

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	December 10, 2024
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Cory Noonan Brian Winegardner Beth Seibert
TIME:	GENERAL SESSION – RECORDED
9:01 a.m.	<p>Staff Update</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Discussion on insurance coverage for drone at Soil and Water - it has been determined that Soil and Water does not have their own General Liability Insurance, they would fall under the county's policy - there would be no additional cost to cover said drone –the pilot is a county employee - Commissioners are in agreeance to add the drone to the county's general liability insurance • 2025 CORSA Renewal has been completed - review of final renewal - Commissioners signed off on final renewal for file • Provided an overview of the Health Fair Expo - event went really well <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> • Received communication from Mary Hoersten in regards to continue scanning project - will plan on starting next week • Working on month-end budget and end of year accounting • Working on TB Reimbursable grant invoicing

- **Continuing to work on drawing down funds for Memorial Hall and Child Support Enforcement Agency Grants**
- **Provided an update on the Volbert Hazardous Mitigation Grant Project -will be working on completing and preparing to transfer the property to Bath Township**
- **Discussion on Memorial Hall grant funds**
 - Port Authority is continuing to work on determining a use for the property
 - discussion on what to do with the property if there is no use determined for the property by the Port Authority
- **Discussion on meeting with GLCAP in regards to administration of CDBG**
 - GLCAP has agreed to administer CDBG PY 2022 extension and current PY 2024 for a cost of \$9,500.00 per program year
 - Commissioners are in agreeance with moving forward with GLCAP for PY 2022 and PY 2024
 - Kelli Singhaus will ask GLCAP to provide an agreement for review

Brittany Woods—

- **Discussion on scheduling of final hearings for Indianbrook and Dutch Hollow Petition Ditch Projects**
 - revised assessments were provided by Marcus VanMeter
 - Commissioners are prepared to move forward with the final hearings—Brittany Woods will work with the County Engineer's Office on scheduling
- **Discussion on contractor contracts for two-stage ditch projects**
 - contracts will need to be between the contractor and the County Engineer since the grant agreements for funding are with the County Engineer
- **Discussion on final approval of revisions to the Allen County Access Management Plan**
 - Commissioners are ready to proceed with finalizing
 - Brittany Woods will place on resolution for approval
- **Discussion on Flat Fork Retaining Wall Projects**
 - agreement will be on agenda this week for approval

Brian Winegardner—

- **Had discussion with Tony Collins on the Chase Tower space as a possible location for Child Support Enforcement Agency**
-will be meeting with Vick Tarr today to discuss further
- **Discussion on planning of Groundbreaking for the New Administration Building Project**

Beth Seibert—

- **Discussion on possibility of Beth Seibert stepping down from the Downtown Lima Organization Board**
- **Discussion on appointing Dan Kimmet to the Regional Transit Authority Board**
-a resolution will be placed on an agenda for approval
- **Discussion on OneOhio fund commitments for matching funds for projects funded by the region**
-two projects were chosen to be funded by the region
-Beth Seibert will work on drafting a Memorandum of Understanding for matching funds of the awarded projects
-Memorandum of Understanding will state that the county will not be providing any additional funds other than the prescribed matching funds
- **Discussion on open board seats at Children Services Board and Port Authority Board**

10:23 a.m.

RECESS

10:42 a.m.

Budget Meeting – Child Support Enforcement Agency

- **Discussion on salary budgets**
-discussion on decrease to the bargaining side due to retirements
-increase on the Management side due to new hires and promotions/wage increases
- **Discussion on vacancies in staffing**
-currently need to fill three (3) positions and would like to hire an additional three (3) if budget permits once ODJFS budget is approved
-current staff is at 24 and would ideally like to be at 40
- **Discussion on offering half days of holiday for Christmas Eve and New Years Eve**

	<p>-contract allows for staff to leave at noon on those dates, but Commissioners are in agreeance with allowing the agency be closed for the whole day with additional half day of holiday</p>
10:54 a.m.	RECESS
11:02 a.m.	<p>County Projects Discussion—Jason Patchet and Vicki Tarr</p> <ul style="list-style-type: none"> • Discussion on possible relocation of Child Support Enforcement Agency to the Chase Tower -review of Vicki Tarr’s potential floorplan -discussion on revisions to potential floorplan • Jason Patchet will review potential floorplan with Chris Widener, WDC Group • Discussed potential office space for the Clerk of Courts
12:29 p.m.	RECESS
1:01 p.m.	<p>Dog Warden Quarterly Update Meeting – Julie Shellhammer</p> <ul style="list-style-type: none"> • Review of yearly dog tag sales • Provided an overview on staffing -still have a kennel position open -will have a holiday part time helper and Melinda Packer will be returning to help with dog tag sales • Discussion on prison Program -going well and the dogs are being adopted out from the program • Discussion on new computers • Discussion on outside kennels -additional fencing was added due to dogs climbing the fence and digging underneath the fence • New database for Shelter Manager is on the agenda this week for approval and will be implemented once approved • Review of events the Dog Warden’s Office has attended recently, including sessions attended at Winter Conference • Discussion on current neglect case
1:16 p.m.	ADJOURN

Submitted by: Brittany Woods
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Cory Noonan
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Beth Seibert
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