

**MINUTES**  
**BOARD OF ALLEN COUNTY**  
**COMMISSIONERS**

204 N. Main Street

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Lima, Ohio 45801

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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	February 20, 2024
LOCATION	COMMISSIONER'S MEETING ROOM
	<p><b>** The Commissioner's office will be open for in-person meetings. Social distancing requirements shall still be maintained.</b></p> <p><b>Allen County residents may also join the meeting from a computer, tablet or smartphone.</b></p> <p><u><a href="https://www.gotomeet.me/AllenCountyCommissioners">https://www.gotomeet.me/AllenCountyCommissioners</a></u></p> <p><b>You can also dial in using your phone.</b> <b>United States (Toll Free): <u>1 866 899 4679</u></b> <b>United States: <u>+1 (571) 317-3116</u></b></p> <p><b>Access Code: 606-059-605</b></p>
	<p><b>PRESENT: Cory Noonan</b> <b>Brian Winegardner</b> <b>Beth Seibert</b></p>
TIME:	GENERAL SESSION – RECORDED
<b>9:31 a.m.</b>	<p><b>Staff Update</b></p> <p><b>Kayla Rogers (Virtually)—</b></p> <ul style="list-style-type: none"><li><b>Discussion on Engagement Letter with Dinsmore relating to indemnification of tax foreclosure proceedings</b> <b>-there will be no cost to the county for the file of disclaimer</b> <b>-The Commissioners will sign the letter and Brittany Woods will provide to Dinsmore for filing</b></li></ul>

**Sofia Clifton—**

- **Provided feedback on attending Lima SHRM as a guest**
  - requests to continue as a member
  - cost is \$75.00 per year
  - Commissioners are in agreeance of Sofia Clifton joining as a member and attending monthly meetings
- **Discussion on upcoming meeting with Enterprise to review current fleet and vehicles scheduled to be replaced through Enterprise**
  - discussion on two (2) vehicles scheduled for replacement in 2024
  - Commissioners request that Sofia Clifton reach out to departments for a list of individuals that are permitted to drive vehicles home
- **Review of Self Inspection Checklist for the Veterans Memorial Civic and Convention Center**
  - Webb Insurance and CORSA have reviewed
- **-checklist will be sent to the Veterans Memorial Civic and Convention Center for them to complete for each event, and have them keep on file for review if necessary**

**Kelli Singhaus—**

- **Received communication from Bricker Graydon that we should have a final format for Uniform Guidance Policy this week**
  - once received, will have the Assistant Prosecutor and the Auditor review prior to placing on resolution for adoption
- **Provided an update on reaching out to Bricker Graydon on advice relating to the Healthy Aging Grant and procurement methods since the grant is federal dollars**
  - should receive a response this week
- **Provided an update on discussion with the Auditors Office on moving funds from the General Fund to the Admin Building Fund**
  - if this is done, those funds can not be utilized for furnishings
  - would be able to create a separate line item for such furnishings
  - site prep can be paid from the Admin Building Fund, but furnishings cannot
  - Commissioners agree to not move funds from the General Fund at this time

- **Review of form for departments under the Board of Commissioners authority to complete for personnel i.e. hiring, promotion, wage increase, etc.**  
-discussion on revisions to said form
- **Discussion on cost allocation**  
-received further information from Maximus to provide to the Veterans Memorial Civic and Convention Center as well as Board of Developmental Disabilities on their breakdown of cost allocation  
-Auditor's Office also provided feedback on levy funds and that it is not a duplication of what Maximus is documenting as services rendered—Kelli Singhaus will provide this information to Board of Developmental Disabilities  
-It was determined that Allen Water District is billed under Sanitary Engineer –Commissioners believe this needs to be separated out for the invoice to be sent to the Allen Water District for their portion, but will check with the Sanitary Engineer to see if he already charges the Allen Water District for these costs
- **Discussion on the request for new servers**  
-Kelli Singhaus will check with Maximus to see if this would be a cost allocation item  
-Kelli Singhaus will reach out to IT to get the quotes for said servers
- **Discussion on Regional Planning Commission request for updates to the Analysis of Impediments to Fair Housing and Plan Development at a cost not to exceed \$3,500.00**  
-the State has determined that Revolving Loan Funds can be utilized for the payment of these updates

**Brittany Woods—**

- **Received a request for a presentation of a proclamation for a retirement at Juvenile Court on March 6<sup>th</sup>**
- **Received a request from Board of Developmental Disabilities for a proclamation to be presented at the March 7<sup>th</sup> agenda meeting for the 37<sup>th</sup> anniversary of Developmental Disabilities Awareness Month**
- **Sofia Clifton received revisions on the Fairgrounds Lease from CORSA and Kayla Rogers**

- will be sent to Troy Elwer for signature prior to placing on the agenda
- Discussion on resolution for appointments to the 9-1-1 Committee
  - Commissioners will further discuss with Tom Berger
- Discussion on Allen Water District Fiscal Agent Agreement
  - Commissioners are good with proceeding with the renewal/addendum
  - Brittany Woods will place on agenda for approval
  - Commissioner Seibert spoke with Ron Meyer on direction of the Allen Water District Board
  - general discussion on agreements with the Allen Water District related to Fiscal Agent and Assumption Agreement and the possibility of a partnership between the Allen Water District and Sanitary Engineer in the future
  - Commissioners ask for an internal meeting be scheduled to discuss Assignment Assumption agreement
- Discussion on county appointment to the Allen Water District
- Discussion on Fuel Agreements between the Sheriff's Office/West Central Ohio Crime Task Force and RTA
  - Commissioners will further discuss with the Sheriff later today

**Cory Noonan—**

- Sofia Clifton is working with CORSA on inquiring of liability coverage for ATVS for the day of the solar eclipse and drone/robot coverage for Allen County's drone and the use of said drone by other entities through the task force/mutual aide agreement
- Discussion on Memorial Hall
  - have been having discussions with Allen Economic Development Group on possibility of transferring to the Port Authority for future use
  - Commissioner Noonan will be meeting with the Allen Economic Development Group later this week to further discuss potential options
- Discussion on the amphitheater
  - Commissioner Noonan and Sofia Clifton have a meeting later this week to further discuss how things will work contractual between the Civic Center and the City of Lima

	<p><b>Beth Seibert—</b></p> <ul style="list-style-type: none"> <li>• <b>Received a call from the Allen County Regional Airport Authority Manager in regards to interest of requesting funding from the state capital budget for potentially three (3) projects, as he believes there is a specific pot of funds for aviation</b> -Commissioner Seibert explained the process for submitting for grants through the Commissioners office</li> <li>• <b>Discussion on Veterans Commission concerns of Adult Probation having items stacked too high in their shared storage space</b> -will further discuss Thursday during Jason Patchet's update</li> <li>• <b>Attended the Townships Association meeting last week</b> -discussion on Housing Subcommittee -discussion on county zoning –Commissioner Seibert will be further discuss with Kyle Petty</li> </ul>
<b>12:22 p.m.</b>	<b>RECESS</b>
<b>12:24 p.m.</b>	<p><b>County Projects Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>No items to report, meeting was cancelled</b></li> </ul>
<b>12:24 p.m.</b>	<b>RECESS</b>
<b>1:15 p.m.</b>	<p><b>Juvenile Detention Center Computer Replacement/Grant Discussion – Berlin Carroll</b></p> <ul style="list-style-type: none"> <li>• <b>Received notice from the Ohio Department of Youth Services that there was an open purchase order for Allen County in the amount of \$15,000.00</b> -would like to use the funds to replace the computers through Bosch for the command center or convert to a new system -quote to replace with Bosch – \$12,823.13 -quote for converting to new system– \$17,167.00</li> <li>• <b>Discussion on possibility of obtaining a tech grant to cover the overage to convert to a new system</b> -Berlin Carroll has applied for said tech grant</li> <li>• <b>Commissioners are in favor of converting to a new system</b> -Berlin Carroll will proceed accordingly</li> </ul>

<b>1:36 p.m.</b>	<b>RECESS</b>
<b>1:48 p.m.</b>	<p><b>Cost Allocation Discussion – Tammie Colon, Amy Freymuth and Sheri Strawn</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on cost allocation and how it is calculated for invoicing to non-general fund entities</b></li> <li>• <b>Kelli Singhaus will reach out to Maximus to obtain a breakdown of the cost allocation for Mental Health Services and Recovery Board and will provide Tammie Colon with the information</b></li> <li>• <b>Information will be taken back to the Mental Health and Recovery Services Board for consideration</b></li> </ul>
<b>2:20 p.m.</b>	<b>RECESS</b>
<b>2:21 p.m.</b>	<p><b>Navigator and Vivitrol Funding Discussion – Sheriff's Office and Mental Health and Recovery Services Board – Chief Deputy Mohler, Lieutenant Breitigan and Tammie Colon</b></p> <ul style="list-style-type: none"> <li>• <b>Tammie Colon provided an overview of the funding that would be allocated for Navigator and Vivitrol—this would not be a grant, it would be consistent funding</b> <ul style="list-style-type: none"> <li>-discussion on the position of a Navigator being hired through the Sheriff but funded through Mental Health and Recovery Services Board</li> <li>-discussion on managing funding for Vivitrol (medication) for individuals incarcerated at the jail</li> </ul> </li> <li>• <b>Discussion on how this would work contractually - Mental Health Recovery and Services Board could enter into their own agreement(s) with Southern Health Partners for the position as well as funds for the medication</b> <ul style="list-style-type: none"> <li>-discussion on what would happen to the position if funding was no longer available</li> <li>-the funds that would be utilized for these contracts are levy funds, so it is pretty consistent</li> </ul> </li> <li>• <b>General discussion on the duties of a Navigator and the benefits of having one in the jail</b></li> <li>• <b>Discussion on the availability of a Navigator and concerns of turnover</b></li> <li>• <b>General discussion on how Vivitrol works</b></li> <li>• <b>Discussion on how to incorporate Vivitrol into the current contract with Southern Health Partners and then be reimbursed by the State</b></li> </ul>

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|  | <ul style="list-style-type: none"><li>• <b>Tammie Colon will work on draft contracts for the Sheriff and Assistant Prosecutor to review prior to moving forward</b></li></ul> |
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<b>3:10 p.m.</b>	<b>ADJOURN</b>
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	<p><b>Submitted by:</b> <u></u></p>
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**Brittany N. Woods, Clerk**

	<p><b>Approved by:</b> <b>Board of Allen County Commissioners</b></p>
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**Cory Noonan**

**Brian Winegardner**

  
**Beth Seibert**