

**MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS**

204 N. Main Street
3rd Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183
commissioners@allencountyohio.com

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	December 19, 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): 1 866 899 4679 United States: +1 (571) 317-3116</p> <p>Access Code: 606-059-605</p> <p>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</p>
	GENERAL SESSION – RECORDED
8:45 a.m.	<p>Month End Budget Review and 2024 Budget Review – Kelli Singhaus</p> <ul style="list-style-type: none"> • Review of Fund 3999 • Review of Fund 1011-No Change • Review of Fund 1010-No Change • Review of Fund 2000 <ul style="list-style-type: none"> -Cash balance-\$38,617.90 -\$100,000.00 is scheduled to be moved over from General Fund and should reflect in December review • Review of RLF Fund

	<ul style="list-style-type: none"> -all loans are current and paid to date • Review of Rent/Lease revenue -all are current • Review of Dispatch Billing -payments are coming in, not due until end of January 2024 • Review of Fund 2093 • Review of Contingency Fund • Review of Transfer Out Fund • Review of Ditch Funds -will work with Brittany Woods on recouping funds to the General Fund from accounts that are carrying a balance • Review of General Fund • Review of Capital Fund • Review of Fund 4015 -excess funds (approximately \$17,000.00) once the project is complete will need to be moved back to Debt Services Fund 3999 • Review of Expenditures • Review of Revenue • Discussion on Auditors request for Capital Funds for IT items -will further discuss next year as a Capital Project • Review of Admin Building Fund 4022 • Review of CSEA Building Fund 4023 • Review of Veterans Garage Fund 4024 -received billing from Technicon Design Group for 100% completion of agreement -Kelli Singhaus will process payment • Discussion on 2024 Budget Requests
10:51 a.m.	RECESS
11:00 a.m.	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Review of CORSA renewal application -Commissioners signed off on the information submitted and Sofia Clifton will keep on file • Provided a listing of board appointments that will need addressed in 2024 -review of list and discussion on potential board appointments for open seats and re-appointments for current board members

Kelli Singhaus—

- Bricker & Graydon has agreed to work with Kelli Singhaus on the Uniform Guidance Policy -they will provide a quote for their services
- Discussion on the Museum believing they processed overpayment to the county -working with Donna Collins to remedy -discussion on possible language amendments to the Museum Memorandum of Understanding as it relates to salaries

Brittany Woods—

- Discussion on Access Management Appeals and Variance Board
- Discussion on Allen Water District Memorandum of Understandings for Fiscal Agent and Assumption Agreement for Water Customers
- Discussion on Administration Building -Chris Widener is working on scheduling the boring at the Administration Building site as well as amending current agreement with WDC Group to move forward with the delivery method of Design-Bid-Build and for WDC Group to prepare bids documents for such

Cory Noonan—

- Working on scheduling a meeting with Troy Elwer to look at their Administration Building
- Discussion on State Capital Funds request for the CSEA Building project -Commissioners reviewed the prepared application -the document will be provided to the House and a similar document will be sent to the Senate for consideration
- Discussion on State Capital Funds request for the Veterans Asphalt Project at the Fairgrounds -same application as the CSEA Building will be prepared and sent for consideration

11:36 a.m.

RECESS

1:00 p.m.

Update-Julie Shellhammer- Allen County Dog Warden

- 835 dogs have been taken in YTD in 2023, which is 100 over 2022
- 2024 dog tags are available for purchase until January 31, 2024 without penalty
- Provided an overview of 2023 dog tag sales

- Discussion on OCR tag registration machine
 - staff is being trained on the machine
 - previous Dog Warden employee, that is still employed by the county, will be helping to continue train on the weekend
 - Julie Shellhammer will work on budgeting compensation for such
- Discussion on receiving reports of dog bite cases
 - Memorandum of Understanding between the Dog Warden and the Health Department is being created and will come before the Commissioners for approval soon
- Discussion on Memorandum of Understanding with Allen Oakwood Correctional Facility taking dogs from the Dog Warden office to train to be adopted
 - once completed, will be provided to the Commissioners for approval
- Attended one-day of Winter Conference
- Provided an update on general operation of the Dog Warden's office

1:15 p.m.


ADJOURN

Submitted by:


Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Brian Winegardner


Beth Seibert


Cory Noonan