



BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN

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NELSON PETERS LINDA K. BLOOM THERESE BROWN

MINUTES

**Commissioners' Legislative Session
10:00 a.m. Friday, February 13, 2015
Council Chambers Courtroom – Citizens Square**

Commissioners Present: Nelson Peters, Therese Brown and Linda Bloom

Others Present:	Mike Green	Commissioners Office
	Chris Cloud	Commissioners Office
	Bill Fishing	County Attorney
	Bill Hartman	Highway
	Beth Dlug	AC Election Board
	Mark Royse	DPS
	Kurt Gutman	Compass Financial Advisors
	Dave Fuller	Building Department
	Ellen Cutter	IPFW CRI

Commissioner Peters called the meeting to order at 10:06 AM. Commissioner Peters led the meeting with the Pledge of Allegiance and a moment of silence.

- 1. Approval of the minutes of February 6, 2015.** Commissioner Bloom made a motion to approve the minutes of February 6, 2015. Commissioner Brown seconded the motion. Motion carried 3-0.
- 2. Approval of Agreement between the Board of Commissioners and AS&L Transportation for transportation of voting machines on behalf of the Election Board.** Beth Dlug, Director of Elections, presented this item. This is a standard agreement with AS&L for moving the voting machines. She stated this year they get to bill the costs back to the cities that are actually going to be using them. Commissioner Bloom made a motion to approve the agreement between the Board of Commissioners and AS&L Transportation for transportation of voting machines on behalf of the Election Board. Commissioner Brown seconded the motion. Motion carried 3-0.
- 3. Approval of Technical Assistance Agreement between the Board of Commissioners and IPFW for use of the Community Research Institute.** Ellen Cutter, IPFW – Community Research Institute, provided an overview of the services that they do provide the Board of Commissioners. The contract also helps to support community requests received so that the business community, non-profits and neighborhood groups have information that is important to them for their program development as well. They also represent the county at IU's annual business outlook luncheon forum with Greater Fort Wayne, Inc. Commissioner Brown made a motion to approve the Technical Assistance Agreement between the Board of Commissioners and IPFW for use of the Community Research Institute. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 4. Quarterly update from the Community Research Institute.** Ellen Cutter gave the quarterly update.
- 5. Approval of Fleet Fuel Card Policy.** Bob Bolenbaugh, Purchasing Director, presented this item. He stated this policy applies to the fuel card program. He said he spoke with the Auditor about the reconciling of the transactions and this was consistent with what they thought should occur within the departments. Commissioner Brown made a motion to approve the Fleet Fuel Card Policy. Commissioner Bloom seconded the motion. Motion carried 3-0.

- 6. Approval of permission for Purchasing Director to sign a vehicle purchase agreement.** Bob Bolenbaugh, Purchasing Director, stated he is required to seek the Commissioners approval before he can execute a sales agreement like this so he is submitting this today for their provisional approval as it is over the \$7,000 threshold that he is authorized to execute a sales agreement. Commissioner Bloom made a motion to approve permission for Purchasing Director to sign a vehicle purchase agreement. Commissioner Brown seconded the motion. Motion carried 3-0.
- 7. Approval for Bridge Weight Limit Posting Change and Sign Request for Gar Creek Rd Bridge # 133 over Lomont Drain between Berthaud Rd to Webster Rd to 10tons.** Bill Hartman, Highway Director, stated this bridge was previously not posted and will now be posted for 10 tons. Commissioner Bloom made a motion to approve the Bridge Weight Limit Posting Change and Sign Request for Gar Creek Rd Bridge # 133 over Lomont Drain between Berthaud Rd to Webster Rd to 10tons. Commissioner Brown seconded the motion. Motion carried 3-0.
- 8. Approval of Consulting Agreement between the Board of Commissioners and CBRE.** Chris Cloud, Executive Assistant, stated the Commissioners have diligently been working on the best and highest use for the north campus aka the Byron property. This agreement with CBRE allows us to utilize their expertise in real estate and marketing to figure out what the best use for that property would be and what we may need to do to get it in a position in years to come for its' highest and best use. The cost is an hourly rate of \$175 not to exceed \$25,000. Commissioner Brown made a motion to approve the Consulting Agreement between the Board of Commissioners and CBRE. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 9. Approval of Agreement between the Board of Commissioners and Harvey Auctions for auction services for the annual tax sale on behalf of the Allen County Treasurer.** Chris Cloud, Executive Assistant, stated this is the annual tax sale auctioneer agreement. It is an hourly rate of \$53 per hour and that is .50 cents higher than last year. They come on site and perform the auction here and it's been very successful the past few years getting tax dollars back to the county through this. Commissioner Bloom made a motion to approve the of Agreement between the Board of Commissioners and Harvey Auctions for auction services for the annual tax sale on behalf of the Allen County Treasurer. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 10. Approval of Investment Advisory Agreement between the Board of Commissioners and Compass Financial Advisors, LLC.** Commissioner Peters asked if there should be an agent letter approved here in addition to the Advisory Agreement. Kurt Gutman, Compass Financial, stated yes. Commissioner Peters said that in any motions made here they would include approving a letter that appoints Kurt Gutman as the primary advisor for the 457b plan as well as the 401a plan. Commissioner Brown made a motion to approve the Advisory Agreement between the Board of Commissioners and Compass Financial Advisors, LLC and also a motion to appoint Kurt Gutman as the primary advisor to oversee the 457b and 401a plans. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 11. Approval of appointments to the Building Department Board of Directors.** Chris Cloud, Executive Assistant, stated the names before them today are Jim Bushy and Eric Streibig. Commissioner Bloom made a motion to approve appointments. Commissioner Brown seconded the motion. Motion carried 3-0.
- 12. Approval of appointment to a City of New Haven Common Construction Wage Committee.** Chris Cloud, Executive Assistant, stated the name before them today is Ben Johnston. Commissioner Bloom made a motion to approve appointment. Commissioner Brown seconded the motion. Motion carried 3-0.
- 13. Other Business:**
- 14. Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of February 13, 2015.** Commissioner Brown made a motion to approve waiving the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of February 13, 2015. Commissioner Bloom seconded the motion. Motion carried 3-0.

15. Comments from the Public.

16. Motion to Adjourn. Meeting adjourned at 10:31 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.