



## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN

Citizens Square Building Suite 410 · 200 E. Berry Street · Fort Wayne, IN 46802

Phone: 260.449.7555 FAX: 260.449.7568

NELSON PETERS LINDA K. BLOOM THERESE BROWN

### MINUTES

**Commissioners' Legislative Session**

**10:00 a.m. Friday, March 13, 2015**

**Council Chambers Courtroom – Citizens Square**

Commissioners Present: Therese Brown, Nelson Peters and Linda Bloom

|                 |                |                                  |
|-----------------|----------------|----------------------------------|
| Others Present: | Mike Green     | Commissioners Office             |
|                 | Chris Cloud    | Commissioners Office             |
|                 | Bill Fishering | County Attorney                  |
|                 | Susan Orth     | Treasurer                        |
|                 | William Royce  | Treasurer                        |
|                 | Mindy Waldron  | Dept. of Health                  |
|                 | Randy Brown    | Coliseum                         |
|                 | Debra Hudson   | Benefits Dept./HR                |
|                 | Dan Freck      | Building and Grounds Maintenance |
|                 | Bill Hartman   | Highway Department               |
|                 | Kim Bowman     | DPS                              |
|                 | Jake Rose      | DPS                              |

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

- 1. Approval of the minutes of March 06, 2015.** Commissioner Brown made a motion to approve the minutes of March 06, 2015. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 2. Approval of merchant services and payment processing agreements between the Board of Commissioners and Forte Payment Systems on behalf of the Allen County Treasurer.** Sue Orth, Treasurer and Bill Royce, Chief Deputy presented this item. Sue stated that as of last year, all of their banks are no longer collecting for them. She stated they have had a lot of people over the years call them and ask to make payments over the phone. IVR does allow them to do that and that is what they are doing this contract today for. People can call in and pay their tax bill through their checking account over the phone. There is no charge to the taxpayer for this service. We are charged .25 cents per payment which is cheaper than us processing a bill that is mailed in. Commissioner Bloom made a motion to approve the merchant services and payment processing agreements between the Board of Commissioners and Forte Payment Systems on behalf of the Allen County Treasurer. Commissioner Brown seconded the motion. Motion carried 3-0.
- 3. Approval of addition to the Allen County Code Title 12 (Financial) – Article 204 (Department of Health Fine Collection Fund).** Mindy Waldron, Health Department Administrator, presented this item. She stated they have a number of enforcement ordinances that allow for the assessment of fines usually through administrative hearings but there are a few that are prescribed within the ordinance and can be issued in real time. What we would like to do is be able to have those funds go into one fund for use generally for minor cleanup issues and some minor maintenance issues. Over time it might allow for upgrades in equipment for those inspectors and those types of things. We do it now. We just have to have it appropriated at the time or do it in a year's budget. This way it will be more insurance that we utilize those funds for those purposes. Another example is quite a few times when we have hearings we need

interpretational services so we are paying that out of the department's budget. This way at least it would be coming out of the fund that generated the need. It's issue that like that we would like to be able to use those funds for. Commissioner Peter asked if this suggests that these fees would go into a fund that didn't necessitate appropriation. Mindy stated they would be appropriated by way of a budget at the beginning of the year much like all of theirs are. After further discussion it was decided to change the verbiage in the Ordinance to state that appropriation is required. Commissioner Brown made a motion to approve the addition to the Allen County Code Title 12 (Financial) – Article 204 (Department of Health Fine Collection Fund) effective January 1, 2015 with the amendment that it be appropriated. Commissioner Bloom seconded the motion. Motion carried 3-0.

4. **Approval of agreement between the Board of Commissioners and LandPlan Group for landscape site improvement design services on behalf of Memorial Coliseum.** Randy Brown, General Manager, for the Memorial Coliseum presented this item. This agreement is for landscape design services for a total cost of \$15,850. This is related specifically with landscaping around the conference center, the new expansion. We are also doing some parking additions around where the airplane and eternal flame sits as well as the back of the lot where the stadium once was. They will also be relocating the airplane as well as the eternal flame to the area in front of memorial hall which we will be calling the Veteran's Plaza. LandPlan Group will be helping with a very nice design. They have been working hand in hand with the Allen County Council of Veterans and Commander Allison. When we have this done on Veterans Day it is going to be a very nice dedication ceremony. Commissioner Brown made a motion to approve the agreement between the Board of Commissioners and LandPlan Group for landscape site improvement design services on behalf of Memorial Coliseum. Commission Bloom seconded the motion. Motion carried 3-0.
5. **Approval of addendum to the administrative services agreement between the Board of Commissioners and Pro-Claim Plus, Inc.** Deb Hudson, Benefits Manager, stated there are no increases beyond last year. Commissioner Bloom made a motion to approve the addendum to the administrative services agreement between the Board of Commissioners and Pro-Claim Plus, Inc. Commissioner Brown seconded the motion. Motion carried 3-0.
6. **Approval of agreement for excess loss insurance between the Board of Commissioners and Gerber Life Insurance Company.** Deb Hudson, Benefits Manager, stated they insure the excess funds beyond the \$300,000 per individual aggregate. Commissioner Brown made a motion to approve the agreement for excess loss insurance between the Board of Commissioners and Gerber Life Insurance Company. Commissioner Bloom seconded the motion. Motion carried 3-0.
7. **Approval of agreement between the Board of Commissioners and Advanced Systems Group for annual fire system inspections.** Dan Freck, Director of Buildings and Grounds, presented this item. He stated this agreement is for fire system inspections for various county buildings. Commissioner Brown made a motion to approve the agreement between the Board of Commissioners and Advanced Systems Group for annual fire system inspections. Commissioner Bloom seconded the motion. Motion carried 3-0.
8. **Approval of appointment to the Allen County Public Defender Board.** Chris Cloud, Executive Assistant, stated the name before the Commissioners today is Donna Shook. Commissioner Brown made a motion to approve appointment of Donna Shook. Commissioner Bloom seconded the motion. Motion carried 3-0.
9. **Other Business:**
  - 1<sup>st</sup> **Amendment to the Lincoln Alliance Program Employer Purchase and Recordkeeping Service Agreement.** Deb Hudson, Benefits Manager, stated this is relevant to the new retirement plan being put in place for newly hired county employees. Commissioner Brown made a motion to approve the 1st Amendment to the Lincoln Alliance Program Employer Purchase and Recordkeeping Service Agreement. Commissioner Bloom seconded the motion. Motion carried 3-0.

**Assignment of Bond.** Bill Fishering, County Attorney, stated the Highway Department performs services for the Town of Huntertown in overseeing and permitting construction projects having to do with streets and sidewalks. As part of that they receive a bond insuring the

successful completion of it. Huntertown is having problems with a recent project that was done there and asked that we assign the bond to them so they might enforce the bond against the builder. Commissioner Brown made a motion to approve the Assignment of Bond. Commissioner Bloom seconded the motion. Motion carried 3-0.

**Donation of \$5,000 towards expenses of River Summit event on April 8, 9 and 11.**

Commissioner Brown stated that we have the opportunity to participate with the river summit that is part of the Northeast Watershed Alliance which includes Indiana, Ohio and Michigan. Dan Wire who has been part of Friends of the River as well as IPFW and Greater Fort Wayne have participated in RiverFest and a lot of different other venues to try and engage people in understanding what our responsibilities are towards the rivers and creating an awareness. With the ongoing surge and momentum that is going on with the riverfront development and a variety of other things for individuals coming in from out of town to engage with us, to explain the importance of how important our Watershed is let alone how we can facilitate improvements along the waterways we have been asked if we would be willing to donate \$5,000 towards the event which is April 8, 9 and 11 at the Grand Wayne Center. Commissioner Brown stated she would like to make a motion to approve a donation of \$5,000 towards the expenses of the River Summit event subject to legal review. Commissioner Bloom seconded the motion. Motion carried 3-0.

**10. Approval to waive the 2<sup>nd</sup> Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of March 13, 2015.** Commissioner Bloom 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 March 13, 2015. Commissioner Brown seconded the motion. Motion carried 3-0.

**11. Comments from the Public.**

**12. Motion to Adjourn.** Meeting adjourned at 10:41 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.*