

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

**204 N. Main Street**

**3<sup>rd</sup> Floor**

**Lima, Ohio 45801**

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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>November 7, 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>9:00 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 #865-24.</b> Approve travel expenses. <b>b. Resolution #866-24.</b> Intradepartmental transfers. <b>c. Resolution #867-24.</b> Authorize a warrant of transfer from the EMA Wire Surcharge Fund 2096 to the 911 System Fund 2004. <b>d. Resolution #868-24.</b> Supplemental appropriation for the Youth Suicide Prevention Fund 8841. <b>e. Resolution #869-24.</b> Supplemental appropriation for the Swimming Pools Fund 8817. <b>f. Resolution #870-24.</b> Supplemental appropriation for the Veteran's Garage Fund 4024. <b>g. Resolution #871-24.</b> Supplemental appropriation for the Regional Planning Commission Fund 8840.

- h. Resolution #872-24.** Supplemental appropriation for the Civic Center Fund 8010.
- i. Resolution #873-24.** Supplemental appropriation for the Unclaimed Money Fund 1700.
- j. Resolution #874-24.** Supplemental appropriation for the TCAP Fund 2818.
- k. Resolution #875-24.** Approval of Then and Now purchase orders.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #876-24.** Accept the resignation of Jodi Feister 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 #877-24.** Resolution to hire Juliana Carmean as a Support Worker II Paternity Caseworker position at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #878-24.** Resolution to hire Mayble Shauf as a Support Worker II Paternity Caseworker position at the Allen County Child Support Enforcement Agency. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #879-24.** Authorize 18-month step wage increase per the Collective Bargaining Agreement for Brianna Danner at 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.***

5. **Resolution #880-24.** Authorize 18-month step wage increase per the Collective Bargaining Agreement for Andrea Miller at the Allen County Child Support Enforcement Agency. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
6. **Resolution #881-24.** Authorize 18-month step wage increase per the Collective Bargaining Agreement for Kylie Lewis at the Allen County Child Support Enforcement Agency. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
7. **Resolution #882-24.** Enter into a contract for Right of Entry granting Allen County Land Reutilization Corporation (Land Bank) access to enter property located at 301 N. Main Street, Lima, Ohio. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
8. **Resolution #883-24.** Enter into a grant agreement with the Ohio Department of Health for Tuberculosis Funding. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
9. **Resolution #884-24.** Accept proposal and enter into contract with Civil & Environmental Consultants, Inc. for a Focused Phase II Assessment. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
10. **Resolution #885-24.** Accept bid and enter into contract with Koester Electric, Inc. for the 16A-Electrical Contract for the New Administration Building Project. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**11. Resolution #886-24.** Accept bid and enter into contract with All Temp Refrigeration, Inc. for the 15A-Plumbing Contract for the New Administration Building Project. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**12. Resolution #887-24.** Accept bid and enter into contract with All Temp Refrigeration, Inc. for the 15B-Mechanical Contract for the New Administration Building Project. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

**13. Resolution #888-24.** Authorize a Separation and Release Agreement. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

#### DISCUSSION

**1. Sanitary Engineer**

**2. Resolution #889-24.** Approve general plan, declaring the necessity to construct and establishing method of repayment for the Adgate Road Low Pressure Sewer Improvement Area Project. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. There are eight (8) properties part of the project and the cost will be split by the property owners. The roll was called and the resolution was approved unanimously.**

**3. Resolution #890-24.** Approve general plan, declaring the necessity to construct and establishing method of repayment for the South Thayer Road/St. Rt. 309 Low Pressure Sewer System Project. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Land bank will be paying for a large portion of the project. The roll was called and the resolution was approved unanimously.**

#### ANNOUNCEMENTS

9:13 a.m.

RECESS

<p><b>9:53 a.m.</b></p>	<p><b>Building and Grounds Weekly Update – Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on the demolition of the Hoefeller Building</b> -additional excavation was necessary due to an additional basement being found</li> <li>• <b>Discussion on the Justice Center underground storage tank</b> -bore samples will be completed next week and submitted to BUSTR</li> <li>• <b>Justice Center entrance ramp concrete work has been scheduled for November 18<sup>th</sup></b></li> <li>• <b>Civic Center elevator jack replacement project has begun</b></li> <li>• <b>WDC Group will be providing proposals for developing bid specs for the Civic Center bathrooms and the Dog Warden exterior siding and roofing over the outdoor kennels</b></li> <li>• <b>Veterans Commission Board viewed the proposed site for the Veterans Garage and were pleased with the site</b> -additional environmental testing will be completed at the site to determine next steps with the underground storage tank on the site -discussion on possible needed improvements to the building</li> <li>• <b>Port Authority is working with Civil and Environmental Consultants, Inc. and would like to grant them access to Memorial Hall to complete environmental testing</b></li> <li>• <b>Fire Alarm testing is being completed at the Justice Center</b></li> <li>• <b>Commissioner Seibert noted that Soil and Water is needing a door lock being replaced and a cold air return needing to be looked into with an office being split</b></li> <li>• <b>Discussion on Chase Tower as a potential site for Child Support Enforcement Agency</b> -WDC Group is currently working on potential layouts</li> <li>• <b>Discussion on Drivers Exam Station requesting to install WIFI</b> -Jason Patchet will work with the State on scheduling</li> </ul>
<p><b>10:35 a.m.</b></p>	<p><b>RECESS</b></p>

<p><b>11:08 a.m.</b></p>	<p><b>Retire/Rehire Public Meeting—Kelli Singhaus</b></p> <ul style="list-style-type: none"> <li>• <b>Kelli Singhaus notified the Commissioners on August 30, 2024 with her intent to retire with a desire to rehire</b></li> <li>• <b>There was no one present to speak against the retire/rehire</b></li> <li>• <b>Kelli Singhaus asked of being allowed the potential of a 3<sup>rd</sup> week of vacation, but as unpaid leave</b>  <b>-Kelli Singhaus will not take her sick time payout and will remain at her current hourly rate of pay</b>  <b>-Commissioners agree to grant Kelli Singhaus 40 Hours of unpaid leave per calendar year, with her utilizing the time in increments of one day, with any unused balance not being carried over into the next calendar year</b></li> </ul> <p><b>Resolution #891-24.</b> Enter into a Memorandum of Understanding with Kelli Singhaus as the Financial Director for the Allen County Board of Commissioners Office for the purpose of Retire/Rehire. <b>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</b></p>
<p><b>11:33 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:08 p.m.</b></p>	<p><b>Child Support Enforcement Agency Quarterly Update—Vicki Tarr</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on scanning project</b>  <b>-11,444 cases have been scanned in</b>  <b>-3,800 cases left to be scanned</b></li> <li>• <b>Discussion on Database and Cloud Update</b>  <b>-soft opening for new software is scheduled for November 12<sup>th</sup></b></li> <li>• <b>Discussion on changes to filing of cases</b>  <b>-new system does not allow items being inserted into multiple cases, now all have to be inserted individually</b>  <b>-Vicki Tarr is involved with a group trying to streamline this process</b></li> <li>• <b>General discussion on lease of parking spots from the parking garage for CSEA employees</b>  <b>-Vicki Tarr will work with Abe Ambroza on getting an agreement in place</b></li> <li>• <b>General discussion on CSEA Building options</b></li> <li>• <b>Vicki Tarr requested to enter executive session to discuss the Collective Bargaining Agreement</b></li> </ul>

	<p><b>At 1:21 p.m. Commissioner Seibert made a motion to enter into executive session pursuant to ORC 121.22 (G)(4) to discuss preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Vicki Tarr will remain present during executive session. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</b></p> <p><b>Back in general session at 2:02 p.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Commissioners ask Vicki Tarr to further discuss with Attorney Marc Fishel on how he would advise to proceed</b></li> <li>• <b>A flat amount and percentage increase have been reviewed for 2025 and Commissioners agree that Vicki Tarr’s recommendations are within her budget</b>  <b>-resolution will be placed on an agenda for approval</b></li> </ul>
<p><b>2:05 p.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:10 p.m.</b></p>	<p><b>Board Appointment Interview – Tara Joyce</b></p> <ul style="list-style-type: none"> <li>• <b>Commissioner Seibert noted that Tara Joyce is being interviewed for a possible position on the Allen Water District Board</b></li> <li>• <b>Commissioner Seibert provided an overview of the board appointment process</b></li> <li>• <b>Tara Joyce provide a background of herself and expressed her interests in being involved with the Allen Water District Board</b></li> <li>• <b>Commissioner Noonan provided an overview of the Allen Water District Board as well as their responsibilities</b></li> <li>• <b>Commissioner Winegardner provided an overview of projects that the Allen Water District have completed as well as discuss possible future projects</b></li> <li>• <b>Commissioner Seibert provided an overview of the current board members and the Allen Water District staff</b></li> <li>• <b>Tara Joyce would like to be considered for the appointment to the vacancy on the Allen Water District Board</b></li> </ul>
<p><b>2:46 a.m.</b></p>	<p><b>ADJOURN</b></p>

Submitted by: Brittany N. Woods  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Cory Noonan  
Cory Noonan

Brian Winegardner  
Brian Winegardner

Beth Seibert  
Beth Seibert