

**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
<b>DATE</b>	<b>December 12, 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>Allen County residents may also join the meeting from a computer, tablet or smartphone.</p> <p><b><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></b></p> <p><b>You can also dial in using your phone. United States (Toll Free): 1 866 899 4679 United States: +1 (571) 317-3116</b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>8:00 a.m.</b>	<p><b>Common Pleas Specialized Docket Discussion – Judge Reed and Ed Monfort</b></p> <ul style="list-style-type: none"> <li>• <b>Judge Reed provided an overview of a Crisis Intervention grant that Common Pleas court applied for through the Ohio Department of Public Safety</b></li> <li><b>-grant is geared toward special docket Mental Health Court</b></li> <li><b>-grant would be utilized for training and overtime costs related to Mental Health Court</b></li> </ul>

- Judge Reed initially thought there was a need for matching funds, but they are not necessary to receive the grant
- The grant has been received in an amount of approximately \$85,000.00 to be used over three (3) years
- Ed Monfort provided an overview of Mental Health Court process and the reasoning for the need of covering overtime costs
- The grant is a reimbursable grant, and Judge Reed will work with the Auditors office on utilizing their Mental Health Court fund for initial costs and then the fund will be reimbursed through the grant
- Discussion on partnership between Common Pleas and Mental Health and Recovery Service Board

**RECESS**

**8:17 a.m.**

**Staff Update**

**9:01 a.m.**

**Kelli Singhaus—**

- Discussion on ImageSoft breakdown of costs for CourtView issues during migration  
-total for ImageSoft \$5,460.00 for 28 hours of work
- Kelli Singhaus will discuss payment with Berlin Carroll, as he had stated that Probate Court will pay this invoice
- Discussion on Credit Card Policy and changes in the law relating to credit card usage  
-working with Kayla Campbell on draft policy  
-will plan on meeting with the Auditors and Commissioners to discuss once draft is complete
- Discussion on compensation for accumulated vacation time if an employee leaves employment prior to one (1) year of service  
-will plan to approve a change to the policy that employees that leave between six (6) months and one (1) year of service would receive compensation for accrued vacation time
- Received communication from Jacob larger on approval of employment of employees under the Commissioners authority  
-discussion on department completing a form of employment and form would be an attachment to the resolution for approval
- forms would be sent for approval bi-weekly
- Discussion on Uniform Guidance Policy

- would like to utilize Bricker & Graydon on assistance in updating said policy
- Kelli Singhaus will reach out to them for a quote on cost for their services as well as for training to county employees to be able to understand the policy

**Sofia Clifton—**

- Received notification that a vehicle at Juvenile Court had a minor accident
  - waiting to receive quote for damage
- Received notification that a non-employee slipped and fell at the Civic Center
  - waiting to receive documentation to submit to CORSA
- Review of updated Wellness Incentive Policy for 2024
  - will be placed on resolution for Commissioners approval

**Brittany Woods—**

- Received notification from Adam Haunhorst of a water course alteration
- Discussion on Two-Stage Ditch Projects
  - Commissioner Noonan sent communication from the Engineer's office to Kayla Campbell for review
- Area Agency on Aging Notification received
- Discussion on Access Management Appeals and Variance Board
- Subdivision Regulations
  - Brittany Woods will be working on editing language with Kayla Campbell
  - Commissioner Seibert had discussion on a current subdivision project that she has been working with Regional Planning Commission on

**Beth Seibert—**

- Received resignation from RTA Board Member, Holly Rex, effective December 31, 2023 due to her no longer living in Allen County
  - Commissioners would like to appoint Rick Bales to fill the unexpired term of Holly Rex
  - appointment will be placed on agenda for approval
- Scott Cockerell's term will be expiring, and the Commissioners would like to re-appoint him for an additional term

- re-appointment will be placed on agenda for approval
- Continuing to work with GLCAP on Memorandum of Understanding for the Lead Safe Ohio funds
- Will be attending the Township Association meeting on December 21<sup>st</sup> with Joe Gearing to ensure the townships understand their continued involvement in the Sediment Control and Storm Water Permit Regulations
- Discussion on working with Allen Economic Development Group to hear from contractors that utilize the regulations on their thoughts and concerns
- Discussion on trespassing of county owned property
- review of sign designed by the Parks District to place in wooded area to deter trespassers

**Brian Winegardner—**

- Discussion on Veterans Garage Project
- RFP's were sent out with a budget of \$345,000.00
- Two (2) RFP's were received, which both were well over the budgeted amount
- Project review committee met yesterday and discussed the amount being over the 20% threshold to be able to accept either proposal
- Commissioner Winegardner asked the Veteran's Commission representative to have conversation with their board in regards to the necessity to have this project built in the downtown area, or if other spaces could be entertained for the project
- Commissioners will not be able to accept either proposal—Brittany Woods will prepare a resolution to reject both proposals
- Discussion on next stages with Technicon Design Group

**Cory Noonan—**

- General discussion on 2024 budget and upcoming meeting with the Auditor in regards to the Budget Commission

**10:52 a.m.**

**RECESS**

<p>11:08 a.m.</p>	<p>Personnel Discussion – Joe Patton</p> <p>At 11:09 a.m. Commissioner Noonan made a motion to enter into executive session pursuant to ORC 121.22 (g)(1) to consider the compensation of a public employee, specifically the topic of retire/rehire. Motion seconded by Commission Winegardner. The roll was called and approved unanimously.</p> <p>Commissioner Noonan noted that Joe Patton will remain present during executive session.</p> <p>Back in general session at 11:54 a.m.</p> <ul style="list-style-type: none"> <li>• During executive session, the retire/rehire process was discussed</li> <li>• Joe Patton would like to proceed with the retire/rehire process with the rehire date of March 1, 2024</li> </ul> <p>-Sixty-day notice will be placed in the Delphos Herald notifying of public meeting on February 8, 2024 at 1:00 p.m. once approved by resolution</p>
<p>12:02 p.m.</p>	<p>RECESS</p>
<p>12:17 p.m.</p>	<p>County Projects Discussion</p> <ul style="list-style-type: none"> <li>• Sofia Clifton provided an update on accrued interest YTD \$623,897.88 with total interest accrued since 2021 being \$875,907.23</li> <li>• Discussion on communication received from Mark Evans, Bricker &amp; Graydon, in regards to delivery method chosen <ul style="list-style-type: none"> <li>-review of items to discuss with WDC Group</li> </ul> </li> <li>• Received latest rendition of possible new build for CASEA building</li> </ul>
<p>12:22 p.m.</p>	<p>RECESS</p>
<p>1:04 p.m.</p>	<p>Nusbaum Ditch and Althaus Two-Stage Ditch Discussion-Nathan Davis, Joe Gearing, Marcus VanMeter, Justin McBride (Ohio Department of Agriculture) and Putnam County Commissioners Schroeder and Lammers and the Putnam County Engineer's Office</p> <ul style="list-style-type: none"> <li>• Beth Seibert provided an overview of the reasoning for a request of meeting <ul style="list-style-type: none"> <li>-maintenance fund balance for Nusbaum Ditch</li> </ul> </li> </ul>

**-Two-Stage Ditch project included in Nusbaum Ditch maintenance**

- **Justin McBride provided an overview of the Two-Stage ditch program through the Ohio Department of Agriculture**
- **Discussion on Nusbaum Ditch project and the upfronting of costs for the proposed \$43,000.00 of maintenance since no funds have been collected for the maintenance fund to date—assessments have been approved but won't begin receiving funds until next year**
- Allen County does not plan to upfront any costs and recommends that no bidding for maintenance projects be put out until collection of funds is done**
- Putnam County plans to front the costs until assessment funds come in to be reimbursed for the maintenance project on the Nusbaum Ditch**
- **Discussion on if the Althaus Two-Stage ditch project would be included on the maintenance of the Nusbaum Ditch**

**At 1:30 p.m., Putnam County and Justin McBride left the meeting**

- **Joe Gearing, Nathan Davis and Marcus VanMeter will review the original scope of the Nusbaum Ditch petition and discuss with Kayla Campbell if the Althaus Two-Stage ditch would fall under the Nusbaum Ditch scope for maintenance**
- **General discussion on funding of two-stage ditch projects**
- Nathan Davis, Joe Gearing and Marcus VanMeter will ask if GDIF can upfront the costs for these projects**
- **General discussion on other two-stage ditch projects**

**2:09 p.m.**

**ADJOURN**

Brittany Woods

Brittany N. Woods, Clerk

Submitted by:

Approved by: Board of Allen County Commissioners

Brian Winegardner

Brian Winegardner

Beth Seibert

Beth Seibert

Cory Noonan

Cory Noonan