

**MINUTES**  
**BOARD OF ALLEN COUNTY**  
**COMMISSIONERS**

204 N. Main Street

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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

<b>DESCRIPTION</b>	<b>GENERAL SESSION</b>
<b>DATE</b>	<b>October 14, 2025</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Beth Seibert Cory Noonan Brian Winegardner</b>
<b>TIME:</b>	<b>GENERAL SESSION – RECORDED</b>
<b>9:07 a.m.</b>	<b>Staff Update/County Projects</b>  <b>Sofia Clifton—</b> <ul style="list-style-type: none"> <li>• <b>Discussion on CSEA Lease</b> -Tom Sarno has provided additional revisions to be sent to Bricker Graydon for review</li> <li>• <b>Working on calculating the Wellness Completer list for Open Enrollment next week</b></li> <li>• <b>Provided an overview on wellness informational items that will be available for employees at Open Enrollment</b></li> <li>• <b>Received the CORSA Renewal Application</b> -once completed, Sofia Clifton will provide to the Commissioners for their review prior to submittal -will be reviewing the fleet list with Webb Insurance to ensure accurate</li> <li>• <b>Sedgwick will be coming to meet with all departments to ensure Workers Compensation forms are being submitted accurately</b></li> <li>• <b>Working on scheduling OPERS Consultants to be available at the upcoming Health Fair</b></li> <li>• <b>Continuing to work with Webb Insurance on Mental Health and Recovery Services Board to be removed from CORSA coverage</b></li> <li>• <b>Discussion on potential Civic Center Board appointments to replace a vacant seat</b></li> </ul>

- **Discussion on two (2) seats that will be vacant on the Regional Transit Authority Board**
- **Continuing to work on bills and pay-ins**

**Brittany Woods—**

- **Received new filing for the proposed annexation in Delphos**  
-Brittany Woods will work on preparing the subpoenas once a hearing date is scheduled
- **Received two (2) Pay Apps for the Administration Building**
- **Received communication from Auditor's Office in regards to negative ditch funds**
- **Discussion on Veterans Garage Fund**  
-review of items Jason Patchet had suggested to be completed at the site, which would total \$105,000.00
- **Received maximum financial liability for complex medical help program**  
-\$307,924.00 for calendar year 2026
- **Discussion and review of proposed revisions for the Grant Application/Agreement Procedure Policy**
- **Discussion on Community Development Block Grant**  
-Certificate of Substantial Completion and Change Order is needing to be signed  
-Brittany Woods will prepare a resolution for signature

**John Willamowski Jr. –**

- **Discussion on DRC Easement**  
-John Willamowski Jr. is working with the state on language for the easement
- **Discussion on conflict waiver with Bricker Graydon**  
-John Willamowski Jr. notified Mark Evans, Bricker Graydon, that the county has no issues with their company working with Novus Foods
- **Request for outside counsel for the Courthouse Renovation project has been prepared by John Willamowski Jr. and will be on the agenda Thursday for approval**
- **Discussion on Memorandum of Understanding with Regional Planning Commission for the CDBG Records**  
-John Willamowski Jr. will send to Brittany Woods to place on the agenda

- **Discussion on Memorandum of Understanding with Shawnee Township for the Shawnee Roundabout Christmas Tree**  
-document has been sent to Shawnee Township for their approval and then will be placed on the agenda
- **Discussion on funds for the Courthouse Clock Tower throughout the Lima Community Foundation**  
-discussion on having funds moved from the Community Foundation to a General Fund account for the clock tower/courthouse  
-John Willamowski Jr. will review to determine what needs to be done to have funds moved to the general fund

**Beth Seibert—**

- **Gabe Miller called inquiring on the potential renewal of an agreement for farming land located at the Sanitary Engineering Department location**  
-Beth Seibert will look into the agreement and determine when it ends  
-the Commissioners will discuss possible renewal
- **Discussion on request for a meeting from an entity to discuss Solar Energy**  
-Commissioners would like Brittany Woods to respond via email with the Commissioners Senate Bill 52 resolution and map
- **Discussion on Late Fee Waiver**  
-will review provided example policy

**Cory Noonan—**

- **Discussion on DYS Grant**  
-Commissioners agreed to providing up to 50% of additional funds needed for the HVAC Project
- **Cindy Leis, AEDG, asked if a Commissioner would be available to speak at the Whiteford-Kenworth Event**  
-Commissioners are not interested
- **Discussion on Zoning concerns from a citizen in regards to a housing development in Bath Township**

**County Projects—**

- **Discussion on color boards for the Administration Building**  
-review of color revisions

<b>10:36 a.m.</b>	<b>RECESS</b>
<b>10:47 a.m.</b>	<b>Budget Discussion</b> <ul style="list-style-type: none"> <li>• <b>General discussion on preparation for upcoming department budget meetings</b></li> <li>• <b>Discussion on asking Susan Wildermuth to help train Brittany Woods and Sofia Clifton on helping with preparing budget documents</b></li> <li>• <b>Commissioners would like Brittany Woods to reschedule tomorrow's budget meetings for the Commissioners to meet and review</b></li> </ul>
<b>11:42 a.m.</b>	<b>RECESS</b>
<b>1:01 p.m.</b>	<b>Allen Water District Bi-Annual Update—Kimberly Stiles, Brad Core and Tara Joyce</b> <ul style="list-style-type: none"> <li>• <b>Provided an overview of County District Fee Collections and Projections</b></li> <li>• <b>Review of County Reserve Fund 8756 balance</b></li> <li>• <b>Provided an update on Sugar Street Waterline replacement Projects</b> <ul style="list-style-type: none"> <li>-<b>project included former county lines</b></li> <li>-<b>County Engineer is wanting to complete road construction on this roadway, however would like to have water line work done prior to work being completed</b></li> <li>-<b>plan to complete the replacement of a 8 inch waterline due to frequent repairs needed in two phases</b></li> <li>-<b>Phase 1 construction is planned for 2026 and Phase 2 is planned for 2027</b></li> </ul> </li> <li>• <b>Provided an update on 81 Loop Project</b> <ul style="list-style-type: none"> <li>-<b>working on obtaining funding</b></li> </ul> </li> <li>• <b>Provided an update on the Slabtown/Fetter Loop Project</b> <ul style="list-style-type: none"> <li>-<b>this would be the beginning portion of the 81 loop</b></li> </ul> </li> <li>• <b>Review of three (3) year fee scheduled that was adopted by the Board of Trustees at their September meeting</b> <ul style="list-style-type: none"> <li>-<b>by 2028 the plan is to have the county district fees and Allen Water District fees be the same</b></li> </ul> </li> </ul>
<b>1:18 p.m.</b>	<b>ADJOURN</b>

Submitted by: Brittany N. Woods  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

Beth Seibert  
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Cory Noonan  
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Brian Winegardner  
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