

**MINUTES**  
**BOARD OF ALLEN COUNTY**  
**COMMISSIONERS**

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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>November 9, 2021</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><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></b></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): 1 866 899 4679</b>  <b>United States: +1 (571) 317-3116</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>9:01 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><i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and was approved unanimously.</i></p>

**ITEMS FOR REVIEW AND APPROVAL:**

**1. Consent Agenda:**

- a. Resolution #832-21.** Intradepartmental transfers.
- b. Resolution #833-21.** Authorize a warrant of transfer from the VMCCC Fund 4019 to the CPH Lighting Fund 4016.
- c. Resolution #834-21.** Supplemental appropriation to the VMCCC Capital Fund 4019.
- d. Resolution #835-21.** Supplemental appropriation to the CPH Lighting Fund 4016.
- e. Resolution #836-21.** Supplemental appropriation to the MVGT Fund 2002.
- f. Resolution #837-21.** Supplemental appropriation to the Rotary Ditch Fund 2099.
- g. Resolution #838-21.** Supplemental appropriation to the Rotary Ditch Fund 2099.
- h. Resolution #839-21.** Supplemental appropriation to the MVGT Fund 2002.
- i. Resolution #840-21.** Supplemental appropriation to the DARE Fund 2825.
- j. Resolution #844-21.** Supplemental appropriation to the WORTH Center JRIG Fund 8884.
- k. Resolution #845-21.** Supplemental appropriation to the Stormwater Fund 5037.
- l. Resolution #849-21.** Supplemental appropriation to the Community Water Fund 8814.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #841-21.** Accept payment from County Risk Sharing Authority for an accident involving a 2015 Ford Transit Connect at the Allen Dog Warden's office.  
***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Said claim was in the amount of \$15,673.33 less \$5,000.00 deductible for an insured loss of \$10,673.33. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #842-21.** Approve an Early Intervention American Rescue Plan Act Grant Agreement between the Board of Allen County Commissioners and the Ohio Department of Developmental Disabilities.  
***Commissioner Seibert moved for approval. Motion***

*seconded by Commissioner Winegardner. These monies are for Family Children First Council and separate from the county's ARPA funds. The roll was called and the resolution was approved unanimously.*

- 3. Resolution #843-21.** Approve a contract between the Board of Allen County Commissioners and the Allen County Board of DD to cover provisions of the Early Intervention American Rescue Plan Act (EI ARPA) Grant. *Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. This contract is the use of the ARPA funds as previously approved. The roll was called and the resolution was approved unanimously.*

**DISCUSSION:**

**A. Department of Job and Family Services**

- 1. Resolution #846-21.** Authorize an agreement between the Allen County Department of Job and Family Services and NOW Marketing Group for Business Resource Application Development. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Per Joe Patton, Department of Job and Family Services, the agency received monies from the Greater Ohio Workforce Board in the amount of \$180,000.00. NOW Marketing Group will create an app to assist businesses with analytical's ie: Facebook page, etc. This will reach a 43 county area. The roll was called and the resolution was approved unanimously.*
- 2. Resolution #847-21.** Authorize an agreement between the Allen County Department of Job and Family Services and New Signs Ohio, LLC for the purchase and installation of a digital sign for the Workforce Development Center. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Per Joe Patton, Department of Job and Family Services, this sign will be placed at the agency to show events for the Workforce Center. Business service network money will be used to purchase the sign. The roll was called and the resolution was approved unanimously.*

**3. Resolution #848-21.** Approve a contract between the Allen County Department of Job and Family Services/Ohio Means Jobs and Lamar Companies for Multi-Business Outreach Efforts. *Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Per Joe Patton, Department of Job and Family Services, this will assist with marketing packages for area businesses. The roll was called and the resolution was approved unanimously.*

**B. Board of Allen County Commissioners**

**1. Resolution #850-21.** Enter into an agreement with Enterprise FM Trust for the lease of vehicles for various county departments. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Kayla Campbell, Assistant Prosecutor, is currently working with Enterprise Fleet Management as it relates to additional language needed to be included in the Quote/Schedule and the Master Lease Agreement. There are concerns as it relates to the county’s liability as it pertains to the lease should vehicles become unavailable, refusal of delivery by a department and term of lease. Commissioner Seibert moved to table the resolution until 1:45 p.m. to allow issues to be potentially resolved. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was tabled.*

**ANNOUNCEMENT**

**9:38 a.m.**

**RECESS**

**9:55 a.m.**

**Staff/Update meeting**

**Brittany Woods –**

- **Requested review of Wellness Incentive Policy.**
- **Coroner vehicle needs additional work in the amount of \$289.00. Commissioners agreed to proceed with work.**
- **EEO reporting discussion. Kelli Singhaus to reach out to other counties to see how the reporting is processed.**

**Susan Wildermuth –**

- **Medicine/Drugs line item needs additional money in the amount of \$31,000.00. Commissioners approved to transfer from contingency.**
- **Budget meeting with Regional Planning Commission is November 23, 2021 at 12:30 p.m.**
- **Provided information on diversion funds collected and placed in general fund:**
  - **2019 - \$44,500**
  - **2020 - \$38,000**
  - **2021 - \$26,000 to date**

**Court costs placed in general fund:**

- **2019 - \$11,000**
  - **2020 - \$ 9,500**
  - **2021 - \$ 7,900 to date**
- **Community grant application for the Civic Center Roof Project was submitted last Friday. Application will take approximately 30-40 days for review.**
  - **Working on 2022 contingency and transfer lines.**

**Kelli Singhaus –**

- **Provided update on CORSA claim.**
- **Discussion regarding attendance at CCAO Winter Conference.**
- **Provided update on Adopt-A-Family.**
- **Flex-Time Policy and Public Speaking Policy currently being reviewed by the Prosecutor's office.**

**Cory Noonan-**

- **Discussion regarding health insurance eligibility for retired/rehired county employees. Kelli Singhaus to email Benefits that a retired/rehired employee is eligible to receive health insurance.**

**Brian Winegardner –**

- **Discussion regarding upcoming dispatch meeting. Commissioner Seibert updated Commissioners on communication received from two (2) of the area villages. Commissioner Winegardner stated that he would like to hold the meeting in 2021 to allow**

the municipalities to put their budgets in place for 2022. Commissioner Winegardner views this as a three (3) year transition. The meeting needs rescheduled from December 1, 2021 to November 29, 2021. Susan Wildermuth to check the availability of the conference room at DJFS.

**Beth Seibert –**

- **Presenting proclamation on Veteran’s Day at 11:00 a.m. at the American Legion.**
- **Lima-Allen County Neighborhoods in Partnership annual meeting is this Thursday at 6:00 p.m. – City Club.**
- **Discussion regarding communication received from Downtown Lima Design Committee regarding holiday decorations.**
- **Regional Transit Authority Board member Dick Schroder’s term expires in February, 2022. Mr. Schroeder would be happy to continue another term. Brittany Woods will schedule a meet/greet with Mr. Schroeder.**
- **Received request from Clerk of Board regarding budgeted bonuses for next Thursday payroll prior to evaluations being completed. Commissioner Seibert moved to go into executive session at 10:55 a.m. to discuss compensation pursuant to ORC 121.22(G)(1). Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.**
- **Commissioners went back into general session at 11:15 a.m. Commissioners approved 3% appropriated bonuses to be provided to employees within the Commissioner’s office for pay period ending November 17, 2021 to be received November 24, 2021. Commissioner Seibert will work with Kelli Singhaus to equitably distribute the bonus.**

**11:16 a.m.**

**RECESS**

**11:19 a.m.**

**Allen Soil and Water re: Burgess Group  
Present: Gary Werling, Jordan Greeley, Casey Heilman, Albert Suniga and Justin McBride from the Department of Agriculture**

- **Discussion regarding what is needed to complete the project correctly in order to finalize costs to the County Auditor. Ditch maintenance has**

	<p>stated that there is \$30,000.00 to \$40,000.00 additional work that needs completed on said project.</p> <ul style="list-style-type: none"> <li>• Jordan Greely stated that there are issues on the south end of the project.</li> <li>• Conditions of soil are poor. It is not the common soil type you find in my most areas. This project care contains fine sand/coarse silt which erodes and causes foundation issues.</li> <li>• Discussion regarding elevation of tile – sitting below invert of outlet. It is believed water is sitting half full.</li> <li>• Allen Soil and Water has agreed to meet with landowners and Township Trustees regarding the project.</li> <li>• Allen Soil and Water agreed to conduct probe shots. This should assist with determining how the project can be fixed/completed.</li> <li>• Discussion regarding who is responsible for cost to fix the problem. Cost should not fall back on the landowners.</li> <li>• Allen Soil and Water to report back to the Commissioners regarding said project.</li> </ul>
11:44 a.m.	RECESS
1:20 p.m.	<p>Update – Joe Patton – Dept. of Job and Family Services</p> <p>Josh Parker –</p> <ul style="list-style-type: none"> <li>• Provided Finance Report/Update.</li> </ul> <p>Joe Patton –</p> <ul style="list-style-type: none"> <li>• Workforce Policy Board – Transition to committee.</li> <li>• Provided staffing update. Agency is currently down on number of employees. Requested to increase salaries. Already has an approved 1% with performance bonus. Requesting an average increase of \$.60→3.5%. Commissioners approved request.</li> </ul>
2:02 p.m.	RECESS
2:05 p.m.	Kayla Campbell – Prosecutor’s office re: Enterprise Fleet Management Program

- **Commissioner Seibert moved to take up Resolution #850-21, enter into an agreement with Enterprise FM Trust for the lease of vehicles for various county departments. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously. Prosecutor's office currently communicating with Enterprise Fleet Management regarding language as it relates to same. There are concerns with county being bound to contract should manufacturer not be able to produce vehicle as well as date for delivery of vehicle.**
- **Commissioner Winegardner moved to amend Resolution #850-21 regarding the heading and body content. Motion seconded by Commissioner Noonan. The roll was called and was approved unanimously.**
- **Commissioner Winegardner moved to amend the heading of the resolution to "Enter into an agreement with Enterprise FM Trust for various departments and authorize the President of the Board of Allen County Commissioners to execute same contingent on approval by the Prosecutor's office. The body of the language should reflect same. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

2:27 p.m.

ADJOURN

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

Approved by: Board of Allen County Commissioners

Cory Noonan  
Cory Noonan

Brian Winegardner  
Brian Winegardner

Beth Seibert  
Beth Seibert