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 29, 2025
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Beth Seibert **Cory Noonan** **Brian Winegardner**
TIME:	**GENERAL SESSION – RECORDED**
9:01 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. Consent Agenda:** **a. Resolution #420-25.** Approve travel expenses. **b. Resolution #421-25.** Declare a postage machine at the Allen County Department of Job and Family Services obsolete and unsuitable for county use and authorizes sale of the same by internet auction. ***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 #422-25.** Appoint Demi Burden to the Allen County Veterans Memorial Civic and Convention Center Board. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***

2. **Resolution #423-25.** Accept proposal and enter into contract with Blacktop Sealing, Inc. for the sealing and striping of various county parking lots. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

3. **Resolution #424-25.** Accept proposal and enter into contract with Lee's Roofing, Inc. for the removal of existing roof and installation of a metal roofing system at the ODOT campus. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

DISCUSSION

A. Department of Job and Family Services

1. **Resolution #425-25.** Approve the Department of Job and Family Services Updated Title XX County Profile for federal fiscal year 2026. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** **Annual plan for Title XX Disbursement.** ***The roll was called and the resolution was approved unanimously.***

B. Juvenile Court

1. **Resolution #426-25.** Authorize submission of a grant application to the Ohio Department of Youth Services for FY'26. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.*** **This grant application is for funds in the amount of $988,217.75 for programming.** ***The roll was called and the resolution was approved unanimously.***

	C. County Engineer 1. **Resolution #427-25.** Allocate and encumber funds to the Village of Cairo from the Motor Vehicle Permissive Tax Fund. ***Commissioner Noonan moved for approval. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.*** 2. **Resolution #428-25.** Authorize the Allen County Engineer to execute a Transportation Improvement District Intergovernmental Agreement for the Lincoln Highway Rehabilitation Project and authorize the Allen County Engineer to serve as the representative for said project. ***Commissioner Seibert moved for approval. Motion seconded by Commissioner Winegardner.*** **Brion Rhodes provided an overview of the project, which is for 1-mile section of roadway.** ***The roll was called and the resolution was approved unanimously.*** 3. **Resolution #429-25.** Approve estimate of material and labor necessary for concrete slab repair for the Lincoln Highway Rehabilitation Project. ***Commissioner Winegardner moved for approval. Motion seconded by Commissioner Noonan.*** **Brion Rhodes provided an overview of the project, which is for 1-mile section of roadway.** ***The roll was called and the resolution was approved unanimously.***
	ANNOUNCEMENTS • **Brion Rhodes provided discussion on a request proposed for next week's agenda** **-LPA Agreement to pass the roles and responsibilities from ODOT to the County Engineer for the Fort Amanda and Buckeye Road Roundabout Project.**
9:15 a.m.	**RECESS**
9:30 a.m.	**Building and Grounds Weekly Update – Jason Patchet** • **Review of quotes for the Civic Center Roof Replacement** **-25-year warranty—$261,566.27** **-15+5-year warranty—$252,335.97** **-Review of differences between each warranty**

-Commissioners would like to move forward with the 25-year warranty option
-Jason Patchet will work on getting the contract documents to be placed on resolution for approval

- Building and Grounds crew is working on tree removal at the Green Lot
- Asphalt/sealing and striping of various county parking lots will begin this weekend
- Working with the City of Lima on getting patchwork done for the alleyway behind the Justice Center until Jail Demolition is complete and it can be re-asphalted
- HVAC units that were relocated from the Old Jail are back up and running
  -privacy slats will be installed in the privacy fence around the HVAC units next week
- Discussion on updates to the Civic Center Bathrooms
  -updates will be completed on the lower level bathrooms as well as the main floor bathrooms
- General discussion on staffing due to upcoming retirements
- Provided updates on the Administration Building Project
  -footers have been poured for the internal piers and elevator shaft
  -elevator basement walls have been poured
  -waterproofing along the exterior of the elevator pit is being sprayed
  -Dry-lock will be spraying the water barrier on the lower portion of the exterior walls
  -Masons will be back Monday to begin the elevator shaft
  -Charles Construction has reached out to a 3rd Party Engineer to work on the plans for dividing steel elevator beam—should have next week so that construction of steel within the elevator shaft can continue while shaft is being erected
- Chris Widener, WDC Group, would like to join Jason Patchet next week during his Update Meeting to discuss the CSEA Renovation Project
- Continuing to work with WDC Group on Civic Center Bathroom and Dog Warden Siding Projects plans and bid documents
- Discussion on updates to rear doors of the Administration Building
  -City of Lima Building Department has stated that one of the doors (66 or 67) must be ADA accessible

	-will be working on revisions to provide to the Building Department for review
10:50 a.m.	RECESS
11:02 a.m.	Soil and Water Conservation District (ACSWCD) Drone Discussion—Sofia Clifton, Casey Heilman, Marty McClure, Josh Zwez, James Miller and Sherry Bockey • Casey Heilman provided a copy of Tort Insurance for review -discussed Tort Insurance with the State and reviewed what coverage it provides for Allen Soil and Water Conservation District -the State did not express that said insurance would provide any coverage of drones • Discussion on general use of the drone through Allen County Soil and Water Conservation District -ODA has discussed with ACSWCD to provide services via use of their drone for projects outside of Allen County -review of agreements for said possible services -Commissioner Seibert believes that the Cooperative Agreement is strictly for ACSWCD within Allen County, not for work outside of Allen County -for ACSWCD to utilize the drone to assist other Soil and Water Conservation Districts, an MOU would need to be entered into to define roles and responsibilities • General discussion on liability insurance for ACSWCD employees, board members and equipment At 11:23 a.m., Brandon Fischer joined the meeting • General discussion on creation of a MOU to allow use of the drone outside of Allen County • Commissioner Seibert cautions ACSWCD on expanding any work beyond the county boundaries due to the outlines of SWCD per Ohio Revised Code and suggests getting a legal opinion on such • Sofia Clifton will work on getting a draft MOU from CORSA • Review of intended use for the drone within Allen County • Review of services already rendered within Allen County

11:58 a.m.	**RECESS**
1:01 p.m.	**Sanitary Engineer Quarterly Update—Brad Niemeyer** • **Discussion on Shawnee Waste Water Treatment Project** **-continuing to be on budget, but a bit behind schedule** • **Discussion on Mast Estate Waste Water Treatment Plant** **-Bluffton reached out to discuss if project was still possible** **-Administrator will be having discussions with their Council and will get back with Brad Niemeyer next month** • **Provided an update on Adgate Road Low Pressure Sewer Project** **-contractor has begun work on eight home project** **-main line should be in by the end of the week** • **Discussion on Hamlet of Hume Sewer Improvement Project** **-Commissioner Noonan and Brad Niemeyer will be meeting with the Health Department next week to discuss project details** **-informational meeting is scheduled for June 12th** **-after the informational meeting, Sanitary Engineer's office focus will be on seeking funding for the property owners** **-HB 168 funds are being used to pay for the design** • **Discussion on Ada Road Low Pressure Sewer Project** **-Sanitary Engineer will be submitting a resolution for a Recoupment Agreement with the property owner** • **Provided an update on Thayer Road Low Pressure Sewer Project** **-all homes have been connected** • **Provided an update on Breese/Greely Chapel Road** **-next step is to meet with Perry Schools to finish the process of reverting this area to Allen County Maintenance and billing allowing for future expansion of sanitary sewers as needed** • **Discussion on Hanthorn Road** **-Commissioner Seibert would like to see if CHIP funds could help Mr. Spiers with getting a new system** • **Discussion on Cridersville Waste Water Treatment** **-currently charges $102,000.00 per year for treatment of County customers**

	-Sanitary Engineer only collects $140,000.00 per year and believe it would be more beneficial for the flow to be sent to the Shawnee Waste Water Treatment Plant, which would also allow room for an additional 35-40 homes -Prosecutor's Office is reviewing current agreement with Cridersville to see if termination is possible • Discussion on Elm Street backups -pump station system that serves the area was originally designed for 45 homes and is currently serving nearly 250 -looking into possible solutions • General discussion on Capital Permit Fees -Brad Niemeyer would like to look into increasing said fees -would potentially like to look into an increase of Commercial Permit Fee • Discussion on possible Neely Road Project -approximately 30 homes have expressed interest • Provided an overview on staffing
2:03 p.m.	RECESS
2:13 p.m.	Capital Discussion—Kelli Singhaus • Discussion on Sheriff's Office request for vehicles and equipment -updated quote has been provided due to some equipment being pulled from damaged vehicles, which lowered overall quote -updated quote is $113,855.00 for purchase of vehicles and installation of equipment • Discussion on Sheriff's Office request for patrol car upgrade and body cameras/tasers -capital and maintenance costs have been separated out and reflected on Capital spreadsheet • Discussion on Sheriff's Office request for moving to cloud based servers -Kelli Singhaus will reach out to Lt. McKinney and inquire the status of creation of a policy for the use of body cameras and update on what maintenance items will be eliminated if servers are moved to cloud base -Kelli Singhaus will also ask to receive a quote without taser replacements • Discussion on Auditor's Capital requests -Kelli Singhaus will inquire on updated quotes for requests

	• **Discussion on Civic Center Roof** **-Kelli Singhaus will update spreadsheet to increase the dollar amount due to Commissioners deciding to go with the 25 year warranty rather than the 15+5 year warranty**
2:43 p.m.	**ADJOURN**
	Submitted by: _____ **Brittany N. Woods, Clerk** **Approved by:** **Board of Allen County Commissioners** _____ **Beth Seibert** _____ **Cory Noonan** _____ **Brian Winegardner**