

**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

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	June 16, 2022
LOCATION	COMMISSIONER'S MEETING ROOM
	<p>** The Commissioner's office will be open for in-person meetings. Social distancing requirements shall still be maintained.</p> <p>Allen County residents may also join the meeting from a computer, tablet or smartphone.</p> <p>https://www.gotomeet.me/AllenCountyCommissioners</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: 606-059-605</p>
	PRESENT: Beth Seibert Brian Winegardner
TIME:	GENERAL SESSION - RECORDED
9:04 a.m.	AGENDA MEETING
	PLEDGE - Brian Winegardner
	<p>APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Winegardner moved to amend the agenda to include Resolution #730-22, intradepartmental transfer. Motion seconded by Commissioner Seibert. The roll was called and was approved unanimously.</i></p>

ITEMS FOR REVIEW AND APPROVAL:

1. Consent Agenda:

- a. Resolution #708-22.** Approve travel expenses.
- b. Resolution #709-22.** Authorize warrant of transfers from the Probation Fees Fund 2801 to the Drug Court Fund 2816 and the Re-Entry Court Fund 2817.
- c. Resolution #710-22.** Authorize a warrant of transfer from the Sanitary Engineer Operating Fund 5034 to the Sanitary Engineer Surplus Fund 5035.
- d. Resolution #711-22.** Authorize a warrant of transfer from the Allen Water District External Capital Outlay Fund 8753 to the Allen Water District USDA Debt Service Fund 8754.
- e. Resolution #712-22.** Supplemental appropriation to the External Capital Outlay Fund 8753.
- f. Resolution #713-22.** Supplemental appropriation to the Dog and Kennel Fund 2005.
- g. Resolution #714-22.** Supplemental appropriation to the MI Cases-Probate Court Fund 1992.
- h. Resolution #715-22.** Supplemental appropriation for the American Rescue Plan Fund 2893.
- i. Resolution #716-22.** Establish the Re-Entry ATP Fund.
- j. Resolution #717-22.** Supplemental appropriation for the Capital Improvement Fund 4017.
- k. Resolution #727-22.** Supplemental appropriation for the Drug Court Fund 2702.
- l. Resolution #728-22.** Supplemental appropriation for the Felony Care and Subsidy Fund 2861.
- m. Resolution #729-22.** Supplemental appropriation for the Variable Subsidy Fund 2862.
- n. Resolution #730-22.** Intradepartmental transfer.

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

RESOLUTIONS/SIGNATURES:

- 1. Notice to Legislative Authority, Ohio Division of Liquor Control, Victory Lounge LLC dba Victory Lounge, D1, D2, D3, D3A, D6 Permit, Request a Hearing / Do Not Request a Hearing.**
Commissioner Winegardner moved to not request a hearing. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.

2. **Resolution #718-22.** Accept proposal and enter into contract with Master Maintenance to provide cleaning services at the Allen County Educational Service Center. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

3. **Resolution #719-22.** Accept proposal and enter into contract with All-Temp Refrigeration for the replacement of two compressors at the Allen County Museum. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Said contract is for an amount not to exceed \$2,678.00. The roll was called and the resolution was approved unanimously.**

4. **Resolution #720-22.** Authorize the membership and payment of dues to the Lima/Allen County Chamber of Commerce for Safety Council 2022-2023. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

5. **Resolution #721-22.** Authorize the Allen County Museum/Historical Society to apply for a temporary liquor license. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This application for a temporary liquor license is for a one-day special event on August 13, 2022. The roll was called and the resolution was approved unanimously.**

DISCUSSION:

A. Department of Job and Family Services

1. **Resolution #722-22.** Authorize the Department of Job and Family Services to purchase the Greater Lima Region 2022 Gold Membership. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Per Joe Patton, Director, business dollars will be used to purchase the membership. This will be used for continued business outreach through the workforce partnership. The roll was called and the resolution was approved unanimously.**

2. **Resolution #723-22.** Approve a contract between the Allen County Department of Job and Family Services and ACS Excavating. **Commissioner Winegardner moved for approval. Motion seconded by**

Commissioner Seibert. Per Josh Parker, Assistant Director, this is for excavation work and the laying/installation of concrete for a patio outside of their conference area. *The roll was called and the resolution was approved unanimously.*

B. Allen County Engineer

- 1. Resolution #724-22.** Approve one (1) easement for county storm sewer purposes and one (1) work agreement with Douglas N. Steiner and Karen S. Steiner for the Wapak Road Realignment Project, American Township. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** Per Dave Louth, Roadway Engineer, this is needed for an existing outlet tile located on Wapak Road to the Ottawa River, in which the county will maintain. This is an 85' easement from the right-of-way to the top of the bank. Said cost is in the amount of \$541.00. *The roll was called and the resolution was approved unanimously.*

- 2. Resolution #725-22.** Approve one (1) easement for county road purposes and one (1) work agreement with Randall Bearings, Inc. for the Hanthorn Road and McClain Road Roadway Improvement Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert.*** Per Dave Louth, Roadway Engineer, this is the 2nd of five (5) easements. This is the widening of McClain road to 24' to accommodate truck traffic. Said cost is in the amount of \$916.00. *The roll was called and the resolution was approved unanimously.*

- 3. Resolution #726-22.** Accept bid and enter into contract with Shelly Company, Inc. for the Wapak Road Realignment Project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** Per Dave Louth, Roadway Engineer, bids were opened on June 9, 2022 in which three (3) bids were received. Shelly Company was the lowest and best bid in the amount of \$439,573.50. *The roll was called and the resolution was approved unanimously.*

ANNOUNCEMENTS

	<p>PUBLIC COMMENT</p> <p>Please refer to Public Comment Policy and Application at https://commissioners.allencountyohio.com/public-comment-policy-request-application/</p>
<p>9:17 a.m.</p>	<p>RECESS</p>
<p>9:36 a.m.</p>	<p>Update - Jason Patchet – Building and Grounds</p> <ul style="list-style-type: none"> • Discussion regarding landscaping at the Court of Appeals building. Bushes have been ordered and should arrive end of next week. Bushes will be re-planted end of June – first week of July. • River rock has been put down at the Title Building. Currently getting estimates for border. • Discussion regarding landscaping at Courthouse. • Discussion regarding awnings/painting of roof at the Court of Appeals building. Elgin is interested in the fabrication of the awnings. Reaching out to vendors to get estimates. • Reached out to Solid Waste regarding disposal of old phones. Will need to pass a resolution to declare obsolete. • Discussion regarding concrete project at the Dog Warden facility. Engineer’s estimate is \$200,000.00. <p>** Kayla Campbell entered meeting at 9:55 a.m.</p> <ul style="list-style-type: none"> • Discussed procedure to contract with a Criteria Architect/Design-Build Architect. Will need to go through RFQ process. No timeline for legal publication – allow approximately 2-3 weeks for submission. Cannot ask for costs with RFQ submissions. • Rank RFQ’s. • Conduct negotiations. • Criteria Architect and Design/Build Service can’t be the same. • Insurance – Surety bond prior to rendering services. • Statement of qualifications. • Kayla Campbell to prepare draft of RFQ. Commissioners will need to provide input. Further discussion regarding same at Jason Patchet’s update on June 30, 2022. • Discussion RFQ – Design/Build for Cold Storage building.

10:27 a.m.

ADJOURN

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

Approved by: Board of Allen County Commissioners

Beth Seibert

Beth Seibert

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Brian Winegardner

Brian Winegardner