

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
DATE	July 25, 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><u>https://www.gotomeet.me/AllenCountyCommissioners</u></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
8:45 a.m.	<p>2024 Tax Budget Hearing – Kelli Singhaus, Rachael Gilroy, Keith Cheney and Ciara Maag</p> <ul style="list-style-type: none"> • Rachael Gilroy provided an overview of the 2024 Tax Budget -the tax budget will continue to be revised and tweaked moving forward -will project the next review and revisions in October • Rachael Gilroy and the Commissioners will plan to meet prior to the next revision • Discussion on Munis updates and trainings

	<p>-there will be workshops available for departments and the Auditors staff for help entering 2024 budgets</p> <p>-Munis outage August 13 and 14</p> <ul style="list-style-type: none"> • The County is currently going through a Workers Compensation audit <p>-previous audit was completed in 2009</p> <p>-Auditors Office has been working with Workers Compensation on the audit</p> <ul style="list-style-type: none"> • Budget Commission meets tomorrow morning
8:54 a.m.	RECESS
9:00 a.m.	AGENDA MEETING
	PLEDGE-Cory Noonan
	<p>APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Noonan moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i></p>
	<p>ITEMS FOR REVIEW AND APPROVAL:</p> <ol style="list-style-type: none"> 1. Approve minutes of the July 18, 2023 general session. 2. Approve minutes of the July 20, 2023 general session. <p><i>Commissioner Winegardner moved for approval. Motion was seconded by Commissioner Seibert. The roll was called and the minutes were approved unanimously.</i></p> <ol style="list-style-type: none"> 3. Consent Agenda: <ol style="list-style-type: none"> a. Resolution #541-23. Approve travel expenses. b. Resolution #542-23. Intradepartmental transfers. c. Resolution #543-23. Supplemental appropriation to the Community Development Fund 2414. d. Resolution #544-23. Supplemental appropriation to the 911 Systems Fund 2004. e. Resolution #545-23. Supplemental appropriation to the General Fund 1001. f. Resolution #546-23. Authorize a warrant of transfer from the General Fund 1001 to the Capital Improvement Fund 4017.

	<p><i>Commissioner Seibert moved for approval. Motion was seconded by Commissioner Noonan. The roll was called and the resolutions were approved unanimously.</i></p>
	<p>RESOLUTIONS/SIGNATURES:</p> <ol style="list-style-type: none"> 1. Resolution #547-23. Confirm submission of the 2024 Tax Budget. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i> 2. Resolution #548-23. Approve a memorandum of understanding between the City of Lima and Allen County, Ohio as it relates to the Edward Byrne Memorial Justice Assistance Grant (JAG) program FY'2023 Local Solicitation. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i>
	<p>DISCUSSION:</p> <p>A. <u>Regional Planning Commission</u></p> <ol style="list-style-type: none"> 1. Resolution #549-23. Approve the Shultz Replat of lots #T\$, #T46, #T47 and #T48 of Freyers Sixth Addition in American Township, Allen County, Ohio and approves the plat for recording. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved with Commissioner Seibert abstaining from the vote.</i>
	<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>
9:05 a.m.	<p>RECESS</p>

9:30 a.m.

Staff Update

Sofia Clifton—

- **Provided a draft of postcards and magnets for the Sydney App and Live Health Online for review**
-Commissioners are good with Sofia Clifton ordering
- **Provided invitation to the Community Health Improvement Program Stakeholder Meeting- October 12th**
- **Review of Wellness participation**

Kelli Singhaus—

- **Discussion on Commissioners office scanning project**
-Kelli Singhaus will reach out to the interested individual and have them come in to discuss the project
-Kelli Singhaus will reach out to HR Helpline to confirm is individual will need a work permit or not, even though she is 18 years old
- **Discussion on insurance claim payment protocol**
-typically, the invoice is sent to the department for payment
-the Sheriff's office has received two back to back claims for \$25,000.00 each -they have paid one but are proposing moving funds from the FOP Blue Salary account to pay the second invoice
-Commissioners will have Kelli Singhaus move funds from Contingency-Gas and Oil for the Sheriff's office to pay the second invoice from, rather than the funds being moved from a salary line
- **Discussion on Enterprise quote approval**
-Kelli Singhaus will have Enterprise send DocuSigns today for Commissioner Noonan to sign the quotes for the next round of leases
- **Provided an update on the county website**
-Rachael Gilroy will be discussing with AhelioTech on hosting the entire county website and providing maintenance on the sites
-should have ore information next week to discuss

Brittany Woods—

- **Had communication with Technicon Design Group (TDG) as it relates to their meeting with the Downtown Design Review Board**

- the meeting will be August 10, 2023 at 12:00 p.m. –one Commissioner will plan to attend
- TDG will need the Board President’s signature on the application –Commissioner Noonan has signed the application
- Received communication that the County Engineer will now be moving forward with their Breese Road Bridge Rehab project, which we had previously rescinded the resolution for this project as it was being postponed
 - will be on agenda for approval of project next week

Beth Seibert—

- Received a call regarding the Allen County Hall of Fame banquet
 - requested Commissioners to offer congratulatory words – Commissioner Winegardner and Commissioner Seibert will plan to attend and speak
- Received an email from Veterans Commission inviting the Commissioners to their event at the fair
 - Commissioners will respond accordingly
- Discussion on Children Services Board
 - currently the Board is a nine-member board but is only filled with seven members
 - there is a potential for two current members to leave the board
 - Mr. Meyer and Mr. Brinkman have been interviewed by the Commissioners
 - Commissioners agree to appoint Mr. Meyer and Mr. Brinkman to the Children Services Board, which at this time would bring the board to a full nine-member board—Sofia Clifton will prepare the resolutions
- Received a phone call from Swiss Community Historical Society
 - there is a ground-breaking next Tuesday at 1:00 p.m., and would like the Commissioners to attend
 - Commissioner Seibert will plan to attend
- Discussion on request from County Engineer’s office to approve a revision to Standard Construction Drawings, last approved in 2016, as well as an increase to permit fees, which were last revised in 2014 and 2016
 - Brittany Woods will request a meeting with County Engineer’s office to further discuss

	<p>Brian Winegardner—</p> <ul style="list-style-type: none"> • Discussion on Flock Camera system for the Sheriff's Office -each camera cost \$3,500.00 for a yearly lease and the Sheriff is looking into starting out with approximately 10 cameras -Sheriff's Office will likely be proposing the purchase in their 2024 budget request • Discussion on fair magnets -Commissioners will be purchasing with their personal funds
<p>10:30 a.m.</p>	<p>RECESS</p>
<p>11:00 a.m.</p>	<p>County Projects Discussion</p> <ul style="list-style-type: none"> • Sofia Clifton provided an overview on updated spreadsheet • Provided an update on interest accrued -total interest accrued \$596,149.10 • Discussion on meeting with Downtown Review Board as it relates to the Veterans Garage Project -application has been signed by Commissioner Noonan and Brittany Woods will send to Technicon Design Group to submit to the Downtown Review Board -meeting will be August 10th at 12:00 p.m. • Discussion on surveying for the Administration Building and CSEA Building -Brittany Woods will work with Kayla Campbell and Mark Evans to amend the agreement with WDC Group to include surveying as a reimbursable or WDC Group's responsibility • Discussion on demolition of current buildings on the site • Still waiting on signed purchase agreement • Discussion on CSEA Building project -evaluation of renovating a building vs. a new build -Commissioners believe the best option would be a new build rather than renovating an existing building -Commissioner Winegardner will let the realtor of the existing building know of their plans -Discussion on the option of a drive-up payment window—the Commissioners would rather not have a drive-up payment window and will further discuss with Vicki Tarr • Discussion on the Administration Building project

	<p>-conversation on the need of two elevators and public access to stairs</p> <p>-Discussion on budgeting for furnishings – Brittany Woods will ask WDC Group to provide a ballpark figure for furnishings</p> <p>-Discussion on the actual moving of offices into the Administration Building and the likelihood of hiring professional movers</p> <ul style="list-style-type: none"> • General discussion of IT placement for the Administration building • General discussion on budget for the Administration building and CSEA building
12:47 p.m.	RECESS
1:01 p.m.	<p>Baughman Project Discussion – Rachael Gilroy, Ciara Maag, Sheryl Wiedeman, Nathan Davis, Joe Gearing and Kayla Campbell (virtual)</p> <ul style="list-style-type: none"> • Final hearing notices have been mailed -Final hearing scheduled for August 17th • Review of proposed timeline • Discussion on financing of the project—approximately \$518,000.00 • General discussion on property owners paying their assessment up front, prior to obtaining refinancing
1:46 p.m.	ADJOURN
	<p>Submitted by: <u><i>Brittany N. Woods</i></u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u><i>Brian Winegardner</i></u> Brian Winegardner</p> <p><u><i>Beth Seibert</i></u> Beth Seibert</p> <p><u><i>Cory Noonan</i></u> Cory Noonan</p>