

**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 16, 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><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></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>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Beth Seibert</b>
	<p style="text-align: center;"><b>APPROVE AGENDA AS PRESENTED</b></p> <p><b><i>Commissioner Seibert moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i></b></p>

## ITEMS FOR REVIEW AND APPROVAL

### 1. Consent Agenda:

- a. **Resolution #389-24.** Approve travel expenses.
- b. **Resolution #390-24.** Authorize a warrant of transfer from the Veterans Memorial Civic and Convention Center Lodging Tax Capital Fund 8011 to the Veterans Civic and Convention Center CPH Lighting Fund 8012.
- c. **Resolution #391-24.** Supplemental appropriation for the Federal Seizure Fund 2852.
- d. **Resolution #392-24.** Supplemental appropriation for the Spencer Ditch Fund 2297.
- e. **Resolution #393-24.** Supplemental appropriation for the General Fund 1001.
- f. **Resolution #394-24.** Authorize a warrant of transfer from the General Fund 1001 to the Baughman Ditch Fund 4198.
- g. **Resolution #395-24.** Supplemental appropriation to the AWD County Reserve Fund 8756.
- h. **Resolution #396-24.** Supplemental appropriation for the AWD External Capital Outlay Fund 8753.
- i. **Resolution #397-24.** Supplemental appropriation for the American Rescue Plan Fund 2893.
- j. **Resolution #398-24.** Supplemental appropriation for the Veterans Garage Fund 4024.
- k. **Resolution #399-24.** Supplemental appropriation for the Capital Improvement Fund 4017.
- l. **Resolution #400-24.** Supplemental appropriation for the 1268 Wrasman Fund 4268.
- m. **Resolution #401-24.** Supplemental appropriation for the William Smith Ditch Fund 4284.
- n. **Resolution #402-24.** Supplemental appropriation for the Wapak Road Group Fund 4309.
- o. **Resolution #403-24.** Supplemental appropriation for the Kottenbrock Group Fund 4312.
- p. **Resolution #404-24.** Supplemental appropriation for the Cody Nickles Fund 4316.
- q. **Resolution #405-24.** Supplemental appropriation for the Walker Group Fund 4317.
- r. **Resolution #406-24.** Supplemental appropriation for the Indianbrook/Wildbrook Fund 4322.
- s. **Resolution #407-24.** Supplemental appropriation for the 1324 Edgecomb Improvement Fund 4324.
- t. **Resolution #408-24.** Supplemental appropriation for the David Betts Group Fund 4325.
- u. **Resolution #409-24.** Supplemental appropriation for the Amstutz Group 1328 Fund 4328.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #410-24.** Enter into a contract for Right of entry granting Allen County Access to enter property located at 201 E. North Street, Lima, Ohio for the purpose of conducting necessary due diligence required in order to determine the viability of the property for the potential purchase. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #411-24.** Accept proposal and enter into contract with Hart Environmental Resources for a Phase 1 Environmental Site Assessment. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #412-24.** Authorize the renewal of contracts with Northwestern Ohio Security Systems, Inc. for various buildings. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #413-24.** Accept proposal and enter into contract with The Oscar W. Larson Company for the closing in place of an underground storage tank at the Allen County Justice Center. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 5. Resolution #414-24.** Accept proposal and authorize purchase and installation of a UHF Digital Radio System for the Allen County Sheriff's Office from P & R Communications. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

- 6. Resolution #415-24.** Enters into a Memorandum of Understanding with the West Ohio Food Bank regarding Food Assistance under the Ohio Healthy Aging Grant. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #424-24.** Reappoint Brad Taylor to the Allen County Regional Transit Authority Board of Trustees. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 8. Resolution #1172-22A.** Amend Resolution #1172-22; resolution receiving recommendations from Allen County Treasurer regarding Financial Transaction Device Proposals, Agreement to enter into contract in accordance with Ohio Revised Code 301.28 and other applicable provisions, amending Resolution #869-22 to include Allen County Public Health and Johnny Appleseed Metro Park District as entities eligible to receive payment from Financial Transaction Devices. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

## **DISCUSSION**

### **A. Common Pleas Court**

- 1. Resolution #416-24.** Authorize submission of a grant application to the Ohio Attorney general's Office for a Live Scan Device for the Allen County Adult Probation Department. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

## **B. Regional Planning Commission**

**1. Resolution #417-24.** Authorize the Clerk of Board to post notice of intent to request release of Funds and inform the public that the Environmental Review Record for the Community Development Block Grant Program, CFDA No. 12.228, Grant Number B-F-22-1AB-1 is complete. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Project had been amended, therefore a new Environmental was required, which has now been completed in-house. The roll was called and the resolution was approved unanimously.***

## **C. County Engineer**

- 1. Resolution #418-24.** Authorize the Allen County Engineer to execute a LPA Federal Project Agreement for the Bluffton Road Project and authorize the Allen County Engineer to serve as the LPA representative for said project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Bridge will be replaced with federal funds, and agreement outlines responsibilities of all parties. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #419-24.** Accept bid and enter into contract with K-Tech Specialty Coatings, LLC. for the Road Program 2024-Liquid Asphalt for Chip Seal Work. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Bid opening was held on May 9<sup>th</sup>, with the low bid being \$662,895.01. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #420-24.** Authorize the Clerk of Board to post notice and advertise to receive bids for the County and Township Roads Paving Project-24, including Issue I Project: Township Roads Resurfacing-24-OPWC. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Bid opening is scheduled for June 6, 2024 at 11:30 a.m. The roll was called and the resolution was approved unanimously.***

**4. Resolution #421-24.** Authorize the Allen County engineer to execute agreements with MasterMind, LLC. for the ALL-CEAO Safety Study FY 2024 and authorize the County Engineer to serve as the LPA representative for said project on behalf of the Board of Allen County Commissioners. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This agreement is for completion of a sign inventory, which will be 90% funded by CEAO and remaining 10% will be paid for through Motor Vehicle Permissive Tax fund. The roll was called and the resolution was approved unanimously.***

**D. EMA/Homeland Security**

**1. Resolution #422-24.** Authorize a Service Agreement with Motorola Solutions as Allen County’s 911 Service Provider and authorize Jared Gesler, Interim Director of EMA/Homeland Security, to sign said agreement on behalf of Allen County. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

**E. Board of Commissioners**

**1. Resolution #801-23A.** Amend Resolution #801-23, enter into a grant agreement with the Ohio Department of Aging for the Healthy Aging Grant. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. An additional \$4,970.00 was received for the grant. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

**9:24 a.m.**

**RECESS**

**9:40 a.m.**

**Building and Grounds Weekly Update – Jason Patchet**

- **Discussion on Court of Appeals roof painting/replacement options**
- Brian Brothers quote –\$48,375.00
- still waiting on quotes from Cotterman and Lee’s Roofing for other options

	<ul style="list-style-type: none"> <li>• <b>Discussion on quote received from Brian Brothers for cleaning, repair of cracks and sealing of the dryvet finishing on the Court of Appeals \$39,925.00</b></li> <li>• <b>Discussion on updating the Civic Center exterior -Jason Patchet will have Brian Brothers prepare a quote</b></li> <li>• <b>Building and Grounds is currently working on the demolition of the small kitchen at the Civic Center</b></li> <li>• <b>Provided an update on staffing</b></li> <li>• <b>Jason Patchet will be meeting with Chris Widener, WDC Group, to review and discuss electrical and data layout for the new Administration Building -review and general discussion on proposed layout -discussion on decrease in data ports—Jason Patchet will discuss with Chris Widener</b></li> <li>• <b>Discussion on plans for update/remodel of the Civic Center bathrooms -continuing to work with contractors to obtain general contractor scope of work</b></li> </ul>
<p><b>10:44 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>11:04 a.m.</b></p>	<p><b>Sanitary Engineer- Brad Niemeyer and Bill Horvath re: Personnel Matter</b></p> <p><b>Brad Niemeyer requests to have discussion in executive session</b></p> <p><b>At 11:05 a.m. Commissioner Seibert made a motion to enter executive session pursuant to ORC 121.22(G)(1) to discuss/consider discipline of a public employee. Brad Niemeyer and Bill Horvath will remain present during executive session. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</b></p> <p><b>Back in general session at 11:48 a.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Commissioner Seibert stated that the needed discipline of an employee was discussed during executive session</b></li> <li>• <b>Recommendation from the Sanitary Engineer of a five (5) day suspension and a Settlement Agreement and Release for said employee -Commissioners are in agreeance with this recommendation</b></li> </ul>

	<p><b>Commissioner Seibert made a motion to approve Resolution #423-24, Approve a Settlement Agreement and Release with five (5) day suspension without pay of Dalton Blymyer from the Allen County Sanitary Engineering Department to be served at a time determined by the Sanitary Engineer. Motion seconded by Commissioner Winegardner. Commissioners discussed the charges including inappropriate behavior, failure of good behavior, conduct unbecoming, insubordination, and malfeasance. Commissioner Noonan stated that it is important to stress to the employee that this was a tough decision and could have went toward possible termination. The roll was called and the resolution was approved unanimously.</b></p>
<p><b>11:51 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:16 p.m.</b></p>	<p><b>Child Support Enforcement Agency Quarterly Update— Vicki Tarr</b></p> <p><b>**Commissioner Seibert was not present**</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on scanning project</b></li> <li>• <b>Discussion on preparations of the Child Support Enforcement Agency Renovation project</b> -discussion on determining temporary housing for the Agency</li> <li>• <b>Discussion on Federal and State tax offset</b> -provided an overview of the process -discussion on fraudulent claims and holds put in place on funds –funds are reviewed by the IRS, if no response is received by the IRS within 6 months, then funds can be released</li> <li>• <b>Discussion on Care Taker Funds</b> -all cases have to be placed on hold until verification is complete on where to direct said funds</li> <li>• <b>Discussion on proposed promotions within the agency due to recent retirements</b> -discussion on current staff and years of service -will plan to no longer staff trainers and move forward with supervisors training their staff -review of Training Agenda Guide that Vicki Tarr has created -provided and overview of 2024 Organizational Plan</li> <li>• <b>Provided and overview of State performed Monitoring Review of Vicki Tarr</b> -review went very well</li> </ul>



- **Discussion on new text message reminders for Child Support meetings**

**At 1:39 p.m., Commissioner Seibert joined the meeting**

**At 1:40 p.m. Commissioner Seibert made a motion to enter executive session pursuant to ORC 121.22(G)(1) to discuss discipline of a public employee. Vicki Tarr will remain present during executive session. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.**

**Back in general session at 1:51 p.m.**

- **The Commissioners thank Vicki Tarr for her advisement of said employee  
-there is no action from the Commissioners at this time**

**1:52 p.m.**

**ADJOURN**

**Submitted by:**

  
**Brittany N. Woods, Clerk**

**Approved by: Board of Allen County Commissioners**

  
**Cory Neenan**

  
**Brian Winegardner**

  
**Beth Seibert**