

**ALLEN COUNTY COUNCIL
MEETING MINUTES
NOVEMBER 18, 2010
8:30 AM**

The Allen County Council met on Thursday, November 18, 2010 at 8:30 a.m. in the County Council/Commissioners Courtroom. 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: Paula S. Hughes, President; Darren Vogt, Vice President; Roy A. Buskirk; Maye Johnson; Paul G. Moss, Larry L. Brown and Robert Armstrong.

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

The meeting was called to order by President Paula Hughes with the Pledge of Allegiance and a moment of silence.

Paula Hughes: First up this morning, we have several members in the audience who are serving as appointments for County Council to various Boards in the community. If Mike Mattingly could come up, he is from the Alcohol Beverage Commission.

Mike Mattingly: Mike Mattingly with the Allen County Alcohol Beverage Commission.

Paula Hughes: We have kind of started the tradition of asking the folks that we appoint to Boards to come back and report to us what is going on, how you are enjoying or not enjoying your appointment and just fill us in on what is happening.

Mike Mattingly: First and foremost, I am enjoying it. As far as reporting on what is going on in Allen County specifically, Sheriff Fries and the Excise Police have been conducting compliance checks for about two years now. We are finding that we are having good results. It was reported, about two weeks ago, that we are at about 98% compliant which is a vast improvement over what they had over the previous two or three years. That is a good thing to report. One thing that has helped is that on July 1st of this year, the State passed a law that all package and carryout facilities have to card anybody that comes into their store. It has been good for the package store owners. They are pleased to see that. It takes the burden off of them and their

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employees. It is more or less a requirement but the side effect is that a lot of restaurants and other places putting that into effect too. I think that is contributing to this success rate. That is the biggest significant thing that we have seen here. Outside of that, one thing that has been brought up in the past is the convenience stores and gas station permits. Our County is maxed out right now. I think we are entitled to thirty-five permits throughout the County and those were maxed out this year. The only other thing that has been brought up is regarding the Sunday sales. It hasn't really been a favored thing from the permittees but has been more of a public desire that we have found, so far.

Darren Vogt: I have a question on that. If it is the public desire, where does the Board come in play? If it is the public's desire to purchase alcohol on Sundays and the retailers don't want to do it, where does the Board stand?

Mike Mattingly: As the Board, we are serving the public. It seems, at least from an opinion of some, that the permittees like that day off. I don't know if that is their only reason. Our surrounding states have Sunday sales but there has been a growing support lobbying, as far as down at the State, and locally you are starting to see an interest building. I can't see anything, short term, happening. Does that answer your question?

Darren Vogt: Yes, thank you.

Paula Hughes: Councilman Buskirk?

Roy Buskirk: The decision on Sunday sales is a State Legislation decision and not a local Board decision, correct?

Mike Mattingly: That is correct.

Paula Hughes: Council, are there any other questions? Thank you for representing the County Council. We appreciate it. Next, we have Jesse Rios from the Allen County Child Care Facility Board. Good morning.

Jesse Rios: Good morning. My name is Jesse Rios. I do enjoy serving on the Board. To bring you up to speed, in 2010 it has obviously been a very challenging year for youth services. Probation is still our largest referral. Adams County leads as far as the highest County for out-of-County referrals. One of the things that we have done in 2010, looking towards 2011, is with the 737 Fund which is kind of a Rainy Day Fund. Our General Fund is getting some impact and we can't literally move the funds over from there but it can be used for some of the expenses. That is something that was done in 2010. One of the other things that has taken place is that we used to receive

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about \$249 per day for each participant and now it is \$106. That has changed drastically and has cost us to re-evaluate some things. I will say that the Executive Director and his staff do a wonderful job of presenting all of the information to us. They reduced some vehicles so that impacts as well. As far as the business that comes in, it seems to have increased. Next year will be a real challenge for us but as I have said, the staff brings everything in front of us and we have good representation on the Board. I would be happy to answer any questions.

Roy Buskirk: What is the source of funding on the 737 Fund?

Jesse Rios: How it achieves itself and how does it get there, is that what you are asking?

Roy Buskirk: Correct.

Jesse Rios: Essentially this is funding that was applied for but then it was used for outside expenses, when times were good. Several years ago, that fund generated but we didn't use that fund. It was \$249 that we received for each participant. At that time, we used to have 25 to 30 individuals staying at the two homes that we had. Now we can't literally take that and move it over to the General Fund but it can be used for expenses.

Roy Buskirk: So, it was payments received, maybe the Auditor's Office can answer my question.

Tera Klutz: The revenue going into the 737 Fund is half of the per diem cost of the reimbursement that we receive from the State or other Counties.

Roy Buskirk: Okay.

Tera Klutz: The other half goes into the General Fund.

Roy Buskirk: Thank you.

Paula Hughes: Thank you very much for serving.

Jesse Rios: I appreciate the opportunity.

Paula Hughes: I am going to skip over the Courthouse Preservation Trust because it is a Council member and he has to be here for the whole meeting anyway. I presume that is your plan, Larry. We will go on to the PTABOA Board. We have two appointments, Dave Meyer and Judy Macon.

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Dave Meyers: David Meyers, I am on the Allen County PTABOA Board and am a Level Three Certified Appraiser/Assessor.

Paula Hughes: How long have you been on the PTABOA Board?

Dave Meyers: I have been on the Board since 2007.

Paula Hughes: Okay, great. Fill us in on what is going on and what has been some of the big issues?

Dave Meyers: Tax issues are a big contention this year. The amount of appeals has stayed steady even though we are only in the first part of the appeal process for 2010. We expect to see more appeals this year than we have in the past. We have a new appointment to the Board this year. The Commissioners have appointed Matt Griffin who is a Certified General Appraiser and that brings the Board up to five.

Paula Hughes: Wonderful, Council do we have any questions?

Roy Buskirk: Dave, what is your private job?

Dave Meyers: I work for Allen County on the Commercial Team in the Assessor's Office.

Roy Buskirk: Okay, so as far as on the Board, you said Matt Griffin is on it. Are there any other private business people?

Dave Meyers: John Thistlewaite is on the Board and he is a General Appraiser. Judy Macon is a real estate agent and Todd Jordan is a Surveyor. Bringing the number up to five allows us, if we have to recuse ourself. Sometimes I am involved in the preliminary hearings and I then recuse myself from making the decision.

Roy Buskirk: Thank you.

Darren Vogt: From an appeals standpoint, how do you see them washing out? Are they in favor of the County or the taxpayer?

Dave Meyers: I think you see it both ways. We see a whole range of appeals that come before PTABOA. Some of it is that people just don't understand how the process works and what we are looking for. We also see some that are very involved such as GM and ITT. Those will probably end up at the State level. As far as decisions for or against taxpayers, it is about fifty-fifty.

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Darren Vogt: And for the average taxpayer, it is really a friendly environment.

Dave Meyers: We really try to keep it friendly. What typically will happen in the appeal process is that it starts with a preliminary appeal which is an informal appeal where the Assessor sits down with the taxpayer. The next step, if they cannot come to agreement, is that it comes to our level. It is a little hairy but we try to keep it friendly.

Darren Vogt: All right, thank you.

Larry Brown: I have a question. Do you find that if people use the website and found out what their neighbors' assessments were like, that some of the appeals might be avoided?

Dave Meyers: I think the website has been very successful. I think the Treasurer's website has been very successful in getting out the information of what the actual assessments are and what the taxes are. When I first started in the Assessor's Office, we would spend a large portion of our day answering the phone and relaying the information on what the assessments and taxes were. We don't see that hardly at all now. I think the information is out there and I think that since the public can look at it, that is very helpful.

Paula Hughes: Thank you very much for your day job and your service on this Board. Next, we are going to skip down to the Library Board and Jim Williams.

Jim Williams: For the record, my name is Jim Williams and I am on the Allen County Public Library Board of Trustees. I am concluding my second term in office, this year. It has been a wonderful eight years. In front of you is an update on some of the activities that the Library has. We now make sure that appointing bodies get an update of activities at least once a year on things that are going on at the Library. Basically we wanted to bring a note to you about the Library Journal has named the Allen County Public Library as the flagstar library. That means that in this State, we are one of three Libraries that was rated five stars based on circulation per capita, visits per capita, program attendance and public Internet use. We strive to be an entertainment source for the community as well as an education source. So far, I think we have done a decent job at it. The Library has also been named in the top ten of the Hennen's American Public Library Ratings since 1999. Not listed there are some of the highlights of the Library. They continue to do the summer reading programs. They bring on high schoolers and send teams out to various Library communities and they work with reading programs for kids during the summer. The reading programs have proven to be effective in

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the last couple of years. Another project that has gone on is that we have secured a grant and have laptops at several of the branches and we are using them for an ESL program. It is principally to the Burmese population as well as the Spanish speaking population. We hope to increase the performance in the ESL program. Thirdly is the Lincoln Collection. We continue to enrich that collection and really make it pay for itself. Ian Rolland is an advocate and he has a great responsibility in trying to continue the funding for that. We are doing our part because we have the printed information. The State Library in Indianapolis has the physical Lincoln Collection. We are constantly working at improving that. Last but not least, I know it has been offered to everyone before but I am offering an invitation to visit the Library. If you haven't visited it, please make a point to go down and schedule a tour of the Library. That can easily be arranged through me or Cheryl Ferwerda, Human Relations Manager. You would get to see a lot of the workings of the Library.

Paula Hughes: Council members, are there any questions? As I have said before, I am a big fan of our Library. I am best acquainted with four. I am in the Main Library a lot. Georgetown is closest to my house but I get up to Dupont and Tecumseh on a regular basis. I must be in with the trend, with the recession, of people using the Library. I have found that I have been reading a lot in the last year or so. It never ceases to amaze me the breadth and depth of the collection. I would say that nine times out of ten, the Library either has on hand or something that I can put on hold for the book that I am looking for. The way that you are using technology by letting people renew online and I think it is very user friendly.

Jim Williams: We are also digitizing a lot of the Lincoln Collection as well as other books online.

Paula Hughes: I had a conversation with Jim, one of the staff members at the Main Library, about what is happening with the Kindle revolution. People are reading books on electronic devices and he said that the Library is working on bringing something that is a companion to that. I am looking forward to that.

Jim Williams: We are trying to revamp and keep up with the times. People are questioning why they should go to the Library when they can get books online and we are trying to make that another option.

Paula Hughes: Councilman Vogt and then Brown?

Darren Vogt: What do you see as your biggest challenge over the next coming years?

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Jim Williams: I would say that we are looking at the staff but in particular we are looking at the Executive Director. Jeff Krull has been a great asset to the Library but he is looking at possibly retiring. We have just started some conversations as to coming up with a plan to replace him. It is going to involve a lot of discussion amongst not only the employees but also the Board. We have started some research as far as the proper way to do it. The best way is right now while he is still in place. There is no pressure and he hasn't named a date yet.

Maye Johnson: How long has Jeff been the Executive Director?

Jim Williams: I am going to say twenty years.

Paula Hughes: Councilman Brown?

Larry Brown: I was curious if you have any feedback for us on how the clientele is adapting to the self-checkout? That was a tool that was being used perhaps to maintain staff level or even cut staff level.

Jim Williams: It is going better now than it was before particularly because of some equipment that we employed. The technology wasn't there in the past. We had something that was okay but not adequate. We did some research and gotten some more advanced equipment. We are getting feedback that it is a lot better. The concentration is at the Dupont Branch. That seems to be the greatest amount of population going through there.

Paula Hughes: That is the place that I always have trouble finding a place to park.

Jim Williams: Let's not get into parking.

Roy Buskirk: I have a question concerning the oil leak that we had at the Main Library. Has that been resolved?

Jim Williams: No but we are in litigation and I think that we are coming to a resolution. I would hope that it will be in 2011. I think that all of the principle participants have been named and all of the information is available and now we are just proceeding with the court.

Roy Buskirk: My other question is, and we should have been asking each one of these appointees, first of all thank you for serving on the Library Board but also, do you still want to continue to serve on the Library Board?

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Jim Williams: I would like to principally because of the Executive Director changing and now that we are reaching time where we have to be more fiscally conservative. I have always been a strong voice of where funding goes and I think that needs to continue. The funding issue as well as the new Director and the plans going forth.

Roy Buskirk: Thank you.

Paula Hughes: Councilman Moss?

Paul Moss: How many people are using the Library now? I know you have turnstiles there and that gives you a number but a lot of that is repeat. We have 300,000 people in the County so what do you think is the percentage of those folks?

Jim Williams: If you want me to take a guess, I would say two-thirds.

Paul Moss: Really?

Jim Williams: Yes, especially with the economic conditions, there are a lot of people that are coming in to file for unemployment. Quite frankly, the Library staff has had to become a Work One associate as far as helping them. They did not receive any training but they are librarians and that is their job. They have taken on those responsibilities and have worked with individuals as far as filing. The Genealogy section has always been an attraction. That has brought a lot of people in. More and more people are going to the Library as a means of entertainment and just getting out. There may not be anything else that they can afford to do and it doesn't cost a dime to go in the doors.

Roy Buskirk: Another way that you might be able to get statistics on it is through the number of library cards are issued.

Jim Williams: We have statistics. I just don't have them with me. I can make them available to you by the end of the day.

Paula Hughes: Okay, well thank you Jim. All right, we will move along. We have the Courthouse Preservation Trust listed on here but that is not a Council appointment. The Courthouse Preservation Trust invited Larry Brown to be a member of their Board but it is not one of our appointments. It is up to them as to if they invite one of us. We were lucky enough that they have. Larry, you have done a good job of keeping us up to speed on what is going on particularly with the construction project.

Larry Brown: Do you want an update?

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Paula Hughes: Yes, please.

Larry Brown: Real close to being done. You have probably noticed that grass was installed on the east side between the sidewalk and the building. There are some minor things to be finished yet. I believe that there is a celebration at 11:00 today. I believe they are over there right now sprucing things up. It was on time and under budget. It looks beautiful.

Paula Hughes: Are there any questions? It does look beautiful. I followed the controversy on whether to rip out the shrubs or not. I think it looks a lot cleaner. I think it makes the building look more stately. I think you made the right decision.

Larry Brown: If you get the chance, or the public gets the chance to see the before and after pictures, the pictures of the cleaning alone are Oh, My, God.

Maye Johnson: Have you gotten rid of the pigeons, entirely?

Paula Hughes: I can answer that one and it is no. It is an ongoing topic of conversation citywide. Moving on to the Redevelopment Commission, I am one of two of your appointments. Kirk Ray is the other one and he couldn't make it this morning. He has taken a job in Dekalb County running their hospital. He makes the meetings on a regular basis and is very interested in staying on the Board.

Paul Moss: He still lives in Allen County.

Paula Hughes: Yes. I have tried to keep you updated as to what is going on with the Redevelopment Commission. It has become a much more active Board over the last couple of years. They moved forward with appraisals and entered into contract with two properties in the Land Banking Program. It is about 150 acres in total out in the Silverado site area. They also issued a contract on appraisals on those properties and a couple of others that had submitted bids that we felt were not appropriately priced in the RFP process. We are going through some appraisals just to get our finger on what they might actually want. That is what is going on there. I think that I have mentioned it to several Council members that I would very much like to continue on as one of your appointments to the Redevelopment Commission. We have some projects started and I would like to keep them going. I would kind of like to keep a connection to County government. This is such a bittersweet time for me. I would appreciate if you would consider allowing me to continue on the Redevelopment Commission. We heard from Clarence Reichhart in June and so we didn't ask him to come back. I know that he is interested in continuing to serve as our appointment. The Grabill Economic

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Development Commission, I have been the Council's appointment to that Commission for three years and we have never met in that time. If they have, they haven't told me. I have contacted them a few times asking them what is going on. I know that they are doing some things to further their economic development prospects but they are not necessarily interested in my involvement in that. I don't have anything to report other than they haven't had a formal meeting.

Maye Johnson: I would like to add that I would also like to stay on the Library Board. I will be attending my second meeting this afternoon. It is an institution that I value greatly and have wanted to serve on the Allen County Library Board for some time. I would like to remain on that Board.

Paula Hughes: I believe that your appointment was to fulfill a term that still has two years on it. Okay, moving on to Economic Development. We have consideration of an interlocal agreement with the City of Fort Wayne assigning jurisdiction of certain tracts of real estate in Aboite Township to the City of Fort Wayne to allow a local company to retain a tax abatement deduction previously granted by the City of Fort Wayne.

Scott Harrold: Good morning, Scott Harrold of the Department of Planning Services. With me is Ashley Steenman from the Allen County Economic Development Alliance. We talked a little about this at the last meeting. It had been on the agenda but we didn't have the final document done. Just to reacquaint you with it, basically what we are doing is entering into an agreement with the City of Fort Wayne to cede jurisdiction of a parcel in Lincoln Industrial Park to the City of Fort Wayne. Basically, the reason to do that is that State law allows you to transfer an abatement within a jurisdiction but not between jurisdictions. The company that is moving out there currently has a tax abatement that was granted by the City of Fort Wayne. They want to move to this building in Lincoln Industrial Park, which is in unincorporated Allen County, but they want to keep their current abatement.

Ashley Steenman: The State of Indiana and the Alliance did a press release this morning on the project.

Scott Harrold: There is going to be more involved when they move in and hire more people. Basically, all we are asking is for you to cede jurisdiction. It will go to the Commissioners tomorrow if you approve it and then the City will have to approve it as well. The agreement was worked out by the County Attorney, Bill Fishering, and the City Attorney, Larry Shine. It is basically based on the previous one that allowed Press Seal to keep an abatement when moving from the County to the City. This is not the first time it has

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been done. If you have any questions or want to hear more about the project, Ashley is the one to talk to about it.

Paula Hughes: Councilman Buskirk?

Roy Buskirk: This is basically on the tax abatement that was on equipment?

Scott Harrold: Right.

Roy Buskirk: How many years is left? You would just be extending the current one, correct?

Scott Harrold: Right.

Ashley Steenman: I believe the last one was applied for in 2007. It was a five-year abatement that actually started seeing the deduction in 2008. I believe that last year, their deduction was close to a million dollars. They are benefitting significantly from that tax abatement. They will have about three more years left to receive the deduction on that existing equipment.

Roy Buskirk: I guess the one thing, in which I brought up last month and still don't quite understand is that the City's property taxes was part of that benefit. The City received less property tax because of that benefit. Now since they have moved to the County, will the County and other tax units, within the new district, receive less taxes and the City will not pay into this benefit that has been given to this corporation?

Ashley Steenman: I will have to have the Auditor's Office help me with this one but they are not taking any money away. When a City appoints a tax abatement, the County is still affected by that too. The City of Fort Wayne is not losing any revenue because it is not their taxing unit or district that this company will be in. It is in the County. The company is going to benefit from having a lower tax rate in moving to that existing assessed value to a new district that has a lower tax rate. The amount of the abatement is going to be less which is a positive too.

Tera Klutz: I doubt that within the unincorporated sections of the County, properties will reach the Circuit Breaker unless they are at the two percent. All of the tax units will receive the same amount of money. It will be new assessed values and so they will actually pay less by adding this new building. Anything that we add value to will help spread the tax burden around.

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Roy Buskirk: It will just be the equipment that they are adding value to at this time. If they do any additional building or additional equipment, they would have to apply for a new tax abatement.

Ashley Steenman: Correct.

Larry Brown: It is very difficult for the citizens to understand that but it is a phasing in of the full additional tax. It is not a take-away of anything.

Ashley Steenman: Right.

Paula Hughes: That is a good way to put it. We should call it a tax phase in instead of a tax abatement.

Ashley Steenman: It is definitely a misnomer.

Darren Vogt: Move for approval of an interlocal agreement with the City of Fort Wayne assigning jurisdiction of certain tracts of real estate in Aboite Township to the City of Fort Wayne.

Maye Johnson: Second.

Paula Hughes: We have a motion and a second. Any further discussion?
Councilman Moss?

Paul Moss: Refresh my memory of what LHMC is again.

Ashley Steenman: They make medical devices. I am not well-versed in their product line. LH Industry has LH Controls, LH Carbide and others.

Paul Moss: It is part of LH...

Ashley Steenman: It is part of that whole industry. They are going from 17,000 square feet to about 60,000 square feet.

Paul Moss: Number five talks about the administration of the agreement. Who is the lucky one to get to be on this Board and to oversee the administration of this agreement? What exactly are they going to do? Will they just convene if there is some issue?

Scott Harrold: I think the only reason that Board would convene is if there is an issue.

Paul Moss: What might that issue be?

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Scott Harrold: I can't imagine but attorneys like to have that kind of stuff in there.

Paul Moss: Can I nominate someone else from Council to be on that Board?

Larry Brown: I have another question. Which unit of government will receive their annual report, the CF-1, I think it is?

Darren Vogt: The City will.

Ashley Steenman: The City is pretty good about sharing the information. If there was a problem, they will let Scott know.

Paula Hughes: All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0. Thank you. Moving along to the Consent Agenda, we do have three salary ordinances as a part of this agenda. Councilman Moss, would you read those into the record?

Roy Buskirk: Is there any discussion on those ordinances?

Paula Hughes: I was going to have him read them before we approved the Consent Agenda. If we want to pull things from the Consent Agenda, we can do that. Is that what you are saying Councilman Buskirk?

Roy Buskirk: Yes.

Paula Hughes: Okay, all right. We have a Consent Agenda. Is there anything you would like to pull from the Consent Agenda?

Larry Brown: All three salary ordinances.

Paula Hughes: All right. I look for a motion to approve the Consent Agenda.

Darren Vogt: So moved.

Larry Brown: Second.

Paula Hughes: We have a motion and a second on the Consent Agenda. Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.

Darren Vogt: For the record, that was the approval of the minutes and the financial report.

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Paula Hughes: Yes. There were no grants this time. All right, now the salary ordinances.

Paul Moss: Consideration of a salary ordinance amending the pay for an employee within the budget of Community Corrections from 234-9002-423 to 233-9001-423, Operations Coordinator. Classification is PAT 5/1 with an annual salary of \$42,207.

Maye Johnson: Second.

Paula Hughes: **We have a motion and a second. Is there any discussion on the salary ordinance for Community Corrections?**

Larry Brown: Yes. Did this come before the Personnel Committee?

Jackie Scheuman: This is just a correction. Last month or the month before, it was approved in Fund 234 and it should have been approved in Fund 233. It is just a change of the funding. At some point, it did come before the Personnel Committee and it was just an error on which fund it was approved in.

Paula Hughes: So we approved this as part of their budget and part of their prior salary ordinance request but was a clerical error that was put into the wrong fund.

Jackie Scheuman: Correct.

Darren Vogt: It is the same thing with the Prosecutor's Office. There was an error in the range.

Paula Hughes: **All right, is there any further discussion on the Community Corrections salary ordinance? All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.**

Paul Moss: Consideration of a salary ordinance amending the pay for an employee within the budget of the Board of Health, 285-7301-441, Public Health Nurse, from PAT 6/3 to PAT 5/3 with a salary of \$46,090.

Roy Buskirk: Second.

Paula Hughes: **We have a motion and a second. Is there any further discussion?**

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Larry Brown: This did come before the Personnel Committee and was approved unanimously.

Paula Hughes: Okay. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.

Paul Moss: Consideration of amending the range in pay in the 2011 budget of the Prosecutor's Office, 746-0806-412, APS Administrative Assistant with a range of pay of \$13.43 to \$17.49 per hour.

Darren Vogt: Second.

Paula Hughes: **We have a motion and a second. Is there any further discussion?**

Larry Brown: What was the comment?

Darren Vogt: This was an error in the range that they filed when we put through the budget process.

Larry Brown: It did go before the Personnel Committee some time ago.

Jackie Scheuman: This is for 2011.

Tera Klutz: I believe that the one that was approved at the Personnel Committee, they had misspoke on the range.

Paula Hughes: We have the Chief Deputy from the Prosecutor's Office if you want to talk to him about it. **Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.** We will move on to item one, an appropriation request in the County General Fund, in the Clerk of Courts for \$89,303.

Renee Rousseau Fishing: I am Renee Rousseau Fishing, Chief Deputy Clerk.

Sue Orth: I am Sue Orth, Allen County Treasurer.

Renee Rousseau Fishing: We are both here for the same reason and we thought we would save time. The State Board of Accounts has suggested that we appropriate bank fees.

Sue Orth: The County's goal was to be more transparent with everything in the County and this is a way to be more transparent with our fees. In the

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past, we have always netted the fees with the interest. It worked out fine for us all of these years when interest rates were high but now that interest rates are low, the fees are getting higher than what we are making in interest which has caused the problem in the Clerk's Office.

Paula Hughes: I guess I have a question. On the bank fees, I am actually more concerned with the Clerk of Courts than with the Treasurer. The bank fees have been building up all year and you don't have funds available to transfer into that line to cover these fees?

Renee Rousseau Fishing: That is right.

Paula Hughes: When did the Clerk's Office become aware of these bank fees?

Jane Brewer: We have not been building up all year. The bank fees have been paid through the month of September. We had not been paying the Auditor interest. We had been building up the interest and paying our bank fees. I turned over some interest a few years ago, to the Auditor, and kept a portion to pay bank fees. We are currently out of money to pay bank fees. To get us through this year, I am estimating around \$60,000. We have met with Rich Beck at the bank and are working on lowering our bank fees. We currently have the bank doing a lot of processes for us which has increased the bank fees.

Paul Moss: What types of processes? What is involved?

Renee Rousseau Fishing: We have a lock box for our Small Claims Payments. They go directly to a P.O. Box where the bank picks them up. They then process all of those payments and that is the majority of the bank fees. When we first started this about seven years ago, our interest completely covered the cost and so we eliminated two positions in our office. It would take two positions to cover all of these payments. But we may need to look at it and see what is going on with the economy.

Paul Moss: How much, just roughly, of an average daily balance are we talking about?

Renee Rousseau Fishing: It is hard to say, right now.

Paul Moss: Is it hundreds of thousands of dollars?

Renee Rousseau Fishing: Oh, no. Once the payments come in, they go immediately out. There is not a lot of money kept in there.

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Paula Hughes: I will say that my biggest hesitation with this is that the Clerk of Courts approached the County, in the budget process, for a budget reduction of \$60,000 and said that next year's budget could go with \$60,000 less than you had this year. Now, two months later, you are approaching us with a \$90,000 increase. That is a swing of \$150,000. I am trying to reconcile that in my mind because in the budget process the Clerk said very clearly that she needed less money to operate the department.

Renee Rousseau Fishing: We were unaware of the bank fee appropriation at that time.

Paula Hughes: But you have bank fees starting back and that is why I asked when you were aware. You have been paying them all year. I did some quick math and if you have paid through September, then according to what you submitted with your estimates you need \$23, 718 for October, November and December.

Jane Brewer: Then I must have mispoke.

Paula Hughes: You need to introduce yourself for the record.

Jane Brewer: My name is Jane Brewer and I am the Finance Manager for the Clerk of Courts.

Paula Hughes: Sue, why don't you let Jane sit down? Thanks.

Jane Brewer: I did some quick estimating today. I am guessing that I have paid through September. We currently owe the bank, through October, over \$45,000. I really didn't look at when the last payment went to the bank. I am carrying them on a bank reconciliation and I did some quick math this morning when I knew that I had to come over. I am estimating \$60,000 to get through the year.

Paula Hughes: And you didn't know, in August, that you owed the bank \$45,000?

Jane Brewer: Oh, yeah. What do you mean did I know? I am carrying bank fees for four accounts and I don't understand your question.

Paula Hughes: It goes to whether the Clerk of Courts Office knew that they owed these bank fees when they submitted the budget.

Jane Brewer: I don't have anything to do with the budget. I turn in a report every month on my bank reconciliations. They are clearly noted as to what

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we have and what we don't have to pay. I don't have anything to do with the budgets. I reconcile bank accounts.

Paula Hughes: Okay.

Larry Brown: Basically, the interest earned has paid the bank fees in the past. Because of interest earned is in the tank, it no longer covers those bank fees.

Paula Hughes: I understand that. My problem is the fact that the Clerk of Courts submitted a budget estimate that was less than this year for next year. Two months ago, the Clerk of Courts believed that this budget needed to shrink and not grow and the swing is \$150,000. I am just trying to reconcile that. The interest rates didn't tank in September. That is not a new occurrence. We knew it when we were budgeting because we normally budget interest at about \$3 million. This year, we budgeted at \$300,000. This is not your responsibility within the Clerk of Courts Office. I am saying comprehensively that the Clerk of Courts Office should have known about this when they submitted because now we are going to have a budget for 2011 that is short. We went against the Clerk of Courts recommendations to shrink the budget and maintained it but it is still going to be short. Councilman Buskirk?

Roy Buskirk: So now, on the bookkeeping of it, you are going to have a line item that will show interest income where before you were just offsetting the accounts.

Jane Brewer: Correct. I am still offsetting the four accounts. We currently have two more accounts that are being reconciled and I turn a small amount of interest over to the Auditor. We are currently not getting bank fees on those but I am sure that once the bank fees kick in, I will not net because I have been told not to net the bank fees.

Tera Klutz: You are not allowed to net your bank fees as soon as we approve this.

Jane Brewer: That's fine.

Tera Klutz: You have to recognize full interest revenue and you have to enter the bank fees. In the past, it has been so immaterial that the State Auditors haven't paid as much attention to those. Going forward, we are going to start recognizing 100% of the interest revenue that the County receives and we are going to recognize 100% of the expense. The difference to us, overall, there will not be a difference. It will just be an accounting and reporting.

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Roy Buskirk: Right.

Paul Moss: This is just a typical example of the difference between the rules that government governs itself by and private business is required to live within. I will ask our CPA, is it a generally accepted accounting principal to keep these two things separate? I know the answer to this.

Tera Klutz: Yes.

Paul Moss: That is what is most shocking. It is just ridiculous.

Roy Buskirk: My next question would be, when did the State Board of Accounts start insisting that they be kept separately?

Tera Klutz: When the Clerk started having problems. They were inquiring on how to handle this. Therese asked and we discussed it asking what should they do about this? I told her that they are going to have to pay them separately. I am a CPA and I know that is how you are to handle it. They inquired of the State Board of Accounts and because there was some miscommunication, we got it in writing that to be in accordance with the uniform compliance, you have to report them separately. You don't have a choice.

Roy Buskirk: About when was that?

Tera Klutz: That was in August or September.

Roy Buskirk: That, Paula, may help answer some of your question.

Paula Hughes: I'm sorry.

Roy Buskirk: When the State Board of Accounts insisted on the change in August or September.

Paula Hughes: But that is just an accounting issue. It is not a cash flow issue.

Paul Moss: It should net out the same.

Roy Buskirk: Right.

Paula Hughes: The combined circumstance of the interest not being large enough to cover the bank fees.

Roy Buskirk: But they should have been aware that it was coming.

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Darren Vogt: Council, I am struggling with this if this is something that has been known about and we haven't had any conversation and now we are at the last appropriation meeting. The \$89,303 isn't even the right amount. You are saying it is more like \$60,000.

Jane Brewer: I am just estimating. I am reconciled through October and I was just guessing. One account alone is costing us \$6,000 a month.

Renee Rousseau Fishing: It is closer to \$7,000 a month.

Paula Hughes: We have been given an outline of three accounts.

Renee Rousseau Fishing: She is talking about the Child Support Account and we have funds in that appropriation.

Paula Hughes: So, if I am doing the math correctly, I have your October actual and what you submitted to us of November and December estimates, in each of these three accounts. The total for the Small Claims Account for October, November and December is \$20,465. For Felony and Misdemeanor, \$1,767 and from the Systems Account, \$1,486.45. That gives me a total of \$23,718.45 yet to be paid this year. You are saying that in addition to those three amounts, you believe that you owe the bank about \$45,000 for past bank fees?

Jane Brewer: Yes. I did that figure this morning.

Paula Hughes: Okay. That total actually comes to about \$68,000. We don't guess up here. We don't like to guess.

Jane Brewer: I wasn't aware that I was going to be asked about figures.

Paula Hughes: I appreciate you being put in a tough spot on this. I apologize for having to speak so strongly to you. Councilman Buskirk?

Roy Buskirk: The \$89,000 is the total of the three accounts for the whole year.

Paula Hughes: Right.

Roy Buskirk: My next question to the Auditor is the interest income that she has been receiving going to go to the General Fund or where is it going to go?

Tera Klutz: It gets deposited into the General Fund.

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Paula Hughes: Usually?

Tera Klutz: If we get it, that is where it goes.

Paula Hughes: Okay.

Larry Brown: On items like this, it might be easier if we knew what the projection, actual versus estimate.

Tera Klutz: When we are estimating interest revenue, it is nice to know if you are going to get any or not. This will be so much easier going forward. You just have to estimate interest revenue and not think about bank fees. We will then be able to provide you better estimates because you can look at the interest rate and project it and make some presumptions about that.

Maye Johnson: What are we voting on here?

Roy Buskirk: What is the harm in approving the \$89,303?

Tera Klutz: There is zero harm.

Roy Buskirk: That is what I am getting to. A lot of this is up in the air.

Paula Hughes: The harm is that we are growing the Clerk of Courts budget. This is an approval of a General Fund allocation by \$90,000 when two months ago they told us that they needed \$60,000 less.

Roy Buskirk: I think the evidence here shows that the number two months ago was incorrect. You have here the actual cost through October on each of these three accounts. I realize that it is growing the Clerk of the Courts budget by \$90,000 but that looks like that might not even be enough for next year.

Darren Vogt: Next year is a different question. Do you know how many unfilled positions you currently have?

Renee Rousseau Fishing: We have one that is currently unfilled but we are about to fill it.

Darren Vogt: And that has been unfilled for how long?

Renee Rousseau Fishing: A week.

Darren Vogt: Okay.

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Paula Hughes: Okay, going back to the budget process, I thought the submission was that there were two unfilled positions that didn't need to be funded going into next year.

Maye Johnson: That was my understanding.

Renee Rousseau Fishing: I believe that was one in Records Management.

Jackie Scheuman: There was only one.

Renee Rousseau Fishing: We have a couple of part-time people using the money from that allocation.

Paula Hughes: So you have transferred it within the 100 Series.

Renee Rousseau Fishing: Correct.

Paula Hughes: Even within this year, the Clerk of Courts is using that full \$60,000. You are using every dime of the budget that has been allocated to you.

Renee Rousseau Fishing: I can't say that. When you have turnover, there is additional money in line items. It's hard to say.

Darren Vogt: If we appropriate \$89,000 that is not the total amount that they need. From what I am understanding, am I missing that?

Paula Hughes: No.

Tera Klutz: It sounds like we are going to have to have them re-estimate. We are not sure what they are going to need on an annual basis but we do know that we are \$45,000 in the hole right now. I would love to pay October, November and December the right way.

Darren Vogt: I agree with that. I just think that \$85,000 is too high of a number.

Tera Klutz: I am not sure. With what has been said today, I think they would need a new number.

Jane Brewer: That is no problem.

Tera Klutz: Can you do it right now?

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Paula Hughes: The problem is that we don't appropriate in December. The math that I have done, and this is amateur math because I am not a CPA, this \$89,303 is the total of January through December in three different accounts. This is actual interest accrued, right? Plus there are estimates for November and December. The estimates seem to be in line with the actual amount that was paid in October and so they are not too far off. Right, can we agree on that? So, I am trying to get to interest income that has been earned year-to-date, if you say that you owe the bank \$45,000, \$89,000 minus \$45,000 minus the \$23,718 that we estimate we will owe for the rest of this year, that nets a number of \$20,584. You must have had a little over \$20,000 of interest that offset some of the early months.

Roy Buskirk: Paula, my suggestion would be that we allocate the \$89,000 with the understanding that the interest income that she received this year would then go to the General Fund. She can do all of this math and stuff, right?

Tera Klutz: We can but that is not the plan. The plan is to start in October. We are not going to go back.

Roy Buskirk: Then we do have a problem, like Paula is saying. We need to come up with how much is owed now and what the expenses are going to be.

Paula Hughes: We have that number. It is the \$68,000ish.

Darren Vogt: I think so, yeah.

Paula Hughes: You know that you owe the bank \$45,000. We know that with the October, November and December estimates, it's \$23,000.

Darren Vogt: The fees aren't set? They are based on the money collected, right? What do the banks charge us and how is that calculated?

Jane Brewer: In the Small Claims account, we are charged per piece of mail that is being processed. That is why the bank fees are so high. We have a new Clerk coming and she may choose not to do the lock box situation and the bank fees may drop because they are not processing thousands of pieces of mail. We have analysis statements but I didn't bring them. It tells you exactly what they are charging us for. They raised their fees. We met with the bank and we asked them to put us back under contract for lower fees. We are being charged for everything that we do. Every stop payment that we make, every check that we cash and everything is being charged.

Renee Rousseau Fishing: That is a normal business practice.

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Jane Brewer: We do thousands of pieces through at least two of these accounts.

Paul Moss: There is obviously significant cash flow, when you look at the County and all of the money that it is taking in, and this is Star, right?

Renee Rousseau Fishering: Yes.

Paul Moss: Is that who the County uses or are there separate institutions that we are utilizing?

Renee Rousseau Fishering: Sue can answer that.

Paul Moss: There are a lot of different entities here with bank accounts. Are those with different institutions? Does anybody know?

Jackie Scheuman: It is up to the department as to who they want to use.

Paul Moss: I see that as a significant problem. I understand that fairly well. We have a pretty significant amount of cash flow at the hospital but we deal with one bank. That is what they are interested in is capturing as much of that cash flow as possible so that you are able to negotiate down many of those fees. I would suggest that somebody would look into that in terms of trying to get some leverage out of all of the cash flow. It is just a thought.

Darren Vogt: I don't have a lot of cash flow and I can still negotiate.

Paul Moss: I am not pointing a finger at you all. I am just suggesting this from a higher level.

Darren Vogt: Council, we are still on item one on the agenda. We have to figure out a number that we can come up with. I think Councilwoman Hughes has come up with a number, whatever it is.

Paula Hughes: \$68,000. I have to go back to the budget issue.

Roy Buskirk: Why though, if we appropriate the \$68,000, is that increasing the Clerk's budget for next year?

Paula Hughes: It goes directly into the Clerk's allocation.

Roy Buskirk: For this year, not for next year.

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Paula Hughes: Yes. This office told us two months ago that they had \$60,000 more than they needed to operate this year and recommended cutting the budget for next year based on the \$60,000 excess. I am trying to figure out what happened to that.

Roy Buskirk: I thought that earlier you said this would be an allocation into the Clerk's Office for next year's budget. It has nothing to do with next year's budget.

Paula Hughes: No, I said it would have to be considered in next year's budget because the new Clerk is going to inherit this problem.

Roy Buskirk: Correct.

Paula Hughes: This underfunding.

Larry Brown: I don't recall being told that they had \$60,000 more than they needed this year. My recollection is that the \$60,000 was related to the 2011 budget.

Paula Hughes: I heard that they had two unfilled positions and maybe it was one and part-time. They had \$60,000 more than they needed in this year's budget and they recommended that the budget be cut by that amount for next year. How else would they say, when you are changing office holders like that, we are using every dime of it this year but we think that the next person can do it with \$60,000 less?

Renee Rousseau Fishing: I am sure that we are going to have money left in appropriations at the end of the year. It is very hard to guess how much postage is going to be and with the JTAC project, it is just too hard to say that we will give you the rest of our supply money and postage, at this point. There will be some appropriation left over. When this came up a couple of months ago, if we put it in this bank fee line item, we will not transfer it to anything else. It will go for bank fees. I can assure you that. We are not going to use it for something that is not necessary.

Maye Johnson: And this is a recurring expense.

Renee Rousseau Fishing: Correct and the next Clerk will have to come back in January and hopefully, after a few more months, you will get a better picture. There are so many variables, as far as the amount of checks that go through.

Darren Vogt: I am going to make a motion unless you have something else.

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Paul Moss: I think Madame President that your concern and question is more a nuance of the political reality of having a change there as a result of an election and that is common. From a financial standpoint, I tend to agree with Councilman Buskirk that we just need to approve this. It is unfortunate, from a timing perspective, but then the new Clerk is going to have to deal with it. I don't see any other way around that.

Darren Vogt: Unless we have them take it out of somewhere else. That is what has me concerned. There are some funds that will rollover into the General Fund and you can't really get down to the penny and I understand that. The number that I have up here is about \$68,000. I am going to make a motion. The \$45,000 and the projections of \$23,000 and so I am going to make that a round number of \$70,000. I move for approval of item number one in Miscellaneous Bank Fees for the Clerk of Courts in the amount of \$70,000.

Bob Armstrong: Second.

Paula Hughes: We have a motion and a second. Is there any further discussion?

Paul Moss: Yes and this is going to be not the brightest question but I am going to ask it anyway. We are looking at their budget and whatever that number is, we are talking about bumping it up just this year. Next year's budget, unchanged, you get to deal with that and you have how many positions that are unfilled right now?

Renee Rousseau Fishing: One.

Paul Moss: Just the one. Okay. There was a disconnect there in my head.

Paula Hughes: We have a motion and a second. Is there any further discussion?

Larry Brown: Comment, it seems to me, and I am confident that the newly elected Clerk will do this, that there needs to be an analysis and maybe an ongoing analysis as to whether these services that are being charged for from the bank could be handled in house.

Darren Vogt: I would agree. If you are paying \$90,000 a year to handle checks, could a person not do it on a part-time basis and pick up staff or something?

Lisa Borgmann: The checks were processed in house but then there was a change with the current Clerk's administration.

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Paula Hughes: All those in favor please signify by saying aye. All those opposed same sign. The motion passes 5-2 (Hughes and Moss). Now Sue is up.

Sue Orth: Sue Orth, Allen County Treasurer. I am here to ask for \$50,000 for bank fees. We would like to be more transparent with our fees. We have always netted them from interest and we would like to change that.

Paula Hughes: We have the same questions. You had to have been collecting some interest income. Where does the \$50,000 come from?

Sue Orth: We give you our interest, every month. We take in the interest from all of the banks and then we net the fees for each bank from it and give you the balance. That is how it has always been done.

Paula Hughes: Okay.

Sue Orth: We have been paying it, in the past, out of interest and not giving you as much. I don't keep any interest, at all. Every bit of interest that we get each month you get except what the fees are for that month.

Roy Buskirk: The one question I have is, should we anticipate this coming from other departments?

Sue Orth: If they are using bank accounts, like we have money in almost every bank in Allen County. Not all of them have a fee. It is just a savings account and you are just putting the money in and leaving it sit. Chase Bank and Star Bank, we have a lock box and they help us at tax time because we have so many payments that come in and we don't have the people to handle them. They hire a lot of extra people to run their lock box for us during that time in order to get our work done quickly. That is expensive. Twice a year our fees are quite high. The rest of the time there are normal fees because it is a checking account and you have your NSF fees and all of the fees that banks charge. They even charge us to give us an analysis statement. You get charged for everything.

Larry Brown: Sue, have you ever thought about doing an analysis of handling that in-house with part-time compared to paying a bank?

Sue Orth: It costs us ten cents an item to go through the bank. They open it, they process it and they send us a file that we can post in seconds. We get an image through the bank, of the check and the bill. If someone comes in and says that their payment was made, we can go out and find the payment and see what happened to it.

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Larry Brown: I think what you are telling me is that your analysis is that it is cheaper to have the bank handle that.

Sue Orth: We couldn't hire enough people to do this and it would take us over a month to get this stuff posted. Then we would have to start the process of all of the stuff that we are doing now.

Tera Klutz: Because of the timing and the demand.

Sue Orth: We don't have the time to handle that many in-house. It would just be a huge number of people needed.

Paul Moss: It is a commodity item, and I tend to agree with her, from an accounting standpoint not a bad control to have in place as opposed to having your own people doing that. The question that I have for you, and you just indicated that you are using multiple banks, is that I am really having a tough time understanding using multiple financial institutions. I just have to think that there would be some leverage, as big an entity that we are and as much cash as we are dealing with, pick one entity County-wide and use them.

Sue Orth: That would be ideal but it is not a very safe way of doing it.

Paul Moss: Safe in what way?

Sue Orth: Some of the banks are getting in trouble. I am told that there are going to be several banks that will close in the next year. I don't want to lose our money that way. The fund that the State has to help cover any losses that we would get would not cover how much money we have in each bank. The banks have to collateralize all of this money and it will end up costing us more because they can automatically do it at a certain point but then they are going to have to pay extra if we go over an amount.

Paula Hughes: We can be penalized for having too much money in the bank?

Sue Orth: Yes. Some of the banks call me and tell me that I need to move some of it because they cannot collateralize this much.

Paul Moss: That is common.

Sue Orth: I have that with several of them and that is why I have it spread out like I do.

Paul Moss: I know and I understand that but there are banks out there that I don't buy the argument that there are insolvency issues or something like

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that. I just think that I would certainly lean towards the possibility or probability of gaining some significant efficiencies and leverage and saving taxpayer dollars over the possibility, that I believe is remote, that there might be an issue with the bank. That is just my personal opinion. I should not be too surprised that we have this fractured system out there and that we are using all of these banks.

Paula Hughes: It might be good to bring together all of the departments that have accounts. Does the Auditor's Office have a list of that? Have a conversation of who has accounts where and how we can leverage our entities together. The Clerk of Courts isn't going to reach the same limits that the Treasurer's Office is going to hit.

Maye Johnson: Shouldn't that be a part of the strategic plan?

Paula Hughes: Yes. That is a great idea.

Darren Vogt: One question that I will ask, your fees, I assume that April, May and June are your fees and then October, November and December.

Sue Orth: We have fees every month but that is when they are the largest.

Darren Vogt: That is when they are the heaviest. I was doing the math and at ten cents apiece, that means that you are handling over a million documents.

Sue Orth: We are charged for other things too. That is just how much we pay for the lock box. We get charged for everything.

Roy Buskirk: There are a lot of other issues too and I was just thinking that there are a lot of property taxes paid at the local banks and they provide that service.

Sue Orth: And they provide that for free for us to help the County. They deposit the money that they collect into their account. If I don't have any account there, then they don't have a place to put it there is no incentive to help us. I wouldn't be able to handle all of those people coming into our office.

Paul Moss: How many do use the banks?

Sue Orth: A huge number. I don't know the number but we get stacks like this every day.

Paul Moss: Is that dropping off with the online or do you believe it will drop off a little bit?

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Sue Orth: It should. We have saved a lot with our online. We have a huge number of payments coming in each day from about a week before the bills are due. It is very helpful and saves us a lot.

Paula Hughes: Councilman Brown?

Larry Brown: It seems to me that we should take a leadership role here and to Maye's point, we should strategize with the help of the Auditor and with all departments that have accounts and do a composite review, analysis and then make a recommendation or policy of how departments are to handle their cash.

Paula Hughes: Councilman Vogt has made a note on it. That is a good idea.

Roy Buskirk: I will make a motion that we approve item number two for the banking fees of \$50,000.

Larry Brown: Second.

Paula Hughes: **We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 6-1 (Moss).** Now we are to items three and four, Mr. Brita.

Joe Brita: I am Joe Brita with the Allen County Juvenile Center.

Carlene Thompson: I am Carlene Thompson with the Allen County Juvenile Center.

Joe Brita: Item three was a grant that we applied for last year to train our people in suicide prevention. We complied with the grant and they sent the Auditor's Office a check for \$3,945 on October 22nd. We would like to withdraw that request. Item four is not so pleasant. To put it bluntly, our video recording equipment is failing at a rapid rate. We are only recording a third of what we are supposed to. It is a very slippery slope when you have the detention center. The liability issues are tremendous. Not only do I have to protect the children in my care, I have to protect the youth care workers also. We have very, very strict rules as to how the kids are to be handled. That is how we stay out of as many lawsuits as we do. Also, when a juvenile attacks a youth care worker, we file a charge of battery on them. We take it to the Prosecutor and the Prosecutor asks to see the tape and we can't show it to them. We have done everything we know how to keep the thing going. We asked the Sheriff for help and he has helped us. We can't find the tapes that we need and the quantity that we need so we have been using the Sheriff's. They are too grainy and you can't see anything on them.

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Darren Vogt: Joe, let me interrupt you. You are talking VHS tapes in a building that is only seven years old.

Joe Brita: What we would like to do is upgrade just the recorders. We can stay with the cameras that we have now. We have quotes.

Paula Hughes: Councilman Moss and then Buskirk?

Paul Moss: Who is the vendor?

Carlene Thompson: The vendor that we have selected is Security Automated Systems.

Paul Moss: Are these essentially servers? No offense but \$147,000 will buy you an awful lot of storage in this day and age.

Carlene Thompson: They are quoting four servers and each server has 28 terabytes of memory. We need 200 days of video storage. Yes, it is a massive amount of storage.

Darren Vogt: You did work through Purchasing?

Carlene Thompson: There were three bids.

Paula Hughes: Councilman Buskirk?

Roy Buskirk: That was one thing that I wanted to make sure that you went through the Purchasing Department. The other thing is there any possible savings of working with the Sheriff because we just upgraded his system and possibly a similar system could be built upon?

Carlene Thompson: This is a similar system. They are network video recorders which is also what the Sheriff has. It is just the price of purchasing more video storage recorders.

Joe Brita: The Sheriff also purchased cameras and everything and that is why his was higher. We are trying to eliminate that.

Roy Buskirk: Would they be interchangeable? Are they that similar of systems?

Carlene Thompson: The jail bought Panasonic and these are Exact Technologies which is an open architecture. They are not the same vendor but they are basically the same.

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Darren Vogt: Councilman Buskirk, I think your comment was that we use the same vendor as the Sheriff and we did not. They came in at a higher price for less terabytes.

Carlene Thompson: Yes. They could only provide thirty days of storage for the same price that the other vendor was able to provide two hundred days.

Paul Moss: Why do you need to go back that far?

Carlene Thompson: Tort.

Paul Moss: That is the requirement? Is that for every camera?

Carlene Thompson: We have to have two hundred days worth of storage in the event that someone would sue us. They have 180 days to file that.

Paula Hughes: Councilman Brown?

Larry Brown: I am going to be so bold as to ask our Director of Purchasing to step forward. I am also going to suggest that as other departments come before us asking for the purchase of hardware, equipment and so forth, that they have Mr. Bolenbaugh with them. Bob, make us feel good about this.

Bob Bolenbaugh: Robert Bolenbaugh, Allen County Purchasing Director. I was involved in this in a little way. They actually did all of their own legwork. I was concerned that this was a Public Works project and checked with Mr. Fishing. The way that it was conducted, I was concerned that it was not according to Indiana Code. Because they are not running lines and are just replacing components, Mr. Fishing felt that this would be deemed as small purchase under Indiana Code. I reviewed the quotes. The jail was installed by ESCO Communications. ESCO was the second highest bid. There were three quotes. That concluded my investigation of how this had been conducted. It was conducted according to Indiana Code, they did the legwork, I checked with our attorney and it all seems copacetic. If it is the right purchase, I do not know that. I don't know this equipment. Panasonic, at the time that we bought for the jail, wanted that large installation and so they discounted from the factory. I don't know that this system would have received those kinds of discounts.

Larry Brown: What about ongoing maintenance cost and that type of thing? Do you have that covered in your budget?

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Carlene Thompson: Yes, the equipment has a three-year manufacturer's warranty. We don't intend to purchase any type of maintenance agreement until at least after that time.

Paul Moss: When was the original system put in?

Joe Brita: Seven years ago.

Carlene Thompson: The equipment was actually purchased more like seven-and-a-half because it was purchased before the building opened.

Paul Moss: It was VHS?

Carlene Thompson: It was VHS and DVR's would have been the other option. The jail recently replaced their DVR's. We have jumped quite a bit in technology in the last seven-and-a-half years.

Darren Vogt: It was an expense issue from what I understand. It was one of the items that was lower in priority.

Paul Moss: So, do you think this will last a while longer than seven years?

Joe Brita: We think so.

Paula Hughes: I have a question. Given the recent highly visible discussions about buying local when we can, are there any local companies that provide this kind of technology?

Bob Bolenbaugh: ESCO does have a local office and local representatives. I would consider them local because the repair would come from a local person.

Paula Hughes: Okay, but they were given the opportunity to bid on this but there bid was not compatible.

Carlene Thompson: Yes and it was not.

Paula Hughes: Okay.

Carlene Thompson: Exact Technologies is an Indiana corporation.

Paula Hughes: Okay.

Darren Vogt: Move for approval of item number four, Office and Computers in the Juvenile Justice Center in the amount of \$147,000.

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Bob Armstrong: Second.

Paula Hughes: We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0. We will move along to items five and six, Superior Court.

Jerry Noble: Jerry Noble, Court Executive Allen Superior Court. With me is Judge Stanley Levine, Supervising Judge in the Small Claims area. Part of what we bring before you today has to do with a copier in Small Claims and some of the recording equipment in Small Claims as well. We also have Mr. Bolenbaugh who was a tremendous help to us particularly in pricing the copy machines. The first item, item five for \$7,412, is to replace two copy machines. One would be in the Small Claims Division and the second is in our Jury Office. They are both in excess of ten years on the current machines. These were a part of our strategic plan and part of the submission of the budget. Everything that we are presenting here today is right on target with on what our plan has been. Item five is for two copy machines and item six has to do with Miscellaneous Capital for the installation of four sets of digital recording equipment in Small Claims. As you will recall, over the last several years we have, with Circuit Court, placed digital recording equipment in the various courtrooms. Small Claims is the last location for that to come online. We are currently using an analog recording system. You just heard about VHS tapes. For recording purposes, in the courtrooms, we have been using analog cassette types of tapes in Small Claims. This is a four-channel system and is very much the same equipment that we are using elsewhere throughout the courts, Circuit and Superior.

Paula Hughes: Councilman Brown?

Larry Brown: I would like to ask, request and come up with a stronger word but I am elated that it is on your strategic plan however I would ask that you take a more active involvement in the County's overall strategic plan so that we are aware of these items that are on your strategic plan.

Jerry Noble: May I answer that?

Larry Brown: Please.

Jerry Noble: We do participate. In fact, Commissioner Nelson Peters has expressed a positive response to us for the thing that we submitted with our budget.

Paula Hughes: Commissioner Peters, we are talking about the strategic plan.

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Jerry Noble: We meet monthly with Commissioner Peters and in addition to submitting our strategic plan document with our 2011 budget, I also go over it with Commissioner Peters. Our equipment planning for future years is a part of what we submit, with our budget and the Commissioner's Office. I think I know what you are referring to. You have heard us say before that strategic planning in the Courts, there is a statewide strategic plan going on at the level of the Supreme Court and throughout the entire Court system for the State of Indiana. That, of course, is our primary strategic plan and we are very active with that. Judge Gull sits on that committee along with Judge Felts. We recognized, very clearly, the necessity of working together with County officials for this. We prepare the document and submit it and for the last several years we have always submitted a capital needs list with our budget. I hope that is helpful and that you are reasonably please with our submission.

Roy Buskirk: I have a question. A year ago or longer, there was some consideration of moving some of the Small Claims courtrooms. I don't want to see this equipment installed and then eighteen months later we have to relocate it.

Jerry Noble: That is a very good point. We anticipated the possibility that Small Claims might be moving with all of the changes that are going on. The current plan does not provide for the move of Small Claims. That is one of the reasons that we postponed it until now. There may be some remodeling of the space that we currently occupy. That is another thing that I shared with the Commissioners that certainly over the next period of years, you will see us submitting to you as part of the strategic plan, the need for more space in Small Claims. It was not adequate on the day we moved in, in terms of public space. It is fine for offices and for courtrooms. We don't need large hearing rooms other than one and we have that. The small hearing rooms are fine. The large courtroom is fine. The office space is fine. The space for the public and for proceeding supplemental, once the judgment is entered, there is continuing, ongoing and recurring frequent hearings that have to happen between the lender and the debtor. We don't have adequate space for that. We will be talking you and the Commissioners about that.

Paula Hughes: Councilman Vogt?

Darren Vogt: Jerry, is it safe to say that getting you in the same recording equipment will help so that you won't have to have people learning different systems and that you can always cross-train folks if you need to?

Jerry Noble: You just touched on a very important point. It has been a bit of a hindrance because of the separate systems. This will greatly help us with

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that. Besides the storage and the archiving, the network based storage is very helpful to us.

Larry Brown: Bob, did you participate in obtaining quotes on this?

Bob Bolenbaugh: No, I did not. I did on the copiers.

Roy Buskirk: I don't know what we need to do, as a Council, that all purchases, especially like \$41,000 needs to go through our Purchasing Department. The more product that goes through the Purchasing Department, I am sure that Bob will be able to get better transactions. I am really disappointed in the fact that it wasn't done through our Purchasing Department.

Jerry Noble: On the flip side of that, we feel that it is important to have some consistency in the service of the equipment.

Roy Buskirk: I am not saying that you can't work with him. We make recommendations and everything but I think that we need to use our Purchasing Department.

Paula Hughes: Council, we have another issue with this. With the two appropriations that we just made, we appropriated \$267,000, we only have \$292,039 left to appropriate. We only have \$25,000 left for appropriation.

Jackie Scheuman: You have \$2 million set aside.

Paula Hughes: Isn't that set aside for...

Jackie Scheuman: Nothing specific.

Tera Klutz: It was earmarked.

Paula Hughes: Okay.

Darren Vogt: Move for approval of items five and six in Superior Court, Office Equipment for \$7,412 and Miscellaneous Capital for \$41,144.

Roy Buskirk: Second.

Paula Hughes: **We have a motion and a second. Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.** Next up we have an appropriation request in the CASA Fund 224.

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Rex McFarren: Rex McFarren, Allen Superior Court's Court Appointed Special Advocate Program. I am here to request approval of appropriating \$27,600 for Contractual. We are currently running out of physical space to store closed case files. I hope everyone received the proposal from Imaging Office System. We have no more space or locked facility to store the case material. We got with the IT people and they suggested Imaging because they are doing the old records at the Youth Services Center. We have a proposal here where Imaging Systems will take all of the old closed files, scan them onto CD's and they will microfilm them because they are considered public records and have to be stored in Indianapolis on microfilm. We can then destroy the physical records. It will make it much easier to retrieve information when we have old cases come back in. Right now we have to go down and wade through boxes and file cabinets to find the appropriate paperwork. IT will be able to program it to our computers and will make it less time consuming. We are requesting that and item eight would be for \$1,500 for Office and Computer Equipment for a shredder. We have a shredder that is somewhere around twelve years old. The safety button no longer works and it is a little five gallon thing. All of the stuff that we shred is confidential. It is not a crosscut and I think it is supposed to be. We have to store it in a locked facility and when there is five minutes available, we take a box out of the closet and shred it. This one is a bigger shredder and will save a great deal of time for the staff and we can start getting rid of all of the paperwork. Those are our two requests and the purposes behind those requests.

Larry Brown: What volume of documents are you trying to shred?

Rex McFarren: When a cases closes, the volunteer bring in their case file and if they don't have the means to a shredder, we shred for them. I don't know an actual volume.

Larry Brown: Forgive me but my \$99.99 shredder in my office works fantastic. I have a hard time understanding why you would need a \$1,500 shredder. Did it go through Purchasing?

Rex McFarren: Yes, sir.

Paul Moss: One service that I might mention is a local company, Shred It or something like that, and we use them. It is kind of nice and you might look into that. It is not expensive on a monthly basis.

Rex McFarren: Okay.

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Roy Buskirk: These are not files that you have to have microfilmed or anything else.

Rex McFarren: These are extras. With the way that the Department of Child Services works, many times reports and documents are late in getting to us and we will get into the County Court system and print out our documents and then two days later we get the same documents in the mail. We have the original in the Court file and these are excess documents that we are going to shred rather than pay somebody to go through and do for us. We currently represent 450 some children. There is a case file for each child and that is a fair amount of confidential documentation.

Paula Hughes: I think there is a big jump when you go from the basic model to the commercial.

Darren Vogt: It is the Purchasing Department's job to make sure that we are getting accurate equipment for the need of the department. I am comfortable with the fact that they have gone through Purchasing and that is what they had done. I will move for approval of items seven and eight, Contractual for \$27,600 and Office Equipment for \$1,500.

Bob Armstrong: Second.

Paula Hughes: **We have a motion and a second. Is there any further discussion? All those in favor please signify by saying aye. All those opposed same sign. The motion carries 6-1 (Brown).** We have a transfer request within the General Fund from Information Technology. This is from Overtime to JTAC.

Darren Vogt: This involves technical stuff so I will turn it over to Ed.

Ed Steenman: Ed Steenman, IT Director. Back in April we came to you to transfer dollars from the JTAC Project line which is the case management system that we are migrating to. At that time, we were estimating what it was going to take for staff overtime to clean up data so that it could be migrated into the Odyssey system. We estimated that it was going to cost \$50,000. After starting into it, we realized that it is a whole lot easier to make this data cleanup programmatically. It wouldn't take as much staff time because very little staff time was available. We have done the data cleanup and continue to do the data cleanup programmatically rather than through staff. As we continue on with this project, we've realized that we need those dollars in the project because Atos is doing the data cleanup. There are ongoing expenses with them and so we are asking to transfer \$34,000 of the \$50,000 back to the project.

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Darren Vogt: And that will be spent probably over the next year as well.

Ed Steenman: We have already transferred the Criminal Division to Odyssey. The target, right now, is to migrate Probate and Mental Health in January. That will leave the rest of Civil to do and we are estimating summer before that is done.

Darren Vogt: So we will transfer and encumber for next year is basically what I was trying to get at.

Ed Steenman: Yes. To be right up front, we will probably be back next year for an additional appropriation to get us through to the end of this project. At that point we will have a better idea of how much that appropriation should be.

Paula Hughes: We knew that going into this project. We had a meeting over a year ago where we talked about everything that was going to be involved.

Ed Steenman: That was actually in 2008. At that time, we estimated that it was going to cost \$300,000. From JTAC's perspective, we are on the hook for all of the data cleanup. To this point, we have appropriated \$240,000. With a little luck, we will still come in under \$300,000.

Darren Vogt: That \$240,000 includes this \$34,000?

Ed Steenman: Correct.

Paula Hughes: Okay, Council, are there any other questions?

Darren Vogt: Move for approval of item number nine in Information Technology in Overtime to number ten, JTAC Project in the amount of \$34,000.

Larry Brown: Second.

Paula Hughes: **We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.**

Larry Brown: Question on a different topic. What, if anything, has been your time requirement involved in the new policy of maintaining and keeping emails throughout the County departments for the public record policy?

Ed Steenman: I have been involved in that from the beginning.

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Larry Brown: Are there costs incurred that we need to be aware of? Is it in budget?

Ed Steenman: It was in budget. We had to buy software and hardware. It was done through my budget and the City's budget. This is a system that we will share with the City and we will share the cost. That is all in place now and the policy is in place. It has been signed by the local Records Commission, the Commissioners and the Mayor. It states that we will archive all emails for three years. Anything that needs to be kept longer than that, due to a retention schedule, needs to be handled outside of the mail system.

Larry Brown: Thank you for the update.

Darren Vogt: Ed, you also will be back next month to talk about disaster recovery?

Ed Steenman: Yes. The City and County have been working over the last several months to put together plans for disaster recovery. As you may or may not know, we have no source currently for disaster recovery for our data center or our network. Next month I will have a Power Point presentation for the disaster recovery plan that we are working on. Hopefully it is something that you will take interest in.

Larry Brown: For lack of a better term, this is a COOP?

Ed Steenman: This is a portion of the COOP. This is how IT is going to support the departmental COOP.

Larry Brown: Thank you.

Paula Hughes: Thank you Mr. Steenman. Okay, next up is the discussion of the Personnel Committee policy.

Larry Brown: I don't know if all of you got a copy of the policy and got a chance to review it. Do we have the same thing that you are handing out?

Nelson Peters: I think so.

Lisa Borgmann: Yes, it is.

Larry Brown: Commissioner Peters has been the lead on this in preparing a draft document for us to consider. With that, I will let him take over.

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Nelson Peters: Nelson Peters, Allen County Commissioners Office. For those of you that had the great fortune of serving on past Personnel Committees, you will recognize that there are some improvements that could be made to the process. In recognition of that, the current Personnel Committee suggested that I go back and look at what's happened and where we are and craft something that would lend more structure to the process. In looking back through the documentation, I noted that there have been policies and procedures and ordinances that date back to 1984. The most recent was an ordinance that was passed by Council in 2002 or 2003. In crafting this policy, what I tried to do was take into account the spirit of the ordinance as well as what it is that this body is really trying to accomplish in respect to compensation oversight in Allen County. What the document does, just briefly, I will go through it and entertain any questions you may have. It doesn't create, it codifies the ordinance that is already in place by calling for three members of the committee to be appointed by the Allen County Council. Two additional members that have non-voting powers and one is a citizen appointment. In the time that I have been back with the County, we haven't done that. The other is the Director of Human Resources and is a non-voting member. These tie back into previous ordinances. What isn't in ordinance consideration is the discussion that we had to have the Personnel Committee meet bimonthly instead of every month. We are also trying to make it a little bit easier, in some cases, in utilizing the telephone for some of those meetings. Then we are not disrupting your schedules quite as much. It also calls for items that would include salary ordinance type items, new or changes, revised job descriptions and requests for part-time funds to come through the Personnel Committee. Those items would ultimately be placed on a Consent Agenda. Any member of the Council would have the opportunity to remove those items from the Consent Agenda if there was a desire to have additional discussion at the County Council level. It also calls for a timeframe for the requests that come into the HR Department as well as those to be placed on the Personnel Committee agenda. This is a practice that was established about a year ago in an effort to make sure that the HR Department has the information soon enough to work through it and then provide meaningful recommendations to the Personnel Committee. The policy also calls for a dispute resolution process in the event that there are classifications that have not been agreed upon between the HR Department and the body, board, elected official or department head. That dispute resolution committee would be comprised of a member from County Council, a County Commissioner, an elected official, a department head and two employees from the floor. These folks would be trained in the classification systems so that they could evaluate the jobs much in the way that they are evaluated by the Human Resources Department right now. Finally, in the second and third pages, you will see just some general rules for the Personnel Committee. It speaks to the processes and how things will be placed on the

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Consent Agenda. With that, I would be happy to answer any questions you might have.

Paula Hughes: I want to ask, this has been discussed by the whole Personnel Committee? Is it coming with an endorsement from the Personnel Committee?

Larry Brown: I believe the answer is yes. We didn't really take a vote on that, per-se.

Paula Hughes: Okay. I have read through it and I believe it covers a lot of things. I think it is great to have this a little more formalized as we go forward. I would have one comment. In the rules section, 4-d, "any item may be removed from the Consent Agenda by any member of the County Council." I would add to that the said member is responsible for notifying the affected department of the planned removal. Our intention for putting salary ordinances on the Consent Agenda was that the department head has already gone through the full explanation with the Personnel Committee and then they wouldn't have to waste time sitting through the Council session. If it is going to be removed, then the Council member that is going to remove it needs to tell the department so that they are here to be a part of the discussion.

Darren Vogt: One concern that I have about putting it on the Consent Agenda is making sure that all of the documentation that was presented to the Personnel Committee gets relayed to the full Council. Does that make sense?

Roy Buskirk: Be in our notebooks, yeah.

Darren Vogt: Not necessarily in our notebooks but right after the Personnel Committee meeting. I would like to see a better link between actions that the Personnel Committee does and the minutes or documents that have been forwarded on saying what has happened at the Personnel Committee meeting. Then if we have questions, way before the Council meeting, we can interact more with them.

Larry Brown: I am kind of going by recollection here but I think that Becky does a pretty good job.

Tera Klutz: You mean Marlana?

Larry Brown: Marlana gets it to Becky...

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Tera Klutz: She only gets the agenda and the minutes. She doesn't send all of the documentation that you see in the Personnel Committee meeting.

Paula Hughes: Marlena copies me in but maybe that is just because I am President of Council.

Nelson Peters: Here is what I will be happy to commit to, that information does go out to Personnel Committee members and probably more than you ever wanted to see. The packet is fairly voluminous by the time we get there. I am more than happy to send it out to the rest of Council just as an FYI.

Darren Vogt: I think that is the right thing to do.

Roy Buskirk: That would also give a Council member, if they do have a comment or something even prior to the Personnel Committee meeting.

Larry Brown: To take that to the next step, should they also copy all of Council on the results?

Nelson Peters: That is not a problem either.

Darren Vogt: I want to strengthen our liaison relationships. That is an important part of Council's role in understanding each department. They are not coming before Personnel with a liaison but has the liaison ever been typically notified? I think I am being notified but is anyone else?

Roy Buskirk: Your concern would be eliminated if everybody gets the documentation.

Darren Vogt: You're right.

Nelson Peters: Council that is kind of a hit and miss anyway. Some liaisons do show up representing the department request and other do not.

Darren Vogt: That is something that we need to address.

Larry Brown: I am confident that some know about it and some don't.

Darren Vogt: I have one other clarification on page three, number three, C-i. It says that it "should be comprised of a member of County Council". I think that probably needs to be the Chair. I wouldn't want a member have to get up to speed unless you see something different on that.

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Larry Brown: I think the intent is to keep disinterested people, I am guessing that a liaison may not be the right person to sit on dispute resolution.

Paula Hughes: Because they could be biased towards the department?

Larry Brown: Well, either way.

Darren Vogt: We could have that be the President of Council. I just want to be as consistent and have it be someone who has in depth knowledge of the situation already versus getting them back up to speed. As I see it, if you are going to get on the next agenda, you are trying to get up to speed quickly. Does that make sense?

Larry Brown: Please understand that this is not a standing committee but this is a one-time deal.

Darren Vogt: Walk me through where you would see the dispute resolution team in the process compared to a Council meeting?

Nelson Peters: The dispute resolution team would come to the plate before any request is even brought to the Personnel Committee. Any disputes that aren't resolved in a timely manner before they come to the Personnel Committee won't come to this body.

Paula Hughes: So this is if a department disagrees with the classification as made by the HR Department.

Nelson Peters: Right.

Paula Hughes: I thought it was a disagreement with the Personnel Committee. I must have misread it.

Nelson Peters: No.

Paula Hughes: So, the dispute resolution is if a department disagrees with the Personnel Committee's action is what?

Roy Buskirk: Coming before Council.

Nelson Peters: It is my hope that most of the disputes are going to be precipitated by disagreements between the HR Department and what the department head believes that classification should be. In 99% of the cases, they are going to be resolved before they ever get to the Personnel Committee. I don't know what other disputes there might be. There might be

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a dispute if there is a position that is being brought to the Personnel Committee and the Personnel Committee doesn't feel that the position is necessary. I don't think there should be a dispute resolution to that. I think the buy-in is this body right here.

Paula Hughes: I agree. I just wanted to clarify.

Roy Buskirk: On that dispute committee, one lay person from the community, would that be the same lay person that is on the Personnel Committee?

Nelson Peters: Could be but doesn't have to be. These are going to be essentially your appointments.

Roy Buskirk: I think since most of us have been on Council, there has never been a lay person on the Personnel Committee. Nelson explained to us that previously they had different individuals. I asked who, from the community, would possibly serve in that position. He said it worked out pretty good and we really don't know why it was discontinued.

Larry Brown: To take that a step further, Nelson assured us that there are people that are more than willing to do that.

Nelson Peters: Right now as an example, at looking at integrating Human Resources Departments, there are three people. Ben Eisbart, Rae Pearson and John Dortsch who have come to the plate and serve in that capacity and are all Human Resources people. We decided to expand that committee and in doing so, Jim Sorenson, HR Director at GM, has stepped up as well as Mike Landrum who has an HR background with Pizza Hut and is now the Chamber President. You have five people right there as the kinds of people you can pick from and would have a willingness to help out.

Roy Buskirk: I would suggest that the language you would want to change, Paula, if we can do that this morning and then we can approve it.

Paula Hughes: Is Council ready to approve?

Nelson Peters: I need to ask one question that I need clarification on. That is with respect to the member of the Council and the dispute resolution committee. Who should I change that to?

Paula Hughes: I think it should be left as is and the Council can appoint somebody. I think that maybe it defaults to the President.

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Darren Vogt: I am not as concerned about it but is something that I thought we should talk about.

Paula Hughes: The language should say “said committee shall be comprised of a member of the County Council as appointed by the President”.

Darren Vogt: Maybe that way.

Roy Buskirk: You don't want it to be a member of the current Personnel Committee?

Paula Hughes: This dispute resolution is before it comes to the Personnel Committee.

Roy Buskirk: I know it does but I mean...

Darren Vogt: It might be one of those people.

Nelson Peters: I will make those changes.

Darren Vogt: If you are trying to get it done before a Personnel Committee meeting...

Roy Buskirk: Exactly and I thought that maybe you would want to have the verbiage in there that the current Council member that is serving as President of the Personnel Committee would be that person.

Paula Hughes: That would work.

Darren Vogt: That is what I said first.

Paula Hughes: What is the pleasure of the Council? All right, change it again.

Larry Brown: Can I make a motion to approve the Personnel Committee policy and procedure with the amendments that we spoke about and Nelson has made record of?

Maye Johnson: Second.

Paula Hughes: **We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.**

Nelson Peters: Thank you very much.

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Roy Buskirk: Before you leave, Nelson, I think you might want to mention the fact that we are losing one of the primary persons in Human Resources.

Nelson Peters: Marlana has given her resignation and we have begun a search for a replacement. The search will take on more of a compensation classification focus. She had previously done some of the recruiting and we are seeing if we can't reorganize some of that and assign those duties elsewhere. She has been able to do that because recruiting has been somewhat lean over the last year. There haven't been a lot of jobs to fill. Part of the restructuring that you are going to see up there will include someone who comes in more focused on classification compensation and someone who will focus solely on recruiting. That is a big part of the department and there will be a loss. We wish Marlana well and will move on from there.

Paula Hughes: Okay, Council, moving along we have liaison updates. Councilman Moss?

Paul Moss: I don't have anything to add.

Maye Johnson: The only thing that I have to add is that at the last iMAP Board meeting, there was a discussion about discontinuing membership fees. We voted to continue them. I remind you all that the discussion came from outside to reduce or eliminate fees to encourage participation by the schools in the iMAP service. We had discussion on perhaps looking at ways to provide limited services to the schools at reduced fees but as it stands, the fee structure still applies.

Darren Vogt: Nothing really other than Data Board will have a discussion next month on the disaster recovery. It is a big issue and will require some financial commitment from somewhere.

Paula Hughes: Nothing new to report. Councilman Brown?

Larry Brown: We have already talked about the Courthouse. I failed to check on the status of the exterior renovation of this building. I will tell you that interior of this building is proceeding. There have been some hiccups discovered and there will be more information coming as that evolves and more details are presented. I can tell you that because of the problems that I am referring to, going out for bid has been delayed until probably mid-December. It may even be the third week of December. Since construction probably can't start in this building until at least April, it is not a big deal. I am a little disappointed. My whole goal in the beginning was to get it out early so that we avoided any inflationary increases of materials that may be coming down the pike. From what I am seeing in the industry, we can still

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accomplish that goal but that is all I know about that right now. There is one other aspect of that I want to share. I have found, at the working level, conversations have taken place between all parties involved in the public safety meaning fire, police, coroner and everybody involved has been remarkably well. When they got down to it, they all rolled up their sleeves and did what needed to be done. It made me feel good. In the area of local Emergency Management and Planning, they are involved in preparing the COOP document. There is an email that went out yesterday or the day before inviting all departments to participate in that. That is an ongoing effort. It is interesting that you brought up the Town of Grabill. I have offered twice to participate in their Town Council. I don't know if they don't want me but I used to live in their town.

Paula Hughes: Don't take it personally.

Larry Brown: One other thing is that I want to compliment Sue Orth. She has done an outstanding job. She does not have much that comes before this Council but she is Johnny-on-the-spot to give me a call and if I don't call her back in a couple of days, she is calling me again. She makes sure that I know what is going on before she has to come before Council. Lastly, the Trustees know full well what the Governor's agenda is for 2011 and they are concerned about that. That is a topic of discussion at every meeting. I have been attending their meetings and they are quite interesting. That is all I have to report.

Paula Hughes: Councilman Buskirk?

Roy Buskirk: A couple of things, and I know we discussed the appointments to the different Boards and I don't know if I should bring it up now.

Paula Hughes: I was going to bring it up at the end of the updates.

Roy Buskirk: Anyhow, Paula and I discussed it and we thought that it would really be better if next month we brought up who we think should serve or if we have been contacted by any other individuals. Then during the reorganization meeting that we have after the first of the year would be when we make the appointments. They would be made in time for any January meetings. Councilman Brown and I both serve on the permit committee and that committee continues to meet and there are several subcommittees that have grown out of that. I think we are making pretty good progress and there will more than likely a press release before the end of the year on some of the things that have taken place. I found a very interesting statistic in which the Plan Commission and all of the permits that are applied for through the Plan Commission, 92% are approved within twenty-four hours. There is only eight

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percent that takes longer than twenty-four hours to get their approval. That is the group that we need to concentrate on to be able to expedite that. The other thing, and I was totally shocked, yesterday morning's paper was an article about a new dispatch site for 9-1-1. They said there wasn't room in the basement to expand with the installation of the new radio equipment while still using the existing equipment. It was also brought up that we didn't have enough electrical power coming into this building to be able to handle the new system. I talked to Dan (Freck) this morning and asked him about the electrical. That totally shocked me. He said he is totally unaware what the Mayor is talking about. I know it is hard to explain to the general public why we are broadsided sometimes with the expenses and how hard we have tried to look to the future and come up with a five-year plan as far as expenses. We still get broadsided sometimes. I agree with Councilman Moss that we need to have a committee with a couple of members from this Council, the Treasurer and the Auditor's Office have people serve on that. We need to look at that because I think you need to more than all of your eggs in one basket. In some ways, you need to have a lot of the eggs in one basket. There are both ways to look at it. A lot of people don't realize the amount of money that we have deposited in these banks. As far as the federal protection, there are limitations on the amounts of funds that are protected. That's it.

Paul Moss: Roy, the article that you are referring to, is that related to the relocation/co-location in a new spot?

Roy Buskirk: It is talking about the new radios.

Paul Moss: So it is the result of buying new radios and not anything else to do with that.

Roy Buskirk: It is not co-relocation or anything like that. It is the fact that in buying the new radios, this is talking about a new building to put the new radio system in and we don't have enough room in the basement. I should have talked to Councilman Brown about it and that there is not enough electricity coming into this building.

Paul Moss: We should have plenty of room.

Larry Brown: There is plenty of space in this building and this was discussed a couple of months ago as part of the co-location process. We decided that as part of the longer range planning. The immediate focus needed to be on 200 East Berry and the City-County Building. We also realized that we needed to have more information about the hardware that we are talking about. There was lots of confusion about whether new and old hardware could sit side by side so that a flip of the switch could happen with no disruption of service.

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We are still waiting on that information. I am surprised by some of the comments in the article but as far as I know, we are still waiting on information. At an appropriate time, which may be in a couple of months, part of that co-location committee does plan to look at that and make a recommendation.

Paula Hughes: Councilman Armstrong?

Bob Armstrong: Nothing.

Roy Buskirk: Can I add one more comment?

Paula Hughes: Absolutely.

Roy Buskirk: We need to follow up on legislation is the fact that the Council needs to have more authority on the review of the budgets that we need to do. That is one issue that needs to be driven home.

Paula Hughes: That comes to one of the upcoming meetings. There is the legislative preview with the legislators that is scheduled for Monday, December 6th at 5:00 on the third floor. I would encourage everyone to attend that. Are there any other recent and/or upcoming meetings? I want to thank Amanda Iacone for her service to Allen County for her fair and even coverage. I have heard that you are moving on up and taking a position in Richmond, Virginia. Congratulations.

Darren Vogt: Move for approval to waive the second reading on any matter approved today for which it may be deemed necessary for the County Council meeting of November 18, 2010.

Larry Brown: Second.

Paula Hughes: **We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0. The next regular meeting of the County Council will be December 16, 2010.**

Darren Vogt: Move to adjourn.

Roy Buskirk: Second.

Paula Hughes: **We have a motion and a second. All those in favor please signify by saying aye. All those opposed same sign. The motion carries 7-0.**

There being no further business the meeting was adjourned at 11:04 a.m.