

**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 26, 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>8:00 a.m.</b>	<p><b>Meeting with Assistant Prosecutor John Willamowski Jr. re: Various County Items</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on relationship between the Commissioners and the Assistant Prosecutor</b></li> <li>• <b>Discussion on current projects and partnership with Bricker and Graydon for outside counsel</b></li> <li>• <b>Discussion on HR Hotline for outside counsel</b></li> <li>• <b>Discussion on current potential purchase of property for the Veterans Garage and an overview of where the process is at</b>  -currently environmental testing is being completed due to an underground storage tank being on the property</li> </ul>
<b>8:21 a.m.</b>	<b>RECESS</b>
<b>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Beth Seibert</b>

	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <p><i>Commissioner Seibert moved to approve the agenda. Motion seconded by Commissioner Winegardner. The roll was called and the agenda was approved unanimously.</i></p>
	<p><b>ITEMS FOR REVIEW AND APPROVAL</b></p> <p><b>1. Consent Agenda:</b></p> <ul style="list-style-type: none"> <li><b>a. Resolution #944-24.</b> Authorize a repayment of an advance from the Community Care Fund 8825 to the Health Department Fund 8810.</li> <li><b>b. Resolution #945-24.</b> Supplemental appropriation for the VMCCC Capital Fund 8011.</li> <li><b>c. Resolution #946-24.</b> Supplemental appropriation for the Unclaimed Money Fund 1700.</li> <li><b>d. Resolution #947-24.</b> Supplemental appropriation for the Administration Building Fund 4022.</li> <li><b>e. Resolution #948-24.</b> Supplemental appropriation for the Health Department Fund 8810.</li> <li><b>f. Resolution #949-24.</b> Establish the Document Preservation Fund.</li> </ul> <p><i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolutions were approved unanimously.</i></p>
	<p><b>RESOLUTIONS/SIGNATURES:</b></p> <ul style="list-style-type: none"> <li><b>1. Resolution #950-24.</b> Approve the promotion of Trent Wise from Administrative Assistant to E/R Supervisor 1 at the Allen County Department of Job and Family Services. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></li> <li><b>2. Resolution #951-24.</b> Approves a one-time bonus for employees at the Allen County Department of Job and Family Services. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></li> </ul>

	<p><b>3. Resolution #952-24.</b> Declare various personal property at Allen County Children Services obsolete and unsuitable for county use and authorize the sale of items by internet auction. <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 #953-24.</b> Declare various personal property at the Allen County Engineer’s Office obsolete and unsuitable for county use and authorize the sale of items by internet auction. <b>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</b></p> <p><b>5. Resolution #569-24A.</b> Amend resolution #569-24, authorize the purchase of twelve (12) ballistic vests and accessories for the Allen County Sheriff’s Office SWAT Team from Parr Public Safety Equipment through the State of Ohio Cooperative Purchasing Program. <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>6. Resolution #954-24.</b> Resolution to renew Competitive Retail Natural Gas Service Governmental Aggregator application with the Public Utilities Commission of Ohio (PUCO). <b>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</b></p>
	<b>DISCUSSION:</b>
	<b>ANNOUNCEMENTS</b>
<b>9:02 a.m.</b>	<b>RECESS</b>

**9:31 a.m.**

**Staff Update**

**Sofia Clifton—**

- **Provided update on Workers Compensation case regarding previous County Engineer employee**
- **Discussion on adding an additional drone onto the County's liability coverage for Soil and Water Conservation District**
  - discussion on if Soil and Water Conservation District should place on their own insurance, rather than on the county's
  - Sofia Clifton will further research and bring back to the Commissioner's to discuss
- **Discussion on continuing to attend Lima SHRM in 2025**
  - Commissioners are in agreeance with Sofia Clifton continuing to participate
  - Brittany Woods will place on resolution for payment of dues
- **Discussion on vehicle damage of a Juvenile Court vehicle**
  - passenger side window was broken into during an overnight conference stay
  - repair cost was \$355.77
  - was submitted to CORSA just due to a police report being filed
- **Wellness appeals period has ended for Wellness 2024**
  - list has been updated
  - 68.5% competition rate

**Kelli Singhaus—**

- **Currently working with the Auditor;s Office on a Memorandum of Understanding for the obligations of ARPA funding for the Administration Building Project**
- **Has provided a Memorandum of Understanding for review of the obligations of funding of ARPA funding for the CSEA Scanning Project**
- **Has notified the State on the cost of duct cleaning for the BMV and Drivers Exam Center**
  - waiting on their response to add the cost to their next leases

- **Received a revised quote from Brian Mauk for laptops**  
**-Kelli Singhaus will move forward with obtaining a purchase order through Capital**

**Brittany Woods—**

- **Discussion on scheduling upcoming maintenance hearings for Two Stage Ditch Projects and final hearings for Petitioned Ditch Projects**  
**-Commissioners would like Brittany Woods to move forward with scheduling the necessary hearings**  
**-Brittany Woods will work on obtaining a proxy for Indianbrook Final Hearing as well as Ottawa river Projects**

**Brian Winegardner—**

- **Discussion on Personnel Evaluations**  
**-provided a template of evaluation for review**

**Cory Noonan—**

- **Discussion on CSEA Budget and potential staff increases**  
**-waiting on communication from Vicki Tarr to further discuss**
- **Discussion on letter to be sent to the Governor in regards to the Public Defender Pilot Program**  
**-Commissioners are in agreeance with Commissioner Noonan signing the letter**
- **Discussion on loan of funds to the Health Department**  
**-signed agreement has been received by the Health Department and the Commissioners will sign pursuant to Resolution #937-24**

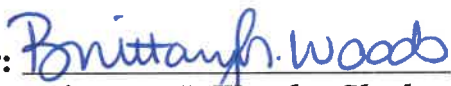



**Beth Seibert—**

- **Received an invitation from Lifelong Learning Institute for the Commissioners to speak on Allen County Government in April**  
**-Brittany Woods will place on the schedule**

**10:21 a.m.**

**RECESS**

<p><b>11:00 a.m.</b></p>	<p><b>County Projects Discussion</b></p> <ul style="list-style-type: none"> <li>- <b>Kelli Singhaus reported that Jason Patchet delivered retainage agreements to the contractors for their review and signatures.</b></li> <li>- <b>Brian Winegardner reviewed potential floor plans for CSEA for floors 1, 2 and 3 of the Tower Building.</b></li> <li>- <b>The floor plans will be sent to Vicki Tarr with CSEA for her review as well.</b></li> <li>- <b>Discussion over security of the new CSEA renovations.</b></li> <li>- <b>Provided discussion over security options. Commissioner Winegardner provided his thoughts.</b></li> <li>- <b>The Board of Commissioners reviewed the floor plans and provided discussion.</b></li> <li>- <b>Discussion over the vault that is within the Tower Building that is the potential new location for CSEA.</b></li> <li>- <b>Discussion has been that the vault would be used as storage.</b></li> <li>- <b>Further discussion will be had with CSEA Director Vicki Tarr.</b></li> <li>- <b>Provided discussion over the 2<sup>nd</sup> floor of the Tower Building and the layout of the plans that were provided by Chris with WDC Group.</b></li> <li>- <b>Discussion of how the operation of the renovation plans and how they would work for the CSEA Department.</b></li> <li>- <b>The Commissioners plan on having further discussion with CSEA Director and a meeting will be scheduled in regards to further discuss.</b></li> </ul>
<p><b>11:44 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>1:07 p.m.</b></p>	<p><b>Public Defender Quarterly Update—Kenneth Sturgill</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an overview on staff and office space</b> -additional office space has been created for staff</li> <li>• <b>Discussion on meeting with the Allen County Judges regarding the potential Pilot Program of a Regional Public Defender office</b> -Judges are onboard with the Pilot Program</li> <li>• <b>Discussion on interpretation services</b> -currently using Language Line through Municipal Court when needed -looking into getting an account for Public Defenders office</li> </ul>

	<ul style="list-style-type: none"> <li>• General discussion on 2025 budget</li> <li>• Discussion on online legal research -currently looking into the differential of accounts for privacy between separate legal office i.e. Prosecutor, Public Defender, etc.</li> <li>• General discussion on potential office space for the proposed Northwest Regional Public Defender Office</li> </ul>
1:35 p.m.	RECESS
2:06 p.m.	<p>Joint Board Conference Call re: West Jennings Creek Change Order #1</p> <p>WebEx Meeting Information:</p> <p><a href="https://vwcounty.my.webex.com/vwcounty.my/j.php?MTID=m4ca0e4e7ce3d60fa0b070a290a21f9a3">https://vwcounty.my.webex.com/vwcounty.my/j.php?MTID=m4ca0e4e7ce3d60fa0b070a290a21f9a3</a></p> <p><b>**Please see Van Wert County Commissioners minutes**</b></p>
2:20 p.m.	ADJOURN
	<p>Submitted by: <u></u> Brittany N. Woods, Clerk</p> <p>Approved by: Board of Allen County Commissioners</p> <p><u></u> Cory Noonan</p> <p><u></u> Brian Winegardner</p> <p><u></u> Beth Seibert</p>