

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

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>December 5, 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>8:00 a.m.</b>	<p><b>Convention and Visitors Bureau Budget Review – Christine Pleva</b></p> <ul style="list-style-type: none"> <li>• <b>Christine Pleva provided a copy of the Visit Greater Lima Budget for 2024</b>  <b>-Board of trustees approved on November 28<sup>th</sup></b></li> <li>• <b>Discussion on line item Business Promo changed to Partner/Sponsor/Promo</b></li> <li>• <b>Discussion on grants</b>  <b>-will populate those line items with excess funds from 2023</b>  <b>-provided an overview of Retention Grant</b>  <b>-provided an overview of First Timers Grant</b></li> </ul>

	<p>-provided an overview of <b>Special Marketing Projects Grant</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Board members and review of the categories that make up the Board</b></li> <li>• <b>Discussion on bed tax allocation</b> <ul style="list-style-type: none"> <li>-Convention and Visitors Bureau receives 1.25% of the county portion of the bed tax</li> <li>-25% of the 1.25% then goes to the Fairgrounds for naming rights of the grandstands</li> </ul> </li> <li>• <b>Discussion on sponsorship goals</b></li> <li>• <b>Discussion on 2024 Eclipse planning</b></li> </ul>
8:32 a.m.	<b>RECESS</b>
9:00 a.m.	<b>AGENDA MEETING</b>
	<b>PLEDGE – Cory Noonan</b>
	<p><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>
	<p><b>ITEMS FOR REVIEW AND APPROVAL:</b></p> <p><b>1. Consent Agenda:</b></p> <ul style="list-style-type: none"> <li><b>a. Resolution #873-23.</b> Approve travel expenses.</li> <li><b>b. Resolution #874-23.</b> Authorize a warrant of transfer from the Wire Surcharge Fund 2096 to the 911 Systems Fund 2004.</li> <li><b>c. Resolution #875-23.</b> Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Gomer Sewer Improvement Project Fund 4560.</li> <li><b>d. Resolution #876-23.</b> Supplemental appropriation for the Other Community Development &amp; Mortgage Fund 2413.</li> <li><b>e. Resolution #877-23.</b> Supplemental appropriation for the General Fund 1001.</li> <li><b>f. Resolution #878-23.</b> Authorize a warrant of transfer from the General Fund 1001 to the Paid Leave Fund 2000.</li> </ul> <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #879-23.** Authorize membership and payment of 2024 membership dues to the Ohio Economic Development Association. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #880-23.** Renew an agreement with Southern Health Partners, Inc. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**DISCUSSION**

**Regional Planning Commission**

- 1. Resolution #881-23.** Authorize the release of a mortgage for a Community Housing Improvement Program property located in Elida, Ohio. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Mortgage obligations have been satisfied. The roll was called and the resolution was approved unanimously.**

**Sanitary Engineer**

- 1. Resolution #882-23.** Enter into Process Wastewater Biosolids Agreement with the City of Lima. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is an ongoing agreement with the City of Lima to process the Sanitary Engineer's Department sludge per EPA guidelines. The roll was called and the resolution was approved unanimously.**

**Allen County Regional Airport Authority**

- 1. Resolution #883-23.** Authorize the Allen County Regional Airport Authority to accept a matching grant offer from the Ohio Department of Transportation for funding under the SFY2024 Ohio Airport Improvement Grant Program. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

	<b>ANNOUNCEMENTS</b>
	<b>PUBLIC COMMENT</b>  Please refer to <b>Public Comment Policy and Application</b> at <a href="https://commissioners.allencountyohio.com/public-comment-policy-request-application/">https://commissioners.allencountyohio.com/public-comment-policy-request-application/</a>
<b>9:06 a.m.</b>	<b>RECESS</b>
<b>9:15 a.m.</b>	<b>Veterans Board Meeting</b>  <b>Meeting will be at the Veterans Office in the Courthouse located at 301 N. Main Street, Lima, Ohio</b>  <b>**Please see Veterans Commission Board minutes**</b>
	<b>RECESS</b>
<b>10:24 a.m.</b>	<b>Staff Update</b>  <b>Kellin Singhaus—</b> <ul style="list-style-type: none"> <li>• <b>Received an email from Grant Administer, Jessica DeLong, with the State for an update on the Memorial Hall Project</b>  -Commissioner Noonan will respond</li> <li>• <b>Provided an update on copier delivery</b>  -discussion on the need to have the hard drives cleared on the current machines prior to machines being removed  -Kelli Singhaus will reach out to Mark McClure, IT and George Venturella to discuss  -Perry ProTech will provide a receipt once hard drives are cleared</li> <li>• <b>Discussion on Coroner's office request of \$15,000.00 to Autopsy to pay invoices</b>  -all three Commissioners are in agreeance of moving funds from Contingency</li> <li>• <b>Discussion on request from Sheriff's Office for Intradepartmental Transfers to meet end of year expenses</b>  -Kelli Singhaus will contact Jessie Andrews to further discuss</li> <li>• <b>Received an expense report from the apiary inspector</b>  -\$1,200.00 was appropriated  -expense report is \$142.00 over the appropriated amount</li> </ul>

**-requesting receipts for all expenses but have not received yet**

**-will remit payment for inspection but will not remit payment for other expenses until receipts are received**

**-Kelli Singhaus will reach out to the State on how to handle the additional \$142.00—the Commissioners are all in agreeance to pay the additional amount**

- **Discussion on the Commissioners authorizing personnel matters, i.e. hiring, resignation, promotions, for departments under their authority**

**-Vicki Tarr and Julie Shellhammer have asked where the Commissioners are at in the process, as they have individuals they would like to hire**

**-Kelli Singhaus will reach out to other counties on how they handle this process**

#### **Brittany Woods—**

- **Commissioners received an invitation to the Lima Building Trades Holiday Luncheon on December 14<sup>th</sup>**

**-Brittany Woods will RSVP accordingly**

- **Discussion on the need of continued easement with the United States Government**

**-will send to Sanitary Engineer for response**

- **Received a request from Regional Planning Commission to amend the allocation for the Harrod Community Development Block Grant Project**

**-Kayla Campbell recommends the Commissioners talk with Department of Development to ensure this is allowable and will be clear of auditing issues**

**-Brittany Woods will further discuss with Regional Planning Commission**

- **Discussion on Access Management Appeals and Variance Board**

**-Brittany Woods has posed the Commissioners questions to Kayla Campbell on delegates and alternates and will provide them with her response once received**

**-Brittany Woods will plan to move forward with scheduling the public hearings for review**

- **Discussion on transportation contract for Coroners Office**

**-the Coroner's office will need to get three (3) quotes prior to entering into a new contract**

- **Discussion on husbands upcoming surgery**  
-Commissioners will further discuss on time-off

**Beth Seibert—**

- **Discussion on Floodplain Variance Board and if there is a need for the Commissioners to meet with them to discuss functionality and the idea of the board functioning similarly to the Access Management Variance Board**  
-Commissioner Seibert will have further conversation with Adam Haunhorst at Regional Planning Commission on the subject
- **Discussion on Board appointments**  
-Sofia Clifton will plan to provide a list of terms ending in 2024 for the need for new appointments or re-appointments

**Brian Winegardner—**

- **Discussion on pavement project at the fairgrounds for the Veterans area**  
-Commissioner Winegardner will have conversation with the County Engineer and Troy Elwer
- **Owners of Spherion Building requested information from the architect walk through of the building, which Commissioner Winegardner provided**
- **Had discussion with the Auditor on possible grant funds for the demolition of the Hoefeller Building**  
-information has been provided to Auditor for the Phase I, Phase II and Asbestos reports  
-Kelli Singhaus has also reached out to Bricker and Graydon on if it is possible to utilize the grant funds toward the demolition

**Cory Noonan—**

- **Provided an overview of his meeting with CCAO yesterday**

**11:23 a.m.**

**RECESS**

<p><b>11:30 a.m.</b></p>	<p><b>County Projects Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>Brittany Woods has scheduled a meeting with Chris Widener, WDC Group, for December 13<sup>th</sup> to review the proposed remodel plans for the current Child Support Enforcement Agency building as well as discuss the Administration Building Project</b> -will invite Jason Patchet to join said meeting</li> <li>• <b>Discussion on delivery method options for the Administration building project</b> -conversation on the pros of the Design-Bid-Build method</li> <li>• <b>Brittany Woods will send an email to Mark Evans to notify him that the Commissioners have decided to go with the Design-Bid-Build delivery method</b></li> <li>• <b>Discussion on budget for Administration building project</b> -will talk with Chris Widener on percentages of costs for delivery method</li> </ul>
<p><b>11:44 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:05 p.m.</b></p>	<p><b>Allen Economic Development Group (AEDG) Update – Dave Stratton</b></p> <ul style="list-style-type: none"> <li>• <b>Commissioner Seibert commended the Allen Economic Development Group annual update meeting</b></li> <li>• <b>Review of AEDG commitments to economic development, overall best interest for the community, best growth for businesses and attraction for new businesses, be present to enhance local businesses, committed to site preparedness of future growth, and provide opportunities for the next generations</b></li> <li>• <b>Review of the Pros of Development</b></li> <li>• <b>Discussion on population of Allen County and how the reduction effects economic development</b> -trend says Allen County will be at 80,000 population in 2050 vs. the 102,000 population it is currently -goal of economic development is to reverse the trend</li> <li>• <b>Discussion on pursuing a regional economic development group, which would allow options for funding through Economic Development Agency</b></li> <li>• <b>Provided an overview of current AEDG projects</b></li> </ul>

- Discussion on possible development on the former County Home site
  - discussion on possible request for an additional 12 acres of the county owned property for said possible development
  - review of conceptual townhouse plan of 120 units
- Matt Huffman will be in Allen County on December 11<sup>th</sup> with the State Housing Committee to have discussion on residential housing needs
- Discussion on Capital Lease Program
- Discussion on TIF options for development
- Discussion on utilization of the County Revolving Loan for development opportunities
- Provided an overview of transportation improvement plan in Delphos
- Discussion on proposed round-about at Thayer and 309 as well as into the manufacturing and distribution centers for Procter and Gamble

Commissioner Noonan left the meeting at 1:50 p.m.

- Discussion on Perry Industrial Park
- Discussion on American Business Park
- Discussion on Brownfield Remediation funds available
  - funds are funneled through the county Land Bank, so AEDG will work with the Allen County Auditor on attempting to obtain funds for remediation

2:06 p.m.

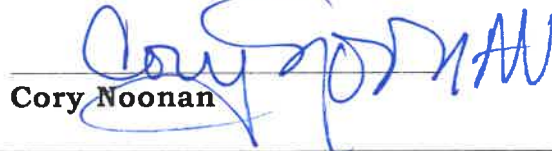
ADJOURN

Submitted by:   
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Brian Winegardner

  
Beth Seibert

  
Cory Noonan