

# 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
<b>DATE</b>	<b>August 9, 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><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></b></p> <p><b>You can also dial in using your phone.</b>  <b>United States (Toll Free): 1 866 899 4679</b>  <b>United States: +1 (571) 317-3116</b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Beth Seibert</b>  <b>Cory Noonan</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>9:32 a.m.</b>	<p><b>Staff/Update meeting</b></p> <p><b>Present: Beth Seibert, Kelli Singhaus, Sofia Snyder, Brittany Woods and Jason Patchet</b></p> <p><b>Jason Patchet—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on water leak/storm drain blockage at Children Services</b>  <b>-working with County Engineer to have Vac Truck remove water in storm drain to investigate the situation</b>  <b>-depending on what issues are found, emergency action may need to take place</b>  <b>-Jason will update the Commissioners once he has more information</b></li> </ul>

**Sofia Snyder—**

- **Provided an overview of Safety Council meeting**  
-Allen County has been chosen to test an EAP program through the Mental Health Board
- Brittany Woods suggested letting the Mental Health Board know that Allen County employees currently have an EAP program through CEBCO
- **Wellness program ends Friday, August 12, 2022**  
-sending daily reminder emails to employees
- **Provided an update on BWC claim settlement status**  
-settlement offer has been sent, waiting on response

**Kelli Singhaus—**

- **Provided information on the Career Mentoring program that was discussed during the Family Children First Council meeting on Monday**

**At 9:58 a.m. Brian Winegardner joins the meeting via phone**

- **Discussion on Grzybowski Law Office lease at the Savings Building**  
-approval of lease will be on Thursday's agenda; tenants scheduled to move in on August 15<sup>th</sup>
- **Provided an update on communication with Lima Community Foundation regarding their lease**  
-currently owe back rent of \$44,000.00 and are occupying additional space not included in the lease
- Kelli will continue to work on resolving
- **Requests to attend the CORSA Annual Meeting—September 9, 2022 with Sofia Snyder**  
-Commissioners are ok with this
- **Provided an update on the forfeiture properties received by the county**  
-Assistant Prosecutor, Kayla Campbell, is working on eviction documents for the currently occupied property

**Brittany Woods—**

- **Discussion on CorpComm contract**  
-Brittany and Beth Seibert will continue to review and will bring up for discussion at a later date

**At 10:18 a.m. Cory Noonan joins the meeting**

**Beth Seibert—**

- **Discussion on request from Downtown Lima Inc. for the use of the old jail for lantern tours**  
-Commissioners have decided not to allow as it is a liability issue and would require staff to work overtime
- **CCAO Symposium—August 25<sup>th</sup> and 26<sup>th</sup>**

	<ul style="list-style-type: none"> <li>-Commissioners do not plan to attend as their schedule does not permit</li> <li>• Discussion on request received by David Buettner from the Lima Allen County Regional Airport Board</li> <li>-the Lima Allen County Regional Airport Board has decided to hold on their increase request until budget discussions</li> <li>• Expresses Joe Patton’s appreciation for the Commissioners and their review of vacation/personal time for county employees</li> <li>• General discussion on vacation and personal time</li> <li>-will need to review the current policy</li> <li>• Discussion on Allen Water District Board appointment</li> <li>-discussion on possible placements for the vacant seat</li> </ul> <p><b>Brian Winegardner—</b></p> <ul style="list-style-type: none"> <li>• Discussion on OSU Extension office space needs</li> <li>-Beth Seibert and Brittany Woods will work on setting up a meeting to discuss</li> </ul>
<p><b>11:06 a.m.</b></p>	<p><b>RECES</b></p>
<p><b>11:18 a.m.</b></p>	<p><b>ARPA Discussion</b></p> <p><b>Present: Beth Seibert, Cory Noonan, Kelli Singhaus, Sofia Snyder, Brittany Woods and Brian Winegardner (via phone)</b></p> <ul style="list-style-type: none"> <li>• General discussion on ARPA requests</li> <li>• Beth Seibert provided an update on requests for Infrastructure projects requests –earmarked \$5 million</li> <li>-discussion on funding towards Baughman project</li> <li>-discussion on how much of funds to be used on infrastructure projects –Sofia will divide out funding on spreadsheet for projects</li> <li>-continuing to work on narratives to send to Bricker and Eckler for justification</li> <li>• Kelli Singhaus discussed potential scanning for the Commissioner’s office</li> <li>-will need to figure out cost</li> </ul> <p><b>At 11:55 a.m. Prosecutor Juergen Waldick, Assistant Prosecutor Destiny Caldwell and Lori Baldauf joined the meeting as they were scheduled to meet August 10<sup>th</sup>, but had the date wrong on their calendar—with the discussion regarding ARPA funds the Commissioners will meet with them now and cancel the meeting scheduled for August 10<sup>th</sup></b></p> <ul style="list-style-type: none"> <li>• Review of discussion in October of 2021 regarding backlog in cases</li> <li>• Prosecutor Waldick provided an update on current court cases</li> <li>• Discussion on retention issues and recruiting</li> <li>-currently down 2 Prosecutors and will be short on their salary budget due to overtime</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>General discussion on ARPA funding request</b></li> <li>• <b>Discussion on budget request for 2023</b></li> </ul>
<b>12:24 p.m.</b>	<b>RECESS</b>
<b>2:04 p.m.</b>	<p><b>Brookhaven Pump Station Discussion—Kayla Campbell, Brad Niemeyer and Bill Horvath</b></p> <ul style="list-style-type: none"> <li>• <b>Bids were open for the Brookhaven Pump Station project on July 9, 2022, receiving two bids from Degen Excavating and Joe &amp; Joe Contracting</b></li> <li>• <b>The engineer has expressed concerns with one of the bidders and inquiring on how to proceed</b></li> <li>• <b>Kayla Campbell provided discussion on lowest and best bid</b> <ul style="list-style-type: none"> <li>-according to Allen County policy, lowest does not mean best bid</li> <li>-believes that we can reject the bid that there are concerns with, will not need to reject both bids</li> </ul> </li> <li>• <b>Commissioner Noonan asked Brad Niemeyer and Bill Horvath to reach out to other counties on how they have handled situations like this</b></li> <li>• <b>Kayla Campbell asks that the Clerk adjusts language in future legal notices to reference “lowest and best bid” when going out for bid for projects</b> <ul style="list-style-type: none"> <li>-will work with Brittany Woods on correct verbage</li> </ul> </li> </ul>
<b>2:15 p.m.</b>	<b>RECESS</b>
<b>3:36 p.m.</b>	<p><b>Bricker &amp; Eckler and INCompliance Team re: Project Management –Sean Lehman, Mark Evans, Sarah McNally, Sofia Snyder, Kelli Singhaus, Brittany Woods, Jason Patchet and Brian Winegardner (via phone)</b></p> <ul style="list-style-type: none"> <li>• <b>Overview of the planning Allen County has done</b></li> <li>• <b>Review of options for moving forward</b> <ul style="list-style-type: none"> <li>-Single Prime</li> <li>-Construction Manager at Risk</li> <li>Design Build</li> </ul> </li> <li>• <b>General discussion of the process moving forward</b></li> <li>• <b>Discussion on procurement of professionals and fees</b></li> <li>• <b>Sarah McNally provided an overview of her role as Owners Representative</b> <ul style="list-style-type: none"> <li>-would provide monthly updates</li> </ul> </li> <li>• <b>Discussion on Child Support Enforcement Agency and Administration building as well as the funding for both projects</b></li> <li>• <b>General building needs discussion</b></li> <li>• <b>Sean Lehman would recommend using the Construction Manager at Risk option for this project</b></li> <li>• <b>Discussion on the need for an evaluation committee for reviewing the RFQ’s for project</b></li> <li>• <b>Next step will be to supply an engagement letter to move forward with the RFQ process</b></li> </ul>

4:53 p.m.

ADJOURN

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

Approved by: Board of Allen County Commissioners

Beth Seibert  
Beth Seibert

Cory Noonan  
Cory Noonan

Brian Winegardner  
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