

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

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 21, 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>  <ul style="list-style-type: none"> <li><b>a. Resolution #923-24.</b> Approve travel expenses.</li> <li><b>b. Resolution #924-24.</b> Intradepartmental transfers.</li> <li><b>c. Resolution #925-24.</b> Authorizes a warrant of transfer from the General Fund 1001 to the Napoleon Road Ditch 4337.</li> <li><b>d. Resolution #926-24.</b> Supplemental appropriation for the Ottawa River Maintenance Fund 2339.</li> <li><b>e. Resolution #927-24.</b> Supplemental appropriation for the AWD Operating Fund 8751.</li> <li><b>f. Resolution #928-24.</b> Supplemental appropriation for the Food Service Fund 8811.</li> </ul>

- g. Resolution #929-24.** Supplemental appropriation for the 911 Systems Fund 2004.
- h. Resolution #930-24.** Supplemental appropriation for the Crisis Stabilization Sde Fund 8014.
- i. Resolution #931-24.** Supplemental appropriation for the Drug Testing & Probation Fees Fund 2801.

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

**RESOLUTIONS/SIGNATURES:**

- 1. Resolution #767-24A.** Amend Resolution #767-24, Authorize the Allen County Health Insurance Rates for 2025. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #932-24.** Resolution to hire Phillip Zimmerly as Deputy Director at the Allen County Office of Homeland Security and Emergency Management Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #933-24.** Resolution to approve the promotion of Josh Luke from E/R Supervisor 1 to HR Administrator at the Allen County Department of Job and Family Services. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #934-24.** Authorize membership and payment of annual dues to Allen County Family and Children First Council for 2025 Partner Contribution by 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.***

**5. Resolution #935-24.** Authorize the appropriation of funds for the employee share of Vision, Health and Dental Insurance for employees of the Veteran's Service Commission Office. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**6. Resolution #936-24.** Approve a modified proposal by the Allen County Recorder to supplement the Equipment Needs/Personnel Expenses of the Department. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

**7. Resolution #937-24.** Authorizing financial assistance to the Combined Allen County General Health District. **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 #938-24.** Authorize the Allen County Engineer to purchase one (1) 2024 John Deere 6130M Cab Tractor and trade one (1) 2023 John Deere 6120M Cab Tractor through Truland Equipment, LLC. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Tractor is being upgraded to accommodate spraying equipment and is being purchased through Ditch Maintenance. The roll was called and the resolution was approved unanimously.**

**2. Resolution #939-24.** Approve one (1) Temporary Easement for Township Road Purposes with Andrew M. Lee for the Allen County Engineer to remove the existing bridge on Napoleon Road. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

	<p><b>3. Resolution #940-24.</b> Approve one (1) Temporary Easement for Township Road Purposes with Larry D. Dray for the Allen County Engineer to remove the existing bridge on Napoleon Road. <b>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</b></p> <p><b>4. Resolution #941-24.</b> Approve one (1) Temporary Easement for Township Road Purposes with Jacob R. Butterfield for the Allen County Engineer to remove the existing bridge on Napoleon Road. <b>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</b></p> <p><b>5. Resolution #942-24.</b> Authorize the County Engineer to remove the Load Limit Posting on the Swaney Road Bridge, No. RIC-227-1.36, Richland Township. <b>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The steel beam bridge has been rerated and no longer requires a load limit posting. The roll was called and the resolution was approved unanimously.</b></p> <p><b>6. Resolution #943-24.</b> Authorize the Clerk of Board to post notice and advertise to receive bids via QuestCDN.com or sealed bids for the Breese Road Bridge Replacement Project. <b>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. Bid opening will be December 19<sup>th</sup> at 11:30 a.m. and the project will be 100% funded through federal bridge funds. The roll was called and the resolution was approved unanimously.</b></p>
	<b>ANNOUNCEMENTS</b>
<b>9:11 a.m.</b>	<b>RECESS</b>
<b>9:30 a.m.</b>	<p><b>Building and Grounds Weekly Update and Budget Discussion – Kelli Singhaus, Jason Patchet and Becky Moorman</b></p> <ul style="list-style-type: none"> <li>• <b>Review of current 2024 budget YTD</b></li> <li>• <b>Review of proposed 2025 budget</b></li> </ul>

**At 10:17 a.m., Becky Moorman and Kelli Singhaus left the meeting**

- **Discussion on Clerk of Courts potential temporary space during the Courthouse renovations**
  - Clerk of Courts believes the space would work but have not discussed with the Judges yet and will be having that conversation tomorrow
- **Will be meeting with Theresa Schnipke to discuss the potential of adding an adult changing table to the new Administration Building family restroom**
- **Bore testing will be completed tomorrow at the potential Veterans Garage site**
- **Discussion on duct cleaning at the Title Building**
  - Quality Indoor Air Service provided a quote for each of the three (3) agencies
  - Drivers Exam Station-\$3,365.00
  - Deputy Registrar-\$3,987.00
  - Title Agency-\$6,618.00
- **Civic Center elevator jack replacement has been installed and inspection is scheduled for tomorrow**
- **Jail Entrance Ramp Project has begun**
  - all concrete should be poured by the end of next week
- **Bid Specs for the Civic Center Bathrooms and the Dog Wardens Kennel Roofing and Siding**
  - Julie Shellhammer, Dog Warden, is ready to move forward with WDC Group for preparing Bid Specs
  - Abe Ambroza, Civic Center, is ready to move forward with WDC Group for preparing Bid Specs
- **Demolition of Old Jail grant has been approved**
  - Auditor Rachael Gilroy has filed for an extension to the end of 2025
  - Jason Patchet is working with All Temp on a plan to move HVAC units
  - grant should encompass securing the back door/entrance
- **Discussion on combining parcels for the Administration Building**
  - Jason Patchet will move forward
- **General discussion on Administration Building project**
  - working on cost and submittal of Engineering Permit
  - Discussion on Construction Testing Services-Material Testing I
  - Pre-construction meeting was held last Friday—construction workers will plan to park in the Green Lot

	<p><b>-discussion on schedule—agreed to move back three (3) weeks –a Change order will be provided to place on resolution</b></p> <p><b>-next construction meeting is scheduled for December 11<sup>th</sup></b></p>
<b>11:05 a.m.</b>	<b>RECESS</b>
<b>11:12 a.m.</b>	<p><b>Budget Meeting — Board of Elections</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on 2025 Budget requests</b></li> </ul>
<b>11:58 a.m.</b>	<b>RECESS</b>
<b>1:00 p.m.</b>	<p><b>Q3 Investment Meeting</b></p> <p><b>**Please see Investment Committee Minutes**</b></p>
<b>1:54 p.m.</b>	<b>RECESS</b>
<b>2:00 p.m.</b>	<p><b>Petition Ditch Projects Discussion—Joe Gearing, Nathan Davis and Marcus VanMeter</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on Indianbrook/Wildbrook Estates Phase 2 Petition Project</b>  <b>-discussion on potential of dividing the project into multiple phases based on scope of work</b>  <b>-minimum of \$500.00 assessment</b></li> <li>• <b>Discussion on Dutch Hollow Petition Ditch Project</b>  <b>-minimum of \$650.00 assessment</b></li> <li>• <b>Discussion on Stevick Road Petition Ditch Project</b>  <b>-project was completed by private land owners, but the project needs to be placed on permanent maintenance</b></li> <li>• <b>Commissioners will further discuss and final hearings will be scheduled with Brittany Woods, Clerk of the Board</b></li> <li>• <b>Discussion on potential upcoming project that could be funded through grant funds that would be paid based on invoices received, not through reimbursable funds</b></li> </ul>
<b>2:40 p.m.</b>	<b>ADJOURN</b>

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