

**AMENDED 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	December 15, 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): <u>1 866 899 4679</u> United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Beth Seibert Cory Noonan Brian Winegardner</p>
TIME:	GENERAL SESSION - RECORDED
8:04 a.m.	<p>Two-Stage Ditch Discussion—Nathan Davis and Kayla Campbell</p> <ul style="list-style-type: none"> • Discussion of the process of two-stage ditches and maintenance hearing • Kayla Campbell provided a review of ORC 6131 • Discussion on holding a public meeting on interest for the proposed two-stage ditches before moving forward with projects • Beth Seibert provided an overview of a conversation with Justin McBride, ODA Engineer, relating to two-stage ditch projects and grant funding

	<p>-recommends an informational meeting prior to construction of project</p> <ul style="list-style-type: none"> • Discussion on the maintenance hearing <ul style="list-style-type: none"> -only to hear evidence from the landowner on if they feel their assessment is not accurate -the hearing is only for discussion of the maintenance assessments, not the project it self • Discussion on approaching the two-stage ditch projects with the same process of a traditional petitioned ditch project • Nathan Davis has submitted the proposed projects to ODA for review to verify that the projects would qualify for the available grant funding • Nathan Davis will further discuss with ODA on next steps with the grant application process/petition process and report back
8:30 a.m.	RECESS
9:00 a.m.	AGENDA MEETING
	PLEDGE – Brian Winegardner
	<p>APPROVE AGENDA AS PRESENTED</p> <ul style="list-style-type: none"> • Clerk notes that Resolution #1201-22 should be for the City of Lima, not the Village of Spencerville. Correction will be made prior to Commissioners signing. <p><i>Commissioner Winegardner made a motion to approve the amended agenda. Motion seconded by Commissioner Seibert. The roll was called and the amended agenda was approved unanimously.</i></p>
	<p>ITEMS FOR REVIEW AND APPROVAL:</p> <p>1. Consent Agenda:</p> <ul style="list-style-type: none"> a. Resolution #1176-22. Approve travel expenses. b. Resolution #1177-22. Intradepartmental transfer. c. Resolution #1178-22. Supplemental appropriation to the Debt Service Future Project Fund 3999. d. Resolution #1179-22. Authorize a warrant of transfer from the General Fund 1001 to the Mental Illness Cases Fund 1992. e. Resolution #1180-22. Authorize a warrant of advance from the Public Health Workforce Fund 8812 to the Health Department Fund 8810.

- f. Resolution #1181-22.** Authorize a warrant of advance from the Sanitary Engineers Surplus Fund 5035 to the Early Lutz Sewer Improvement Project Fund 4400.
- g. Resolution #1182-22.** Supplemental appropriation to the Solid Waste District Fund 8044.
- h. Resolution #1183-22.** Supplemental appropriation to the Allen Water District Fund 8751.
- i. Resolution #1184-22.** Supplemental appropriation to the AWD USDA Debt Service Fund 8754.
- j. Resolution #1185-22.** Supplemental appropriation to the 911 Fund 2004.
- k. Resolution #1186-22.** Supplemental appropriation to the Hotel Lodging Fund 8095.
- l. Resolution #1187-22.** Supplemental appropriation to the Rotary Ditch Fund 2099.
- m. Resolution #1188-22.** Supplemental appropriation to the Jennings Creek 1160 Fund 2160.
- n. Resolution #1189-22.** Authorize a warrant of transfer from the DS Future Projects Fund 3999 to the BOC Capital Improvement Fund 4015.
- o. Resolution #1190-22.** Supplemental appropriation to the BOC Capital Improvement Fund 4015.
- p. Resolution #1191-22.** Supplemental appropriation to the Retention & Reduction Fund 2858.
- q. Resolution #1192-22.** Supplemental appropriation to the MI Cases-Probate Court Fund 1992.
- r. Resolution #1205-22.** Supplemental appropriation to the Stormwater Fund 5037.
- s. Resolution #1206-22.** Supplemental appropriation to the Capital Improvement Fund 4017.
- t. Resolution #1207-22.** Supplemental appropriation to the Water Pollution Control Fund 8827.
- u. Resolution #1208-22.** Supplemental appropriation to the Congregate Living Fund 8837.
- v. Resolution #1209-22.** Supplemental appropriation to the Confinement Facilities Fund 8838.
- w. Resolution #1210-22.** Supplemental appropriation to the DD Unrestricted Fund 2930.
- x. Resolution #1213-22.** Supplemental appropriation to the Ditch Maintenance Fund 2099.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #1193-22.** Authorize membership and payment of membership dues to Lima SHRM. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #1194-22.** Enter into an agreement with the Allen County Sheriff's Office and the American Township Board of Trustees for Safety Services Dispatching. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #1195-22.** Enter into an agreement with the Allen County Sheriff's Office and the Office of Mayor for the City of Delphos for Safety Services Dispatching. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #1196-22.** Enter into an agreement with the Allen County Sheriff's Office and the Jackson Township Board of Trustees, on behalf of the Lafayette-Jackson Fire Department, for Safety Services Dispatching. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #1197-22.** Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Emergency Management Agency. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #1198-22.** Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Dog Warden. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is for the purchase of 1,000 gallons of gasoline from RTA at the price of \$2.59 per gallon plus a 15 cents administration fee per gallon. The roll was called and the resolution was approved unanimously.**

7. Resolution #1199-22. Authorize the purchase of three (3) IT Towers from CDW-Government through the State Purchasing Program. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

8. Resolution #1200-22. Issuance of payment to the City of Lima from the Motor Vehicle Permissive Tax Fund. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The payment is in the amount of \$55,000.00. The roll was called and the resolution was approved unanimously.**

9. Resolution #1201-22. Allocate and encumber funds to the City of Lima from the Motor Vehicle Permissive Tax Fund. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. This is for a \$170,000.00 resurfacing project. The roll was called and the resolution was approved unanimously.**

10. Resolution #1211-22. Authorize Tom Berger to enter into contract with Allen County Agricultural Society. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

11. Resolution #1212-22. Acknowledge error in resolution numbering for 2022. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

DISCUSSION:

A. Juvenile Court

1. Resolution #1202-22. Authorize the submission of Amendment #1 to the FY'2023 Subsidy Grant and Targeted Reclaim Grant with the Ohio Department of Youth Services. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. This is for mid-year adjustments due to changes to insurance rates as well as an increase for those on house arrest. The roll was called and the resolution was approved unanimously.**

	<p>B. County Engineer</p> <p>1. Resolution #1203-22. Authorizes the Clerk of Board to post notice and advertise for Professional Engineering Services for the design of Thayer Road Reconstruction Project Np. ALL-C.R. 173. Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This will be advertised in the Delphos Herald and on the Commissioners website. The roll was called and the resolution was approved unanimously.</p> <p>2. Resolution #1204-22. Authorize the Allen County Engineer to accept proposal and enter into contract with Kindler Engineers Systems, LLC. and authorize Brion Rhodes to execute same. Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is a request for proposals for road inspection of all county roads, which occurs every 3 years, at a cost not to exceed \$24,990.00. The roll was called and the resolution was approved unanimously.</p>
	<p>ANNOUNCEMENTS</p> <ul style="list-style-type: none"> • Recognition was given to Julie Shellhammer, Allen County Dog Warden, for being awarded Ohio Dog Warden Association Dog Warden of the Year • Joe Patton was recognized for completing a term with the Ohio General Assembly Study Committee and for the Step Up to Quality Program
	<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>9:25 a.m.</p>	<p>RECESS</p>
<p>9:39 a.m.</p>	<p>Update—Jason Patchet – Building and Grounds</p> <ul style="list-style-type: none"> • Discussion on open Purchase Order of \$1,800.00 for the stair step remodel project at the Courthouse with Mark Lecky -project was estimated at \$85,000.00, which came in higher than anticipated -alternative modifications have been made to the stairs that has addressed and improved issues of people tripping/falling –cones and additional railings have been added

- Commissioner Noonan will reach out to CORSA and have a representative view the modifications and see if they have any recommendations
- The Commissioners will leave the Purchase Order open at this time
- Provided an update on the Booking Remodel
 - scheduling with All Service Glass for framing installation and then will move forward with the custom cutting of the glass
- Provided an update on the installation of hot water pumps at the jail
 - pump one is installed and working well, pump two is currently being installed
- Discussion on Court of Appeals requests
 - currently waiting on equipment for the Judges door
 - received three proposals for carpet ranging from \$13,365.00-\$16,091.40—Jason Patchet recommends the lowest quote from Tim Hogan's in an amount of \$13,365.00
 - Commissioners are good with moving forward with Tim Hogan's and will have Kelli Singhaus get a Purchase Order
- Discussion on forfeited properties
 - 707 McDonel property is now vacant and are working with Sheriff's office to secure the property
- Discussion on Museum Retaining Wall Bid
 - Engineers Estimate was not included in the Bid Packet—working with DGL to issue an addenda
- Discussion on outside lighting for the Courthouse
 - working with All Phase and Graybar to get quotes
- Discussion on year-end bonuses
 - there is a balance of funds in salary lines available

At 10:22 a.m., Commissioner Winegardner made a motion to enter Executive Session to discuss compensation of a public employee under ORC 121.22 (G) (1). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.

Back in General Session at 10:43 a.m.

- During Executive Session, the Commissioners discussed employee bonuses for the Building and Grounds Department and Board of Commissioners staff

	<p align="center">-It was agreed to a \$300.00 bonus per employee of Building and Grounds and Board of Commissioners staff</p>
10:47 a.m.	RECESS
11:00 a.m.	<p>Bid Opening—Board of Developmental Disabilities Administration Building Renovations</p> <p>Engineer’s Estimate – \$1,250,000.00</p> <p>Bids received as follows:</p> <p>Heyne Construction – \$1,067,200.00</p> <p>Muhlenkamp Building Corporation - \$1,079,265.00</p> <p>ACI Construction Company, Inc. - \$1,098,000.00</p> <p>Westerheide Construction Co. - \$1,217,000.00</p> <p>Helms Construction, Inc. - \$1,295,000.00</p> <p>Tuttle Construction, Inc. - \$1,339,200.00</p> <ul style="list-style-type: none"> • The bids will be reviewed by Garman Miller and the Board of Developmental Disabilities
11:08 a.m.	RECESS
1:00 p.m.	<p>Farm Park Discussion—Met Parks and Kayla Campbell</p> <p>Present: Kayla Campbell, Kevin Bruin, Tyler Black, Miles Cartwright and Brittany Woods</p> <ul style="list-style-type: none"> • Review of the maps of the park property and how it is utilized • Review of the agreement for the park property originated in 1987 • Discussion of riding trail along grass waterway -this was not part of the original agreement and it is maintained by the Parks District • Discussion on access from St Rt 81 to storage buildings • Discussion on the possibility of opening the park more frequently to the public on the corner of Slabtown and St Rt 81 to allow access to the playground and open field areas

	<ul style="list-style-type: none"> • Discussion on the need for a modification due to the nursery portion being conveyed to the Port Authority when the county home portion was conveyed to them -Kayla Campbell will reach out to the Port Authority and Parks District attorneys to begin the process of a modification • Tyler Black provided an update on the condition of the woodland area -very good condition wooded area that is well maintained • Discussion on lane access to the wooded area that is on the county's property and part of original agreement for the parks use and the desire to maintain that access if the property is to be transferred in the future
<p>1:35 p.m.</p>	<p>RECESS</p>
<p>2:07 p.m.</p>	<p>Update—Vicki Tarr – Child Support Enforcement Agency</p> <ul style="list-style-type: none"> • Provided an update on scanning project -working on cleaning up old cases in the process • Discussion on new Child Support Enforcement Agency Building -Discussion on Fixed-Asset Policy and how it can be altered to benefit the new Child Support Enforcement Agency Building reimbursement -Vicki Tarr has been in communication with Rachael Gilroy to discuss and will also work with Jason Patchet • Vicki Tarr requested to enter Executive Session to discuss discipline and compensation <p>At 2:32 p.m., Commissioner Winegardner made a motion to go into Executive Session to discuss discipline and compensation of a public employee under ORC 121.22 (G) (1). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</p> <p>Back in general session at 3:19 p.m.</p> <ul style="list-style-type: none"> • Commissioner Winegardner noted that while in Executive Session, discipline and compensation was discussed • There has been a Fit for Duty completed for two (2) employees -one (1) employee is making improvement, where the other is not and incidents are still occurring

-the Commissioners advise Vicki Tarr to seek legal advice on the next steps

- Compensation increases have been requested as follows:

-2 employees - 1½ %

-3 employees - 3%

-3 employees - 4%

-1 employee - \$2.00

-Vicki Tarr states her salary line can support the increases and Commissioners are comfortable with her moving forward


- Discussion on holiday closure

-Child Support Enforcement Agency will be closed December 23rd and 30th

3:25 p.m.


Adjourn

Submitted by:


Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Brian Winegardner


Beth Seibert


Cory Noonan