

**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
DATE	February 7, 2023
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): <u>1 866 899 4679</u> United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</p>
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	<p>Staff/Update Meeting</p> <p>Kayla Campbell—</p> <ul style="list-style-type: none"> • Discussion of Cole Street Farm Lease -there is no requirement to go out for bid, but are able to do so if the Board of Commissioners desires -review of Kayla Campbell's comments on Lease Agreement

Krista Bohn—

- **Provided a reminder that Real Estate and Mobile Home taxes are due Friday, February 10, 2023 and stated the methods of payment accepted**

Sofia Clifton—

- **Provided an update on BWC Hearing for a Juvenile Court employee**
-believe the claim will be denied by the Hearing Officer
- **Discussion on Wellness Incentive Policy and how to share with employees once approved by resolution**
- **Received an email from Sheriffs Office regarding Ohio First Responder Wellness Program**
-Sofia Clifton did discuss with Melissa Bodey, CEBCO, and they were unaware of this program
-Cory Noonan will discuss with Sheriff's Office
- **Discussion on Employee Resource Portal in regards to adding reminder tabs for events coming up or important information/communications that need shared with employees and spouses**
-Sofia Clifton is working with Jack Earl on this
- **Discussion on going out for RFQ for Dental and Vision Insurance**
-Sofia Clifton is working with CEBCO to get language to advertise for RFQ

Kelli Singhaus—

- **Discussion on a resident purchasing 5 dog tags by mail, but only receiving 4**
-Keith Cheney stated that the County will need to pay for the missing dog tag from the Dog Warden 145145 account in the amount of \$22.00 to the Auditor's account for them to issue the missing dog tag to the resident
-Commissioners signed off on approval for Kelli Singhaus to make the payment

Brittany Woods—

- **Discussion on Child Support Enforcement Agency and Administration Buildings RFQ reviews**
-Resolution to move forward with negotiations will be on Thursday's agenda for the Boards approval

- **Discussion on Veterans Van**
-can move forward with asking for sealed bids or placing on Gov Deals
-will move forward with advertising for sealed bids
- **Received communication from Scoutmaster William Foster requesting a letter of congratulations**
-Brittany Woods will provide a proclamation
- **Discussion on scanning process done in Montgomery County**
-Kelli Singhaus and Brittany Woods will plan to visit and review their system
- **Received a request for County Engineer to purchase a new truck**
-will hold for the Commissioners to further review

Beth Seibert—

- **Discussion on Cole Street Farm Lease**
-will plan to have on agenda to advertise this Thursday
-discussion on revisions to lease
- **Provided an update on One Ohio Regional meeting yesterday**
-review of distributions
-Allen County has received over \$100,000.00
-has scheduled an Allen County One Ohio Meeting February 24th at 1:00 p.m.

Cory Noonan—

- **Discussion on a bulk copy machine program**
-Cory Noonan will be meeting with Perry ProTech to further discuss

Brittany Woods (cont.)—

- **Discussion on Baughman Wetland MOU**
-still waiting on review from County Engineer
-will plan to have on agenda next week

10:16 a.m.

RECESS

11:14 a.m.

ARPA Discussion

- **Kelli Singhaus received a phone call after Staff Update in regards to an individual that she would like to hire full time as Deputy Dog Warden**
-previous experience with a Dog Warden Facility and has law enforcement background

-would like to hire at a higher rate than previous Deputy Dog Warden
-recently hired a part-time Deputy Dog Warden at \$17.00/ hour and would like to hire this full-time position at \$21.00/hour
-Commissioners are comfortable with this wage and Kelli Singhaus will notify Julie Shellhammer

- **Discussion on moving forward with projects next week via resolutions**
 - Kelli Singhaus will notify the Auditor and Treasurer of proposed transfer of funds**
- **The Health Department, Allen Water District and Sanitary Engineer are preparing their adjusted requests to deliver to the Board**
- **Baughman Wetland Project-will be ready to move funds once MOU is approved**
 - discussion of revision to the MOU—transfer monies as needed rather than a lump sum**
 - Kelli Singhaus and Brittany Woods will work with Kayla Campbell on revisions**
- **Discussion on Land Bank Home Improvement Grant**
 - will move funds next week**
- **EMA Command Bus**
 - Thomas Berger has a quote of \$444,543.00**
 - will plan to move forward with the purchase**
- **Discussion on Common Pleas scanning project at Lanes**
 - the records can be destroyed once scanned at a cost of \$41,775.00**
 - will plan to place this on agenda next week**
- **Discussion on Board of Commissioners office scanning**
 - Kelli Singhaus will begin conversations with Spherion to move forward**
 - Kelli Singhaus will work with Mark McClure on getting a new quote for scanners to move forward with purchasing them**
- **Discussion on EMA IT request**
 - Tom Berger will provide an updated quote**
- **Kelli Singhaus will complete reimbursement for HVAC project and IT Towers to Capital once funds are available**
- **Discussion on Bricker & Eckler merging with Graydon**
 - will need written permission to move the account to Bricker & Grader**
 - Kelli Singhaus will supply this**
- **Review of Bricker & Eckler invoices**

	<ul style="list-style-type: none"> -discussion on outstanding construction invoices totaling \$5,628.00 -Kelli Singhaus will work with Nikki Hance on setting up funds and accounts designated for the Child Support Enforcement Agency Building and the Administration Building and will ask Bricker & Graydon to separate invoices out for each building Prior to paying • Discussion on permission to have access to the McClain Road property for soil samples -Beth Seibert will reach out to Cindy Leis
<p>12:23 p.m.</p>	<p>RECESS</p>
<p>1:00 p.m.</p>	<p>Educational Service Center Property Discussion – Craig Kupferburg, Dave Mayer, Mike Estes, Kelli Singhaus and Brittany Woods</p> <ul style="list-style-type: none"> • General discussion on possibility of Educational Service Center purchasing the property they are currently leasing <ul style="list-style-type: none"> -review of the parcel -discussion on if property is purchased, they will need to provide their own groundskeeper and maintenance person • Discussion on costs of yearly maintenance <ul style="list-style-type: none"> -\$111,598.00 was spent in 2022 for Educational Services and Soil and Water, including wages of the Maintenance Person • General discussion on funding mechanism for Educational Services Center • Discussion on a possible requirement that the land must be used to benefit children <ul style="list-style-type: none"> -Kelli Singhaus will look at the deed to see if it states anything in regards to this • Discussion on maintenance needs for the buildings <ul style="list-style-type: none"> -will have Jason Patchet do a walk through
<p>1:39 a.m.</p>	<p>RECESS</p>
<p>2:00 p.m.</p>	<p>Update—Public Defender’s Office—Carroll Creighton and Joe Patton</p> <ul style="list-style-type: none"> • Office is running well <ul style="list-style-type: none"> -caseloads have decreased—old cases have been resolved • Recently hired a Juvenile Administrator/receptionist

- **Currently have a posting to fill an open position for an attorney**
- **General discussion on budget**
- **Discussion on opt-out/opt-in for State Public Defender's Office option**
- **Discussion on possibly beginning an Expungement Clinic and teaching individuals on how to get their license back**


2:25 p.m.

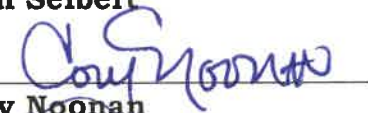
Adjourn

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Brian Winegardner


Beth Seibert


Cory Noonan