

**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	January 16, 2025
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Beth Seibert Cory Noonan Brian Winegardner
TIME:	GENERAL SESSION - RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE—Brian Winegardner
	APPROVE AGENDA AS PRESENTED Resolution #39-25 should read "Approve the resignation of an employee at the Allen County Sanitary Engineering Department". <i>Commissioner Winegardner moved to approve the amended agenda. Motion seconded by Commissioner Noonan. The roll was called and the amended agenda was approved unanimously.</i>
	ITEMS FOR REVIEW AND APPROVAL 1. Consent Agenda: a. Resolution #24-25. Approve travel expenses. b. Resolution #25-25. Intradepartmental transfers. c. Resolution #26-25. Supplemental appropriation for the WCOCTF Fund 2854. d. Resolution #27-25. Supplemental appropriation for the Ditch Maintenance Fund 2099. e. Resolution #28-25. Supplemental appropriation for the Admin Building Fund 4022.

- f. Resolution #29-25.** Establish the Carman Two Stage Ditch #1351 Fund.
- g. Resolution #30-25.** Establish the Schieltz Two Stage Ditch #1352 Fund.
- h. Resolution #31-25.** Establish the Althaus Two Stage Ditch #1353 Fund.

Commissioner Noonan moved to approve the resolutions. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.

RESOLUTIONS/SIGNATURES

- 1. Resolution #32-25.** Approve use of credit cards for the 1st Quarter of 2025, pursuant to section 301.27, Ohio Revised Code. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 1. Resolution #33-25.** Authorize membership and payment of annual dues to various organizations for calendar year 2025. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #34-25.** Renew contract with I Do Windows! LLC. to provide window cleaning services for various Allen County buildings. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #35-25.** Approve Addendum #2 with the Allen Water District, Allen County, Ohio for the purpose of designating a fiscal agent for the Allen Water District. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

- 4. Resolution #36-25.** Enter into an Independent Contractor Agreement with Great Lakes Community Action Partnership with respect to Program Year 2022 Community Development Block Grant (CDBG) Allocation Administration. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #37-25.** Enter into an Independent Contractor Agreement with Great Lakes Community Action Partnership with respect to Program Year 2024 Community Development Block Grant (CDBG) Allocation Administration. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #38-25.** Authorize the purchase of Motorola Radio Communications equipment from Motorola Solutions for the Allen County Sheriff's Office. **Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 7. Resolution #39-25.** Approve the resignation of an employee at the Allen County Sanitary Engineering Department. **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 #40-25.** Certify the County Highway System Mileage Report to the Director of Ohio Department of Transportation. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. This is the yearly certification of county roads resulting in 353.239 miles of roadway. The roll was called and the resolution was approved unanimously.**

B. Department of Job and Family Services

- 1. Resolution #41-25.** Approve a Subrecipient Agreement between the Allen County Department of Job and Family Services and the Allen County Children Services Board. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

- 2. Resolution #42-25.** Approve a Memorandum of Understanding to address child abuse and neglect between Allen County Children Services and specific community agencies in Allen County, Ohio. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

C. Juvenile Court

- 1. Resolution #43-25.** Authorize the submission of a grant application to the Ohio Department of Youth Services for a Detention Training Grant. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. A reimbursable grant in the amount of \$25,000.00 to be used for specialized training for behavioral health. The roll was called and the resolution was approved unanimously.***

- 2. Resolution #44-25.** Authorize the submission of Amendment #2 to the FY'25 Subsidy Grant and Targeted Reclaim Grant with the Ohio Department of Youth Services. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. This amendment is to reallocate funds and accept an additional \$75,000.00 for Restorative Justice Program. The roll was called and the resolution was approved unanimously.***

ANNOUNCEMENTS

9:09 a.m.

RECESS

9:34 a.m.

Building and Grounds Weekly Update and Budget Discussion – Jason Patchet

- **Discussion on proposals for carpet**
 - Sheriff's Office—\$48,240.00
 - Common Pleas Court—\$35,860.00

	<ul style="list-style-type: none"> -Total for both would be \$84,100.00 -general discussion on what areas need new carpeting the most -discussion on potential other flooring options -Commissioners will further discuss during the next Capital Budget Discussion • Discussion on requests from the Court Security Meeting <ul style="list-style-type: none"> -Judges requested a new camera be installed and Jason Patchet has provided them with a proposal to be paid for through Special Funds • General discussion on HVAC issues at various county buildings due to the low temperatures • Discussion on Civic Center Boilers <ul style="list-style-type: none"> -current boilers are near end of life and are needing replaced -Commissioners will be discussing replacing during Capital Budget Discussions • Discussion on exterior painting of the Civic Center <ul style="list-style-type: none"> -Jason Patchet will review the quote he received and the Commissioners will further discuss during Capital Budget Discussions • Discussion on work needing to be completed to the exterior of the Justice Center due to water entering the building during heavy rains <ul style="list-style-type: none"> -Jason Patchet will get a new proposal for work to be completed for the Commissioners to review • Provided an update on the Administration Building Project <ul style="list-style-type: none"> -pilings have been completed and shoring is being installed and should be completed by the end of next week -temporary power service has been installed and jobsite trailer is up and running -will be having next construction meeting this afternoon 						
11:11 a.m.	RECESS						
11:30 a.m.	<p>Bid Opening—McClain/Hanthorn Road Intersection Project</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Engineer's Estimate</td> <td style="text-align: right;">\$396,979.90</td> </tr> <tr> <td>Ward Construction Co.</td> <td style="text-align: right;">\$386,120.20</td> </tr> <tr> <td>R.B. Jergens Contractors, Inc.</td> <td style="text-align: right;">\$450,433.16</td> </tr> </table>	Engineer's Estimate	\$396,979.90	Ward Construction Co.	\$386,120.20	R.B. Jergens Contractors, Inc.	\$450,433.16
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11:33 a.m.	RECESS						

<p>1:01 p.m.</p>	<p>IT Protocols Discussion – Auditors Office and CORSA</p> <p>Present: John Brownlee, Rachael Gilroy, Keith Cheney, Ciara Maag, Mark McClure, Brian Mauk, Todd Mohler, Bryan McKinney and Joe Jacomet</p> <ul style="list-style-type: none"> • Rachael Gilroy provided an overview of another county being held ransom which prompted this meeting to discuss how to handle a situation if it were to occur in Allen County • IT is working on a mandatory campaign on phishing for all Allen County employees and how to handle if they do open any kind of threat <p>At 1:07 p.m. Commissioner Winegardner makes a motion to enter executive session pursuant to ORC 121.22 (G)(6) to discuss details regarding security arrangements. All present will remain present during executive session. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</p> <p>Back in general session at 1:47 p.m.</p> <ul style="list-style-type: none"> • While in executive session discussions were had over protocol if certain situations occurred within Allen County
<p>1:48 p.m.</p>	<p>RECESS</p>
<p>2:02 p.m.</p>	<p>Insurance Discussion – Rachael Gilroy, Keith Cheney and Ciara Maag</p> <ul style="list-style-type: none"> • General discussion on how the health insurance premiums are paid through the Auditors Office • Discussion on how corrections are handled if needed
<p>2:17 p.m.</p>	<p>ADJOURN</p>

Submitted by: Brittany N. Woods
Brittany N. Woods, Clerk

Approved by: **Board of Allen County Commissioners**

Beth Seibert
Beth Seibert

Cory Noonan
Cory Noonan

Brian Winegardner
Brian Winegardner