

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

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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>July 25, 2024</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Brian Winegardner Beth Seibert</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>8:30 a.m.</b>	<p><b>2025 Tax Budget Hearing –Rachael Gilroy, Krista Bohn, Ciara Maag, Destiny Caldwell and Kelli Singhaus</b></p> <ul style="list-style-type: none"> <li>• <b>Rachael Gilroy provided copies of the 2025 Tax Budget prepared by the Tax Budget Commission, which has been available for public review since July 15<sup>th</sup></b></li> <li>• <b>Review of Children Services estimates for 2025 revenue and expenses</b></li> <li>• <b>Review of Board of Developmental Disabilities estimates for 2025 revenue and expenses</b></li> <li>• <b>Review of Board of Developmental Disabilities Permanent Improvement estimates for 2025 revenue and expenses</b></li> <li>• <b>Review of Tri-County Mental Health estimates for 2025 revenue and expenses</b></li> <li>• <b>Review of Park District estimates for 2025 revenue and expenses</b></li> <li>• <b>Review of General Fund estimates for 2025 revenue and expenses</b> -Budget Commission suggests budgeting for 96% of the estimated revenue at an amount of \$30,990,013.00</li> </ul>
<b>8:50 a.m.</b>	<b>RECESS</b>
<b>9:03 a.m.</b>	<b>AGENDA MEETING</b>

**PLEDGE—Beth Seibert**

**APPROVE AGENDA AS PRESENTED**

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

**ITEMS FOR REVIEW AND APPROVAL**

- 1. Approve the minutes of July 11, 2024 general session.**
- 2. Approve the minutes of July 16, 2024 general session.**
- 3. Approve the minutes of July 17, 2024 special session.**
- 4. Approve the minutes of July 18, 2024 general session.**

*Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the minutes were approved unanimously.*

**5. Consent Agenda:**

- a. Resolution #600-24.** Approve travel expenses.
- b. Resolution #601-24.** Supplemental appropriation for the Allen County DD Fund 2018.
- c. Resolution #602-24.** Supplemental appropriation for the Volbert Hazard Mitigation Grant Fund 2045.
- d. Resolution #603-24.** Supplemental appropriation for the Ottawa River Fund 2339.
- e. Resolution #604-24.** Supplemental appropriation for the Little Ottawa Fund 2260.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #605-24.** Accept proposal and enter into contract with ValTech Communications for data network upgrades at various Allen County facilities. *Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.*

- 2. Resolution #606-24.** Resolution to hire Haley Prine as Kennel Tech at the Allen County Dog Warden's Office. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #607-24.** Resolution to hire Sara Wilson as a Career Consultant (Eligibility/Referral Specialist 2) position at the Allen County Department of Job and Family Services. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #608-24.** Accept the resignation of Elizabeth Fried from 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.***
- 5. Resolution #609-24.** Accept the resignation of Tymon Moore from the Allen County Department of Job and Family Services. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 6. Resolution #610-24.** Accept the resignation of Lindsay Coder from 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.***
- 7. Resolution #315-22E.** Amend Resolution #315-22, to adopt a revised Allen County Personnel Policy Manual. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 8. Resolution #611-24.** Confirm submission of the 2025 Tax Budget. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

## **DISCUSSION**

### **A. Regional Planning Commission**

**1. Resolution #612-24.** Agree to request a time extension for the Community Development Block Grant Program, CFDA No. 14.228, Grant Number B-F-22-1AB-1. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This is an extension of an additional year to complete the project. The roll was called and the resolution was approved unanimously.***

**2. Resolution #613-24.** Authorize the release of a mortgage for a Community Housing Improvement Program property located on S. Dixie Highway, Lima, Ohio 45804. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Mortgage was satisfied in May of 2023. The roll was called and the resolution was approved unanimously.***

### **B. EMA/Homeland Security**

**1. Resolution #614-24.** Authorize acceptance of the State Disaster Relief Program-State Public Assistance Grant from the Ohio Emergency Management Agency and authorize Jared Gessler, Director, to sign associated paperwork necessary to administer said grant. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. This grant will cover some of the expenses for preparation for the Solar Eclipse event. The roll was called and the resolution was approved unanimously.***

### **C. Department of Job and Family Services**

**1. Resolution #615-24.** Approve a contract between the Allen County Department of Job and Family Services and Truth for Youth dba Guiding Light for the purchase of emergency and/or temporary housing and a Goal Coordinator for the placed individuals. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This contract is for a period of July 1, 2024 through June 30, 2025 at a cost not to exceed \$15,000.00. The roll was called and the resolution was approved unanimously.***

**D. County Engineer**

**1. Resolution #616-24.** Approve Change Order #1 with Bluffton Paving, Inc. for the All-Sugar Street Rehabilitation Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

**9:14 a.m.**

**RECESS**

**9:46 a.m.**

**Building and Grounds Weekly Update – Jason Patchet**

- **Provided an update on underground storage tank at the Sheriff’s office**  
-working with Oscar W. Larson
- **Working on obtaining additional proposals for the Sheriff’s Office ramp and loading dock but the following are current verbal proposals received:**  
-Entrance ramp – \$48,301.00  
-Loading dock – \$40,246.00  
-Exit ramp – \$65,135.00  
-Drain pipe replacement –\$18,229
- **Still waiting on quote from TK Elevator for the elevator repair at the Civic Center**  
-Jason Patchet will have discussion with Abe Ambroza to determine if he wants to wait on quote from TK Elevator or move forward with the Schindler Elevator at a cost of \$83,000.00
- **Discussion on exterior renovations at the Allen County Dog Warden’s Office**  
-Jason Patchet is working on getting a proposal from an architect/engineer to prepare bid documents for said project
- **Discussion on signage at the Children Services parking lot**  
-all signage has been installed by the Civic Center
- **Discussion on potential of leasing parking spots to John Heaphy for Spring and Main employees**
- **Discussion on demolition of current buildings at the new Administration Building site**  
-Land Bank is still waiting to hear if funds are awarded for said project to demolish the Hoefeller Building  
-Jason Patchet will have conversations with WDC Group on demolishing the other building
- **Jason Patchet has been reviewing the Administration Building plans and has listed some**

	<p>questions/concerns, which he will discuss with Chris Widener, WDC Group</p> <ul style="list-style-type: none"> <li>• <b>General discussion on concerns of multiple General Prime Contractors vs. one General Prime Contractor for the Administration Building Project</b></li> <li>• <b>General discussion on Building and Grounds staffing</b> <ul style="list-style-type: none"> <li>-discussion on having two (2) Site Leader positions instead of having an actual Assistant Superintendent position</li> <li>-work orders are currently being handled by the two (2) Site Leaders and Jason Patchet does not see a huge advantage of hiring an individual as Assistant Superintendent with those two (2) Site Leads in place</li> <li>-Commissioner Seibert believes that it is necessary to have an Assistant Superintendent to allot Jason Patchet the adequate time to focus on his position of Project Manager/Building and Grounds Superintendent</li> <li>- General discussion on Work Order process – currently Becky Moorman, Tony Wheri and Daniel Nienberg are assigning Work Orders</li> <li>-Commissioners agree to allow Jason Patchet to move forward with having two (2) Site Leaders and not hire an Assistant Superintendent at this time, with the understanding that if Jason Patchet feels the need arises for that position to come back to the Commissioners to discuss</li> <li>-Jason Patchet would like to consider moving Dan Nienberg from General Maintenance position to HVAC Technician/Site Leader once his probationary period ends in October</li> </ul> </li> </ul>
<p><b>11:21 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:00 p.m.</b></p>	<p><b>Joint Board Meeting re: Ottawa River Stream Enhancement Project</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>

**Present: Howard Violet, John Bergman, Douglas Spencer, Timothy Bechtol, Michael Peppeler, William Bateson, Fred Rush, Vincent Schroeder and John Schlumbohm**

**Absent: Steve Ewing, David Bambauer, Roger Crowe, Timothy Striker and Michael Lammers**

- Jarrod Wehinger provided an overview of the project fund—Balance \$241,583.95
- Jarrod Wehinger provided an overview of proposed contract with Tawa Tree Service, not to exceed \$74,999.00

**1. Resolution #644-21A.** Amend Resolution #644-21, Certify collection assessment for maintenance on the Joint County Ottawa River Stream Enhancement Project #1239 to the Auditor of Allen, Auglaize, Hancock, Hardin and Putnam County, Ohio. ***Proxy Violet moved for approval. Motion seconded by Commissioner Schlumbohm. The roll was called and the resolution was approved unanimously.***

**2. Resolution #617-24.** Authorize the Allen Soil and Water Conservation District to contract for maintenance with Tawa Tree Service as it relates to the Ottawa River Stream Enhancement Project. ***Commissioner Schroeder moved for approval. Motion seconded by Commissioner Rush. The roll was called and the resolution was approved unanimously.***

**1:09 p.m.**

**RECESS**

**1:15 p.m.**

**Joint Board Meeting re: Little Ottawa River Stream Enhancement Project**

**<https://www.gotomeet.me/AllenCountyCommissioners>**

**You can also dial in using your phone.  
United States (Toll Free): 1 866 899 4679  
United States: +1 (571) 317-3116**

**Access Code: 606-059-605**

**Present: Brian Winegardner, Beth Seibert, Douglas Spencer and John Bergman**

**Absent: Cory Noonan and David Bambauer**

- Jarrod Wehinger provided an overview of the project fund – Balance \$29,640.49
  - Jarrod Wehinger provided an overview of the proposed contract with Tawa Tree Service, not to exceed \$20,000.00
  - General discussion on how administration costs are paid
  - Discussion on work needed completed
    - Tawa Tree Service will prioritize the removal of larger log jams first
    - the contract will accomplish 2/3 of the work needed to be completed
  - Assessment amount will be reevaluated next year
1. **Resolution #618-24.** Authorize the Allen Soil and Water Conservation District to contract for maintenance with Tawa Tree Service as it relates to the Little Ottawa River Stream Enhancement Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Bergman. The roll was called and the resolution was approved unanimously.***

1:24 p.m.


ADJOURN

Submitted by:   
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Cory Noonan

  
Brian Winegardner

  
Beth Seibert