

MINUTES

BOARD OF ALLEN COUNTY COMMISSIONERS

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Board of Allen County Commissioners will be in session
beginning at 9:00 a.m. and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	February 12, 2019
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Greg Sneary Jay Begg Cory Noonan
TIME:	GENERAL SESSION - RECORDED
9:02 a.m.	AGENDA MEETING
	PLEDGE: Josh Ellerbrock
	APPROVE AGENDA AS PRESENTED: <i>Commissioner Begg moved to amend the agenda to add a 11:00 a.m. meeting with the Sheriff's Office re: Domestic Relations Court Security. Motion seconded by Commissioner Sneary. The roll was called and approved unanimously.</i>
9:00 a.m.	<p>Kathy Meyer and Keith Cheney re: Voting Equipment</p> <p>Kathy Meyer stated that two (2) vendors were selected by the Directors and presentation was made by both vendors to the Board of Elections. The Board of Elections chose to go with E S & S, whom the county has been with for many years. There are currently 37 locations and 88 precincts. An overview of the equipment to be purchased was provided.</p> <p>Keith Cheney stated that the State of Ohio identified five (5) companies to provide quotes. Those quotes were then provided which determined what companies had the opportunity to be evaluated. Board members</p>

	<p>also attended conference and viewed equipment. Those factors determined that only two vendors would provide demonstrations. It was evident that E S & S was the preferred vendor. Pricing was negotiated through the State contract. This equipment will be in place for two (2) cycles prior to the Presidential election next March.</p> <p>The County was allocated \$1,049,193.00. The state funded portion is \$637,899.00. The cost to the county for maintenance is \$13,263.00 which will be covered through the Board of Elections budget. An additional \$11,100.00 will be needed for year 2. Total cost for maintenance for years 2-5 is \$44,400.00. After the 5th year, there will be an additional cost. The additional monies will be available to the county should additional equipment be needed.</p> <p>Kathy Meyer confirmed that the equipment will be in place for May election based on conversations with the salesman from E S & S. The biggest concern is getting the training scheduled if further delayed. With passing the resolution today, Ms. Meyer has confirmed training will be scheduled.</p> <p>Resolution #97-19. Authorizing participation in a Sublease-Purchase Arrangement with the Ohio Secretary of State for the purpose of acquiring and implementing voting machines and equipment and financing certain costs thereof, a Sublease-Purchase Agreement evidencing such arrangement and matters related thereto. <i>Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p>
<p>9:25 a.m.</p>	<p>RECESS</p>
<p>10:07 a.m.</p>	<p>Update/Staff meeting</p> <p>Kelli Singhaus -</p> <ul style="list-style-type: none"> • Provided update on CORSA claims • Discussion regarding Public Defender reimbursement. Commissioner Begg spoke with State Representative Bob Cupp regarding this issue and requested that there be a review of the county's indigent defense system • Discussion regarding timesheets. Continue to process the same until personnel policy in place. • CORSA Incentive - Allen County will receive 100%

- The Prosecutor's office has returned the draft of the personnel policy with a few comments. Waiting on review from Auditor. Once final draft is complete, a copy of same will be sent to Elected Officials/Department Heads for review.
- Appointment of Dave Stratton to RTA. Commissioners would like to proceed.
- Defensive Driving Training. 67 employees signed up for Wednesday and 78 for Thursday.

Susan Wildermuth –

- Discussion regarding ditch petition funding.
- Provided a spreadsheet of outstanding advances made from the general fund totaling \$945,000.00
- Provided January, 2019 general fund audit. 8.7% has been used of budgeted amount. Provided overview of contingency and transfers.
- Preparing warrant of transfer for EMA and 911
- Working on dispatch numbers

****Commissioner Noonan exited meeting at 10:25 a.m.**

Brittany Klingler –

- Provided weight watchers program update. Informed that there is not a staff member available during the time in which the county would like to conduct the program. On a waiting list.
- Would like to do a Lunch and Learn – Essential Oils
- Finalizing Bath 3rd grade tour
- Finished the BMV audit
- Update cancelled with Rachael Gilroy. Will schedule as needed
- Received toxicology reimbursement check in the amount of \$1,792.11. To date \$30,389.82 has been received for toxicology/autopsy reimbursement
- Provided updated Board list. Discussed appointments needed to various boards.

	<ul style="list-style-type: none"> • The Prosecutor's office has returned the draft of the personnel policy with a few comments. Waiting on review from Auditor. Once final draft is complete, a copy of same will be sent to Elected Officials/Department Heads for review. • Appointment of Dave Stratton to RTA. Commissioners would like to proceed. • Defensive Driving Training. 67 employees signed up for Wednesday and 78 for Thursday. <p>Susan Wildermuth –</p> <ul style="list-style-type: none"> • Discussion regarding ditch petition funding. • Provided a spreadsheet of outstanding advances made from the general fund totaling \$945,000.00 • Provided January, 2019 general fund audit. 8.7% has been used of budgeted amount. Provided overview of contingency and transfers. • Preparing warrant of transfer for EMA and 911 • Working on dispatch numbers <p>**Commissioner Noonan exited meeting at 10:25 a.m.</p> <p>Brittany Klingler –</p> <ul style="list-style-type: none"> • Provided weight watchers program update. Informed that there is not a staff member available during the time in which the county would like to conduct the program. On a waiting list. • Would like to do a Lunch and Learn – Essential Oils • Finalizing Bath 3rd grade tour • Finished the BMV audit • Update cancelled with Rachael Gilroy. Will schedule as needed • Received toxicology reimbursement check in the amount of \$1,792.11. To date \$30,389.82 has been received for toxicology/autopsy reimbursement • Provided updated Board list. Discussed appointments needed to various boards.
<p>10:44 a.m.</p>	<p>RECESS</p>
<p>11:07 a.m.</p>	<p>Brian Winegardner, Brett Rider and Jessica Andrews – Sheriff's Office re: Domestic Relations Court Security (Commissioner Noonan – Not Present)</p> <ul style="list-style-type: none"> • Judge Matt Staley would like a dedicated security person for his court

	<ul style="list-style-type: none"> • Chief Winegardner stated currently the Courthouse is currently staffed with two (2) full-time security officers plus one part-time (1) rover security officer. • Judge Staley would like to make the part-time position into a full-time position • Chief Winegardner to provide to the Commissioner's Office the additional cost to staff a full-time position • Discussion regarding how court will be handled when JDC moves to new location
	<p>RECESS</p>
<p>1:00 p.m.</p>	<p>Update – Lisa Merkle and Vicki Tarr (Commissioner Sneary – Not Present)</p> <ul style="list-style-type: none"> • Discussion regarding Business Office position • Electronic Document Management System – Work Flow <ul style="list-style-type: none"> - 10 years – no opt-out provision in MOU - Working on getting the contract reduced two (2) years - Provided general overview. - Cost \$28,000.00/1st year → \$40,000.00+ @ 10 years - Provided update on IV-D Contract - Pure Magistrate Docket
<p>1:34 p.m.</p>	<p>ADJOURN</p>
	<p>Submitted by: <u>Kelli A. Singhaus</u> Kelli A. Singhaus, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p>_____ Greg Sneary</p> <p>_____ Jay Begg</p> <p>_____ Cory Noonan</p>