

**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
<b>DATE</b>	<b>July 30, 2024</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Cory Noonan Brian Winegardner Beth Seibert</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:02 a.m.</b>	<p><b>Staff Update</b></p> <p><b>Kayla Rogers joined the staff meeting virtually to discuss the Volbert FEMA Grant Project</b></p> <ul style="list-style-type: none"> <li>• <b>Kelli Singhaus discusses that the Asbestos Testing has been completed and there were no findings</b>  <b>-while preparing documents to move forward with the purchase and demolition of property there were discrepancies in contribution percentages in the original contracts/agreements and the grant application that need to be addressed</b>  <b>-review and discussion on percentage of contributions required by Mr. Volbert</b>  <b>-Kayla Rogers discussed the draft Purchase Contract</b>  <b>-discussion on amendments to the original resolution passed in 2023</b>  <b>-discussion on the process of transferring the property from the County to Bath Township</b></li> <li>• <b>Discussion on Jail Navigator position</b>  <b>-Kayla Rogers has had discussion with Chief Deputy Mohler a couple of weeks ago but has not had discussion with Tammie Colon, Mental Health Services and Recovery Board</b></li> <li>• <b>Discussion on Assignment Assumption Agreement with the Allen Water District</b></li> </ul>

- review of proposed amendments to the agreement
- discussion on the County remaining the fiscal agent for the Allen Water District –the Fiscal Agent Agreement and the Assignment Assumption Agreement will be combined into one agreement
- general discussion on the term of the agreement and an annual review period of said agreement
- discussion on including in the agreement that the Sanitary Engineer be an ex officio board member of the Allen Water District Board

**Sofia Clifton—**

- Received communication from Enterprise that a Building and Grounds vehicle has sold for a net gain of \$22,275.00
  - Commissioners would like to roll said funds toward the next leased vehicle
- Wellness 2024 ends next month
  - has scheduled meetings this week and next to help employees ensure they have successfully completed the program

**Kelli Singhaus—**

- Discussion on renewal of Maximus Contract for Cost Allocation –
  - contract is for \$15,250.00/year, which is an increase of \$250.00/year, for a total of \$45,750.00 for a three (3) contract
  - Kelli Singhaus will obtain a P.O. for \$15,250.00 for the first year, and will obtain a new P.O. each remaining year of the contract for the same amount
- Received a request from Juvenile Court for an additional \$9,882.00 for the Mental Illness Fund 1992
  - Commissioners request that Juvenile Court provide further information prior to making any decision
- General discussion on Budget Letter and timeline for notification to be sent out to departments
  - discussion on Tax Budget Commission submission
  - Commissioners would like to continue this conversation after lunch today by adding a Budget Discussion immediately following lunch
- Discussion on IT request

- Brian Winegardner is still waiting on further information from the Auditor's office
- Kelli Singhaus will follow-up with the Auditor

**Brittany Woods—**

- Discussion on utilizing GoTo Meeting for bid openings
  - Commissioners are in agreeance with not offering GoTo Meeting attendance option for bid openings
  - discussion on developing a policy for the option for individuals to request a virtual/phone-in option –Brittany Woods will look into revamping the notification sent out to Departments and/or draft a policy

**Commissioner Seibert notes for the record that we will recess Staff Update and reconvene after lunch**

**11:18 a.m.**

**RECESS**

**12:56 p.m.**

**Staff Update (Continued)**

**Cory Noonan—**

- House Bill 301 has been signed on July 24, 2024 and will be in effect 90 days from that date
  - the Civic Center will have the ability to be part of Amphitheater operations once in effect
- Discussion and review of Chris Widener, WDC Groups, response to Bricker and Graydon's concerns on utilizing multiple prime contractors
  - Commissioners would like Brittany Woods to send WDC Groups responses to Mark Evans, Bricker & Graydon for his review and ask to respond with any additional concerns
- Discussion on the Fairgrounds Paving Project
  - chip seal is already wearing off at the Veterans area
  - after this year's Fair and Max's Trader Days a plan will be developed for paving
- Discussion on upcoming grants:
  - Fairgrounds Paving
  - Child Support Enforcement Agency Building Renovation
  - Memorial Hall

	<p><b>Brian Winegardner—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Commissioners having magnets made for the fair</b> -will not be having them made this year due to time</li> </ul> <p><b>Budget Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>Review and discussion of the 2025 Draft Tax Budget</b></li> <li>• <b>Discussions on concerns of the certified amount for 2025</b> -Commissioners are looking at the possibility of having to cut \$2 million based on the certified Draft 2025 Tax Budget</li> <li>• <b>Discussion on Dispatch Billing</b></li> <li>• <b>Discussion on Interest Revenue</b> -Kelli Singhaus will ask the Budget Commission to further explain the formula for determining the certified amount for 2025 budget planning</li> </ul>
<p><b>2:14 p.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:19 p.m.</b></p>	<p><b>County Projects Discussion –Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Jason Patchet asked Commissioners to determine flagpole placement and exterior lighting for the Administration Building</b> -Commissioners would like the flags placed on the east roof of the building and the Service Flags will be placed at the future Veterans Garage -discussion on upcast/downcast lighting on the side of the buildings—Commissioners would like two or three placed per side</li> <li>• <b>Jason Patchet provided an overview of his review of the Bid Specifications and revisions that were found</b></li> <li>• <b>General discussion on multiple prime contractors for the Administration Building</b> -Jason Patchet stated that Chris Widener will be planning to combine the General Contractor, Site Contractor and Roofing Contractor to be all under one Prime Contractor -Jason Patchet has had in depth conversation with Chris Widener in regards to multiple prime contractors, and feels comfortable with moving forward with that method</li> </ul>

<b>2:46 p.m.</b>	<b>ADJOURN</b>
	<p>Submitted by: <u>Brittany Woods</u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u>Cory Noenan</u> Cory Noenan</p> <p><u>Brian Winegardner</u> <u>Beth Seibert</u> Beth Seibert</p>