

**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>January 23, 2025</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Cory Noonan Brian Winegardner</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:00 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Brian Winegardner</b>
	<b>APPROVE AGENDA AS PRESENTED</b>  <i>Commissioner Winegardner moved to approve the agenda. Motion seconded by Commissioner Noonan. The roll was called and the agenda was approved unanimously.</i>
	<b>ITEMS FOR REVIEW AND APPROVAL</b>  <b>1. Consent Agenda:</b>  <b>a. Resolution #45-25.</b> Approve travel expenses. <b>b. Resolution #46-25.</b> Supplemental appropriation for the County Water Fund 5036.  <i>Commissioner Noonan moved to approve the resolutions. Motion seconded by Commissioner Winegardner. The roll was called and the resolutions were approved unanimously.</i>

## RESOLUTIONS/SIGNATURES

- 1. Resolution #47-25.** Authorize membership and payment of annual dues to the Ohio State Coroners Association 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 #48-25.** Accept the resignation of McKenzie McCormick from 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.**
- 3. Resolution #49-25.** Resolution to hire Nicole Wittenbrink as a Support Worker II-Legal Department position at the Allen County Child Support Enforcement Agency. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 4. Resolution #50-25.** Authorize an 18-Month Step Wage Increase per the Collective Bargaining Agreement for Raymond John at the Allen County Child Support Enforcement Agency. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #51-25.** Authorize the purchase of a 2020 Chevrolet Tahoe from Lima Chevrolet Cadillac for the Allen County Sheriff's Office. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

**6. Resolution #52-25.** Resolution to accept the Hazard Mitigation Grant through Building Resilient Infrastructure and Communities for FY 2023 and authorize Jared Gesler, Director, to sign associated paperwork necessary to administer said grant. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

**DISCUSSION**

**A. County Engineer**

- 1. Resolution #53-25.** Accept bid and enter into contract with R & I Construction, Inc. for the Breese Road Bridge Replacement Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Bid was for \$862,219.90, which was 17.9% under the engineer's estimate. 95% of the project will be federally funded. The roll was called and the resolution was approved unanimously.***
  
- 2. Resolution #54-25.** Approve one (1) Temporary Right of Way Easement with John W. Rumer and Adahbelle Rumer for the Allen County Engineer to remove the existing bridge on Napoleon Road. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Cost for easement is \$300.00. The roll was called and the resolution was approved unanimously.***
  
- 3. Resolution #55-25.** Approve one (1) Permanent Easement for County Road Purposes with Collin Etkorn for the Allen County Engineer to remove the existing bridge on Landeck Road. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Cost of easement is \$330.00. The roll was called and the resolution was approved unanimously.***

- 4. Resolution #56-25.** Authorize an agreement for professional services with Woolpert, Inc. for development of preliminary and final engineering design plans for the Breese/Shawnee and Breese/Dixie intersections in Shawnee Township. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. Cost for services is \$292,092.00 and will be paid for from Motor Vehicle and Gasoline Tax funds. The roll was called and the resolution was approved unanimously.**
- 5. Resolution #57-25.** Set date, place and time for a Maintenance Hearing for the Stevick Road Drainage Improvement Project Ditch #1348. **Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**
- 6. Resolution #58-25.** Resolution fixing the date, place and time of final hearing and acknowledgement of receipt of Engineer's Reports, estimated assessments and watershed map for the Dutch Hollow Road Drainage Improvement Petitioned Ditch #1344. **Commissioner Noonan moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

**ANNOUNCEMENTS**

**9:12 a.m.**

**RECESS**

**9:32 a.m.**

**Building and Grounds Weekly Update– Jason Patchet and Kelli Singhaus**

- **Clerk of Courts has approached Jason Patchet on providing reimbursement towards postage due to the Title Department now providing Passport services that require additional postage costs to the county**
  - Jen McBride, Clerk of Courts, has offered to reimburse the postage account for the additional costs incurred from the passport mailings
  - Building and Grounds will plan to invoice Clerk of Courts for payment of reimbursement
  - Jason Patchet will discuss with Jen McBride to determine if a MOU will be created or if she would

like to plan a meeting with the Commissioners and Jason Patchet to further discuss


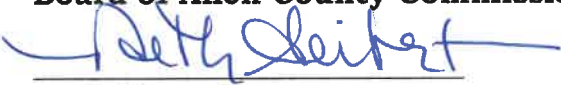


- Jason Patchet provided Kelli Singhaus with updated proposals for potential 2025 Capital Projects and she will update her Capital Projects spreadsheet to review further next week

At 9:41 a.m., Kelli Singhaus left the meeting

- Discussion on Jason Patchet attending County Facilities Summit
  - Commissioners are in agreeance with Jason Patchet attending
  - travel will be placed on the agenda for approval
- Discussion on flooding at the Civic Center due to busted pipes in an air handler
  - Jason Patchet will be evaluating if a repair can be done or if a coil replacement will be required
  - All Temp will be providing a quote for coil replacement, if needed
- Received communication from the Board of Education that they are experiencing no water in the North Building
  - Site Leaders will be evaluating to determine the cause
- No Further Action Required for Closure letter was received for the Justice Center underground storage tank
- CEC has provided an estimate for closure in place of the two underground storage tanks at the proposed Veteran's Garage location
  - estimate is between \$80,000.00 and \$85,000.00
- Provided an update on the Administration Building Project
  - due to the low temperatures this week, shoring work was delayed but has continued as of today
  - discussion on excess clay that will be excavated—Jason Patchet will discuss with Charles Construction, letting them know if they don't want the clay, the county would be interested and it can be stored at EMA for future construction projects

10:12 a.m.

RECESS

<p><b>11:02 a.m.</b></p>	<p><b>Child Support Enforcement Agency Building Project Discussion – Tony Collins, Spencer Collins and Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Review of proposed floor plans for renovations of the Cook Tower for the potential new location of Child Support Enforcement Agency</b></li> <li>• <b>General discussion on possible renovations and revisions to the current proposed floorplans</b></li> <li>• <b>Discussion on parking needs</b> -current lot would be repaved and an additional lot would be created</li> <li>• <b>General discussion on maintenance of the building if a lease of space is obtained for Child Support Enforcement Agency</b></li> <li>• <b>Discussion on Access Control of the leased space</b> -Jason Patchet will discuss with Vicki Tarr and the State on how management of Access Control will need to be handled</li> <li>• <b>General discussion on potential timeline</b></li> <li>• <b>Commissioners will have discussion with Assistant Prosecutor to draft potential lease terms as well as work with WDC Group on proposal for renovations</b></li> </ul>
<p><b>11:42 a.m.</b></p>	<p><b>ADJOURN</b></p>
	<p>Submitted by: <u></u> Brittany N. Woods, Clerk</p> <p>Approved by: <b>Board of Allen County Commissioners</b></p> <p><u></u> Beth Seibert</p> <p><u></u> Cory Noonan</p> <p><u></u> Brian Winegardner</p>