

**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
DATE	November 12, 2024
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Cory Noonan Brian Winegardner Beth Seibert
TIME:	GENERAL SESSION - RECORDED
8:31 a.m.	<p>Database Discussion—Julie Shellhammer and Mark McClure</p> <ul style="list-style-type: none"> • Julie Shellhammer provided an overview of the Shelter Manager database system that she would like to utilize at a cost of \$380.00 per year, but it is a company out of the United Kingdom -IT has researched and determined that it will be serve within the United States and is comfortable with utilizing said database • Commissioners are comfortable with moving forward and Kelli Singhaus will get funds in place with the purchase placed on the agenda next week for approval
8:38 a.m.	RECESS
10:37 a.m.	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Received an email from Enterprise stating that Allen County has \$275.00 available in capital gains -Commissioners would like the funds be used toward an invoice credit

- **Received the Wellness Completers list from CEBCO**
-68% completion rate for 2024 (2023 completion rate was 49%)
- **Continuing to prepare for the Health Fair on December 5th**
-currently have 48 vendors set to be present

Kelli Singhaus—

- **Discussion on Napoleon Road Ditch Project current negative balance in the amount of \$1,420.47**
-there will also be a negative balance at the end of 2026 in the amount of \$10.52 if all collections are received
-Commissioners agree to have Kelli Singhaus transfer funds to cover the \$1,420.47 current negative balance
- **Received communication from Casey Heilman, Soil and Water, inquiring about their Lease Agreement and their Cash Farm Agreement renewals**
-Commissioners would like Kelli Singhaus to provide the current agreements to further discuss the renewal next week
- **Discussion on Juvenile Detention Center's request to move funds from their Salary Line to Overtime Line**
-Commissioners would like Kelli Singhaus to move \$10,000.00 from Contingency to their Overtime Line
- **Discussion on Juvenile Detention Center Unemployment shortage**
-Commissioners would like them to cover from their salary lines

Brittany Woods—

- **Provided feedback from the County Engineer's Office on mailings for Six-Year Reviews**
-County Engineer's does not recall any invoices for mailings being paid from the project maintenance funds

Cory Noonan—

- **Tim Stanford has requested an update on the county's interest of potential leasing space in the Enterprise Building**

	<ul style="list-style-type: none"> -Commissioners are waiting for design options from WDC Group for the Chase Tower to review prior to deciding -Commissioner Noonan will notify Tim Stanford to let him know the status of decision making • Commissioner Noonan had discussion with Doug Ditto, City of Lima, on concerns with services/delays at the Lima-Allen County Building Department <ul style="list-style-type: none"> -will be further discussing options • Had discussion with Prosecutor Caldwell in regards to the County Engineer's request to add an appendix of roads be added to Access Management <ul style="list-style-type: none"> -Commissioners agree that the previous Assistant Prosecutor has already determined that the roads cannot be added as appendices, it must go through the Access Management process • General discussion on upcoming budget meetings <ul style="list-style-type: none"> -Veterans Services Commission -Regional Planning Commission -OSU Extension • Draft language has been submitted to the Governor's office for the proposed three year Pilot Regional Public Defender Office with 100% state funding <p>Beth Seibert—</p> <ul style="list-style-type: none"> • Discussion on Administration Building Family Restroom and possibility for space of an adult changing station <ul style="list-style-type: none"> -Commissioner Seibert will have Jason Patchet provide Theresa Schnipke the dimensions of the restroom and will determine with WDC Group if the changing station would fit
12:24 p.m.	RECESS
12:25 p.m.	<p>Staff Update Continued</p> <p>Cory Noonan—</p> <ul style="list-style-type: none"> • Provided an update on an earlier meeting with the Health Department and the Auditor's Office and the need for providing additional vaccinations due to Rite Aid's closing <ul style="list-style-type: none"> -a large purchase was needed to be made but reimbursements are coming in slower than needed for reimbursement

	<p>-discussion on loaning the Health Department funds of approximately \$250,000.00 to cover expenses and funds will be paid back once reimbursements are received</p> <p>-Commissioner Noonan will begin working on drafting a Memorandum of Understanding for the proposed loan</p>
12:29 p.m.	RECESS
1:01 p.m.	<p>Department of Job and Family Services Quarterly Update—Joe Patton</p> <ul style="list-style-type: none"> • Josh Parker provided an overview of the YTD Expenditure Report -current YTD expenditures are \$9.1M out of \$11.8M yearly budgeted amount • Review of 2025 Budget • Joe Patton proposed a \$700.00 end of year bonus for all staff in December -Commissioners are comfortable with Joe Patton moving forward with said bonuses • Provided an update on open HR position
1:16 p.m.	RECESS
2:00 p.m.	<p>EMA Quarterly Update—Jared Gesler</p> <p>At 2:01 p.m. Commissioner Seibert made a motion to enter executive session to discuss the possible hire and compensation of a public employee pursuant to ORC 121.22 (G)(1). Jared Gesler will remain present. Motion seconded by Commissioner Winegardner. The roll was called and approved unanimously.</p> <p>Back in general session at 2:10 p.m.</p> <ul style="list-style-type: none"> • Jared Gesler had shared his recommendations of EMA Deputy Director and 911 Coordinator and would like to make an offer of the position -Commissioners agree with moving forward with offering the position compensation will be \$25.00 per hour for a 6-month probation period, with a \$1.00 increase at the completion of probation period <p>At 2:14 p.m. Commissioner Noonan left the meeting</p>

	<ul style="list-style-type: none"> • Provided an update on the 911 Upgrade -estimated cost for initial upgrade is \$194,910.42 with years two and three operating cost being at a yearly cost of \$32,983.00 • Provided an update on Language Link-Translation Services usage—current expenses YTD of \$1,108.36 • Discussion on Mass Notification System -looking into other alternatives to replace current WENS System -Jared Gesler would like to replace with Civic Plus—start-up cost of \$20,255.0, which is an approximate increase of \$5,000.00, with operating costs of \$18,100.00 per year after -will further discuss during budget • 911 Audit was complete and all was within compliance • No Hazmat Plan changes were made this year—will be reviewing to make changes next year • Discussion on upcoming EOC Training in December 9-11 if enough participants are registered • Provided an overview of upcoming exercises -Apollo Active Shooter exercise -Local Live Wire Security exercise is scheduled at Ineos/Fort Amanda Specialties -LEPC exercise scheduled—may be able to cancel due to recent chemical leak event at Cenovus last week -Currently looking into adding members to the Bomb Squad -Will be planning to host a Hazmat Technician Course next year • Discussion on numerous spill issues in the Shawnee area -working with EPA and placement of additional enforcement vehicles in the area • Discussion on Annual Evaluation -Commissioners will be in contact to schedule • Provided an update on the new Command Bus -warranty work is being completed and hope to be delivered soon
<p>2:47 p.m.</p>	<p>RECESS</p>
<p>3:05 p.m.</p>	<p>County Projects Discussion</p> <ul style="list-style-type: none"> • Brittany Woods received communication offering information on furniture purchase and flagpoles for the new Administration Building

- Northwest Ohio Security Systems and Charles Construction contracts will be on the agenda this week for approval
- Kelli Singhaus will be getting the retainage accounts setup
- General discussion on Administration Building entrance area displays

3:21 p.m.

ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Cory Noonan


Brian Winegardner


Beth Seibert