

**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

DESCRIPTION	SPECIAL SESSION
<b>DATE</b>	<b>August 9, 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><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): <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</b> <b>Cory Noonan</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>8:06 a.m.</b>	<p><b>Staff Update</b></p> <p><b>Cory Noonan—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion with Brandon Fischer on Ohio Department of Health grant relating to tuberculosis in the amount up to \$6,240.70</b>  <b>-any unused funds would be returned to Ohio Department of Health</b>  <b>-will have on resolution tomorrow for consideration</b></li> </ul>

**Sofia Clifton—**

- **Received an email from Ciara Maag asking if the Commissioners would offer a reference for Dearborn Life Insurance for their records**
  - Commissioners agree to provide a reference
- **Discussion on request for a Commissioner to speak at the Activate Allen County Stakeholder meeting**
  - Beth Seibert or Brian Winegardner will attend
- **Discussion on changes to the Wellness program**
  - CEBCO will be working with a new company, and leaving HealthWorks
  - will follow-up with more details after the Wellness Contacts meeting on August 25<sup>th</sup>
- **Sexual Abuse insurance application has been submitted and just waiting on response**
- **Discussion on board appointments**
  - Brad Taylor is interested in serving on the RTA Board—Sofia Clifton will schedule an interview
  - Richard Bales is interested in serving on the RTA Board—Sofia Clifton will schedule an interview
  - Ken Sturgill is willing to serve on the Law Library Board—Commissioners are good with appointing him to the board
  - Phyllis Montrose is willing to serve another term on Metropolitan Housing Board and the Commissioners are in agreeance
  - Larry Wedd is willing to serve another term on the Allen County Airport Authority Board and the Commissioners are in agreeance

**Kelli Singhaus—**

- **Provided an update on new part-time staff member**
  - working very well and is working at a great pace
- **Discussion on another departments part-time employee and their breaks/lunch**
  - individual was paid for a half hour lunch but only worked 4.5 hours plus the half hour lunch for a total of 5 hours
  - Kelli Singhaus will discuss with Department head and state that said employee must work 5 hours prior to receiving a lunch break pursuant to Ohio labor laws
- **Discussion on Fairgrounds appropriation**
  - the law has changed and they have requested a total of \$3,200.00
  - Kelli Singhaus has processed payment for the current appropriation of \$2,800.00

**-Commissioners agree the appropriation needs to be updated to the full \$3,200.00 and Kelli Singhaus will process the additional \$400.00 for this year**

- **Discussion on Aflac insurance**
  - Keith Cheney has invited them to meet with departments to provide additional information on their coverage**
  - the Commissioners office does not need an individual meeting—Kelli Singhaus will respond**
- **Discussion on KnowBe4 reimbursement**
  - grant reimbursement through CORSA will be processed**
  - Rachael Gilroy requests to renew Know Be4—Commissioners are in agreeance**
- **Discussion on several leases that are due to expire this year**
  - ESC Lease is one that will be expiring, Kelli Singhaus will schedule an update meeting to discuss the willingness of the Department of Education to purchase the property or renewal of the lease**
  - Farmland leased by Soil and Water lease is expiring—Commissioners are comfortable with renewing a five (5) year lease with them**
  - Lima Properties is expiring—Commissioners will need to review lease prior to renewal**
  - Gryzbowski Law Firm expires this month—Commissioners are comfortable with renewing them for up to three (3) years**
  - Commissioners would like to see a penalty in place for late payments as well as insert an escalator each year for all leases**
- **Discussion on Lima Community Foundation late payments**
  - they are getting new software and should be receiving payment this week**
- **Currently cross training Sofia Clifton to process accounts receivable and payable in preparation for vacation in September**
- **Discussion on AhelioTech overseeing all county websites**
  - Commissioners believe that this will be a good move and Commissioner Noonan will further discuss with AhelioTech**

**Brittany Woods—**

- **Commissioner Seibert requested to ask if information from the WDC Group proposals were able to be shared with Karen Grothouse, owner of Spherion building**  
**-Brittany Woods will let Commissioner Seibert know she can share the information she feels is necessary with Karen Grothouse**
- **Discussion on Baughman Petitioned Project and claim from landowner of damaged property**  
**-Brittany Woods will further discuss with Kayla Campbell**
- **Commissioner Noonan discussed the funding for the Baughman Petition Project**  
**-Auditor and Treasurer are only comfortable with doing a five (5) year loan, if the need to refinance occurs, the General Fund would have to recover the financing charges and additional interest**  
**-discussion on ten (10) year loan but would have to borrow through a private entity, rather than through the county Treasurer**
- **2022 minutes have been amended and will be on tomorrows agenda for approval**  
**-Brittany Woods will also send to the County and State Auditors**
- **Discussion on Maintenance Assessment Letters and proposed assessments for ditch projects**

**Cory Noonan—**

- **Had a conversation with Mayor Smith regarding the parking lot in the new Administration lot**  
**-discussed uniformity of the lots and alley way with the City, County and the bank**
- **Commissioner Noonan will send information out to the Department heads that will be moving into the Administration building to give them an update on the progress**

**9:39 a.m.**

**RECESS**

**10:30 a.m.**

**Land Bank – Auditors Conference Room**

**\*\*Please see the Land Bank Minutes\*\***

**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

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Cory Noonan