

**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

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| DESCRIPTION | GENERAL SESSION |
| DATE | February 11, 2025 |
| LOCATION | COMMISSIONER'S MEETING ROOM |
| | PRESENT: Beth Seibert Cory Noonan Brian Winegardner |
| TIME: | GENERAL SESSION - RECORDED |
| 9:00 a.m. | <p>Staff Update/County Projects</p> <p>**Beth Seibert not present at start of the meeting**</p> <p>Kelli Singhaus—</p> <ul style="list-style-type: none"> • Currently working on Month End Budget -Northwest Title lease expired at the end of January for their space at the Savings Building -Kelli Singhaus will have discussion on moving forward with a month to month lease until the future of the Savings Building is determined • Received communication from Juvenile Court in regards to receiving a refund of overpayment in the amount of \$516.00 for copier leases with Donnellon McCarthy that was paid into the General Fund -Juvenile Court is requesting that those funds be transferred to their Repair Office Equipment Account -Commissioners would like to leave the funds where they are and Kelli Singhaus will notify Juvenile Court that if funds are needed toward the end of the year, it can be discussed at that time -there is also a copier lease with Wells Fargo that is needing additional funds in the Repair Office Equipment Account to make final payment on the lease in the amount of \$6,393.19 |

-Kelli Singhaus will look into appropriations to see if funds were appropriated in 2024 and were rolled back into the General Fund or if this is a request for additional funds

-Commissioners would like Kelli Singhaus to schedule a meeting with Juvenile Court to further discuss

- **Discussion on Regional Planning Commission MOU for CDBG records**

-will follow up on draft with John Willamowski Jr.

Sofia Clifton—

- **Held County Deferred Compensation meetings last week**

-due to a lot of interest, a second date will be scheduled

- **Working on scheduling Blood Draws for county employees**

-working with the Health Department to schedule and will be getting an order form for what testing to be completed from CEBCO

Brittany Woods—

- **Discussion on Burnfield Ditch #1096**

-will need to amend the resolution to correct the assessments

- **Next Northwest District Meeting will be on March 26th in Hardin County**

-Commissioners will let Brittany Woods know if they wish to attend and registration will be made

- **Received communication from Kimberly Stiles on the potential re-appointment of Mike Leis to the Allen Water District Board**

-I have forwarded the request to the Commissioners for their review

Cory Noonan—

- **Provided an overview of CORSA Meeting last week**
-discussion on awareness of electronic payment of bills to potential fraudulent vendors

County Projects Discussion—

- **Discussion on Building Department permits**
-permits have been obtained for those needed up until now

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| | <ul style="list-style-type: none"> • WDC is working with Tony Collins to review floorplans of Cook Tower (fka Chase tower) prior to the Engineer’s working on cost estimate for renovations • Received first Pay App for the Administration Building <ul style="list-style-type: none"> -Working with Bricker and Graydon on creating a template resolution for issuing payment from ARPA funds <p>Staff Update/County Projects will be recessed until Beth Seibert is able to join</p> |
| <p>9:45 a.m.</p> | <p>RECESS</p> |
| <p>10:55 a.m.</p> | <p>Staff Update/County Projects Discussion Continued</p> <p>Beth Seibert—</p> <ul style="list-style-type: none"> • Discussion on Children Service Board <ul style="list-style-type: none"> -after Children Services Board interviewed Jennifer Truman and Courtney Owens the Children Services Board have requested to have Courtney Owens appointed to their Board for the current vacant position -Commissioner Seibert would like to have further discussion with Jennifer Truman to hear her feedback on her interview with the Children Services Board prior to deciding on who to appoint for the vacant position • Discussion on Memorandum of Understanding with Regional Planning Commission as the Metropolitan Planning Organization <ul style="list-style-type: none"> -Commissioner Seibert would like to enter into said Memorandum of Understanding with the Commissioners sharing the cost of membership with the County Engineer -Commissioner Seibert is working with Regional Planning Commission on determining what portion of the membership fee the County Engineer should be responsible for • Discussion on Memorandum of Understanding with Regional Planning Commission for Planning and Program Services <ul style="list-style-type: none"> -will further discuss next week once more information is received from Regional Planning Commission |

At 11:27 a.m. Commissioner Winegardner made a motion to enter into executive session pursuant to ORC 121.22 (G)(1) to discuss compensation of public employees and/or officials. While in executive session the Commissioners will be discussing potential bonuses for General Fund Non-Union employees. Kelli Singhaus will be present during executive session. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.

Back in general session at 12:37 p.m.

- Commissioners will Recess and continue discussion at the conclusion of the 2:00 p.m. meeting

12:38 p.m.

RECESS

1:00 p.m.

EMA Quarterly Update—Jared Gesler

- Provided an update on the 911 Upgrade
-should be having discussion with the vendor this week on moving forward with the project
- Language Link usage has gone down for translation services
- Discussion on Mass Notification Program
-looking into potentially switching vendors
-have received additional training with current vendors WENS and feel more comfortable with the vendor and will continue with them
- Currently working on updating Hazmat Mitigation Plan
- EOC plan is currently being updated
- LEPC will be having a live exercise on March 5th with a mock press conference
-Commissioners are invited to attend
- Currently working on getting everything in order to update the Hazmat Mitigation Plan
- Police Chiefs have been approved to bring two Active Shooting Trainings to the area
-will be trying to get all first responders in the community to participate
- Bomb Squad currently has two technicians
-working on adding more technicians to the team
- Currently working through the grant process for the Bomb Robot Truck
-waiting for funds to be released from FEMA
- Currently planning Hazmat Training that will be open to the community to attend

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| | <ul style="list-style-type: none"> • Commissioner Winegardner and Jared Gesler will be meeting with Tom Berger to discuss a pilot Critical Infrastructure GIS Program • Jared Gesler will be attending the Ohio EMA Spring Conference • New EMA Bus has not been deployed yet, but have been utilizing it on Fridays to get acquainted with the bus and all of its equipment • Currently working on updating the EMA/Homeland Security website • Discussion on Cyber Training -working with Joint Systems Manufacturing Center to schedule • Provided an update on staffing -staff have been completing training • General discussion on MARCs Radio upgrade • General discussion on Bird Flu Outbreak -Jared Gesler is tracking the area bird facilities -no concerns at this time |
| <p>1:35 p.m.</p> | <p>RECESS</p> |
| <p>2:03 p.m.</p> | <p>Sheriff's Office Capital Requests Discussion – Chief Deputy Mohler and Lt. Bryan McKinney</p> <ul style="list-style-type: none"> • Discussion on potential Tyler Services Upgrade -this upgrade would move from a local server to cloud services -Quote is for \$213,800.00 to migrate current data to cloud services and \$219,200.00 per year for management of the cloud -it is not necessary to migrate at this time, but the benefit would be that if there was any ransom toward the County, this portion would not be affected as it would be on cloud services • Discussion on patrol car cameras and body cameras -Quote for both is \$752,158.31 over five years -current patrol car cameras are at end of life and are needing to be replaced -body cameras would be a new purchase as they are currently not utilized at the Sheriff's Office -Commissioners would like to see the quote broken down by equipment cost and maintenance cost as the purchase would be paid from Capital and the maintenance would be paid from Operations –Bryan McKinney will reach out to the vendor to get the costs broken down for purchase and maintenance and will provide to the Commissioners for their review |

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| | <ul style="list-style-type: none"> • Discussion on Business Line, Radio and 911 System Logging Recorder -current logging recorder will not be compatible with new 911 System Upgrade -will need to be replaced prior to 911 System Upgrade -Quote is for \$49,769.00 to purchase and there will be a slight increase in maintenance costs • Discussion on request for three (3) new cruisers -quote is for \$45,392.00 per vehicle plus \$17,000.00 for equipment per vehicle -will be planning to add an additional K-9 unit this year—working on a grant for obtaining the K-9 • Discussion on request for ammunitions and munitions –\$25,000.00 • Commissioners will review and continue to discuss Capital Requests • Discussion on upcoming potential cadets that will be participating in a fitness run to qualify for the Cadet Program -eight will be completing the fitness run |
| <p>2:41 p.m.</p> | <p>RECESS</p> |
| <p>3:04 p.m.</p> | <p>Staff Update and County Projects Continued</p> <ul style="list-style-type: none"> • Commissioners would like to continue their discussion on potential bonuses <p>At 3:04 p.m. Commissioner Winegardner made a motion to enter into executive session pursuant to ORC 121.22 (G)(1) to discuss compensation of public employees and/or officials. While in executive session the Commissioners will be discussing potential bonuses for General Fund Non-Union employees. Kelli Singhaus will be present during executive session. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</p> <p>Back in general session at 3:20 p.m.</p> <ul style="list-style-type: none"> • Commissioners continued talks regarding a 2024 supplemental pay for General Fund Non-Union employees that were employed at the end of the 2024 year • Kelli Singhaus will provide the Commissioners with a list of those employees that are still employed and those will receive a \$5,000.00 bonus |

- Kelli Singhaus will also provide the Commissioners with a list of those employees that are still employed but were not employed the entirety of 2024, will receive an amount of the supplemental pay, based on how many months they were employed in 2024 (\$5,000.00 will be divided by 12 months and that amount will be multiplied by how many months of employment)
- Tax Map and GIS will receive the supplemental pay, but the funding will be provided through the Conveyance Fee Fund
- Commissioners will take this information into consideration and will act at a later date

3:26 p.m.

ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Beth Seibert


Cory Noonan


Brian Winegardner