

**MINUTES**  
**BOARD OF ALLEN COUNTY**  
**COMMISSIONERS**

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Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
<b>DATE</b>	<b>February 17, 2022</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<p><b>** The Commissioner's office will be open for in-person meetings. Social distancing requirements shall still be maintained.</b></p> <p><b>Allen County residents may also join the meeting from a computer, tablet or smartphone.</b></p> <p><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): <u>1 866 899 4679</u></b>  <b>United States: <u>+1 (571) 317-3116</u></b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Beth Seibert</b>  <b>Brian Winegardner</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>7:45 a.m.</b>	<p><b>Judge Matt Staley – Domestic Relations Court re: Magistrate</b>  <b>Attending virtually: Commissioner Cory Noonan</b></p> <ul style="list-style-type: none"> <li>• <b>Requested additional monies to bring Magistrate Deb Drexler to full-time status at the rate of \$55.00/hour. Currently working 3 days per week in Allen County and 2 days per week in Mercer County.</b></li> <li>• <b>The court had over 3,300 scheduled events and 260-300 Domestic Violence cases for 2021.</b></li> <li>• <b>Magistrate Dennis Kerber currently working full-time pure docket. Through IV-D, the county</b></li> </ul>

	<p>receives reimbursement of approximately \$270,000.00, receiving 66% reimbursement for salary</p>
7:57 a.m.	RECESS
9:01 a.m.	AGENDA MEETING
	PLEDGE – Brian Winegardner
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <p><i>Commissioner Winegardner moved to amend the agenda to include a 9:15 a.m. meeting to discuss the drainage contingency for Hutchinson Ditch Project. Motion seconded by Commissioner Seibert. The roll was called and was approved unanimously.</i></p>
	<p><b>ITEMS FOR REVIEW AND APPROVAL:</b></p> <ol style="list-style-type: none"> <li>1. <b>Approve minutes of the February 8, 2022 general session.</b></li> <li>2. <b>Approve minutes of the February 10, 2022 general session.</b></li> </ol> <p><i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the minutes were approved unanimously.</i></p> <ol style="list-style-type: none"> <li>3. <b>Consent Agenda:</b> <ol style="list-style-type: none"> <li>a. <b>Resolution #96-22.</b> Approve travel expenses.</li> <li>b. <b>Resolution #97-22.</b> Authorize warrants to return advances made to various funds from the Health Department Fund 8810.</li> <li>c. <b>Resolution #98-22.</b> Authorize a warrant of advance from the Health Department Fund 8810 to various funds.</li> <li>d. <b>Resolution #99-22.</b> Authorize a warrant of advance from the Health Department Fund 8810 to the COVID-19 Vaccination Fund 8836.</li> <li>e. <b>Resolution #100-22.</b> Authorize warrants of transfer from the Motor Vehicle Gas Tax Fund 2002 to various funds.</li> <li>f. <b>Resolution #101-22.</b> Supplemental appropriation to the General Fund 1001.</li> <li>g. <b>Resolution #102-22.</b> Supplemental appropriation to the COVID-19 Vaccination Fund 8836.</li> <li>h. <b>Resolution #103-22.</b> Supplemental appropriation to the Mounted Posse Fund 2405.</li> </ol> </li> </ol>

- i. Resolution #104-22.** Supplemental appropriation to the MVGT Fund 2002.
- j. Resolution #105-22.** Supplemental appropriation to the DD Permanent Improvement Fund 4018.
- k. Resolution #106-22.** Resolution to establish the Dutch Hollow Ditch #1344 Construction Fund.
- l. Resolution #107-22.** Resolution to establish the Dutch Hollow Ditch #1344 Maintenance Fund.
- m. Resolution #108-22.** Authorize membership and payment of dues to the County Loss Control Coordinator's Association.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #109-22.** Authorize the release of a mortgage for a Community Housing Improvement Program property on Poling Road. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #110-22.** Enter into a service agreement with Buckeye Exterminating, Inc. for Pigeon Control at the Savings Building. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This agreement is an amount not to exceed \$400.00/month for a term commencing March, 2022 and expiring October, 2022. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #111-22.** Enter into contract with Buckeye Exterminating, Inc. for various county buildings. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This contract includes nine (9) buildings for pest control services. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #338-21A.** Amend Resolution #338-21, authorize the Board of Allen County Commissioners to commit county revolving loan fund assistance for the Rudolph Foods, Inc. and Allen Water District Water Improvement Project. ***Commissioner Winegardner moved for approval. Motion seconded by***

**Commissioner Seibert.** This amendment results in an additional \$125,000.00 grant for said project. *The roll was called and the resolution was approved unanimously.*

**5. Resolution #112-22.** Resolution authorizing, approving and directing the employment of a certain law firm to represent Allen County in connection with the American rescue Plan Act – Local Fiscal Recovery Fund.

**Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.** As the county proceeds to expend these monies, the county is engaging with the law firm of Bricker and Eckler to ensure treasury guidance is followed and to enhance the county’s ability moving forward. *The roll was called and the resolution was approved unanimously.*

**6. Resolution #113-22.** Enter into a Commodity Flow Study Agreement with RS Associates, LLC dba Resource Solutions Associates, LLC. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert.** This agreement is for the study of hazardous materials in Allen County as part of risk management/awareness. Said agreement is in an amount not to exceed \$8,864.00. *The roll was called and the resolution was approved unanimously.*

**DISCUSSION:**

**A. County Engineer**

**1. Resolution #114-22.** Accept bid and enter into contract with Liebrecht Excavating for the construction of the Smith Drainage Improvement Project #1332. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.** Per Nathan Davis, County Engineer’s office, bids were opened last week in which four (4) bids were received. The lowest and best bid was Liebrecht Excavating in the amount of \$50,000.00. Said bid was approximately \$20,000.00 under the engineer’s estimate. *The roll was called and the resolution was approved unanimously.*

**ANNOUNCEMENT**

**9:11 a.m.**

**RECESS**

<b>9:17 a.m.</b>	<p><b>Discussion re: Drainage Contingency</b>  <b>Also present: Kayla Campbell, Asst. Prosecutor</b>  <b>Attending virtually: Commissioner Cory Noonan, Brion Rhodes, Nathan Davis, Andrea Rode and Joe Gearing</b></p> <ul style="list-style-type: none"> <li>• <b>Discussed Commissioner Provision for Petitioned Ditch Projects – what is the proper amount and where can it be placed.</b></li> <li>• <b>Contingency overage designed to cover negative balances/financing and to protect the general fund.</b></li> <li>• <b>Contingency was a standard 10% and has been increased to 15%.</b></li> <li>• <b>Contingency covers the increase vitality in the market price.</b></li> </ul>
<b>9:43 a.m.</b>	<b>RECESS</b>
<b>9:46 a.m.</b>	<p><b>Update – Jason Patchet – Building &amp; Grounds Department</b></p> <ul style="list-style-type: none"> <li>• <b>Provided update on phone system testing. Primary server was good. Shut down primary server and kicked over to secondary server. A couple of issues with secondary server but should be an easy resolve. Testing again early Monday morning. On track to go live Tuesday morning.</b></li> <li>• <b>Provided update on quotes received for roofing at ODOT campus. EMA facility – Durolast roofing and alternate metal fascia wall/gutters - \$161,136.31. Commissioners approved to proceed utilizing balance of ODOT grant monies and capital fund.</b></li> <li>• <b>Provided quote for roofing of Sign Shop at ODOT Campus – Lee’s Roofing - \$31,500.00.</b></li> <li>• <b>Working on HVAC report for county buildings.</b></li> <li>• <b>Discussion regarding cold storage.</b></li> <li>• <b>Discussion regarding 1<sup>st</sup> floor conference room and how to control interruptions for when room is in use.</b></li> </ul>
<b>10:21 a.m.</b>	<b>RECESS</b>
<b>10:32 a.m.</b>	<p><b>Veterans Services re: County vehicle parking</b>  <b>Also in attendance: Bill King, Chad Cupples and Tamara Wilson</b>  <b>Attending virtually: Commissioner Cory Noonan</b></p>

- Discussed request for location/garage to park two (2) vehicles. Requested to have centrally located to Courthouse if possible. Need for safety of personnel/clients as well as extend life of vehicles. Average 15 clients per week.
- Veteran's office has funds available to build small garage.

**RECESS**

**1:30 p.m.**

**1<sup>st</sup> Hearing – Hutchinson Ditch Project @ Harrod Event Center, 9520 Harrod Road, Harrod, Ohio**

**\*\*Gotomeeting will not be available at the hearing\*\***

**Also present: Joe Gearing and Nathan Davis – Allen County Engineer's office**

**Resolution #115-22.** Finding for Amendment #1 for the Hutchinson Petition Ditch #1347. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**Landowners present that may offer public testimony were sworn in by Commissioner Winegardner.**

**Nathan Davis provided an overview of the ditch process. The petition was filed November 3, 2022. The view was held on January 14, 2022. Amendment #1 was filed January 26, 2022.**

**The watershed consists of 273 acres and 43 parcels.**

**The County Engineer's office presented three (3) options for said project:**

- 24" tile option - \$212,938.81
- 18" tile option - \$185,476.31
- Open Ditch option - \$194,832.56

**Overview of assessment calculation process.**

**Rod Long, 10122 Reservoir Road, filed the Amendment #1. Surface water can't get across Shriider Road. Mr. Long is for the project.**

**Harold Hutchinson stated he prefers the tile option over the open ditch option.**

**Resolution #116-22.** Finding for the Improvement and proceed to final hearing for the Hutchinson Petitioned Ditch #1347. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The County Engineer is to evaluate both options for said project. Assessments will reflect accordingly at final hearing. The roll was called and the resolution was approved unanimously.**

**2:10 p.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**

Brian Winegardner  
**Brian Winegardner**