

# MINUTES

## BOARD OF ALLEN COUNTY

### COMMISSIONERS

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

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

DESCRIPTION	GENERAL SESSION
<b>DATE</b>	April 16, 2019
<b>LOCATION</b>	COMMISSIONER'S MEETING ROOM
	<b>PRESENT: Greg Sneary Jay Begg Cory Noonan</b>
<b>TIME:</b>	
	<b>GENERAL SESSION - RECORDED</b>
<b>9:17 a.m.</b>	<p><b>Update/Staff Meeting</b></p> <p><b>Brittany Klingler -</b></p> <ul style="list-style-type: none"> <li>• Receives letter from Sheriff's office for transfer of vehicle to Apollo. Need letter from Land Bank.</li> <li>• Provided correspondence received for War Memorial event</li> <li>• 52 people signed up for Lunch and Learn</li> <li>• Working on Gratis Plate audit</li> </ul> <p><b>Susan Wildermuth -</b></p> <ul style="list-style-type: none"> <li>• State Auditor update regarding RLF</li> <li>• Working on accounting - invoices/purchase orders</li> <li>• Invitations ready to mail for Clocktower event</li> </ul> <p><b>Kelli Singhaus -</b></p> <ul style="list-style-type: none"> <li>• Received request from Allen Water District to amend lease with the Sanitary Engineer for additional office space - OK to proceed</li> <li>• Meeting with Common Pleas Judges regarding</li> </ul>

	<p><b>Indigent scheduled for April 19, 2019 at 7:30 am</b></p> <ul style="list-style-type: none"> <li>• <b>County Deferred Comp – presented idea as it relates to scheduling employees</b></li> <li>• <b>Regional Legislative Briefing scheduled for May 10, 2019 at 11:30 am – All Commissioners will attend</b></li> <li>• <b>Discussion regarding HB 291 – Bonding for Elected Officials</b></li> <li>• <b>Memorial Day Parade – Present Proclamation. Kelli Singhaus to gather more information</b></li> </ul> <p><b>Cory Noonan –</b></p> <ul style="list-style-type: none"> <li>• <b>Provided update on Washington DC trip</b></li> </ul> <p><b>Jay Begg –</b></p> <ul style="list-style-type: none"> <li>• <b>Spoke with Greg Wannemacher – Bluffton University applying for USDA loan – would like Letter of Support from the Commissioners. Also discussed tour of Bluffton University with President Wood</b></li> </ul>												
<p><b>9:43 a.m.</b></p>	<p><b>RECESS</b></p>												
<p><b>10:30 a.m.</b></p>	<p><b>Bid Opening – Board of DD Parking Lot Project</b></p> <table border="1" data-bbox="500 1100 1284 1192"> <thead> <tr> <th><u>Contractor</u></th> <th><u>General</u></th> <th><u>Alternate 1</u></th> <th><u>Alternate 2</u></th> <th><u>Alternate 3</u></th> <th><u>Alternate 4</u></th> </tr> </thead> <tbody> <tr> <td>Arcon Builders</td> <td>\$315,800.00</td> <td>\$21,500.00</td> <td>\$22,500.00</td> <td>\$18,000.00</td> <td>\$7,500.00</td> </tr> </tbody> </table>	<u>Contractor</u>	<u>General</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u>Alternate 3</u>	<u>Alternate 4</u>	Arcon Builders	\$315,800.00	\$21,500.00	\$22,500.00	\$18,000.00	\$7,500.00
<u>Contractor</u>	<u>General</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u>Alternate 3</u>	<u>Alternate 4</u>								
Arcon Builders	\$315,800.00	\$21,500.00	\$22,500.00	\$18,000.00	\$7,500.00								
	<p><b>RECESS</b></p>												
<p><b>11:00 a.m.</b></p>	<p><b>2<sup>nd</sup> Public Hearing – CDBG PY 2019</b></p> <p><b>(See attached minutes)</b></p>												
<p><b>11:13 a.m.</b></p>	<p><b>ADJOURN</b></p>												

Submitted by: Kelli A. Singhaus  
Kelli A. Singhaus, Clerk

Approved by: Board of Allen County Commissioners

Greg Sneary  
Greg Sneary

Jay Begg  
Jay Begg

Cory Noonan  
Cory Noonan

**PUBLIC HEARING # 2**  
Allen County  
**Program Year 2019**  
**COMMUNITY HOUSING IMPACT & PRESERVATION PROGRAM**

Hearing Date: April 16, 2019  
Hearing Time: 11:00 a.m.  
Hearing Location: Allen County Commissioners Office  
204 North Main St  
Lima, OH 45802  
Conducted by: Tiffaney Shaver, WSOS

In Partnership with Putnam County Allen County is preparing an application to the State of Ohio, Ohio Development Services Agency to fund the PY2019 Putnam County **Community Housing Impact & Preservation Program (CHIP)**. This request for funding will include Community Development Block Grant and HOME funds from HUD, as well as Ohio Housing Trust Funds. Putnam County, Allen County, and The City of Delphos have agreed to partner for the Program Year 2019 CHIP program. This partnership will make the application more competitive and qualify the partners to request additional funding.

An initial public hearing was held on March 5, 2019 to cover general information about the Community Development Block Grant program. The purpose of this hearing is to present citizens with information about the county's intended request for CHIP housing funds.

The program operating area would be all of Putnam County, Allen County and the City of Delphos.

The request includes hard and soft costs. **Hard Costs** are funds paid directly to the contractor completing the work, to Habitat, or the landlord for Tenant Based Rental Assistance. **Soft Costs** are all direct costs associated with the work/tests necessary to implement and complete the activities for each applicant.

The following activities were given priority by based on information gathered from the Putnam/Allen County CHIP Housing Advisory Committee which met on February 26, 2019, returned questionnaires from community stakeholders, and an assessment of various studies / distress criteria. The request includes the following tentative funding levels and activities:

**Private Owner-Occupied Rehabilitation:** All rehabilitation will meet Ohio Residential Rehab Standards & HUD standards for Lead Based Paint in existing dwellings. Funds would be provided as combination deferred and forgivable loans, secured with a mortgage and promissory note. Owner-occupants with incomes below 80% of median income are eligible. Applications are ranked on a priority scale with the highest scoring applicants considered first.

**Funding request will include:**

- **HOME \$504,000**
- **CDBG \$70,000**

**Owner Home Repair:** Home Repair typically addresses one system – repairing or replacing unsafe/substandard conditions. Assistance would be provided as a grant to the eligible homeowner. Applications are assisted on a first come first serve basis. CDBG funds are available for owner occupied households with an income below 80% of AMI. OHTF funds are available to owner occupied households with an income below 50% of AMI.

**Funding request will include:**

- **CDBG \$242,000**
- **OHTF \$88,000**

**Tenant-Based Rental Assistance:** Participating renters pay 30% of their monthly income on rent/utilities and CHIP funds provide the balance of rent to the cooperating landlord. Allen Metropolitan Housing Authority will implement the activity. Applications are assisted on a first come first serve basis. All TBRA participants will have a household income below 60% of AMI.

**Funding request will include:**

- **HOME \$20,000**

**Habitat for Humanity:** Habitat will bring additional resources and identify the CHIP eligible buyer through Habitat’s selection process. The Homebuyer is required to complete housing counseling using a HUD certified Housing Counseling Agency. The household income must be below 80% AMI.

**Funding request will include:**

- **HOME \$44,000**

The balance of funds would be used for project administration (**\$132,000 combined HOME & CDBG**). Funds are included in this total to provide CHIP related **Fair Housing activities**. The **Allen County Commissioners** will share administration duties with **WSOS Community Action Commission**, who will implement the project.

The Distribution of the funds between the four partners is as follows:

	Number of Units	CHIP Activity Request	Program Income Total
<b>Owner Rehabilitation</b>			
Putnam County	5	\$190,000	\$17,614
Allen County	5	\$232,000	\$14,232
City of Delphos	4	\$152,000	\$0
<b>Total Owner Rehabilitation</b>	<b>14</b>	<b>\$574,000</b>	<b>\$31,847</b>
<b>Owner Repair</b>			
Putnam County	9	\$120,000	
Allen County	9	\$120,000	
City of Delphos	6	\$90,000	
<b>Total Owner Repair</b>	<b>24</b>	<b>\$330,000</b>	<b>\$0</b>
<b>Tenant Based Rental Assistance</b>			
Putnam County	4	\$20,000	
Allen County		\$0	
City of Delphos		\$0	
<b>Total TBRA</b>	<b>4</b>	<b>\$20,000</b>	<b>\$0</b>
<b>Habitat for Humanity</b>			
Putnam County	1	\$22,000	
Allen County		\$0	
City of Delphos	1	\$22,000	
<b>Total Habitat</b>	<b>2</b>	<b>\$44,000</b>	<b>\$0</b>

The application is due to ODSA Office of Community Development, by May 3, 2019.

The CHIP Program is a very competitive application process, so funding is not guaranteed.

	Total Activity Request	Total Admin Request	Total CHIP Request
Putnam County	\$352,000	\$48,000	\$400,000
Allen County	\$352,000	\$48,000	\$400,000
City of Delphos	\$264,000	\$36,000	\$300,000
<b>Total</b>	<b>\$968,000</b>	<b>\$132,000</b>	<b>\$1,100,000</b>

Notes:

---

Questions/Comments: None

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

The Hearing Concluded at: 11:13am

