

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

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	SPECIAL SESSION
DATE	December 29, 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): <u>1 866 899 4679</u> United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p>
	<p>PRESENT: Cory Noonan Brian Winegardner Beth Seibert</p>
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE - Beth Seibert
	<p>APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Seibert moved to amend the agenda to include Resolution #995-21 under Resolutions/Signatures and add a meeting at 10:15 a.m. to discuss employee compensation/job descriptions. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</i></p>

ITEMS FOR REVIEW AND APPROVAL:

- 1. Approve minutes of the December 15, 2021 special session.**
- 2. Approve minutes of the December 16, 2021 general session.**
- 3. Approve minutes of the December 21, 2021 general session.**

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

4. Consent Agenda:

- a. Resolution #978-21.** Approve travel expenses.
- b. Resolution #979-21.** Intradepartmental transfers.
- c. Resolution #980-21.** Authorize a warrant of advance from the Sanitary Engineer's Surplus Fund 5035 to the Springbrook DS Fund 5304.
- d. Resolution #981-21.** Supplemental appropriation to the Internal Capital Fund 8752.
- e. Resolution #982-21.** Supplemental appropriation to the Hotel Lodging Fund 8095.
- f. Resolution #983-21.** Supplemental appropriation to the Crisis Center Fund 8007.
- g. Resolution #984-21.** Approval of "Then and Now" purchase orders.
- h. Resolution #985-21.** Approve use of credit cards for the 1st quarter of 2022.
- i. Resolution #994-21.** Supplemental appropriation to the Drug Court Special Dock Fund 2816.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #986-21.** Appoint Paul Swartz to the Port Authority Board of Allen County, Ohio. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #987-21.** Authorize the purchase of three (3) 2022 Ford Explorer Sport Utility Vehicles from Reineke Family of Dealerships for the Allen County Sheriff's office through the State of Ohio Cooperative Purchasing Program. ***Commissioner Winegardner moved for approval. Motion seconded by***

Commissioner Noonan. It was noted that consent to purchase said vehicles was made during a staff/update meeting. *The roll was called and the resolution was approved unanimously.*

- 3. Resolution #995-21.** Resolution authorizing a Memorandum of Understanding between the Board of Allen County Commissioners and the Allen County Guardianship Services Board. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.** Said Memorandum of Understanding outlines the guidelines in which liability insurance will be provided to the Allen County Guardianship Services Board. *The roll was called and the resolution was approved unanimously.*

DISCUSSION:

A. Sanitary Engineer

- 1. Resolution #988-21.** Enter into a grant agreement with the Ohio Department of Development Water and Wastewater Infrastructure Program for the Gomer Sewer Improvement Area. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.** Per Steve Kayatin, Sanitary Engineer, as a result of HB168, the county is eligible to receive up to \$500,000.00 for said project. Currently working with the Auditor's office in setting up an Ohio Supplier ID in order to get the funds transferred. *The roll was called and the resolution was approved unanimously.*
- 2. Resolution #989-21.** Enter into a grant agreement with the Ohio Department of Development Water and Wastewater Infrastructure Program for the design of the Hamlet of Hume Sewer Improvement Area. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.** Per Steve Kayatin, Sanitary Engineer, as a result of HB168, the county is eligible to receive \$217,500.00 for the design of the Human Sewer Improvement Area. *The roll was called and the resolution was approved unanimously.*
- 3. Resolution #990-21.** Resolution certifying to the Allen County Auditor a total of \$6,100.00 plus interest requisite to purchase E-One Low-Pressure Pump Station. **Commissioner Noonan moved for approval. Motion seconded by Commissioner**

Seibert. Per Bill Horvath, Sanitary Engineer's office, this is certifying a five (5) year assessment to Ms. Fannin's property taxes for the E-One Low-Pressure Pump Station. *The roll was called and the resolution was approved unanimously.*

4. Resolution #991-21. Enter into a Sanitary Sewer Extension Agreement with Michael A. and Phyllis M. Craun for the construction of a sanitary sewer improvement located along Stevick Road.

Commissioner Seibert moved for approval.

Motion seconded by Commissioner Winegardner.

Per Bill Horvath Sanitary Engineer's office, there are two (2) properties north of Elm Street whose septic tanks are bad. The county will extend 700' low pressure line to said residents properties to provide sanitary sewer. The owners have agreed to pay this cost up-front. The roll was called and the resolution was approved unanimously.

5. Resolution #992-21. Enter into a Sanitary Sewer Extension Agreement with Crystal F. Fields for the construction of a sanitary sewer improvement located along Stevick Road. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.** Per Bill Horvath, Sanitary Engineer's office, this is the same as the above resolution except the costs will placed on the real estate taxes for a period of five (5) years. *The roll was called and the resolution was approved unanimously.*

B. County Engineer

1. Resolution #993-21. Authorize the purchase of a 2022 Ford F150 4 x 4 Pick-Up Truck from Raabe Ford. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.** Per Brion Rhodes, County Engineer, this is the purchase of a ½ ton pick-up truck to replace a truck with over 200,000 miles. Said cost is in the amount of \$41,995.00 and will be paid from the motor vehicle permissive tax funds. *The roll was called and the resolution was approved unanimously.*

ANNOUNCEMENT

9:15 a.m.

RECESS

<p>9:36 a.m.</p>	<p>Kayla Campbell – Assistant Prosecutor re: Enterprise Fleet Management Program</p> <ul style="list-style-type: none"> • Discussion regarding Power of Attorney Agreement to sell vehicles on the county’s behalf. • Discussion regarding Power of Attorney for Enterprise Fleet Management to act as agent for the County for the registration of any newly leased vehicles as well as the sale and transfer of titles. • Kayla Campbell will work with Enterprise Fleet Management to identify the purpose of the Power of Attorney and the process of selling.
<p>9:50 a.m.</p>	<p>RECESS</p>
<p>10:30 a.m.</p>	<p>Board of Commissioners re: Employee Compensation/Evaluations/Job Descriptions Also present: Susan Wildermuth and Kayla Campbell</p> <ul style="list-style-type: none"> • Discussion regarding pay increases. Susan Wildermuth provided an outline of the 5% increase for each employee as well as the breakdown in which employees are paid from the general and non-general funds. There is a \$37.48 difference with proposed 5% increase, which can be absorbed through the wellness grant. The Board of Commissioners agreed to move forward with 5% increase for each staff member.
<p>10:48 a.m.</p>	<p>ADJOURN</p>
	<p>Submitted by: <u><i>Kelli A. Singhaus</i></u> Kelli A. Singhaus, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u><i>Cory Noonan</i></u> Cory Noonan</p> <p><u><i>Brian Winegardner</i></u> Brian Winegardner</p> <p><u><i>Beth Seibert</i></u> Beth Seibert</p>