

**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	March 14, 2024
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: Cory Noonan Brian Winegardner Beth Seibert</p>
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE
	<p>APPROVE AGENDA AS PRESENTED</p> <p>Add under Discussion Resolution #196-24, Enter into an Access and Use Agreement between the Ohio Department of Transportation and Allen County.</p> <p>Add a meeting with the Brad Niemeyer, Sanitary Engineer and Kayla Rogers, Assistant Prosecutor, immediately after the Agenda meeting.</p>

Commissioner Seibert 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 #175-24.** Approval travel expenses.
- b. Resolution #176-24.** Intradepartmental transfer.
- c. Resolution #177-24.** Authorize a warrant of advance from the Health Department Fund #8810 to various funds.
- d. Resolution #178-24.** Supplemental appropriation to the General Fund 1001.
- e. Resolution #179-24.** Authorize a warrant of transfer from the General Fund 1001 to the Paid Leave Fund 2000.
- f. Resolution #180-24.** Supplemental appropriation to the Paid Leave Fund 2000.
- g. Resolution #181-24.** Supplemental appropriation to the Healthy Aging Grant Fund 2047.
- h. Resolution #182-24.** Supplemental appropriation to the Drug Court Special Docket Payroll Fund 2816.
- i. Resolution #183-24.** Authorize a warrant of transfer from the Drug Court Special Docket Payroll Fund 2816 to the Mental Health Special Docket Payroll Fund 2815.
- j. Resolution # 184-24.** Supplemental appropriation to the Baughman Ditch Fund 4198.
- k. Resolution #185-24.** Supplemental appropriation to the Shawnee II WWTP Capital Fund 5401.
- l. Resolution #186-24.** Establish the COVID-19 Bridge Vaccination Fund.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #187-24.** Resolution supporting the Ohio Commission for the United States Semiquincentennial (America 250-OH).
Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.

- 2. Resolution #188-24.** Resolution to hire Megan Caprella as a Caseworker 2 (Eligibility/Referral Specialist 2) position at the Allen County Department of Job and Family Services. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 3. Resolution #189-24.** Enter into an agreement for professional services with Civil & Environmental Consultants, Inc. to perform due diligence activities for the former Allen County Jail. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #190-24.** Authorize membership and payment of membership dues to the Lima Society for Human Resource Management. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #191-24.** Renew Milestone Care Plus Software Support Agreement with Northwestern Ohio Security Systems, Inc. for the Allen County Courthouse. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #192-24.** Authorize the filing of a petition or annexation of owners of real property in Spencer Township to the Village of Spencerville. **Commissioner Seibert made a motion to table the resolution to obtain more information from the Tax Map and Auditor. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #193-24.** Approve Subscription Software Agreement between Allen County Homeland Security/Emergency Management Agency and Motorola Solutions, Inc. and authorize Tom Berger, Director, to execute same. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

8. Resolution #194-24. Approves 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 '2024 local solicitation. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

9. Resolution #160-24A. Amend Resolution #160-24, dissolve the 9-1-1 Governing Board and establish the 9-1-1 Program Review Committee pursuant to 128.06 ORC. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

DISCUSSION

A. County Engineer

1. Resolution #195-24. Authorize participation in the Sourcewell Cooperative Purchasing Program and the Houston-Galveston Area Council (H-GAC) for calendar year 2024 for the Allen County Engineer's Department. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

B. Department of Job and Family Services

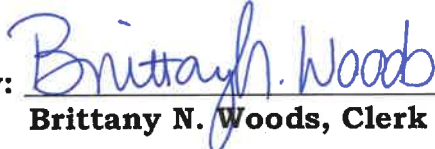



1. Resolution #196-22B. Amend Resolution #196-22, approve a contract between the Allen County Department of Job and Family Services and Croy's Mowing. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. This is a contract extension at a cost not to exceed \$15,000.00. The roll was called and the resolution was approved unanimously.**

C. Homeland Security/EMA

1. Resolution #196-24. Enter into an Access and Use Agreement between the Ohio Department of Transportation and Allen County. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

	ANNOUNCEMENTS
9:07 a.m.	RECESS
9:09 a.m.	<p>Sanitary Engineer Discussion –Brad Niemeyer, Bill Horvath and Kayla Rogers</p> <p>At 9:09 a.m., Commissioner Seibert made a motion to enter executive session to consider the purchase of property pursuant to ORC 121.22 (G)(2). Brad Niemeyer, Bill Horvath and Kayla Rogers will remain present. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</p> <p>Back in general session at 9:23 a.m.</p> <ul style="list-style-type: none"> • Beth Seibert discussed four options regarding the needs of the Sanitary Engineer as related to the Waste Water Treatment Plant Shawnee II located on Shawnee Road and adjacent property <ul style="list-style-type: none"> -Shoring up the project -obtain an easement -purchase property -E-domain • Brad Niemeyer would like to work with legal on the steps to purchase the adjacent property and the Commissioners agree
9:26 a.m.	RECESS
9:38 a.m.	<p>Building and Grounds Weekly Update – Jason Patchet, Kelli Singhaus, Judge Staley and Chris Widener</p> <ul style="list-style-type: none"> • General discussion on timeline for Administration Building Construction and Courthouse Renovations • Discussion/reviews of potential revisions to the Administration Building Third Floor floorplan for Domestic Relations Courts temporary placement during Courthouse renovations • Judge discussed the needs of Domestic Relations Court in the temporary placement in the Administration Building <ul style="list-style-type: none"> -discussion on the possibility of temporary relocating to a different location rather than the Administration Building during the Courthouse renovations—possible temporary relocation to the CSEA Building <p>Cory Noonan left the meeting at 10:05 a.m.</p>

	<ul style="list-style-type: none"> • Chris Widener will work on revisions to the floorplan and research building codes in relation to proposed revisions • Discussion on the necessity of interior doors between offices -Judge Staley will take into consideration the possibility of not having the interior doors, but feels that they are necessary <p>Judge Staley left the meeting at 10:28 a.m.</p> <ul style="list-style-type: none"> • WDC Group will be planning a meeting with Jason Patchet next week to discuss electrical and HVAC concepts <p>Chris Widener left the meeting at 10:41 a.m.</p> <ul style="list-style-type: none"> • Jason Patchet discussed phantom fire alarms at the Civic Center -believes a circuit board is bad and has a vendor currently looking into • Discussion on General Maintenance position opening -with current vacancies and anticipated vacancies, would like to bring two applicants in for another interview to potentially hire with a slight overlap of current employee that will be leaving employment late April • Currently scheduling interviews for HVAC Site Leader position • Currently working on scheduling a time to complete a camera view of piping on proposed Veterans Garage property • Discussion on underground storage tank located at the Jail and correspondence received from Petroleum Underground Storage Tank Release Compensation Board -Brittany Woods will work with Jason Patchet on completing necessary documents
10:59 a.m.	RECESS
11:03 a.m.	<p>Credit Card Policy Review – Kelli Singhaus, Kayla Rogers, Ciara Maag and Krista Bohn</p> <ul style="list-style-type: none"> • Discussion/review of revisions to the updated Credit Card Policy -discussion on additional revisions • Discussion on revisions to the form for requesting a department credit card

	<p>-will combine the proposed two (2) request forms into one (1)</p> <ul style="list-style-type: none"> • Review of request/application process • Discussion on having current credit card holders complete the acknowledgment letter and policy acknowledgement form to note that they understand the revisions to the Credit Card Policy -2024 resolutions will need to be amended to include policy revisions once revised policy is approved • Kayla Rogers will complete discussed revisions to the Credit Card Policy and Krista Bohn will revise the Credit Card Request Form
<p>11:32 a.m.</p>	<p>RECESS</p>
<p>2:00 p.m.</p>	<p>Task Force LIMA – 951 Commerce Pkwy, Lima, OH, 45804</p> <p>**Please see Task Force LIMA minutes**</p>
<p>4:00 p.m.</p>	<p>ADJOURN</p>
	<p>Submitted by: <u></u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u></u> Cory Noonan</p> <p><u></u> Brian Winegardner</p> <p><u></u> Beth Seibert</p>