

**ALLEN COUNTY COUNCIL MEETING MINUTES  
FEBRUARY 15, 2018  
8:30 AM**

The Allen County Council met on Thursday, February 15, 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 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, Auditor; Jackie Scheuman, Finance and Budget Director and Becky Butler, Administrative Assistant.

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 January 18<sup>th</sup> meeting minutes. Are there any additions or corrections?

**Sharon Tucker:** Move to approve the minutes from January 18, 2018.

**Justin Busch:** Second.

**Joel Benz:** All in favor signify by saying aye, opposed, same sign. The motion passes 7-0. Next is the financial report from Auditor Nick Jordan.

**Nick Jordan:** I don't really have much to report on one month's time but if you have any questions, I will take them.

**Joel Benz:** That is very succinct. This morning, total appropriations in the General Fund are \$5,210,381 and total appropriations in Other Funds are \$2,506,223.

**Tom Harris:** Mr. President, I will make a motion to on the financial report.

**Joel Benz:** That was so short I just rolled in there. We have a motion, is there a second?

**Sharon Tucker:** Second.

**Joel Benz:** All in favor say aye, those opposed, like sign. The motion passes 7-0. At this point I am going to open the floor to public comment. It has been brought up that we switched this from the end of the meetings to the beginning and the reason we did that was so that if anybody has something to say about the issues that we are going to talk about would have an opportunity to talk about them rather than after we have voted. At this time, if there is anyone who would like to come forward, please do so now. Not

## ALLEN COUNTY COUNCIL MEETING MINUTES

seeing anyone coming up, we will move on. Before we get too far along, I wanted to bring up a point about our Rainy Day Fund. Nick didn't really touch on that but I have an analysis of the Rainy Day Fund from 2014 moving into 2020. You can see the fund totals and the percentage of our operating budget. In 2014 it was 15% of our operating budget. In 2015 it dropped to 14% and in 2016 to 13%. That is where it has maintained. Also, in the lower right-hand corner, you can see how much it would take to increase that back to 14% or 15% of our operating budget. That is about \$750,000 or \$1.8 million. We are not going to be able to move funds at this point but I wanted to point out that I think it would be wise to look at increasing our Rainy Day Fund next month to a 14% level or a 15% level. Nick has pointed out that in 2008 when the downturn came, about half of our funds disappeared in the Rainy Day Fund in the first couple of years. That is a pretty significant drop, right Nick?

**Nick Jordan:** In the General Fund. In 2008, it was almost \$24 million versus the \$29 million we started this year with. Within two years it was down to \$13 million and then almost \$6 million not too long after that when we had across the board cuts in 2011 and 2012.

**Joel Benz:** We have increased our operating budget by several thousand. I think it is a prudent move to make sure we are maintaining those levels over time. That is something to file away and we will talk more about it next month.

**Sharon Tucker:** Can I ask a quick question, Mr. President?

**Joel Benz:** Yes, ma'am.

**Sharon Tucker:** When we have our discussion next month, can we have the information on what impact it may have on our budget for the departments? Will it make it tight for them or will it make an affect for them at all for the next budgeting section?

**Larry Brown:** I think what we are talking about is using rollover money and designating it into the Rainy Day Fund.

**Sharon Tucker:** Love it.

**Larry Brown:** And maintaining that Rainy Day Fund.

**Nick Jordan:** Right now you have approximately \$19.7 million available to appropriate. If you took off the \$1.7 million, you are still left with a huge chunk of funds available in the General Fund. Unless there is something catastrophic happens, there shouldn't be any issue for at least the next two budget cycles. If you look at your packet on page three, I have a \$6 million earmark in the General Fund to replenish the cash reserves so that we don't have to borrow from the Rainy Day Fund. We used to have to take a cash flow loan for eight or nine months and that kind of eliminated the fund, to a certain extent. Last year we didn't have to do that and this year we didn't have to do that and I hope that is

## ALLEN COUNTY COUNCIL MEETING MINUTES

the process going forward. It just sits in the General Fund and we will have \$13 to \$15 million in the Rainy Day Fund.

**Sharon Tucker:** Okay, thank you.

**Joel Benz:** At this point, we have Economic Development.

**Rich Beck:** Rich Beck, President of the Allen County Redevelopment Commission.

**Elissa McGauley:** Elissa McGauley, Director of Redevelopment with the Department of Planning Services.

**Rich Beck:** I appreciate you giving us this time for our annual report as we do every year at this time. I am going to have some brief comments and then turn it over to Elissa so that she can break it into the report. Economic Development in Allen County is a three-legged stool. It is the Council, the Commissioners and Redevelopment and our collaborative effort to work together to provide incentives for economic development. We have had some great successes of late and it is important that we continue together to get that accomplished on every project. We appreciate your cooperation and assistance in those projects. I will turn it over to Elissa and she will get into the granularity of it and you all have been provided our annual report. We will just keep it at a high level for you.

**Elissa McGauley:** I brought copies because I don't think I asked Becky to distribute them. I usually send them e-mail and we will end up doing that too. This report is something that we prepare every year. The report will end up being posted to our Department of Planning Services' website. Last year we took a very aggressive effort and expanded our reach and emailed it to our Legislators as well as local Elected Officials and Economic Development Partners and schools. We got several comments and feedback from them which are good because we know that people are actually reading it. As you probably remember, I am in my second year as the Director of Redevelopment. We continue to work together as staff on a lot of old projects as well as some of the new ones. I am going to go over some of the things that are contained in that report to give you an overview of what we did last year. The first one is North Pointe and that is one of our large tenants in the Stonebridge Industrial Park. They constructed a 790,000 square foot facility. That was completed last year and dedicated in November. Earlier that summer, Avancez which is one of the companies that leases in that facility, provides logistic services to our General Motors Assembly Plant. Link is the other tenant operating out of that facility. The Commission still has approximately 63 acres for sale in our park. This year you will see a permanent monument sign erected in the Stonebridge Industrial Park. It will be located at the southwest corner of Fogwell and Lafayette Center. We also continue to partner with Greater Fort Wayne to market the site to interested parties. Another project that is complete is XPO Logistics on McFadden and Bluffton Roads. They completed construction on their 400,000 square foot facility and we continue to work with them on the maintenance of the pond. It is a retention pond that we share the cost of. Just south of XPO is the Walmart facility that is nearing completion. That is about a 255,000 square foot milk processing facility. The total investment on that project

## ALLEN COUNTY COUNCIL MEETING MINUTES

was over \$83 million in real property and improvements and \$82 million in equipment. There is work on improving Pleasant Center Road that was financed through a \$2 million Redevelopment Bond was completed as well. Lippert Components, which you are familiar with, at the end of 2016, had interest in the Ryan Road land. We sold that to them and closed on that in January last year. After we had gone through the process of helping the City of New Haven approve a tax abatement for that project, they decided to switch gears and look for a larger facility. They are still in a heavy acquisition mode and chose to lease space in the old Nestle Distribution facility on Bluffton Road and Pleasant Center. Last year you approved a property tax phase-in for them. Some of the other things that we are working on are working with the City of New Haven and they pursued bond financing through the Indiana Finance Authority for upgrades to their waste water treatment plant. Our Commission provides administrative support and oversight of their TIF areas because they don't have a Redevelopment Commission of their own. The Commission, on behalf of the City committed \$100,000 a year from their TIF Districts to support the debt service on those bonds for up to about 20 years. The Commission dissolved one of our TIF Districts in preparation of a new economic development area and TIF allocation area. In October, we dissolved the old I69-Dupont Road Economic Development Area that had been created back in 2002. It was inactive and not collecting any revenue. In November, we started the process of establishing a new economic development area called Dupont-Diebold Economic Development Area. It has an allocation area tied to it and is a large area that roughly borders Union Chapel on the north, Dupont Road on the south, Diebold Road on the east and I69 on the west. Much of it is part of Parkview Regional Medical Center. The allocation area from which we will collect increment is about 233 acres in size. For the most part, it is undeveloped at this time. You might have read in the newspapers that our Commission meeting this past Tuesday that we gave final approval of that as well as held a public hearing. We are partnering with the County Commissioners on the unincorporated areas for shell building. In October, the Board of Commissioners announced they are going to be working with PB Development-Kinder and Sons on a 100,000 square foot shell speculative building at the northwest corner of Fogwell and Lafayette Center Roads. The Commissioners committed to providing reimbursement on the interest portion of the carrying cost of the building. This body also approved a property tax phase-in for that project. Construction has started on that and is in the process of putting the foundation in and as long as the weather holds, they will continue to work on that property. Hopefully we will see that come out of the ground this year. We continue to update our website to make sure we have all of our agendas and meeting notes and things like that posted online. I think we are going to start working on getting more material out about our available sites and buildings as well. We have the ability to post pictures and videos and those kinds of things. I will turn it over to you guys if you have any questions about what we are doing.

**Rich Beck:** Historically we have seen a lot of activity with the Legislature regarding TIF legislation and this year it has really subsided. I think a part of that is that we broadcast this out last year to a lot of folks to let them know that you can do it properly. There are some abuses taking place around the State but I am proud to say that in Allen County, we are doing it right and are very successful with it. That open communication is important to let people know that it can be done.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Tom Harris:** Knowing a little bit more on the Redevelopment Commission, obviously the funds are strong there and the thought of the purchase of additional land as was done with North Pointe and such, is that on the docket for this coming year?

**Rich Beck:** We are certainly looking at that and take a very strategic approach to the acquisition of land and are looking at parcels right now in the General Motors area and are looking on Bluffton Road and Adams Center Road areas. We anticipate something happening this year.

**Elissa McGauley:** As an aside, we are also helping the City of Woodburn and Monroeville on their efforts to expand their industrial areas. The City of Woodburn, obviously we have partnered with them before to help create their TIF Districts. They have a desire to expand their industrial areas and it is a part of their strategic plan that they worked on with the new Allen Alliance. That is on their radar screen. Monroeville is the same way and own property and would like to make it more shovel-ready. They received a grant from Paulding-Putnam to do some of that work.

**Rich Beck:** You bring up a good point, Tom, as a reminder that back in 2008 and 2009 when land banking began, the Council appropriated \$4.5 million to redevelopment to perform the land banking function. We are not in it to make money but are in it to create an environment for jobs to come here. We are sitting on about a \$6.5 million capital fund and looking for those strategic acquisitions. We came for seed money and you provided that seed money and we are not coming back.

**Joel Benz:** Okay, are there any other questions? Thank you for keeping us aware of what is going on.

**Rachel Black:** Rachel Black with Economic Development, Department of Planning. Each year, staff compiles information on the companies that were granted tax phase-ins over the year. A report was emailed to you.

**Nick Jordan:** It is on page fifteen of your notebook.

**Rachel Black:** You will see in the report that there is a short summary of each one of the companies as well as their investment and tax savings. Additionally, in the report, there is a breakdown of employment and analysis of compliance with Statement of Benefits and lastly an overview of the Tax Abatement Development Fund. I am going to share just a few details on each one of those sections and if you have any questions, please feel free to ask those. There were a total of twelve companies that were granted tax phase-ins. There were thirteen projects and as Elissa alluded to a few moments ago, Lippert Components had two. One was in New Haven and one within Allen County. Allen County, as a whole, continues to see an increase in new investment with new companies as well as companies that have been established and been a stable part of our community. Out of those thirteen projects, five were located within unincorporated Allen County, six within New Haven, on in the Town of Hunteertown and one in the City of Woodburn. The

## ALLEN COUNTY COUNCIL MEETING MINUTES

total of investments for those companies is over \$130 million. The estimated tax savings is a little over \$10 million over the three to ten-year term for tax phase-in. In terms of employment and job creation and retention, most companies were adding jobs. The total projection that was given in their applications was 803 jobs. That is an increase from 2016 by 442 jobs. They had given retained jobs a total of 620. Those are really good numbers. For the National, State and County averages for 2017 wages, those aren't released until the end of March and so in the report we used the 2016 numbers. The average annual wage in Indiana was \$42,940. The National wage was \$49,630. The Allen County average was \$42,250. This is slightly under the Indiana wage and about \$7,000 less than the national average. As far as compliance is concerned, the companies must submit annually the Compliance of Statement of Benefits form to show the extent to which they have followed through with their commitment. The County policy states that they must have a 75% compliancy in one of three categories. Those include created or retained jobs and salaries as well as their real and personal property investments. As you can see on the report, the majority were exceeding the 75% requirement. Lastly is the Tax Abatement Development Fund. Our total, as of December, was \$773,000 dollars. Companies that contributed to that fund last year gave approximately \$48,000. The last expenditure out of this fund was back in 2013 and helped with infrastructure for the Stonebridge Business Park. As this is a voluntary contribution, out of those twelve companies, four companies decided to contribute last year. That is all I have for you. If you have any questions, Elissa or I would be happy to answer them.

**Joel Benz:** Councilwoman Tucker, go ahead.

**Sharon Tucker:** This is a good report and it shows strength for what we do with abatements and using the tool in a proper and correct way. I just have a question about the average compensation where we are just slightly below Indiana and the National. Is there any way with new abatements that we can try to balance that out a little bit or is that something that is out of our matrix that we use?

**Elissa McGauley:** I think a lot of it would depend on adjusting the point system that we use to evaluate applications when they come in. We award points based in different salary ranges. If you wanted to adjust that up so that it reflects National and State averages to make it a little more aggressive so that if someone pays better, they are going to get awarded more points. Those folks that drop below the County average or the State average would get less. That is one way to look at how we can award the better paying employers in town.

**Tom Harris:** Along with that thought, how do you attract employers that are going to be paying that? What is the strategy to do that?

**Elissa McGauley:** I don't know that we have a strategy, actually. This is a tight economy. Unemployment is very low. Trying to find the right hires is difficult across the board. Economic Development has a lot of things going for it with the economy being very good but we have to have the right product and sites to attract new employers and encourage existing employers to expand. Because of the tight labor market, it is taking

## ALLEN COUNTY COUNCIL MEETING MINUTES

care of itself and there is heavy competition with companies here to get the right talent and pay well so that there isn't turnover.

**Rachel Black:** Also awarding additional benefits is something that I have been hearing as well. That is to keep the current employment that they have or to attract more.

**Tom Harris:** From a phase-in standpoint, making sure that these are quality companies that we are placing some risk in and giving them the phase-in opportunity with quality jobs. We need to make sure the pay is fitting in. The challenge is if you continue to get low paying companies coming at it, do we continue to phase-in those while we are at 2.5% or 3% unemployment, does it make sense to keep phasing in low paying companies. Maybe more discussion as the year progresses on that one.

**Eric Tippmann:** That is in your ranking system, isn't it?

**Rachel Black:** Yes.

**Elissa McGauley:** Yes. It is the point system that we use.

**Joel Benz:** Thank you. At this point, Building Department is next.

**John Caywood:** John Caywood with the Building Department. I am coming to you this morning requesting \$40,000 for some investment into our Accela program. I emailed everybody a couple of weeks ago explaining what the purpose for this was. This kind of started around January 12<sup>th</sup> about 7:00 a.m. when the system was down for maintenance. Since then it has not come back up to where it needs to be. An example of some of the things that are wrong, I have touted the instant permits and how good it is because we don't have to touch them. During this upgrade, one of the things that broke is our link with GIS that pulls in planning districts. Now, while they are instant to the consumer, they are not instant for us. We have to touch each one of those and manually insert that planning district. We analyze from this really unsuccessful upgrade where we realize that this system has been in place since 2009 and lots of scripting has been done. For those that are technically challenged, a script in coding is a command that tells the system when you do something such as resulting in an inspection, a script tells the computer to do another action such as sending an email to somebody or closing another action. From 2009 until now, multiple people have been inserting these scripts and now it is a "spaghettied" up mess. We would like Accela, the third party, to come in and take a look under the hood, tell us where we are at and possibly where we need to be. We want to be very intentional in what they look at to make sure we have the correct people here to assess what is going on with the system. That is why I am coming to you with this funding.

**Joel Benz:** I reached out to you and asked if you had communication with some of the other Department Heads that have pieces in this and you responded that you had. It is kind of a mess, to be honest. This thing is kind of an albatross but we have so much invested in it.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**John Caywood:** It is interesting, both literally and figuratively, there are other Department Heads here. I know the Health Department had to leave for a meeting but I have Kim from the Planning Department and Ed is back there. I think Vance is just here to give me moral support. I would agree with you on that. I come not just for the Building Department but also for the other County Departments that are on the platform. This would cover the person coming in from Accela for the multiple County Departments that are on this platform. I do agree with you and we need to look under the hood to see if this is viable going forward. I reached out to Councilman Tippmann discussing some of our IT woes and he directed me to Dr. Kim at IPFW and is a Department Head with IT. I had some discussions with him and am trying to be very intentional and proactive that we use those resources and funds in a way that is good for the community and the taxpayers. I also wanted you to know that since 2009, I have discovered a fund that Mr. Jordan told me about. It is a five-dollar minimum fee that goes through a fund line that is touted for IT improvements and repairs. Since 2009, approximately \$773,000 has flowed through that fund line through permits that have been pulled for building in Allen County.

**Joel Benz:** That is not where you are requesting to draw that from today though. You are requesting this from your General Fund, correct?

**John Caywood:** Yes.

**Nick Jordan:** Those revenues go into the General Fund. When you look at the Miscellaneous Revenue, John's building permit revenue goes into that line. As he noted, five dollars of every building permit was allocated for Accela.

**John Caywood:** \$110,000 went in during 2017 and the year before had \$135,000 flow through there.

**Joel Benz:** Councilwoman Tucker.

**Sharon Tucker:** Just to clarify for our Facebook watchers, is this just for the consultant fees or the repair fees as well?

**John Caywood:** I want to say yes but the price is \$275 an hour for them to come in boots on the ground but we have to pay expenses while they are here too. We are hoping to get them here a week to do all of the analysis and then come back in another month to implement some of those. I can't say that I might come back for more but I am hoping I come back to you and say that it was less. We talked about \$30,000 but with our Permit Leadership Team, we asked for \$40,000 in the hopes that we wouldn't have to come back if we needed to. We are hoping this is enough to bring them in, analyze and make some of the recommended changes that need to happen.

**Sharon Tucker:** Okay, thank you.

ALLEN COUNTY COUNCIL MEETING MINUTES

**Larry Brown:** I offer a motion to approve the request in Department 29, Building Department for \$40,000 in Contractual.

**Tom Harris:** Second.

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

**John Caywood:** Thank you, Council.

**Justin Busch:** You look good in the paper, Mr. Caywood and a lot of good press for your department.

**John Caywood:** Thank you.

**Joel Benz:** All right, Department of Planning Services.

**Nick Jordan:** I can handle this one. What this is, if you recall, was that you approved a position at the end of 2017. At the time we didn't do an appropriation but we need to do it now so that Kim has the funds to pay this individual. They were hired internally and that is reflected here.

**Tom Harris:** In essence we already passed this but did not do the funds.

**Nick Jordan:** As the time we didn't know who the applicant would be and we couldn't do it because of the timing of the meeting.

**Tom Harris:** I will move for approval of the appropriation in Department of Planning Services General Fund for Principal Land Use Planner in the amount of \$53,749, FICA for \$4,112 and PERF for \$6,020 for a total of \$63,881.

**Bob Armstrong:** Second.

**Joel Benz:** We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0. Next up we have the Commissioners.

**Chris Cloud:** Chris Cloud with the Allen County Commissioners' Office.

**Mike Biltz:** Mike Biltz, Allen County Work Release.

**Chris Cloud:** Good morning, Council. We are here to request an appropriation of \$5 million for the remodeling and furnishing of what would be the new home of Allen County Work Release. Work Release has been at its current location since 1999. They occupy about 20% of the Byron Hospital building. It is a number of pods and so they occupy one of those areas. They have a current bed count of 103 as a possible total. The request today would take a County-owned building on Venture Lane which is right off

## ALLEN COUNTY COUNCIL MEETING MINUTES

Cook Road and was a former State juvenile facility. We would remodel the inside drastically to expand the bed count from 103 to about 226. That is the short answer of what the request is for. More specifically, there are a couple of reasons why now and why this. The County actually first looked at this building about 2010 under former Community Corrections Director Sheila Hudson. She had her eye on it for a facility when the DOC vacated it and consolidated it with other juvenile facilities. It has been on the County radar for years and years and years. The person who owned it and leased it to the State defaulted on it and IAB ended up with possession of it. They called us several times and wanted \$4 to \$5 million for it. Their price kept coming down a little and eventually we bought it for \$1.3 million. It is not every day you find a secured facility for \$1.3 million in an area that is already zoned for it and with no housing nearby. For us it is not easy to place a Work Release facility but this sort of met all of the criteria. We bought it not knowing a final use but it could be Work Release or another secure facility. The request for \$5 million is not all for construction. With my submission, I think you got a breakout of cost and it includes everything from construction cost, overhead cost, furniture, fixtures and equipment. They will need beds and lockers, cafeteria tables that are bolted to the floor and secured facility standard things. It is not a jail in the sense that these are not jail cells. These are folks who leave and go to work. What would you say your percent of folks that go to work it?

**Mike Biltz:** Probably about 95%.

**Chris Cloud:** So 95% of the population is leaving the facility every day. They go to work and come back and are not followed by one of his guys. It is a secure facility but not a jail. Effectively we are building living space and also classroom space for some of the programs that Mike does for drug addiction, GED and things like that. That is sort of the pitch of basics. If there are any specific questions about request, let me know.

**Joel Benz:** You didn't bring up that you are hoping to combine.

**Chris Cloud:** Oh, yeah. The other component of this is that the Commissioners have the north campus back into the private sector's hands so that it is developed and paying taxes. We have owned roughly 80 acres north of Carroll and west of Lima for the better part of 70 or 80 years. It has had everything from a TB Clinic to what it is now and has kind of run the gambit. There used to be dozens of buildings and now it is down to a handful of buildings. We would like to get that prepared for sale and sold. The two things that are currently in our way are the Byron Hospital facility and as it has been stated in the paper they are trying to find land. They have the money to build a new facility. They have been a great partner to us and us to them. For the very difficult population that they serve in their facility, it has worked out well for them but they need a new and modern facility. What they have is not equipped for it. They want to move out and we want them to move out but on their timetable. They are doing due diligence and if they would buy the land they are looking at, it is probably still about a year and a half and so summer 2020 time would be a possible move out for them. All that is left out there that we would be able to sell is Mike and his folks in 20% of a building. It is not a great long-term place for them anyway and it is not a great current place for them. The building wasn't built for what

## ALLEN COUNTY COUNCIL MEETING MINUTES

they do. We also know that the Level Six Offenders coming back from the State, our jail population is bumping up against the max partly because we have people we didn't used to have. We need all of the pressure valves we can find to get folks on other programs. I know Kim Churchward drastically wants to increase Community Corrections because it helps the jail and increasing the bed count here would help the jail. Any other program we can put them in is cheaper for us than housing them in the jail. This is another avenue for getting another batch of people out of the jail. There is a possibility that Community Corrections might reserve fifty beds in this facility if the State would approve their most recent grant application for their funding. Those folks would pay the Sheriff or the County to be there every day just like the current people do. If they don't need those fifty beds, there are other programs that Mike can tap like Federal holds, State holds and if our own folks can't fill them, there are others that we can partner with. This fits a lot of checkmarks for us but there are a lot of moving parts.

**Joel Benz:** Councilman Brown.

**Larry Brown:** Chris, building-wise, what you are proposing would take care of the area that Community Corrections might occupy if that agreement can be reached or if their plan is approved. Is that right?

**Chris Cloud:** Effectively yes. Mike and the Sheriff's Department were involved in the layout and we knew that was a possibility. That is not to say that when we do the full blown architectural plans, it may not change a little internally if Kim's folks would need to be segregated from the rest of the population. Bed-wise, yes, we thought they were going to take 50 or we are going to fill it with something else.

**Larry Brown:** Okay, so if I can read between the lines, we currently don't have a construction estimate from an architect.

**Chris Cloud:** We do.

**Larry Brown:** And what is that figure?

**Chris Cloud:** It is on CCI's letterhead and MSKTD was working with CCI. We were working with Jim Kratzat and Jack Krause to be our thinkers on this. That estimate number is from both of them but just on CCI's letterhead. As far back as 2014, MSKTD has been involved and did an analysis of the mechanical and electrical in the building. ERI did a structural analysis and there were some concerns about some brick issues and everything has passed from them. Since 2014 we have had folks have an eye on this even before we knew we were going to buy it just to make sure it was in good condition.

**Larry Brown:** So this includes soft cost?

**Chris Cloud:** The full number does include soft cost. If you take what we bought the building for and you add the hard construction costs, we are looking at about \$116 per square foot. We can't build brand new for \$116 per square foot. Effectively what you

## ALLEN COUNTY COUNCIL MEETING MINUTES

would pay to build a moderate house. This is cheaper for us than trying to find land, build new, get it rezoned, deal with the public and no one wants this population to house by even though they are working people and not in the jail. Anything we try to put near residential gets pushed back anyway. It's already there and been there and is an established facility since 2000.

**Joel Benz:** The Byron facility certainly has reached the end of its lifespan.

**Chris Cloud:** Most definitely.

**Joel Benz:** I have been in there a number of times and it's well past its time. My question is that you have got fixtures and facilities in your current place. Does this include taking some of those or are you going to just totally abandon that and bring all new in?

**Chris Cloud:** Mike can address what could be moved.

**Mike Biltz:** There is very little to be moved. Most of the bunks are 18 or 19 years old and I wouldn't feel comfortable using them in a new facility. There is a very limited amount of stuff to be moved.

**Chris Cloud:** I think they are not in private rooms, per se, but segmented rooms. This is more of an open sleeping facility. We need lockers for clothes and personal effects and things like that.

**Joel Benz:** Councilwoman Tucker.

**Sharon Tucker:** We are looking to get all new merchandise. Is there any way to gain funds from liquidating the items that we currently have or would we just dispose of them all?

**Chris Cloud:** When we have stuff, we can either auction it, give to a non-profit and we have never had anything this large scale that we have had to liquidate before. Typically we put stuff to auction and so I assume we would do the same thing. Typically we try to recoup if the thing has some value.

**Mike Biltz:** Our clientele is pretty rough on things in general and we are patching a lot of stuff just getting by, at this point.

**Joel Benz:** Councilman Harris.

**Tom Harris:** Chris, in taking a look at the materials, it was my understanding that the Commissioners were looking for a loan. I just wanted to get you on record from the standpoint that the idea is to pay back.

**Chris Cloud:** Right. I dub it a loan but it is not a loan. The Highway truck deal that you guys do, there is actually a promissory document that you guys have them sign. If

## ALLEN COUNTY COUNCIL MEETING MINUTES

property is sold, the money goes back to the fund that paid for it. In the absence of knowing what paid for it back whenever this was acquired, it would go back to the General Fund. In essence, the General Fund is going to pay money to remodel it and when we sell the property, hopefully in the next couple of years, all of that money goes back to the General Fund. I can't guarantee you what the number is going to be because I can't tell you what it is going to sell for. We have talked with development folks and we know there is increased value in that area. Northwest Allen is a wonderful school district and people want to live there hence the 600 plus homes that are going into one single development. The area is rapidly growing. We know there is a market for the land and is on a prime corner. It is sort of the next corner to develop on that road. I can't pinpoint that you are going to get all \$5 million back because I don't like to guarantee that sort of thing. You are going to get several million, at a minimum because that is at the value today just selling it as it is. Once the Commissioners would knock down buildings and any environmental of any old steam tunnels and fuel tanks, then the value will go up. In my mind this is sort of the county paying for something that hopes to get something back.

**Tom Harris:** Just as the Commissioners want to make sure that readily available funds to do what they feel they need to do, we on Council, also as well. One of the concerns that we had discussed was putting some kind of a timeline on repayment of the \$5 million. If you spread that out over a ten-year period, we may have a rough economy or we have to make some tough decisions to make, we would need that money back sooner than that. Would the Commissioners be open to putting some kind of a timeline on this of repayment?

**Chris Cloud:** I know earliest, if the Byron sale goes through, they are still looking at eighteen months to two years. I don't know how long it would take to knock down buildings and make the site ready to go. It depends on how much work the Commissioners want to put into it. With Stonebridge, it is shovel-ready. We had utilities there and you just put a building up. I don't think we would do the same thing with this but it is an odd topography and if we did some leveling off that would take some time. I can't tell you yes without knowing what the number might be. I think that would be a comfortable and appropriate thing given that we intend to sell the property to be sure there is some timeline to make sure that process is continuing and we are not just idle.

**Joel Benz:** Okay. I do think that this is a little unusual in that typically the Commissioners handle this out of CEDIT Funds or something along those lines.

**Chris Cloud:** We don't tend to handle buildings.

**Joel Benz:** This is renovation.

**Chris Cloud:** It is large scale renovation. The Rousseau Centre is the most recent example of a large scale renovation. County Council funded that. We came to you and that was requested from the General Fund. Out of CUM CAP we handle maintenance of buildings and small scale renovations. If we can do it in-house, our maintenance staff has a lot of skilled trade guys and we do it. We remodeled the Small Claims Court building

## ALLEN COUNTY COUNCIL MEETING MINUTES

and the Commissioners paid for that out of CUM CAP. I think that was under \$100,000. This is not normal and we don't do this very often.

**Joel Benz:** That's true.

**Chris Cloud:** In the most recent past, we came to you for the money for the Rousseau Centre and I think it was a \$4.5 million ask.

**Joel Benz:** Council members, I appreciate Tom and his point of a timeline and getting that repaid. At this point, I don't know what the best discussion is moving forward to get a commitment from them. I guess we have a couple of ways to approach this. One is that we can just tell them here is the \$5 million and we are going to trust you are going to honor your word and not have any sort of a firm commitment from them other than what Mr. Cloud has presented here today. Two, we could lower that number to a midrange, \$2.5 to \$3 million, or something like that so they can get started before we funded fully what they were asking and before we did anything else we would get a commitment from them. Three, I think they have asked for more engineering cost.

**Chris Cloud:** Part of the \$5 million is getting the full blown architectural and engineering plans drafted.

**Joel Benz:** We could approve that amount and allow them to move forward and then get a timeline for repayment. I am going to open the floor and get the discussion here. Councilwoman Tucker.

**Sharon Tucker:** Just for clarification for me, do you have someone looking at the Byron Health Center facility?

**Chris Cloud:** Over the years we have had folks approach us but the way the Byron lease is structured, it is actually a 30-year lease with one year opt out. We can, with a year's notice, at any time in that 30-year lease but we have tried to be respectful of the population out there because there is no other place to go. We are sort of on their timeline. They have been at this for about five years and finally they are actually ready to do something. In that sense, we have had people approach us over the years but we couldn't commit but now we have people interested. We have been contacted about lots of land that we have out north. I don't think it would be a problem to find someone to buy it but I cannot tell you today that there is someone who said when you are ready to sell, let me know. We have been approached several times over the years. Oftentimes, folks will call us but then it wouldn't pan out anyway. Sometimes you get called for what-ifs. I think having a for-sale sign would certainly let people know that we are serious about it. Since the article appeared in the paper that said Byron was interested in moving out, we have actually had a couple of calls. The more this gets public, the more they see movement on that front, there will be more interest in it.

**Sharon Tucker:** It makes it hard because that would be contingent on how quickly you guys would be to pay the funds back.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Chris Cloud:** Absolutely.

**Sharon Tucker:** So you are, in essence, proposing like a contractor's draw?

**Joel Benz:** I just think it would be wise on our part to get a firm commitment from them.

**Chris Cloud:** I think it would help to know what the ask is of them as far as a year or window. If you were at 20 years, I could tell you yes today. If it is shorter than that I obviously need to get their permission. I definitely think they would be open to that.

**Joel Benz:** I think you have said as soon as they take out the cost, they will pay the money back. Correct?

**Chris Cloud:** Believe me, we have aggressively wanted to put a for-sale sign and they want this thing already sold. We have to be respectful of what Byron is doing. There are really critical folks out there. The last thing we want to do is rush them and their population of folks. At the very least, if we could get the architectural drawing process started that is about a two to three month process. If you did the option two of giving us part of the money, we can't bid without all of the money in hand. We would be project done and then sit until that discussion happens. That is no big deal but we would need the full amount of whatever that is going to be before we could bid it. We could at least get the process started with the architect, have a discussion with all of you and if it is a month or two or whatever that timeline is, it certainly wouldn't slow anything down unless you would ultimately decide to say no. We can get you in touch with CBR Sturges, who we typically work with and if having a conversation with Barry would help about the commercial viability of what the land is and what the timeline would be to sell it, we can certainly have that conversation.

**Joel Benz:** Councilman Brown.

**Larry Brown:** Chris, since I do this kind of thing for a living, I am a little concerned. First of all, the price of the building and the price of the upgrade, both of those are in line. The price of the building was an absolute bargain. Since I don't have a breakdown, the \$895,650 in soft cost bothers me. That is 21% of construction.

**Chris Cloud:** It was sent with your thing. This breaks down every little cotton picking thing. Part of that number is a \$200,000 contingency. Part of it is money for the beds and lockers, architect fees, project management and some various other things that I don't quite know. Something about underwriters insurance and something like that.

**Larry Brown:** At a quick glance, it looks in line to me.

**Chris Cloud:** I appreciate your comment about trust earlier. Whatever is not spent is going to roll back to the General Fund. We have no desire to spend any more money than we have to. We are just as prudent as all of you are that this is taxpayer money. This is

## ALLEN COUNTY COUNCIL MEETING MINUTES

my neighbor's money and I have to be able to go to them and tell them that I spent \$5 million of their money. I get the pressure to make sure it is a wise and prudent decision. If there is money left over, it is just going to roll back to you.

**Joel Benz:** Councilman Brown, do you want to make a motion then?

**Larry Brown:** I am okay with it. I will make a motion to approve the request from Department 40, Commissioners for an appropriation out of the General Fund for Work Release Building Renovation in the amount of \$5 million.

**Bob Armstrong:** Second.

**Joel Benz:** **We have a motion and a second.** Councilman Harris.

**Tom Harris:** A couple of thoughts and one is that we talked about putting some kind of a timeline on that. A question that I have is in regards to Community Corrections. Is there a timeline where we are waiting to find out on approval of this program?

**Chris Cloud:** They are on the State cycle and I think July one is their fiscal year. I imagine that they hear back about what they are going to get in April. I think they come to us and you guys to get their grant approved.

**Tom Harris:** So part of their budget program is not part of a proposal to do this.

**Chris Cloud:** I think in their annual or bi-annual request for money, they added this in.

**Tom Harris:** So we are waiting for the approval of the funds and the program?

**Chris Cloud:** Yes, they have requested the money. I haven't seen their request to know what it looks like but it is \$35 a day to reserve 50 beds. Whether it is them or the Federal holds that you do, somebody is going to occupy those beds. If it can be Community Corrections, it obviously benefits us as well.

**Tom Harris:** I do know, from sitting on the Community Corrections' Board that the State is pushing the concept of Allen County having beds. I know, in theory, the State is saying that Allen County needs to get some beds somehow. This would fit that model. I think most likely they would approve the funding.

**Chris Cloud:** And the fact that it is a collaborative approach. The grant request that flows up from Community Corrections now includes Adult Probation and the Sheriff's Department. I think the State wants to see more of those cross-department collaborative approaches to Criminal Justice. Also, with the changes to 1006 and the State basically pushing more cost down to the local government, we are going to need more bed space. As they are trying to close facilities or consolidate, the pressure is now on local government to find a way to keep these programs going and eliminate recidivism. Whatever programs we can do to keep folks going to our facilities, because the State is

## ALLEN COUNTY COUNCIL MEETING MINUTES

going to keep pushing them back to us, it just benefits us to have the programs and getting Mike to place these folks in jobs and anything we can do to keep them out of jail. It is cheaper for our community, in the long run, to not have folks incarcerated.

**Tom Harris:** On the timeframe, initially I threw out a five-year payment and my impression was that the Commissioners were okay with that. The only concern that I would have is if the Commissioners were to sit on that property and not try to move it on the basis that the longer we hang onto it the more value it has...

**Chris Cloud:** I don't think we have taken that approach to any facility. We just sold a building on Wayne Street that used to be Small Claims Court and we had put a for-sale sign up even before they moved out. We want to turnover land as humanly possible. When we did the consolidation in the Rousseau Building, the Commissioners had told the Council that they would sell off buildings as fast as they could and we have done that. I do understand the concern. You do have an exposure of \$5 million. I would hope that we have garnered enough trust and respect with Council that we are all on the same team but I do fully understand the desire to have some guarantee to know that if this is spent out, it will come back. If Byron does what we think they will do that is two years. I don't see us taking that long to sell the land. Without having their approval, I don't want to commit them to something on that. For the last couple of years, we have been pushing Byron to get out, respectfully and on their timetable but pushing to get this moving. We bought this building to try to get Mike's folks out. We moved the Sheriff's Traffic and Detective Divisions down to the Rousseau Centre to get the Kidder Building empty. We have been doing little things over the years to get that property ready for sale.

**Eric Tippmann:** Is there a strategic plan for that area?

**Chris Cloud:** We have worked with CBR Sturges on a development plan. I don't think we want to be the developers. Unlike Stonebridge where we did act like developers, it was by the GM Plant and we knew the clientele. We have no idea who might want to buy this and what the best and highest use it. He had some ideas as to who would buy it but given that some of it is direct frontage right on the corner of a major road and some of it is a little further back, the way he sort of thought this is going to be a couple of projects. I think our plan is just to get it into the private sector as soon as humanly possible for paying taxes. I can't say that we are looking for a specific type of development to take place. I imagine it is probably going to be commercial in the corner and who knows what else further in the back.

**Eric Tippmann:** When the State Legislature allowed us to collect CEDIT funds, was this the kind of project you think they envisioned?

**Chris Cloud:** When CEDIT was initially put in place, it was actually limited to just economic development projects. I can't remember when the State opened it up.

**Nick Jordan:** It was a subsection.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Chris Cloud:** The State opened it up to many uses.

**Eric Tippmann:** Like capital and jails.

**Nick Jordan:** Any lawful purpose.

**Chris Cloud:** They treat it sort of like COIT now, in a sense. The Commissioners have historically taken the tact of preserving the money for infrastructure and economic development use. The City recently increased the LIT tax, which we didn't ask for but they did. We put all of that money on the roads. Highway got another \$2.5 million from the Commissioners in CEDIT for unincorporated Allen County for chip and seal and grading on roads. We typically have been doing that. They get an allocation that they put towards Federal projects and that is the money that we have used for all of the Ledge Agreements. We typically have held it for economic development. We have obviously spent it on non-economic development.

**Eric Tippmann:** Isn't this economic development, getting that area going for those people out there?

**Chris Cloud:** I would agree that the selling of the property is economic development. I would not agree that finding a home for Work Release is economic development. That is a County function and an existing function. It is a program out of the General Fund. I understand where you are headed that the Commissioners should pay for all of this because it is economic development. This is a core function and not a Commissioner function of the program. We bought the building in order for them to have a place to go. The program is funded by County Council in the General Fund and their fees go back into the General Fund. We don't tend to pay for programmatic upgrades.

**Larry Brown:** Chris, if you take them out of jail, you put them in Work Release, they get a job, they pay taxes that is economic development.

**Joel Benz:** I think we are backing him into a corner here.

**Nick Jordan:** If I could just add one thing here. Council, if it helps ease your worries, it is a lot of speculation on when it will sell, if it will sell and what it will sell at. Byron and Community Corrections, if Community Corrections was ever sold, would go to the General Fund and would help offset some of this \$5 million. Secondly, each year at budget time, by law you appropriate the CEDIT Fund or LIT Economic Development. In the worst-case scenario, if the building wasn't sold and the General Fund didn't have money, you can have the discussion with the Commissioners on the CEDIT Fund. If you didn't like the uses in that fund, you hold the appropriation and discuss it. The other item just mentioned is Work Release fees. I have talked with Mike and a couple of other Sheriff's Department personnel, right now we have three tiers based on Fed, State and local and if they are at the Work Release facility, it is all the same facility and now it is going to cost more based on this thing and so potentially getting that dollar amount up. We get \$57 from the Feds, \$37 from the State and \$22 or \$24.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Mike Biltz:** We get \$58 from the Feds, we are not doing any State housing right now but with the County it is \$22 a day and if they make a certain amount it can go up to \$175 a week.

**Nick Jordan:** That all goes into the General Fund. A stop gap that you have every single year is the discussion and appropriation of the CEDIT Fund.

**Eric Tippmann:** I am actually not worried about recouping 100% of that because I want to see that area develop for the quality of life for the people out there. Thinking along those lines, I would even look at partnering with Byron Health and incentivize them to moving out. Has that ever been discussed? That would be a good use of funds and to get that area going.

**Chris Cloud:** We are active partners with them. Commissioner Brown sits on their Board. They are aware of our desire for the land. We do sort of partner with them already because they are holding a license for 100 beds that allows them to get a higher Medicaid rate. That connection that they have to us now, being in our building and leasing from us allows them to already recoup. We are very close to them and they care for us dearly. Even when they go, we still have to have a relationship with them but I don't think we have necessarily said that if you move sooner than later...we haven't done that. We didn't realize for quite a while how much money they had and now that we know, we asked them to get moving.

**Joel Benz:** Councilman Busch.

**Justin Busch:** I know there is a motion and second on the floor and I intend to vote yes. I want to explain why. First and foremost, I applaud Mike and his team and after talking with you and seeing the things you do and the staff you have there. I like the program and think it is proactive. We have talked to the Sheriff and Chief Deputy Edwards about the fact that there are over 100 that are eligible to go there now and so those are folks sitting in a jail cell and not taxpayers. I had an opportunity to go back into the workforce and be a taxpayer and it is a good thing to do. I know the building is crumbling and things need to change. When it comes to construction costs, we all bring different skill sets and backgrounds to the table. We have benefitted from your HR in the past and when you say it is a good deal and a wise move that carries a lot of weight with me. Lastly, when we met this week, Mr. Cloud, with Therese Brown and Commissioner Peters, they looked me in the eye and said they were going to pay this back I am going to take them at their word because I think Mr. Cloud and they do good work and they have not given me a reason not to trust them. I talked to a developer friend of mine and I think the fees will recover in at least looking at it as a very attractive property. There is some risk here but that is our job to look at that risk and make the best decision possible. I think the best decision is to vote yes on the motion.

**Tom Harris:** Without making an amendment to this motion, I would just encourage the payback within a five-year period. With that I will call for the question.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Joel Benz:** We have a motion and a second. I think we have had plenty of discussion. All in favor say aye, those opposed, like sign. The motion passes 6-1 (Tippmann). IT Department, will you come forward?

**Ed Steenman:** Ed Steenman, Director of Technology. In 2010, we installed the servers that support Public Safety. They started to reach our radar for replacement in 2017. At the same time we also got wind that the Spillman application was no longer going to support the operating system that we currently use. We weren't going to be able to just replace with like for like but was going to have to make a more drastic change. We put off that upgrade last year to get more information about what we were going to have to change to. We know that we have to replace the server now because the current operating system will no longer be supported coming into 2019. The servers have served us well. There are over 1,600 active accounts for the Spillman application. There are a lot of people that use it day in and day out. Obviously there are times when it is a life and death situation. Initially we had an estimate that the County portion would be \$180,000 to replace these servers. After some additional investigation we have gotten that price down to \$106,500 that I am asking for today. This is a partnership with the City of Fort Wayne and we will both share the cost. I would be happy to answer any questions.

**Larry Brown:** What is that share?

**Ed Steenman:** It is fifty-fifty.

**Joel Benz:** In my mind, this is pretty straight forward. Mr. Armstrong, this is your department. Do you want to make a motion?

**Bob Armstrong:** I will make a motion for the appropriation reduction in County Council General Fund in the amount of \$106,500 and the appropriation in the IT General Fund for \$106,500 for the Spillman Public Safety.

**Sharon Tucker:** Second.

**Joel Benz:** We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0. Moving right along, ACJC.

**Sharon Tucker:** I am going to handle this one for ACJC. It is pretty straight forward. We have done this for the last several years. They are asking for permission to apply for the JDAI Grant that they go to the Indiana Department of Corrections for. We just need to give them that permission and then appropriate the funds. I will make that as a motion for permission to apply for the JDAI Grant and for the appropriation in the JDAI Grant Fund 223 in the amount of \$38,543.

**Bob Armstrong:** 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 7-0.** Next up is Superior Court.

**John McGauley:** This is not actually a new grant. We are in year two of a pilot project that Allen County is working on with the Supreme Court to explore the usefulness of Commercial Courts in Indiana. This grant runs fairly late in the year until fairly late in the year and so we were only able to get to you in 2017 for part of this. Basically we are just asking for an appropriation of the remainder of the grant. This covers the salary for a Law Clerk that serves Allen, Lake and Elkhart Counties.

**Sharon Tucker:** I will make a motion for the appropriation in the Commercial Law Clerk Fund 859 in the amount of \$51,680 for Consulting Services.

**Larry Brown:** Second.

**Joel Benz: We have a motion and a second. Is there any further discussion?**

**Tom Harris:** You lost me on the Lake and Elkhart Counties.

**John McGauley:** Our pilot project actually involves three Counties. The Civil Division Courts in Allen, Lake and Elkhart share a Law Clerk and we are the pass through for that one individual.

**Tom Harris:** Are we in essence paying for services for Lake and Elkhart Counties?

**John McGauley:** Through the money that we get from the Supreme Court. This is not General Fund dollars.

**Tom Harris:** Okay.

**John McGauley:** We will have one more year left on the pilot project and then we will see where it goes from there.

**Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.** Additionally, on the addendum is a transfer.

**Nick Jordan:** This is just an accounting correction. This is a transfer from the Supply line to Office and Computer Equipment in the amount of \$105.

**Tom Harris:** I will move for the transfer within Superior Court General Fund of Supplies for \$105 to Office and Computer Equipment for \$105.

**Sharon Tucker:** Second.

**Joel Benz: We have a motion and a second. All in favor say aye, those opposed, like sign. The motion passes 7-0.** Highway Department, come on forward.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Bill Hartman:** Bill Hartman, Director of the Highway Department.

**Kim Yagodinski:** Kim Yagodinski, Finance and Personnel Manager for the Highway Department.

**Bill Hartman:** We are asking for an appropriation for HMA Resurface in the amount of \$2 million and Road Conversions for \$500,000. These are based out of money that was left over last year and some other various items that we would like to apply. We have handed out a list of the overall projects that we would like to do for the year. The \$2 million will do twenty miles of resurfacing and the half million will do five miles of conversion. You can see in the list that overall there is 41 miles of HMA projects and 9.97 miles of conversion. When we put together what we should get done every year to keep up with the maintenance level, this will bring us up to what we should do annually with our budget. We are fortunate that we had some money left over in fuel and other items. Kim can give the details of where all of the money came from so that we can put it on the ground and make it more useful this year.

**Kim Yagodinski:** Last year, we saved some money in our salt line and our fuel line and some of the overtime that we had to work last year. Those are just extra dollars that roll over. It is a typical thing that happens if we don't spend the money that we have to allocate in those areas, we tend to put that money back on the roads the following year. This is just an effort to add some additional miles of resurfacing and conversion work to get us up to what our targets are.

**Joel Benz:** I am glad you are meeting and exceeding your targets here even though it slows us down in the summer a little bit. Does anybody have any questions about this?

**Tom Harris:** These funds are not part of LIT?

**Kim Yagodinski:** No. This is just our rollover in MVH.

**Tom Harris:** For the folks at home, HMA refers to what?

**Bill Hartman:** Hot asphalt.

**Justin Busch:** I will make a motion for the Highway Department appropriation in the Highway Fund 250 for HMS Resurfacing in the amount of \$2 million and Road Conversions for \$500,000 for a grand total of \$2.5 million.

**Bob Armstrong:** Second.

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

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Larry Brown:** Before you leave. In an earlier Council meeting, I think Kim was here but you weren't, Bill. We expressed a concern and I would like an update on the intersection of Bluffton Road, Pleasant Center and I-469. Are you actively monitoring the traffic flow as those new companies become active?

**Bill Hartman:** NIRCC will do that and then give us a recommendation as to if there needs to be more improvements other than what we have done.

**Larry Brown:** Okay, I don't like that answer because when NIRCC is involved, it is three-years, five-years or ten-years out.

**Bill Hartman:** That is if Federal Aid is involved. Everything they do does not necessarily lead to the Federal Aid program. It might be something that we can do locally with an enhancement of a lane or that kind of thing or changing the timing of a signal. They make those recommendations and sometimes it doesn't always lead to a Federal Aid project that you say takes five to six years.

**Larry Brown:** That intersection is going to be...

**Bill Hartman:** It is growing. Earlier they talked about Lippert and I understand and Lippert is going to go where Nestle used to be and that will increase that traffic quite a bit but it is still under construction. The natural gas refueling station has reopened and there is a lot going on out there.

**Larry Brown:** To be specific about the Walmart plant, it is not the cars or employee traffic but the tanker trucks that are going to be coming and going with the milk.

**Bill Hartman:** Yeah. I understand they are actually going to blow mold the jugs there and they will have milk go in one end and jugs come out the other full and ready to go. That will be quite a traffic issue.

**Larry Brown:** Thank you.

**Sharon Tucker:** I have a question for you too, Bill.

**Bill Hartman:** Yes, ma'am.

**Sharon Tucker:** When you have time, I wanted to know how we are doing with the Edsel Bridge and with the change of the City taking over, will that affect the progress.

**Bill Hartman:** It should not affect the timing of going ahead with the construction. I anticipate that it should go under contract yet this year.

**Sharon Tucker:** Are you still involved with it or completely out?

**Bill Hartman:** A little bit. Just in the transition.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Sharon Tucker:** Okay.

**Bill Hartman:** It is in good hands with the Engineers in the City. They were involved from the beginning. It should be a smooth transition.

**Sharon Tucker:** Okay.

**Joel Benz:** Moving onto the addendum items here, Environmental Management is next.

**Nick Jordan:** You have discussion items or the addendum.

**Joel Benz:** We will go ahead and do the Superior Street parking lot discussion.

**Chris Cloud:** If you have been to the corner of Superior Street and Harrison, there is a large building on blocks that is lovely and old and worth saving. That is what the Hall family thought and so they are relocating that to the west half of the parking lot that we own for a future Halls' restaurant. We would be losing 31 parking spots. Working with the City, they are going to provide 31 parking spots in the Rousseau Centre garage in exchange for that west half of the parking lot. We are made whole and Halls gets a location it barely fits. It will actually be facing east-west and the face of it will be on Harrison. They are going to dig a basement foundation and then they will move the building again. I think that will take place this spring but this effectively selling it and even though we are not getting money, we are getting 31 parking spots. Anything we sell for property valued over \$5,000 requires County Council approval and sign-off. I am here to get your okay that we do this. We are not harmed in any way and are getting 31 spots back for the 31 we are donating and helping out a local business. It is sort of a win-win for all of us involved. The City has been a great partner. The Redevelopment, we have a couple of projects and we have ended up as a very large land owner downtown and we are trying to put those to the highest and best use while not hurting ourselves with parking.

**Joel Benz:** I think it is worth noting too this would take the County's percentage of the garage over the 50% threshold.

**Chris Cloud:** It would and our deal is that everything we do with them is based on the condo lease. It really messes with things. We are leasing them for 99 years. They are effectively selling it to us as well. We won't have cars in 99 years. We are effectively leasing them but it is a long term, forever lease because selling it would put us over the threshold and cause all sorts of issues with our condo arrangement with them. The condo arrangement is going to stay 50/50 split of voting authority but we would have more than 50% of the parking.

**Justin Busch:** I will make a motion that we approve the transfer of the west half of Superior Street parking lot to the City of Fort Wayne Redevelopment Commission.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Larry Brown:** Second.

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

**Chris Cloud:** Do you want to move onto Environmental Management or do you want to move onto Dawn?

**Joel Benz:** Let's go on with Environmental Management and then get through the rest of this and come back to Dawn.

**Chris Cloud:** Chris Cloud with the Allen County Commissioners' Office and with me is Charity Murphy, Director of HR. Normally Tom Fox would be here to make this presentation but he was up sick all night. He will be named tomorrow as the new Director of Environmental Management. We started the process in July to dissolve the Allen County Solid Waste Management District. In October we came for the resolution as per the State process. We held the public hearing in January as per State process. We are now at the point where the Commissioners need to approve an ordinance to make it happen. That is scheduled on our agenda for Friday. When that happens, it would trigger a timeline of March 3<sup>rd</sup> to be the effective dissolution date of the District and the establishment of Environmental Management. I have drafted a really long and boring ordinance to this effect to approve on Friday and involves about five or six Code changes of dissolving and adding and are really kind of technical. One of the many to-do list items to getting it transitioned over is getting the salary lines set up. While you all considered the budget, the budget they submitted for the District, you mirrored for the County budget. We didn't establish the County lines because we didn't know what they would be. Tom went through the process of writing JAQ's and scoring them because they weren't County employees and weren't on our grid and didn't have our format. That process took place and Tom met with the Commissioners because this department will be under their umbrella like HR or IT or anything else. In comparing where they would fall in our grid, in the process of that one of the employees actually took a different job with the County. Through looking at the position and how it would change, we had the Auditor's Office, who handles a lot of financing and the Treasurer's Office that handles our investments, their financial position was going to get downsized incredibly because of responsibility. They are merging two positions. The payroll request is actually \$20,000 less for full-time employment than it is right now in the District because of that consolidation. This puts them on our grid at PAT levels and gets them where they would be in our system. This is not to say that in the future, as Tom gets in the nuts and bolts, position may get changed around and duties changed around. Next year he may say that in looking at this now, we would like to reclassify. As far as we know, they are transitioned over and this is what they are. That is the request for you today. They are completely funded by tipping fees and so this is not General Fund money coming. This is the disposal fee at the final disposal facility. As folks take trash and companies take trash to the dump and pay a fee for that and money comes back to the County. We are not asking for money but for approval of the salary ordinances.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Joel Benz:** I will point out that this did not go before the Personnel Committee. They asked us about doing that and we felt that since these were already County positions that we would just bring them before full Council. I am glad to see that there has already been some streamlining of operations with this move. That was my hope that it would occur during this process.

**Tom Harris:** I will move for consideration of a salary ordinance establishing the pay for employees in the department of Environmental Management, 194-8801-488 as attached.

**Nick Jordan:** That is the attachment that is in the addendum on page three. We have listed out the seven positions there as well as the part-time range.

**Sharon Tucker:** Second.

**Joel Benz:** We have a motion and a second. Is there any further discussion? All in favor say aye, those opposed, like sign. The motion passes 6-0-1 (Armstrong abstained).

**Bob Armstrong:** I am abstaining because of my conflict of interest. I can't comment but would love to. We will do that at a later time.

**Joel Benz:** Thank you, Councilman Armstrong.

**Nick Jordan:** The next piece is just an accounting transfer from what was the Solid Waste budget as a stand-alone unit. These should be in the 200 Series.

**Bob Armstrong:** I have a question. Since this hasn't been passed or anything, can we go ahead and start shifting money and stuff? You are moving it from originally Solid Waste to County now and that final vote has not been taken.

**Nick Jordan:** Back in October, the Council adopted the District budget as a District and the Council also adopted the Solid Waste Department budget as a department under the County. We can do this with the County budget and that is what we are doing. It has nothing to do with the District budget as a stand-alone unit. This is Fund 194 just like any other special revenue fund.

**Bob Armstrong:** So you are saying that when this discussion started all the way back in July of last year, we could shift and move money? I mean, is the Solid Waste Board as I understand it is still intact. Did the Solid Waste Board approve this movement?

**Nick Jordan:** No because this is County. It has nothing to do with the Solid Waste Board. It is like the CEDIT Fund, this is the Department of Environmental Management Fund. We can do this transfer and if we were to spend something out of there, we would say you don't have any money and so you can't do it.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Chris Cloud:** There was a separate budget for Tony because he was technically a County employee. These line items are actually in the budget that paid for Tony and these are separate from the actual District budget. These had been budgeted for years by the County related to the dual position that he held.

**Bob Armstrong:** So the hidden fund with Tony had nothing to do with Solid Waste.

**Chris Cloud:** No, it was a County fund.

**Bob Armstrong:** So where did that show up in our budget book? Is that where Tony was under Environmental Studies?

**Nick Jordan:** Let's clarify something. What happened is last year when this transition was being talked about, the possible dissolution, since we didn't know the specific timeline the Council adopted the District budget. We made a carbon copy of that District budget and created Fund 194. We put that into the County budget. You adopted two budgets, one for the District and one full County budget which included over 250 funds. One of those 250 funds was Fund 194. All we are doing here is transferring between that 300 Series to a 200 Series. Nothing as you noted can be spent because that dissolution has not happened. This is just preparing for when that happens so that we didn't have to do this in another month if in fact it is dissolved on March 3. Then these will be intact and ready to go.

**Bob Armstrong:** So in a roundabout way, this was a done deal before it started. We just had to walk through the process to get where we are today.

**Nick Jordan:** It is not a done deal. If this dissolution didn't happen, nothing happens with this fund.

**Bob Armstrong:** I understand that. What I am saying is you made a budget for the District and you made a budget for the County.

**Nick Jordan:** Yes, we were proactively planning.

**Bob Armstrong:** Right. We moved forward knowing this was going to happen and we are just moving and shifting money now.

**Nick Jordan:** In the Auditor's Office, yes. As far as what the Commissioners do on March 3<sup>rd</sup> or potentially tomorrow that is their prerogative.

**Bob Armstrong:** One other question. Larry, you are on the Board. As of right now, where is the Board in all of this? Has there been discussion on this or has the Board been left out of all of this?

**Larry Brown:** The Board is in full support.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Bob Armstrong:** So there has been open discussion and everything.

**Larry Brown:** Absolutely.

**Bob Armstrong:** Okay. I ain't got nothing else.

**Joel Benz:** At this point, I am looking for a motion.

**Larry Brown:** I will make a motion to transfer from Printing, Gas and Oil and Yard Waste Fuel in the total amount of \$20,300 to Printing, Gas and Oil and Yard Waste Fuel for \$20,300.

**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 (Armstrong abstained). Now we are down to the Surveyor.

**Jeff Sorg:** Good morning, Jeff Sorg, County Surveyor. I have with me Pete Jacobs, Supervisor of Survey and Karen Couture, Secretary and Accountant. We are here to transfer from Contractual for \$84,000 to Miscellaneous Equipment for \$54,000 and Vehicles \$30,000. This is all coming out of the Cornerstone Fund and not out of the General Fund. This is for the purchase of a motor vehicle and survey equipment. I don't know if you have any questions regarding this. We had a vehicle that was in an accident and was totaled. I think your package showed what happened. Our survey equipment has become obsolete and the GIS technology is moving very rapidly. I believe that what we have now is four or five years old. We can't get them fixed or repaired. If you have questions regarding this equipment, I would direct them to Pete as he operates the equipment and is very familiar with it.

**Joel Benz:** Councilwoman Tucker, go ahead.

**Sharon Tucker:** Just to clarify you want to move \$84,000 out of Contractual into Miscellaneous Equipment for \$54,000 and Vehicles for \$30,000. I think you may have said it backwards, Surveyor.

**Bob Armstrong:** Out of the Cornerstone Fund.

**Sharon Tucker:** Correct.

**Joel Benz:** I am not a surveyor and so just talk a little bit about what this equipment is and how it is used and how frequently it is used.

**Pete Jacobs:** Sure. This equipment is GPS equipment we use to do our survey work. We have a permanent base station on the roof of the Rousseau Centre. That is always running 24/7/365. We have rovers that we take with us out into the field to do the survey work.

## ALLEN COUNTY COUNCIL MEETING MINUTES

And they connect back to that base station. As Jeff said, all of that equipment is actually closer to ten years old. They no longer manufacture the equipment that we currently use. If it breaks, we can't even get it fixed. We are basically trying to get the equipment upgraded. I would say that anything that is technology based like a phone or computer or television, you have to update or upgrade it and we are just trying to keep pace with survey technology that is current in the area. It helps with our efficiency if we have newer equipment because it tracks more satellites. We use this equipment every day. It is always for something different and oftentimes it is for Cornerstone Perpetuation and that is why it would be coming out of the Cornerstone Fund. It is also for drainage related surveys of ditches and tiles.

**Jeff Sorg:** The newer equipment will allow us to track more satellites and improve the accuracy. I might add is an integral part of the County's GIS system. This is how a lot of layers are generated.

**Joel Benz:** Councilwoman Tucker, go ahead.

**Sharon Tucker:** I support the upgrade because technology continues to change. I do have a question and want to clear it up in my mind. In 2015, we had done some upgrades for you guys and had given some funds for upgraded equipment. Is this a part of that or something completely separate or do you even know what I am talking about?

**Jeff Sorg:** I am not sure what happened in 2015. I was not with this department at that time. Pete, can you answer that?

**Pete Jacobs:** In the survey department, we use survey-grade equipment. In 2015, what was upgraded wasn't really survey grade but was for mapping.

**Sharon Tucker:** Okay.

**Pete Jacobs:** Basically a handheld unit that is somewhat accurate. What we use is sub-centimeter accurate. Not the same thing.

**Sharon Tucker:** I knew my mind was telling me we had done something.

**Jeff Sorg:** When you are doing cornerstone work, you have to be very, very precise because that is what is used by the private sector getting your property lines and so forth.

**Sharon Tucker:** Thank you.

**Joel Benz:** Are there any other questions?

**Larry Brown:** I want to comment, I am in favor of it but what got me so confused was on the transfer for \$30,000 because on the form it asks why this is needed and it says new vehicle.

ALLEN COUNTY COUNCIL MEETING MINUTES

**Jeff Sorg:** There are two requests there, sir.

**Nick Jordan:** The equipment is \$54,000 and they need to replace a wrecked vehicle for \$30,000. The total transfer is for \$84,000.

**Joel Benz:** I actually didn't realize that this vehicle was wrecked. When did that happen?

**Jeff Sorg:** Three months ago, possibly.

**Joel Benz:** And the vehicle was totaled and it took this long to get the info.

**Jeff Sorg:** The Service Center declared it was no longer useable.

**Joel Benz:** What was that vehicle prior?

**Jeff Sorg:** F150 pickup.

**Joel Benz:** And you are going to replace it with what?

**Jeff Sorg:** We are getting a three-quarter ton truck. We are often off the road in the middle of nowhere and this will be a lot tougher and the price difference is very little.

**Justin Busch:** You are also replacing a 16-year-old vehicle.

**Bob Armstrong:** This will come out of State bid?

**Jeff Sorg:** Yes.

**Justin Busch:** I would love to have that price.

**Sharon Tucker:** I would like to make a motion for the transfer within the Cornerstone Fund 247 from Contractual at \$84,000 to Miscellaneous Equipment of \$54,000 and Vehicles for \$30,000.

**Eric Tippmann:** Second.

**Joel Benz:** **We have a motion and a second. Is there any further discussion? All in favor say aye, those opposed, like sign. The motion passes 7-0.** At this point, the County Vehicle Replacement Program.

**Dawn Rose:** Dawn Rose, Public Purchasing Director. Thank you for letting me come to discuss this with you. I wanted to bring you up to date as to where I am with a Countywide Vehicle Replacement Program. It is not a policy yet but I have been working closely with the Commissioners. I want to share with you how I foresee this playing out and also ask for a commitment financially and annually out of your budget so that we can begin on a regular basis replacing some of our vehicles. I sent a memo out to everyone

## ALLEN COUNTY COUNCIL MEETING MINUTES

outlining where I am with everything but I will briefly go over some of this. I want to explain how the vehicle replacement process is working. I have created a form that I require all departments to fill out when they want to replace or add to their fleet and you all should have a copy of that. It gives the basic information, if it is a replacement, an addition, what fund it will be paid out of, I have on here if it is going to be reassigned to another department or go to auction, an explanation from the department of why they need this replaced and the Service Center's comments as to if it needs to be replaced. Almost all of the time, if it gets to you or me, it needs to be replaced. I am asking for information on the existing vehicle and they have normally worked with Mary Stone for getting bids on a replacement. This form gets filled out, comes to me and then I forward it to the Commissioners for their approval. They would like to see information on any vehicle that is going to be replaced or added. I have put on here that they should discuss this purchase with their liaison but I don't follow up with you on that. I assume they would normally let you know what is happening. That is the replacement form. There is also a Vehicle Replacement Scoresheet that we have been using for the past year and a half. This scoresheet has been developed so that we can more objectively have the criteria that we need to replace vehicles. As you can see from the list I provided, we have a lot of vehicles that probably should be replaced sooner than later. You can look over the scoresheet and see how we have developed that. I have done some research and my predecessor, Bob Bolenbaugh, had started this research before he retired. Our criteria are probably a little more lax than the City. The City goes with 100,000 miles or eight years. They have a fifteen point system and ours is 25. They have more vehicles and are replacing a little sooner than we need to. That is the gist of it all. Let me just sit back and you ask questions. Go Larry.

**Larry Brown:** I apologize that I didn't get back to you before today. I scored my vehicle that has been assigned to me since day one. There are a lot of vehicles that are assigned to the same person. Many are not but some are. I consider mine still strong but when I score it, the first two lines, it needs to go to the trash. That is clearly not the case in reality. I challenge the scoring, not method but points given. Today's vehicles, if assigned to one person, 200,000 can be gotten easily out of a vehicle. That wasn't the case 20 years ago. It can't be black and white.

**Dawn Rose:** I absolutely agree and it will not be black and white. The issue today is that we don't have today's vehicles. We have vehicles from the early 2000's. I absolutely understand what you are saying. The list that I want to create will be fluid. If you look at this list, I gave you the top 23 vehicles and five out of the top ten could wait. Part of the objectiveness of this scoring system will also be the usage. If a dump truck plows snow or hauls scrap scores at the top of my list and right beside it is a vehicle that Community Corrections or the Assessor or someone else uses daily, it goes to the top. It will definitely be based on usage and the immediate need for it. It is not going to be black and white. Ultimately we need to consistently start replacing some of these vehicles. In the past we have also had a hand-me-down mentality where if one department and the Highway has the majority of vehicles that can be handed down and have been. They are very generous with their equipment. The Building Department and Parks Department will take it because they need it. I have no problem continuing that type of trading but I don't

## ALLEN COUNTY COUNCIL MEETING MINUTES

want it to be the mindset. I would like everyone to get what they need. We need reliability and there is great value in reliability and consistency. I have witnessed departments coming and asking for vehicles and there has been a lot of pushback. Departments do not like to come before Council because it is somewhat intimidating. My number one goal, when I took this position, was to have something more objective. Something that you can look at and know this is how it has been evaluated. It is not because they want a new vehicle.

**Sharon Tucker:** Dawn, can I interrupt you for a minute and maybe give some pushback. If we have a vehicle, like you said, in the Highway Department and they are running their truck through winter and snow all the time and for them it is matrixed out but still has life in it. Another department could use that vehicle and I would like to compare it to home when as a parent my car still has life and I may give it to my teen daughter to utilize. I don't understand why that practice would not be something that we would want to encourage because we still have life in that vehicle. Why incur cost on the taxpayers and the County when we can utilize that vehicle?

**Dawn Rose:** I hope to not get rid of too many vehicles that have life. We are getting to a point where we've got our employees and public safety at risk, to be perfectly honest. If a vehicle can be utilized, using the example you just gave, if the Parks Department is not transporting children or using a truck on a daily basis then absolutely we can hand that over to them. I am not trying to eliminate that. Prior to you being on Council, there were a lot of times that vehicles, the department got funding from a different source and they were able to turnover their vehicles a little sooner than General Fund vehicles and they were handed down. Sometimes they just weren't safe and sometimes we just handed down junk because we were in need. It is not that I am going to start getting rid of all of these vehicles because now we have a little money. If there is a purpose and usage, I will hand it down.

**Sharon Tucker:** This one is kind of challenging for me because part of your presentation you commented that departments are sometimes in fear to come before Council because it is intimidating. Although this Council asks very, very hard questions and very pointed questions, has pretty much always seen the need in it. That would be a department issue and not necessarily a Council issue.

**Dawn Rose:** I did not mean to make that anything about this Council. I have been in this position and witnessed just about every department that has come to you and asked for a vehicle, it has been a different conversation. I didn't mean to imply that you guys are beating up the Department Heads or purposely being difficult. It is intimidating and in the past it has been difficult for a Department Head to sit here and justify the need without the scoresheet or solid justification. I want to reduce the possibility of that.

**Joel Benz:** Councilman Harris.

**Tom Harris:** I applaud the effort of putting some kind objective analysis into this. I would concur with Councilman Brown that the one point for every 10,000 should be

## ALLEN COUNTY COUNCIL MEETING MINUTES

changed somewhat because I do think the vehicles being made today can last longer than that. That is one thought. The second one is that I had gotten some feedback about six months ago on the General Overall Condition is a discretionary determination.

**Dawn Rose:** That is the Service Center's responsibility.

**Tom Harris:** And so one of the comments that I got was they had heard that County Council has plenty of money and so therefore let's be moving some cars along. We have put a lot of effort into this car let's just move it along. That is feedback that we get and how valid it is, I don't know. We need to think about that if we are trying to create and objective assessment that the human factor comes into this part. Give some thought to number three and how you prevent that from happening.

**Dawn Rose:** Can I comment on that? I am not sure where that would have come from but it is absolutely something that I am not aware of. My absolute goal is to have a structured set way to evaluate the vehicles. Again, if you look at the list, we are driving vehicles with our employees and transporting other people in vehicles that are ten, twelve years old.

**Tom Harris:** You don't need to defend that. We need to be objective enough to recognize that the human factor is going to play into this. That comment could have been made by one person one time and never again.

**Dawn Rose:** I feel that one of the things that is going to be interesting is if we are able to implement this and the pushback we will get when we move somebody down based on another need like an accident happening.

**Joel Benz:** Councilman Armstrong.

**Bob Armstrong:** I would like to give you some credit. I know the Highway Department does a fine job of maintaining trucks and stuff. I know there has been dump truck moved from Highway to the Building Department to haul a trailer and lift and backhoe stuff. Trucks have gone from the Highway to the Coliseum. I understand the wear and tear on the Highway side but I would say on average the equipment leaving Highway going to other departments, I feel that those trucks are safe and maintained. The Highway maintenance staff is doing a fine job.

**Joel Benz:** I think what you are asking is for us to shift a little bit of the responsibility that we have traditionally held to you. I know you see some of the weight of it in just some of the comments like if you send somebody down, I will feel pushback. That is some responsibility to take on and a fair amount of responsibility for us to give up. I am trying to think through how can we find a way to meet middle ground on this? I think it is a good idea to have a scoring system and a good idea to have you doing it. Maybe one thought that initially came to my mind is saying that instead of Department Heads feeling intimidated to come here that instead you come before us with vehicle purchase requests.

## ALLEN COUNTY COUNCIL MEETING MINUTES

I don't know if that is a really viable thing because they still have to defend it at the end of the day what is going on out of their funds. Do you have any other thoughts?

**Dawn Rose:** Let me make sure my intentions are clear too. I don't necessarily want to take on this role and take it away from anyone. What I want to do is begin a fleet management program, a replacement program, for our vehicles so that they are safe and fuel efficient and all of those things. We don't have anything like that in place right now. This was my first draft and I am open to other ideas but what I really want is the County Council to commit to replacing our vehicles on a regular basis. However that looks, I will do whatever I can and whatever I need to. As far as me coming in place of Department Heads, I can certainly ponder that. They have gone through all of the steps before they come to you.

**Joel Benz:** I don't know that is the answer. Councilman Armstrong.

**Bob Armstrong:** How is the Fleet Manager at Highway scoring their vehicles? I know we have a new Fleet Manager but how in the past were they scoring their fleet. They have pickup trucks, one tons, tandems, single axles, you name it. Have you ever looked at how they score?

**Dawn Rose:** I have not looked at how they scored stuff however when I started the process of creating the scoresheet, I reached out to the Highway Department and Kim took my idea and was going to try to implement it there. I feel that they might be taking this lead. The idea of the scoresheet and points, which I absolutely will ponder when I leave, this is research with other Counties and other entities that have created their own method. This is a pretty standard method.

**Bob Armstrong:** So there is not an Association of Fleet Managers or whatever they are called but do they have a boilerplate?

**Dawn Rose:** I will say that the research that I have done, the articles that I have read and I talked to Larry Campbell with the City, they are more apt to turn around vehicles within three to four years. They are removing and selling and trying to get as much money out of them as they can. We tend to keep them forever and then we get minimal when we take them to the auction. It is just a different mindset. I don't think there is a boilerplate but the scoring sheet and method is probably a boilerplate. I think they are much more stringent than what I am proposing.

**Joel Benz:** Councilman Busch.

**Justin Busch:** First of all, I applaud this Council and the measures we have taken in being fiscally prudent with the money we spend. As a diesel mechanic and a guy that used to drive a lot, we can all understand there is a point of diminishing return where you have a vehicle with 150,000 miles and you blow a tranny and it is not worth putting the money back into the vehicle. I think the point system makes sense and also relying on the technician to look at certain vehicles with different problems and maybe you have one

## ALLEN COUNTY COUNCIL MEETING MINUTES

that has worked harder than others for what they have done. I like someone looking at a 30,000 foot overall view of the entire fleet. Maybe when the Department Heads come, they can have Dawn come and show where they landed in the point system and where this vehicle fits in the overall fleet management for the entire County as opposed to looking at department by department.

**Larry Brown:** How about incorporating the Service Center into the analysis of the vehicle like we have done in the past?

**Justin Busch:** I think that is a great idea. The point system may not match, like you said and by taking care of it may not need to be replaced.

**Larry Brown:** That is where the Service Center comes in.

**Justin Busch:** Absolutely and I would rely the technician that knows the vehicle and worked on it in conjunction with the point system.

**Sharon Tucker:** Isn't that the setup we have now? We have as needed right now and Dawn is asking for a continuum of changing, right?

**Dawn Rose:** I am just asking for an annual commitment. We do have the Service Center and Ron is the Manager. He is the one who fills out the scoresheet and makes the comments on the vehicle replacement form when that is presented.

**Joel Benz:** Councilwoman Tucker, go ahead.

**Sharon Tucker:** Dawn, let's say what you are asking for and the Council agrees to, you are looking for those funds, Nick this might be for you. Would you take the funds from the departments because they have put those in their budgets for their needs, right?

**Nick Jordan:** No. Historically we have put Capital in the Council's budget and then each year the departments will come before Council to request whatever Capital items they need. Within the last five years that Capital hasn't been below \$400,000. For 2018, it is \$800,000. If we put Capital into the departments, it skews the actual operating budget versus pulling out one Capital line and we can say operationally we can say this is what our budget is. From the data, you guys have done a good job almost 40% have been refreshed in the last five years. Eighty-nine of the 130 vehicles that are on there are less than ten years old. When the funds permitted, in the last few years, you have refreshed the vehicles. In 2011 and 2012 when we were cash strapped, there wasn't anything budgeted at that point for Capital items.

**Sharon Tucker:** That would make sense because we were watching every dollar.

**Nick Jordan:** We had across the board cuts. There was nothing to leave for Capital items. If you commit it when that time happens again, you would have to pull it back. What we look at is if revenue exceeds expectations, we have as in the last five years

## ALLEN COUNTY COUNCIL MEETING MINUTES

thrown \$400,000 into your Capital line. You guys decide throughout the year what you are going to spend it on.

**Joel Benz:** Councilman Brown.

**Larry Brown:** What generated this discussion and ended up on Dawn's desk was the request from Council so that we could prepare better at budget time. Instead of throwing something at the wall and seeing if it sticks, we would have some data. I think she has made a great first attempt at putting that together. I think with a few adjustments and the Service Center involved, I think we are close to being there. It is going to take us to take those findings and put it into a budget form.

**Joel Benz:** I agree. Councilman Armstrong.

**Bob Armstrong:** This is a little ahead but can you take and run a report as of today how many take-home vehicles we have?

**Dawn Rose:** Yes. I wondered if someone was going to ask me that but I didn't have time to get that information.

**Joel Benz:** I really feel that this needs to have more discussion but probably not in an open meeting session here. I think we will discuss somewhat individually here and get a feeling on where we can move forward with this. I appreciate you bringing this forward and I do feel that there is something we can commit to but we just need to work it out a little bit.

**Dawn Rose:** So you do feel that once the method is honed in a little, will you be willing to commit to an actual replacement program? Whatever that looks like, I just would like to have something ongoing. I really apologize about the comment about Department Heads being intimidated. I don't want that to stick with you and I did not mean it offensively. I want something that is going to let me be objective as well. I want some method in place so we are not waiting for the breakdown or an unsafe vehicle.

**Tom Harris:** We appreciate that. We will talk some more on this and maybe you give some thought to number two and three. As an example for your point, you do a sliding scale on the years of the vehicle whereas right now we are trying to move cars that have been here for 20 years but if you do a sliding scale you can average the length of time out.

**Joel Benz:** Councilman Tippmann.

**Eric Tippmann:** I know you are worried about losing control of the Department Heads for different subsets of categories because there is some with their own funds. The ones that have the special funds, their default would be to go to their fund if they don't want to come here.

## ALLEN COUNTY COUNCIL MEETING MINUTES

**Dawn Rose:** That is a very good point, Eric. A lot of departments do have special funds that they pay out of. They may come to you to transfer the money but a lot of times you guys aren't really a part of the whole replacement process as it is unless they need help.

**Eric Tippmann:** I am not a big fan of arguing over the model of the car or the features of the car in the Council meetings. I think a professional organization would just kind of have another way to deal with it.

**Larry Brown:** We had gotten a little petty on the Coroner.

**Eric Tippmann:** Dawn, I think there are 47 take home vehicles.

**Sharon Tucker:** I would like to thank you, Dawn, for all of the hard work you have put into pulling this information together.

**Dawn Rose:** There are a lot of moving parts and I wanted your perspective and feedback so we can do this.

**Joel Benz:** All right, thank you. Council members are there any liaison reports or recent and upcoming meetings that you need to talk about?

**Tom Harris:** I have a couple. One is the East Allen Alliance and I attended the meeting yesterday or the day before. One thing that is coming for local communities is the Regional Steller Initiative. Just as we received a grant for Regional Cities, they are now looking at small communities throughout the State and look for small communities that connect with each other. East Allen Alliance is kind of focused on a Regional Steller Initiative grant and as Hoagland, Woodburn, Monroeville, Leo-Cedarville, Grabill and New Haven begin to work together, they may be eligible for that and has to be submitted this spring or summer. They will award it to one community. Another thing is the Plan Commission, we are updating Plan-It Allen and there is a governance process that we oversee the Plan-It Allen Report. That is underway. One of those items under the Plan Commission also is we are improving the zoning ordinances in the local communities to align consistently through the County. Woodburn has just been approved by that. GFW has just changed their meeting. They have generally met on Friday mornings and have moved it to Thursday mornings at the same time as Council. It is going to be challenging for us to have a representative there and we may need to consider some alternative. Finally, Community Corrections is concerned in regards to their move and when that might come. We have had some of those discussions with the Commissioners in terms of where that building is going to end up.

**Joel Benz:** Thank you. Councilman Armstrong.

**Bob Armstrong:** Your first liaison position, I like the part of them going after that grant and I also think the same time I look at the LIT Economic Development report, January last year, \$19 million was rolled into this year. I think it is time we start looking at using some of this rollover. Every year there are millions that rollover and we need to get a

## ALLEN COUNTY COUNCIL MEETING MINUTES

better control of this money and putting it out in the rural communities. Nineteen million rolled to this year. That is a lot of money that is being rolled. I can send you copies or Nick can get you copies of the amount of money they have coming in and they are only spending 20%. Last year, 54% was used. That is taxpayer money and needs to go to economic development and we need to get better control. They need to come to us for that money and we should not carte blanche give it to them.

**Tom Harris:** Are you speaking of CEDIT funds?

**Bob Armstrong:** LIT money.

**Joel Benz:** Anyone else?

**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 February 15, 2018.

**Sharon Tucker:** Second.

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

**Sharon Tucker:** Move to adjourn.

**Larry Brown:** Second.

**Joel Benz:** 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 10:53.