



BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN
Citizens Square Suite 410 · 200 East Berry Street · Fort Wayne, IN 46802

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RICHARD E. BECK THERESE M. BROWN F. NELSON PETERS

MINUTES

**Commissioners' Legislative Session
10:00 AM Friday, August 2, 2019
Council Chambers Courtroom – Citizens Square**

Commissioners Present:
Commissioners Absent:

Nelson Peters and Rich Beck
Therese Brown

Others Present:

Mike Green	Commissioners Office
Bill Fishering	County Attorney
Mindy Waldron	Health Dept.
Larry Weber	Surveyor's Office
Charity Murphy	Human Resources
Shinisha Grayson	Human Resources
Michelle Wood	DPS
Bill Hartman	Highway Director
Tim Gaham	Highway Dept.
Jacquie Mann	IES
Amanda Lawrence	SJCA Engineers

Commissioner Peters called the meeting to order at 10:02 AM. Commissioner Peters led the meeting with the Pledge of Allegiance and a moment of silence.

- 1. Consider approval of the minutes of July 26, 2019.** Commissioner Beck made a motion to approve minutes of July 26, 2019. Commissioner Peters seconded the motion. Motion carried 2-0.
- 2. Consideration of renewal of the operational timeframe for the Allen County Syringe Services Program through October 5, 2021 on behalf of the Allen County Department of Health.** Mindy Waldron, Administrator of Department of Health, presented this item. She stated this is their second renewal request. They opened on November 1, 2016. She said they started out relatively slow but now they see between 48 and 60 people per week. She explained that the program is not intended to curb or stop drug use but that is a hopeful side effect. The real reason for this is disease suppression or lessening the potential of the spread of disease by reducing needle reuse. That is their #1 goal but they do provide a lot of ancillary services that are offered onsite to the client such as connection to counseling and addiction services. There are a number of entities that volunteer a lot of time each week to there to provide those services to our clients and most everything we provide is free. We also provide wound care and we provide referrals for other medical services that we are unable to provide. We do Hep C and HIV testing onsite with immediate results for the most part. Hepatitis A vaccination is provided for free to all of the clients. We also provide referrals to the other counseling entities and we have an onsite health navigator help people sign up for insurance so they aren't seeing us as their health care provider and can see an actual provider for ongoing health services. They are open one day a week (Tuesday). They have had nearly 4100 visits to the clinic. They have close to 1100 unique clients that visit the clinic and close to 500 of them are repetitive customers. She spoke to some of the successes of some of the nearly 500 unique clients. She stated that of those almost 500 unique clients, over 200 of those report actual lessening of the reuse of their needles. Some would report 200+ times that they would reuse a needle and now they are down to 1. That equates to about 72 people or so that have significant less use of those and

less potential of disease. She stated the disease sharing trends and the drug use trends are what they are interested in because they can target this towards that. She said the big issue with having this is to hopefully lesson the spread of disease. She said they do ask questions about disease and some will report that they do have certain diseases we are hoping to lesson. She said that 22% of their clients report that they do share needles which is what we are hoping to lesson. Of those clients as well, 21% represent to us that they do have hepatitis C and just under 1% say they have HIV. Taking those numbers into account, the 22% who say they share, 7% of those or 72 people have one of the diseases and share. She stated those are the big subsets where they try to hit about the importance of not sharing. She stated their exchange rate is 98% vs. the states rate which is about 80%. They are proud of that. She said they are well over 200,000 needles that have been brought back that would not be encountered by law enforcement and not be dropped off in parking lots, etc. Prior to the program they had a lot of complaints, as did law enforcement, and requests to come pick up discarded needles. She stated they have not had one of those complaints for well over a year. She said that's a good thing and a good side effect. She said she is often asked if they are making dent in this and how do you know you are. She said the national studies and international studies show this does work. She said they had a client come in recently and this is the 3rd time it has happened, and that means that they took the time to come back to tell us – thank you for what you've done, you got me connected and I'm not using and they'll explain how many months they've not been using. Those are success stories that we often don't get to hear. There are more than that that have been connected to services and it has done well. Commissioner Beck made a motion to approve the renewal of the operational timeframe for the Allen County Syringe Services Program through October 5, 2021 on behalf of the Allen County Department of Health. Commissioner Peters seconded the motion. Motion carried 2-0.

3. Consider approval of Brokerage Service Agreement between the Board of Commissioners and USI.

Charity Murphy, HR Director, presented this item. She stated the services that USI will be providing to County are – Risk Management services which will be the design of an improved overall risk management program. This will include such as aspects as – improved safety committee program, exposure analysis, they will analyze our current practices and recommend better and safer practices. They will also perform our typical brokerage service which would be negotiating on our behalf with insurance companies for better rates. They will also participate in a self-insured analysis and make a recommendation. We are already partially self-insured on many of our insurance lines so they will help us look at the data and analyze if it would be in our best interest to go fully self-insured. Finally, they will help on claim services – give us loss analysis and maintain eyes on all of claims, especially those claims that may be large or go over our self-insured retention. The annual fee for this contract is \$35,000 and it's made in 4 installments of \$8,750. The unique aspect of this contract is that the final quarterly payment of \$8,750 is put at risk by the broker. That means if they don't perform the services that they said they will in this agreement over the course of the year, they will not get paid that final installment payment. Commissioner Beck asked if this was our experience with USI. Charity stated we have had prior experience. USI is currently our workers compensation broker and we have had a wonderful experience with them. They are very responsive and hands-on. She stated she is very confident that we will get the same service with our casualty lines. Commissioner Peters asked if the portion being put at risk is not necessarily outcome based as much as it is specific services that they are going to provide for us in the way of reporting. Charity said yes. It's completely service based so regardless of how many claims we have or certain outcomes. If they don't provide the services and help us improve our safety and risk management program, they will not get that at risk portion of fees. Commissioner Beck made a motion to approve the Brokerage Service Agreement between the Board of Commissioners and USI. Commissioner Peters seconded the motion. Motion carried 2-0.

4. Consider approval of adoption of the following employee policies:

- a. Overtime/Compensatory Time/ Excess Benefit Time Policy**
- b. On-call and Call-in Policy**
- c. Parental Leave Policy**

Charity Murphy, HR Director, gave a quick overview of how each of these policies worked. After discussion on each of these individually, motions were made individually regarding the approval of them.

Commissioner Beck made a motion to approve the adoption of the Employee Overtime/Compensatory Time/ Excess Benefit Time Policy. Commissioner Peters seconded the motion. Motion carried 2-0.

Commissioner Beck made a motion to approve the adoption of the Employee On-call and Call-in Policy. Commissioner Peters seconded the motion. Motion carried 2-0.

Commissioner Beck made a motion to approve the adoption of the Parental Leave Policy. Commissioner Peters seconded the motion. Motion carried 2-0.

- 5. Consideration of Rezoning Petition REZ-2019-0038 to rezone 8.8 acres located on the west side of the 10400 to 10500 block of Roth Road from A1/Agricultural to I2/General Industrial to permit the existing uses of Dutch Made Properties.** Michelle Wood, DPS, presented this item. She stated that Dutch Made has purchased the operations on the north side of Notestine Road and the west side of Roth Road. This is just south of Grabill. The existing operations are already zoned I2 and along with a few other properties along Notestine they have purchased the property to the north for potential growth and would like all of that to be under the I2/General Industrial district which would allow their operations to continue and grow. There was no opposition to this and there was a unanimous do pass recommendation. Commissioner Beck made a motion to approve the Rezoning Petition REZ-2019-0038 to rezone 8.8 acres located on the west side of the 10400 to 10500 block of Roth Road from A1/Agricultural to I2/General Industrial to permit the existing uses of Dutch Made Properties. Commissioner Peters seconded the motion. Motion carried 2-0.
- 6. Consideration of Rezoning Petition REZ-2019-0037 to rezone 40.1 acres on the south side of the 13200 to 13300 blocks of Bass Road from A1/Agricultural to R1/Single Family Residential for a 106-lot single family residential subdivision.** Michelle Wood, DPS, presented this item. She stated this subdivision is the extension an existing one called Gray Hawk. This one is called Gray Hawk Extended. This area of Bass Road has seen a lot of single family development lately. Mostly along the south side. This is just west of the intersection of W. Hamilton Road. This subdivision does continue the streets in Gray Hawk and will have a single entrance for this section out onto Bass Road but it will interconnected with the existing subdivision and then also providing a future stub street. Further to the west there are two similarly large sized parcels before we get to Noyer. The goal is to have that interconnectivity. With our sidewalk policy and road improvements on Bass we will continue to see development here. There were no waivers requested. We did have some questions from a property owner on the north side whose questions revolved around storm water and the regulated drain that goes through all three properties. As part of the review, the Surveyors office may require a regulated drain to be cleaned out. Either they have been petitioned to clean it or they might have a developer do it as part of their project. Mr. Sorg, our Surveyor, encouraged the property owner to call and talk to his office and to talk to the developer and she did talk to him right after the meeting. Commissioner Beck made a motion to approve Rezoning Petition REZ-2019-0037 to rezone 40.1 acres on the south side of the 13200 to 13300 blocks of Bass Road from A1/Agricultural to R1/Single Family Residential for a 106-lot single family residential subdivision. Commissioner Peters seconded the motion. Motion carried 2-0.
- 7. Consideration of Rezoning Petition REZ-2019-0032 to rezone 23.04 acres located on the west side of the 18700 to 18800 block of Tonkel Road from A1/Agricultural to R1/Single Family Residential for a 46-lot single family residential subdivision.** Michelle Wood, DPS, presented this item. She stated this property is across from Deer Hollow which used to be Deer Track Golf Course and also Silver Leaf since the golf course has been turned into single subdivision. It is also surrounded by a lot of metes and bounds development. It is currently A1, as is most of the ground going towards the interstate, just south of the north county line road. When sewer was made available to this area, it spurred more planned growth and less of the metes and bounds type development. This is single family, compatible with what's there now. It is a single entrance and it does not have a stub street to the north or south because those are developed estate lots. Originally it did have one proposed to the west lot, which is vacant,

which is part of our ordinance requirement. There is a drain there and they would not be able to provide that connection at this time without development on the other side because of the placement of the drain. They came back to Plan Commission and requested to not have to build that stub street and the Plan Commission did approve that in this case. Normally we want connectivity but since we do not have control over the adjacent property that wasn't possible at this time. The property owners on the SE corner of the property on the west side of Tonkel Rd. had concerns about drainage and how this would affect them. Other than the typical storm water questions which should be improved with an actual storm water plan as opposed to agriculture ground, there were no other questions. There was a unanimous do pass recommendation. Commissioner Beck made a motion to approve Rezoning Petition REZ-2019-0032 to rezone 23.04 acres located on the west side of the 18700 to 18800 block of Tonkel Road from A1/Agricultural to R1/Single Family Residential for a 46-lot single family residential subdivision. Commissioner Peters seconded the motion. Motion carried 2-0.

- 8. Consider approval of Vacation Petition VROW-2019-0009 to vacate a 2.9 acre portion of Butler Ridge Parkway right-of-way which lies on the south side of 3000 block of Butler Road.** Michelle Wood, DPS, stated this petition is a Commissioner action. The Plan Commission held the public hearing for the Commissioners and we had 2 Commissioners present. No one spoke at the public hearing other than the applicant. There was a unanimous do pass. Commissioner Beck made a motion to approve Vacation Petition VROW-2019-0009 to vacate a 2.9 acre portion of Butler Ridge Parkway right-of-way which lies on the south side of 3000 block of Butler Road. Commissioner Peters seconded the motion. Motion carried 2-0.
- 9. Consider approval of Change Order # 1 and Final for Bid Ref # 28-18 for Gar Creek Road Bridge #133 over Lomont Drain, Project #0200217; a \$224.70 decrease.** Bill Hartman, Highway Director, stated this bridge was rehabilitated due to a load limit that had been imposed on it. This eliminated that. After various actual materials were applied to the estimated materials and everything was balanced out it came out \$224.70 lower than the bid price and that was \$12,172 under the engineers estimate as well. Commissioner Beck made a motion to approve Change Order # 1 and Final for Bid Ref # 28-18 for Gar Creek Road Bridge #133 over Lomont Drain, Project #0200217; a \$224.70 decrease. Commissioner Peters seconded the motion. Motion carried 2-0.
- 10. Consider approval of Project Acceptance for Bid Ref # 28-18 for Gar Creek Road Bridge #133 over Lomont Drain, Project #0200217, with the Final Contract amount of \$166,795.38.** Commissioner Beck made a motion to approve Project Acceptance for Bid Ref # 28-18 for Gar Creek Road Bridge #133 over Lomont Drain, Project #0200217, with the Final Contract amount of \$166,795.38. Commissioner Peters seconded the motion. Motion carried 2-0.
- 11. Consider approval of plat: Valencia, Section V.** Commissioner Beck made a motion to approve plat – Valencia, Section V. Commissioner Peters seconded the motion. Motion carried 2-0.
- 12. Other Business:**
- 13. Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of August 2, 2019.** Commissioner Beck made a motion to approve the waiving of the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of August 2, 2019. Commissioner Peters seconded the motion. Motion carried 2-0.
- 14. Comments from the Public**
- 15. Motion to Adjourn.** Meeting adjourned at 10:58 a.m.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet

the needs of persons with disabilities may be submitted to the ADA coordinator at: Human Resources Department, 200 East Berry Street, Suite 380, Fort Wayne, IN 46802, or by phone at (260) 449-7217.