

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	April 2, 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>https://www.gotomeet.me/AllenCountyCommissioners</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
8:30 a.m.	<p>Dog Warden Capital Request Discussion – Julie Shellhammer and Jason Patchet</p> <ul style="list-style-type: none"> • Julie Shellhammer provided discussion on replacing the outside kennel at the Dog Warden facility -review of estimates from three different contractors to remove current concrete and roofing from the outside kennel and replace with pea gravel, drainage and fencing -complete project would cost approximately \$28,500.00, which Julie Shellhammer has funds to cover

	<ul style="list-style-type: none"> • Jason Patchet provided overview of the project and recommendation of materials • General discussion on future projects at the Dog Warden Facility -will plan to get proposals for re-siding of the facility and placing an overhang on the new outside kennel space • Commissioners are in agreeance with moving forward with the project and Julie Shellhammer and Jason Patchet will work on getting contract documents to Brittany Woods to place on the agenda for approval
<p>8:46 a.m.</p>	<p>RECESS</p>
<p>9:01 a.m.</p>	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Attending Safety Congress last week and received our BWC credit <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> • Received communication from Lima Community Foundation requesting to renew their lease for an additional year -lease expires in September -Kelli Singhaus will respond that request has been received and will be in contact closer to the expiration of current lease • 25 people are scheduled to attend the Procurement Policy training tomorrow • Has prepared a Capital Requests spreadsheet for the upcoming meeting to review <p>Brittany Woods—</p> <ul style="list-style-type: none"> • Received a request for sponsorship for MakerFest -Commissioner Seibert will further discuss with the Sanitary Engineer on their feedback from participating in last years event • Discussion on Putnam County agreeing to take the Althaus two-stage ditch project on to maintenance through the Wm. Nusbaum Jt. County Ditch #625 -Communication has been shared with the County Engineer and they are further discussing with Mr. Althaus

Beth Seibert—

- **Bill King, Veterans Commission, has requested a proclamation for the Memorial Day parade as well as asked if any of the Commissioners are planning on walking in the parade**
-Commissioners will further discuss closer to the event
- **Discussion on request from the County Engineer for an increase of \$1.20 an hour for the head of Tax Map as well as an increase to the rest of Tax Map staff**
-the Tax Map employees did receive the 2% increase at the beginning of 2024, as the rest of county employees received
-Commissioners are not in favor of granting any increases to the Tax Map office at this time and Commissioner Seibert will notify the County Engineer
- **General discussion on the County Engineer's intention to hire a GIS Specialist**
- **Discussion on cost allocation for the Board of DD**
-Theresa Schnipke has agreed to pay the cost allocation for fleet liability in the amount of \$17,561.00
-Commissioners are in agreeance to accept this payment
- **Discussion on West Jennings Creek Public Hearing next Tuesday**
- **Discussion on request from the Museum Docents to tour the Courthouse**
-they would like to visit the third Monday in June in the afternoon
-Commissioner Seibert will provide contact information to the offices in the Courthouse for visit
-visit is planned to view the architectural of the Courthouse and discuss and verify historical stories the Docents have heard
- **Discussion on participation in an Immigration Coalition for the past couple months**
-Commissioner Seibert plans to step away from the group as she does not feel the Commissioners have resources to put forth the coalition
-Commissioners will send a correspondence, that they will no longer be participating in the coalition

9:50 a.m.

RECESS

<p>11:00 a.m.</p>	<p>Bid Opening – Board of DD Underground Storage Tank Removal</p> <p>Five (5) bids received:</p> <p>Environmental Remediation Contractor Base Bid-\$41,785.00 Cash Allowance-\$25,000.00 Add'l Work unit prices-\$7,650.00</p> <p>Advance Demolition Services Base Bid-\$52,064.00 Cash Allowance-\$25,000.00 Add'l Work unit prices-\$6,150.00</p> <p>Green Charge, Inc. Base Bid-\$61,915.00 Cash Allowance-\$25,000.00 Add'l Work unit prices-\$6,320.00</p> <p>Buckeye Elm Contracting Base Bid-\$65,687.00 Cash Allowance-\$25,000.00 Add'l Work unit prices-\$4,000.00</p> <p>O'Rourke Wrecking Company Base Bid-\$88,902.00 Cash Allowance-\$25,000.00 Add'l Work unit prices-\$8,135.40</p>
<p>11:04 a.m.</p>	<p>RECESS</p>
<p>11:30 a.m.</p>	<p>Board of DD Bi-Annual Appointing Authority Meeting – 2500 Ada Rd., Lima, OH 45801</p> <ul style="list-style-type: none"> • Commissioners attended the business meeting and lunch
<p>1:15 p.m.</p>	<p>RECESS</p>
<p>1:33 p.m.</p>	<p>County Projects Discussion</p> <p>**Commissioner Winegardner not present**</p> <ul style="list-style-type: none"> • Nothing to discuss
<p>1:35 p.m.</p>	<p>RECESS</p>
<p>2:33 p.m.</p>	<p>Discussion on Annual Renewal of MS4 and Stormwater Management and Sediment Control Regulations – Allen Soil and Water Conservation District and County Engineer – Albert Suniga, Lydia Archambo and Joe Gearing</p> <p>**Commissioner Winegardner not present**</p> <ul style="list-style-type: none"> • Lydia Archambo and Albert Suniga provided an overview of the Memorandum of Understanding for Allen County Stormwater Management and Sediment Control Regulations and the Memorandum of Understanding between Allen Soil and Water Conservation District and Board of

**Allen County Commissioner for MS4 Stormwater
Program Administration
-discussion on funding commitments for the MS4
Stormwater Program Administration**

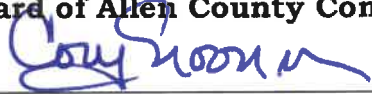
- **Joe Gearing discusses the Ottawa River
Coalition's role in helping with education and
outreach**

2:49 p.m.

ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Cory Noonan


Brian Winegardner


Beth Seibert