

MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS

204 N. Main Street

3rd Floor

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	May 15, 2025
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Beth Seibert Cory Noonan Brian Winegardner
TIME:	GENERAL SESSION – RECORDED
8:01 a.m.	Child Support Enforcement Agency Relocation Insurance Discussion—Sofia Clifton, Assistant Prosecutor John Willamowski Jr. and Tom Sarno, Webb Insurance <ul style="list-style-type: none">• General discussion on insurance coverage needed for leased space in Cook Tower during renovations as well as once the building is occupied by Child Support Enforcement Agency• Discussion on proposed renovations<ul style="list-style-type: none">-renovation costs are estimated at \$3,694,105.82-Tom Sarno discussed the county having a Building or Improvements and Betterment coverage for the Cook Tower similar to Builders Risk coverage-once Child Support Enforcement Agency relocates into the building, typical coverage will be needed for the office space/furnishings• General discussion on cost of additional coverage<ul style="list-style-type: none">-Tom Sarno will review and provide cost• Discussion on what amount of coverage the owner should be required to hold<ul style="list-style-type: none">-Tom Sarno suggests that the owner hold coverage large enough to cover the investment made by renovations, although, if the county has their own policy to cover those improvements, it would not be necessary

	<p>-discussion on including waiver of subrogation language in the lease of space –John Willamowski Jr. will add into the draft lease for owner of Cook Tower to review</p>
8:24 a.m.	RECESS
9:00 a.m.	AGENDA MEETING
	PLEDGE—Brian Winegardner
	<p>APPROVE AGENDA AS PRESENTED</p> <p><i>Commissioner Winegardner moved to approve the agenda. Motion seconded by Commissioner Noonan. The roll was called and the agenda was approved unanimously.</i></p>
	<p>ITEMS FOR REVIEW AND APPROVAL</p> <p>1. Consent Agenda:</p> <ul style="list-style-type: none"> a. Resolution #373-25. Approve travel expenses. b. Resolution #374-25. Supplemental appropriation for the WORTH Capital Fund 8879. c. Resolution #375-25. Supplemental appropriation for the General Fund 1001. d. Resolution #376-25. Authorize a warrant of transfer from the General Fund 1001 to the Capital Improvement Fund 4017. e. Resolution #377-25. Supplemental appropriation for the Capital Improvement Fund 4017. f. Resolution #378-25. Supplemental appropriation for the Capital Improvement Fund 4017. g. Resolution #379-25. Supplemental appropriation for the Community Development Fund 2414. <p><i>Commissioner Noonan moved to approve the resolutions. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>

	<p>RESOLUTIONS/SIGNATURES:</p> <ol style="list-style-type: none"><p>1. Resolution #380-25. Resolution to approve the promotion of Sara Parlapiano from Eligibility/Referral Specialist 1 to Eligibility/Referral Specialist 2 at the Allen County Department of Job and Family Services. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p><p>2. Resolution #381-25. Accept the resignation of Abbigail Hardesty from the Allen County Department of Job and Family Services. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p><p>3. Resolution #382-25. Resolution to hire Lane Wildermuth for the Wastewater Collections Division Maintenance position at the Allen County Sanitary Engineering Department. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></p><p>4. Resolution #383-25. Resolution to hire Cade Elling as an Electrical Technician 1 position at the Allen County Sanitary Engineering Department. <i>Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p><p>5. Resolution #384-25. Authorize the purchase of replacement AED adult smart pad cartridges from Cardio Partners. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></p><p>6. Resolution #385-25. Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorize issuance of payment to the Administration Building Capital Fund 4022. <i>Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></p>

7. Resolution #386-25. Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Sheriff's Office. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. Sheriff

1. Resolution #387-25. Enter into a Subgrant Award Agreement with the Office of Criminal Justice Services for the West Central Ohio Crime Task Force Grant. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. Grant amount received was \$30,000.00 and will be utilized for advertising. The roll was called and the resolution was approved unanimously.***

B. Child Support Enforcement Agency

- 1. Resolution #388-25.** Renewal of Participation Agreement regarding the usage of the agreement between the County Commissioners Association of Ohio Service Corporation and West Publishing Corporation through the Consolidated Lead Evaluation and Reporting Database (CLEAR). ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. Participation allows access to location services, arrest and incarceration records to utilize to locate individuals hard to find for support payments. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #389-25.** Authorize the clerk of Board to post notice and advertise to receive bids for Process Server at the Allen County Child Support Enforcement Agency. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Noonan. Bid opening will be held on May 27th at 1:00 p.m. The roll was called and the resolution was approved unanimously.***

C. County Engineer

- 1. Resolution #390-25.** Allocate and encumber funds to the Village of Bluffton from the Motor Vehicle Permissive Tax Fund. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.*** Village of Bluffton has requested \$17,225.00 for survey work. County Engineer is in agreeance with request. ***The roll was called and the resolution was approved unanimously.***
- 2. Resolution #391-25.** Authorize the Allen County Engineer to purchase three (3) 2025 Ford F-150 XL 4X4 Super Crew Cab Pickup Trucks from Raabe Ford. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** Three (3) vehicles will be replaced with crew cab pickup trucks for a total amount not to exceed \$156,689.79. ***The roll was called and the resolution was approved unanimously.***
- 3. Resolution #392-25.** Authorize the Clerk of Board to post notice and advertise to receive bids via QuestCDN.com or sealed bids for the Contract Paving for County & Township Roads for the 2025 County Engineer's Road Program. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.*** Bid opening will be held on June 5th. ***The roll was called and the resolution was approved unanimously.***
- 4. Resolution #393-25.** Accept bid and enter into contract with Bluffton Paving, Inc. for the Lincoln Highway Rehabilitation Project. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.*** Contract amount is \$307,000.00, which \$280,000.00 will be funded through a Transportation Improvement District grant. ***The roll was called and the resolution was approved unanimously.***
- 5. Resolution #394-25.** Approve estimate of material and labor necessary for a full depth road repair-Hardin Road 1. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** Estimate is approximately \$14,000.00 ***The roll was called and the resolution was approved unanimously.***

	<p>6. Resolution #395-25. Approve estimate of material and labor necessary for a full depth road repair- Hardin Road 2. <i>Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.</i> Engineer estimate is \$15,398.00. <i>The roll was called and the resolution was approved unanimously.</i></p>
	ANNOUNCEMENTS
9:16 a.m.	RECESS
9:35 a.m.	<p>Building and Grounds Weekly Update – Jason Patchet and Kelli Singhaus</p> <ul style="list-style-type: none"> • AEP is currently setting poles and installing temporary service in preparation for relocating the HVAC units at the Old Jail <ul style="list-style-type: none"> -All Temp will be installing new piping in preparation as well -Courthouse will be without HVAC systems next week while All Temp relocates the units and reconnects to the Courthouse -Elwer Fencing is scheduled to set posts next week to install fencing around the units once relocated • Start Capacitator shorted out and failed at the Museum, which caused the compressor to burn up <ul style="list-style-type: none"> -Building and Grounds is getting a quote for a replacement compressor and determining if a licensed Building and Grounds employee can perform the replacement and not void the unit's warranty • Water cooled compressor is releasing refrigerant due to a leak in the coil that serves the Dispatch area at the Justice Center <ul style="list-style-type: none"> -refrigerant is no longer available for that unit and will need to be replaced with a different type of unit -quotes for replacement from All Temp were as follows: <ul style="list-style-type: none"> -Cold Water System—\$8,240.00, 17 weeks out -Mini Split System—\$14,464.00, 1 week out -Jason Patchet believes the Cold-Water System is the better option and could provide temporary air through a portable air conditioner while waiting to receive the Cold-Water System

-Commissioners would like Jason Patchet to reach out to other vendors to see if there is anyone that would have a replacement coil option rather than a new unit or inquire if a replacement unit could be acquired quicker

-if other options are not available, Commissioners are good with Jason Patchet moving forward with the Cold-Water System through All-Temp and utilizing portable air conditioning units until new unit is installed

- **Provided an update on roof replacement at the Civic Center due to damage caused by wind**

-discussion on 15 -year + 5 warranty (50 mil) at a cost of approximately \$252,000.00 vs. a 25-year warranty (60 mil) at a cost of approximately \$3000,000.00

-a 30-year warranty would have 80 mil but vendor did not provide quote

-Commissioners would like to move forward with seeing an actual quote for the 25-year warranty

- **Lumen is no longer offering support on our Avaya Phone System and an outside company will be needed for support**

-will need to discuss next week on entering into an agreement for support with an outside company

-Brian Mauk will be attending next weeks update to further discuss

- **Review of updated quotes for asphalt and striping**
-last year's quote for lots at the BMV/Title, Green Lot, 318 Lot, Blue Lot, CSB Rear Lot, Chamber/Civic Center Lot, Wingate Lot and Children Services Lot was \$73,480.00

-this year's quote for the same lots is \$79,460.00

-Commissioner's agree to move forward with all the lots listed at an amount not to exceed \$79,460.00

- **General discussion on personnel**

-currently a janitorial staff member is provided by Building and Grounds at the Civic Center

-said staff member will be retiring

-Jason Patchet proposed transferring the funds for janitorial position at the Civic Center to the Civic Center for them to hire their own janitorial staff

-general discussion on potential staffing structure for Building and Grounds department plans once two (2) staff members retire later this year

-further discussion will be had

- **Discussion on Administration Building Project**

	<p>-Fire Suppression Sprinkler System plans were submitted and isolation valves on the riser pipes for each floor were not included, as it is not required by code</p> <p>-estimate for adding isolation valves for each floor would be \$20,000.00</p> <p>-Jason Patchet discussed the convenience and reduce of risk for damages with having isolation valves on each floor, as currently per plans the only shut off valve would be for the whole system in the basement</p> <p>-Commissioners will consider and further discussion will be had</p>						
10:59 a.m.	RECESS						
11:00 a.m.	<p>Bid Opening— Community Development Block Grant PY22—Village of Harrod Allocation Project</p> <p>Bids Received:</p> <table> <tr> <td>The Shelley Company</td><td>\$156,820.00</td></tr> <tr> <td>Bluffton Paving Co.</td><td>\$147,700.00</td></tr> <tr> <td>Helms & Sons Excavating, Inc.</td><td>\$180,875.00</td></tr> </table>	The Shelley Company	\$156,820.00	Bluffton Paving Co.	\$147,700.00	Helms & Sons Excavating, Inc.	\$180,875.00
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11:08 a.m.	RECESS						
11:15 a.m.	<p>Bid Opening— Community Development Block Grant PY24—Village of Lafayette Allocation Project</p> <p>Bids Received:</p> <table> <tr> <td>The Shelley Company</td><td>\$120,325.00</td></tr> <tr> <td>Bluffton Paving Co.</td><td>\$112,530.00</td></tr> <tr> <td>Helms & Sons Excavating, Inc.</td><td>\$137,500.00</td></tr> </table>	The Shelley Company	\$120,325.00	Bluffton Paving Co.	\$112,530.00	Helms & Sons Excavating, Inc.	\$137,500.00
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11:17 a.m.	ADJOURN						

Submitted by:

Brittany Woods
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Beth Seibert
Beth Seibert

Cory Noonan
Cory Noonan

Brian Winegardner
Brian Winegardner