

**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	GENERAL SESSION
DATE	March 2, 2023
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: Brian Winegardner Beth Seibert Cory Noonan</p>
TIME:	GENERAL SESSION - RECORDED
8:15 a.m.	<p>Mona Losh—Allen County Recorder re: Scanning Project</p> <ul style="list-style-type: none"> • Mona Losh provided an update on the Cott Scanning project • Discussion on next phase of the scanning project -records need to be redacted prior to being posted online • The Commissioners ask Mona Losh to obtain a quote for the redacting of information for the documents to be posted online • Discussion on computer needs <ul style="list-style-type: none"> -10 public computers -11 for staffing needs

	<p align="center">-Mona Losh is working with IT on quotes for computers</p>
8:51 a.m.	RECESS
9:05 a.m.	AGENDA MEETING
	PLEDGE – Cory Noonan
	<p>APPROVE AGENDA AS PRESENTED</p> <p>Add a 9:30 a.m. meeting with Vicki Tarr to discuss discipline of an employee</p> <p><i>Commissioner Noonan moved to approve the amended agenda. Motion seconded by Commissioner Winegardner. The roll was called and the amended agenda was approved unanimously.</i></p>
	<p>ITEMS FOR REVIEW AND APPROVAL:</p> <p>1. Consent Agenda:</p> <ul style="list-style-type: none"> a. Resolution #153-23. Approve travel expenses. b. Resolution #154-23. Intradepartmental transfers. c. Resolution #155-23. Supplemental appropriation for the EMA Fund 2091. d. Resolution #156-23. Supplemental appropriation for the BOC Capital Improvement Fund 4015. e. Resolution #157-23. Supplemental appropriation for the HAVA 2019 Fund 2098. f. Resolution #158-23. Establish the 2332 Maintenance Fund for Smith Ditch #1332. <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>
	<p>RESOLUTIONS/SIGNATURES:</p> <p>1. Resolution #159-23. Authorize membership and payment of annual dues to Ohio County Dog Wardens Association for Calendar Year 2023. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p>

- 2. Resolution #160-23.** Accept proposal and enter into contract with All Temp Refrigeration for a boiler replacement at the Child Support Enforcement Agency. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Contract amount is not to exceed \$14,949.00. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #161-23.** Approve a Memorandum of Understanding between the Allen County Department of Job and Family Services/Ohio Means Jobs and the Lima Chamber of Commerce for Top Tier Workforce Partnership. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #162-23.** 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 Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 5. Resolution #163-23.** Approve a contract between the Allen County Department of Job and Family Services/Ohio Means Jobs and Huntington Billboards for multi-business outreach efforts. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 6. Resolution #196-22A.** Amend Resolution #196-22, approve contract between the Allen County Department of Job and Family Services and Croy's Mowing. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The extension to the contract is not to exceed an amount of \$15,000.00. The roll was called and the resolution was approved unanimously.***

- 7. Resolution #194-22B.** Amend Resolution #194-22, appoint delegates and alternates to the Lima-Allen County Regional Planning Commission Board. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. IDue to staffing changes, the alternate for the County Engineer needed updated. The roll was called and the resolution was approved unanimously.**
- 8. Resolution #1236-22A.** Amend Resolution #1236-22, appoint members to the Allen County Public Defender Commission. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. This resolution was needed to create staggering terms of the board members. The roll was called and the resolution was approved unanimously.**
- 9. Resolution #315-22C.** Amend Resolution #315-22, adopt a revised Allen County Personnel Policy Manual. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 10. Resolution #165-23.** Re-appoint Bruce Showalter to the Facilities Governing Board of the W.O.R.T.H. Center. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 11. Resolution #166-23.** Approve the Kempher & Elswick replat. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The replat has been reviewed by Jackson Township and has been approved by Developmental Controls Committee. The roll was called and the resolution was approved unanimously.**
- 12. Resolution #167-23.** Approve the Hartman Replat. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

	<p>DISCUSSION:</p> <p>A. <u>County Engineer</u></p> <p>1. Resolution #164-23. Authorize Brion E. Rhodes, Allen County Engineer, to submit application and execute contract with the Ohio Department of Transportation Jobs & Commerce for the ALL Sugar Street Rehabilitation Project. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p> <p>B. <u>Allen Economic Development Group</u></p> <p>2. Resolution #169-23. Authorize and direct the President of the Board of Commissioners, Allen County, Ohio, to enter into an Enterprise Zone Agreement with Logoplaste Lima, LLC. and declaring this act an emergency. <i>Commissioner Noonan moved to table the resolution until legal has finalized the Enterprise Zone Agreement. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was tabled unanimously.</i></p>
	<p>ANNOUNCEMENTS</p>
	<p>PUBLIC COMMENT</p> <p>Please refer to Public Comment Policy and Application at https://commissioners.allencountyohio.com/public-comment-policy-request-application/</p>
<p>9:23 a.m.</p>	<p>RECESS</p>
<p>9:35 a.m.</p>	<p>Vicki Tarr—Disciplinary of Employee</p> <p>At 9:36 a.m., Commissioner Noonan made a motion to enter executive session according to ORC 121.22 (G) (1) to discuss potential discipline of a Child Support Enforcement Agency employee. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</p> <p>Back in general session at 9:51 a.m.</p> <ul style="list-style-type: none"> Vicki Tarr has had a pre-disciplinary hearing with an employee at her agency

-proposing a 3 day suspension for abuse of sick leave and a 7 day suspension for performance related issues for a total un-paid suspension of 10 days

Commissioner Noonan made a motion to approve Resolution #170-23 to approve the suspension of a Child Support Enforcement Agency for 3 days for abuse of sick leave and 7 days for performance related issues for a total of 10 days unpaid suspension. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.

Commissioner Noonan amended his motion to include that if said employee would like to resign before March 13th, the Board would accept resignation. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.

9:55 a.m.

RECESS

10:13 a.m.

Update—Jason Patchet – Building and Grounds

- **Provided an update on Court of Appeals Carpet Project**
 - there will be a minor Change Order to add floor filler in 4 of the offices
- **Provided an update on Title Building Painting Project**
 - Deputy Registrar and Drivers Exam areas are complete
 - Title Department should be 75% complete by the end of the week
- **Discussion on Panic Button System**
 - need to decide what degree of system desired
 - Jason Patchet will discuss with Sheriff Treglia
- **Framing has begun at the Lima Community Foundation office space in the Savings Building**
- **Discussion on forfeited properties**
 - Jason Patchet will provide pictures of property to display at auction on Monday
- **Court of Appeals retest for mold is scheduled for March 6th**
- **Discussion on Justice Center and Court of Appeals Signage**
 - waiting on renderings and quotes
- **Child Support Enforcement Agency Boiler has been ordered**
- **Discussion on tree roots in downspout tile at the Courthouse**

	<ul style="list-style-type: none"> -County Engineer assisted in jetting out the drain tile and got the drain cleared -should prevent flooding of the sidewalk • Discussion on Janitorial Employee <ul style="list-style-type: none"> -has received a referral for an employee but has scheduling conflicts until May -would be available to work from 8:00 a.m. to 2:00 p.m. until the end of May (which would be full time at 30 hours per week) -Jason Patchet will plan to interview individual • Discussion on Museum Retaining Wall Project <ul style="list-style-type: none"> -received proposal for Change Order from Turf Concepts at a cost of \$15,775.00 with the County Engineer providing fill dirt -Total project cost would now be \$79,775.00 -Commissioner Noonan will ask County Engineer the cost of supplying and trucking the dirt -Kelli Singhaus will work on amending grant application with the State -Jason Patchet will get Change Order from Turf Concepts and Kelli Singhaus will obtain a Purchase Order • Discussion on potential boiler upgrade at the Civic Center • Provided an update on HVAC Upgrade at the Court of Appeals Building <ul style="list-style-type: none"> -will plan to begin install at the end of March
11:23 a.m.	RECESS
11:30 a.m.	<p>Joint Board Meeting re: Ottawa River Stream Enhancement Project</p> <ul style="list-style-type: none"> • At 11:30 a.m. Commissioner Scumbohm opened the meeting and instructed Brittany Woods to call the roll. • Allen Soil and Water Conservation District provided an overview for their request to enter into contract for log jam removal <ul style="list-style-type: none"> -\$17,165.00-City of Lima -\$9,935.00-Putnam County request • Discussion on the request for Allen Soil and Water Conservation District to enter into contract with Tawa Tree Service for the logjam work

Resolution #168-23. Joint Board of County Commissioners of Allen, Auglaize, Hancock, Hardin and Putnam County, Ohio, authorizes the Allen Soil and Water Conservation District to contract for maintenance with Tawa Tree Service as it relates to the Ottawa River Stream Enhancement Project.

Allen County proxy Steve Ewing moved for approval. Motion seconded by Commissioner Schroeder. The roll was called and the resolution was approved with Allen County proxy Pat Vorst voting “No”.

- **Discussion on what the Board would like to see presented at future meetings from Soil and Water Conservation District**
 - ariel pictures/video footage of the proposed projects
 - provide information on what A,B and C categories are
 - would like the information sent out for review prior to the meeting
- **Discussion on Hardin Counties request for log jam removals**
- **General discussion on assessments**
 - last changes to assessments were in December 2022

11:55 a.m.

RECESS

1:14 p.m.

Update—Keith Cheney – Chief Deputy Auditor

- **Provided an update on the GIS Department**
 - Board of Elections Map updates is 60% complete
 - County Engineer’s Map updates are close to complete
 - EMA 9-1-1 improvements are 70% complete
 - implementing automated update system
- **Provided an update on the Lima Mall Bankruptcy Litigation**
 - at recent hearing the Clean Energy Assessment was dismissed
 - additional hearing will be forthcoming unless the Lima Mall dismisses
- **IT Department has commenced training courses for Allen County employees for excel and Munis that were put on hold during COVID**
 - will begin special trainings for Munis in March
- **Discussion on IT upgrade and exchange server at the Sheriff’s Office**
 - will be on the agenda next week for approval
- **Provided a Land Bank update**

	<ul style="list-style-type: none"> -deadline for applications for Home Improvement Program is March 6th -have received 43 applications, of which 33 meet the criteria for review • Discussion on Munis Training for upgrade this May in Texas <ul style="list-style-type: none"> -Rachael Gilroy, Brian Mauk and three staff members will be attending -those individuals will then train county employees on upgrades • Budget Commission met this week and the uncollectible taxes were discussed <ul style="list-style-type: none"> -discussion on provision to remove those taxes from the books -Prosecutor Destiny Caldwell is reviewing said provision • Provided an update on Courtview <ul style="list-style-type: none"> -a meeting with the Clerk of Courts and Berlin Carroll will be scheduled to meet with the Commissioners • Discussion on scanning/copier contract with Perry ProTech <ul style="list-style-type: none"> -Auditor's Office is still reviewing the quotes -Keith Cheney will plan to get additional quotes to compare to Perry ProTech quote
<p>1:59 a.m.</p>	<p>RECESS</p>
<p>2:20 p.m.</p>	<p>H2Ohio Two-Stage Ditch Discussion—Nathan Davis</p> <ul style="list-style-type: none"> • Nathan Davis submitted 4 applications to ODA to see if they were fundable projects <ul style="list-style-type: none"> -ODA stated they would be willing to fund all 4 projects at 100% • Review of draft grant agreements for each project <ul style="list-style-type: none"> -the grant is reimbursable • Discussion on funding prior to reimbursement and maintenance of the projects <ul style="list-style-type: none"> -discussion on following the same process as regular petition ditch projects—would hold hearings and determine assessments for maintenance • General discussion on the scope of the projects • Discussion on being able to use ORC 6163 for maintenance hearing rather than the full petition process <ul style="list-style-type: none"> -will need to be discussed with Kayla Campbell
<p>2:55 a.m.</p>	<p>ADJOURN</p>

Submitted by: Brittany Woods
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Brian Winegardner
Brian Winegardner

Beth Seibert
Beth Seibert

Cory Noonan
Cory Noonan