

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street  
3<sup>rd</sup> Floor  
Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

Clerk-Brittany Woods-[bwoods@allencountyohio.com](mailto:bwoods@allencountyohio.com)

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 16, 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>9:02 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Brian Winegardner</b>
	<b>APPROVE AGENDA AS PRESENTED</b>  <ul style="list-style-type: none"> <li>• Add a Budget Discussion at 1:00 p.m.</li> </ul> <p><i>Commissioner Winegardner moved to approve the amended agenda. Motion seconded by Commissioner Noonan. The roll was called and the amended agenda was approved unanimously.</i></p>
	<b>ITEMS FOR REVIEW AND APPROVAL</b>  <ul style="list-style-type: none"> <li>a. <b>Consent Agenda:</b></li> <li>b. <b>Resolution #777-25.</b> Approve travel expenses.</li> <li>c. <b>Resolution #778-25.</b> Intradepartmental transfers.</li> <li>d. <b>Resolution #779-25.</b> Supplemental appropriation for the Drive Safe Fund 2878.</li> <li>e. <b>Resolution #780-25.</b> Supplemental appropriation for the WORTH Center Fund 8880.</li> <li>f. <b>Resolution #781-25.</b> Resolution to hire Olivia Watson as an Eligibility/Referral Specialist 1 position at the Allen County Department of Job and Family Services.</li> </ul>

- g. Resolution #782-25.** Resolution to hire Addison Jones as an Eligibility/Referral Specialist 2 position at the Allen County Department of Job and Family Services.
- h. Resolution #783-25.** Accept the resignation of Katrina Duling from the Allen County Department of Job and Family Services.
- i. Resolution #770-25A.** Amend Resolution #770-25, Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorizes issuance of payment to the Administration Building Capital Fund 4022.

***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 #784-25.** Resolution authorizing, approving and directing the employment of a certain law firm and its consulting firm to represent Allen County in connection with the proposed Courthouse Renovation Project. ***Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 2. Resolution #785-25.** Accept the filing of a petition for annexation of real property in Marion Township to the City of Delphos, Scott M. Federoff, Agent for the Petitioners. ***Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #786-25.** Set date, time and place for an annexation hearing on a petition of real estate located in Marion Township, Allen County, Ohio to the City of Delphos, petitioned for by two (2) owners of real estate, Scott M. Federoff, Agent for petitioners. ***Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

- 4. Resolution #790-25.** Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorizes issuance of payment to the Administration Building Capital Fund 4022-Northwest Ohio Security Systems Pay App 1.  
***Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.***
- 5. Resolution #791-25.** Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorizes issuance of payment to the Administration Building Capital Fund 4022-All Temp Refrigeration, Inc.-Plumbing Pay App 2.  
***Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 6. Resolution #792-25.** Authorize the allocation and encumbrance of unrestricted ARPA funds from the ARPA Fund 2893 and authorizes issuance of payment to the Administration Building Capital Fund 4022-Charles Construction Services Pay App 9.  
***Commissioner Noonan moved to table the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was tabled unanimously.***

## **DISCUSSION**

### **A. County Engineer**

- 1. Resolution #787-25.** Approve a Road Use Maintenance Agreement (RUMA) between the Allen County Commissioners, the Allen County Engineer and Brightspeed of Ohio, Inc. to install aerial and buried fiber optic lines and to authorize Allen County Engineer, Brion Rhodes, to administer said project to protect the county's infrastructure within right-of-way on behalf of the Allen County Commissioners.

**Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. RUMA is needed due to the size of the project and to account for any damage during installation and protect current easement. The roll was called and the resolution was approved unanimously.**

**2. Resolution #788-25. Approve one (1) Temporary Easement Agreement for the Thayer Road Reconstruction project. Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. Temporary easement is needed to construct a driveway. The roll was called and the resolution was approved unanimously.**

**3. Resolution #789-25. Certify final costs and authorize notice of cash assessments to be issued for the Dutch Hollow Petition Ditch #1344. Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

**ANNOUNCEMENTS**

**9:31 a.m.**

**RECESS**

**9:57 a.m.**

**Building and Grounds Weekly Update – Jason Patchet**

- **Provided an update on the Civic Center Air Handler Project  
-project is wrapping up**
- **Continuing to work on drawings for parking at the Public Defender Building to provide to the City of Lima for their review and approval**
- **Continuing to work on updates to the Goodman Property in preparation for the Veterans Garage taking occupancy**
- **Discussion on water leak at the Justice Center  
-repairs have been made**
- **Discussion on plumbing issues at the Civic Center  
-repairs have been made**
- **Chris Widener, WDC Group, is finalizing drawings and bid specs for the Child Support Enforcement Agency Renovation Project at Cook Tower  
-discussion on revisions that Vicki Tarr has requested**

**-Jason Patchet is working on mapping out the data and networking information to provide to the State for their review**

- **Provided an update on the Administration Building Project**
  - TKE has submitted a \$10,600.00 Change Order to Charles Construction for tariffs**
  - TKE also stated equipment will not be put into operation until approved plans are received, however the Architect does not stamp approved, they use a stamp of reviewed noting if there are exceptions or not**
  - The Architect and Contractor are both discussing with their legal teams to determine a solution**
- **Received an Allowance Agreement Form from Koester Electric in an amount of \$3,165.50**
  - remaining allowance balance will be \$1,655.92**
  - changes need to be made to ensure a permit from the State of Ohio will be issued for the elevators**
  - Commissioners agree with the allowance and Commissioner Brian Winegardner signed said agreement**
- **Received a No Cost Change for the basement walls and insulation**
  - Jason Patchet will approve per the Commissioners**
- **Discussion on the sump pump location revisions**
  - will be receiving an Allowance Agreement Form from Koester Electric in the amount of \$408.32 for installation of lighting that is needed**
  - Commissioners are in agreeance with Jason Patchet approving once the Allowance Agreement Form is received**
- **Discussion on Masonry's Deduction for elevator shaft work**
  - deduction is in the amount of \$8,435.00**
  - Charles Construction deducted an additional I-Beam therefore the cost for the changes to the elevator shaft will be in the amount of \$2,342.97**
  - this amount will be paid for from the Charles Construction allowances**
  - Commissioner Brian Winegardner signed off on Allowance Agreement Form**
- **Discussion on revisions for the X-brace reinforcement**
  - cost will be \$4,420.57, which will come from Charles Construction allowances**
  - Commissioners are in agreeance with Jason Patchet approving the Allowance Agreement Form once received**

- Discussion on the need to fire rate the shafts within the Administration Building  
-proposal will be presented once received

10:52 a.m.

RECESS

11:00 a.m.

**Bid Opening—Civic Center Restroom Renovation Project**

**Bids Received:**

	<u>Base Bid</u>	<u>Alternate 1</u>	<u>Alternate 2</u>
Touchstone CPM	\$205,700.00	(\$1,000.00)	\$9,900.00
Calvary Contracting	\$228,220.00	(\$3,245.00)	\$4,900.00

11:04 a.m.

RECESS

1:12 p.m.

**Budget Discussion**


- Review and discussion on 2026 budget requests

2:45 p.m.

ADJOURN

Submitted by:   
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners



Beth Seibert



Cory Noonan



Brian Winegardner