

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
beginning at 9:00 a.m. and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	March 26, 2020
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Greg Sneary Cory Noonan
	<p>** DUE TO COVID-19 Social Distancing, the Commissioner's office will be closed to the public until further notice. Meetings will be broadcast on Facebook Live on the "Allen County Board of Commissioners" page. During scheduled public meetings, Allen County residents may contact the board by:</p> <p>Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/560141933</p> <p>You can also dial in using your phone. United States (Toll Free): <u>1 877 568 4106</u> United States: <u>+1 (646) 749-3129</u></p> <p>Access Code: 560-141-933</p>
TIME:	GENERAL SESSION – RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE – Greg Sneary
	<p style="text-align: center;">APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Noonan moved to amend the agenda to add Resolution #197-20 to the agenda as well as change the update with Jason Patchet to immediately</i></p>

following the agenda meeting and add a budget discussion with the Finance Director at 9:30 a.m. Motion seconded by Commissioner Sneary. The roll was called and approved unanimously.

ITEMS FOR REVIEW AND APPROVAL:

1. Approve minutes of the March 19, 2020 general session. Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the minutes were approved unanimously.

2. Consent Agenda:

- a. Resolution #193-20.** Intradepartmental transfers.
- b. Resolution #194-20.** Supplemental appropriation to the Miller Ditch Fund 2267.
- c. Resolution #195-20.** Supplemental appropriation to the Renner Improvement Project Fund 2323.

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

RESOLUTIONS/SIGNATURES:

1. Resolution #128-20. Authorize an agreement with Garmann Miller & Associates, Inc. for Schematic Design Phase Services for the Crouse Performance Hall Renovation Project – Lighting Controls Upgrade with associated electrical upgrades. **(Previously tabled February 27, 2020) Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

2. Resolution #196-20. Enter into an amended Memorandum of Understanding with the Allen County Historical Society. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the resolution was approved unanimously.**

3. Resolution #88-20A. Amend Resolution #88-20, approve contract between Allen County Department of Job and Family Services and Zach Harmon of Harmon AVL for audio/visual installation. **Said amendment results in an additional \$318.97 to the contract for a new contract amount not to exceed \$22,318.97.**

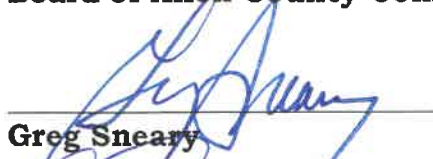
	<p>Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</p> <p>4. Resolution #744-19A. Amend Resolution #744-19, authorize a contract increase between the Allen County Department of Job and Family Services and Right at Home. Said amendment is an increase to the contract of \$40,000.00. Commissioner Noonan moved for approval. Motion seconded by Commissioner Sneary. The roll was called and the resolution was approved unanimously.</p> <p>5. Resolution #197-20. Approve a contract between the Allen County Department of Job and Family Services and New Idea Controls for HVAC Controls Retrofit. This contract is an amount not to exceed \$57,210.00. Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</p>
	DISCUSSION:
	<p>ANNOUNCEMENTS</p> <p>Tom Berger, Director of the Office of Homeland Security/Emergency Management, stated that based on the directives/orders from Governor Mike DeWine and the Ohio Department Health, that individuals need to heed those orders of social distancing and assist with the control of COVID-19. There is a need for various personal protective equipment. Please contact (419) 860-9509 to donate. To keep the stress off emergency rooms, please contact the call center at 419-216-9000 for non-emergency events and they will provide needed guidance. For the COVID-19 Community Response and Relief Fund, visit: unitedwaylima.org,</p>
9:15 a.m.	RECESS
9:17 a.m.	<p>Update – Jason Patchet</p> <ul style="list-style-type: none"> • Provided staff update. Rotating staff in Jail. Has created 1st and 2nd shift to minimize exposure. Provided update on cleaning/sanitizing of county buildings.
9:22 a.m.	RECESS

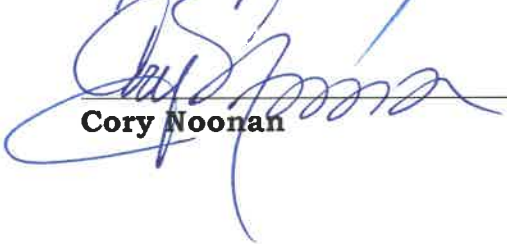
<p>9:31 a.m.</p>	<p>Susan Wildermuth re: Budget discussion</p> <ul style="list-style-type: none"> • Discussion regarding general fund budget. Sales tax generates approximately 61.33% of the general fund. 68% of the general fund is salary, insurance, etc. 32% is made up of other functions of the office. The county won't see March impact until June. Commissioner Sneary moved for a 10% reduction to base line items of the general fund from the original budgeted amounts as follows: <ul style="list-style-type: none"> • Service • Office Supplies/ Supplies • Office Equipment • Other Expenses • Gas/ Oil • Vehicle Repairs <p>Motion seconded by Commissioner Noonan. There was further discussion to reducing the travel line item up to a 100%. Commissioner Sneary moved to amend his motion and to move forward with a 10% reduction to base line items as outlined above and a 50% reduction to the remaining balance of the travel line. Motion seconded by Commissioner Noonan. The roll was called and was approved unanimously. Berlin Carroll, Juvenile/Probate Court, provided input and read into record an email sent to the Commissioners as it relates to budget reductions.</p>
<p>10:07 a.m.</p>	<p>RECESS</p>
<p>10:10 a.m.</p>	<p>Update – Brion Rhodes</p> <ul style="list-style-type: none"> • Discussion regarding gas tax increase last year and permissive license fee – new monies coming into the county. • Due to COVID-19, the legislature allowing BMV to not collect license fee/registration up to 90 days after declaration lifted. This could result in five (5) months delay in receiving license plate fees, in which the county would receive approximately half of the revenue. Gas tax collection down. • Discussion regarding placing vehicle purchases on hold • Paving program will be less • Salt shed – on hold

	<p>Question on Facebook regarding Wapak Road closure. Brion Rhodes stated that there is a slip failure along the Ottawa River on Wapak Road which is a safety issue. Working on alternate route. Consultant preparing plans on re-alignment of the roadway. Plans are scheduled to be completed by spring with construction scheduled for early fall.</p>
<p>10:31 a.m.</p>	<p>RECESS</p>
<p>10:35 a.m.</p>	<p>Beth Seibert & Joe Gearing re: MS4 Stormwater Admin Agrmt/Stormwater Erosion and Sediment Control 3-way Agreement</p> <p>Present via Gotomeeting: Beth Seibert, Casey Heilman, Haley Belisle, Brion Rhodes, Joe Gearing</p> <ul style="list-style-type: none"> • Discussion regarding MOU between the Board of Commissioners and Allen Soil and Water to administer the stormwater program - \$15,100 appropriated by Commissioners • Discussion regarding 3-way agreement between Board of Commissioners, Allen Soil and Water and Allen County Engineer • Discussion regarding erosion sediment control – engineer technician. Added to agreement – state matching dollars • Discussion regarding MS4 • Discussion regarding bidding OB Frails project – Requested Joe Gearing to research bidding options • Discussion regarding advancement of monies for Indianbrook/Wildbrook – not advancing monies at this time
<p>11:30 a.m.</p>	<p>ADJOURN</p>

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

Approved by: Board of Allen County Commissioners


Greg Sneary


Cory Noonan

Budget Reductions - General Fund 1001

		10% reduction from original budget amount		50% travel reduction after amount spent			
		Original	Reduced/ Amended	Spent as of	Remaining		
		Budget Amount	Budgeted Amount	3/24/2020	Available Balance		
		2020			as of 3/24/2020		
Commissioners							
00100121-211000	Office Supplies	\$ 3,025.00	\$ 2,722.50	\$ 489.08	\$ 2,233.42		
00100131-330600	Repairs	\$ 500.00	\$ 450.00	\$ -	\$ 450.00		
00100131-360430	Travel	\$ 5,000.00	\$ 2,666.30	\$ 332.60	\$ 2,333.70		
00100141-410402	Office Equipment	\$ 1,700.00	\$ 1,530.00	\$ 148.24	\$ 1,381.76		
Building and Grounds							
Courthouse							
00194731-340001	Services	\$ 120,000.00	\$ 108,000.00	\$ 25,471.19	\$ 82,528.81		
194731-360430	Travel	\$ 500.00	\$ 410.68	\$ 321.36	\$ 89.32		
Annex							
00194831-340001	Services	\$ 8,000.00	\$ 7,200.00	\$ 2,352.06	\$ 4,847.94		
Memorial Hall							
00194931-340001	Services	\$ 1,500.00	\$ 1,350.00	\$ 203.00	\$ 1,147.00		
Jail							
00195031-340001	Services	\$ 99,189.00	\$ 89,270.00	\$ 20,765.55	\$ 68,504.45		
Museum							
00195331-340001	Services	\$ 10,000.00	\$ 9,000.00	\$ 2,758.54	\$ 6,241.46		
Slabtown Rd Bldg							
00195431-340001	Services	\$ 25,000.00	\$ 22,500.00	\$ 2,449.58	\$ 20,050.42		
Court of Appeals							
00195531-340001	Services	\$ 30,000.00	\$ 27,000.00	\$ 18,571.73	\$ 8,428.27		

CSB Building									
00195831-340001	Services	\$	12,000.00	\$	10,800.00	\$	2,655.43	\$	8,144.57
Engineer									
00195931-340001	Services	\$	5,000.00	\$	4,500.00	\$	1,971.29	\$	2,528.71
Civic Center									
00196531-340001	Services	\$	30,000.00	\$	27,000.00	\$	7,374.45	\$	19,625.55
Juvenile Court									
00196631-340001	Services	\$	35,000.00	\$	31,500.00	\$	4,314.31	\$	27,185.69
Savings Building									
00196731-340001	Services	\$	30,000.00	\$	27,000.00	\$	7,379.02	\$	19,620.98
Title Building									
00196831-340001	Services	\$	10,000.00	\$	9,000.00	\$	510.98	\$	8,489.02
Ada Rd									
00196931-340001	Services	\$	1,000.00	\$	900.00	\$	691.01	\$	208.99
JDC Building									
00197131-340001	Services	\$	40,000.00	\$	36,000.00	\$	3,908.37	\$	32,091.63
Auditor Accounting									
00500521-210001	Supplies	\$	5,500.00	\$	4,950.00	\$	1,398.15	\$	3,551.85
00500521-215001	Gas and Oil	\$	1,200.00	\$	1,080.00	\$	228.02	\$	851.98
00500521-219099	Other Expense	\$	2,500.00	\$	2,250.00	\$	501.00	\$	1,749.00
00500531-330640	Repairs Vehicle	\$	1,000.00	\$	900.00	\$	-	\$	900.00
00500531-360430	Travel-Meeting	\$	6,500.00	\$	5,305.33	\$	4,110.66	\$	1,194.67
Auditor Data Processing/Information Technology									
3000031-210001	Office Supplies	\$	2,000.00	\$	1,800.00	\$	-	\$	1,800.00

3000031-360430 Travel/Training \$ 7,000.00 \$ 4,767.96 \$ 2,535.92 \$ 2,232.04

Treasurer

01000021-210001 Supplies \$ 8,500.00 \$ 7,650.00 \$ 1,299.51 \$ 6,350.49
01000021-219099 Other Expenses \$ 3,000.00 \$ 2,700.00 \$ 32.63 \$ 2,667.37
01000021-360430 Travel-Meetings \$ 1,200.00 \$ 600.00 \$ - \$ 600.00

Prosecutor

01500021-211000 Office Supplies \$ 8,200.00 \$ 7,380.00 \$ 1,854.60 \$ 5,525.40
01500021-215001 Gas and Oil \$ 3,500.00 \$ 3,150.00 \$ 512.95 \$ 2,637.05

Common Pleas Court

05505521-211000 Office Supplies \$ 4,500.00 \$ 4,050.00 \$ 1,854.60 \$ 2,195.40
05505521-219099 Other Expenses \$ 1,000.00 \$ 900.00 \$ 219.69 \$ 680.31
05505531-330650 Repairs-Office Equipment \$ 2,800.00 \$ 2,520.00 \$ - \$ 2,520.00

Domestic Relations Court

05800021-211000 Office Supplies \$ 5,000.00 \$ 4,500.00 \$ 253.76 \$ 4,246.24
05800031-330650 Repairs-Office Equipment \$ 500.00 \$ 450.00 \$ - \$ 450.00
05800031-360430 Travel/Meetings \$ 5,500.00 \$ 2,750.00 \$ - \$ 2,750.00

Juvenile Court

06006021-211000 Office Supplies \$ 22,000.00 \$ 19,800.00 \$ 3,333.37 \$ 16,466.63
06006031-215002 Gasoline \$ 11,000.00 \$ 9,900.00 \$ 633.56 \$ 9,266.44
06006021-219099 Other Expense \$ 16,500.00 \$ 14,850.00 \$ 1,907.63 \$ 12,942.37
**06006031-310001 Utilities-Cell Phones \$ 3,600.00 \$ 3,240.00 \$ 643.26 \$ 2,596.74
06006031-330640 Repairs-Vehicles \$ 5,000.00 \$ 4,500.00 \$ 1,826.66 \$ 2,673.34
6006131-360401 Travel \$ 6,000.00 \$ 4,304.23 \$ 2,608.47 \$ 1,695.76
06006031-360430 Travel/Meetings \$ 15,000.00 \$ 8,720.68 \$ 2,441.37 \$ 6,279.31
06006041-410402 Office Equipment \$ 5,000.00 \$ 4,500.00 \$ 890.49 \$ 3,609.51

Juvenile Detention Center

06006221-219099 Other Expense \$ 5,000.00 \$ 4,500.00 \$ 953.70 \$ 3,546.30

**06006231-310001	Utilities-Cell Phones	\$	5,000.00	\$	4,500.00	\$	614.84	\$	3,885.16
06006231-360430	Travel/Meetings	\$	11,000.00	\$	6,183.71	\$	1,367.42	\$	4,816.29
06006241-410401	Equipment	\$	4,500.00	\$	4,050.00	\$	1,235.95	\$	2,814.05

Probate

06500021-211000	Office Supplies	\$	7,500.00	\$	6,750.00	\$	-	\$	6,750.00
06500021-219099	Other Expense	\$	3,000.00	\$	2,700.00	\$	513.58	\$	2,186.42
06500031-330650	Repairs-Office Equipment	\$	2,500.00	\$	2,250.00	\$	358.40	\$	1,891.60
06500031-360430	Travel/Meeting	\$	3,300.00	\$	1,650.00	\$	-	\$	1,650.00
06500041-410402	Office Equipment	\$	500.00	\$	450.00	\$	199.98	\$	250.02

Clerk of Courts

07000021-210001	Office Supplies	\$	11,210.00	\$	10,089.00	\$	2,071.63	\$	8,017.37
07000031-360430	Travel	\$	1,000.00	\$	500.00	\$	-	\$	500.00

Coroner

7500021-210001	Supplies	\$	3,000.00	\$	2,700.00	\$	100.80	\$	2,599.20
7500031-215002	Gasoline	\$	2,000.00	\$	1,800.00	\$	-	\$	1,800.00
07500031-360401	Travel/Meetings	\$	1,000.00	\$	500.00	\$	-	\$	500.00
07500031-380801	Training	\$	3,000.00	\$	2,700.00	\$	-	\$	2,700.00
7500031-410702	Vehicle Repair	\$	500.00	\$	450.00	\$	-	\$	450.00

Public Defender Commission

8500021-210001	Supplies	\$	1,500.00	\$	1,350.00	\$	1,056.06	\$	293.94
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Board of Elections

11011021-211000	Office Supplies	\$	3,750.00	\$	3,375.00	\$	1,192.91	\$	2,182.09
11011021-219099	Other Expense	\$	3,000.00	\$	2,700.00	\$	306.90	\$	2,393.10
11011031-330650	Repairs-Office Equipment	\$	1,000.00	\$	900.00	\$	-	\$	900.00
11011031-360430	Travel-Meetings	\$	10,000.00	\$	6,529.85	\$	3,059.71	\$	3,470.14

Sheriff

13013021-211000	Office Supplies	\$	35,000.00	\$	31,500.00	\$	10,299.28	\$	21,200.72
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13013021-215001	Gas and Oil	\$	150,000.00	\$	135,000.00	\$	28,682.01	\$	106,317.99
13013031-330640	Repairs-Vehicles	\$	65,000.00	\$	58,500.00	\$	12,473.66	\$	46,026.34
13013031-360430	Travel/Training	\$	20,000.00	\$	13,357.88	\$	6,715.76	\$	6,642.12
13013041-410402	Equipment-Office	\$	3,000.00	\$	2,700.00	\$	-	\$	2,700.00
13013041-410420	Equipment-Gun Range	\$	10,000.00	\$	9,000.00	\$	-	\$	9,000.00

Jail

13013121-210009	Jail Supplies	\$	38,000.00	\$	34,200.00	\$	5,299.96	\$	28,900.04
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Recorder

14014021-211000	Office Supplies	\$	6,700.00	\$	6,030.00	\$	2,069.76	\$	3,960.24
14014031-330650	Repairs-Office Equipment	\$	360.00	\$	324.00	\$	-	\$	324.00
14014031-360430	Travel/Meetings	\$	1,500.00	\$	750.00	\$	-	\$	750.00

Zimbra

ksinghaus@allencountyohio.com

Fwd: Today's General Fund Budget Action

From : swildermuth@allencountyohio.com
Subject : Fwd: Today's General Fund Budget Action
To : ksinghaus <ksinghaus@allencountyohio.com>

Mon, Mar 30, 2020 08:51 AM

Hi Kelli,

Here is the letter that was sent out Thursday to attach to the resolution - thank you!

Susan

From: "cnoonan" <cnoonan@allencountyohio.com>
To: "tberger" <tberger@allencountyohio.com>, "John T. Meyer" <jmeyer@allencountyohio.com>, "gsneary" <gsneary@allencountyohio.com>, "Juergen Waldick" <jwaldick@gmail.com>, "Rachael Gilroy" <rgilroy@allencountyohio.com>, "jpatchet" <jpatchet@allencountyohio.com>, "eshaffner" <eshaffner@allencountyohio.com>, "Mona Losh" <mlosh@allencountyohio.com>, "Margie Miller" <mmiller@allencountyohio.com>, "G Derryberry" <gderryberry@allencountyohio.com>, "Matt Staley" <mstaley@allencountyohio.com>, "Terri L. Kohlrieser" <tkohlrieser@allencountyohio.com>, "J Reed" <jreed@allencountyohio.com>, "treglia" <treglia@acso-oh.us>, "B Rhodes" <brhodes@allencountyohio.com>
Cc: "winegardner" <winegardner@acso-oh.us>, "swildermuth" <swildermuth@allencountyohio.com>, "sosting" <sosting@allencountyohio.com>, "bklingler" <bklingler@allencountyohio.com>, "Berlin Carroll" <bcarroll@allencountyohio.com>, "Keith Cheney" <kcheney@allencountyohio.com>
Sent: Thursday, March 26, 2020 1:03:24 PM
Subject: Today's General Fund Budget Action

Elected Officials and Department Administrators:

We would like to reiterate our appreciation for all you do for the residents of Allen County and the great teamwork we have.

As we discussed yesterday, there will be a significant impact on the dollars coming into Allen County. It is not just Allen County, Governor DeWine urged state departments to make up to 20% budget cuts where they can to curb spending at the state level. The Ohio Department of Job and Family Services reported for the week ending March 21, 2020 there were 187,780 initial jobless claims to U.S. Dept. of Labor. A week earlier, it was reported 7,042...that is an additional 180,000 in one week.

Per our email yesterday, we cannot wait to see how severe of an impact Allen County's budget will experience. We know today that it will be severe. With that, we took action today to reduce the following budget lines in each office by 10% from the original budgeted amount:

- Service
- Office Supplies/ Supplies
- Office Equipment
- Other Expenses
- Gas/ Oil
- Vehicle Repairs

In addition, we authorized the reduction of the remaining balance in each travel line by 50%.

We are hopeful that the actions by our President, Governor, local safety service, healthcare professionals and the public adhering to the social distancing requirements we will be able to lessen the curve. But we must be prepared that this action may only an initial attempt.

Unfortunately, we will not see the true budget impact of the decline until June as the state forwards on the sales tax collected for the current month, three months in arrears.

Thank you again for all you do!

Be safe!!!

Cory and Greg

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Cory Noonan
Allen County Commissioner
419-228-3700 ext. 1

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Susan Wildermuth

Financial Director

Allen County Commissioners

204 N. Main St., Suite 301

Lima, OH 45801
419-228-3700 x8531
