

**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

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>June 22, 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>
	<b>PRESENT: Brian Winegardner Cory Noonan</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:00 a.m.</b>	<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 #466-23-Authorize a warrant of advance from the General Fund 1001 to the RPC Fund 8840 under Consent Agenda.</b></li> <li>• <b>Resolution #465-23 should read as Approve final plat of Country Aire Estates Phase 5C in the South half of section 21, town 2 South, range 6 East in American Township, Allen County, Ohio and approves the plat for recording.</b></li> </ul>

- **Add a 10:30 meeting with Kayla Campbell to discuss Bed Lease**

***Commissioner Noonan moved to approve the amended agenda. Motion seconded by Commissioner Winegardner. The roll was called and the amended agenda was approved unanimously.***

**ITEMS FOR REVIEW AND APPROVAL:**

**1. Consent Agenda:**

- a. Resolution #452-23.** Approve travel expenses.
- b. Resolution #453-23.** Intradepartmental transfer.
- c. Resolution #454-23.** Supplemental appropriation for the CCA 2.0 AP Fund 2859.
- d. Resolution #455-23.** Supplemental appropriation for the Guardianship Services Fund 2713.
- e. Resolution #456-23.** Supplemental appropriation for the Replacement and Improvement Fund 5435.
- f. Resolution #457-23.** Supplemental appropriation for the Capital Improvement Fund 4015.
- g. Resolution #458-23.** Supplemental appropriation for the ODNR Baughman Ditch Fund 2600.
- h. Resolution #459-23.** Supplemental appropriation for the Capital Improvement Fund 4017.
- i. Resolution #460-23.** Supplemental appropriation for the General Fund 1001.
- j. Resolution #461-23.** Supplemental appropriation for the AWD Ext. Capital Outlay Fund 8753.
- k. Resolution #466-23.** Authorize a warrant of advance from the General Fund 1001 to the RPC Fund 8840.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #462-23.** Appoint members to the Floodplain Appeals Board. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #463-23.** Authorize membership and payment of membership dues to the Bluffton Area Chamber of Commerce. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

	<p><b>3. Resolution #464-23.</b> Authorize participation in a sub-lease arrangement with the Ohio Secretary of State for the purpose of acquiring and implementing voting machines and equipment and financing certain costs thereof, a sublease-purchase agreement evidencing such arrangements, and matters related thereto.</p> <p><b><i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></b></p>
	<p><b>DISCUSSION:</b></p> <p><b>A. <u>Regional Planning Commission</u></b></p> <p><b>1. Resolution #465-23.</b> Approves final plat of Country Aire Estates Phase 5C in the South half of section 21, town 2 South, range 6 East in American Township, Allen County, Ohio and approves the plat for recording. <b><i>Commissioner Winegardner 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><b>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></b></p>
<p><b>9:03 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>10:32 a.m.</b></p>	<p><b>Discussion with Kayla Campbell re: Bed Lease</b></p> <p><b>At 10:32 a.m. Commissioner Noonan made a motion to enter into Executive Session to discuss the potential disposition of unneeded beds pursuant to ORC 121.22 (G)(2). Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</b></p> <p><b>Present during Executive Session-Kayla Campbell, Kelli Singhaus and Brittany Woods</b></p> <p><b>Back in General Session at 10:57 a.m.</b></p> <ul style="list-style-type: none"> <li><b>The Commissioners request Kayla Campbell prepare a draft modification per Liberty Retirements request for the Commissioners to review prior to sending to Liberty Retirement</b></li> </ul>

10:58 a.m.	<b>RECESS</b>
11:30 a.m.	<p><b>Bid Opening - County and Township Road Resurfacing-23</b></p> <p><b>Engineer's Estimate - \$1,745,809.91</b></p> <p><b>Bluffton Paving, Inc. - \$1,720,645.72</b></p> <p><b>Shelly Company - \$1,756,522.57</b></p>
11:40 a.m.	<b>RECESS</b>
2:03 p.m.	<p><b>Update – Auditor – Rachael Gilroy, Keith Cheney and Ciara Maag</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on Real Estate</b> -45 BOR cases filed this year -discussion on new Real Estate website</li> <li>• <b>Provide an update on GIS</b> -department seems to be going very well -still partnering with Woolpert during transition period</li> <li>• <b>CUAV enrollment was completed on March 31<sup>st</sup></b> -teams are currently out verifying—30% completed</li> <li>• <b>Review of Triennial</b></li> <li>• <b>Discussion regarding “I Look About” contract</b> -provides ground photography for real estate appraisals</li> <li>• <b>Provided an update on Accounting</b> -MUNIS upgrade is scheduled for August -will be beginning to train departments -Open Enrollment dates are scheduled for October 24<sup>th</sup> and 25<sup>th</sup> -discussion on Section 125 Policy and Form—has been updated and will need to be approved by resolution -Eligibility form has been updated</li> <li>• <b>Discussion on Fringe Benefits</b> -need to provide language relating to fringe benefits etiquette in the personnel policy regarding clothing/uniforms -Rachael Gilroy will provide a draft policy for the Commissioners to review</li> <li>• <b>Budget Commission meets next week</b></li> <li>• <b>Provided an update on CourtView upgrades</b></li> <li>• <b>Discussion on OnBase-will be maintaining to utilize OnBase</b></li> </ul>

