

**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 31, 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
8:00 a.m.	Budget Meeting - Regional Planning Commission
	RECESS
9:36 a.m.	<p>Staff Update</p> <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> • 2024 Dispatching invoices are being mailed out today • Discussion on Educational Service Center lease -current lease ends at the end of the year

-Kayla Campbell is reviewing property use allowed pursuant to the deed

-Commissioners requested Kelli Singhaus to prepare a lease renewal at the current leased amount due to looking into the Educational Service Center taking ownership of the building in the future

- **Received an email from Ciara Maag, Auditor's Office, in regards to Soil and Water project funds in the negative**

-Kelli Singhaus will research

- **Still working with IT on county website hosting for Board of Elections and EMA**

- **Discussion on Perry ProTech copier agreement**

-there are two departments, Prosecutors and Juvenile Court, that have a current copier lease, which Perry ProTech will buy-out said lease to move forward with new agreement

-Kelli Singhaus will be working with Prosecutor and Juvenile Court on the buyouts of their current leases

Brittany Woods—

- **Received the draft revised Access Management Plan from Brion Rhodes**

-Commissioners are reviewing the draft and would like to have a meeting with Brion Rhodes to discuss—Brittany Woods will schedule

- **Discussion on Section 125 revisions**

-Brittany Woods will place on agenda for approval

- **Received a Certificate of Substantial Completion from the Board of DD for the completion of their Addition and Renovation to Administration Building Project and need a Commissioner to sign off**

-Commissioner Noonan signed as President of the Board

- **Discussion on America 250th Ohio Community Program**

-will wait and see

Beth Seibert—

- **Will be working with Kelli Singhaus and the Prosecutor's Office on creating a Memorandum Of Understanding for the Lead Safe Grant**

- **Received communication from Soil and Water Conservation District in response to Commissioner Seibert's request to notify**

landowners of the Burgess Project that said project is complete and notice of final assessments

-Allen Soil and water Conservation District Board believes that is the Commissioners or Auditors office believes a letter needs to be sent, it should be sent from their offices, they will not be sending any such letter

-will work with Brittany Woods on sending letters from the Commissioners office

- Received a call from Children Services Board Director, Sarah Newland, requesting the Board of Commissioners to consider an appointment of Tiffany Ward to their Board

-there are currently no vacancies on the Board, but Mr. Garlock has not been present at any Board meetings since February

-Ms. Provocnik will be due for a re-appointment soon

-Beth Seibert will have Sofia Clifton schedule an interview with Tiffany Ward

-Beth Seibert will also have communication with Nate Garlock on his interest in the Board

- Sarah Newland currently has a graduate of Bluffton University on staff, which is currently on a visa, that initially interned while as a student

-individual is now an employee of Children Services and due to this, individual is considered the host of the individual and is needing contract documents completed, with the Allen County Tax ID # included, for the visa

-Prosecutor Caldwell believes that would be ok, but Commissioner Seibert will also discuss with the Auditor

- Discussion on Joe Patton's request to provide employees an increase with residual funds

-Commissioners will further discuss

- Discussion on retire/rehire of an employee and the payout of vacation time of an employee exiting between six months and one year of employment

-current policy does not permit vacation payout until one year of service

Brian Winegardner—

- Discussion on the Transportation Improvement District audit fee

-County Engineer has paid the invoice in full

	<p>Cory Noonan—</p> <ul style="list-style-type: none"> • Discussion on Vivitrol medication program administered through the state for reimbursement of said medication for inmates of the jail -the Commissioners will plan to further discuss with the Sheriff's Office • Received an email from Mr. David Hefner in regards to his therapy animal -Brittany Woods will schedule
<p>11:03 a.m.</p>	<p>RECESS</p>
<p>11:15 a.m.</p>	<p>County Projects Discussion –Board of Commissioners Staff, Jason Patchet and Chris Widener (WDC Group)</p> <ul style="list-style-type: none"> • Chris Widener provided a revised site plan for a new building for Child Support Enforcement Agency building • Discussion on walk-through of Savings and Loan building for possibility of renovation -renovation would be tough while building is occupied • Review of revisions to the Administration Building plans -discussion on desired revisions • General discussion on budget • Received the vapor testing results for the Hoefeller building and provided results to the Commissioners and Jason Patchet for their review -the vapor levels were well below regulations, and site is ready for demolition • Discussion on demolition process • Brian Winegardner provided an update on his meeting with Citizens Bank in regards to the parking lot next to future Administration Building site -Brian Winegardner will get Chad King, Citizens Bank, in contact with Chris Widener to further discuss • General discussion on parking lot layout • Chris Widener will plan to meet again in two weeks to review revised budget and revisions to the floor plans • Received draft RFP documents from Technicon Design Group -have sent to Kayla Campbell, Kelli Singhaus and the Commissioners for review

	<p>Commissioner Noonan stated that the 1:00 p.m. Budget Meeting with the Public Defender has been cancelled and will be rescheduled</p>
12:43 p.m.	RECESS
1:00 p.m.	Budget Meeting – Public Defender – CANCELLED
	RECESS
2:00 p.m.	<p>Bid Opening – Crime Prevention Platform</p> <p>Bids Received:</p> <p style="text-align: center;">Infinite Protection LTD. \$90,000.00</p>
2:02 p.m.	ADJOURN
	<p>Submitted by: <u><i>Brittany N. Woods</i></u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u><i>Brian Winegardner</i></u> Brian Winegardner</p> <p><u><i>Beth Seibert</i></u> Beth Seibert</p> <p><u><i>Cory Noonan</i></u> Cory Noonan</p>