

**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	May 28, 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>
TIME:	GENERAL SESSION – RECORDED
9:00 a.m.	<p>Staff Update</p> <p>Kayla Rogers—</p> <ul style="list-style-type: none"> • Discussion on the Veterans Commission Office's desire to have volunteers for different events • General discussion on liabilities of proposed volunteers and definition of the scope of volunteering i.e. specific events and if the volunteers are trained to fulfill the volunteer duties <p>-further discussion will be had with Webb Insurance, CORSA and Tammara Wilson, Veterans Commission</p>

Sofia Clifton—

- **Review and discussion of proposed revisions to the Wellness Incentive Policy**

Kelli Singhaus—

- **Discussion on vacation/sick payouts**
-**\$219,350.00 budgeted amount for 2024**
-**\$161,833.87 has been paid out ytd**

Brittany Woods—

- **Provided an update on the replacement easement between the Department of Rehabilitation and Correction and the Board of Commissioners for a sewer line at the Allen Correctional Facility**
-**working with Brad Niemeyer and Kayla Rogers to revise language of easement as well as length for said easement**
-**will send to the Commissioners for their review prior to sending to the Department of Administrative Services**
- **Discussion on vehicle request from Allen County Council on Aging, Inc. through the Healthy Aging Grant**
-**Kelli Singhaus will work on getting a purchase order for the purchase**
- **Discussion on Supplemental Appropriation request from Juvenile Court for eScribers**
-**currently waiting on clarification from Berlin Carroll**
- **General discussion on Kayla Rogers' response on virtual option for public meetings**
-**Brittany Woods will work on sending communication out that the Commissioners will return to pre-covid meeting standards effective June 13th**

Brian Winegardner -

- **Discussion on upcoming interviews for EMA Director position**
-**will plan to have the interviews be approximately one and a half hours**

Beth Seibert—

- **Discussion on correspondence from Tony Vero, Commissioner of Richland County, regarding a request for support in broadband expansion in Ohio**
 - Commissioner Seibert will respond that the Commissioners are not aware of any issues with broadband along State Route 30 in Allen County and have no intention in placing funds towards improvements and will have further discussion with Commissioner Vero to understand the project better
- **Discussion on the Allen County Fair ad that the Commissioners pay for privately**
- **Discussion on Allen County Dog Warden after hours calls**
 - further discussion will be had with Dog Warden, Julie Shellhammer
- **Veterans Commission Annual Picnic is this coming Saturday, June 1st**
- **Discussion on County Engineer's request for funding of upcoming projects and possible usage of Revolving Loan Funds**
 - review of past expenditures from the Revolving Loan Fund
 - discussion on increase of funds the County Engineer has received over the last few years from license fees and motor vehicle tax
- **Discussion on Auditors Office request of approximately \$131,000.00 this year for funding of a new position and replacement of current AhelioTech contract with Starfish**
 - Starfish onboarding cost of \$17,500.00 and \$24,300.00 per month for three (3) years (with no staff member dedicated to Allen County)
 - proposed \$72,000.00 to hire Mark McClure as a county employee
 - General discussion on budget
 - Commissioners agree that it is necessary to move forward with a contract with Starfish for services but have concerns on effects to the county budget as it relates to the salary for hiring Mark McClure as a county employee and do not feel that the budget has the funds to sustain such
 - Kelli Singhaus will communicate with the Auditor's Office

11:06 a.m.

RECESS

11:14 a.m.

County Projects Discussion

- **Discussion on mechanical general layout for the Administration building**
 - Jason Patchet expressed his concern of severe electrical costs that could be incurred due to current option proposed for VAV boxes with 33 electric heating elements
 - discussion on a different option of VAV box units, which would have a hot water heating element, rather than electric
 - Jason Patchet will be having a conference call with WDC Group to discuss potential energy costs with both systems
 - discussion on pros and cons of both system options
 - discussion on budgeting for the potential change to the hot water VAV boxes rather than the electric VAV boxes
- **Discussion on bathroom spaces in the Administration Building**
 - currently there are no urinals in the plans—Commissioners believe there is a need for urinals in the public bathrooms and Jason Patchet will discuss with Chris Widener
- **Discussion on placement of water fountains/water bottle fillers in the Administration Building**
 - discussion on possible installation of reverse osmosis systems or water filters on the sinks
 - Commissioners would like to have a water fountain/water bottle filler on all public accessed floors
- **Discussion on vending machines placement in the Administration Building**
- **Discussion on lighting**
 - currently proposed 3500 Calvins
 - currently all facilities have 4000 Calvins
 - Jason Patchet will discuss with WDC Group to have 4000 Calvins installed rather than the 3500 Calvins
- **Discussion on occupancy sensors vs. switches for lighting**
 - Commissioners would rather have switches if possible
- **Jason Patchet will confirm with Chris Widener a final “No Change” date**
- **Discussion on pillars outside of the Civic Center that supports the roof line**
 - the Civic center would like to wrap the bottom portion of said pillars with brick

-Fidelity provided a quote of approximately \$2,600.00 for materials with an additional \$1,500.00—\$1,800.00 for installation


- Provided an update on bathroom renovations at the Civic Center
- Discussion on painting of the Court of Appeals Building roof
 - it has been determined that a clear coat will not help with protecting the paint
- Discussion on the cost of building a 2,000-2,500 structure to be built on the Fairgrounds to be potentially utilized as office space
 - Jason Patchet will work on obtaining quotes

12:15 p.m.

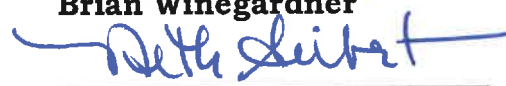
ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Cory Noonan


Brian Winegardner


Beth Seibert