

# AGENDA 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 21, 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><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></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><b>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
8:00 a.m.	<p>Land Bank – Auditors Conference Room</p> <p><b>**Please see Land Bank minutes**</b></p> <p><b>RECESS</b></p>
9:00 a.m.	<b>AGENDA MEETING</b>
	<b>PLEDGE – Cory Noonan</b>

**APPROVE AGENDA AS PRESENTED**

- Resolution #940-23 should read “Authorize the posting of Load Limits for the Lincoln Highway Bridge”.

*Commissioner Noonan moved to approve the amended agenda. Motion seconded by Commissioner Winegardner. The roll was called and the amended agenda was approved unanimously.*

**ITEMS FOR REVIEW AND APPROVAL:**

1. **Consent Agenda:**
  - a. **Resolution #912-23.** Approve travel expenses.
  - b. **Resolution #913-23.** Intradepartmental transfers.
  - c. **Resolution #914-23.** Supplemental appropriation to the VMCCC Lodging Capital Fund 8011.
  - d. **Resolution #915-23.** Supplemental appropriation to the Hotel Lodging Fund 8095.
  - e. **Resolution #916-23.** Supplemental appropriation to the Law Library Fund 2025.
  - f. **Resolution #917-23.** Supplemental appropriation to the American Rescue Plan Fund 2893.
  - g. **Resolution #918-23.** Supplemental appropriation to the Unclaimed Funds Fund 1700.
  - h. **Resolution #919-23.** Supplemental appropriation to the ODNR Baughman Fund 2600.
  - i. **Resolution #920-23.** Supplemental appropriation to the Drug Testing & Probation Fees Fund 2801.
  - j. **Resolution #921-23.** Supplemental appropriation to the Variable Subsidy Fund 2862.
  - k. **Resolution #922-23.** Supplemental appropriation to the Replacement & Improvement Fund 5435.
  - l. **Resolution #923-23.** Supplemental appropriation to the AWD Ext. Capital Outlay Fund 8753.

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

**RESOLUTIONS/SIGNATURES:**

1. **Resolution #924-23.** Authorize membership and payment of membership dues to Lima SHRM.  
*Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.*

- 2. Resolution #925-23.** Set the date, time and place for the Public Meeting for the retire/rehire of Joe Patton, Director of Job and Family Services, and authorize the Clerk of Board to advertise for same. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #926-23.** Approve the Allen County Wellness Incentive. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #927-23.** Appoint Richard Bales to the Allen County Regional Transit Authority Board of Trustees. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #928-23.** Re-appoints Scott Cockerell to the Allen County Regional Transit Authority Board of Trustees. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #929-23.** Accepts the resignation of Deputy Dog Warden Eric Collins from the Allen County Dog Warden's Office. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #930-23.** Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Dog Warden. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 8. Resolution #931-23.** Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Emergency Management Agency. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**9. Resolution #932-23.** Enter into a Memorandum of Understanding with the Allen County Council on Aging and the Delphos Senior Citizens regarding the Healthy Aging Grant. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**10. Resolution #933-23.** Renew agreement with Allen Soil and Water Conservation District for the lease of county property for agricultural purposes. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

**11. Resolution #934-23.** Renew lease agreement with the Child Support Enforcement Agency for the lease of office space at the City Loan Building. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**12. Resolution #315-22D.** Amend Resolution #315-22, to adopt a Revised Allen County Personnel Policy Manual. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**DISCUSSION:**

**A. Commissioners Office**

**1. Resolution #935-23.** Reject proposals for the Allen County Veterans Garage Project. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The RFP's received were more than 20% of the projects estimate, therefore they were rejected. The roll was called and the resolution was approved unanimously.**

**B. Juvenile Court**

**1. Resolution #936-23.** Authorize the submission of Amendment #2 to the FY'2024 Subsidy Grant and Targeted Reclaim Grant with the Ohio Department of Youth Services. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Berlin Carroll provided an overview of amendments. The roll was called and the resolution was approved unanimously.**

**C. Sanitary Engineer**

- 1. Resolution #937-23.** Approve modification # 4 to Task Order #3 of an existing agreement with MS Consultants for additional professional engineering design services, in association with the Shawnee II Phase 2 POTW Improvements Project.  
**Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This is a \$1.2 million change for design and contractor revisions. The roll was called and the resolution was approved unanimously.**

**D. County Engineer**

- 1. Resolution #938-23.** Authorize the posting of Load Limits for the Begg Road Bridge.  
**Commissioner Seibert moved for approval. The Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved with Commissioners Winegardner and Seibert voting “Yes” and Commissioner Noonan voting “No”.**
- 2. Resolution #939-23.** Authorize the posting of Load Limits for the Dixie Highway Bridge.  
**Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #940-23.** Authorize the posting of Load Limits for the Lincoln Highway Bridge.  
**Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #941-23.** Authorize the posting of Load Limits for the Thayer Road Bridge.  
**Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #942-23.** Authorize the posting of Load Limits for the Kerr Road Bridge.  
**Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**6. Resolution #722-23A.** Amend Resolution #722-23, authorize an agreement for Professional services with Bockrath ^& Associates Engineering and Surveying, LLC. for construction inspection and project administration for the Fisher Road Bridger Demolition Project. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This is an increase of \$4,750.00 for additional work to finish the project. The roll was called and the resolution was approved unanimously.**

**E. Regional Planning Commission**

**1. Resolution #943-23.** Commits funds for Homebuyer Assistance for a property located in Delphos, Allen County, Ohio. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The funds are being used for a home being built by Habitat for Humanity. The roll was called and the resolution was approved unanimously.**

**2. Resolution #1109-22A.** Amend Resolution #1109-22, enters into a grant agreement with the Ohio Department of Development Services Agency for the State of Ohio Community Development Block Grant Program CFDA No. 14.228. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The agreement was originally approved for work to be completed on the roof of the Harrod Community Center, and Regional Planning Commission is requesting to amend the agreement for funds to be utilized for road work instead. There will be a Public Hearing on January 16, 2024 at 1:00 p.m. to discuss the proposed amendment. 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/>**

**9:23 a.m.**

**RECESS**

9:43 a.m.

Update—Jason Patchet – Building and Grounds

- Began the meeting by thanking the Commissioners for the salary line increases for the 2024 budget
- Discussion on Civic Center restroom remodel -review of proposed ideas/options provided by Abe Ambroza
  - Jason Patchet will work on a plan that the county would fund, and anything above that would be funded by the Civic Center
- Discussion on developing employee schematics and timeline of retirement plans
- Discussion on open maintenance position -would like to offer the position to Steve Packard
- Jason Patchet will provide information to Brittany Woods to place on resolution for approval
- Discussion on transitioning Jason Patchet into the Capital Projects Manager position
- Commissioners will further discuss the salary of position and the transition of positions
- Heating on the First Floor of the Courthouse has been repaired
- Has taken an Abatement Contractor through the current Administration Building site buildings for their analysis
  - minor discrepancies were found
  - Land Bank is continuing to work on plans for demolition of the Hoefeller Building on the Administration Building site --should be high priority on Land Banks list, as Phase 1 and Phase 2 have been completed
- Brittany Woods provided an update on scheduling of borings for the Administration Building site

10:35 a.m.

RECESS

11:14 a.m.

Cost Allocation Discussion

- Commissioner Seibert stated that Kelli Singhaus is prepared to send out Cost Allocation invoices at the beginning of the year to entities than can be invoiced
  - Maximus has provided the breakdown of costs to be invoiced
- General discussion on what items are charged back to the departments through cost allocation invoicing

Kelli Singhaus entered the meeting at 11:25 a.m.

- Kelli Singhaus provided an overview of what all the invoice entails and the breakdown of costs provided to the departments
- discussion on the need to educate departments on the reasoning for cost allocation and the benefits that they receive at the cost of the General Fund -the Commissioners believe they need to protect the General Fund and in that they must educate departments on the benefits they receive and the desire for them to pay cost allocation to protect the General Fund
- Commissioners will work on a game plan on educating the departments of the benefits that they receive and the importance of reimbursing those funds back to the General Fund
- Staff has requested to use vacation time/comp time tomorrow, therefore the office will be closed -Kelli Singhaus will send notice out to all department heads and elected officials
- Kelli Singhaus discussed receiving a check from AEP for use of access to County Property in the amount of \$2,500.00
- Kelli Singhaus will deposit the check into the General Fund

RECESS

11:44 a.m.

Update—Doug Ditto and Kasey Corbet—Building Department

1:02 p.m.

- Doug Ditto provided an overview of YTD data for the Lima-Allen County Building Department
- Discussion on state Building Code changes effective March 1, 2023
- Provided an update on software upgrade project -planning to go live in January 2024
- The Annual Report will be provided to the Commissioners once completed
- Discussion on renewal of agreement -once the Annual Report is completed, the renewal of agreement will be prepared for the Commissioners approval



1:16 p.m.

ADJOURN


Submitted by:

  
Brittany N. Woods, Clerk

Approved by:

Board of Allen County Commissioners

  
Brian Winegardner

  
Beth Seibert

  
Cory Noonan