

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

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

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

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>August 8, 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>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Beth Seibert</b>
	<b>APPROVE AGENDA AS PRESENTED</b>  <i>Commissioner Seibert moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i>
	<b>ITEMS FOR REVIEW AND APPROVAL</b>  <b>1. Consent Agenda:</b>  <b>a. Resolution #635-24.</b> Approve travel expenses. <b>b. Resolution #636-24.</b> Authorize “then and now” purchases.  <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i>

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #637-24.** Accept payment from County Risk Sharing Authority for damage to a vehicle operated by the Allen County Board of Developmental Disabilities. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #638-24.** Declare various personal property at the Allen County Board of Developmental Disabilities unsuitable for county use and authorizes sale of same by internet auction. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #639-24.** Enter into an agreement with Maximus, Inc. for the preparation of indirect cost allocation plans. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #640-24.** Authorize Julie Shellhammer, Allen County Dog Warden, to enter into a County Use Agreement with the Allen County Job and Family Services for the use of the Workforce Development Center. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 5. Resolution #641-24.** Resolution to hire Neil Schmiedebusch as an Auto Diesel Tech II position at the Allen County Sanitary Engineer Department. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

**6. Resolution #305-23A.** Amend Resolution #305-23, enter into a State-Local Grant Agreement with the U.S. Department of Homeland Security for the FEMA Hazard Mitigation Grant Program. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

## **DISCUSSION**

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

**1. Resolution #979-22F.** Amend Resolution #979-22, authorize the Allen County Department of Job and Family Services to enter into contracts with various providers for transportation services. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This will be an increase for three (3) transportation contracts: Black & White Cab, RTA and Delphos Senior Citizens. The roll was called and the resolution was approved unanimously.**

**2. Resolution #602-23B.** Amend Resolution #602-23, approve a Subrecipient Agreement between the Allen County Department of Job and Family Services and the Allen County Children Services Board. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. Additional funds in the amount of \$300,00.00 were received that will be traded with Children Services. The roll was called and the resolution was approved unanimously.**

**3. Resolution #603-23B.** Amend Resolution #603-23, approve a Memorandum of Understanding between the Allen County Department of Job and Family Services and the Allen County Children Services Board. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This is a follow-up to the previous resolution, with Children Services returning \$150,000.00 of the \$300,000.00 to Department of Job and Family Services. The roll was called and the resolution was approved unanimously.**

	<p><b>4. Resolution #642-24.</b> Authorize the Clerk of Board to post notice to bidders and advertise to receive bids on behalf of the Allen County Department of Job and Family Services for transportation services.  <b><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></b></p>
	<p><b>ANNOUNCEMENTS</b></p>
<p><b>9:06 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:30 a.m.</b></p>	<p><b>Building and Grounds Weekly Update – Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Received Phase II report from Hart Environmental for the proposed Veterans Garage property</b>  <b>-two (2) underground storage tanks were discovered</b>  <b>-Jason Patchet will get a quote for possible removal of tanks and will inquire if a soil sample can be completed prior to tanks being removed</b></li> <li>• <b>Brian Brothers Painting will be here the week of August 19<sup>th</sup> to prep the Court of Appeals Building roof for painting and will be performing the painting the following week</b></li> <li>• <b>Provided an update on the jack replacement project for the elevator at the Civic Center</b>  <b>-Jason Patchet is waiting on completed contract documents to be placed on the agenda for approval</b></li> <li>• <b>Discussion on Scope of Work for the Justice Center ramp and dock projects</b>  <b>-Kayla Rogers is researching to see if they can both be completed in the same year as two separate projects</b></li> <li>• <b>Contract has been signed for Demolition Specs of the Hoefeller, Hyatt and Clark Building for preparation for the Administration Building</b>  <b>-Jason Patchet will have the water and gas shut off on both the Hoefeller, Hyatt and Clark and Hefner Building but the electrical will remain on at this time</b></li> <li>• <b>General discussion on contract documents for the Administration Building</b>  <b>-Bricker Graydon will be revising prepared documents and will be planning to advertise for bids next week</b></li> <li>• <b>General discussion on possible building for OSU Extension</b></li> </ul>

	<p>-Jason Patchet will follow-up with OSU Extension to determine the space needed</p> <ul style="list-style-type: none"> <li>• Discussion on Building and Grounds staffing <ul style="list-style-type: none"> <li>-one employee will be out for surgery and another employee is having an MRI done to determine if they need surgery as well</li> </ul> </li> </ul>
<p>10:26 a.m.</p>	<p>RECESS</p>
<p>11:06 a.m.</p>	<p>Board Appointment Interview – Andy Farley</p> <ul style="list-style-type: none"> <li>• Commissioner Seibert provided introductions.</li> <li>• Discussion over the Revolving Loan Fund (RLF) Board.</li> <li>• Provided discussion over the Revolving Loan Fund (RLF) Board members and their involvement with the Board and what they do.</li> <li>• Andy Farley provided his introduction and reviewed his employment over the years within his career.</li> <li>• General discussion was provided over Andy Farley’s involvement within the community.</li> <li>• Discussion was provided over Kelli Singhaus’s involvement within the Revolving Loan Fund (RLF) Board.</li> <li>• Kelli Singhaus is the Finance Director within the Allen County Board of Commissioners Office and facilitates the Revolving Loan Fund (RLF) Board under the guidance of the Allen County Board of Commissioners.</li> <li>• General discussion was provided over the current cash balance within the Revolving Loan Fund.</li> <li>• The cash balance currently is \$657,779.</li> <li>• Discussion was provided over all of the Board Appointments serving as an extension of the Allen County Board of Commissioners due to the Commissioners not being able to serve on every Board.</li> <li>• Discussion was provided over the dates/times of when the Revolving Loan Fund (RLF) Board meets.</li> <li>• The Revolving Loan Fund (RLF) Board are two (2) year terms.</li> <li>• Discussion over the process of how the Revolving Loan Fund works.</li> <li>• Closing statements were provided and the Allen County Board of Commissioners will further discuss the possible appointment of Andy Farley to the Allen County Revolving Loan Fund (RLF) Board.</li> </ul>

<b>11:32 a.m.</b>	<b>ADJOURN</b>
	<p>Submitted by: <u>Brittany N. Woods</u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u>Cory Noonan</u> Cory Noonan</p> <p><u>Brian Winegardner</u> <u>Beth Seibert</u> Beth Seibert</p>