

MINUTES

BOARD OF ALLEN COUNTY COMMISSIONERS

204 N. Main Street

3rd Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

commissioners@allencountyohio.com

Board of Allen County Commissioners will be in session

beginning at 9:00 a.m. and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	September 24, 2020
LOCATION	COMMISSIONER'S MEETING ROOM
	<p>** DUE TO COVID-19 Social Distancing, the Commissioner's office will be closed for in-person meetings until further notice. During scheduled public meetings, Allen County residents may contact the board by:</p> <p>Joining the meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/992952013</p> <p>You can also dial in using your phone. United States (Toll Free): 1 866 899 4679 United States: +1 (669) 224-3319</p> <p>Access Code: 992-952-013</p> <p>** Meetings will NOT be broadcast on Facebook Live on the "Allen County Board of Commissioners" page.</p>
	<p>PRESENT: Greg Sneary Beth Seibert Cory Noonan</p>
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE - Beth Seibert
	APPROVE AGENDA AS PRESENTED

Commissioner Noonan moved to amend the agenda to include a 9:20 a.m. meeting with the Allen County Prosecutor regarding Children Services Board appointments. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.

ITEMS FOR REVIEW AND APPROVAL:

- 1. Approve minutes of the September 17, 2020 general session. Commissioner Seibert moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the minutes were approved unanimously.**
- 2. Consent Agenda:**
 - a. Resolution #532-20.** Approve travel expenses.
 - b. Resolution #533-20.** Authorize a warrant of transfer from the Wireless Surcharge Fund 2096 to the 911 System Fund 2004.
 - c. Resolution #534-20.** Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Shawnee I & I Capital Fund 5408.
 - d. Resolution #535-20.** Supplemental appropriation to the HAVA Grant Fund 2098.
 - e. Resolution #536-20.** Supplemental appropriation to the Children Services Fund 2019.
 - f. Resolution #537-20.** Supplemental appropriation to the Special Projects – Probate Fund 2707.
 - g. Resolution #538-20.** Supplemental appropriation to the PIIG Fund 2812.
 - h. Resolution #539-20.** Supplemental appropriation to the WORTH Center Improvement Fund 8881.
 - i. Resolution #540-20.** Supplemental appropriation to the Wireless Surcharge Fund 2096.
 - j. Resolution #541-20.** Supplemental appropriation to the Capital Improvement Fund 4017.
 - k. Resolution #542-20.** Supplemental appropriation to the Shawnee II Capital Improvement Fund 5408.
 - l. Resolution #543-20.** Approve the use of credit cards for the 4th quarter of 2020.

Commissioner Sneary moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.

RESOLUTIONS/SIGNATURES:

- 1. Resolution #544-20.** Enter into a Real Estate Purchase Agreement with Resources Investment LLC Co. for property located at 417 N. West Street, Lima, Ohio. **Said purchase is in the amount of \$175,000.00. Commissioner Sneary moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #545-20.** Approve one (1) Easement for County Drainage Purposes with Amanda K. Pitson and Matthew S. Pitson for permanent maintenance operation of a storm sewer drainage pipe. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #546-20.** Renew contract with Superior Dental Care. **Said renewal results in an 0% increase. Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #887-19A.** Amend Resolution #887-19, appoint/re-appoint members to the North Central Ohio Solid Waste Policy Committee. **This is the appointment of Beth Seibert to replace Greg Sneary on the policy committee. Commissioner Noonan moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #547-20.** Approve the Pre-Award Condition Forms from the Ohio Office of Criminal Justice Services for Coronavirus Emergency Supplemental Funding and authorize the President of the Board of Allen County Commissioners to execute same. **Said award is in the amount of \$58,002.66. Commissioner Sneary moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #548-20.** Enter into a grant agreement with the Ohio Development Services Agency for the State

of Ohio, State Community Development Block Grant Program CFDA No. 14.228. **Said grant is in the amount of \$220,000.00 to be used primarily for upgrading the sewer facility in the Village of Lafayette. Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

DISCUSSION:

A. Office of Homeland Security/EMA (No one present)

- 1. Resolution #549-20.** Resolution adopting the revised Hazardous Materials Response Plan for Allen County, Ohio. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

B. Sanitary Engineer

- 1. Resolution #550-20.** Accept proposal and enter into contract with Kuhlman Builders, Inc. for the construction of the Administrative Building Siding Project, American Township. **Per Brad Niemeyer, there has been deterioration over the last couple of year. Through the RFP process, Kuhlman Builders, Inc. has been selected for said project is an amount not to exceed \$103,800.00. Commissioner Seibert moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #551-20.** Accept a permanent easement from Rudolph Foods Company, Inc. to maintain, repair and replace sanitary sewers, Auglaize Township. **Said easement is in the amount of \$1.00. Commissioner Sneary moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

ANNOUNCEMENTS

Resolution of Appreciation – Greg Sneary

9:17 a.m.	<p>EXECUTIVE SESSION</p> <p><i>Commissioner Noonan moved to go into Executive Session at 9:17 a.m. to discuss the potential discipline of an employee at the Sanitary Engineer's office. Motion seconded by Commissioner Sneary. The roll was called and was approved unanimously. Brad Niemeyer provided information to the Board of Commissioners as it relates to potential discipline of said employee.</i></p>
9:25 a.m.	<p>GENERAL SESSION</p> <p>1. Resolution #552-20. Approve a ten (10) day suspension and a Last Chance Agreement for an Allen County Sanitary Engineering Department employee. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the resolution was approved unanimously.</i></p>
	RECESS
9:27 a.m.	<p>Juergen Waldick and Kayla Campbell re: Children Services Board appointments</p> <p>Commissioner Noonan moved to go into executive session at 9:27 a.m. to discuss appointments to the Children Services Board. Motion seconded by Commissioner Seibert. The roll was called and was approved unanimously.</p> <p>General Session: 9:49 a.m.</p> <p>Commissioner Noonan stated that it would be advantageous for the Board of Commissioners to seek individuals/application who would want to serve on the Children Services Board. Commissioner's office will reach out to Board President to ensure appointment of new director is not made until appointments are made to the Children Services Board.</p>
9:51 a.m.	RECESS
10:06 a.m.	<p>Update – Jason Patchet – Building and Grounds</p> <ul style="list-style-type: none"> • Had walk-thru with Ohio Department of Corrections on Jail Lock Project. • Roof-top units are to be installed at Museum on Monday

	<ul style="list-style-type: none"> • Provided update on lower level of Court of Appeals project. Need to establish MOU with Task Force for use of lower level • Provided update on Juvenile Courtroom Project • Fiber optic for new Public Defender office – will be able to schedule after the county closes on said property • Discussion regarding 4th Floor Courthouse Project. Meeting with Judges next week. Commissioner Noonan would like to be included
10:22 a.m.	RECESS
10:42 a.m.	<p>Update – Steve Kayatin – Sanitary Engineer</p> <ul style="list-style-type: none"> • Provided update on Sanitary Sewer projects • Wastewater Treatment Plant – meeting orders • Discussion regarding sludge agreement with City of Lima • Delphos – Kessen Veterinarian Sewer Extension Agreement • Provided information on Allen East lateral issue • Discussion regarding restaurant COVID Billing Credit • Two (2) employees will be retiring by end of the year • East Regional Waterline Improvement – Project to bid January/February 2021 • Income Statement/Cash Balance Report provided through August 2020
11:22 a.m.	RECESS
11:23 a.m.	<p>Amy Harpster re: Allen County Building Department</p> <ul style="list-style-type: none"> • \$3,000 increase on income • Cost YTD – 30% covered by income • Rudolph Foods – working with them on extension
11:26 a.m.	RECESS
11:30 a.m.	<p>Invitation to Bid – Transportation Services – Allen County Department of Job and Family Services</p> <p>Bids received from the following vendors of proposed services as follows:</p> <ul style="list-style-type: none"> • Right At Home • Delphos Senior Citizens, Inc. • KTP Medical Transport, LLC • Allen County Regional Transit Authority • Black & White Cab Co.

11:35 a.m.

ADJOURN

Submitted by: Kelli A. Singhaus
Kelli A. Singhaus, Clerk

Approved by: Board of Allen County Commissioners

Beth Seibert

Beth Seibert

Cory Noonan

Cory Noonan

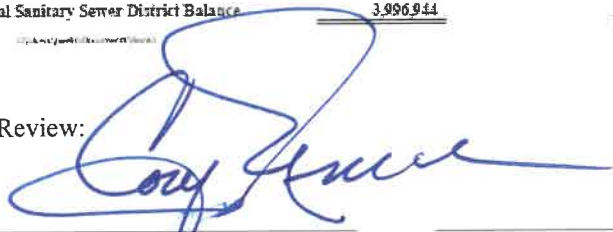
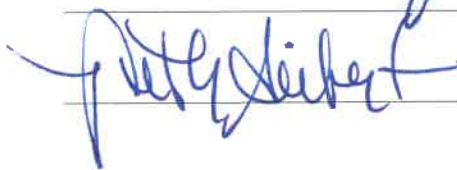
ALLEN COUNTY SANITARY SEWER DISTRICT

Income Statement

DESCRIPTION	2019 Actual 12.31	2010 Budget	2020 8/31/2020	Variance	%
Revenue					
Inspections and Tap Fees	55,638	59,500	58,774	(726)	99%
Service - Sewer	7,775,836	7,990,000	5,060,446	(2,929,554)	63%
Other Receipts	79,772	68,000	68,784	784	101%
Transfers & Advances					
Total Revenue	7,911,246	8,117,500	5,188,003	(2,929,497)	64%
Expenditures					
Salary & Benefits					
Salaries	1,773,163	1,852,500	1,179,484	(673,016)	64%
Benefits	577,612	608,469	377,041	(231,428)	62%
Salary & Benefits	2,350,775	2,460,969	1,556,525	(904,444)	63%
Operating Expenses					
Supplies	197,017	204,000	129,196	(74,805)	63%
Gas & Oil	54,133	80,000	27,680	(52,320)	35%
Sundry - Other Expense	104,445	147,000	31,288	(115,712)	21%
Cost Allocation	95,894	103,000	110,818	7,818	108%
Contract-Service & Urinals	861,774	902,000	563,174	(338,826)	63%
Village of Cridersville Services-Sewage	84,761	85,500	43,332	(42,168)	51%
Friday Rd Services-Sewage	304,183	260,000	173,212	(66,788)	67%
City County Low Pressure	-	10,000	-		
Contract-Repairs	73,454	101,000	45,267	(55,733)	45%
Equipment	68,941	103,000	47,397	(55,603)	46%
Total Other Operating Expenses	1,844,602	1,995,500	1,176,362	(809,138)	59%
Total Operating Expenses	4,195,377	4,456,469	2,732,887	(1,723,582)	61%
Revenue Less: Operating Expenses:	3,715,869	3,661,031	2,455,116	(1,205,915)	67%
Transfers for Capital Projects	3,500,000	3,600,000	2,200,000	(1,400,000)	61%
Net Revenue Less Transfers:	216,099	61,031	255,116	194,085	418%

CASH SUMMARY	2019 12.31.2019	2020 8/31/2020
Operating Fund Balance		
Beginning Operating Balance	706,185	922,284
Net Revenue Less Transfers	216,099	255,116
Ending Balance - Operating Fund	922,284	1,177,400
Ending Balances - Capital & Reserve		
Reserve Surplus Balance	2,611,767	3,344,707
R & I Balance	99,303	117,618
Capital Debt Balance	210,727	115,340
Capital Projects Balance	152,863	165,660
Total Capital & Reserve Funds	3,074,660	3,743,325
Total Sanitary Sewer District Balance	3,996,944	4,920,726

Commissioner Review:

ALLEN COUNTY
SANITARY SEWER DISTRICT CASH BALANCES

FUND	PROJECT/PURPOSE	ENDING BALANCE 12/31/2015	ENDING BALANCE 12/31/2016	ENDING BALANCE 12/31/2017	ENDING BALANCE 12/31/2018	ENDING BALANCE 12/31/2019	ENDING BALANCE 8/31/2020
5034	SEWER DISTRICT FUND	\$ 983,369	\$ 1,044,368	\$ 873,934	\$ 706,185	\$ 922,284	\$ 1,177,400
	DEBT SERVICE						
5308	CAPITAL DEBT FUND	\$ 31,649	\$ 72,832	\$ 513,984	\$ 508,323	\$ 210,727	\$ 115,340
5303	SEWER REV BOND	\$ 12,879	\$ 7,129	\$ 3,769	\$ 0	\$ 0	\$ 0
	SUB TOTAL	\$ 44,525	\$ 79,951	\$ 517,754	\$ 509,323	\$ 210,727	\$ 115,340
	CAPITAL ACCOUNTS						
5435	R & I IMPROVEMENTS	\$ 34,059	\$ 38,397	\$ 42,804	\$ 50,350	\$ 99,303	\$ 117,618
5035	MAJOR CAPITAL RESERVE - SURPLUS	\$ 1,228,574	\$ 1,600,019	\$ 2,166,338	\$ 2,372,784	\$ 2,611,767	\$ 3,344,707
5401	WASTEWATER TREATMENT SHAWNEE CIP	\$ 8,525	\$ 850	\$ 854	\$ 858	\$ 2,188	\$ 19,862
5402	WASTEWATER TREATMENT AM BATH CIP	\$ 718	\$ 718	\$ 719	\$ 21	\$ 21	\$ 21
5405	WASTEWATER COLLECTION FUNDS CIP	\$ 3,080	\$ 164,880	\$ 28,795	\$ 46,858	\$ 65,382	\$ 65,526
5406	AMERICAN #2 WWTP CIP	\$ 260	\$ 260	\$ 261	\$ 262	\$ 263	\$ 263
5407	PLANNING	\$ 3,800	\$ 4,982	\$ 2,319	\$ 788	\$ 8,058	\$ 7,308
5408	SHAWNEE I & I INVESTIGATIONS	\$ 7,939	\$ 12,550	\$ 55,348	\$ 1,100	\$ 30,008	\$ 38,031
5409	S E ADMIN FACILITIES	\$ 427	\$ 427	\$ 1	\$ 7,038	\$ 37,947	\$ 34,842
	SUBTOTAL	\$ 1,287,443	\$ 1,823,092	\$ 2,299,435	\$ 2,479,815	\$ 2,863,933	\$ 3,627,986
	TOTAL	\$ 2,315,337	\$ 2,947,411	\$ 3,691,123	\$ 3,695,323	\$ 3,996,944	\$ 4,920,726
	CHANGE IN BALANCE	\$ (1,298,557)	\$ 632,074	\$ 743,712	\$ 4,200	\$ 301,622	\$ 923,782

Commissioner Review:

