

MINUTES

BOARD OF ALLEN COUNTY COMMISSIONERS

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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	December 29, 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>Agenda Meeting Tue, Dec 29, 2020 9:00 AM - 5:00 PM (EST)</p> <p>Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/798164781</p> <p>You can also dial in using your phone. United States (Toll Free): 1 866 899 4679 United States: +1 (571) 317-3116</p> <p>Access Code: 798-164-781</p> <p>** Meetings will NOT be broadcast on Facebook Live on the "Allen County Board of Commissioners" page.</p>
	<p>PRESENT: Beth Seibert Brian Winegardner Cory Noonan</p>
TIME:	GENERAL SESSION - RECORDED
9:02 a.m.	AGENDA MEETING
	PLEDGE—Commissioner Seibert

APPROVE AGENDA AS PRESENTED

Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the agenda was approved unanimously.

ITEMS FOR REVIEW AND APPROVAL:

1. Consent Agenda:

- a. Resolution #783-20.** Intradepartmental transfers for various departments.
- b. Resolution #784-20.** Supplemental appropriation to the Sheriff Rotary Fund 1860.
- c. Resolution #785-20.** Supplemental appropriation to the Eversole 1106 Fund 2106.
- d. Resolution #786-20.** Supplemental appropriation to the Cranberry Creek 1137 Fund 2137.
- e. Resolution #787-20.** Supplemental appropriation to the Ellis May 1142 Fund 2142
- f. Resolution #788-20.** Supplemental appropriation to the Fleming Group 1047 Fund 2147.
- g. Resolution #789-20.** Supplemental appropriation to the Heidlebaugh-Park Group 1159 Fund 2159.
- h. Resolution #790-20.** Supplemental appropriation to the Gilden 1062 Fund 2162.
- i. Resolution #791-20.** Supplemental appropriation to the Allen County Airport Ditch Fund 2217.
- j. Resolution #792-20.** Supplemental appropriation to the Ramser 1245 Fund 2245.
- k. Resolution #793-20.** Supplemental appropriation to the Lost Creek Ditch Fund 2251.
- l. Resolution #794-20.** Supplemental appropriation to the Joint County Leffel Group 1092 Fund 2292.
- m. Resolution #795-20.** Supplemental appropriation to the Warrington 1304 Fund 2304.
- n. Resolution #796-20.** Supplemental appropriation to the Edgecomb Improvement 1324 Fund 2324.
- o. Resolution #797-20.** Supplemental appropriation to the David Betts Group 1325 Fund 2325.
- p. Resolution #798-20.** Supplemental appropriation to the Shawnee Dev. Ditch Fund 2333.
- q. Resolution #799-20.** Supplemental appropriation to the Ottawa River Enhancement Fund 2339.
- r. Resolution #800-20.** Supplemental appropriation to the Jail Diversion Grant Fund 2804.
- s. Resolution #801-20.** Supplemental appropriation to the JRIIG Grant Fund 2819.
- t. Resolution #802-20.** Supplemental appropriation to the DUI Law Enforcement & Ed Fund 2842.

- u. Resolution #803-20.** Supplemental appropriation to the Napoleon Rd Fund 4337.
- v. Resolution #804-20.** Supplemental appropriation to the Worth Center JRIG Fund 8884.
- w. Resolution #805-20.** Supplemental appropriation to the CHP Lite Fund 4016.
- x. Resolution #806-20.** Supplemental appropriation to the DJFS Fund 2006.
- y. Resolution #807-20.** Supplemental appropriation to the Coronavirus Relief Fund 2890.
- z. Resolution #816-20.** Then and Now for various departments.
- aa. Resolution #769-20A.** Amend resolution 769-20, Intradepartmental Transfers for various departments.
- bb. Resolution #808-20.** Approve use of credit cards for the 1st quarter of 2021.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #809-20.** Authorize an agreement between the Allen County Regional Transit Authority and the West Central Ohio Crime Task Force. **This agreement allows the West Central Ohio Crime Task Force to purchase fuel through Regional Transit Authority. Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #781-20.** Approves an H2Ohio Wetland agreement with Ohio Department of Natural Resources in conjunction with the Baughman Watershed Improvement Petition Ditch #1198. **This agreement includes two (2) wetland basins and receiving \$1.4 million from ODNR for the project. Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #810-20.** Accepts bid and enters into contract with Sidney Electric for the Veteran's Memorial Civic and Convention Center lighting upgrades project. **There were five (5) bids received for this project. Garman-Miller recommends the lowest bidder, Sidney Electric, with a contract amount not to**

exceed \$623,400.00. The funding for this project will be provided by the Civic Center. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.*

4. **Resolution #811-20.** Authorizes the release of a mortgage for a Community Housing Improvement Program Property, located in Spencerville, Ohio. **All obligations have been met, and the Commissioners agree with removing the lien. Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
5. **Resolution #812-20.** Approve an Allen County Board of Commissioners Personnel Policy Manual. **This manual provides the policies and procedures for the Board of Commissioners office. Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
6. **Resolution #813-20.** Approve an Allen County Policy & Procedure Manual. **This is the policy and procedure manual for all Allen County employees. It includes CORSA recommendations and the county travel policy. Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
7. **Resolution #814-20.** Approve an Allen County Sanitary Engineering Department Administrative & Personnel Policies and Procedures Manual. **This is an administrative and personnel policies and procedures manual for the Sanitary Engineering department. Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

	<p>DISCUSSION:</p> <p>A. <u>Sanitary Engineer</u></p> <p>1. Resolution #815-20. Enter into contract with Peterson Construction Company for a lump sum for Construction Manager at Risk (CMAR) pre-construction design services in association with the Phase II Shawnee II Wastewater Treatment plant upgrade project. This is to add a Construction Manager at Risk position, Chase Peterson, to the design team at Sanitary Engineer Department. This is for the amount \$54,000.00. Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</p>
	<p>ANNOUNCEMENTS</p> <ul style="list-style-type: none"> • Negotiations with the Support Union at the Sheriff’s Department have been completed. There will be a one-time 3% bonus.
<p>9:27 a.m.</p>	<p>RECESS</p>
<p>9:35 a.m.</p>	<p>Update with Jason Patchet (Chief Deputy Auditor Keith Cheney providing update)</p> <p>Keith Cheney—</p> <ul style="list-style-type: none"> • Provided an update on the phone system upgrade -the completion date has been pushed 3 times now -Century link is having issues with the install, and it has been discovered that this is their first time installing anything like this • Discussion on hiring Mr. Epps as a 1099 consultant to help get the project completed -Memorial Hospital has used him in the past with their phone systems • There is a scheduled test of the system on January 4, 2021 for all offices • The Commissioners are in agreeance to hire Mr. Epps on an invoice basis to be paid through Capital • General Capital/Building discussion

<p>10:04 a.m.</p>	<p>RECESS</p>
<p>10:43 a.m.</p>	<p>Staff Update</p> <p>Brittany Woods—</p> <ul style="list-style-type: none"> • Discussion on the 50/50 split with Crossroads Crisis Center and the Lima Samaritan House from the marriage license fees -In 2017 the Commissioners moved the split from 70/30 to 50/50 -Send a letter stating that we will be keeping the 50/50 split • Provided information on new phone system training at 11:00 a.m. or 2:00 p.m. this week • Provided an update that Wellness documents for 2021 have been added to Ask Ace • Provided information from the Board of DD, that they have a prospect for a new board member -setup a meet and greet with Mr. Butterfield via gotomeeting • Discussion on the new Coroner office position -Need to set a deadline for hiring new full-time administrative assistant <p>Susan Wildermuth—</p> <ul style="list-style-type: none"> • Currently working on the Tuesday Agenda meeting, and final draft of the budget • Discussion on Dana Sterling’s last day of work • Provided information on the Family Children First Council meetings for 2021 -Commissioner Noonan will add them to his calendar
<p>11:15 a.m.</p>	<p>ADJOURN</p>

Submitted by: Brittany N. Woods
Brittany N. Woods, Asst. Clerk

Approved by: Board of Allen County Commissioners

Beth Seibert
Beth Seibert

Brian Winegardner
Brian Winegardner

Cory Noonan
Cory Noonan