

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

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Lima, Ohio 45801

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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>November 14, 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): 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: Brian Winegardner</b>  <b>Beth Seibert</b>  <b>Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>8:01 a.m.</b>	<p><b>Baughman Funding Discussion – Nathan Davis and Joe Gearing</b></p> <ul style="list-style-type: none"> <li>• <b>Nathan Davis provided an overview of conversations with the Auditor on borrowing funds for the Baughman Project</b>  <b>-will be borrowing \$430,000.00 at 4.75% interest</b></li> <li>• <b>Discussion on Commissioners portion - \$418,469.00</b></li> <li>• <b>Discussion on the advance repayment of \$71,643.84 to the Commissioners</b></li> <li>• <b>Discussion on difference between 4.25% and 4.75% interest</b></li> </ul>

	<p>-the county will cover the additional interest above 4.25%, since that was the amount explained to the property owners at the final hearing – approximately \$6,450.00</p> <ul style="list-style-type: none"> <li>• General overview of the breakdown of costs and funding</li> <li>• Discussion on GDIF fund and utilization of said fund</li> </ul>
<p>8:45 a.m.</p>	<p><b>RECESS</b></p>
<p>9:10 a.m.</p>	<p><b>Staff Update</b></p> <p><b>Kelli Singhaus—</b></p> <ul style="list-style-type: none"> <li>• Discussion on the definition of capital within the fixed asset policy provided by the Auditor’s office</li> <li>• Received an invoice for the Blanchard River Stream Enhancement Project - \$13,156.00 <ul style="list-style-type: none"> <li>-notification of \$4.00 assessment has been sent to the Auditor’s to be placed on land owners taxes</li> <li>-once assessments are received, payment can be made</li> <li>-Kelli Singhaus will work with Sheryl Wiedeman on payment as assessments are received</li> </ul> </li> <li>• Discussion on Issue 2 passing last week in regards to marijuana, a schedule one controlled substance, and the workplace <ul style="list-style-type: none"> <li>-under federal law, employers may maintain a zero tolerance of schedule one controlled substances</li> <li>-county policy will remain the same, as a zero tolerance of use of marijuana</li> <li>-Kelli Singhaus will notify all employees, department heads and elected officials that there will be no changes to the county personnel policy as it relates to the use of marijuana</li> </ul> </li> <li>• Discussion on negative funds for Burgess Group project <ul style="list-style-type: none"> <li>-when the project was refinanced, there was a payment to a vendor that put the fund into the negative</li> </ul> </li> <li>• Discussion on the retire/rehire of an employee at the Sanitary Engineer’s department <ul style="list-style-type: none"> <li>-it has been determined that a public hearing will need to be held in regards to the retire/rehire</li> </ul> </li> <li>• Discussion on the authority of department heads on what they are able to do and what they are not able to do</li> </ul>

**-HR Helpline determined that the Commissioners are responsible for hiring, status change, wage increases, and disciplinary issues, not the department head**

**-hiring of an employee and compensation will need to be approved by resolution**

**-Kelli Singhaus will send communication to notify the department heads**

- **Received an email from Jerry Gildan asking if elected township officials can take county health insurance**

**-Commissioner Noonan will discuss with CEBCO if the Township Association could be a sub-set of CEBCO**

- **Keith Kramer provided additional storage at Lanes added for the county from 2022-2023-611 cu. ft. which equals \$158.86/month in storage and 1,374 files have been pulled from January-October**

- **Discussion on Adopt-A-Family through Children Services**

**-gifts must be wrapped and to the agency by December 8<sup>th</sup>**

- **All Temp will be beginning work in the Commissioner's office next week**

**Sofia Clifton—**

- **Currently working on completely the CORSA renewal application for Webb Insurance**  
**- discussion on Cost Allocation**

**Brittany Woods—**

- **Discussion on agenda schedule for the rest of November**
- **Received a request from Christine Pleva to provide a review of 2024 budget for the Convention and Visitors Bureau**  
**-Brittany Woods will schedule a meeting**

**Beth Seibert—**

- **Discussion on OneOhio delegation**  
**-will work on drafting a resolution for the November 21<sup>st</sup> agenda**
- **Provided Veteran's Day proclamations over the weekend and noted the dates for events in 2024**
- **Discussion on Veteran's Memorial Civic and Convention Center Board member appointment**  
**-currently have one vacancy**

**-the Board would like the Commissioners to interview Mr. Kellis**

- **Discussion on fee structure for Regional Planning 2024**

**-Regional Planning Executive Committee will review this week and then provide to the Commissioners for approval –No changes are being proposed**

**-Commissioners do not believe they need to approve yearly if there are no changes**

- **Discussion on Regional Transit Authority Board**  
**-current Board Chair, Holly Rex, term ends in 2025, but she is planning to resign from the Board as she has moved away from the county and no longer works within the county –the Commissioners will plan to replace with Richard Bales upon her resignation**

**-Doug Olson’s term ended in October and is willing to stay on the Board until March 2024 –the Commissioners will actively look for a replacement**

- **Discussion on Children Services Board appointments**

**-Sofia Clifton is currently working on scheduling an interview with Tiffany Ward**

**-Commissioner Seibert had communication with Nate Garlock, and he plans to continue serving on the Board—Commissioner Seibert and Director Sarah Newland will monitor**

- **Received a request from Beth Keehn, Mercy Health, for a letter of support for pursuing capital dollars**

**-Commissioner Seibert will follow-up with a decision that Commissioners believe it would be a conflict as they are planning to pursue a request for capital dollars as well**

**Brian Winegardner—**

- **Discussion on the Veteran’s tent area at the fairgrounds**  
**-the County Engineer is willing to seal the area**  
**-the Commissioners will be meeting with Troy Elwer tomorrow to further discuss**

	<p><b>Cory Noonan—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Open Enrollment</b></li> <li>• <b>Discussion on County Projects discussion-Mark Evans will be present virtually to discuss building delivery methods</b></li> <li>• <b>Received an email from Senator Huffman’s office in regards to Capital Projects request</b> -Commissioners will plan to further discuss to prioritize requests</li> <li>• <b>Discussion on part-time employee(s) vs. contractual employee for the Coroner’s office</b></li> </ul>
<p><b>11:02 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>11:07 a.m.</b></p>	<p><b>County Projects Discussion –Staff, Mark Evans (virtual) and Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Construction Manager at Risk (CMAR) vs. Design-Bid-Build</b> -Mark Evans provided an overview of both delivery methods -Design-Bid-Build is put out for bid and lowest and best bid is selected -CMAR you put out an RFQ for review and then RFP’s are sent to the top three firms to be submitted back for review prior to entering into a contract</li> <li>• <b>Discussion on involvement of Bricker Graydon for both delivery methods</b></li> <li>• <b>Commissioner Noonan requested Mark Evans to review proposed costs for his review and thoughts on overall project costs</b> -Brittany Woods will provide documents to Mark Evans for review</li> </ul> <p><b>At 11:30 a.m. Mark Evans left the meeting</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion between the options of delivery methods – CMAR vs. Design-Bid-Build</b></li> <li>• <b>Discussion on budget for the Administration Building project</b></li> </ul>
<p><b>11:56 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:04 p.m.</b></p>	<p><b>Month End Budget Review – Kelli Singhaus</b></p> <ul style="list-style-type: none"> <li>• <b>Review of Fund 3999</b> -working with Auditors Office of payment from Debt Services for the payment of note for the</li> </ul>

**purchase of the buildings for the Administration Building site**

- **Review of Fund 1011**
- **Review of Fund 1010**
- **Review of Fund 2000**
- **Review of RLF Fund**  
-all payments are current
- **Review of rent/lease revenue**  
-all current except for Lima Community Foundation  
-Kelli Singhaus has sent communication for them to remit payment as soon as possible
- **Review of Dispatch Billing**  
-have begun receiving payment for 2024
- **Review of Fund 2093-Conveyance Fee TM/GIS Fund**  
-discussion on 2024 budget requests and the 27<sup>th</sup> pay
- **Review of Contingency Fund**
- **Review of Transfer Out Fund**
- **Review/discussion on recoupment of general fund dollars used to cover negative ditch balances**
- **Review of General Fund**
- **Discussion on RPC invoicing**
- **Discussion/review of 2023 General Fund budget and expenditures**
- **Review of Capital Budget**  
-review of Capital Projects and balance of funds
- **General discussion on budget for the Administration Building project**


2:54 p.m.

**ADJOURN**

Submitted by:   
Brittany N. Woods, Clerk

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

  
Brian Winegardner

  
Beth Seibert

  
Cory Noonan