

# AMENDED 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>August 16, 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><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></b></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): 1 866 899 4679</b>  <b>United States: +1 (571) 317-3116</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>
9:00 a.m.	<p><b>Financial Transaction Device Discussion—Krista Bohn and Kayla Campbell</b></p> <ul style="list-style-type: none"> <li>• <b>Provided updated draft</b></li> <li>• <b>Overview of conversation with the Clerk of Courts regarding the entity they use</b></li> <li>• <b>Discussion on if any other departments not included in the proposed resolution would need to be added</b></li> <li>• <b>Discussion on liability clauses</b></li> <li>• <b>General discussion</b></li> </ul>

	<p>At 9:11 a.m., Commissioner Winegardner made a motion to approve Resolution #869-22, authorizing acceptance of payments by financial transaction devices for county expenses. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</p>
<p>9:12 a.m.</p>	<p><b>RECESS</b></p>
<p>9:30 a.m.</p>	<p><b>Staff/Update Meeting</b></p> <p><b>Present in addition to Board of Commissioners and staff: Rachael Gilroy, Keith Cheney and Kayla Campbell</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on Tax Map and GIS Office</b></li> <li>• <b>Auditor discusses their office needs for GIS assistance</b></li> <li>• <b>Currently tax map does not have a dedicated person to GIS</b></li> <li>• <b>Discussion on Sanitary Engineer Departments needs for GIS</b></li> <li>• <b>Review of the ORC regarding GIS/Tax Map and how other counties handle GIS/Tax Map</b></li> <li>• <b>Review of the history of GIS/Tax Map office and funding</b></li> <li>• <b>Rachael Gilroy will plan to have a discussion with the County Engineer to discuss the future of GIS/Tax Map</b></li> <li>• <b>Review of meeting with the City Design Review Board regarding the Wayne Street property</b> -demolition of current building will begin Thursday</li> </ul> <p><b>At 10:09 a.m. Rachael Gilroy, Keith Cheney and Kayla Campbell exited the meeting</b></p> <p><b>Sofia Snyder—</b></p> <ul style="list-style-type: none"> <li>• <b>Provided update on a wrecked cruiser</b> Sheriff's office will be sending report over and will submit to CORSA</li> <li>• <b>Discussion on Wellness for 2023</b> -Commissioner Noonan talked with Attorney Ben Albrecht regarding the plan for Wellness 2023 and feels there will be concerns with the Sheriff's Union</li> </ul> <p><b>At 10:14 a.m. Commissioner Winegardner moved to go into Executive Session to discuss Union contracts as it relates to the Wellness Program pursuant to ORC 121.22 (G) (4). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</b></p> <p><b>The Board of Allen County Commissioners went back into general session at 10:57 a.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Discussed Wellness as it relates to unions</b></li> </ul>

- **Commissioner Noonan will reach out to Attorney Ben Albrecht and have him set up a meeting with the unions to discuss contracts and their current insurance plans/costs**

**Kelli Singhaus—**

- **Provided an update on the eviction of the McDonald Street property**  
 -Attorney Dalton Smith has offered to conduct the eviction process for us, no cost to us other than filing fees  
 -Will have Kayla Campbell reach out to him for an engagement letter to proceed

**At 11:03 a.m. the Board of Commissioners and staff will recess and resume Staff/Update meeting after the 1:00 meeting with the Allen County Dog Warden.**

**11:03 a.m.**

**RECESS**

**11:14 a.m.**

**ARPA Discussion**

- **Sofia Snyder supplied copies of the current ARPA spreadsheet and provided an update over expenditures and pending requests**
- **Discussion on Prosecutor Office request of \$150,000.00**  
 -request has been sent to Bricker & Eckler for review and justification
- **General discussion on Courts requests**
- **Discussion on EMA request**  
 -waiting on vendor response on two-prong test
- **Discussion on Auditors Request for towers**  
 -Commissioner Seibert will reach out to Rachael Gilroy for an update on quote and narrative
- **Health Department request has been sent to Bricker and Eckler for review and justification**
- **Kelli has reached out to Spherion on scanning journals for the Commissioner's office**  
 -approximately 350 journals, with 13 months to complete scanning with a cost approximately \$56,500.00  
 -will need to ask about holiday pay and paid lunches with ARPA dollars as well as the purchase of a new scanner  
 -Discussion on Lane's scanning old journals—Kelli will follow up on quote
- **Discussion on CASA/Crime Victim Services request**  
 -need a clarification on the needs for the Crime Victim Services location—Commissioner Seibert will follow up  
 -need to review the agreement with Crime Victim Services
- **Discussion on OSU Extension office space needs**

	<ul style="list-style-type: none"> <li>-Commissioner Seibert will work with Brittany Woods to plan a meeting to visit location</li> <li>• Discussion on Baughman project <ul style="list-style-type: none"> <li>-review of funding sources</li> <li>-if GLRI funds are accepted, it is possible that ARPA funds will not be able to be used</li> <li>-Christina Kuchle from ODNR is looking into this and will report back</li> </ul> </li> <li>• Will continue work with Bricker and Eckler on justifications for requests as well as Admin Building process</li> </ul>
12:10 p.m.	RECESS
1:02 p.m.	<p>Update—Allen County Dog Warden – Julie Shellhammer</p> <ul style="list-style-type: none"> <li>• Current Cash Balance \$819,591.60 <ul style="list-style-type: none"> <li>-Kelli Singhaus did move funds for the Pavement Project</li> </ul> </li> <li>• Discussion on Pavement Project Bid <ul style="list-style-type: none"> <li>-may reject due to only receiving one bid</li> </ul> </li> <li>• Provided an update on dog tags—only 322 un-renewed tags</li> <li>• Discussion on upcoming capital projects after Pavement Project <ul style="list-style-type: none"> <li>-siding</li> <li>-flooring</li> </ul> </li> <li>• Review of budget</li> <li>• Discussion on staffing and open positions <ul style="list-style-type: none"> <li>-Julie would like to participate in job fairs to try to recruit</li> <li>-Commissioner Noonan suggests she put a booth at the fair to recruit and will get her scheduled on the radio to discuss open positions</li> </ul> </li> <li>• Discussion on new Dog Warden for Hardin County <ul style="list-style-type: none"> <li>-Julie has been helping her get acclimated</li> </ul> </li> <li>• Provided an update on the implementation of the spay/neuter program</li> <li>• Discussion on Judge orders for surrender and euthanizing of pit bulls from the city as declared dangerous dogs and the lack of order of sterilization</li> </ul>
1:29 p.m.	RECESS
1:46 p.m.	<p>Staff/Update Meeting (Continued)</p> <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> <li>• Ciara Maag reached out to Kelli regarding 6 ditches that are done collecting—would like to make the final principal payment on each ditch—Commissioners are ok for her to proceed</li> </ul>

**-Total of \$181,199.83—ditch funds will cover \$100,000.00, will need to look into covering the remainder through the GDIF**

- **Discussion on General Fund accounts in the red**
  - Indigent Defense-Municipal Court -Kelli will move \$10,000.00 to cover current negative e balance and prepare for future costs**
  - Deductions and Settlements -Kelli will work with the Auditors office to correct**
- **Commissioner Noonan provided information on possible legislation for a pilot program regarding indigent defense**
- **Amplifund-Grant Management Software Company reached out to have a meeting—Kelli will let them know that the Commissioners are not interested at this time**
- **Received a request from Chief Mohler for three cruisers for a total of \$100,395.00**
  - JAG Grant will offset cost by \$11,688.00**
  - Commissioner Winegardner will reach out to Chief Mohler and let him know the Commissioners are ok with proceeding to purchase two cruisers this year**
- **K2M Invoice Discussion**
  - Kayla Campbell reviewed the contract and believes we are responsible for the \$2,400.00 fee**
  - Commissioners are ok with Kelli paying from capital**
- **Lima Community Foundation lease discussion**
  - They have made a payment of \$46,000.00 for back rent**
  - Discussion on renewal and modifications of lease for the past year and moving forward -\$12.75 per sq. ft.**
- **Grzybowski Law Firm has moved into the Savings Building and all is good there**
- **Review of the 2023 budget letter**

**Brittany Woods—**

- **Hutchinson Ditch Final Hearing—discussion on dates**
  - Brittany will work on scheduling**
- **Proclamations for Juvenile Court employees**
  - will place n calendar; would like one Commissioner to present**

**Beth Seibert—**

- **Ribbon cutting at the fair—Brian will attend**
- **Discussion on Sanitary Engineer job description**
  - Commissioners are ok to approve and sign off**
- **Bluffton Chamber of Commerce speaking engagement on September 9<sup>th</sup>**
  - the Commissioner Seibert and Commissioner Winegardner plan to attend**

**Kayla Campbell—**

- **Discussion on Brookhaven Pump Station**  
-request to have a special session meeting tomorrow at 3:45 p.m.  
-Brittany will send information to media

**Kelli Singhaus—**

- **Discussion on Dog Warden Pavement project**  
-will be rebidding to include catch basin in the scope of project

**Cory Noonan—**

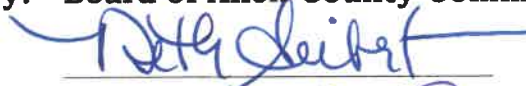
- **Discussion on vacation/personal time**

3:40 p.m.

**ADJOURN**

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

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

  
**Beth Seibert**

  
**Cory Noonan**

  
**Brian Winegardner**