

**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

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>August 31, 2023</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): <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: Brian Winegardner</b>  <b>Beth Seibert</b>  <b>Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>8:02 a.m.</b>	<p><b>Baughman Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>Estimates sent to landowners included financing -going forward, notices will need to include numbers for project cost only, no financing</b></li> <li>• <b>Discussion on the financing on the Baughman Project</b> <ul style="list-style-type: none"> <li>-<b>the project was approved at 4.25% interest, but the amount may be different when the loan is obtained</b></li> <li>-<b>the Commissioners agree the project is to move forward and the Commissioners will be responsible for the difference in interest fees</b></li> </ul> </li> </ul>

8:23 a.m.	<b>RECESS</b>
9:04 a.m.	<b>AGENDA MEETING</b>
	<b>PLEDGE – Cory Noonan</b>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <ul style="list-style-type: none"> <li>• <b>It is noted that Resolution #629-23 heading needs corrected</b></li> </ul> <p><i>Commissioner Noonan moved to approve the amended agenda. Motion seconded by Commissioner Winegardner. The roll was called and the amended agenda was approved unanimously.</i></p>
	<p><b>ITEMS FOR REVIEW AND APPROVAL:</b></p> <p><b>1. Consent Agenda:</b></p> <ul style="list-style-type: none"> <li><b>a. Resolution #618-23.</b> Approve travel expenses.</li> <li><b>b. Resolution #619-23.</b> Intradepartmental transfers.</li> <li><b>c. Resolution #620-23.</b> Authorize a warrant of transfer from the Capital Fund 4017 to the CSEA Building Fund 4023.</li> <li><b>d. Resolution #621-23.</b> Supplemental appropriation to the Administration Building Fund 4022.</li> <li><b>e. Resolution #622-23.</b> Supplemental appropriation to the CSEA Building Fund 4023.</li> <li><b>f. Resolution #623-23.</b> Supplemental appropriation to the Operating Fund 8751.</li> <li><b>g. Resolution #624-23.</b> Supplemental appropriation to the Community Development Fund 2414.</li> <li><b>h. Resolution #625-23.</b> Supplemental appropriation to the MVGT Fund 2002.</li> <li><b>i. Resolution #626-23.</b> Establish the United Ukraine TB Supplemental Fund.</li> </ul> <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #627-23.** Approve amendment No. 1 to the agreement with WDC Group, LLC for the Child Support Enforcement Agency (CSEA) Building Project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
  
- 2. Resolution #628-23.** Approve amendment No. 1 to the agreement with WDC Group, LLC for the New Administrative Building Project. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The amendment is to include environmental assessment and surveying. The roll was called and the resolution was approved unanimously.***

**DISCUSSION:**

**A. Sanitary Engineer**

- 1. Resolution #629-23.** Accept and award proposal from Ruhenkamp Boring & Trenching for the construction of the Bellefontaine/Bowman Road low pressure sanitary sewer system in the Allen County Sewer District. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Two (2) bids were received and Ruhenkamp Boring & Trenching was the lowest bid. The roll was called and the resolution was approved unanimously.***

**B. County Engineer**

- 1. Resolution #630-23.** Accept bid and enter into contract with Bluffton Paving, Inc. for the Sugar Street Rehabilitation Program. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Two bids were received, with Bluffton Paving being the lowest bid. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

	<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>9:12 a.m.</p>	<p><b>RECESS</b></p>
<p>9:35 a.m.</p>	<p><b>Update—Jason Patchet - Building and Grounds</b></p> <p><b>Commissioner Seibert is not present</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on the plumbing issue at the County Engineer’s office</b> <ul style="list-style-type: none"> <li>-the plumbing and urinal have been replaced and flooring has been repaired</li> <li>-the project is complete</li> </ul> </li> <li>• <b>Provided an update on the Civic Center stage lift</b> <ul style="list-style-type: none"> <li>-expert from Colorado was here for three days and installed a used controller, and when the project was almost complete, the controller died</li> <li>-Mitsubishi Electric had a universal controller that was compatible—Civic Center purchased controller and has been programmed</li> <li>-the stage is now functioning and should provide years of service</li> <li>-State has verified that the safeties are good since the stage is certified as an elevator</li> </ul> </li> <li>• <b>Discussion on cooling tower malfunctioning in the Court of Appeals building</b> <ul style="list-style-type: none"> <li>-the unit will be replaced due to being under warranty</li> <li>-the roof membrane was flooded due to overflow of water and then leaked into the bathroom and hallway in the Commissioners often</li> <li>-downspouts have been replaced from the roof</li> <li>-roof membrane is currently being cleaned off so the roof can be inspected for holes</li> <li>-discussion on placing some sort of sensor ( i.e. water bug) to detect any issues until new cooling tower is installed—Jason Patchet will look into this</li> </ul> </li> <li>• <b>Discussion on toilet issues in the Administration building at the Board of Education property</b> <ul style="list-style-type: none"> <li>-underground cast iron pipe has a crack, which is under the slab of the building</li> <li>-the pipe has been cleaned out</li> <li>-Jason Patchet has reached out to Grothouse Plumbing &amp; Heating and they are providing a</li> </ul> </li> </ul>

quote to decide if he wants to contract the job out or have his team complete the repair

- **Children Services has asked Jason Patchet to build walls and doors to create additional office space**
  - he will provide them with quotes for the installation of such
- **Discussion on quotes for salt spreaders on the ordered Enterprise vehicles**
  - Snappy's and Enterprise both provided quotes
  - Enterprise is less expensive to install through them, rather than through Snappy's
  - Kelli Singhaus will further discuss with Enterprise on if the spreaders would be our property at the end of the lease, or if it would stay with the vehicle
- **Discussion on placing a coating on the roof membrane on the Courthouse above the first floor bathrooms**
  - Lee's Roofing does not recommend placing a coating on the roof
  - provided a quote for installing a new membrane rather than doing a complete tear-off and replacement—\$8,740.00
  - discussion on possibility of installing rafters and new decking to create a sloped roof on that area – would cost more than installing a new membrane
  - Commissioners agree moving forward with the quote from Lee's Roofing for \$8,740.00

**At 10:40 a.m. Commissioner Seibert entered the meeting**

- **Discussion on the Justice Center stove hood**
  - the fire suppression system is needing replaced due to it being 11 years out of compliance
  - quote for replacement is \$6,408.30
  - will be paid for from Jail Services funds
- **Discussion on the possible grant dollars for the Justice Center and Civic Center HVAC**
  - Jason provided a review of the proposals
  - Justice Center- \$2,750,000.00
  - Civic Center- \$3,750,000.00
  - Jason Patchet will ask All Temp to breakdown the quote to see what the cost of replacement of just the boilers would be for both locations
- **Discussion on damage to the Museum Retaining Wall**
  - Gordon Food Services will be submitting to their insurance and the County will submit to CORSA

	<ul style="list-style-type: none"> <li>-review of quotes for repair</li> <li>• Discussion on Veterans Garage Project RFQ</li> <li>-will further discuss during County Projects Discussion</li> </ul>
10:54 a.m.	<b>RECESS</b>
11:06 a.m.	<p><b>Stormwater Management Plan Public Hearing</b></p> <p><b>Present: Lydia Archambo, Joe Gearing, Nathan Davis (virtual), Kevin Cox and Mike Meeks</b></p> <ul style="list-style-type: none"> <li>• Lydia Archambo provided a thank you to all co-permittees for their cooperation in the completion of the updates to the Stormwater Management Plan</li> <li>• Review of changes</li> <li>-goal was to simplify the plan</li> <li>• Lydia Archambo will provide information to Brittany Woods for approval by resolution on an upcoming agenda meeting</li> <li>-General discussion on the Stormwater Management Plan</li> <li>-discussion on the Maumee TMDL, as it is not referenced in the proposed document –may need to be addressed in a future permit, as it is not included in the current permit</li> </ul>
11:14 a.m.	<b>RECESS</b>
1:00 p.m.	<p><b>Update—Christine Pleva—Convention and Visitors Bureau</b></p> <ul style="list-style-type: none"> <li>• Christine Pleva provided copies of the 2023 Annual Mid-Year Report</li> <li>• Review of number of events held YTD</li> <li>• Provided an overview of the Greater Lima Pizza Trail</li> <li>-created to keep small businesses open during COVID and has been very successful</li> <li>• Review of walking tour created for the Canal Commission of all the historic homes in Delphos</li> <li>• Provided an overview of Geocaching/Geo Trail in Allen County</li> <li>-an Allen County Geocoin was created for those that have gone to all of the Allen County Geo-trail locations</li> <li>• Discussion on updates to website</li> <li>-website viewing has gone up by 53% since updates were completed</li> </ul>


	<ul style="list-style-type: none"> <li>• <b>Provided an overview of new campaigns for advertising and promotions</b> <ul style="list-style-type: none"> <li>-review of Ohio Directory</li> <li>-review of magazine ads in <i>Woman’s Day</i> and <i>Good Housekeeping</i></li> </ul> </li> <li>• <b>Provided a review of grants and sponsorships that have been awarded</b></li> <li>• <b>Review of budget report</b></li> </ul>
<p><b>1:26 p.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:00 p.m.</b></p>	<p><b>Update—Tom Berger—EMA/Homeland Security</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on 9-1-1 device service fees</b> <ul style="list-style-type: none"> <li>-service fee has gone from 25 cents to 40 cents</li> <li>-this should create an increase in PUCO funds</li> <li>-PeaceApp has been redefined in the legislation and an opinion is being awaited on what a PeaceApp is –with that Shawnee or Spencerville may be considered a PeaceApp and would have to follow all guidelines of such</li> </ul> </li> <li>• <b>State Audit for 911 will be performed September 28<sup>th</sup></b></li> <li>• <b>Discussion on Support Contract</b> <ul style="list-style-type: none"> <li>-received a quote from Motorola—\$50,000.00 for 1 year for \$48,000.00 for 3-year contract</li> <li>-Lumen (which is current provider) offered a 1-year contract for \$37,000.00</li> <li>-Tom Berger would like to move forward with Lumen and then look into a new contract including upgrades for 2025—will provide information to the Commissioners for resolution approval</li> <li>-upgrades in the past have been funded through PUCO dollars and the Commissioners</li> </ul> </li> <li>• <b>Disaster Management of Water Treatment and Waste Water Facilities course will be held in October</b></li> <li>• <b>Discussion on 2024 Eclipse planning</b> <ul style="list-style-type: none"> <li>-Tom Berger is recommending schools and businesses close the day of the eclipse to limit traffic on the roads</li> <li>-discussion on possibility of installing signage for “No Stopping” on the roadways</li> <li>-discussion on safety preparations being planned</li> </ul> </li> <li>• <b>Spartan Robot has been broken while on a scene</b> <ul style="list-style-type: none"> <li>-working on getting a quote for repairs</li> </ul> </li> <li>• <b>EMA received a drone from the Sheriff’s Office</b> <ul style="list-style-type: none"> <li>-this is the only drone currently in the county</li> </ul> </li> </ul>

- discussions have been had on creating a county drone team to incorporate Lima, Shawnee, Bath, etc. which each agency would have licenses, but the drone(s) would be shared –Commissioner Winegardner stated that if this happens, there has to be an MOU between all entities—Tom Berger sees the team being ran similar to the Hazmat Team or Bomb Squad
- discussion on the purchase of a second drone and have all entities divide the cost of the purchase
- Tom Berger will begin having conversations with interested parties
- **Provided an update on Volbert Project**
  - still waiting on paperwork to be returned by Mr. Volbert and he is supposed to be delivering tomorrow
- **Discussion on COVID-19**
  - masking and vaccinations will begin to be encouraged again
  - Tom Berger does have 270 test kits available

3:07 p.m.

ADJOURN

Submitted by:

  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Brian Winegardner

  
Beth Seibert

  
Cory Noonan