

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

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Lima, Ohio 45801

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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>March 30, 2023</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: Brian Winegardner</b>  <b>Beth Seibert</b>  <b>Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>8:00 a.m.</b>	<p><b>Melissa Bodey—CEBCO—Quarterly Update</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an overview of 4<sup>th</sup> Quarter reports</b></li> <li>• <b>Discussion on Garner Program test</b>  -<b>provided Amazon gift cards for 14 winners of participating in the Garner Program test</b></li> <li>• <b>CEBCO membership meeting is tomorrow</b></li> </ul>
<b>8:42 a.m.</b>	<b>RECESS</b>

9:02 a.m.	<b>AGENDA MEETING</b>
	<b>PLEDGE – Cory Noonan</b>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <ul style="list-style-type: none"> <li>• <b>Add Resolution #226-23A under Resolution/Signatures</b></li> <li>• <b>Add a meeting with Kayla Campbell, Assistant Prosecutor, at 9:15 a.m. to discuss Administration and CSEA Building contracts</b></li> </ul> <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><b>ITEMS FOR REVIEW AND APPROVAL:</b></p> <p><b>1. Consent Agenda:</b></p> <ul style="list-style-type: none"> <li>a. <b>Resolution #264-23.</b> Approve travel expenses.</li> <li>b. <b>Resolution #257-23.</b> Intradepartmental transfers.</li> <li>c. <b>Resolution #258-23.</b> Approve use of credit cards for the 2<sup>nd</sup> quarter of 2023.</li> </ul> <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><b>RESOLUTIONS/SIGNATURES:</b></p> <p><b>1. Resolution #259-23.</b> Accept proposal and enter into Statement of Work Agreement with ImageSoft for software and subscription services. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Amount not to exceed \$2,089.51. The roll was called and the resolution was approved unanimously.</i></p> <p><b>2. Resolution #260-23.</b> Grant a Subordination Agreement to Rocket Mortgage, A Community Housing Improvement Program Mortgage on a property located in Lima, Ohio. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p>

3. **Resolution #137-23A.** Amend Resolution #137-23, declare a 2014 Micro Bird MB II at the Allen County Veterans Commission unsuitable for county use, authorizes the sale of same through a sealed bid process pursuant to O.R.C. 307.12(a)(1) and authorize the Clerk of Board to post notice and advertise for sealed bids. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The amendment is to sell the bus on Gov Deals, as there were no bids received through the sealed bid process. The roll was called and the resolution was approved unanimously.**
4. **Resolution #261-23.** Approve one (1) Easement for County Road purposes and one (1) Work Agreement with Julie A. and James Goare for the Allen County Engineer to maintain roadway along Clum Road. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
5. **Resolution #226-23A.** Amend Resolution#226-23, set date, time and place for the First Public Hearing for the CHIP Grant PY 2023 and authorize the Community Development Coordinator to advertise for same. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. This amendment allows for advertisement in the Lima News, rather the originally approved Delhpos Herald. The roll was called and the resolution was approved unanimously.**

**DISCUSSION:**

**A. Allen County Engineer**

1. **Resolution #262-23.** Approve plans and Engineer's Estimate and authorizes the Clerk of Board to post notice and advertise to receive bids via QuestCDN.com or sealed bid for the replacement of the Purdy Road Bridge, Spencer Township, Allen County, Ohio. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Bid opening will be held May 4, 2023 and project will be completed by October 20, 2023. The roll was called and the resolution was approved unanimously.**

	<p><b>B. <u>Allen County Regional Airport Authority</u></b></p> <p><b>1. Resolution #263-23.</b> Authorize submission of the Sponsor Grant Certifications for the Airport Improvement Project No. 3-39-0046-027-2023 to the Federal Aviation Administration (FAA) and authorize Brian Winegardner to execute same. <b><i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></b></p>
	<p><b>ANNOUNCEMENTS</b></p>
	<p><b>PUBLIC COMMENT</b></p> <p>Please refer to Public Comment Policy and Application at <a href="https://commissioners.allencountyohio.com/public-comment-policy-request-application/">https://commissioners.allencountyohio.com/public-comment-policy-request-application/</a></p>
<p><b>9:10 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:17 a.m.</b></p>	<p><b>Kyla Campbell—Discussion on proposed Contracts for Administration and CSEA Building Projects</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Liability Coverage</b> <ul style="list-style-type: none"> <li>-WDC is requesting Allen County to accept their coverage of the maximum amount of their policy</li> <li>- as their policies are \$2million for claim and \$2 million for aggregate for the CSEA Building and \$2 million for claim and \$4 million for aggregate</li> <li>-Mark Evans suggests asking for an additional \$5 million in coverage</li> <li>-Commissioners ask that WDC is asked to provide additional coverage</li> </ul> </li> <li>• <b>Discussion on indemnification language</b> <ul style="list-style-type: none"> <li>-Mark Evans will revise the contract to follow the ORC guidelines</li> </ul> </li> <li>• <b>Kelli Singhaus has confirmed with the Auditor’s Office that a new fund will need to be created for the CSEA Building Project, which will delay approving the contract for CSEA Building to April 20<sup>th</sup></b> <ul style="list-style-type: none"> <li>-still on schedule to approve contract for the Administration Building April 13<sup>th</sup></li> </ul> </li> <li>• <b>Discussion on potential purchase of land downtown for the Administration and/or CSEA Buildings and parking needs</b> <ul style="list-style-type: none"> <li>-Commissioner Noonan requests if property(s) are identified, would the Board be ok with adding an additional \$800,000.00 to the budget for the</li> </ul> </li> </ul>

	<p>project. Both Commissioner Seibert and Commissioner Winegardner stated yes.</p> <ul style="list-style-type: none"> <li>• Discussion on Owners Representative <ul style="list-style-type: none"> <li>-Commissioners would like INCompliance to be the Owners representative but also have Jason Patchet involved in meetings to be kept up-to-date on the projects</li> </ul> </li> </ul>
<p>9:50 a.m.</p>	<p>RECESS</p>
<p>10:00 a.m.</p>	<p>Update—Jason Patchet – Building and Grounds</p> <ul style="list-style-type: none"> <li>• Provide an update on Court of Appeals HVAC Project <ul style="list-style-type: none"> <li>-cooling tower is scheduled to be installed next week</li> </ul> </li> <li>• Museum Retaining Wall Project is complete</li> <li>• Provided an update on Lima Community Foundation space at the Savings Building <ul style="list-style-type: none"> <li>-all walls are framed and hung</li> <li>-final coat of mud needs to be done and paint/trim reinstalled</li> </ul> </li> <li>• Justice Center and Court of appeals entrance signs have been ordered</li> <li>• Courthouse exterior lights have been ordered</li> <li>• Provided an update on boiler pipe issue at the Civic Center <ul style="list-style-type: none"> <li>-issue has been resolved</li> </ul> </li> <li>• Discussion on Board of Elections after-hours ballot box <ul style="list-style-type: none"> <li>-legislature states that after-hours ballot drop box needs to remain accessible to public</li> <li>-will be re-using the COVID drop Box from the Courthouse</li> <li>-will need to replace the camera to provide coverage of the box and parking lot</li> <li>-cost for cameras and installation will be \$2,709.00—Jason Patchet will pay for from Building and Grounds Services line</li> </ul> </li> <li>• Discussion on Court of Appeals Judges entrance <ul style="list-style-type: none"> <li>-Jason Patchet has reached out to several glass companies and all have said there would need to be a structure provided for them to enclose with glass, they will not provide the structure</li> <li>-Commissioners recommend building a structure with a roof, but not install glass at this time</li> <li>-discussion on removal of wallpaper and painting in the entryway</li> </ul> </li> <li>• Security System at the Civic Center is being installed this week</li> </ul>

10:29 a.m.	RECESS
11:30 a.m.	Board of Developmental Disabilities Annual Partnership Luncheon—Veterans Memorial Civic & Convention Center
	RECESS
1:20 p.m.	<p>Dental RFQ Discussion –Sofia Clifton, Brittany Woods and Keith Cheney</p> <ul style="list-style-type: none"> <li>• Discussion on possibility of going through the RFQ process for Dental Insurance</li> <li>• Discussion on possibility of using Hamilton (Rick) C. Combs III as a consultant for development of RFQ -fee of \$6,500.00 to provide this service</li> <li>• Commissioner Noonan will discuss timeline with Mr. Combs and will discuss if there is a need for going out for an RFQ for Vision Insurance as well</li> </ul>
1:47 a.m.	RECESS
2:07 p.m.	<p>Amy Hoffman—Palmer Energy—Aggregation Contract</p> <ul style="list-style-type: none"> <li>• Amy Hoffman provided an overview of the contract with Energy Harbor for 12 months for the Village of Elida, as they have ceded authority to Allen County -contract has a fixed rate of 0.065 from May 2023 through June 2024</li> </ul> <p><b>Resolution #265-23.</b> Enter into a Second Addendum to a Master Agreement to provide services to an aggregated group between the Board of Allen County Commissioners and Energy Harbor, LLC. <b>Commissioner Noonan moved to approve. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</b></p>
2:15 p.m.	ADJOURN

Submitted by: Brittany N. Woods  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Brian Winegardner  
Brian Winegardner

Beth Seibert  
Beth Seibert

Cory Noonan  
Cory Noonan