

**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

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>October 17, 2024</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Cory Noonan 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 Noonan. The roll was called and the agenda was approved unanimously.</i>
	<b>ITEMS FOR REVIEW AND APPROVAL</b>  <b>1. Approve the minutes of October 8, 2024 general session.</b>  <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the minutes were approved unanimously.</i>  <b>2. Consent Agenda:</b>  <b>a. Resolution #818-24.</b> Approve travel expenses. <b>b. Resolution #819-24.</b> Supplemental appropriation for the WCOCTF Fund 2854. <b>c. Resolution #820-24.</b> Supplemental appropriation for the Motor Vehicle & Gas Tax Fund 2002. <b>d. Resolution #821-24.</b> Supplemental appropriation for the Baughman Ditch Fund 2198.

- e. **Resolution #822-24.** Supplemental appropriation for the Behavioral Health Grant Fund 2879.
- f. **Resolution #823-24.** Supplemental appropriation for the WORTH Center Fund 8880.
- g. **Resolution #824-24.** 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 #825-24.** Accept the resignation of Amy Coy from 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.***
2. **Resolution #826-24.** Resolution to hire Mariah Groves as a Support Worker II Legal Department Position at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The Clerk of the Board noted that the individual will no longer be able to accept the position. The roll was called and the resolution was not approved unanimously.***
3. **Resolution #827-24.** Resolution determining to proceed with the submission to the electors of Allen County a question of a renewal of a tax levy in excess of the ten mill limitation for the purpose of the Children Services Program pursuant to sections 5705.24 and 5705.03 of the revised code. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
4. **Resolution #828-24.** Accept proposal and enter into contract with Noonan Excavating & Rolloffs, LLC. for the demolition of 420 S. Cool Road. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

**5. Resolution #829-24.** Accept proposal and enter into contract with Civil & Environmental Consultants, Inc. for the closure in place sampling and reporting of an underground storage tank at the Allen County Justice Center. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**6. Resolution #830-24.** Approve the Allen County Wellness Incentive Policy. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

**7. Resolution #831-24.** Resolution to approve Addendum No. 2 for Right of Entry granting Allen County access to enter property located at 201 E. North Street, Lima, OH for the purpose of conducting necessary due diligence required in order to determine the viability of the property for the potential purchase. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

## **DISCUSSION**

### **A. Revolving Loan Fund**

**1. Resolution #832-24.** Authorize a Satisfaction and Cancellation of Mortgage for Keyburg Properties, LLC. through the Allen County Revolving Loan Fund. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The Revolving Loan was granted in 2009 and the loan has been satisfied as of August of 2024. The roll was called and the resolution was approved unanimously.**

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

**1. Resolution #602-23C.** 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 Noonan moved for approval. Motion seconded by Commissioner Seibert. This is an increase of \$21,079.06 in Title XX Funds. The roll was called and the resolution was approved unanimously.**

**2.Resolution #603-23C.** 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 Noonan moved for approval. Motion seconded by Commissioner Seibert. These are the funds returned back to Department of Job and Family Services in an amount of \$10,548.53. The roll was called and the resolution was approved unanimously.***

**C.County Engineer**

**1.Resolution #833-24.** Accept proposal and enter into contract with The Shelly Company for milling work on South Dixie Highway. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. The Shelly Company will grind out old deteriorated asphalt at a cost not to exceed \$6,175.00. The roll was called and the resolution was approved unanimously.***

**2.Resolution #834-24.** Authorize the Allen County Engineer to execute an LPA Federal Local-LET Project Agreement for the ALL-Pavement Condition Index and authorizes Brion E. Rhodes, Allen County Engineer, to serve as the LPA representative for said project on behalf of the Board of Allen County Commissioners.

***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. This is for the West side Township Roads, which will be 100% funded through Federal Funds at a cost of \$24,700.00. The roll was called and the resolution was approved unanimously.***

**ANNOUNCEMENTS**

**9:13 a.m.**

**RECESS**

**9:40 a.m.**

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

- **Kelli Singhaus discussed a renewal for KnowBe4 Software**
  - cost for renewal is \$9,431.50
  - there will be grant available through CORSA for some reimbursement
  - Commissioners agree with moving forward with the renewal
- **Jason Patchet provided an overview of meeting with Jason Hedrick, OSU Extension Office, regarding their needs for new office space**

**-discussion on potential cost of approximately a 2,000 sq. ft. building and review of a proposed sketch of the space needed**  
**-rough proposed cost based on cost estimates provided by WDC Group would be \$517,000.00 for the space needed**

- Working with WDC Group on bid specs for the Dog Warden Kennel Roof and Siding as well as the Civic Center Bathroom Renovations**
- WDC Group is working on determining if the Chase Tower would be adequate space for Child Support Enforcement Agency**
- Discussion on contract documents for the Administration Building**  
**-Bricker & Graydon will finalize contract documents once contractor is determined**
- Discussion on Administration Building bidder interviews**  
**-interviews went well, but all contractors are inquiring how quickly contracts can be entered into to lock in prices due to devastation from hurricanes in the Southern United States which could cause price increases of materials or cause issues for availability of materials**
- Discussion on 201 E. North Street**  
**-will be moving forward with soil sampling**
- Justice Center dock concrete work has been completed**  
**-entrance ramp will be completed once the underground storage tank remediation is complete, which is schedule for next Tuesday**
- Jack replacement for Civic Center elevator is scheduled to be delivered on November 5<sup>th</sup> and should be installed the following week**
- Commissioner Noonan provided an overview of meeting with the Civic Center yesterday discussing the agreement regarding the working relationship with the amphitheater**  
**-discussion on utilizing the scissor lift for installation and removal of lighting**
- Provided an overview of bidder interviews for Administration Building Project**  
**-will have further discussion tomorrow while Chris Widener, WDC Group, is here reviewing bids received**  
**-discussion on utilizing a Single Prime Contractor or Multiple Prime Contractors**

**10:28 a.m.**

**ADJOURN**

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