

**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

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>June 4, 2024</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><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></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>
	<p><b>PRESENT: Cory Noonan</b>  <b>Brian Winegardner</b>  <b>Beth Seibert</b></p>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>9:00 a.m.</b>	<p><b>Staff Update</b></p> <p><b>Discussion on CDBG Allocation</b>  <b>-waiting on communication from Regional Planning Commission to see if it is necessary to hold a third hearing or not</b></p> <p><b>Kelli Singhaus—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Healthy Aging Grant and increase of grant amount as it relates to administration funds</b></li> </ul>

- Commissioners would like the disbursement for additional administration funds be calculated the same as the original grant fund disbursement
- Discussion on IT employee and Star Fish contract
  - both will be effective July 1<sup>st</sup>
  - Mark McClure will be hired at a salary of \$62,000.00 plus PERS, Medicare and Insurance
  - Kelli Singhaus will work on getting funding in place from Contingency Fund for the changes
- Received a request from Common Pleas Court for funds to fulfill a Settlement Agreement with a recently retired employee for paid leave payout in the amount of \$15,087.75
  - Kelli Singhaus will process payment through Paid Leave Fund
- General discussion on the budget process and how the Commissioners would like to approach the 2025 Budget and the process of doing so
  - will plan to hold a flat budget going into 2025, and any requests to increase budgets, the funds will need to be found within the departments budget
- Discussion on Indigent Defense funding
  - Fiscal Year 2025 reimbursement is predicted to be 78%
  - Beth Seibert received a phone call from Joe Patton in regards to a possible conflict of interest within the Public Defenders office with cases involving fraud related to the Department of Job and Family Services, as those cases are currently turned over to outside council to negate conflict of interest issues
  - Beth Seibert will further discuss with Public Defender Kenneth Sturgill

**Brittany Woods—**

- Discussion on World Elder Abuse Awareness Proclamation
  - will be presented at the June 13<sup>th</sup> agenda
- Discussion on Liberty Retirement's request to get rid of seven (7) more nursing home beds, but remain paying the county their current rent amount
  - Commissioners are in agreeance with this and are prepared to proceed
  - Brittany Woods will work with Kayla Rogers on amending the agreement

- **Chris Widener, WDC Group, will be attending Building and Grounds weekly update this Thursday to discuss the Administration Building**
- **Discussion on CDBG Allocation**  
-requests to hold the prepared resolution for the 2<sup>nd</sup> Public Hearing this afternoon, as it is still being determined if a third hearing is needed

**Brian Winegardner—**

- **Discussion on the Sheriff's Office request for a new transport van**  
-the Sheriff's Office would purchase the transport van internally and Building and grounds could utilize the current van as a Building and Grounds vehicle  
-EMA has a 2015 ¾ Ton Truck that the Sheriff's office would like to have for their Dive Boat and to be used by their mechanic, with EMA still having access to use it when needed  
-the Sheriff's office would also be getting rid of a small truck if this transfer occurs  
-Discussion on other vehicles at the Sheriff's Office that can be sold  
-Brian Winegardner will further discuss with the Sheriff's office

**Cory Noonan—**

- **Brian Winegardner will be doing the Radio and Noon Edition this week**
- **Discussion on Carole Enneking's planned retirement in December 2025 or January 2026**  
-Family Children First Council is looking into hiring a part-time person for the council, but the Finance Committee is also looking into being able to hire a full-time person that will eventually take Carole Enneking's position upon retirement

**Beth Seibert—**


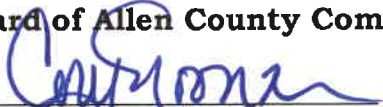


- **Dave Stratton requested his update meeting this Thursday be moved to 2:00 p.m. –Brittany Woods will modify the calendar**
- **Barry Harding will not be seeking reappointment on the Port Authority Board at the conclusion of his term**  
-the Board and Commissioner Seibert are looking into a replacement

- **Discussion on additions to the Sheriff's building at the Fairgrounds**
  - a lean-to is being placed for the horses
  - Sofia Clifton will work on getting placed on insurance
- **Discussion on conversation with Troy Elwer in regard to renovations needed at buildings located on the Fairgrounds**
  - Beth Seibert notified Troy Elwer to refer back to the agreements with the entities that utilize the buildings and what the agreement states for improvements/renovations
- **Continuing to work on contracts with Mental Health And Recovery Services and the Allen County Sheriff's Office and Webb/CORSA Insurance for the Mental Health Navigator position**
- **Provided an overview of conversation with Richland County Commissioner Vero in regards to broadband upgrades along State Route 30 from Canton to Lima**
  - Commissioner Vero would like Allen County continue to be involved with the project conversations and possible support if needed
- **Received communication from Sarah Newland, Child Services Director, stating that Chris Provaznik is planning to step away from the Board at the end of this year**
  - Tiffany Ward has been previously interviewed by the Commissioners, and the Children Services Board would like to have Ms. Ward appointed as the tenth member of the board-which would be an additional member from the current nine member board
  - Commissioners are not in favor of appointing Ms. Ward as a voting member, but would recommend she participates in the meetings as a non-voting member until Ms. Provaznik leaves the board, and then the Commissioners will consider appointment
- **Continuing to work on the demolition of the Volbert Project**

**Cory Noonan—**

- **Brion Rhodes has stated that paving at the Fairgrounds should be completed soon**
- **Discussion on Hunting with Heroes fundraiser**

	<p align="center"><b>-Commissioner Noonan would like the Commissioners to consider possibly opening up the county owned woods for an event</b></p> <p><b>At 10:31 a.m. Commissioner Seibert made a motion to enter into executive session pursuant to 121.22(G)(1) to consider employment of a public employee for the position of EMA Director. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously. All three Commissioners remained present.</b></p> <p><b>Back in general session at 11:01 a.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Commissioner Winegardner would like to schedule a second interview with Jared Gesler to further discuss the position of EMA Director</b> <ul style="list-style-type: none"> <li><b>-Brittany Woods will check with Jared Gesler on his availability for a second interview on Thursday, June 6<sup>th</sup> at 1:00 p.m.</b></li> <li><b>-Commissioner Noonan and Commissioner Seibert are in agreeance</b></li> <li><b>-General discussion on salary—will be looking at a range of \$30.00 to \$35.00 hourly</b></li> </ul> </li> </ul>
<p><b>11:06 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>11:10 a.m.</b></p>	<p><b>County Projects Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>Jason Patchet did some research on HVAC systems</b> <ul style="list-style-type: none"> <li><b>-went and looked at the Union Bank building in Columbus Grove which is a 2,600 sq. ft. building with similar HVAC system as proposed for the Administration Building</b></li> <li><b>-review and discussion on total electric costs per year</b></li> <li><b>-Commissioners will further consider options Thursday when Chris Widener will be present</b></li> </ul> </li> <li>• <b>Jason Patchet had discussion on intrusion at Memorial Hall</b> <ul style="list-style-type: none"> <li><b>-vandalism and scrapping of materials have occurred</b></li> <li><b>-Jason Patchet will look into the possibility of installing cameras</b></li> </ul> </li> </ul>
<p><b>11:27 a.m.</b></p>	<p><b>RECESS</b></p>

<p><b>1:00 p.m.</b></p>	<p><b>2<sup>nd</sup> Public Hearing-Community Development Block Grant PY 2024</b></p> <p><b>** Please see minutes attached provided by Great Lake Community Action Partnership**</b></p> <p><b>Resolution #458-24.</b> Set the date, time, and place for the Third Public Hearing for funding requests for the PY 2024 Community Development Block Grant Allocation Program and authorize public posting of same. <b>Commissioner Noonan made a motion to consider the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was not approved unanimously.</b></p>
<p><b>1:16 p.m.</b></p>	<p><b>ADJOURN</b></p>
	<p>Submitted by: <u></u>  <b>Brittany N. Woods, Clerk</b></p> <p>Approved by: <b>Board of Allen County Commissioners</b></p> <p><u></u>  <b>Cory Noonan</b></p> <p><u></u>  <b>Brian Winegardner</b></p> <p><u></u>  <b>Beth Seibert</b></p>

**Allen County PY 2024 Community Development Block Grant (CDBG) Program**  
**AGENDA AND MINUTES**  
**2<sup>nd</sup> Public Hearing**  
**June 4, 2024, 1:00 P.M.**

Commissioner Seibert called the hearing to order at 1:00 p.m. Ben Martens of GLCAP stated the following:

“This public hearing is being conducted on behalf of the Allen County Board of Commissioners in order to make application for CDBG Community Development Allocation Grant for Program Year (PY) 2024. The first public hearing was held on May 14, 2024, where the program and general guidelines for application were explained. During that presentation, the eligibility requirements and application process were discussed. During this second public hearing, I will present the basic grant requirements and proposed projects to be submitted in this application for CDBG Community Development Allocation Grant for PY2024.

**The Guidelines for application are:**

- The County’s PY2024 Community Development Allocation is \$220,000.
- Allen County is permitted up to 20% of the allocation to administer the program and fair housing costs are included in this 20%.
- The County may apply for 15% of its total allocation for Public Service projects. A waiver may be submitted to exceed this 15% threshold.
- Allen County is limited to no more than two (2) County activities in one given grant cycle (Fair Housing & Administration are not included in the two)

**Process**

- The activities must meet one of three (3) National Objectives:
  - Benefiting low- and –moderate- (LMI) income persons;
  - Addressing slum or blighted areas;
  - Benefiting a limited clientele, such as seniors or the disabled.
- The CDBG PY2024 grant is a two-year grant cycle.

Notification and Funding Request applications for the availability of CDBG funds were mailed to townships, villages, cities, and non-profit and public service organizations in Allen County on April 23, 2024. This year, Allen County received two (2) Requests for Funding. The applications submitted were reviewed for eligibility under the CDBG guidelines and for compliance with the National Objectives.

Today I am presenting the projects for Allen County’s CDBG Community Development Allocation Grant for PY2024 application. It is our desire, following the outcome of this public hearing, that the Allen County Board of Commissioners approve application submission. The application will then be submitted to the Ohio Department of Development, Office of Community Development, prior to the June 12, 2024, deadline.

**Submission Proposal**

The proposed projects in the Community Development Allocation Grant Program that will be funded with PY2024 CDBG Community Development Allocation Grant Funds are:

1. Village of Lafayette Washington and Jefferson Street Road Rehabilitation Project, Street Improvements, National Objective Benefits Area Wide; CDBG Allocation \$176,000.
2. General Administration and Fair Housing; PY2024 CDBG Allocation \$44,000.

**GRANT REQUEST FOR CDBG PY2024 ALLOCATION: \$220,000.00.**

All these activities, with the exception of the Fair Housing program, must be completed by August 31, 2026. The Fair Housing program must be completed by December 31, 2026.

At this time, I ask for any public questions or comments.”

Commissioner Seibert asked about the income survey used to qualify the Village of Lafayette for CDBG funding. Ben Martens and Brice Schmittmeyer of Access Engineering, who assisted the Village, explained the requirements of income surveys and the process by which the Village completed it.

Commissioner Seibert also asked about a potential alternative project that was raised in the week prior to the public hearing, in which the Village of Lafayette was not sure if it would be able to complete its income survey. Ben Martens explained the project, a senior nutrition program administered by the Area Agency on Aging. He also mentioned that this program would be a good candidate for public service funding in future grant cycles.

The topic of a Third Public Hearing to introduce the Area Agency on Aging program, should it have been needed, was raised. Commissioner Noonan made a motion to vote no on this public hearing, as it was no longer necessary to hold. Commissioner Seibert seconded.

Commissioner Winegardner asked about fair housing. Rebecca Phillips of the Lima-Allen County Regional Planning Commission explained that the standard fair housing program was contracted out to Western Ohio Community Action Partnership (WOCAP) as had been the case in previous grant cycles.

With no further questions or comments, Commissioner Seibert adjourned the hearing at 1:16 p.m.