

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	November 21, 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.	<p>Access Management Plan Review – Brion Rhodes and Mark Droll</p> <ul style="list-style-type: none"> • Discussion on the history of the Access Management Regulations Plan • Brion Rhodes provided an overview of the revision process with the Access Management Review Committee <ul style="list-style-type: none"> -provided an overview of revisions made -will plan to review the plan every five (5) years unless a review is needed before then • Discussion on consistency on utilizing the Access Management Variance Board

	<ul style="list-style-type: none"> • Discussion on elevating all county roads to Category Four as a minimum for consistency -discussion on minimum access management requirements for residential driveways and farm drives • Britany Woods will have discussion with Kayla Campbell on the need for public hearings for a review of the Access Management Regulations revisions
8:20 a.m.	RECESS
9:00 a.m.	AGENDA MEETING
	PLEDGE – Cory Noonan
	<p>APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Noonan moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the 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 #843-23. Approve travel expenses. b. Resolution #844-23. Intradepartmental transfer. c. Resolution #845-23. Authorize a warrant of transfer from the Debt Service Fund 3999 to the Purchase RE Fund 4014. <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>
	<p>RESOLUTIONS/SIGNATURES:</p> <p>1. Resolution #846-23. Establish the 2024 Allen County OneOhio Recovery Delegation to the Region 15 Board. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p>

	<p>2. Resolution #847-23. Authorize the issuance of a maximum principal amount of \$430,000.00 ditch improvement special assessment general obligation bonds. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p>
	<p>DISCUSSION</p> <p><u>EMA/Homeland Security</u></p> <p>1. Resolution #848-23. Authorize the renewal of a Wens Service Agreement with Inspiron Logistics, LLC. as Allen County’s mass notification provider and authorize Tom Berger, Director, to sign the Wens Service Agreement on behalf of Allen County. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></p>
	<p>ANNOUNCEMENTS</p>
	<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>9:02 a.m.</p>	<p>RECESS</p>
<p>9:30 a.m.</p>	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Received a vehicle accident claim from Board of DD -damage to non-county property and county vehicle -claim has been submitted to CORSA • Employee Resource Portal has been updated with 2024 benefit and wellness information • CORSA renewal application has been provided to Webb Insurance -waiting on confirmation from Webb on submittal to CORSA

Kelli Singhaus—

- **Discussion on draft memo to Department Heads in regards to personnel matters going through the Board of Commissioners for approval by resolution**
-Kelli Singhaus will discuss with Jacob Larger
- **Discussion on draft memos to Department Heads and employees regarding Issue 2 and reiteration of our current policy of a zero tolerance of marijuana use**
-Commissioners are good with Kelli Singhaus sending out
- **Discussion on Food and Beverage Line at the Jail**
-will need funds to finish out the year
-Kelli Singhaus will move funds from Contingency to cover costs
- **Discussion on the final module for CourtView**
-P.O. has been encumbered and Brittany Woods will place on the agenda for approval
- **Received communication from Greg Gross, AhelioTech, with an update on migration of all county websites**
-discussion on cost of migrations
-Kelli Singhaus will discuss costs with AhelioTech and determine if the current agreement needs to be amended

Brittany Woods—

- **Received a request for a donation from the Museum**
- **Discussion on agenda schedule for the remainder of the year**

Beth Seibert—

- **Discussion on open seats at Veterans Memorial Civic and Convention Center Board**
-Beth Seibert will work with Sofia Clifton on scheduling interviews
- **Discussion on the Nusbaum Ditch Joint Board project**
-discussion on coordinating the H2Ohio Two-Stage Ditch project with the Nusbaum Ditch Joint Board project
-discussion on the cost of project-\$43,000.00, and how it will be funded, as no maintenance

assessments has been collected yet, they will begin being collected next year

-discussion on the Commissioners financing the H2Ohio Two-Stage Ditch project up front and then be reimbursed through the grant

-Brittany Woods will schedule a meeting with Putnam County Commissioners and Nathan Davis to further discuss

- Discussion on Access Management Regulations

-Brittany Woods will work on scheduling two public hearings

-Beth Seibert and Sofia Clifton will work on establishing individual members of the Access Management Variance Board

- Discussion on Regional Planning Commission waste services

-Commissioner Seibert will work with Jason Patchet on having the waste service company bill a percentage of the Courthouse bill be invoiced to Regional Planning Commission

- Discussion on Flat Fork Ditch retaining wall deterioration

-Joe Gearing would like to know what he is to do when the retaining wall falls

-Commissioners request that the County Engineer's office bring forth a recommendation on repair/replacement for the Commissioners to consider approval

Brian Winegardner—

- Discussion on the Fair Board Memorandum of Understanding

-continuing to work on the draft Memorandum of Understanding to have completed for the Fair Board to review at their next Board meeting on December 19th

Cory Noonan—

- Discussion on the renewal of the agreement with the Allen Water District regarding the county being their fiscal agent

-discussion on cost allocation/indirect costs for the Allen Water District—Kelli Singhaus will look into and report back to the Commissioners

-Commissioners do not wish to make any changes to the agreement language for renewal

- Discussion on budget meeting with Department Heads and Elected Officials

	<ul style="list-style-type: none"> -Kelli Singhaus will work on scheduling • Discussion on Non-General Fund budgets -need to be entered into Munis next week -Commissioners and Kelli Singhaus will further discuss tomorrow during Budget Review meeting
11:00 a.m.	RECESS
11:08 a.m.	<p>County Projects Discussion</p> <ul style="list-style-type: none"> • Kelli Singhaus will be moving \$500,000.00 from the Baughman Project to Administration Building fund • Discussion on CSEA plans -Chris Widener will be providing renovation plans for the current CSEA building for the Commissioners to review • Veterans Garage Project Request for Proposals have been sent out and are due to be received December 5th • General discussion on budget for the Administration Building Project -discussion on possibility of using a portion of carry-over funds toward the Administration Building Project
11:34 a.m.	RECESS
1:00 p.m.	<p>Meet and Greet – re: Stress Relief – David Hefner and Samson, Service Animal</p> <ul style="list-style-type: none"> • David Hefner provided an overview of his work with Samson
1:20 p.m.	RECESS
2:02 p.m.	<p>Update – Tom Berger – EMA/Homeland Security</p> <ul style="list-style-type: none"> • Provided an update on the 2024 Eclipse planning -plans are coming together with first responders -discussion on Eclipse events planned around the county -will be working on a Public Information Campaign to provide to Allen County residents • Completed a Disaster Management course last month provided by Texas A&M free of charge • Provided an overview of upcoming live exercises -Commissioners are invited to attend a live exercise on December 12th -will be completing a tabletop exercise at UNOH

	<ul style="list-style-type: none"> -will be completing an exercise in the Spring for Delphos Jefferson • Bomb squad robot is still out of services, and due to be repaired and back in commission at the beginning of the year • Submitted Emergency Operation Plan to the State <ul style="list-style-type: none"> -plan was approved with an offering of a few minor changes -once revisions are made, will be sent to the Commissioners for approval • Discussion on Hazard Mitigation Plan <ul style="list-style-type: none"> -plan must be updated every five years and will plan to update along with the State 2025 cycle • AED review is complete <ul style="list-style-type: none"> -Fairgrounds is missing a battery and Tom Berger will discuss with the fairgrounds that they will need to purchase the replacement battery as this is the second missing battery • Discussion on 9-1-1 <ul style="list-style-type: none"> -Tom Berger and Commissioner Noonan have an upcoming call with the State Director to discuss the make-up of the committee and the intent of the changes in law as it relates to the 9-1-1 Committee and discussion on PSAPs -will also confirm if both the City of Lima and the Commissioners both need to sign off on the developed plan for approval or not • Discussion on upcoming 9-1-1 Board meeting <ul style="list-style-type: none"> -Tom Berger will plan to hold meeting to explain the new committee and thanking them for their time on the Board • Discussion on employee going on FMLA soon • Commissioner Seibert discussed an email received in regards to UNOH student housing wireless connectivity <ul style="list-style-type: none"> -Tom Berger stated he recently had an eclipse planning meeting with UNOH and their IT did not express any concern on broadband connectivity -Commissioner Seibert will respond that there is no ARPA funds available for this
2:41 p.m.	ADJOURN

Submitted by: Brittany N. Woods
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Brian Winegardner
Brian Winegardner

Beth Seibert
Beth Seibert

Cory Noonan
Cory Noonan