

# MINUTES

## BOARD OF ALLEN COUNTY

### COMMISSIONERS

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

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 16, 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>  <b>Brian Winegardner</b></p>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:00 a.m.</b>	<p><b>Financial Transaction Device Discussion—Krista Bohn and Kayla Campbell</b></p> <ul style="list-style-type: none"> <li>• <b>Provided updated draft</b></li> <li>• <b>Overview of conversation with the Clerk of Courts regarding the entity they use</b></li> <li>• <b>Discussion on if any other departments not included in the proposed resolution would need to be added</b></li> <li>• <b>Discussion on liability clauses</b></li> <li>• <b>General discussion</b></li> </ul>

	<p><b>At 9:11 a.m., Commissioner Winegardner made a motion to approve Resolution #869-22, authorizing acceptance of payments by financial transaction devices for county expenses. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</b></p>
<p><b>9:12 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:30 a.m.</b></p>	<p><b>Staff/Update Meeting</b></p> <p><b>Present in addition to Board of Commissioners and staff: Rachael Gilroy, Keith Cheney and Kayla Campbell</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on Tax Map and GIS Office</b></li> <li>• <b>Auditor discusses their office needs for GIS assistance</b></li> <li>• <b>Currently tax map does not have a dedicated person to GIS</b></li> <li>• <b>Discussion on Sanitary Engineer Departments needs for GIS</b></li> <li>• <b>Review of the ORC regarding GIS/Tax Map and how other counties handle GIS/Tax Map</b></li> </ul> <ul style="list-style-type: none"> <li>• <b>Review of the history of GIS/Tax Map office and funding</b></li> <li>• <b>Rachael Gilroy will plan to have a discussion with the County Engineer to discuss the future of GIS/Tax Map</b></li> <li>• <b>Review of meeting with the City Design Review Board regarding the Wayne Street property -demolition of current building will begin Thursday</b></li> </ul> <p><b>At 10:09 a.m. Rachael Gilroy, Keith Cheney and Kayla Campbell exited the meeting</b></p> <p><b>Sofia Snyder—</b></p> <ul style="list-style-type: none"> <li>• <b>Provided update on a wrecked cruiser Sheriff's office will be sending report over and will submit to CORSA</b></li> <li>• <b>Discussion on Wellness for 2023 -Commissioner Noonan talked with Attorney Ben Albrecht regarding the plan for Wellness 2023 and feels there will be concerns with the Sheriff's Union</b></li> </ul> <p><b>At 10:14 a.m. Commissioner Winegardner moved to go into Executive Session pursuant to ORC 121.22 (G) (4). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</b></p> <p><b>The Board of Allen County Commissioners went back into general session at 10:57 a.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Discussed Wellness as it relates to unions</b></li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Commissioner Noonan will reach out to Attorney Ben Albrecht and have him set up a meeting with the unions to discuss contracts and their current insurance plans/costs</b></li> </ul> <p><b>Kelli Singhaus—</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on the eviction of the McDonald Street property</b>  -Attorney Dalton Smith has offered to conduct the eviction process for us, no cost to us other than filing fees  -Will have Kayla Campbell reach out to him for an engagement letter to proceed</li> </ul> <p><b>At 11:03 a.m. the Board of Commissioners and staff will recess and resume Staff/Update meeting after the 1:00 meeting with the Allen County Dog Warden.</b></p>
<p><b>11:03 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>11:14 a.m.</b></p>	<p><b>ARPA Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>Sofia Snyder supplied copies of the current ARPA spreadsheet and provided an update over expenditures and pending requests</b></li> <li>• <b>Discussion on Prosecutor Office request of \$150,000.00</b>  -request has been sent to Bricker &amp; Eckler for review and justification</li> <li>• <b>General discussion on Courts requests</b></li>   <li>• <b>Discussion on EMA request</b>  -waiting on vendor response on two-prong test</li> <li>• <b>Discussion on Auditors Request for towers</b>  -Commissioner Seibert will reach out to Rachael Gilroy for an update on quote and narrative</li> <li>• <b>Health Department request has been sent to Bricker and Eckler for review and justification</b></li> <li>• <b>Kelli has reached out to Spherion on scanning journals for the Commissioner’s office</b>  -approximately 350 journals, with 13 months to complete scanning with a cost approximately \$56,500.00  -will need to ask about holiday pay and paid lunches with ARPA dollars as well as the purchase of a new scanner  -Discussion on Lane’s scanning old journals—Kelli will follow up on quote</li> <li>• <b>Discussion on CASA/Crime Victim Services request</b>  -need a clarification on the needs for the Crime Victim Services location—Commissioner Seibert will follow up</li> </ul>

	<ul style="list-style-type: none"> <li>-need to review the agreement with Crime Victim Services</li> <li>• Discussion on OSU Extension office space needs <ul style="list-style-type: none"> <li>-Commissioner Seibert will work with Brittany Woods to plan a meeting to visit location</li> </ul> </li> <li>• Discussion on Baughman project <ul style="list-style-type: none"> <li>-review of funding sources</li> <li>-if GLRI funds are accepted, it is possible that ARPA funds will not be able to be used</li> <li>-Christina Kuchle from ODNR is looking into this and will report back</li> </ul> </li> <li>• Will continue work with Bricker and Eckler on justifications for requests as well as Admin Building process</li> </ul>
<p>12:10 p.m.</p>	<p>RECESS</p>
<p>1:02 p.m.</p>	<p>Update—Allen County Dog Warden - Julie Shellhammer</p> <ul style="list-style-type: none"> <li>• Current Cash Balance \$819,591.60 <ul style="list-style-type: none"> <li>-Kelli Singhaus did move funds for the Pavement Project</li> </ul> </li> <li>• Discussion on Pavement Project Bid <ul style="list-style-type: none"> <li>-may reject due to only receiving one bid</li> </ul> </li> <li>• Provided an update on dog tags—only 322 un-renewed tags</li> <li>• Discussion on upcoming capital projects after Pavement Project <ul style="list-style-type: none"> <li>-siding</li> <li>-flooring</li> </ul> </li> <li>• Review of budget</li> <li>• Discussion on staffing and open positions <ul style="list-style-type: none"> <li>-Julie would like to participate in job fairs to try to recruit</li> <li>-Commissioner Noonan suggests she put a booth at the fair to recruit and will get her scheduled on the radio to discuss open positions</li> </ul> </li> <li>• Discussion on new Dog Warden for Hardin County <ul style="list-style-type: none"> <li>-Julie has been helping her get acclimated</li> </ul> </li> <li>• Provided an update on the implementation of the spay/neuter program</li> <li>• Discussion on Judge orders for surrender and euthanizing of pit bulls from the city as declared dangerous dogs and the lack of order of sterilization</li> </ul>
<p>1:29 p.m.</p>	<p>RECESS</p>
<p>1:46 p.m.</p>	<p>Staff/Update Meeting (Continued)</p> <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> <li>• Ciara Maag reached out to Kelli regarding 6 ditches that are done collecting—would like to make the final principal payment on each ditch—Commissioners are ok for her to proceed</li> </ul>

**-Total of \$181,199.83—ditch funds will cover \$100,000.00, will need to look into covering the remainder through the GDIF**

- **Discussion on General Fund accounts in the red**
  - Indigent Defense-Municipal Court -Kelli will move \$10,000.00 to cover current negative e balance and prepare for future costs**
  - Deductions and Settlements -Kelli will work with the Auditors office to correct**
- **Commissioner Noonan provided information on possible legislation for a pilot program regarding indigent defense**
- **Amplifund-Grant Management Software Company reached out to have a meeting—Kelli will let them know that the Commissioners are not interested at this time**
- **Received a request from Chief Mohler for three cruisers for a total of \$100,395.00**
  - JAG Grant will offset cost by \$11,688.00**
  - Commissioner Winegardner will reach out to Chief Mohler and let him know the Commissioners are ok with proceeding to purchase two cruisers this year**
- **K2M Invoice Discussion**
  - Kayla Campbell reviewed the contract and believes we are responsible for the \$2,400.00 fee**
  - Commissioners are ok with Kelli paying from capital**
- **Lima Community Foundation lease discussion**
  - They have made a payment of \$46,000.00 for back rent**
  - Discussion on renewal and modifications of lease for the past year and moving forward -\$12.75 per sq. ft.**
- **Grzybowski Law Firm has moved into the Savings Building and all is good there**
- **Review of the 2023 budget letter**

**Brittany Woods—**

- **Hutchinson Ditch Final Hearing—discussion on dates**
  - Brittany will work on scheduling**
- **Proclamations for Juvenile Court employees**
  - will place n calendar; would like one Commissioner to present**

**Beth Seibert—**

- **Ribbon cutting at the fair—Brian will attend**
- **Discussion on Sanitary Engineer job description**
  - Commissioners are ok to approve and sign off**
- **Bluffton Chamber of Commerce speaking engagement on September 9<sup>th</sup>**
  - the Commissioner Seibert and Commissioner Winegardner plan to attend**

**Kayla Campbell—**

- **Discussion on Brookhaven Pump Station**
  - request to have a special session meeting tomorrow at 3:45 p.m.**

**-Brittany will send information to media**

**Kelli Singhaus—**

- **Discussion on Dog Warden Pavement project**  
**-will be rebidding to include catch basin in the scope of project**

**Cory Noonan—**


- **Discussion on vacation/personal time**


**3:40 p.m.**

**ADJOURN**

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

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

  
**Beth Seibert**

  
**Cory Noonan**

  
**Brian Winegardner**