

MINUTES BOARD OF ALLEN COUNTY COMMISSIONERS

204 N. Main Street
3rd Floor

Lima, Ohio 45801

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

commissioners@allencountyohio.com

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	December 3, 2024
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Cory Noonan Brian Winegardner
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE—Brian Winegardner
	APPROVE AGENDA AS PRESENTED <i>Commissioner Winegardner moved to approve the agenda. Motion seconded by Commissioner Noonan. The roll was called and the agenda was approved unanimously.</i>
	ITEMS FOR REVIEW AND APPROVAL 1. Consent Agenda: <ul style="list-style-type: none"> a. Resolution #955-24. Approve travel expenses. b. Resolution #956-24. Supplemental appropriation for the General Fund 1001. c. Resolution #957-24. Intradepartmental transfers. d. Resolution #958-24. Supplemental appropriation for the County Replacement Fund 1010. e. Resolution #959-24. Authorize a warrant of transfer from the County Replacement Fund 1010 to various funds. f. Resolution #960-24. Authorize a warrant of transfer from the AWD Internal Cap Reserve Fund 8752 to the AWD External Cap Reserve Fund 8753.

- g. Resolution #961-24.** Supplemental appropriation for the Data Act Fund 2080.
- h. Resolution #962-24.** Supplemental appropriation for the Motor Vehicle and Gas Tax Fund 2002.
- i. Resolution #963-24.** Supplemental appropriation for the Capital Improvement Fund 4017.
- j. Resolution #964-24.** Supplemental appropriation for the General Fund 1001.
- k. Resolution #965-24.** Authorize “then and now” purchases.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #966-24.** Authorize membership and payment of membership dues to Lima Society for Human Resources Management (SHRM). ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #967-24.** Approves a one-time bonus for employees at the Allen County Dog Warden’s Office. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #968-24.** Declare one (1) 2010 Ford Focus at the Allen County Children Services obsolete and unsuitable for county use and authorize the sale of same by internet auction. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #969-24.** Approve the promotion of Kyler Washam from E/R Specialist 2 to Administrative Assistant at the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

5. Resolution #970-24. Enter into a grant agreement with the Ohio Office of Budget Management for the Allen County Child Support enforcement Agency Facility Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

6. Resolution #971-24. Enter into a grant agreement with the Ohio office of Budget Management for the Lima Veteran’s Memorial Hall Improvement Project. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

7. Resolution #972-24. Approve a Memorandum of Understanding between the Board of Allen County Commissioners and the Allen County Auditor. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

DISCUSSION:

A. County Engineer

1. Resolution #973-24. Authorize the clerk of Board to post notice and advertise to receive bids via QuestCDN.com or sealed bid for the McClain Road and Hanthorn Road Improvement Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. This project will be widening the intersection with an Engineer’s Estimate of \$396,979.00. The Bid opening will be January 16, 2025 at 11:30 a.m. The roll was called and the resolution was approved unanimously.***

2. Resolution #974-24. Authorize the Allen County Engineer, Brion Rhodes, to enter into a grant agreement with the Ohio Department of Agriculture for the construction of a Two-Stage Ditch-Shieltz Ditch. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

3. Resolution #975-24. Authorize the Allen County Engineer, Brion Rhodes, to enter into a grant agreement with the Ohio Department of Agriculture for the construction of a Two-Stage Ditch-Carman Ditch. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

4. Resolution #976-24. Authorize the Allen County Engineer, Brion Rhodes, to enter into a grant agreement with the Ohio Department of Agriculture for the construction of a Two-Stage Ditch-Althaus Ditch. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

B. Sanitary Engineer

1. Resolution #977-24. Accept and award proposal from Shaferly Excavating, LTD. for the construction of the Adgate Road Low Pressure Sewer System Project. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

2. Resolution #978-24. Accept and award proposal from Shaferly Excavating, LTD. for the construction of the South Thayer Road/State Route 309 Low Pressure Sewer System Project. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

	ANNOUNCEMENTS
9:08 a.m.	RECESS
9:42 a.m.	<p>Staff Update</p> <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> Discussion on Memorandum of Understanding for the CSEA Scanning Project -Kelli Singhaus will work on getting Vicki Tarr’s signature to be placed on the agenda

- **Discussion on moving funds from the General Fund to the Paid Leave Fund and if funds could be moved back into the General Fund, if needed**
-Auditor Gilroy did say funds could be moved back to the General Fund, but stated that only moving necessary funds at a time to the Paid Leave Fund would be advisable

Brittany Woods—

- **Received a request from Downtown Lima to participate in the Banner Program**
-Commissioners are not interested in participating at this time
- **Discussion on updating Grant Requirements Resolution**
-Brittany Woods will reach out to Rachael Gilroy on thoughts for amendments
- **Discussion on Proclamation for CSB Board Member**
-Commissioners will check schedules to see if they can attend
- **Discussion on Office Luncheon**
-will work on scheduling

Kelli Singhaus Cont.—

- **Discussion on Budget Meeting with Elected Officials and Department Heads**
-Kelli Singhaus will send notification to elected Officials and Department Heads

Cory Noonan—

- **General discussion on comparison of interest income and tax revenue received last year vs. this year**


Brian Winegardner—

- **Discussion on Administration Building Groundbreaking**
-Jason Patchet will discuss with WDC Group
-discussion on invite list
- **Discussion on potential location for Clerk of Courts during Courthouse Renovations**
- **Discussion on potential location for Child Support Enforcement Agency at the Chase Tower**

	<p align="center">-once discussed with Vicki Tarr, a meeting with Tony Collins, owner of Chase Tower, to discuss leasing options and potential renovations</p>
<p>10:12 a.m.</p>	<p>RECESS</p>
<p>11:08 a.m.</p>	<p>County Projects Discussion</p> <p>Jason Patchet joined the Commissioners and their staff</p> <ul style="list-style-type: none"> • Discussion on 330 N. Main Street building as a potential temporary location for the Clerk of Courts during Courthouse renovations -minimal renovations would need done to accommodate Clerk of Courts -Jason Patchet will work on providing budgetary numbers for renovations • Provided an update on the Jail Entrance Ramp Project -should be operational next Monday • Provided an update on the Civic Center Elevator Project -inspection has been completed and elevator is back up and running • Discussion on Groundbreaking Ceremony for the Administration Building -WDC Group has said the Commissioners can go forward with planning and scheduling • Construction Meeting for the Administration Building Project is scheduled for next Wednesday -Site Development permits have been obtained from the City of Lima <p>At 11:22 a.m. Commissioner Winegardner made a motion to enter executive session pursuant to ORC 121.22 (G)(1) to discuss the compensation of a public employee. Jason Patchet will remain present during executive session. Motion seconded by Commissioner Noonan. The roll was called and approved unanimously.</p> <p>Back in general session at 11:55 a.m.</p> <ul style="list-style-type: none"> • Jason Patchet had requested a \$1,000.00 bonus for his employees due to having an open position throughout the year -Commissioners are in agreeance with that, with also including Jason Patchet in said bonuses • Discussion on two proposed new hires -1 Janitorial and 1 General Maintenance

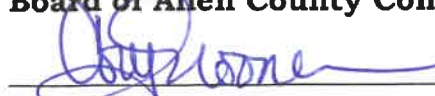
	<p align="center">-Commissioners are in agreeance with moving forward with hires</p>
11:58 a.m.	RECESS
1:01 p.m.	<p>Building Department Quarterly Update-Doug Ditto and Kasey Corbet</p> <ul style="list-style-type: none"> • Provided a copy of October End of Month Report -November report is not completed yet, but will be sent to the Commissioners by email for review • Discussion on Plan Review Time -currently at 18.3 days • Review of plans submitted comparison from last year to this year • Discussion on open position -working on filling the position, which will help with plan reviews • Discussion on moving to completely electronic plan submittals at the beginning of 2025 with the portal going live for all users tentatively in February • General discussion on the process of plan reviews • Discussion on renewal of contract -Doug Ditto will work on getting before City Council for approval • Discussion on Correction Letter for the Administration Building
1:22 p.m.	RECESS
2:00 p.m.	<p>Visit Greater Lima Convention and Visitors Bureau Budget Review – Betsey Billingsley</p> <ul style="list-style-type: none"> • Review of 2025 Budget • Discussion on future hotels opening as well as those that are currently listed for sale • General discussion on 2025 plans • Discussion on America 250
2:20 p.m.	ADJOURN

Submitted by:

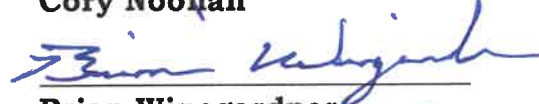


Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners



Cory Noonan



Brian Winegardner



Beth Seibert