

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	October 10, 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): 1 866 899 4679 United States: +1 (571) 317-3116</p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</p>
TIME:	GENERAL SESSION - RECORDED
9:02 a.m.	<p>Month End Budget Update - Kelli Singhaus</p> <ul style="list-style-type: none"> • Review of Fund 3999 • Review of Fund 1011 • Review of Fund 1010 • Review of Fund 2000 <p>-discussion on revisions to the Personnel Policy in regards to vacation payout for one (1) week of vacation if leaving employment prior to fulfilling one (1) year of work, since the employee earns one (1) week of vacation at six (6) months of employment</p>

- **Review of RLF Fund**
 - working with Cindy Leis on submitting a pre-application for a potential project in Delphos
 - then will go before the RLF Board for approval
- **Review of Rent/Lease payments**
 - Public Defender and Soil and Water are currently past due
 - had discussion with Lima Properties, as their lease is due to be renewed
 - they would like to renew for three (3) years
 - Kelli Singhaus will draw up lease agreement and have Kayla Campbell review
- **Review of Dispatch Billing**
- **Review of Fund 2001**
- **Review of Contingency Fund**
- **Review of Transfer Out Fund**
- **Review of Ditches**
 - Kelli Singhaus will work with Brittany Woods on repayment of advances
- **Review of General Fund working budget**
 - Common Pleas has requested \$20,000.00 be moved into their Juror Fees line to cover expenses the remainder of the year
 - Commissioners are in agreeance and Kelli Singhaus will process
 - Autopsy line is at 92% - Kelli Singhaus will transfer funds for the remainder of the year
 - Discussion on Regional Planning Commission contract—due to receiving billing for 2022 in 2023, funds are needed to cover the remainder of the year—Kelli Singhaus will move \$20,000.00 from Contingency to cover expenses for the end of year
 - discussion on storage at lanes – may need to move funds to cover end of year expenses – a meeting has been scheduled to discuss with Keith Kramer
 - will need to move funds to cover housing of prisoner out of county
- **Discussion on Museum MOU and leave pay out**
 - will continue discussion with the Museum staff and Board next week
- **Discussion on 2024 Budget planning**
- **Review of Capital Fund**

10:13 a.m.

RECESS

10:16 a.m.

Staff Update

Sofia Clifton—

- **Provided an overview of NexGen EAP program offered through Mental Health and Recovery Board**
 - this would be in addition to what the county currently offers through CEBCO
 - there is no cost to the County for the first year, going forward it would be \$1.27/person per month (employer paid)
 - Commissioners ask Sofia Clifton to inquire if this can be offered as a Supplemental plan to our employees
- **Provided an overview of all CORSA claims submitted in September**

Kelli Singhaus—

- **Discussion on the county website and AhelioTech maintaining said site**
 - Ema and Board of Elections have inquired if they are covered under the county website through AhelioTech
 - Kelli Singhaus inquired with AhelioTech if EMA and Board of Elections would be included under our current contract for services
 - Greg Gross, AhelioTech, stated that they are not currently covered under the contract with the county
 - Kelli Singhaus will ask AhelioTech for a quote of what it would cost to add them to the county contract
- **Provided an update on the merge to AhelioTech**

Brittany Woods—

- **Discussion on request for permission to hunt on county property**
 - Commissioners are in agreeance that they will not be permitting any hunting on county properties
- **Discussion on amended MOU with Soil and Water Conservation District regarding the Burgess Group Drainage Project**
 - Commissioners will review revisions
- **Working on scheduling update with Southern Health Partners and Sheriff's Office**

Beth Seibert—

- **October 19th-AEDG Board meeting for Strategic Plans – Commissioner Seibert will be absent from the Agenda meeting due to this meeting**
- **Discussion on Lead Safe Grant**
 - Ohio Department of Development is offering an extension for application
 - Beth Seibert will be meeting with Ohio Department of Development to further discuss this week
 - WOCAP previously administered such grants, the City of Lima has agreed to administer this particular grant due to staffing changes at WOCAP, with Allen County maintaining the fiscal portion
- **Discussion on employee payouts upon retirement/resignation**
- **Discussion on complaint of the Building Department from Bittersweet at Betty's Farm**

Brian Winegardner—

- **Received phone call from Tom Berger, EMA, regarding 911 operation changes**

At 10:48 a.m. Tom Berger joined the meeting virtually

- **Discussion on 911 operation changes effective October 3, 2023**
 - will need to establish a 911 Committee
 - 6 panel committee
- **Discussion on Shawnee Township dispatching**
 - currently we have two (2) peace apps that were previously designated by the Commissioners
 - by Administrative Code, Shawnee Township dispatching would be considered a secondary Peace App, which the State determined is a liability during a recent audit
 - the County dispatching cannot currently transfer to them until they update their system
 - Tom Berger is further discussing with the State and will also have Kayla Campbell review
 - Commissioners will discuss with CORSA the liability to the county

Cory Noonan—

- **Discussion on Healthy Aging Grant**
 - Will be on agenda Thursday for application

11:17 a.m.	RECESS
11:44 a.m.	<p>County Projects Discussion</p> <ul style="list-style-type: none"> • Brittany Woods has scheduled meetings with Chris Widener and all offices that will be moving into the Administration building to discuss preliminary space needs • Discussion on options for CSEA building floorplans as well as the possible option of renovating the Savings Building -will further discuss with Chris Widener tomorrow • Brittany Woods has scheduled a meeting with Mark Evans tomorrow to discuss next stages for the Administration building project • Still waiting on keys from the Hefner Building -Austin Musser is reaching out to the Hefner's • Environmental Phase II was scheduled to be completed last Friday at the Hoefeller Building -will review once results are received
12:07 p.m.	RECESS
1:00 p.m.	<p>Various Project Discussion – Nathan Davis, Joe Gearing and Marcus VanMeter</p> <ul style="list-style-type: none"> • Discussion on Two-Stage Ditch Program -received grant funding for projects -discussion on options for including on maintenance -review of Lucas County process – Maintenance Hearing would be held prior to moving forward with the project -County Engineer's office will discuss this process with Kayla Campbell for her opinion on if the project can be handled this way • Review of proposed projects for the Two-Stage Ditch program -discussion on Althaus/Nusbaum Project -Althaus Two-stage portion may be considered under maintenance already under the previous Nusbaum Project maintenance • Discussion on next steps for Sediment and Control Regulations -Joe Gearing has provided a draft of the regulations -Commissioner Seibert will further discuss with Joe Gearing • Discussion on privately installed retaining wall on the Flat Fork Creek

- wall is failing due to erosion issues
- County is not responsible for fixing, as it was privately installed
- County Engineer's office has concerns on when the wall falls, it will cause issues with the creek and will need cleared out and fixed
- the retaining wall does lay within the City of Delphos right-of-way
- Joe Gearing will work with Brittany Woods on scheduling a meeting with the City of Delphos and one Commissioner to further discuss
- Discussion on Nine Element Plan
 - provided an overview of the plan
 - Nine Element Plan opens up the opportunity for 319 funds
 - application deadline is October 18th

At 2:22 p.m. Commissioner Noonan left the meeting


- Commissioners are good with moving forward if the funds are not reimbursable grants, where the county must upfront costs
- Discussion on Perry Township interest in wetland project
 - Commissioners believe the whole project could be completed through Perry Township, it would not need to go through the Commissioners
 - Joe Gearing will clarify with Kayla Campbell
- Discussion on wrecked ditch maintenance truck
 - County Engineer's office can fix the vehicle less than the insurance check
 - remaining funds will go back into the Rotary Fund


2:39 p.m.


ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Brian Winegardner


Beth Seibert


Cory Noonan