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	May 22, 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 *Commissioner Winegardner moved to approve the agenda. Motion seconded by Commissioner Noonan. The roll was called and the agenda was approved unanimously.*
	ITEMS FOR REVIEW AND APPROVAL 1. Approve the amended minutes of January 11, 2024 general session. 2. Approve the minutes of March 18, 2025 general session. 3. Approve the minutes of March 20, 2025 general session. 4. Approve the minutes of March 24, 2025 special session. 5. Approve the minutes of March 25, 2025 general session. 6. Approve the minutes of March 27, 2025 general session. 7. Approve the minutes of April 1, 2025 general session.

8. **Approve the minutes of April 3, 2025 general session.**
9. **Approve the minutes of April 8, 2025 general session.**
10. **Approve the minutes of April 9, 2025 special session.**
11. **Approve the minutes of April 10, 2025 general session.**
12. **Approve the minutes of April 15, 2025 general session.**
13. **Approve the minutes of April 17, 2025 general session.**
14. **Approve the minutes of April 22, 2025 general session.**
15. **Approve the minutes of April 23, 2025 special session.**
16. **Approve the minutes of April 24, 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.

17. **Consent Agenda:**

    a. **Resolution #396-25.** Approve travel expenses.
    b. **Resolution #397-25.** Supplemental appropriation for the General Fund 1001.
    c. **Resolution #398-25.** Supplemental appropriation for the Capital Improvement Fund 4017.
    d. **Resolution #399-25.** Supplemental appropriation for the AWD County Reserve Fund 8756.
    e. **Resolution #400-25.** Supplemental appropriation for the Permissive Licenses Fund 9212.
    f. **Resolution #401-25.** Authorize membership and payment of membership dues to the Delphos Chamber of Commerce.
    g. **Resolution #402-25.** Authorize membership and payment of 1st and 2nd quarter membership dues for the Department of Job and Family Services to the Lima Rotary Foundation.

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 #403-25.** Appointment of delegates and alternates to the Lima-Allen County Regional Planning Commission. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
	DISCUSSION **A. <u>County Engineer</u>** 1. **Resolution #404-25.** Accept bid and enter into contract with Asphalt Materials, Inc. for the Road Program 2025-Liquid Asphalt for Chip Seal Work. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert.*** **Will be covering approximately 58 miles of roadway with 317,000 gallons of asphalt.** ***The roll was called and the resolution was approved unanimously.*** **B. <u>Department of Job and Family Services</u>** 1. **Resolution #794-24B.** Amend Resolution #794-24, authorize the Allen County Department of Job and Family Services to enter into contracts with various providers for transportation services. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** **Amendment is to increase contracts with Delphos Senior Citizens and Black and White Cab Co. for transportation services.** ***The roll was called and the resolution was approved unanimously.***
	ANNOUNCEMENTS
9:06 a.m.	**RECESS**
9:32 a.m.	**Building and Grounds Weekly Update – Jason Patchet and Kelli Singhaus** • **Discussion on Water Source Heat Pump for the Dispatch area at the Justice Center** **-found another vendor that can replace the Water Source Heat Pump** **2-week lead time at $11,626.00** **-new quote is approximately $3,500.00 more than previous quote with a 15-week lead time**

-Commissioners would like to move forward with the new quote of $11,626.00 to have the Water Source Heat Pump replaced quicker
-Jason Patchet will discuss with EMA if the bus can be used for portable dispatching services during installation

Kelli Singhaus left the meeting at 9:41 a.m.

- Discussion on potential office space in the Savings Building for the Regional Public Defender Office
- Discussion on office space in Cook Tower for the Child support Enforcement Agency (CSEA) in regards to HVAC work that will need to be done during renovations
  -discussion on environmental studies—study will most likely need to be done prior to renovations to determine if there is any asbestos or lead paint
  -Owner, Tony Collins, contacted Commissioner Winegardner and inquired if it would make sense for him to provide renovations for the CSEA space or if the Commissioners should continue with the county providing the renovations—legal is researching and will notify the Commissioners of their findings
- Discussion on asphalt sealing of parking lots
  -Working on getting contract documents together for work to be completed
  -discussion on trees that are causing asphalt to be raised in parking lots that will be getting asphalt sealed
  -Jason Patchet discussed with the City of Lima in regards to trees that are on their property and they are ok with said trees being cut down
  -Commissioners are also ok with Jason Patchet removing any trees on the county's property as well that are causing issues to the asphalt
- Discussion on resurfacing of Cherry Alley through the City of Lima Resurfacing Program
  -delivery tickets will be sent to the City of Lima for review and once approved, the county will be reimbursed for 50% of the alley resurfacing
- Discussion on permit for use of parking lot and alley along the Administration Building site
  -permit was filed and City of Lima required the blessing of Heir Force Academy prior to closing said portion of the parking lot and alley

	-Heir Force Academy is ok with the alley and parking lot being closed during June and July, but would like access back in August for when school begins -waiting to hear from the City of Lima if permit is approved or not • General discussion on potential staging areas for materials for the Administration Building -once old jail is down, could utilize that space • Mitsubishi units were moved yesterday at the Old Jail in preparation for demolition -piping is being completed and electrical has been connected -system should be back up and running mid-next week -fencing has been installed around the units and the privacy slats will be inserted next week • Provided an update on the Administration Building Project -footers for the elevator shaft and columns are being dug -will be attempting to pour concrete for footers and columns tomorrow, weather permitting -new submittals will be reviewed -Pay App 2 for All Temp Refrigeration-Mechanical has been received and there is a small discrepancy—Pay App will be returned for review prior to payment being approved • Discussion on proposed renovation plans for Child Support Enforcement Agency -cubicles are able to be up to at least seven (7) feet high -discussion on necessary state and county networking for the agency once relocated as the agency currently is on the county network for phones and cameras–Jason Patchet would like to know if the whole agency is able to be on state networking, rather than having both networks
10:43 a.m.	RECESS
11:00 a.m.	Auditor Bi-Annual Update Meeting—Rachael Gilroy Keith Cheney, Ciara Maag and Kelli Singhaus • Provided an overview of Casino Revenue -currently above budget • Provided an overview of Sales Tax revenue -currently above budget • Provided an overview of Interest Revenue -currently above budget

- **Discussion on loan for recent ditch project**
  -interest rate 5%, which is a good rate for the property owners as well as the county
- **General discussion on negative balances**
  -continuing to work with departments on rectifying negative balances
  -discussion on departments budgeting for Unemployment—Auditor's Office would prefer departments provide a budgeted amount for Unemployment rather than waiting to place funds when needed
- **Currently gathering information for 2026 Tax Budget**
  -next Budget Commission meeting is scheduled for June 24th and draft will be provided to the Commission at that time, with being sent to the Commissioners at the beginning of July
- **Discussion on contract with Vision Technologies for new internal software package for county website**
  -contract was initiated in 2024
  -Go Live date is proposed for mid-August
  -public will not see any changes, as it is all internal software changes
- **Discussion on upcoming Board of Revisions**
  -52 cases will be heard over three (3)
- **Staying vigilant of the proposed new legislation as it relates to school 30% carryover**
- **Provided an update on Land Bank Projects**
  -Macy's Tower should be coming down this week
  -currently waiting on clarification from the State on extension for the demolition of the Old Jail—once received, project will be placed out for bid
  -TB Hospital Demolition will be going out for bid
  -Berky Hall at Bluffton University demolition will begin next week
- **Review of IT Capital Requests**
  -Justice Center Switch Replacement—$25,000.00
  -Data Center Backup Storage (current system is at end of life)—$200,000.00
  -UPS Units for network switches—$29,500.00
  -moving MUNIS onto the Cloud
- **Network Security Scan recommended by CORSA will be completed to determine if there are any issues within the system**
- **General discussion in maintenance costs for the migration of MUNIS to the Cloud**
  -increase in cost of maintenance
  -Commissioners will continue to discuss Capital Requests and provide decision to Rachael Gilroy

	• **Kelli Singhaus discussed Community Development Block Grant project contracts** **-Rachael Gilroy stated that a Purchase Order for projects can be obtained, as long as the grant funding has been awarded** • **Provided an update on contract with Starfish Software** **-relationship has been going well and all services are going smooth** • **Discussion on possible increase for employee health insurance** **-Commissioner Noonan stated that national average insurance trend increase is 10%, however hopeful Allen County's increase will be less**
11:46 a.m.	**RECESS**
1:04 p.m.	**Child Support Enforcement Agency Quarterly Update—Vicki Tarr** • **Provided an update on Scanning Project** **-11,919 cases have been scanned** **-all allocated for scanning ARPA funds have been expended, however there is approximately 3,000 cases left to be scanned** **-Vicki Tarr asked if there were any additional funds available to complete the Scanning Project** **-Commissioners stated that there are no longer any additional ARPA funds available to put toward the scanning project** **-Vicki Tarr will keep the paper file cases for the remaining approximate 3,000 cases** • **General discussion on potential state budget cuts from the Governor's Office** • **Discussion on relocation of Child Support Enforcement Agency (CSEA)** **-met with a vendor in regards to providing bid specs for furnishings of the new CSEA location** **-cubicle partitions can be approximately seven (7) feet** • **Discussion on quotes for other potential space for relocation of CSEA to compare costs for square footage to provide to the State** **-current proposed lease amount for Cook Tower is $15,000.00 per month** • **Discussion on phone and security system being on the state network vs. county network**

	-Vicki Tarr would prefer to stay on the county network, but will look into cost of switching to the state network, as new phones would need to be purchased and there would be a cost to join their system • Vicki Tarr requested to enter executive session to discuss discipline of a public employee and compensation of a contract At 1:36 p.m. Commissioner Winegardner made a motion to enter into executive session to discuss discipline of a public employee and compensation of a contract pursuant to ORC 121.22 (G)(1), with Vicki Tarr remaining present. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously. Back in general session at 2:23 p.m. • Discipline of an employee was discussed and the Commissioners agree with grounds for a one (1) day suspension as well provide additional training for the employee -resolution for disciplinary will be on the agenda next Tuesday • Discussion was had regarding Security Contract regarding coverage if current Security position is absent -Vicki Tarr has a proposed plan of action that was shared with the Commissioners and will plan to work through -there will be no action by the Commissioners at this time
2:25 p.m.	RECESS
2:30 p.m.	Discussion on ORC 3735.671 – Assistant Prosecutor John Willamowski Jr. and Intern Ava Fredrickson • In preparation of upcoming meeting of regarding a Community Reinvestment Agreement (CRA), discussion was had on a proposed Non-Disclosure Agreement with a company proposing a CRA in Allen County for a data center -review of items included within the proposed Non-Disclosure Agreement for the Commissioners to consider prior to upcoming meeting with said data center company • Discussion on Elida Schools agreeing to accept PILOT (payment in lieu of taxes) funds if CRA is approved by the Commissioners

2:57 p.m.	**ADJOURN**
	Submitted by: _____ **Brittany N. Woods, Clerk** **Approved by:** **Board of Allen County Commissioners** _____ **Beth Seibert** _____ **Cory Noonan** _____ **Brian Winegardner**