

**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

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| <b>DESCRIPTION</b> | <b>GENERAL SESSION</b>  |
| <b>DATE</b>        | <b>September 26, 2024</b>   |
| <b>LOCATION</b>    | <b>COMMISSIONER'S MEETING ROOM</b>  |
|                    | <b>PRESENT: Cory Noonan<br/>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><br><br><ul style="list-style-type: none"> <li>• 9:30 a.m. Update with Jason Patchet will be moved to 11:00 a.m.</li> </ul> <p><i>Commissioner Seibert moved to approve the amended agenda. Motion seconded by Commissioner Noonan. The roll was called and the amended agenda was approved unanimously.</i></p>  |
|                    | <b>ITEMS FOR REVIEW AND APPROVAL</b><br><br><ol style="list-style-type: none"> <li>1. Approve the minutes of July 30, 2024 general session.</li> <li>2. Approve the minutes of August 1, 2024 general session.</li> <li>3. Approve the minutes of August 6, 2024 general session.</li> <li>4. Approve the minutes of August 8, 2024 general session.</li> <li>5. Approve the minutes of August 13, 2024 general session.</li> <li>6. Approve the minutes of August 15, 2024 general session.</li> </ol> |

- 7. Approve the minutes of August 20, 2024 general session.**
- 8. Approve the minutes of August 21, 2024 special session.**
- 9. Approve the minutes of August 22, 2024 general session.**

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

**10. Consent Agenda:**

- a. Resolution #782-24.** Intradepartmental transfers.
- b. Resolution #783-24.** Supplemental appropriation for the Administration Building Fund 4022.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #784-24.** Accept the resignation of Blessings Gurley from the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #785-24.** Accept the resignation of Sarah Wilson from the Allen County Department of Job and Family Services. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #786-24.** Accept the resignation of Emelee Abbott from the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 4. Resolution #787-24.** Accept the filing of a petition for annexation of real property in American Township to the City of Lima, Dalton J. Smith, Agent for the petitioner. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #788-24.** Approve an application with Assurity Life Insurance Company for the provision of supplemental insurances for Allen County Employees. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #789-24.** Certify final costs and authorizes notices of assessments to be issued for he Baughman Petition Ditch #1198. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #790-24.** Enter into a Modification Agreement No. 1 with the Allen Water District regarding the Assignment Assumption Agreement. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

## **DISCUSSION**

### **A. County Engineer**

- 1. Resolution #791-24.** Authorize the Allen County Engineer to purchase one (1) 2025 International HV507 single axle dump truck from Rush Truck Centers. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. This purchase will be for a chasis and will be funded through Motor Vehicle and Gas Tax. The roll was called and the resolution was approved unanimously.**

**2.Resolution #792-24.** Authorize Brion Rhodes, Allen County Engineer, to submit application and execute contract with Ohio Public Works Commission for State Issue 1 Funds for the Landeck Road Bridge Replacement Project. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Applying for OPWC Funds to replace current bridge with a box culvert. The roll was called and the resolution was approved unanimously.*

**3.Resolution #793-24.** Authorize Brion Rhodes, Allen County Engineer, to submit application and execute contract with Ohio Public Works Commission for State Issue 1 Funds for the County Roads Resurfacing-25 Project. *Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Applying for 80% of the funding for the project, which will cover six (6) townships roadways—West Side of the county. The roll was called and the resolution was approved unanimously.*

**B. Department of Job and Family Services**

**1.Resolution #794-24.** Authorize the Allen County Department of Job and Family Services to enter into contracts with various providers for transportation services. *Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Seven (7) contracts are being entered into for medical and workforce transportation. Contracts are from October 1, 2024 through September 30, 2025. The roll was called and the resolution was approved unanimously.*

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|                   | <b>ANNOUNCEMENTS</b>  |
| <b>9:09 a.m.</b>  | <b>RECESS</b>   |
| <b>11:02 a.m.</b> | <p><b>Building and Grounds Weekly Update – Jason Patchet and Kelli Singhaus</b></p> <ul style="list-style-type: none"> <li>• <b>Hefner Building is being demolished currently and should be brought back to grade Monday</b></li> <li>• <b>Discussion on extending the Administration Building Bid Opening by one week</b> <ul style="list-style-type: none"> <li>-discussion on Addendum No. 3 and the amount of questions received by bidders</li> <li>-Addendum No. 4 will be sent out tomorrow</li> </ul> </li> <li>• <b>extending the bidding date if Commissioners agree</b></li> </ul> |

**At 11:18 a.m., Jason Patchet called Chris Widener, WDC Group, to discuss possible bid extension**

- **Two (2) bidders have requested an extension for the bidding deadline, which are contractors that have had plans from the beginning of going out for bid, they are not contractors that have recently requested plans**

**At 11:21 a.m., phone call with Chris Widener was ended**

**-Commissioners are in agreeance with the extension, with the bid opening now being Thursday, October 10<sup>th</sup> at 1:00 p.m.**

- **Provided an update of conversation with Tamara Wilson, Veterans Commission, regarding potential location for the Veteran's Garage**
  - Tamara Wilson is agreeable with the proposed location**
  - Commissioners would like to move forward with soil samples with CEC of the proposed property prior to moving any further**
  - Brittany Woods will work on getting Agreement amended with current property owners to move forward with soil sampling**
- **Review of proposed Memorandum of Understanding with Children Services Board for janitorial services**
  - discussion on needed revisions**
  - Jason Patchet will provide revisions to Children Services Board to review**
- **Mason Fields' probationary period ended yesterday, per Resolution #336-24 at the end of probationary period, he is eligible for a \$1.00 per hour increase**
  - Commissioners are in agreeance with Jason Patchet proceeding with the \$1.00 per hour increase for Mason Fields**
- **General discussion on staffing**
  - will have a couple of staff out due to medical reasons for a bit**
- **Asbestos abatement for the Hoefeller building is proposed to begin next week, with demolition beginning soon after that is completed**

**11:48 a.m.**

**RECESS**

**1:00 p.m.**

**Auditor Quarterly Update – Rachael Gilroy, Keith Cheney and Ciara Maag**

- **Provided an overview on Informal Hearings early this month for Commercial/Industrial and Residential property values**
  - over 400 residential parcels were reviewed
  - 60% were successful in reducing their property value
  - only approximately 12 commercial/industrial parcels were reviewed
  - continuing to educate property owners on the process
  - Board of Revisions complaints can be made beginning January 1<sup>st</sup>
- **Asbestos abatement will begin October 14<sup>th</sup> on the Hoefeller Building with demolition beginning after that**
  - the whole project should be completed by November 8<sup>th</sup>-Advanced Excavating will be completing the project
  - Brownfield funds were awarded for the project
- **Land Bank has been awarded Brownfield funds for remediation at the Riverfront Property as well**
- **Currently wait to see if the Old Jail Demolition Project will be approved**
- **Provided an update on recent demolition projects and upcoming projects through Land Bank**
- **Discussion on 2023 Audit**
  - Audit should be completed by the first week of October
  - expecting four (4) findings from the State Auditor
  - discussion on higher stress levels on the Auditor’s Office due to extra work from the findings and a desire for increases for staff to compensate for extra work
- **Discussion on proposed salary increases for 2025**
  - budget was submitted with proposing a 5% increase for General Fund employees, which if permitted will be matched with REA Funds
- **General discussion on grants and grant reporting and the responsibility of the Auditors office related to grants**
- **Discussion on State Auditor finding for ARPA**
- **Audit costs are up approximately \$45,000.00 due to the findings in recovery**
  - Rachael Gilroy expects the next billing to be increased even higher, with the same expected for next year as well

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|-------------------------|--|
|                         | <ul style="list-style-type: none"> <li>• <b>Provided an update on IT merging county websites from AhelioTech to StarFish</b><br/>-transition is going smooth</li> <li>• <b>Discussion on increase to Recorder’s Fee and if there is a way to segregate the Recorder’s IT needs/use from other departments</b><br/>-Rachael Gilroy will review the statute of legislation –does not believe there will be a large additional need for servers or any other IT needs</li> <li>• <b>General discussion on consistent fees across the state</b><br/>-the Allen County Conveyance Fee is currently lower than most counties in Ohio</li> <li>• <b>General discussion on 2025 budget</b><br/>-Commissioners believe that it will be a flat budget, but Rachael Gilroy believes that the Budget Commission would view it different and believes revenue will come in higher than expected<br/>-next Budget Commission meeting will be October 24<sup>th</sup><br/>-general discussion on potential PERS eligible bonuses in 2025<br/>-discussion on holding an Elected Officials meeting to further discuss possible increases vs. PERS eligible bonuses</li> </ul> |
| <p><b>2:06 p.m.</b></p> | <p><b>RECESS</b></p>   |
| <p><b>2:15 p.m.</b></p> | <p><b>Children Services Board Levy Discussion—Sarah Newland and Greg Sowinski</b></p> <ul style="list-style-type: none"> <li>• <b>Provided a history of the levy</b><br/>-levy first passed in 1985<br/>-local funding is responsible for 28%<br/>-if there were no levies, the General Fund would be responsible for this funding</li> <li>• <b>Discussion on increase in placement costs</b><br/>-116% increase</li> <li>• <b>Currently seeking to renew the current levy, no increase</b><br/>-an increase in State Funding has been received over the last five (5) years, which is permitting the agency to remain stable<br/>-last levy increase was in 2010</li> </ul>  |
| <p><b>2:26 p.m.</b></p> | <p><b>ADJOURN</b></p>  |
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Submitted by: Brittany N. Woods  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners  
Cory Noonan  
Cory Noonan

Brian Winegardner  
Beth Seibert  
Beth Seibert