

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

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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>December 22, 2022</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><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></b></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): <u>1 866 899 4679</u></b>  <b>United States: <u>+1 (571) 317-3116</u></b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Beth Seibert</b>  <b>Cory Noonan</b>  <b>Brian Winegardner</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>9:21 a.m.</b>	<b>AGENDA MEETING</b>
	<p><b>PLEDGE -Brian Winegardner</b></p>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <p><b>Add Resolution #813-20B under Resolutions/Signatures.</b></p> <p><b><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the amended agenda was approved unanimously.</i></b></p>

**ITEMS FOR REVIEW AND APPROVAL:**

**1. Consent Agenda:**

- a. Resolution #1214-22.** Intradepartmental transfer.
- b. Resolution #1215-22.** Authorize a warrant of transfer from the Special Projects Fund 2701 to the General Fund 1001.
- c. Resolution #1216-22.** Authorize a warrant of transfer from the Conveyance Fee Fund 2093 to the GIS Fund 2089.
- d. Resolution #1217-22.** Supplemental appropriation to the VMCCC Fund 2872.
- e. Resolution #1218-22.** Supplemental appropriation to the Law Library Fund 2025.
- f. Resolution #1219-22.** Supplemental appropriation to the Conveyance Fee Fund 2093.
- g. Resolution #1220-22.** Supplemental appropriation to the GIS Fund 2089.
- h. Resolution #1221-22.** Supplemental appropriation to the EMA Fund 2091.
- i. Resolution #1222-22.** Supplemental appropriation to the General Fund 1001.
- j. Resolution #1233-22.** Supplemental appropriation to the MRDD P.I. Fund 4018.
- k. Resolution #1234-22.** Supplemental appropriation for the JRIIG Fund 8884.
- l. Resolution #1235-22.** Supplemental appropriation to the Worth Center Fund 8880.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Notice to Legislative Authority, Ohio Division of Liquor Control, G and G Foodmart LLC dba G&G Foodmart LLC to R&R Takhar Operations Inc., C1, C2, D6 Permit, Request a Hearing / Do Not Request a Hearing**

***Commissioner Noonan made a motion to Do Not Request a Hearing. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.***

- 2. Resolution #1223-22.** Accept proposal and enter into contract with Tim Hogan's Dalton Georgia Carpets for the purchase and installation of carpet at the Court of Appeals Building. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The amount is not to exceed \$13,365.00. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #1224-22.** Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Sheriff's Office. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #1225-22.** Authorize an agreement between the Allen County Regional Transit Authority and the West Central Ohio Crime Task Force. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #1226-22.** Authorize a Memorandum of Understanding with the Local Emergency Planning Committee. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #1227-22.** Resolution receiving payment from an Allen County employee regarding real property damage caused by a motor vehicle in lieu of submitting to insurance for a claim, and authorizing execution of agreement for same. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #1228-22.** Enter into a Memorandum of Understanding with the Allen Soil and Water Conservation District regarding services and payment for services related to the Burgess Group Drainage Project. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**8. Resolution #1236-22.** Re-appoint members to the Allen County Public Defender Commission. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

**9. Resolution #1237-22.** Authorize the Allen County Child Support Enforcement Agency to enter into a lease agreement with Perry Corporation for three (3) multi-function copiers. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

**10. Resolution #1168-22.** Accept proposal and enter into contract with Lumen for 9-1-1 Maintenance Services. ***(Previously tabled on December 6, 2022.) Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The contract amount is not to exceed \$26,726.83. The roll was called and the resolution was approved unanimously.***

**11. Resolution #813-20B.** Amend Resolution #813-20 and #813-20A, approve an Allen County Policy and Procedure Manual. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Changes were discussed during annual review, but changes were not made to the policy, this will correct. The roll was called and the resolution was approved unanimously.***

**DISCUSSION:**

**A. County Engineer**

**1. Resolution #1229-22.** Authorize the Allen County Engineer to execute a LPA Federal Project Agreement for the Purdy Road Project and authorizes the Allen County Engineer to serve as the LPA representative for said project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The project is 100% federally funded at a cost of \$566,500.00 and Motor Vehicle Tax funds will fund the construction inspection. The roll was called and the resolution was approved unanimously.***

**2. Resolution #1230-22.** Authorize the Allen County Engineer to execute a LPA Federal Project Agreement for the Fisher Road Project and authorizes the Allen County Engineer to serve as the LPA representative for said project. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The project is 100% federally funded at a cost of \$137,500.00 and Motor Vehicle Tax funds will fund the construction inspection. The roll was called and the resolution was approved unanimously.***

**B. Board of Developmental Disabilities**

**1. Resolution #1231-22.** Accept bid and enter into contract with Heyne Construction for the Allen County Board of Developmental Disabilities Administration Building Renovations Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The contract amount is \$1,067,200.00, which was the lowest and best bid. The roll was called and the resolution was approved unanimously.***

**C. Allen County Regional Airport Authority**

**1. Resolution #1232-22.** Authorize the Allen County Regional Airport Authority to submit a pre-grant application to the Federal Aviation Administration (FAA). ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is for the Taxiway Rehabilitation Project and the Airport is responsible for the 5% matching funds of \$4,889.00. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

**PUBLIC COMMENT**

**Please refer to Public Comment Policy and Application at <https://commissioners.allencountyohio.com/public-comment-policy-request-application/>**

**9:41 a.m.**

**RECESS**

**9:56 a.m.**

**Update—Jason Patchet – Building and Grounds**

**Jason Patchet requests to enter executive session to discuss disciplinary of one employee and compensation for another employee**

**At 9:57 a.m. Commissioner Winegardner moved to enter in executive session ORC 121.22 (G) (1). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.**

**Present: Jason Patchet and Kelli Singhaus**

**Back in general session at 10:29 a.m.**

- **During executive session, two employees were discussed**
  - First employee, discipline was discussed—legal advice has been sought by Jason Patchet and will proceed with the advice of the legal counsel**
  - Second employee, compensation was discussed—employee is still under probationary period and is asking to honor the expressed \$0.50 hourly increase, with an additional 90 days of probationary. There will be no anticipated wage increase at the end of said employees probationary period**
- **Jason Patchet provided an overview of plan for security/intrusion system for the Civic Center provided by North West Ohio Security Systems—quoted for \$11,034.14**
  - if anything is additionally desired by the Civic Center outside of this proposal, they will be financially responsible**
  - Civic Center is also financially responsible for the monthly monitoring fee**
  - Commissioners instruct Jason Patchet to provide North West Ohio Security Systems with a verbal confirmation to move forward with the project—funds will be encumbered in 2023**
- **Jail water pumps have been replaced and working well, alternating back and forth between the two**
- **Discussion on possible purchase of smaller snow removal equipment**
  - Jason Patchet requested to move forward with the purchase of the Mammoth at a price of \$24,243.32 for snow removal**
  - Commissioners agree to move forward with this purchase and funds will be encumbered in 2023**

	<ul style="list-style-type: none"> <li>• Discussion on impending bad weather preparation</li> <li>• Commissioners request that Jason Patchet reach out to North West Ohio Security Systems to look into costs for security buzzards</li> </ul>
11:00 a.m.	RECESS
11:03 a.m.	<p><b>Bid Opening—Museum Retaining Wall</b></p> <p><b>Engineer’s Estimate – \$73,000.00</b></p> <p><b>Bids received as follows:</b></p> <p><b>Turf Concepts – \$64,000.00</b></p> <p><b>Fenson Contracting - \$80,000.00</b></p> <p><b>R.B. Jergens - \$93,203.74</b></p> <p><b>Mid-American Group - \$120,735.00</b></p> <p><b>Quality Masonry Company - \$157,000.00</b></p> <ul style="list-style-type: none"> <li>• The bids will be reviewed by Building and Grounds Superintendent Jason Patchet and a recommendation will be made to the Board</li> </ul>
11:13 a.m.	RECESS
11:30 a.m.	<p><b>Bid Opening- Hutchinson Petitioned Ditch #1347</b></p> <p><b>Engineer’s Estimate – \$108,820.00</b></p> <p><b>Bids received as follows:</b></p> <p><b>Degen Excavating – \$110,451.70</b></p> <p><b>RD Jones - \$148,868.50</b></p> <p><b>Elite Builders - \$111,970.00</b></p> <p><b>Slusser Contracting - \$78,900.00</b></p> <p><b>A.C.S. - \$108,351.00</b></p> <p><b>Turf Concepts - \$96,010.00</b></p> <p><b>Fenson Contracting - \$97,545.00</b></p> <p><b>Sand Ridge Excavating - \$108,719.60</b></p>

**NOW Property Services - \$96,880.00**

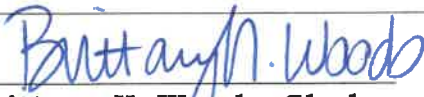
**State Highway Clearing - \$107,700.00**

- **The bids will be reviewed by County Engineer and a recommendation will be made to the Board**

**11:39 a.m.**

**Adjourn**

**Submitted by:**

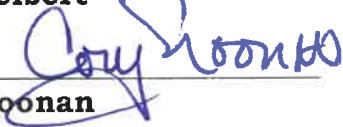
  
**Brittany N. Woods, Clerk**

**Approved by: Board of Allen County Commissioners**

  
**Brian Winegardner**



**Beth Seibert**

  
**Cory Noonan**