of the main impetuses for moving in this direction is we have a number of staff at Community Corrections who are working full-time hours but being paid out of part-time funds and not getting full benefit. It was getting very important to me to get those individuals and positions into full line items with full County benefits that will, I hope, assist us in managing the turnover in some of the departments where that was common. It is very important to me that we create those ten new positions that are actually those types of positions. The last highlight that I need to make is the money. This has a zero impact on the County General Fund and I would ask that for the positions that are effected through the reclassification that you consider and apply the red-circle policy that the County has in effect. I think that is frankly one of the main reasons that this policy exists is to assist departments such as mine and individuals with utilization of that policy. Those are my acknowledgements and my highlights and again, I know you are all intimately aware of all of these details and I am happy to answer any questions you might have.

Joel Benz: Councilman Armstrong, let me point out a couple of things and then I will let you go. When you came to us and asked us to sit down, I appreciated that a lot. When you sit down and start looking at pushing people out of management and down lower and streamlining your department that is really commendable. Not only that but that you would be willing to take on some of these positions with the red-circle policy, your position isn't deemed to the pay grade you are at. For you to be willing to go out on a limb, a little bit, speaks to the level of care you have taken. You provided me, and I am not sure if the others saw, this working sheet where if we are going to do this we have to do that in order to maintain the bottom line. When I worked through that and saw the number of PAT 5's that disappeared from the whole structure that is why I am going to be in favor of this. I think you did an excellent job and that it is long overdue. Thank you for putting it all together. Councilman Armstrong.

Bob Armstrong: How many total employees do you have?

Kim Churchward: Let me answer that by saying positions. We had 101 positions on the salary ordinance. I am here asking that we proceed with 86 but I want to assure you that this has been a couple of years in the planning. Any positions that are being eliminated, there are no staff in those positions. We are able to move into this by eliminating positions without an impact to staff but again that took a great deal of organization and planning over a sustained period of time.

ALLEN COUNTY COUNCIL MEETING MINUTES

Bob Armstrong: My other question, in looking over all of this information is you have five employees at 37.5 hours and 42 are at 40 hours. Is there a reason why we don't have all of them at 40 hours?

Kim Churchward: We looked at each position individually to see if we could capitalize on that 40 hour to get more bang for your buck from a manpower perspective. The few that are at the 37.5 are largely clerical and working just within our business. We are open 24/7, as you know, but the clerical staff was kept at the public business hours.

Bob Armstrong: Thank you.

Tom Harris: Kim, how is this perceived at the State level and DOC and such? You and Jeff are working with the State and trying to get more funds. Do they look at this in a positive manner or do they look at it that you are reducing the staff and maybe they don't need to give you as much money?

Kim Churchward: We have gotten positive feedback.

Tom Harris: They have seen this or you presented it to them?

Kim Churchward: I will be. This was our first step. We get a lot of trust from our partners at the State level. I believe we have one of the best and most premier Community Corrections operating in the State right now. We just came through our annual site assessment with a score of 96% which was a very challenging process. They are putting a lot of trust in us to look at our current staffing needs, to look at our program needs and allowing us some latitude to move forward. Anytime that we can save money, operating more efficiently and as Councilman Benz pointed out, we are really making a large effort to push resources into the front lines for purposes of community safety and staff safety and they are all onboard with that.

Tom Harris: So that should play well when asking for additional funds.

Kim Churchward: Absolutely.

Tom Harris: Does this proposal put you in a position to do the Cook Road, should that ever evolve? Or is this something that you are going to have to evaluate as you go down the road?

Kim Churchward: I am hoping it will help. If I am going to be asking to move 100 series funds into other operational areas, as you well know we have a tremendous need for safe and stable housing for those that we are supervising. We made an attempt last year to get a large sum of money to work in conjunction with the Sheriff's Department. I am going back to work on the budget that is due at the end of March and I will again be asking for those funds. I would hope that we would be looked favorably upon because we

ALLEN COUNTY COUNCIL MEETING MINUTES

are moving away from 100 series and trying to shift funds into more services and operations. I guess we will find out.

Tom Harris: We have talked to Legislators and continue to push and beat that drum to the Legislators. With 1006, the idea was that those funds were going to come back to local communities for alternative sentencing and such but yet those funds aren't coming as planned. The Legislators are saying that and trying to figure it out but I wanted to make sure this is a step toward that initiative and doesn't work against us.

Kim Churchward: I don't anticipate that.

Joel Benz: Councilwoman Tucker.

Sharon Tucker: Kim, as you noted, you have been working on this for upwards of a year. We get a whole 45 days to soak it in. I trust that you guys have done the research and work. We spent an hour and a half on the phone and a lot of time in Personnel Committee making sure that these changes would be beneficial for you. My one concern was the employees and the impact on them. I think we asked for a copy of the red-line. Were we able to get that Charity?

Charity Murphy: I sent that after Personnel Committee.

Sharon Tucker: I saw the one with the scoring but maybe I missed it then. I know when we had talked before we were curious how it would roll out. At that point you were going to meet with everybody.

Kim Churchward: I have and I think that it is on me to make sure that staff is informed and not surprised and ensuring that they know they are valued and treating them with as much respect as you can. I have certainly endeavored to do that.

Joel Benz: Councilman Fries.

Kenny Fries: I am just going to say one thing and I said I wasn't going to belabor the point but I have known Kim for many years and I know that she has taken these last four years at Community Corrections to see how the system works and how it can work better. I appreciate your leadership and the fact that Sharon is worried about employees and I know you are worried about your employees. I have talked to former employees and some still at Community Corrections and they all say the same thing. They love you as a leader. I appreciate what you have done. We, as Council members, should pay attention to the 86 employees. That number may go up as you get more and more clients and we have to be prepared that it may go back up.

Kim Churchward: We are fluid, as you have pointed out. Thank you.

Kenny Fries: I appreciate your leadership in this.

ALLEN COUNTY COUNCIL MEETING MINUTES

Kim Churchward: Thank you sir.

Tom Harris: I will move for approval of the reorganization of Allen County Community Corrections establishing and amending multiple salary ordinances. Will that be sufficient?

Bob Armstrong: Second.

Nick Jordan: Just say SEE ATTACHED.

Tom Harris: See attached.

Nick Jordan: The salary ordinance contains very similarly what was in the fall changes. The new ones are at the top and then From and To.

Kenny Fries: That will have the red-circle policy on it?

Nick Jordan: It has red-circle notation for those six that it applies to.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent).

Eric Tippmann: Are there any lessons you learned here that could be passed on to another department as we look to restructure others and utilize Charity's hard work?

Kim Churchward: Absolutely and I have said that if we can do it with our staff size and all of the intricacies, then anyone can. With Charity's leadership, we have enjoyed a great relationship, open communication utilizing my knowledge and expertise coupled with their knowledge and expertise and it has been an open communication. We didn't always agree but we were always respectful. I would encourage anyone to move in that direction.

Eric Tippmann: That is what I wanted to hear that you would encourage other Department Heads to pursue that.

Kim Churchward: I am happy to serve as a model.

Joel Benz: Now we have Board Appointments.

Jackie Scheuman: You have an addendum.

Joel Benz: Oh that's right we do. It is for the Election Board.

Nick Jordan: I have that one also. They received two invoices recently and they didn't spend as much money on Precinct Officials this year as expected and so they are moving money from the 100 series to the 300 series to pay for two invoices they received related to the technology that they use during the elections. They want to get those invoices paid

ALLEN COUNTY COUNCIL MEETING MINUTES

with 2018 dollars. No new money. I have asked State Board of Accounts if we could do these without your approval and the current law says no. That is why these petty things still have to come before you.

Sharon Tucker: Thanks for trying, Nick.

Nick Jordan: I don't like to do them any more than you do.

Sharon Tucker: I will make a motion for the transfer of \$4,100 from Precinct Officials to Maintenance Agreement for the Election Board.

Tom Harris: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Now we will do the Board appointments. I believe all of these have been contacted by your office, correct?

Nick Jordan: The only one who wasn't was the late one for Mr. Bercot's retirement. I don't even know who you want on this line or if you want to do it later. It is not on the list.

Tom Harris: That is Economic Development?

Nick Jordan: They don't really do much of anything unless it is industrial revenue bonds.

Tom Harris: I do have a recommendation for that and it is Mark Hager.

Nick Jordan: Does he want to do it?

Tom Harris: Yes. I contacted him and he expressed an interest.

Nick Jordan: Can I write him in then?

Joel Benz: Larry did texted that he was interested in moving into Redevelopment Commission. We talked a couple of years ago about trying to rotate people into that and you are currently in that position, Tom. Are you okay with stepping aside?

Tom Harris: Yes. Everyone else has been contacted, including Paul Moss?

Nick Jordan: Yes. Everybody is good. When this meeting is over, the Library Board is going to send meeting notices to the appointees.

Tom Harris: Can we vote on all of these at once?

Joel Benz: I don't see why not.

ALLEN COUNTY COUNCIL MEETING MINUTES

Nick Jordan: If you make the motion stating the appointment and the name, then move on.

Tom Harris: Move for approval of Ozzie Mitson for Alcohol Beverage Commission; Roger Brugh for Child Care Facilities; Mike Clough and Parry Tritch for PTABOA; Darren Vogt and Larry Brown for Redevelopment Commission; Tom Harris for Grabill Economic Development; Tom Harris for Woodburn Economic Development; Paul Moss for Library Board and Mark Hager for Economic Development.

Bob Armstrong: Second.

Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Brown absent). Are there any liaison reports or upcoming meetings that we should be aware of? Councilman Armstrong.

Bob Armstrong: I would like, in February, to have the GFW come to the table and give us an updated 2018 report on businesses to come to Allen County, jobs that were created of those businesses, how many did the GFW go after and we lost. This Council gives money to the GFW to be our economic development arm and I would like to see them give us a report, 2018 is very important but I would like them to go back a couple of years. I want to make sure we are getting what we are paying for. I know they have a new Director. That will give them some time to put that all together but I think it is something that the County gives them money and the City does also. It would be interesting to see if we are getting what we are paying for.

Tom Harris: I would concur on that. I am the appointment to the GFW Board and this year they changed the Board meetings from Fridays to right now, as we meet. I notified them of that but I think that most Board members wanted to flexibility to not be there on a Friday. I have not been to those meetings however they do update the Board on those stats and it is something they should do and they do throughout the community. I agree 100% on that.

Joel Benz: Nick, would you be able to connect with them to get them to come to the meeting?

Nick Jordan: Yes.

Tom Harris: I have one comment. I want to congratulate the New Allen Alliance for their success. We are committed to some funding since they received that award. We look for great things happening in East Allen. That will be fun to watch. Our economic development experts tell us when you create a great place to live, development comes. We will be watching for those things in the future. Joel and I attended the Allen County Strategic Planning Retreat recently. We were able to share some insight from Council as well as gain input from a number of Elected Officials and Departments in the County about where we are at, how we see ourselves and where we are headed down the road.

ALLEN COUNTY COUNCIL MEETING MINUTES

We are going to meet again in January. It was a productive meeting and good insight on some of the challenges that some of the departments are having. Are there any questions for Joel or me on the strategic planning? We talked about that a couple of meetings ago and we suggested that we have someone on this and gain some input.

Joel Benz: This was in the initial stages of getting the ball rolling and getting together a statement of direction. Are there any other reports? Our next meeting is the organizational meeting on January 3rd in the Auditor's Office at 8:00 a.m. The next regular meeting will be January 17th in the Discussion Room.

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 December 20, 2018.

Bob Armstrong: Second.

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

Tom Harris: Eric, it has been a great year. We wish you well.

Eric Tippmann: Thanks. Move to adjourn.

Sharon Tucker: Second.

Joel Benz: All in favor please signify by saying aye. Opposed like sign. The motion carries 6-0-1 (Brown absent).