

**MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS**

204 N. Main Street

3rd Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

commissioners@allencountyohio.com

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	July 2, 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 Beth Seibert</p>
TIME:	GENERAL SESSION - RECORDED
9:01 a.m.	AGENDA MEETING
	<p>PLEDGE—Beth Seibert</p>
	<p>APPROVE AGENDA AS PRESENTED</p> <p>Under Discussion, add Resolution #555-24, Renew an agreement with Fishel, Downey, Albrecht and Riepenhoff for Labor Relation Services at the Allen County Child Support Enforcement Agency.</p>

Commissioner Seibert moved to approve the amended agenda. Motion seconded by Commissioner Noonan. The roll was called and the amended agenda was approved unanimously.

ITEMS FOR REVIEW AND APPROVAL

1. Consent Agenda:

- a. Resolution #542-24.** Approve travel expenses.
- b. Resolution #543-24.** Supplemental appropriation for the Capital Improvement Fund 4017.
- c. Resolution #544-24.** Supplemental appropriation for the Baughman Ditch Fund 4198.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #545-24.** Resolution to hire Brooklyn Schaffer as Deputy Dog Warden at the Allen County Dog Warden's Office. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #546-24.** Authorize probationary wage increase for Katie Pinks at the Allen County Child Support Enforcement Agency. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #547-24.** Authorize probationary wage increase for Amy Coy at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #548-24.** Authorize probationary wage increase for Tasha Chambers at the Allen County Child Support Enforcement Agency. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 5. Resolution #549-24.** Authorize 18-month step wage increase per the Collective Bargaining Agreement for Melissa Hall at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 6. Resolution #550-24.** Authorize 18-month step wage increase per the Collective Bargaining Agreement for Tonshia Williams at the Allen County Child Support Enforcement Agency. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 7. Resolution #551-24.** Enter into a contract for Right of Entry granting Allen County access to enter property located on South Cool Road, Lima, Ohio, for the purpose of conducting necessary due diligence required in order to determine the viability of the property for the potential purpose. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 8. Resolution #552-24.** Accept proposal and enter into contract with DMD Environmental, Inc. for an Asbestos NESHAP Inspection. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 9. Resolution #553-24.** Resolution to accept the material terms of the March 22, 2024 Kroger Settlement Participation Package regarding ongoing opioid litigation. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. Child Support Enforcement Agency

1. Resolution #554-24. Accept bid and authorize the Allen County Child Support Enforcement Agency (CSEA) to enter into contract with Martin Investigations & Security Services, Inc. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The contract is a renewal for IV-D process server at \$29.99 per hour for a total not to exceed \$49,108.64 from July 1, 2024 through June 30, 2025. The roll was called and the resolution was approved unanimously.***

Paul Basinger asked to speak to the Commissioners and asked for an explanation on the bidding process. The Commissioners provided an overview of the process. Paul Basinger felt there was false information shared with him during the bidding process, and Vicki Tarr, Director of CSEA, clarified. Paul Basinger offered a public apology to Vicki Tarr and expressed his gratitude for the years he had as a process server for CSEA.

2. Resolution #555-24. Renew an agreement with Fishel, Downey, Albrecht and Riepenhoff for Labor Relation Services at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This is a renewal at a cost of \$215.00 per hour from July 1, 2024 through June 30, 2025. The roll was called and the resolution was approved unanimously.***

ANNOUNCEMENTS

Julie Shellhammer, Allen County Dog Warden, introduced new Deputy Dog Warden, Brooklyn Schaffer.

Commissioners Office will be closed July 4th and the staff will be utilizing vacation time for July 5th.

9:14 a.m.

RECESS

9:53 a.m.

Staff Update

Sofia Clifton—

- Provided an update on Board of Developmental Disabilities Shared Superintendent with Auglaize County**

-discussion on employee driving an Allen County vehicle and how insurance and BWC coverage would be handled for said employee

- **Discussion on insurance coverage for a drone purchased by Soil and Water Conservation District**
 - Tom Sarno, Webb Insurance, believes it would fall under General Liability coverage**
 - Commissioners feel that Soil and Water Conservation District needs to come in to further discuss**
 - Sofia Clifton will gather more information from Soil and Water Conservation District prior to moving forward**
- **Discussion on insurance coverage for the Mental Health Recovery and Services Board**
 - the Board is currently double covered through CORSA and Stolly Insurance**
 - Kayla Rogers, Assistant Prosecutor, stated the county is not required to provide coverage to said Board, and Commissioners agreed last week to remove coverage**
 - Tammie Colon, Mental Health Recovery and Services Board, is requesting to maintain coverage through CORSA**
 - Sofia Clifton is requesting additional information from Mental Health Recovery and Services Board and also the Commissioners will explain that if coverage is maintained, there is a cost of such through cost allocation**

Kelli Singhaus—

- **Received communication from Lyuda Frueh, Juvenile Court, regarding a purchase that was reimbursed into the General Fund**
 - department is requesting funds to be moved back into their account**
 - Commissioners agree to have Kelli Singhaus replenish the funds to their account**
- **Provided an overview of meeting with the Auditor's Office and discussion on Travel Policy in regards to meal expenses/reimbursements of such**
 - Auditor's office stated that it was discussed with the Prosecutor and State Auditor's Office that an elected official has the authority to determine to expend above and beyond what the travel policy permits and authorize credit card charges as they deem fit**
 - the Auditor's Office does not believe that this needs to be included within the Travel Policy**

-Commissioner Noonan believes that it should be placed into the Travel Policy/Credit Card Policy
-Commissioner Seibert believes the charge being discussed was not considered a travel expense, but rather a purchase authorized by the elected official –hearing this Commissioner Noonan believes that this purchase should be processed separate from Travel

At 10:27 a.m. Commissioner Noonan left the meeting for a Conference Call

- **Discussion on a proposed increase to the per diem amounts for meals during travel**
-Auditor proposes an additional \$4.00 to each meal line
-Kelli Singhaus will further discuss during next week's Staff Update

Brittany Woods—

- **Received a request for a proclamation for Frontotemporal Degeneration (FTD) Awareness Week, which is September 22nd-29th**
-will further discuss next week

Beth Seibert—

- **Auditor has invited political leaders to a Local Government Fund meeting on July 22nd**
-all Commissioners are out of the office, so Kelli Singhaus will attend on behalf of them
- **Veteran's have invited the Commissioners to attend the Veteran's Day event at the Fair**
- **Discussion on request from an individual to place flags along Fort Amanda Road**
-discussion on liability and precedent concerns for allowing this
-request has been withdrawn, but the Exchange Club would like to temporarily place flags there and will be discussing with the County Engineer
- **Commissioner Seibert visited currently being reconstructed Hancock County Administration Building**
-Commissioner Seibert would like the office to visit the building once completed during an open house
- **Discussion on Magistrates Salaries**
-funds for increases will come from an outside fund and will be whole by the end of the year

	<ul style="list-style-type: none"> • Discussion on Juvenile Court’s request for two (2) new security scanners -Kelli Singhaus has asked Berlin Carroll to provide quotes for request of new cameras • Discussion on Public Defender Board -Joe Patton has researched a possible conflict of interest of him being seated on the Board -Kenny Sturgill has been notified that the Commissioners will not be removing Joe Patton from the Board and Kenny Sturgill will have to contract with outside counsel for cases that would have possible conflict of interest with Joe Patton • Discussion on decrease to the Department of Job and Family Services funding from the state by approximately \$50,000.00
11:04 a.m.	RECESS
11:07 a.m.	<p>Staff Update Continued</p> <p>Cory Noonan—</p> <ul style="list-style-type: none"> • Discussion on Family and Children First Director’s plan to retire and how to replace said position -Steering Committee is working on parameters for hiring the successor of the Director -discussion on possible funding for replacement or assistant • Provided an update on Legislative Bills -Civic Center language was modified to include working parameters outside of Civic Center walls and will be sent to Governor for signature, and will be in effect 90 days after signature -Kayla Rogers will reach out to the City’s Attorney to further discuss • Discussion on policy for bonuses to be OPERS eligible -Draft of program will need to be sent to OPERS for their review for consideration to implement next year • Discussion on Two-Stage Ditches -will meet with the County Engineer’s office later today to further discuss • Provided an overview of Conference Call with State Public Defender’s Office -will be planning a meeting to further discuss with the Judges and the State Public Defender’s Office
11:23 a.m.	RECESS

<p>11:33 a.m.</p>	<p>County Projects Discussion</p> <ul style="list-style-type: none"> • Discussion on Phase I Environmental Site Assessment performed at the proposed Veterans Garage property <ul style="list-style-type: none"> -Hart Environmental recommends a Phase II Assessment be completed due to record of three (3) underground storage tanks being on the property -Hart Environmental is preparing a quote for a Phase II Assessment • Brittany Woods notified WDC Group on available dirt for backfill at the Administration Building site <ul style="list-style-type: none"> -Chris Widener stated that they would be able to let bidders know that the dirt is available
<p>11:42 a.m.</p>	<p>RECESS</p>
<p>1:00 p.m.</p>	<p>Two-Stage Ditch Discussion-Nathan Davis, Joe Gearing, Marcus VanMeter and Kayla Rogers</p> <ul style="list-style-type: none"> • Discussion on agreements with Ohio Department of Agricultural (ODA) <ul style="list-style-type: none"> -revisions approved by ODA were not inserted into the agreement -discussion on citation of ORC 940.03—Joe Gearing stated that we could make edits to submit to ODA for their review –Kayla Rogers will revise to have submitted to ODA for review • Discussion on non-reimbursable items in the project through the grant • General discussion on funding as it relates to the reimbursable grant <ul style="list-style-type: none"> -Commissioners state that there will be no general funds going toward these projects— Commissioners request in writing that the County Engineer will be responsible for any expenses over the grant amount -Joe Gearing will notify contractors that they will be paid as the reimbursements are received through the grant -Commissioners are in agreeance that they will cover the advertising expenses, but no additional general funds will be utilized toward these projects • Discussion on utilization of the General Drainage Improvement Fund (GDIF) for Carmen and Sheiltz Projects

-GDIF could be used for advertisement and up-front costs of these projects since they fall under ORC 6131.63


- Bixel Project will be petitioned
- Nusbaum Project will be under \$75,000.00 so it will not need to go out for bid
- Discussion on Final Hearing for Carmen and Shieltz projects

-Discussion on if the Final Hearing will need to be advertised in the newspaper -Kayla Rogers will further research the Ohio Revised Code and advise

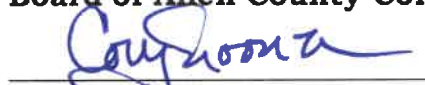
1:45 p.m.

ADJOURN

Submitted by:


Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Cory Noonan


Brian Winegardner


Beth Seibert