

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

DESCRIPTION	GENERAL SESSION
DATE	December 14, 2021
LOCATION	COMMISSIONER'S MEETING ROOM
	<p>** The Commissioner's office will be open for in-person meetings. Social distancing requirements shall still be maintained.</p> <p>Allen County residents may also join the meeting from a computer, tablet or smartphone.</p> <p>https://www.gotomeet.me/AllenCountyCommissioners</p> <p>You can also dial in using your phone. United States (Toll Free): 1 866 899 4679 United States: +1 (571) 317-3116</p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Cory Noonan Brian Winegardner Beth Seibert</p>
TIME:	GENERAL SESSION – RECORDED
8:31 a.m.	<p>Interview – John Rhodes – Allen County Airport Authority Board</p> <p>** Commissioner Noonan not present</p> <ul style="list-style-type: none"> • Provided personal background. Lifelong Allen County resident. Deeply involved in agriculture and is a NetJets pilot. Mr. Rhodes has flow with NetJets for 14 years. He is also a co-owner of Blackbird Farms. • Discussion regarding availability for meetings. • Excited for the opportunity to serve on the board.

8:57 a.m.	RECESS
9:02 a.m.	<p>Chief Todd Mohler and Kayla Campbell re: Follow-up – RFP – Jail Medical</p> <p>Also present: Trey Breitigan, Jessie Andrews and Susan Wildermuth ** Commissioner Noonan not present.</p> <p>Commissioner Seibert moved at 9:04 a.m. to go into Executive Session pursuant to ORC 121.22(G)(5) to discuss confidential matters and ORC 307.862(A)(8) as it relates to disclosure of information derived from proposals submitted. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</p> <p>The Board of Commissioners went back into general session at 9:27 a.m.</p> <p>Commissioner Seibert stated that they would like to set up in-person interviews with each vendor and dedicate one (1) hour each. Interviews are to be scheduled the second week of January, 2022 but no later than January 15, 2022.</p>
9:30 a.m.	RECESS
9:43 a.m.	<p>Staff/Update meeting</p> <p>Brittany Woods –</p> <ul style="list-style-type: none"> • Activate Allen County today – Kelli Singhaus to attend. • Discussion regarding make-up of Access Management Appeals & Variance Board. <p>**Commissioner Noonan requested that Kelli Singhaus schedule a meeting with Brion Rhodes in regards to Access Management.</p> <ul style="list-style-type: none"> • Discussion regarding Transportation Coordination Committee. Re-visit at next staff meeting. • Homeland Security Advisory Committee – not active since 2011. • Review of correspondence as it relates to EEO reporting.

Kelli Singhaus –

- **Review of Public Comment Policy.**
- **Personnel policy in draft format with proposed changes. Kelli Singhaus will set up meeting with Committee to review draft policy.**
- **Will be working on revisions to Commissioner’s office personnel policy.**

Susan Wildermuth –

- **2022 Budget review. Provided 2021 budget, 2021 revised budget and 2022 draft budget. Provided a breakdown of changes from the 2021 budget compared to 2022 draft budget.**

Brian Winegardner –

- **The Board met with John Rhodes regarding the appointment to the Allen County Airport Authority Board. Mr. Rhodes fits all criteria and currently is a pilot. Recommended Mr. Rhodes be appointed to the Allen County Airport Authority Board. Mr. Rhodes will fill the unexpired term of John Neuman which ends October 31, 2025.**

Beth Seibert –

- **In regard to request for Resolution of Appreciation for Phyllis Neff. Ms. Neff was preparing to retire prior to her death. Juvenile/Probate Court will complete Resolution of Appreciation for Ms. Neff.**
- **Discussion regarding written policy as it relates to board appointments. Spoke with Beth Miller from CORSA and cautioned against policy. Ben Albrecht has provided a checklist as it relates to board appointments and removal/complaints. Kelli Singhaus to forward checklist to staff for review.**

10:45 a.m.

RECESS

11:18 a.m.

**Ben Albrecht re: Employee Compensation
Also present: Kayla Campbell, Assistant Prosecutor**

Commissioner Seibert moved at 11:18 a.m. to go into Executive Session to discuss employee compensation with Kayla Campbell, Assistant Prosecutor, pursuant to ORC 121.22 (G)(1). Motion seconded by Commissioner

	<p>Winegardner. The roll was called and approved unanimously. The Board of Commissioners contacted Attorney Ben Albrecht via phone while in Executive Session to discuss employee compensation.</p> <p>The Board of Commissioners went back into general session at 12:01 p.m.</p> <p>The Board of Commissioners will have further discussion with the Sanitary Engineer at 1:00 p.m. regarding administrative leave of a Sanitary Engineer employee. The Board of Commissioners had discussion regarding leave donation/administrative leave. No decision was made.</p> <p>The Board of Commissioners requested that the Assistant Prosecutor prepare a resolution outlining specifics as it relates to short-term administrative leave.</p>
<p>12:04 p.m.</p>	<p>RECESS</p>
<p>12: a.m.</p>	<p>Update – Hannah Whiston – CEBCO</p> <ul style="list-style-type: none"> • Provided overview of annual wellness report.
	<p>RECESS</p>
<p>1:02 p.m.</p>	<p>Update – Steve Kayatin – Sanitary Engineer Also present: Asst. Sanitary Engineer – Brad Niemeyer Asst. Prosecutor – Kayla Campbell</p> <p>Commissioner Seibert moved to go into Executive Session at 1:04 p.m. to discuss employee compensation pursuant to ORC 121.22(G)(1). Motion seconded by Commissioner Winegardner. The roll was called and was approved unanimously.</p> <p>The Board of Commissioners went back into general session at 1:38 p.m.</p> <p>Discussed leave options relating to an employee at the Sanitary Engineer’s office. Recommended that the employee be placed on paid administrative leave. Kayla Campbell, Assistant Prosecutor, provided the following criteria as it relates to same:</p> <ol style="list-style-type: none"> 1. The Sanitary Engineer is authorized to enter into an agreement with the employee, placing said employee on administrative leave.

2. The agreement shall be for a period not to exceed three (3) weeks, or the next payroll period, whichever is shorter.
3. The employee must provide adequate documentation that he has applied for disability and is in the process of having his eligibility determined by PERS.
4. The employee has not demonstrated a pattern of misuse of accrued sick time, as so determined by the Board.
5. The employee has used all other accrued time.
6. The employee has used all other Family Medical Leave Act ("FMLA") time.
7. In the event that PERS should deny disability leave for the employee, the employee must produce fitness for duty documentation from his primary medical provider prior to returning to work, or from a Board approved physician.
8. The employee shall be paid at his current rate of pay, pursuant to R.C. 124.388, for a total hourly amount to ensure that the employee shall still remain eligible for insurance benefits through the County.
9. This agreement is subject to renewal until final determination of eligibility for disability, provided that the President of the Board counter sign all renewals, along with the Sanitary Engineer.

Sanitary Engineer will request Ben Albrecht to draft contract language and will check on union involvement regarding same.

Brad Niemeyer requested the Board of Commissioners approval to submit application to apply for an EDA grant in the amount of \$4.5 million dollars with \$12.8 million in local non-EDA share which will be paid through OWDA funds and/or available cash.

Resolution #949-21. Authorize Bradley T. Niemeyer, Assistant Sanitary Engineer, to submit application for funds to the United States Economic Development Administration (EDA) Grant Program to construction the Shawnee POTW – Phase II Improvements and to serve as contact person with the authority to sign necessary documents relating to same. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.*

Steve Kayatin provided updated financials.

	<p>Commissioner Noonan provided update on conversation between himself, Steve Kayatin and Brad Niemeyer as it relates to ARPA monies and the need for justification on the projects.</p>
2:09 p.m.	RECESS
2:14 p.m.	<p>Interview – Chad King – Appointment to the Board of DD Board Also present: Theresa Schnipke – Board of DD’</p> <ul style="list-style-type: none"> • Chad King has a disabled child in his household which gives a personal connection to the Board. This will be a way to get involved and give back. • Provided overview of professional experience – banking/financials. • Received MBA from the University of Findlay. • Theresa Schnipke provided input as to why he would be a good fit on the board. <p>Kelli Singhaus was instructed to prepare resolution and place on Thursday agenda for Mr. King’s appointment.</p>
2:26 p.m.	RECESS
2:30 p.m.	<p>Budget meeting – Allen County Airport Present: Cindy Pyles, John Pisle, Cindy Leis, Dave Buettner and Josh Tattrie</p> <ul style="list-style-type: none"> • General discussion regarding 2022 budget requests.
2:55 p.m.	RECESS
5:30 p.m.	<p>Final Hearing – Smith Ditch #1332 @ American Township House, 102 Pioneer Road, Elida, Ohio</p> <p>Present: Commissioner’s Office: Commissioner Brian Winegardner, Commissioner Beth Seibert and Clerk Kelli Singhaus. County Engineer’s Office: Nathan Davis, Assistant Drainage Engineer, Joe Gearing, Drainage Engineer and Brion Rhodes, County Engineer.</p> <p>Commissioner Seibert swore-in the landowners who might provide public testimony at the hearing.</p> <p>Nathan Davis, Assistant Drainage Engineer, provided an overview of the petition ditch, appeals process and an</p>

outline of the watershed map. There are 178.34 acres and 46 parcels within the watershed.

County Engineer Brion Rhodes read the Report of the County Engineer into record. The engineer's estimate for the project is \$117,459.19.

Nathan Davis, Assistant Drainage Engineer, provided an overview of the assessment calculation process as well as the process to dismiss the project. If project is approved at the final hearing, the plan is to bid the project at the beginning of winter 2022. Recommended four (4) years for repayment of assessments for said project.

The Board of Commissioners heard from the property owners that were in attendance that were either for or against the project. Said project will outlet into the Steinke Ditch. There were concerns from the landowners that the Steinke Ditch was not constructed properly. The County Engineer's office will follow-up on the Steinke Ditch.

The Board of Commissioners recessed at 7:09 a.m. for a short break.

The Board of Commissioners went back into general session at 7:16 a.m.

Commissioner Seibert stated that she is a proponent that a drainage project go on permanent maintenance. Commissioner Winegardner's concern was the safety and well-being of residents. If there would be a large water event, it is necessary to protect/maintain property.

Resolution #954-21. Finding for the improvement of the Smith Petition Ditch Improvement Project #1332. Commissioner moved for approval of construction for said project and that said project be assessed for a period of four (4) years. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.

7:43 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