

**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>December 1, 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>9:04 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE – Brian Winegardner</b>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <p><i>Commissioner Winegardner moved to approve the agenda as presented. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</i></p>

**ITEMS FOR REVIEW AND APPROVAL:**

**1. Consent Agenda:**

- a. Resolution #1141-22.** Approve travel expenses.
- b. Resolution #1142-2.** Supplemental appropriation to the External Capital Outlay Fund 8753.
- c. Resolution #1143-22.** 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.
- d. Resolution #1144-22.** Authorize a warrant of advance from the Allen Water District Debt Service Fund 8750 to the Allen Water District USDA DS Fund 8754.
- e. Resolution #1145-22.** Supplemental appropriation to the Drug Prevention Fund 2848.
- f. Resolution #1146-22.** Supplemental appropriation to the Sheriff Rotary Fund 1860.
- g. Resolution #1147-22.** Supplemental appropriation to the Handgun Fund 2849.
- h. Resolution #1148-22.** Supplemental appropriation to the Mixed Enforcement Fund 2830.
- i. Resolution #1149-22.** Supplemental appropriation to the Sewage Program Fund 8828.
- j. Resolution #1158-22.** Supplemental appropriation to the Tax Map Fund 2088.
- k. Resolution #1150-22.** Establish the Spay and Neuter Fund.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #1151-22.** Authorize membership and payment of annual dues to Allen County Family and Children First Council for 2023 Partner Contribution. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Commissioner noted that the annual dues are for Job and Family Services. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #1152-22.** Accept proposal and enter into contract with All Service Glass for the purchase and installation of three (3) doors and transoms at the Veterans Memorial Convention and Civic Center. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Said***

**contract is in the amount of \$24,569.00. The roll was called and the resolution was approved unanimously.**

- 3. Resolution #1153-22.** Accept proposal and enter into contract with Northwestern Ohio Security Systems, Inc. for an access control addition at the Allen County Sheriff's Office. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #1154-22.** Accept proposal and enter into contract with Northwestern Ohio Security Systems, Inc. for an access control addition at the Third District Court of Appeals Building. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #1155-22.** Accept proposal from Equiparts and authorize the purchase of two (2) taco frame mounted end suction pumps for the Allen County Justice Center. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Said contract is in the amount of \$11,239.20. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #268-21A.** Amend Resolution #268-21, appoint a delegate and alternate to serve on the District 13 Ohio Public Works Commission Integrating Committee. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Ron Meyer, former Deputy County Engineer, was serving as alternate on said committee. Mr. Meyer is no longer employed at the County Engineer. Brion Rhodes, County Engineer, submitted a recommendation to appoint Mark Droll in place of Ron Meyer to serve as alternate on said committee. The roll was called and the resolution was approved unanimously.**

	<p><b>DISCUSSION:</b></p> <p><b>A. <u>County Engineer</u></b></p> <p><b>1. Resolution #1156-22.</b> Authorize the Clerk of Board to post notice and advertise to receive bids for the Hutchinson Petition Ditch #1347 Project. <b><i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Per Nathan Davis, Assistant Drainage Engineer, said project is ready to be bid with a bid opening scheduled for December 22, 2022 at 11:30 a.m. The roll was called and the resolution was approved unanimously.</i></b></p> <p><b>2. Resolution #1157-22.</b> Approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Maple V. Watkins by Kathleen Amerson, Guardian, for the Hanthorn Road &amp; McClain Road Roadway Improvement Project. <b><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Per Dave Louth, Roadway Engineer, this is the 5<sup>th</sup> and final easement necessary for said project. Said easement is in the amount of \$301.00. The roll was called and the resolution was approved unanimously.</i></b></p>
	<p><b>ANNOUNCEMENTS</b></p>
	<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>
<p><b>9:13 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:35 a.m.</b></p>	<p><b>Update—Jason Patchet – Building and Grounds</b></p> <ul style="list-style-type: none"> <li>• <b>Air handler issues at the Civic Center – diffuser in the north hall – was able to resolve.</b></li> <li>• <b>Air handler issue at the Jail – no air flow through facility – was able to resolve.</b></li> <li>• <b>Still waiting on the pumps for the Jail. Will need to fabricate some of the piping.</b></li> </ul> <p><b>Kayla Campbell entered the meeting at 9:45 a.m.</b></p>

- **Discussion regarding RFQ for the Administration Building/CSEA Building. Kayla Campbell stated that she spoke with Mark and Bricker and Eckler. The emphasis of the RFQ is to hire a Construction Manager at Risk. Jason Patchet expressed his concern regarding a Construction Manager at Risk. Some of the concerns expressed were with sub-contracts which can lock you into a special product/equipment. It doesn't allow option to preference. In the Design-Build phase, Mr. Patchet believes you have the ability to be specific as to products/equipment. Kelli Singhaus to set up phone conference with Bricker and Eckler prior to December 16<sup>th</sup>.**

**Kayla Campbell exited meeting at 10:15 a.m.**

- **Discussion regarding location of Administration Building/CSEA Building**
- **Presented proposals for snow removal of sidewalks. The current Tool Cat cannot fit down the sidewalk in front of Courthouse, Title Building, Public Defender and Museum. Proposals were for a TORO mower with snow plow ability - \$21,725.00 and a proposal from Neiderts for snow removal equipment w/sweeper in the amount of \$24,243.32.**

**\*\* Update meeting will continue after recess of next meetings.**

**11:02 a.m.**

**RECESS**

**11:11 a.m.**

**Veteran's Garage RFQ Review –Jason Patchet and Kayla Campbell**

- **2 RFQ's were received. Kayla Campbell stated that the code requires that the Board select from three (3) firms. Ms. Campbell suggested that the Board put in writing that they will be selecting from two (2) firms.**

**Commissioner Winegardner moved to go into Executive Session at 11:14 a.m. pursuant to ORC 121.22(G)(8) to consider confidential information in documents as well as score said documents. Motion seconded by Commissioner Seibert. The roll was called and was approved unanimously.**

**The Board of Commissioners went back in general session at 12:23 p.m.**

	<p><b>Kayla Campbell stated that only two (2) RFQ's were submitted and each firm was individually scored and averaged. Ms. Campbell stated that the next step would be to proceed with negotiations of highest scored entity to discuss price, to discuss what the county is looking for as far as structure, et al and items that need to be met. A resolution will need to be on the agenda as it relates to only two (2) RFQ's being received as opposed to three (3) and that the Board will be proceeding with negotiations of highest ranked entity.</b></p> <p><b>Brittany Woods is to reach out to the highest ranked firm to set up meeting. Meeting can be virtual.</b></p>
<p><b>12:28 p.m.</b></p>	<p><b>RECESS</b></p>
	<p><b>Update – Jason Patchet (cont'd)</b></p> <ul style="list-style-type: none"> <li>• <b>Kelli Singhaus stated that the Commissioners are currently reviewing the renewal of lease for the Educational Service Center and Soil and Water. As part of the lease renewal, what capital needs are there for each facility? Jason Patchet stated that at the Educational Service Center, the lower level of the building is in need of VCT flooring, the administration building is in need of shingle/roof repair, facility/storage shed is in need of shingle roof and shelter house is in need of restoration/roof. Unsure on how much the shelter house is used and may be able to be removed. Currently addressing exterior doors of the building.</b></li> <li>• <b>Discussed need for additional vehicle for Building and Grounds Department. Referred him to Tom Berger in regards to the cruiser they were using.</b></li> </ul>
<p><b>1:04 p.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:00 p.m.</b></p>	<p><b>Task Force LIMA—Allen County Ohio Means Jobs Conference Center, 951 Commerce Pkwy, Lima, Ohio 45804</b></p> <ul style="list-style-type: none"> <li>• <b>See Task Force minutes</b></li> </ul>
	<p><b>Adjourn</b></p>

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