

**MINUTES**  
**BOARD OF ALLEN COUNTY**  
**COMMISSIONERS**

204 N. Main Street

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Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>May 2, 2024</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><b>Allen County residents may also join the meeting from a computer, tablet or smartphone.</b></p> <p><b><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></b></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): <u>1 866 899 4679</u></b>  <b>United States: <u>+1 (571) 317-3116</u></b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Cory Noonan</b>  <b>Brian Winegardner</b>  <b>Beth Seibert</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>8:00 a.m.</b>	<p><b>Discussion on Allen County Fair Show Arena –Troy Elwer and Kelli Singhaus</b></p> <ul style="list-style-type: none"> <li>• <b>Troy Elwer provided an update on new Maintenance building</b>  <b>-construction is almost complete, just waiting for grass seed around the building to be planted</b></li> <li>• <b>Provided an update on Sheep and Goat Show Arena</b>  <b>-building is under construction and going well – should be completed on or before June 18<sup>th</sup></b>  <b>–once completed fans, sound system, bleachers and fencing will be installed</b></li> </ul>

	<ul style="list-style-type: none"> <li>-Troy Elwer expressed appreciation to the Commissioners for their help in obtaining funding for this project</li> <li>• Discussion on building color and signage color in the future for the fairground buildings</li> <li>• Provided an update on restroom upgrades being completed <ul style="list-style-type: none"> <li>-working with the Allen County Board of Developmental Disabilities to install two universal changing tables in the midway restrooms</li> <li>-will also be installing handicap push button access doors on restrooms and possible other doors</li> <li>-funding for both changing tables and handicap push button access doors will be provided through a grant obtained by the Allen County Board of Developmental Disabilities</li> </ul> </li> <li>• Discussion on bleachers for the new Show Arena <ul style="list-style-type: none"> <li>-have applied for grant funds for bleachers in the Show Arena as well as the Rabbit &amp; Poultry Barns, which proposed bleachers would have ADA seating in the front row</li> <li>-quote for Show Arena Bleachers—\$165,000.00</li> <li>-quote for rabbit and poultry barn —\$75,000.00-\$80,000.00</li> <li>-also requested funding for a new tractor, road improvements and new water truck</li> <li>-if funding is granted, bleachers would be installed in 2025</li> </ul> </li> <li>• Discussion on the Fairgrounds Waterline project <ul style="list-style-type: none"> <li>-Engineer firm is still working on plans for the project</li> </ul> </li> <li>• Discussion on upcoming Allen County Fair Concert <ul style="list-style-type: none"> <li>-headliner is Brothers Osborne and Opener is Corey Kent</li> <li>-ticket sales are steady</li> </ul> </li> <li>• Discussion on County portion of funding for the Show Arena project <ul style="list-style-type: none"> <li>-Troy Elwer stated that funding would be needed end of May, beginning of June for invoices to be paid for said project –Troy Elwer will send Kelli Singhaus a formal request/invoice to process payment to the Fairgrounds</li> </ul> </li> </ul>
8:40 a.m.	RECESS
9:00 a.m.	AGENDA MEETING

	<p><b>PLEDGE—Beth Seibert</b></p>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <p><i>Commissioner Seibert moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i></p>
	<p><b>ITEMS FOR REVIEW AND APPROVAL</b></p> <p><b>1. Consent Agenda:</b></p> <ul style="list-style-type: none"> <li><b>a. Resolution #345-24.</b> Intradepartmental transfers.</li> <li><b>b. Resolution #346-24.</b> Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Capital Debt Fund 5308.</li> <li><b>c. Resolution #347-24.</b> Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Wastewater Collection Capital Fund 5405.</li> <li><b>d. Resolution #348-24.</b> Supplemental appropriation for the Capital Improvement Fund 4017.</li> </ul> <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolutions were approved unanimously.</i></p>
	<p><b>RESOLUTIONS/SIGNATURES:</b></p> <p><b>1. Notice to Legislative Authority, Ohio Division of Liquor Control, Shawnee Station LLC, D3 Permit, Request a Hearing / Do Not Request a Hearing</b></p> <p><i>Commissioner Noonan moved for approval of Not Requesting a Hearing. Motion seconded by Commissioner Seibert. The roll was called and was approved unanimously.</i></p> <p><b>2. Resolution #349-24.</b> Establish bond amount for the Allen County Clerk of Courts. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p>

**3. Resolution #350-24.** Sets the date, time and place for the First Public Hearing for the PY' 24 Community Development Block Grant Allocation and Authorize the Clerk of the Board to advertise for same.

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

**4. Resolution #351-24.** Enter into a Memorandum of Understanding with the Allen County Board of Elections and the Ohio Secretary of State for the use of funding provided by Section 610.30 of House Bill 33. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

## **DISCUSSION**

### **A. Dog Warden**

**1. 1.Resolution #352-24.** Authorize the Allen County Dog Warden to enter into a Memorandum of Understanding with the Allen Oakwood Correctional Institution for the Tender Loving Dog Care Animal Program. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. There are currently three (3) dogs in training for basic obedience, crate training and socialization to make them more desirable for adoption once training is completed. Four (4) have already been adopted this month. The roll was called and the resolution was approved unanimously.***

### **B. Sanitary Engineer**

**1. 1.Resolution #353-24.** Authorize the Sanitary Engineering Department purchase one (1) 2025 Freightliner 114SD Conventional Chassis Semi Tractor through Stoops Freightliner Lima, as per the Ohio Department of Transportation Purchase Program Contract #023-24. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. This vehicle will replace the current 2006 Freightliner. New vehicle will not be received until early fall, and the 2006 will be sold then. The roll was called and the resolution was approved unanimously.***

### **C. County Engineer**

- 1. Resolution #354-24.** Approve one (1) easement for Township Road purposes and one (1) Work Agreement with Cheryl R. Miller, Trustee, for the Allen County Engineer to remove the existing bridge on Landeck Road, Marion Township. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Additional right-of-way is needed for the replacement of existing bridge next year. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #355-24.** Authorize the County Engineer to remove the load limit posting on the Billymack Road Bridge, Sugar Creek Township. ***Commissioner Seibert moved for approval of Resolution #355-24 through #357-24. Motion seconded by Commissioner Winegardner. All the structures were recently replaced and no longer need load limits poster. The roll was called and the resolutions were approved unanimously.***
- 3. Resolution #356-24.** Authorize the County Engineer to remove the load limit posting on the Shaffer Road Bridge, Amanda Township.
- 4. Resolution #357-24.** Authorize the County Engineer to remove the load limit posting on the Robinson Road Bridge, Marion Township.
- 5. Resolution #358-24.** Authorize the posting of load limits for the Bloomlock Road Bridge, Spencer Township. ***Commissioner Winegardner moved for approval of Resolution #358-24 and #359-24. Motion seconded by Commissioner Noonan. The structure was rated with new software and load limits are needed to be posted. The roll was called and the resolutions were approved unanimously.***
- 6. Resolution #359-24.** Authorize the posting of load limits for the Faulkner Road Bridge, Auglaize Township.

	<p><b>7. Resolution #360-24.</b> Approve the estimate of material and labor necessary for a structure replacement on Olt Road. <b><i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.</i></b> The estimate is for an amount not to exceed \$130,107.57. <b><i>The roll was called and the resolution was approved unanimously.</i></b></p>
	<p><b>ANNOUNCEMENTS</b></p> <ul style="list-style-type: none"> <li>• <b>Beth Seibert discussed the Student of the Month through Ohio Means Jobs/Department of Job and Family Services program and recognized the first recipient</b></li> <li>• <b>Cory Noonan thanked Joe Patton for his teams help with posting of positions at the County</b></li> </ul>
<p><b>9:18 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:32 a.m.</b></p>	<p><b>Building and Grounds Weekly Update – Jason Patchet and Julie Shellhammer</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on fencing project at the dog Warden’s Office</b>        -contract documents have been received from the contractors and are ready to proceed with the project        -project will be funded through Dog Warden funds        -M &amp; R Fencing – contract amount of \$16,800.00        -Bok Concrete – contract amount of \$9,150.00        -Commissioners signed off on contracts and will have Kelli Singhaus obtain a Purchase Order for the items to be placed on the agenda</li> <li>• <b>Replacement Jail Transformer is scheduled to be installed tomorrow</b></li> <li>• <b>Jason Patchet has Phoenix Technologies flying a drone over the Court of Appeals building tomorrow to take photos of the roof for them to provide a quote to paint said roof</b>        -will also be obtaining a quote from Brian Brothers Painting</li> <li>• <b>Northwest Ohio Security annual contracts are due for renewal</b>        -slight increase of \$103.04        -Commissioners are in agreeance with moving forward with the renewal        -Brittany Woods will place renewals on agenda for approval</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>General discussion on parking for tenants of Court of Appeals building</b></li> <li>• <b>Discussion on possible expansion of secure office space in the Court of Appeals Building</b></li> <li>• <b>General discussion on Capital Projects</b></li> </ul>
<p><b>10:06 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:04 p.m.</b></p>	<p><b>Allen Water District Quarterly Update—Kimberly Stiles, Mike Leis, Brad Core, Kurt Neeper and Pam Vickers (virtual)</b></p> <ul style="list-style-type: none"> <li>• <b>Kimberly Stiles provided an update on the County District administrative Fee based on meter size</b>  - will be working with AECOM Engineering to complete a Capital Needs assessment for the county lines  - report should be available in June/July for review to assist with future fee schedule calculations to support future repair/replacement</li> <li>• <b>Review of County District Fee collections and projections through 2025</b></li> <li>• <b>Provided an update on the Indianbrook Waterline Replacement Project</b>  - water installation is complete  - restoration should be done tomorrow and paving is scheduled for July  - discussion on loan amount</li> <li>• <b>Provided an update on Lafayette Loop Project (previously St. Rt. 81 Loop)</b>  - considering an additional route to loop in the East Regional Project via Reservoir Road  - district has applied for Water and Wastewater Infrastructure Grant for this project</li> <li>• <b>Provided an update on Slabtown/Fetter Loop</b>  - could possibly be bid/completed along with above project or broken out on its own  - looking at abandoning 6” line and installing a 12” or 16” line to increase flow</li> <li>• <b>Provided an update on Diller Road Loop</b>  - received a grant from the Ohio Department of Development for this project  - bid opening was held January 31<sup>st</sup> and contract was awarded to Fenson Contracting</li> <li>• <b>Provided an update on Sugar Street Waterline Replacement Project</b>  - County Engineer has asked for this project to be completed prior to Sugar Street being repaved  - tentative plan has been outlined by the District’s Engineer and a meeting will be held with the City</li> </ul>

of Lima to explore how to best move forward to fix this line


-current project estimate is \$750,000.00

- Discussion on repayment of loan funding for projects
- General discussion on the Assignment Assumption Agreement
  - Kurt Neeper had discussion on efficiencies that are possible with the county customers and the Assignment Assumption Agreement
- General discussion on Fiscal Agent Agreement for the Allen Water District and if the Allen Water District desires to continue with said agreement
  - conversation on both agreements will continue among both boards individually prior to any renewals occur
- discussion on potentially combining both agreements into one for the future

2:48 p.m.

ADJOURN

Submitted by:

  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Cory Noonan

  
Brian Winegardner

  
Beth Seibert