

**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>November 19, 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>9:03 a.m.</b>	<p><b>Staff Update</b></p> <p><b>Kelli Singhaus—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Soil and Water Office Space and Farm Cash leases</b> -Commissioners would like to leave the Farm Cash Lease the same for renewal -Commissioners would like a late fee added to the Office Space lease to be consistent with other leases but keep the rent amount the same</li> <li>• <b>Discussion on Educational Services Center Lease</b> -Commissioners would like to leave the lease the same for renewal</li> </ul> <p><b>Brittany Woods—</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Camden Ridge Project and release of Irrevocable letter of Credit</b> -Commissioners note that the letters of no further action were received from Shawnee Township, the Allen County Engineer and Regional Planning Commission and the letter of Irrevocable Letter of Credit will expire 6 months after issued, being January 10, 2025</li> </ul>

- **Discussion on Gas Aggregation Recertification**  
-Brittany Woods will have Amy Hoffman, Palmer Energy, send the documents to be signed
- **Discussion on scheduling of Update Meetings for 2025**  
-Brittany Woods will begin scheduling and add a mid-year budget meeting with elected officials and department heads

**Sofia Clifton—**

- **Discussion on Ohio Children's Trust Fund Board reappointments of Megan Harmon and Jennifer Baumgartner**  
-Commissioners are in agreeance with reappointing for an additional two (2) year term

**Brian Winegardner—**

- **Discussion on Fairgrounds Waterline Project**  
-discussion on portion of funding being provided by the Commissioners -Kelli Singhaus will transfer the \$500,000.00 to the Fairgrounds to be used toward the project once the contract is awarded  
-discussion on bidding requirements for the projects
- **Discussion on potential bonuses for Union employees**  
-will be calling Attorney Ben Albrecht to discuss
- **Discussion on potential temporary space for the Clerk of Courts during the Courthouse renovations**  
-there is a property for sale across from the Justice Center that could be utilized for temporary space and then additional parking for the Courthouse once renovations are complete  
-Brian Winegardner will discuss with Jen McBride, Clerk of Courts, on her thoughts of the space prior to moving forward

**Cory Noonan—**

- **Bond Counsel is working on a resolution for this week's agenda for the Health Department**
- **Discussion on exploring developing a Change Order Policy**
- **Discussion on Recorder's Letter regarding an increase of recording fees**

- discussion on where to place the additional funds received into the General Fund to designate for technology items for the Recorder's Office
- Kelli Singhaus will work with the Auditor's Office on creating a new fund
- Discussion on County Advisory Bulletin received regarding overtime eligibility

**Beth Seibert—**

- Beth Seibert will be attending the upcoming Court Security Meeting
- Discussion on annual performance evaluations
  - Commissioners will work on editing the evaluation form and begin completing evaluations
- Discussion on Regional Planning Commission budget regarding CDBG
- Received a request from Regional Planning Commission and the City of Lima to replace Tara Reynolds-Bales on the Natural Resource Assistance Council
  - Cody Doyle has been lifted up by Regional Planning Commission as the replacement
  - Commissioner Seibert will further research
- Discussion on OneOhio Opioid dollars
  - general discussion on proposed projects to allocate local funds to

**Brittany Woods—**

- Greg Sowinski has requested a proclamation for Chris Provaznik as she is stepping down from the Children Services Board after 27 years
  - Commissioners are in agreeance for Brittany Woods to prepare a proclamation
  - Sofia Clifton and Beth Seibert will work on replacement on the board

11:49 a.m.	RECESS
11:51 a.m.	<p><b>County Projects Discussion</b></p> <ul style="list-style-type: none"> <li>• Pre-Construction meeting was held last Friday for the contractors for the Administration Building</li> <li>• Jason Patchet has provided the contractors with Retainage Agreements for signature</li> </ul>
11:53 a.m.	RECESS

<p><b>1:02 p.m.</b></p>	<p><b>Community Development Block Grant Administration Discussion—Kristin Woodall, Ben Martens and Angie McConnell, GLCAP and Kelli Singhaus and Brittany Woods</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Community Development Block Grant and the potential of GLCAP administering the grant</b>  -GLCAP would be capable of administering the full grant</li> <li>• <b>General discussion on how GLCAP would handle administration of current projects PY'2022, which was extended, and PY'2024 and the funding of administration</b>  -Administration would be at the cost of the amount of allocation provided through each program grant  -future monitoring would be included in the Administration Allocation  -PY'2022 may need to be billed at an hourly rate for GLCAP to complete, but there may be administration funds available from the grant</li> <li>• <b>Commissioners request that GLCAP provide the Commissioners with a plan to finish PY'2022 and PY'2024</b>  -GLCAP would like to have a meeting with Regional Planning Commission to determine what is left to complete for PY'2022 prior to developing a plan  -Kelli Singhaus will work on scheduling a meeting</li> <li>• <b>Discussion on all services that GLCAP offer</b></li> <li>• <b>Discussion on WOCAP billing for PY'2022</b>  -GLCAP or Kelli Singhaus will reach out to WOCAP for them to provide an invoice for their Fair Housing portion</li> </ul>
<p><b>1:40 p.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  
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Brian Winegardner  
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