

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

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

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>November 3, 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><b><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></b></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>Cory Noonan</b>  <b>Brian Winegardner</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE</b>
	<p style="text-align: center;"><b>APPROVE AGENDA AS PRESENTED</b></p> <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the agenda was approved unanimously.</i></p>

**ITEMS FOR REVIEW AND APPROVAL:**

- 1. Approve the minutes of the September 22, 2022 general session.**
- 2. Approve the minutes of the September 27, 2022 general session.**
- 3. Approve the minutes of the September 29, 2022 general session.**
- 4. Approve the minutes of the October 4, 2022 general session.**
- 5. Approve the minutes of the October 6, 2022 general session.**
- 6. Approve the minutes of the October 11, 2022 general session.**
- 7. Approve the minutes of the October 12, 2022 special session.**
- 8. Approve the minutes of the October 13, 2022 general session.**
- 9. Approve the minutes of the October 14, 2022 special session.**
- 10. Approve the minutes of the October 17, 2022 special session.**
- 11. Approve the minutes of the October 18, 2022 general session.**
- 12. Approve the minutes of the October 20, 2022 general session.**
- 13. Approve the minutes of the October 25, 2022 general session.**
- 14. Approve the minutes of the October 26, 2022 special session.**
- 15. Approve the minutes of the October 27, 2022 general session.**

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

**16. Consent Agenda:**

- a. Resolution #1050-22.** Approve travel expenses.
- b. Resolution #1051-22.** Intradepartmental transfers.
- c. Resolution #1052-22.** Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Shawnee II Capital Fund 5401 and American Bath Capital Fund 5402.
- d. Resolution #1053-22.** Authorize a warrant of transfer from the Wire Surcharge Fund 2096 to the 911 System Fund 2004.
- e. Resolution #1054-22.** Supplemental appropriation to the MVGT Fund 2002.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #1055-22.** Approve the 2022 estimated monthly expenditures for county-issued credit cards for the Allen County Guardianship Services Board. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #1056-22.** Approve Change Order #6 with Westerheide Construction Co. for the Allen County Board of Developmental Disabilities Office Renovations Project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. There is no change in the contract amount for this Change Order. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #1057-22.** Approve the transfer of real property to the Allen County Port Authority that is no longer needed for public use, and which will be used for economic development purposes pursuant to Ohio Revised Code 4582.38. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. This property has been offered for auction multiple times with no interest. With transferring the property to Port Authority, the building will be demolished and the property can be used for development in Allen County. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #1058-22.** Authorize the purchase of an Elgin Broom Bear Street Sweeper and truck chassis from Jack Doheny Company, pursuant to Ohio Revised Code 9.48. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This purchase will be paid for through County Engineer funds, at an amount not to exceed \$340,535.77. The roll was called and the resolution was approved unanimously.***

**5. Resolution #1062-22.** Approve Change Order #1 with DGL Consulting Engineers for the Allen County Museum Wall Project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This Change Order will allow DGL to prepare bids specifications for the project. The roll was called and the resolution was approved unanimously.***

**DISCUSSION:**

**A. County Engineer**

**1. Resolution #1059-22.** Approve Change Order #1 with Bluffton Paving, Inc. for the County and Township Roads Resurfacing-22 Program. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The original project came in under the Engineer's estimate, so additional paving was able to be added. The roll was called and the resolution was approved unanimously.***

**B. Department of Job and Family Services/Ohio Means Jobs Allen County**

**1. Resolution #1060-22.** Approve a contract between the Allen County Department of Job and Family Services/Ohio Means Jobs and Lamar Companies for multi-business outreach efforts. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The contract amount is not to exceed \$16,170.00 and will be paid for from Greater Ohio Workforce Board funds. The roll was called and the resolution was approved unanimously.***

**2. Resolution #1061-22.** Approve a contract between the Allen County Department of Job and Family Services/Ohio Means Jobs and Huntington Billboards for multi-business outreach efforts. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is a 1-year contract for an amount not to exceed \$14,690.00. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

- **2:00 p.m. Update with Auditor Gilroy has been cancelled.**

	<p><b>PUBLIC COMMENT</b></p> <p>Please refer to Public Comment Policy and Application at <a href="https://commissioners.allencountyohio.com/public-comment-policy-request-application/">https://commissioners.allencountyohio.com/public-comment-policy-request-application/</a></p>
9:16 a.m.	RECESS
9:45 a.m.	<p>Update—Jason Patchet – Building and Grounds</p> <ul style="list-style-type: none"> <li>• The Child Support Enforcement Agency elevator project is complete and is operating properly</li> <li>• Discussion on Memorial Hall roof <ul style="list-style-type: none"> <li>-the roofers have begun work</li> </ul> </li> <li>• Redi-rock blocks are currently being installed at the Courthouse <ul style="list-style-type: none"> <li>-waiting on 22 blocks to be delivered next Tuesday to complete the project</li> </ul> </li> <li>• Discussion on the State of Ohio requesting their 5 year painting for the Deputy Registrar and Drivers Exam offices at the BMV be completed <ul style="list-style-type: none"> <li>-it has been confirmed that the county is responsible for this painting but does not state that we have to use specific colors as requested</li> <li>-Kelli Singhaus will have Kayla Campbell review the lease</li> </ul> </li> <li>• Discussion on employee from Public Defender’s office that accidentally hit the Public Defender Office Building while parking their vehicle <ul style="list-style-type: none"> <li>-there was no structural damage</li> <li>-will need to replace two panels of metal siding</li> <li>-the employee has offered to pay for the damages</li> </ul> </li> <li>• Dog Warden Pavement Project is complete <ul style="list-style-type: none"> <li>-discussion on invoices from Mark Lecky –need an additional \$1,398.48 for Change Order</li> <li>-Brittany Woods will place on agenda next week</li> </ul> </li> <li>• Discussion on adding two (2) S2 locks on Court of Appeals Building <ul style="list-style-type: none"> <li>-Estimate of \$6,472.43</li> <li>-Jason Patchet will see how much it would be to S2 lock only one (1) door</li> </ul> </li> <li>• Discussion on epoxy coat flooring at the Sheriff’s Office hallways – Quote of \$23,575.86 <ul style="list-style-type: none"> <li>-Jason Patchet will also get quotes for carpeting or vinyl/rubber flooring the area</li> </ul> </li> <li>• Discussion on elevators at Civic Center <ul style="list-style-type: none"> <li>-Schindler elevator has completed annual State Safety testing and State of Ohio has completed final inspection</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Prosecutor’s Office had asked about the wall at their reception area to be lowered during their Budget Meeting</b> -Jason Patchet and his team will make a note to complete</li> <li>• <b>Beth Seibert asked if Building and Grounds has any office petitions available for OSU Extension</b> -Jason Patchet will see what they have</li> <li>• <b>Discussion on West Street utilities</b></li> </ul>
<b>10:52 a.m.</b>	<b>RECESS</b>
<b>11:03 a.m.</b>	<b>Bid Opening—ALL CR VAR GR FY23 Guardrail Project</b>
<b>11:07 a.m.</b>	<b>RECESS</b>
<b>1:02 p.m.</b>	<p><b>Bi-Annual Meeting with Auditor, County Engineer and Soil and Water re: Ditch Projects</b></p> <p><b>Present: Rachael Gilroy, Sheryl Wiedeman, Kelli Singhaus, Brittany Woods, Joe Gearing, Nathan Davis, Susan Wildermuth, Casey Heilman and Albert Suniga</b></p> <ul style="list-style-type: none"> <li>• <b>Nathan Davis provided discussion on the Baughman Project funding</b> -Projected Project Cost – \$5,159,845.94 with funding received in the amount of \$3,659,149.22 -potential financing needed—\$1,507,696.72 -proposed 10 year loan</li> <li>• <b>Discussion on 2-Stage Ditch grants available</b> -will further discuss next week</li> <li>• <b>Review of Hutchinson Ditch Project</b> -Project estimate \$172,146.52-\$259,639.33 -proposed 5 year loan -potential financing needed-\$150,000.00-\$225,000.00</li> <li>• <b>Review of Dutch Hollow Ditch Project</b> -Project estimate \$190,612.50 -proposed 5 year loan -potential financing needed-\$170,000.00</li> <li>• <b>Review of Indianbrook Phase II</b> -Project estimate \$650,000.00 -proposed 5 year loan -potential financing needed-\$600,000.00</li> <li>• <b>Discussion on minimum assessments for the Baughman Ditch Project</b> -Commissioners ask that the Engineer’s Office run their report with a few different options of a minimum assessment amount with an interest rate of 6.5%</li> </ul>

- **Discussion on Burgess Group Project**
  - Original contract has been completed but assessments have not been certified due to a corrective action needed to be completed by Soil and Water—which will be paid for by Soil and Water, not the watershed
  - Auditor’s Office believe the original project can be certified and assessments can be issued to the watershed prior to Soil and Water completing the corrective action
  - Kelli Singhaus will reach out to Kayla Campbell to review and offer her legal opinion
- **Discussion on the Creosote Project**
  - current assessments of \$63,000.00 in the account
  - Rachael Gilroy will discuss with Kayla Campbell on if these funds should go into Maintenance Fund or GDIF

**RECESS**

**2:00 p.m.**

**Update—Rachael Gilroy—Allen County Auditor**

**CANCELLED**

**2:16 p.m.**

**Adjourn**

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

Approved by: **Board of Allen County Commissioners**

*Beth Seibert*  
**Beth Seibert**

*Cory Noonan*  
**Cory Noonan**

*Brian Winegardner*  
**Brian Winegardner**