

MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS

204 N. Main Street

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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	March 13, 2025
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Beth Seibert Cory Noonan Brian Winegardner
TIME:	GENERAL SESSION - RECORDED
8:01 a.m.	County Projects Discussion—Jason Patchet and Chris Widener <ul style="list-style-type: none">• Chris Widener provided draft floorplans for renovations of Cook Tower for the relocation of Child Support Enforcement Agency -review of said floorplans• Discussion on potential revisions to the draft floorplans -possible addition of baby changing station in main floor bathroom -addition of janitorial closets -discussion on use of file room on first floor—Commissioners do not feel that the space is needed at this time -current drive-thru area does not have heating or air conditioning—Commissioners would like to see how often the drive thru is used prior to adding additional HVAC system -discussion on heat/air returns for the cubicle spaces• General discussion on meeting compliance of code requirements for renovations• Review of proposed budget for renovations -estimate for renovations is approximately \$3.7 Million

	<ul style="list-style-type: none"> • General discussion on bidding requirements for project due to having a portion of state funding for the project -Kelli Singhaus will provide the requirement guidelines to WDC Group for their review • Commissioners would like to share the proposed floorplans once WDC Group makes discussed revisions to the Cook Tower building owner, Tony Collins, to ensure he is comfortable with renovations • General discussion on possible hurdles obtaining a building permit for renovations of a historical building that is not owned by the tenant -Chris Widener recommended the Commissioners work with the Prosecutor to help with obtaining a Tenant Improvement Building Permit for proposed renovations • General discussion on timeline -total project for renovations is proposed to take approximately 11 months
9:00 a.m.	RECESS
9:04 a.m.	AGENDA MEETING
	PLEDGE—Brian Winegardner
	<p>APPROVE AGENDA AS PRESENTED</p> <ul style="list-style-type: none"> • Under Discussion, add Resolution #183-25, authorize the mental Health & Recovery Services Board of Allen, Auglaize and Hardin Counties to submit a grant application, budget and notice of award to the Substance Abuse and Mental Health Services for a Children's mental Health Initiative Grant on behalf of Allen County. • Add a County Projects Discussion at 10:30 a.m. <p><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></p>
	<p>ITEMS FOR REVIEW AND APPROVAL</p> <ol style="list-style-type: none"> 1. Approve the minutes of February 4, 2025 general session. 2. Approve the minutes of February 6, 2025 general session.

- 3. Approve the minutes of February 11, 2025 general session.**
- 4. Approve the minutes of February 12, 2025 special session.**
- 5. Approve the minutes of February 13, 2025 general session.**
- 6. Approve the minutes of February 14, 2025 special session.**
- 7. Approve the minutes of February 18, 2025 general session.**
- 8. Approve the minutes of February 20, 2025 general session.**
- 9. Approve the minutes of February 25, 2025 general session.**
- 10. Approve the minutes of February 27, 2025 general session.**
- 11. Approve the minutes of March 4, 2025 general session.**

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

12. Consent Agenda:

- a. Resolution #163-25.** Approve travel expenses.
- b. Resolution #164-25.** Authorize a warrant of advance from the General Fund 1001 to the Behavior Health Grant Fund 2879.
- c. Resolution #165-25.** Authorize a warrant of transfer from the Capital Surplus Fund 5035 to the Slabtown-Bluelick Sewer Improvement Area Fund 4570.
- d. Resolution #166-25.** Supplemental appropriation for the Title IV-E Fund 2869.
- e. Resolution #167-25.** Supplemental appropriation for the Mental Illness Fund 1992.
- f. Resolution #168-25.** Supplemental appropriation for the WORTH Center One-Ohio Fund 8881.
- g. Resolution #169-25.** Supplemental appropriation for the Admin Building Fund 4022.
- h. Resolution #170-25.** Supplemental appropriation for the ATP-Admin Fund 2714.
- i. Resolution #171-25.** Supplemental appropriation for the Motor Vehicle & Gas Tax Fund 2002.
- j. Resolution #172-25.** Supplemental appropriation for the General Fund 1001.
- k. Resolution #173-25.** Authorize a warrant of transfer from the General Fund 1001 to the Capital Improvement Fund 4017.

- 1. Resolution #174-25.** Supplemental appropriation for the Capital Improvement Fund 4017.

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

RESOLUTIONS/SIGNATURES:

- 1. Resolution #139-25A.** Amend Resolution #139-25, accept the resignation of Catherine Neal from the Allen County Department of Job and Family Services. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #145-25A.** Amend Resolution #145-25, appoint Courtney J. Owens to the Allen County Children Services Board. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #175-25.** Authorize the renewal of a Service Agreement with the City of Lima which designates them to enforce the Ohio Building Code on behalf of the Allen County Building Department. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 4. Resolution #176-25.** Accept proposal and enter into contract with Integrity Contractors LLC. for the Jail Exit Ramp Project at the Justice Center. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 5. Resolution #177-25.** Accept proposal and enter into contract with Integrity Contractors LLC. for the Jail Garage Drain Project at the Justice Center. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 6. Resolution #178-25.** Accept proposal and enter into contract with Integrity Contractors LLC. for the North Wall Waterproofing Project at the Justice Center. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 7. Resolution #179-25.** Accept proposal and enter into contract with T&D Interiors Inc. for carpet replacement at the Justice Center. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 8. Resolution #180-25.** Accept proposal and enter into contract with Interaction Insight Corporation for an Eventide Voice Recording Solution System. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***
- 9. Resolution #181-25.** Set date, time and place for the First Public Hearing for the CHIP Grant PY 2025 and authorize Great Lakes Community Action Partnership (GLCAP) to advertise for same. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. County Engineer

- 1. Resolution #182-25.** Enter into a CS-19 Consent Legislation with the Ohio Department of Transportation for the reconstruction of SR 81/Thayer Road intersection. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. This agreement is for cooperation with ODOT for the construction of a roundabout and allow ODOT to work within the county right of way as well as determines maintenance responsibilities for project. The roll was called and the resolution was approved unanimously.***

	<p><u>B. Mental Health & Recovery Services Board</u></p> <p>1. Resolution #183-25. Authorize the mental Health & Recovery Services Board of Allen, Auglaize and Hardin Counties to submit a grant application, budget and notice of award to the Substance Abuse and Mental Health Services for a Children's mental Health Initiative Grant on behalf of Allen County. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The federal grant has been submitted and awarded, however due to Allen County being the fiscal agent the grant must be submitted through Allen county, not the Mental Health and Recovery Services Board. The roll was called and the resolution was approved unanimously.</i></p>
	ANNOUNCEMENTS
9:13 a.m.	RECESS
10:39 a.m.	<p>County Projects Discussion Continued –Jason Patchet and Chris Widener</p> <p>Jason Patchet and Chris Widener provided an update on the Administration Building Project</p> <ul style="list-style-type: none"> • Working on final submittal for Rockcast material to allow space for vents on North and West exterior facades -also suggesting a smooth face of Rockcast rather than rough texture along roof flashing and the space within the mechanical fencing area –general discussion on where to make transitions from rough to smooth and then back to rough • General discussion on grade-line and the height of finished flooring elevation of the building compared to the exterior ground elevation -current plans have an 18-inch discrepancy between the finished flooring and exterior ground -review of possible alternative to have an 18-inch stepdown on the sidewalk and then a flat entrance to the building –drains would be installed to prevent any water being held -discussion on possibility of placing landscaping to help disguise the grade
11:05 a.m.	RECESS

11:10 a.m.	<p>Quarterly Investment Meeting – Krista Bohn and Brad Drager</p> <p><u>https://www.gotomeet.me/AllenCountyCommissioners</u></p> <p>You can also dial in using your phone.</p> <p>United States (Toll Free): <u>1 866 899 4679</u></p> <p>United States: <u>+1 (571) 317-3116</u></p> <p>Access Code: 606-059-605</p> <p>**Please see Investment Committee Minutes**</p>
11:30 a.m.	RECESS
12:45 p.m.	<p>Property Purchase Discussion – John Willamowski Jr.</p> <p>At 12:46 p.m. Commissioner Winegardner made a motion to enter into executive session pursuant to ORC 121.22 (G)(2) to consider purchase of property for public purposes. John Willamowski Jr. and Brittany Woods 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 12:59 p.m.</p> <ul style="list-style-type: none"> Received a purchase agreement for property located at 201 E. North Street -Commissioners would like John Willamowski Jr. to rewrite the sections of concern and present a counter purchase price to the owner’s attorney for review Commissioner Winegardner asked John Willamowski Jr. to reach out to the realtor for the potential purchase of 330 N. Main Street with the proposed purchase price provided by the Commissioners
1:01 p.m.	RECESS
1:03 p.m.	<p>Capital Budget Discussion – Kelli Singhaus</p> <ul style="list-style-type: none"> Commissioner Winegardner noted that the Auditor has been invited to join the meeting due to a recent Capital request Discussion on fencing at Juvenile Detention Center

-have advised Berlin Carroll that additional fencing will not be installed at this time, but wiring and ties will be installed to the current fencing

At 1:04 p.m. Rachael Gilroy

- **Rachael Gilroy stated that the Auditor's Office check pressure sealer has broken**
 - quote was received for \$1,000.00 for someone to come and assess the situation, however the Auditor has obtained quotes to replace the broken system from Whitaker Brothers in the amount of \$4,998.25**
 - an additional annual service contract would be \$650.00 per year**
 - Commissioners agree to move forward with the purchase as well as the additional service contract**

At 1:12 p.m. Rachael Gilroy left the meeting

- **Kelli Singhaus provided the Commissioners with an updated Capital Projects spreadsheet for 2025**
- **Commissioner Winegardner and Commissioner Seibert provided an overview with their recent meeting with Berlin Carroll in regards to the capital requests from Juvenile Court**
 - discussion on request for replacement of the current metal detector at Juvenile Court and installation of a metal detector at the Juvenile Detention Center**
- **Discussion on purchase for Sheriff Office cruisers and equipment**
 - Kelli Singhaus will request formal quotes prior to moving forward with obtaining a purchase order**
- **Discussion on funds to be moved for future Courthouse Renovation Project**
- **General discussion on revisions to 2025 Capital Projects spreadsheet**
- **Discussion Fairgrounds Waterline Project**
 - Troy Elwer requested additional funds for Surveying and Engineering in the amount of \$10,000.00 as well as for an additional invoice for Bid Specifications and Additional Services that has not been received yet**
 - Kelli Singhaus will let the Commissioners know the total amount once the invoice is received**
- **Discussion on IT/Sheriff's Office Capital Request for migration from on-site servers to cloud services with data archive**

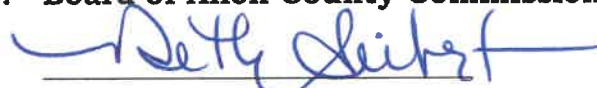
-continued operation costs for future years is a large expense for the General Fund Operating Budget to take on
-Commissioners ask that Kelli Singhaus schedule another Capital Budget discussion to continue discussion

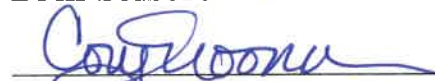
1:52 p.m.

ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Beth Seibert


Cory Noonan


Brian Winegardner