

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	August 15, 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>https://www.gotomeet.me/AllenCountyCommissioners</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
8:30 a.m.	<p>Review of Ditch Balances – Rachael Gilroy, Keith Cheney, Sheryl Wiedeman, Ciara Maag, Kelli Singhaus and Brittany Woods</p> <ul style="list-style-type: none"> • Rachael Gilroy discussed the need for refinancing of bond for ditch projects • Ciara Maag provided an overview of spreadsheet for current bond which is needing refinanced • Discussion on interest rates -this will be the second time refinancing this bond • Discussion on Commissioners paying off the negative balances of five (5) of the ditches and will plan to refinance the remainder

	<ul style="list-style-type: none"> • Rachael Gilroy will discuss with bond counsel • Discussion on upcoming Baughman Petitioned Ditch Final Hearing <ul style="list-style-type: none"> -County Engineer’s has obtained the interest rate for a five (5) year loan from the Auditor -discussion on the option of obtaining a loan for a different length of time -Treasurer is only comfortable with financing for five (5) years on this project, but we could obtain a longer loan on the market, but will have added fees -will further discuss once Final Hearing is complete • Discussion on Cyber Security Grant in the amount of \$500,000.00 <ul style="list-style-type: none"> -would need to establish a Cyber Security Committee -Rachael Gilroy would like to schedule a time to further discuss with the Commissioners prior to the application deadline of the end of September • General discussion on placement of IT and GIS in the new Administration Building
<p>8:56 a.m.</p>	<p>RECESS</p>
<p>9:06 a.m.</p>	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Received a phone call from Rick Combs regarding the Dental RFP <ul style="list-style-type: none"> -still waiting n some information from Superior Dental, once obtained, will schedule a meeting with the Commissioners to review all information • Wellness 2023 year is complete • Received an email from Attorney Kurt Kaufman and Sedgwick regarding a BWC claim <ul style="list-style-type: none"> -Attorney Kaufman is asking if we would like to offer a settlement for this specific case, with an offering up to \$4,000.00 -Commissioners are good with proceeding to offer a settlement-Sofia Clifton will follow-up <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> • Discussion on Enterprise vehicle order <ul style="list-style-type: none"> -ordered model is not available, Kelli Singhaus will ask what other options are available -also had discussion with Enterprise on equipping the Building and Grounds ordered trucks with

snow plows rather than installing after vehicles are received

-with discuss quotes Thursday during Jason Patchet's update meeting

- **Review of AhelioTech quote for website services**

-quote does cover all county departments management and hosting of county website

-Kelli Singhaus will work on moving forward with a contract

- **Discussion on revision to the Contract Policy**

-Kayla Campbell has reviewed the revisions

-document has been sent to the Commissioners for their review

-would like to have on agenda for consideration next week, with the policy effective September 1st

Brittany Woods—

- **Chris Widener, WDC Group, will be planning to join the 2:00 p.m. County Projects Discussion virtually to give an update on CSEA and Administration Building projects**

-Brittany Woods will be working with Bricker and Graydon and WDC Group to amend our contract to include surveying to be responsibility of WDC Group

-provided approximate budgeting numbers for furnishings – will further discuss with Chris Widener and will forward to the Commissioners for review

- **Discussion on proposed Ditch Maintenance Assessments for 2024**

-Brittany Woods will schedule Joint Board meetings for approval, as well as place on Agenda for approval for the Allen County ditches

- **Discussion on Diamond Manufacturing Enterprise Zone Agreement**

-informational meeting scheduled for August 22nd and will plan to have on agenda that day for consideration

- **Discussion on Baughman Hearing setup**

Beth Seibert—

- **Discussion on County Officials photo**

-working with Rachael Gilroy on coordinating a photo this fall

10:16 a.m.	RECESS
11:00 a.m.	<p>Sedgwick Update – Kelly Lowry, Dustin Napier and Sofia Clifton</p> <ul style="list-style-type: none"> • Kelly Lowry provided information on Safety Intervention grant for equipment -review of eligible items • Review of Individual Retro-Program -two years left in that program -review of retro savings • Review of Experience Report -Projected Premium is \$319,158.00 • Review of Group Retro Program refund • Dustin Napier provided an overview of Managed Care Ohio representatives • Review of Trending Report • Review of Medical Savings Summary <p>At 11:26 a.m. Commissioner Noonan made a motion to enter executive session to discuss personnel matters to be confidential by law i.e. medical pursuant to ORC 121.22 (g)(5). Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</p> <p>Present during executive session in addition to the Commissioners: Kelly Lowry, Dustin Napier, Sofia Clifton and Brittany Woods</p> <p>Back in general session at 12:03 p.m.</p> <ul style="list-style-type: none"> • Commissioner Noonan thanks Kelly Lowry and Dustin Napier for their update • No action is needed to be taken by the Board at this time
12:04 p.m.	RECESS
1:01 p.m.	<p>Sanitary Engineer – Update – Brad Niemeyer</p> <ul style="list-style-type: none"> • Discussion on the Shawnee Wastewater Treatment Plant Project -Sanitary Engineer has heard clarification from Ohio EPA office addressing requested extension and the approval to accept the chemically enhanced primary treatment as an acceptable WWTP operational strategy

- Sanitary Engineer recommends not to build the second EQ system, as he feels it is not necessary for the activity through the Shawnee plant
- will be having MS Consultants revise plans and plan to submit for the PTI by the end of the year
- Provided an update on Mast Estates WWTP
 - currently waiting on information from the Village of Bluffton to work on solutions
 - will reach out an additional time, if no response, will begin conversations with the Village of Beaverdam for possible solutions
- Provided an update on Hamlet of Hume
- Provided an update on Gomer Sewer Improvement
 - debt service bills were sent and nine properties owners paid in full in lieu of the 40 years at 1.75%
- Provided an update on Fort Amanda Road project
 - Health Department recommended a property owner contact Sanitary Engineer to determine feasibility of a sewer extension
 - Sanitary Engineer's office will follow-up with property owner
- Provided an update on Bible Road/Stewart Road Project
 - discussion on property owner requesting extension of sewer to their property
 - Health Department has noted a few septic systems in the area that needs upgraded
 - letters were sent and there is enough interest to pursue the project
 - will be working on getting plans developed and will be bringing to the Commissioners for approval
- Provided an update on the Bellefontaine Avenue Low Pressure Extension Project
 - this is a Health Department recommended project
 - project will serve four homes and the design is complete
 - resolutions will go before the Commissioners soon for approval
- Provided an update on Bluelick Road Industrial Park
 - have not heard any update in 5 or 6 weeks
- Provided update on personnel staffing
 - continuing to search for an Electrical Technician and three (3) maintenance positions
 - Wastewater Treatment open positions
 - Administrative Position-Brandy Aller will be leaving and position has been offered to an individual and will allow for cross-training opportunities with Brandy Aller before she leaves

	<ul style="list-style-type: none"> • Fiscal Specialists III-Jodi Wells has provided written notice of her retirement plans of December 1st -she has expressed interest of entertaining an opportunity for retire/rehire -Brad Niemeyer would like the opportunity to discuss options to offer retire/rehire – Commissioners will plan to further discuss with Brad Niemeyer • Discussion on GIS Coordinator and the relationship with all county departments and how all information can connect • Discussion on Allen Water District Assignment and Assumption Agreement • Review of new commercial and subdivision developments
<p>1:59 p.m.</p>	<p>RECESS</p>
<p>2:02 p.m.</p>	<p>County Projects Discussion – Commissioners Office Staff and Chris Widener</p> <ul style="list-style-type: none"> • Provided an update on the Child Support Enforcement Agency Building Project -had discussions with Vicki Tarr on furnishings budget quote – she has scheduled meetings with vendors to discuss furnishing options -discussed with Vicki Tarr proposed floorplan ideas for a multi-floor design vs. the original single floorplan • Commissioners and Chris Widener discussed options on how many floors the Child Support Enforcement Agency building will be • Surveying proposals have been received-Chris Widener will be providing to Brittany Woods for contract with WDC Group to be amended to include Surveying services for both Child Support Enforcement Agency and Administration buildings -Jason Patchet is currently checking references on the four proposals supplied to WDC Group • Discussion on Phase 1 consultant visits -Kelli Singhaus is currently working on getting P.O.s, once obtained, Brittany Woods will schedule time for the consultants to visit the sites • Review of furnishings proposed budget for the Administration building • WDC Group is currently working on developing conceptual plans for the Administration and Child Support Enforcement Agency buildings

-should be able to provide those plans for review
in the next few weeks

- Discussion on alley vacation at the Administration Building site
- discussion on surfacing Administration building parking lot and current bank parking lot as one for uniformity

2:59 a.m.

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

Cory Noonan
Cory Noonan