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	April 17, 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 **Under Resolution/Signatures, add Resolution #304-25, In the matter of describing and establishing the boundaries of a Community Reinvestment Area in American Township and Sugar Creek Township, Allen County, Ohio, designating a Housing Officer to administer the program and creating a Community Reinvestment Housing Council (Ohio Revised Code Sections 3735.65 through 3735.70)** ***Commissioner Winegardner moved to approve the amended agenda. Motion seconded by Commissioner Noonan. The roll was called and the amended agenda was approved unanimously.***
	ITEMS FOR REVIEW AND APPROVAL **1. Consent Agenda:** **a. Resolution #278-25.** Approve travel expenses. **b. Resolution #279-25.** Supplemental appropriation for the Capital Improvement Fund 4017.

c. **Resolution #280-25.** Supplemental appropriation for the Permissive Licenses Fund 9212.
d. **Resolution #265-25A.** Amend Resolution #265-25A, supplemental appropriation for the Capital Improvement Fund 4017.
e. **Resolution #281-25.** Supplemental appropriation for the General Fund 1001.
f. **Resolution #282-25.** Authorize a warrant of advance from the General Fund 1001 to various ditch funds.
g. **Resolution #283-25.** Supplemental appropriation for the Althaus Ditch Fund 4353.
h. **Resolution #284-25.** Supplemental appropriation for the Carmen Ditch Fund 4351.
i. **Resolution #285-25.** Supplemental appropriation for the Shieltz Ditch Fund 4352.

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 #286-25.** Resolution to hire Victoria Lauck as an Eligibility/Referral Specialist 2 position at the Allen County Department of Job and Family Services. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

2. **Resolution #287-25.** Resolution to approve the reclassification of Daphne Romo from Quality Case Control Reviewer to Eligibility/Referral Specialist 2 at 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.***

3. **Resolution #288-25.** Resolution to approve the reclassification of Bridget Rex from Social Service Worker 2 to Eligibility/Referral Specialist 2 at the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

4. **Resolution #289-25.** Resolution to approve the promotion of Drew McClurg from Eligibility/Referral Specialist 2 to Eligibility/Referral Specialist 3 at the Allen County Department of Job and Family Services. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

5. **Resolution #290-25.** Resolution to approve the promotion of Shanna Myers from Eligibility/Referral Specialist 2 to Eligibility/Referral Specialist 3 at 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.***

6. **Resolution #291-25.** Resolution to approve the promotion of Chandler Cook from Eligibility/Referral Specialist 2 to Eligibility/Referral Specialist 3 at the Allen County Department of Job and Family Services. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

7. **Resolution #292-25.** Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorizes issuance of payment to the Administration Building Fund 4022. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

8. **Resolution #293-25.** Resolution to receive the 2023 Minutes from the Tax Incentive Review Council, and the Tax Incentive Review Council's recommendations of amendments to the following Enterprise Zone (EZ) Agreements, and taking Board action pursuant to R.C. 5709.85, and declaring this act an emergency. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

9. **Resolution #294-25.** Accept proposal and enter into contract with Elwer Fence, Inc. for fencing work at the Allen County Courthouse. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

10. **Resolution #295-25.** Accept proposal and enter into contract with AEP Ohio for electric migration work at the Allen County Courthouse. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

11. **Resolution #296-25.** Authorize 2025/2026 program costs with County Risk Sharing Authority (CORSA). ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

12. **Resolution #297-25.** Authorize the purchase of a 2024 250 MR Cargo Van from Reineke Family Dealerships for the West Central Ohio Crime Task Force. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

13. **Resolution #298-25.** Authorize the clerk of Board to post notice and advertise to receive bids for the Walnut and Main Street Improvement Project, Village of Harrod, for the FY'22 CDBG Allocation Program. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

14. **Resolution #299-25.** Authorize the clerk of Board to post notice and advertise to receive bids for the Washington and Jefferson Street Improvement Project, Village of Lafayette, for the FY'24 CDBG Allocation Program. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

15. **Resolution #300-25.** Resolution declaring it necessary to renew a tax levy in excess of the ten-mill limitation for the purpose of providing or maintaining senior citizen services or facilities for the elderly, specifically through Allen County Council on Aging, Inc., Senior Citizen Services, Inc. of Allen County, Senior Citizens Association Inc. of Bluffton and Delphos Senior Citizens, Inc, and determine for submission to the electors pursuant to sections 5705.19(Y), 307.694, and 5705.03 of the revised code. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

16. **Resolution #304-25.** In the matter of describing and establishing the boundaries of a Community Reinvestment Area in American Township and Sugar Creek Township, Allen County, Ohio, designating a Housing Officer to administer the program and creating a Community Reinvestment Housing Council (Ohio Revised Code Sections 3735.65 through 3735.70) ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. <u>Family and Children First Council</u>

1. **Resolution #671-23B.** Amend Resolution #671-23A, authorize additional allocation to the Ohio Family and Children First Council for County Family and Children First Council Shared Plan Incentive. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.*** **Additional allocation of $16,748.37.** ***The roll was called and the resolution was approved unanimously.***

B. <u>County Engineer</u>

1. **Resolution #301-25.** Approve the 2025 County and Township Road Program and authorizes the County Engineer to proceed by Force Account. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.*** **Total project cost is $2,414,020.72.** ***The roll was called and the resolution was approved unanimously.***

	2. **Resolution #302-25.** Authorize the Clerk of Board to post notice and advertise to receive bids via QuestCDN.com or sealed bids for the Liquid Asphalt for Chip Seal Work for the 2025 County Engineer's Road Program. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** **Bid opening is scheduled for May 8, 2025 at 11:30 a.m.** ***The roll was called and the resolution was approved unanimously.*** 3. **Resolution #303-25.** Accept proposal and authorize the Allen County Engineer, Brion Rhodes, to enter into contract with MD Solutions, Inc. for the supply of traffic paint for the 2025 Striping Program pursuant to 9.48 of the Ohio Revised Code. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.*** **A purchase of 5,225 gallons of paint will be purchased at an amount not to exceed $67,298.00.** ***The roll was called and the resolution was approved unanimously.*** 4. **Resolution #211-25 (Previously tabled on March 20, 2025).** Authorize the Allen County Engineer to enter into contract with King's Trenching and Excavating, LLC to construct the Althaus Two-Stage Ditch Project with the Board of County Commissioners authorizing said contract pursuant to ORC 307.55. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.*** **Funds will be reimbursed once construction is complete from H2Ohio funds.** ***The roll was called and the resolution was approved unanimously.***
	ANNOUNCEMENTS
9:14 a.m.	**RECESS**
9:36 a.m.	**Building and Grounds Weekly Update– Jason Patchet and Chris Widener** • **Discussion on Facility Dude Contract through Brightly for management of work orders** **-annual cost is $11,614.16 per year—can do a one year or three-year contract** **-CORSA will reimburse up to $8,711.00 this year and potentially future years, but will be determined yearly** **-discussion on potential other options for management of work orders**

-Jason Patchet would like to continue with the current system through Brightly
-Commissioners are in agreeance with a three year contract and moving $8,711.00 from Contingency to Building and Grounds Courthouse Services account for Jason Patchet to make payment, and then the CORSA reimbursement will be paid into the General Fund

- Provided an update on the Child Support Enforcement Agency Retaining Wall Project
  -wall has been poured and will be painted today
  -asphalt will be done this afternoon
- Provided an update on the Jail North Wall Concrete Project
  -waterproofing and tilework has been done and concrete should be poured today, which should help eliminate drainage issues
- Discussion on renovations to the Women's Locker Room at the Jail
  -once it is determined drainage issues are corrected, Jason Patchet will look into plans for renovations
- Discussion on items being stored at the Sign Shop at the ODOT property
  -Jason Patchet asked about the parking gate controllers that are being stored from the parking garage
  -those items are not on County Inventory, Commissioners believe that Jason Patchet can get rid of them
  -other county items, Jason Patchet will prepare a list of items to be discarded and provide to Brittany Woods to place on the agenda for approval
- Had meetings with an Insurance Adjuster on damage to the Civic Center and ODOT roofs
  -metal roof at ODOT will need to be recycled, and amount received for recycle would be deducted from the funds received for the Insurance Claim
  -Jason Patchet is continuing to get quotes for repairs
- Discussion on Administration Building entrance revisions
  -review of revised floorplans
  -discussion on additional revisions
- General discussion on security of the Administration Building
- Drawings have been resubmitted to the Building Department for Final Approval

	• **Discussion on security fencing and gate accessibility for the elected officials parking lot** **-Commissioners would like the fencing for the a/c units to match the security fencing**
11:10 a.m.	**RECESS**
11:19 a.m.	**Airport Authority Board Appointment Interview – Dalton Smith** • **Dalton Smith provided a background on himself** **-currently in his sixth year as an attorney** **-provided an overview of entities that he provides council for** • **Has sat in on three Airport Authority Board meetings** • **Dalton Smith provided an overview of his interest in being appointed to the Airport Authority Board** **-has an interest in obtaining a pilot's license, as well as provide legal knowledge to the Board, as the Prosecutor's Office no longer represents the Board** • **Beth Seibert provided an overview of the unexpired term that Mr. Smith would be potentially appointed to** **-the term would end October 31, 2026** **-terms are five (5) years** **-review of when meetings occur for the Board and discussion on time availability for attendance—there should be no issue in attending** • **Cory Noonan discussed the importance of board member appointments representing the Board of Commissioners** • **Discussion on finances for the Allen County Airport and the importance of the generated revenue for the organization as well as the search for federal grants funds** • **Commissioners will continue to discuss and consider appointment**
11:34 p.m.	**RECESS**

11:36 a.m.	**EMA Enterprise Vehicle Discussion – Jared Gesler and Kelli Singhaus** • **Jared Gesler discussed information on the fleet rotation for EMA** **-when Tom Berger left, he notified Jared Gesler that the Durango would be scheduled to trade in in 2025** **-current vehicle does not have towing capability** • **Discussion on the need for towing capability for UTV's –7,900 lbs for both UTV's** **-current F-150's at EMA are at towing capacity when hauling the UTV's and would like to have a vehicle with higher tow capacity capable of towing said UTV's** • **Commissioners would like Jared Gesler to look into a ½ ton truck with a larger engine option rather than the originally proposed Ford Expedition to compare prices** • **General discussion on challenges with towing capacity with the current EMA fleet vehicles** • **General discussion on equipment that is being hauled often for responses** **-although not necessarily heavy, items take up large amounts of space** • **Discussion on potentially upgrading the current EMA F-150s to ¾ Tons or a ½ Tons with a V-8 and then looking at other options for the Director's vehicle** • **Kelli Singhaus will reach out to Enterprise to further discuss options for EMA fleet vehicles**
11:59 a.m.	**ADJOURN**
	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**