

**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 30, 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>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE – Cory Noonan</b>
	<p style="text-align: center;"><b>APPROVE AGENDA AS PRESENTED</b></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>

**ITEMS FOR REVIEW AND APPROVAL:**

- 1. Approve minutes of the August 24, 2023 general session.**
- 2. Approve minutes of the August 28, 2023 special session.**
- 3. Approve minutes of the August 29, 2023 general session.**
- 4. Approve minutes of the August 31, 2023 general session.**
- 5. Approve minutes of the September 5, 2023 general session.**
- 6. Approve minutes of the September 6, 2023 special session.**
- 7. Approve minutes of the September 7, 2023 general session.**
- 8. Approve minutes of the September 11, 2023 special session.**
- 9. Approve minutes of the September 12, 2023 general session.**
- 10. Approve minutes of the September 13, 2023 special session.**

***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the minutes were approved unanimously.***

**11. Consent Agenda:**

- a. Resolution #849-23.** Approve travel expenses.
- b. Resolution #850-23.** Intradepartmental transfers.
- c. Resolution #851-23.** Authorize a warrant of transfer from the General Fund 1001 to the Burgess Group Fund #4343 and the Betts Group Extension Fund #4335.
- d. Resolution #852-23.** Supplemental appropriation to the OPOTA Fund 2851.
- e. Resolution #853-23.** Supplemental appropriation to the Dare Fund 2825.
- f. Resolution #854-23.** Supplemental appropriation to the Health Planning Fund 8815.
- g. Resolution #855-23.** Supplemental appropriation to the Worth Center JRIG Fund 8884.
- h. Resolution #856-23.** Supplemental appropriation to the Worth Center Fund 8880.
- i. Resolution #857-23.** Supplemental appropriation to the Mental Health & Recovery Services Fund 8009.
- j. Resolution #858-23.** Supplemental appropriation to the AWD USDA Debt Service Fund 8754.
- k. Resolution #859-23.** Supplemental appropriation to the AWD External Capital Outlay Fund 8753.

- l. Resolution #860-23.** Authorize a warrant of transfer from the AWD Ext Capital Outlay Fund 8753 to the AWD USDA Debt Service Fund 8754.
- m. Resolution #861-23.** Supplemental appropriation to the AWD External Capital Outlay Fund 8753.
- n. Resolution #862-23.** Authorize a warrant of transfer from the AWD Ext Capital Outlay Fund 8753 to the AWD USDA Reserve Fund 8755.

***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolutions were approved unanimously.***

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #863-23.** Declare various personal property at the Allen County Board of DD unsuitable for county use and authorizes sale of same by internet auction.  
***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #864-23.** Enter into a lease agreement with the Allen Soil & Water Conservation District for property located at 1870 Slabtown Road, Lima, Ohio.  
***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #865-23.** Accept proposal and enter into contract with Equivant for eAccess portal, eMarriage and eScheduling, for the CourtView Ohio DPS Standard eCitation Interface implementation and authorizes Brian Mauk, IT Director, to execute same. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

**DISCUSSION:**

**A. Sheriff's Office**

- 1. Resolution #866-23.** Accept bid and enter into contract with Infinite Protection, LTD. for the Crime Prevention Platform and four (4) additional sensors. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

**B. Sanitary Engineer**

- 1. Resolution #867-23.** Enter into a License Agreement between the Port Authority of Allen County and the Board of County Commissioners of Allen County, Ohio and the Allen County Sanitary Engineer. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. License agreement is needed to install a sanitary line underneath the railroad tracks. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #868-23.** Certify delinquent debt service charges for projects billed by the City of Lima Utilities Department on behalf of the Allen County Sanitary Engineer to the Allen County Auditor's Office for collection. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #869-23.** Certify delinquent debt service charges to the Allen County Auditor's Office for collection. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #870-23.** Certify delinquent sewer service charges to the Allen County Auditor's Office for collection. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

**5. Resolution #871-23.** Resolution approving general plan, declaring the necessity to construct the Stewart/Bible Rd. Low Pressure Extension Project, Bath Township, Allen County Sewer District, Allen County, Ohio. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Construction will begin in Spring of 2024. The roll was called and the resolution was approved unanimously.**

**C. Allen County Regional Airport Authority**

**1. Resolution #872-23.** Authorize the Allen County Regional Airport Authority to submit a Pre-Grant Application to the Federal Aviation Administration (FAA). **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**ANNOUNCEMENTS**

**PUBLIC COMMENT**

**Please refer to Public Comment Policy and Application at <https://commissioners.allencountyohio.com/public-comment-policy-request-application/>**

**9:12 a.m.**

**RECESS**

**9:30 a.m.**

**Update—Jason Patchet – Building and Grounds**

- **Provided an update on current workload as it relates to working on heating issues at different facilities**
  - currently no heat on the first floor of the Courthouse except for in the hallway, due to a compressor going out**
  - new compressor has been ordered and should be here next week and will be installed**
  - \$2,700.00 for the replacement compressor, with a possible additional \$4,510.00 if refrigerant is contaminated**
  - Children Services Rooftop Unit #1 is having some control issues—New Idea Controls is coming to evaluate and determine the issue**
  - discussion on other minor issues that have been resolved**

	<ul style="list-style-type: none"> <li>• <b>Museum Parking lot project has been completed except for installation of the parking lot blocks</b>        -will be completed next week        -discussion on additional 27 tons of asphalt material needed resulting in a \$2,700.00 Change Order        -Kelli Singhaus will process the increase of P.O. and Change Order will be placed on the agenda</li> <li>• <b>Discussion on open General Maintenance position</b>        -has an applicant that has been interviewed and Jason Patchet is interested in offering the position        -the position has not been advertised yet, but Jason Patchet will get it posted through JobsOhio for a week for fair opportunity prior to making final decision</li> <li>• <b>Discussion on Administration and CSEA Building Projects</b>        -discussion on scheduling an update meeting with WDC Group—Brittany Woods will schedule        -discussion on possibility of Land Bank completing demolition – Kelli Singhaus will reach out to Bricker &amp; Graydon to get clarification on if grant funds through Land Bank can be utilized for demolition to prepare the site for the Administration Building</li> <li>• <b>Discussion on request for extension from one of the short list firms for the Veteran’s Garage Project</b>        -The Commissioners are in agreeance not to allow an extension        -Brittany Woods will notify the firm accordingly</li> </ul>
<p><b>10:10 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>10:37 a.m.</b></p>	<p><b>Update—Brad Niemeyer—Sanitary Engineer</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on Shawnee Waste Water Treatment Plant (WWTP) Project</b>        -will be saving \$700,000.00        -looking to start construction Spring of 2024        -continuing to apply for funding for the project        -discussion on contract modification for the design</li> <li>• <b>Discussion on Bio-Solids Agreement with the City of Lima</b>        -scheduled to be on the agenda for approval next week</li> <li>• <b>Provided an update on Mast Estates WWTP</b></li> </ul>

**-not able to get anywhere with Bluffton—will reach out one more time and then will begin conversations with the Village of Beaverdam for a possible solution**

**-Commissioners suggests Brad Niemeyer joining them at their breakfast on January 12<sup>th</sup> at the Bluffton Chamber to hopefully have discussion**

- **Provided an update on Hamlet of Hume**
  - Access Engineering will be submitting a preliminary design report before the end of the year**
  - once received and reviewed, will begin applying for funding to offset the cost for this project before moving forward**
- **Gomer Sewer Improvement Project is complete**
  - final payment to contractor will be made by the end of the year**
- **Provided an update on Bluelick/Slabtown Roads Sewer Improvement Area**
  - will be beginning construction in late summer/early fall of 2024**
- **Provided an update on Bible Rd. and Stewart Rd. Project**
  - Core Consulting is completing design plans now**
- **Discussion on Ada Rd. Low Pressure Project**
  - working on Recoupment Agreement with Mr. Steinmetz**
- **Provided an update on Bellefontaine Avenue Low Pressure Extension Project**
  - construction should begin soon**
- **Discussion on Delphos Master Water Sewer Plan**
  - no movement on this project—will reach out to Delphos to determine if there is still an interest**
- **Discussion on draft 9-year Capital Plan**
- **Budget has been submitted**
  - will schedule a meeting to review and discuss**
- **Discussion on potential Bluelick Road Industrial Park**
- **Discussion on personnel staffing**
  - continuing to search for an Electrical Technician and three (3) maintenance positions**
  - Derek Haselman has been promoted to Chief Pant Operator after he passed the Class III Waste Water exam**

	<ul style="list-style-type: none"> <li>-Sarah Verhoff has been employed for approximately three (3) months and is progressing well</li> <li>-will have retire/rehire MOU complete soon for legal to review for the Fiscal Specialist III, then will present to the Commissioners for approval</li> <li>• Discussion on Allen Water District Assumption Agreement <ul style="list-style-type: none"> <li>-Commissioner Noonan provided a history of the agreement</li> <li>-discussion on rates for county water district customers</li> <li>-general discussion on county water district possibility</li> </ul> </li> </ul>
11:32 a.m.	RECESS
11:44 a.m.	<p><b>Update—Vicki Tarr—Child Support Enforcement Agency</b></p> <ul style="list-style-type: none"> <li>• Provided an update on scanning project <ul style="list-style-type: none"> <li>-has a balance of \$142,928.49 remaining in ARPA funds for the scanning project</li> </ul> </li> <li>• Recently had an Office of Child Support Performance Review <ul style="list-style-type: none"> <li>-review went well</li> <li>-more employees would result in higher performance rate, and more funds would be provided by the State</li> <li>-Vicki Tarr is looking in to adding more employees</li> </ul> </li> <li>• Discussion on current Child Support Enforcement Legislative Bills <ul style="list-style-type: none"> <li>-provided an overview of current bills being monitored by the Child Support Enforcement Directors Legislative Committee</li> <li>-provided an overview of House Bill 14, Senate Bill 37, House Bill 29, Senate Bill 176, House Bill 138, and House Bill 270</li> </ul> </li> <li>• Discussion on rental agreement <ul style="list-style-type: none"> <li>-planning to have on the agenda for approval the week of December 11<sup>th</sup></li> </ul> </li> <li>• DR Court Agreement will be coming forth on the agenda soon as well <ul style="list-style-type: none"> <li>-provided a review of funds deposited to the General Fund</li> </ul> </li> <li>• Discussion on CSEA Building Project</li> </ul>



**At 12:09 p.m. Commissioner Noonan made a motion to enter Executive Session 121.22(g)(1) to discuss discipline of a public employee, with Vicki Tarr remaining present during Executive Session. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.**

**Back in General Session at 12:15 p.m.**

- Vicki Tarr had provided an update on a personnel matter that has been resolved**
- No action is being taken by the Board at this time**

**At 12:16 p.m. Commissioner Noonan made a motion to enter Executive Session 121.22(g)(1) to discuss compensation of public employees, with Vicki Tarr remaining present during Executive Session. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.**

**Back in General Session at 12:53 p.m.**

- Per discussion on wages, Vicki Tarr provided a request for proposed wage increases for non-management employees of a 3% with an additional 83 cents to the base, and for management staff she provided a varying percentage increase, including Vicki Tarr's wage  
-for Health Insurance, employees pay 25% of the agency's portion of the 34% local share  
-requesting an additional half-day closed for the week of Christmas and New Year's  
-the Commissioners are in agreeance with all the above requests**

**12:56 p.m.**

**ADJOURN**

Submitted by: Brittany Woods  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Brian Winegardner  
Brian Winegardner

Beth Seibert  
Beth Seibert

Cory Noonan  
Cory Noonan