

**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	February 1, 2024
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><u>https://www.gotomeet.me/AllenCountyCommissioners</u></p> <p>You can also dial in using your phone. United States (Toll Free): <u>1 866 899 4679</u> United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Cory Noonan Brian Winegardner Beth Seibert</p>
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE - Beth Seibert
	<p>APPROVE AGENDA AS PRESENTED</p> <p>Under Discussion-Add Resolution #98-24, Approve the final plat of Camden Ridge, Phase 2 for Conditional Approval.</p>

Commissioner Seibert moved to approve the amended agenda as presented. 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 #85-24.** Approve travel expenses.
- b. Resolution #86-24.** Intradepartmental transfer.
- c. Resolution #87-24.** Authorize a warrant of transfer from the Allen Water District Operating Fund 8751 to the Allen Water District External Capital Outlay Fund 8753.
- d. Resolution #88-24.** Supplemental appropriation to the Computerized Legal Research Fund 2708.
- e. Resolution #89-24.** Supplemental appropriation to the Election Assistance Fund 2090.
- f. Resolution #90-24.** Supplemental appropriation to the AWD Ext. Capital Outlay Fund 8753.
- g. Resolution #59-24A.** Amend Resolution #59-24A, supplemental appropriation to the WORTH Center Fund 8880.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #91-24.** Authorize membership and payment of dues to the County Loss Control Coordinators Association. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 2. Resolution #92-24.** Acknowledge the purchase and installation of four (4) cameras/licenses at the Allen County Title Building from Northwest Ohio Security Systems, Inc. under the STS Purchasing Program. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

- 3. Resolution #93-24.** Resolution approving Amendment No. 3 to the agreement with WDC Group, LLC for the New Administrative Building Project. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #94-24.** Approve Subgrant Award Agreement, Number 2021-RS-SAT-127B, with the Ohio Office of Criminal Justice Services, Ohio Department of Public Safety, for the WORTH Center and authorize the President of the of Allen County Commissioners to execute same. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #95-24.** Approve Subgrant Award Agreement, Number 2022-RS-SAT-127B, with the Ohio Office of Criminal Justice Services, Ohio Department of Public Safety, for the WORTH Center and authorize the President of the of Allen County Commissioners to execute same. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

DISCUSSION

A. Department of Job and Family Services

- 1. Resolution #370-23C.** Authorize an amendment to a contract between the Allen County Department of Job and Family Services and Coleman Health Services. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 2. Resolution #979-22E.** Amend Resolution #979-22, authorize the Allen County Department of Job and Family Services to enter into contracts with various providers for transportation services. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

- 3. Resolution #96-24.** Declare 2007 Chevy Uplander vehicle at the Allen County Department of Job and Family Services obsolete and unsuitable for County use and authorizes sale of the same by internet auction. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.*

- 4. Resolution #97-24.** Authorize the Allen County Department of Job and Family Services to enter into a twelve (12) month contract with Hometown Stations for Student Employee of the Month Sponsorship for youth. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This program will showcase high school student employees, and will begin in March. The roll was called and the resolution was approved unanimously.*

B. Regional Planning Commission

- 1. Resolution #98-24.** Approve the final plat of Camden Ridge, Phase 2 for Conditional Approval. *Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. This plat is for the expansion of an existing subdivision in Shawnee Township. The roll was called and the resolution was approved unanimously.*

ANNOUNCEMENTS

Krista Bohn re: Real Estate Taxes

- 1st half of Real Estate and Mobile Home taxes are due February 9th
- If payment is received after the deadline, there is a 10% penalty

9:14 a.m.

RECESS

9:37 a.m.

Update-Building and Grounds-Jason Patchet

- Provided an update on the HVAC project at the Court of Appeals building
- Judge Reed and Judge Kohlrieser' s technology upgrades have been completed
- Discussion on possible mildew/mold in the Judges Office space

**-testing is being completed to identify what the substance is and then will begin clean up
-may need to do some interior fixes once cleaned up**

- Discussion on Administration Building
-Jason Patchet has worked with some departments on deciphering what furnishings will be able to move to the new building
-Building and Grounds will only need to purchase a conference table and chairs, all other furnishings will move to the new building with them**
- Review and discussion of job description for an HVAC Technician position
-Discussion on compensation range for position
-review of revisions to be made**
- Discussion on the possibility of reaching out to Apollo on any interest of students
-Commissioner Seibert will reach out to Superintendent Keith Horner to discuss further**

Jason Patchet left the meeting

At 10:20 a.m. Commissioner Seibert made a motion to enter into executive session to discuss compensation of public employees pursuant to ORC 121.22 (g)(1). Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.

Back in General Session at 10:56 a.m.

- Commissioners had discussed compensation for expansion of Building & Grounds Superintendent position, to add Project manager duties to said position as well as a new HVAC position**
- Currently the Commissioners has funds designated for the Project Manager position in their salary lines
-Commissioner Seibert proposes a \$2.63/hour increase for Jason Patchet for the Projects Manager position and the remainder of the funds from the Commissioners salary lines to be utilized towards the new HVAC technician position with a range of \$25.00-\$27.00 per hour for said position**
- The Commissioners agree that Commissioner Seibert will reach out to Jason Patchet to discuss proposal of wages**
- Commissioner Winegardner suggests to continue working with guidance from Department of Job**

	<p align="center">and Family Services on the process of hiring an individual for an HVAC Technician</p>
11:01 a.m.	RECESS
11:04 a.m.	<p>Keith Cheney and Kayla Rogers re: Credit Card Policy</p> <p>Present: Keith Cheney, Krista Bohn, Kayla Campbell, Isabelle Horn, Brittany Woods and Kelli Singhaus</p> <ul style="list-style-type: none"> • Kayla Campbell discussed the proposed revised credit card policy due to revisions of the Ohio Revised Code in relation to the issuance and use of county credit cards • Krista Bohn discussed changes in processes/procedures that may need to be addressed <ul style="list-style-type: none"> -Keith Cheney suggests that we leave the current processes/procedures in place with the Treasurer on issuance of credit cards as it is currently working well • Review of revised application for a county credit card and edits that may need to be made <ul style="list-style-type: none"> -the group is in agreeance that the new application form as well as current application form need to be completed prior to the Commissioners approving or both forms need to be combined -Kayla Campbell will work on modifications • Discussion on revisions to be made • Krista Bohn will discuss with Rachael Gilroy on developing training/education on the issuance and use of a county credit card
11:48 a.m.	RECESS
1:00 p.m.	<p>Krista Bohn – Q4 Investment Meeting</p> <ul style="list-style-type: none"> • Krista Bohn called and stated she had scheduled with Kelli Singhaus the wrong date and the meeting will be held at a later date
1:01 p.m.	RECESS
2:00 p.m.	<p>Cadet Program Discussion – Sheriff Treglia, Chief Mohler, Jessie Andrews, Victoria Gonzalez and Captain Hartman</p> <ul style="list-style-type: none"> • Discussion on how the budget is sustaining the Cadet Program

-the Sheriff's office is currently under staffed by more deputies than which are in the cadet program, so the program is able to be funded

- There are currently 58 applications for the next round of the Cadet Program

-looking at potentially selecting eight individuals for the Cadet Program

-Sheriff Treglia is having individuals complete testing prior to even entering into the program to ensure they qualify and are capable of completing the program

-classes will begin in April

- Sheriff Treglia provided an overview on how the program works

- Discussion on continuing the Cadet Program in the future

-Sheriff Treglia stated that if he is able to get to full staff, he would not need to continue the program

- Discussion on funding from the Mental Health Board for vivitrol shots for inmates


-further discussion needs to be had between the Sheriff's Office, the Commissioners and the Mental Health Board

-Brittany Woods will work on scheduling a meeting

2:31 p.m.

ADJOURN

Submitted by:


Brittany N. Woods, Clerk

Approved by:

Board of Allen County Commissioners


Cory Noonan


Brian Winegardner


Beth Seibert