

**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	July 18, 2024
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Cory Noonan Brian Winegardner Beth Seibert
TIME:	GENERAL SESSION - RECORDED
9:01 a.m.	AGENDA MEETING
	PLEDGE—Beth Seibert
	APPROVE AGENDA AS PRESENTED <i>Commissioner Seibert moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i>
	ITEMS FOR REVIEW AND APPROVAL 1. Approve the minutes of July 9, 2024 general session. 2. Approve the minutes of July 10, 2024 special session. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the minutes were approved unanimously.</i> 3. Consent Agenda: a. Resolution #579-24. Approve travel expenses. b. Resolution #580-24. Intradepartmental transfers.

- c. Resolution #581-24.** Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Replacement & Improvement Capital Fund 5435.
- d. Resolution #582-24.** Supplemental appropriation for the General Fund 1001.
- e. Resolution #583-24.** Authorize a warrant of transfer from the General Fund 1001 to the Baughman Ditch Fund 4198.
- f. Resolution #584-24.** Supplemental appropriation for the Baughman Ditch Fund 4198.
- g. Resolution #585-24.** Supplemental appropriation for the Baughman Ditch Fund 4198.
- h. Resolution #586-24.** Supplemental appropriation for the General Fund 1001.
- i. Resolution #587-24.** Supplemental appropriation for the Dog & Kennel Fund 2005.
- j. Resolution #588-24.** Supplemental appropriation for the Dog & Kennel Fund 2005.
- k. Resolution #589-24.** Supplemental appropriation for the Veteran's Garage Fund 4024.
- l. Resolution #590-24.** Supplemental appropriation for the Drug Court Fund 2702.
- m. Resolution #557-24A.** Amend Resolution #557-24, Supplemental appropriation for the Capital Improvement Fund 4017.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #591-24.** Resolution to hire Nicholas Marando as Deputy Dog Warden at the Allen County Dog Warden's Office. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #592-24.** Resolution to hire Tymon Moore as a Caseworker 2 (Eligibility/Referral Specialist 2) position at the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 3. Resolution #593-24.** Declare one (1) 2002 Dodge Durango located at the Allen County Juvenile Court obsolete and no longer suitable for county purposes and authorize the sale to be scrapped of same. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #594-24.** Resolution to approve Addendum No. 1 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 Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #595-24.** Accept proposal and enter into contract with Hart Environmental Resources for a Phase 2 Environmental Site Assessment. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #596-24.** Enter into a Revolving Loan Fund Administration Agreement with the State of Ohio, Department of Development. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

DISCUSSION

A. Dog Warden

- 1. Resolution #597-24.** Declare a 2012 Ford Transit Connect obsolete and of no value to the County, authorizes the trade-in of same and authorizes the purchase of a 2017 Ram Promaster Van from Robb Overpass Auto Sales for the Allen County Dog Warden's Office. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

B. County Engineer

1. Resolution #598-24. Authorize the Allen County Engineer to purchase two (2) 2024 Caterpillar 289D3 C3H3 Compact Track Loaders from Ohio Cat and declare two (2) Cat 289D Loaders obsolete and no longer suitable for county purposes and authorize the trade-in of same. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The purchase price for both with trade ins is \$65000.00 and new equipment will have a seven-year warranty. The roll was called and the resolution was approved unanimously.***

2. Resolution #599-24. Authorize the Clerk of Board to post notice and advertise for Professional Engineering Services for the design of the Breese/Shawnee & Breese/Dixie Intersection Improvement Project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Tis project will be 80% funded by federal funds with a plan to complete in 2027. The roll was called and the resolution was approved unanimously.***

ANNOUNCEMENTS

9:11 a.m.

RECESS

9:48 a.m.

Month End Budget Update – Kelli Singhaus

- **Discussion on Savings and Loan building leases -Kelli Singhaus will work with Kayla Rogers on new leases/amending leases to month-to-month leases in preparation for renovations**
- **Review of Fund 3999**
- **Review of Fund 1011**
- **Review of Fund 1010**
- **Review of Fund 2000**
-general discussion on the process of handling Retire/Rehires under Board authority vs. non-Board authority
- **Review of Fund 2410**
- **Review of Rent/Lease Revenue—all current**
- **Review of Dispatch Billing—all current**
- **Review of Fund 2093**
- **Review of GDIF**
- **Review of Contingency Fund**
- **Review of Transfer Out Fund**
- **Review of General Fund**
- **Review of Capital Fund**

	<ul style="list-style-type: none"> • Review of Administration Building Fund • Review of CSEA Building Fund • Review of Fund 4024
10:50 a.m.	RECESS
11:02 a.m.	<p>2025 Ditch Maintenance Discussion with County Engineer's Office –Nathan Davis, Joe Gearing and Marcus VanMeter</p> <ul style="list-style-type: none"> • Nathan Davis provided an overview of the Ditch Maintenance Fund Yearly Projections spreadsheet -general discussion on the structure of the Rotary fund and how the Rotary Fund is utilized/reimbursed for ditch maintenance projects • Nathan Davis provided an overview of the Resent Condition of Maintenance Projects & Estimated Funds Needed for 2024 pay 2025 Year spreadsheet • Discussion on collection amount per parcel for the Rotary Fund -currently proposed at \$5.00 per parcel and Commissioner Seibert proposes looking into lowering to \$3.00 per parcel –Nathan Davis will recalculate and provide information to the Commissioners for their review • Discussion on proposed equipment purchases for the Rotary Fund in 2025 -replacement of tractor and truck with an estimate for both of \$170,000.00
12:11 p.m.	RECESS
1:00 p.m.	<p>Allen Water District Quarterly Update—Mike Leis, Kimberly Stiles and Pam Vickers (Virtually)</p> <ul style="list-style-type: none"> • Discussion on Assignment Assumption Agreement -Kayla Rogers and Rex Huffman are working on a draft renewal agreement -review of current County District Administrative Fees and comparison with Allen Water District Fees • Discussion on Capital Needs Assessment for the County lines -current total replacement cost for County lines is roughly \$100 million -the Allen Water district will work with the Audit and Finance Committee to determine future fee schedules in order to help support future repair/replacement

