

**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
DATE	March 28, 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
9:03 a.m.	AGENDA MEETING
	PLEDGE—Beth Seibert
	<p>APPROVE AGENDA AS PRESENTED</p> <ul style="list-style-type: none"> • The Quarterly Update with Auditor Gilroy at 1:00 p.m. is cancelled <p><i>Commissioner Seibert moved to approve the amended agenda. Motion seconded by Commissioner Winegardner. The roll was called and the amended agenda was approved unanimously.</i></p>

ITEMS FOR REVIEW AND APPROVAL

1. Consent Agenda:

- a. **Resolution #225-24.** Approval travel expenses.
- b. **Resolution #226-24.** Authorize a warrant of transfer from the General Fund 1001 to the Baughman Ditch Fund 4198.
- c. **Resolution #227-24.** Supplemental appropriation to the AWD Internal Capital Reserve Fund 8752.
- d. **Resolution #228-24.** Supplemental appropriation to the Ottawa River Fund 2339.
- e. **Resolution #229-24.** Supplemental appropriation to the Healthy Aging Grant Fund 2047.
- f. **Resolution #230-24.** Supplemental appropriation to the Pike Run Ditch Fund 4150.
- g. **Resolution #231-24.** Supplemental appropriation to the Lost Creek Ditch Fund 4251.
- h. **Resolution #232-24.** Supplemental appropriation to the LaPoint Ditch Fund 4275.
- i. **Resolution #233-24.** Supplemental appropriation to the Renner Ditch Fund 4323.
- j. **Resolution #234-24.** Supplemental appropriation to the Quarry Ditch Fund 4326.
- k. **Resolution #235-24.** Authorize repayment of an advance from the Pike Run Ditch Fund 4150 to the General Fund 1001.
- l. **Resolution #236-24.** Authorize repayment of an advance from the Lost Creek Ditch Fund 4251 to the General Fund 1001.
- m. **Resolution #237-24.** Authorize repayment of an advance from the LaPoint Ditch Fund 4275 to the General Fund 1001.
- n. **Resolution #238-24.** Authorize repayment of an advance from the Renner Ditch Fund 4323 to the General Fund 1001.
- o. **Resolution #239-24.** Authorize repayment of an advance from the Quarry Ditch Fund 4326 to the General Fund 1001.
- p. **Resolution #615-23C.** Amend Resolution #615-23, authorize a warrant of advance from the General Fund 1001 to the Fetter Group Ditch Fund 4318.
- q. **Resolution #726-23A.** Amend Resolution #726-23, authorize a partial warrant of advance and a partial warrant of transfer from the General Fund 1001 to the Burgess Group Ditch Fund 4343.
- r. **Resolution #851-23A.** Amend Resolution #851-23, authorize a partial warrant of advance and a partial warrant of transfer from the General Fund 1001 to the Betts Group Ditch Fund 4335.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #77-24A.** Amend Resolution #77-24, approve the 2024 estimated monthly expenditures for county-issued credit cards for various departments. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 2. Resolution #240-24.** Authorize the extension of a lease agreement with the Mental Health and Recovery Services Board for the lease of office space for the Allen County Juvenile Court Community Control Department. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

- 3. Resolution #250-24.** Approve use of credit cards for the 2nd Quarter of 2024. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. County Engineer

- 1. 1.Resolution #241-24.** Authorize the posting of load limits for the Phillips Road Bridge. ***Commissioner Noonan moved for approval of Resolution #241-24 through #244-24. Motion seconded by Commissioner Seibert. Load limits of all four (4) bridges are being lowered. The roll was called and the resolutions were approved unanimously.***

- 4. Resolution #242-24.** Authorize the posting of load limits for the Copus Road Bridge.

- 2. Resolution #243-24.** Authorize the posting of load limits for the Kemp Road Bridge.

- 3. Resolution #244-24.** Authorize the posting of load limits for the Pevee Road Bridge.
- 5. Resolution #245-24.** Approve four (4) Easements for township road purposes and three (3) Work Agreements with various property owners for the Allen County Engineer to remove the existing bridge on Olt Road. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The superstructure will be replaced this summer and will be widened from 20 feet to 24 feet. The roll was called and the resolution was approved unanimously.***
- 6. Resolution #246-24.** Approve estimate of material and labor necessary for a structure replacement on Phillips Road. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Structure will be replaced in April with reinforced concrete culvert and will be maintained by the Township. The roll was called and the resolution was approved unanimously.***
- 7. Resolution #247-24.** Approve one (1) Easement for township road purposes and one (1) Work Agreement with various property owners for the Allen County Engineer to remove the existing bridge on Phillips Road. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Need to purchase additional right a-way due to the new box culvert being larger than the current. The roll was called and the resolution was approved unanimously.***
- 8. Resolution #248-24.** Approve two (2) Easements for township road purposes and two (2) work agreements with various property owners for the Allen County Engineer to remove the existing bridge on Phillips Road. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Need to purchase additional right a-way due to the new box culvert being larger than the current. The roll was called and the resolution was approved unanimously.***

B. Dog Warden

- 9. Resolution #249-24.** Enter into a Memorandum of Understanding with the City of Lima and the Allen County Dog Warden regarding the Spay/Neuter Assistance Program. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

C. Sanitary Engineer

- 1. Resolution #251-24.** Approve GMP Amendment No. 3 to an existing agreement with Peterson Construction Company for final guaranteed maximum price bid package in association with the Shawnee II Phase 2 POTW Improvement Project. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

D. Regional Planning Commission

- 1. Resolution #252-24.** Request of Qualifications for FY'24 Community Development Grant Funds. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Deadline for submittals is April 15, 2024 at 4:00 p.m. The roll was called and the resolution was approved unanimously.***

ANNOUNCEMENTS

9:19 a.m.

RECESS

9:37 a.m.

Building and Grounds Weekly Update – Jason Patchet

- **Provided an update on staffing**
 - has hired one new employee and has another one starting in the middle of May
 - working on interviewing for the HVAC Technician/Site Lead
- **Discussion on new Veterans Commission van**
 - the new van will fit in the potential new Veterans Garage space
- **Discussion on potential property for Veterans Garage**
 - Jason Patchet talked with Mr. Goodman, and he is good with the County performing a camera

	<p style="text-align: center;">scope as well as have Phase I testing completed on the property</p> <ul style="list-style-type: none"> • Provided an update on general projects being completed <p>Commissioner Seibert notes for the record that this meeting will be recessed until 11:00 a.m. for Chris Widener to join the discussion</p>
<p>10:14 a.m.</p>	<p>RECESS</p>
<p>11:01 a.m.</p>	<p>Building and Grounds Weekly Update – Jason Patchet, Kelli Singhaus and Chris Widener (CONTINUED)</p> <ul style="list-style-type: none"> • Provided an update on the resubmission of the plans to the City Building Official - with resubmission of plans, and the use group changing to a B, an appeal will not be needed to not sprinkle the building - due to the usage group changing to a B, the fire-proofing will not be needed • Discussion on basement space potentially needing to have sprinklers installed - with the sprinkler being installed, the water line would need to be increased from 2.5” to 4” - discussion on budget changes due to these modifications • Discussion on area refuge for wheelchair access • Discussion on fire alarm system proposed for Administration building • Review of third floor plan for resubmission • Discussion on mechanical systems and IT data - proposing a three-phase system - discussion on Variable Air Volume systems (hot water vs. electric) with the possibility of a split system for the basement space • General discussion on budget • Chris Widener has met with Fidelity to discuss potential brick color and will continuing to meet with other local companies to discuss potential supply of materials
<p>1:00 p.m.</p>	<p>Auditor Quarterly Update – Rachael Gilroy –CANCELLED</p>
<p>11:57 a.m.</p>	<p>ADJOURN</p>

Submitted by: Brittany N. Woods
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Cory Noonan
Cory Noonan

Brian Winegardner
Brian Winegardner

Beth Seibert
Beth Seibert