

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	October 28, 2025
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Beth Seibert Cory Noonan Brian Winegardner
TIME:	GENERAL SESSION – RECORDED
7:33 a.m.	<p>Clerk of Courts Office Discussion</p> <p>Present: Judge Terri Kohlrieser, Judge Todd Kohlrieser, Judge Staley and Clerk of Courts Jennifer McBride</p> <ul style="list-style-type: none"> • Discussion on relocation of the Clerk of Courts in preparation for the Courthouse Renovation • General discussion on logistics of the Clerk of Courts being located outside of the Courthouse -review of concerns on utilizing electronic files vs. paper files -discussion on how the bond process would work if the Clerk of Courts were to be located outside of the Courthouse • Discussion on relocation of Clerk of Courts temporarily vs. permanently • Review of the e-filing process -discussion on improvements that are needed to the current system • Commissioners will work with Clerk of Courts, Jennifer McBride, to determine software needs for moving forward
8:32 a.m.	RECESS

9:04 a.m.	AGENDA MEETING
	PLEDGE—Brian Winegardner
	<p>APPROVE AGENDA AS PRESENTED</p> <ul style="list-style-type: none"> • Under Resolution/Signatures, add Resolution #814-25, accept bid and enter into contract with Touchstone CPM for the Veterans Memorial Civic & Convention Center Restroom Renovation Project. <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>
	<p>ITEMS FOR REVIEW AND APPROVAL</p> <p>1. Consent Agenda:</p> <ul style="list-style-type: none"> a. Resolution #805-25. Approve travel expenses. b. Resolution #806-25. Interdepartmental transfers. c. Resolution #682-25A. Amend Resolution #682-25, 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-Charles Construction Services pay App 7. d. Resolution #753-25A. Amend Resolution #753-25, 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-Charles Construction Services pay App 8. e. Resolution #807-25. 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-Charles Construction Services pay App 9. f. Resolution #808-25. Resolution to reclassify Ashley Lingenfelter from an Eligibility/Referral Specialist 1 position to Eligibility/Referral Specialist 2 at the Allen County Department of Job and Family Services. g. Resolution #809-25. Authorize the Allen County Health Insurance rates for 2026 for the Johnny Appleseed Metropolitan Park District.

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 #810-25.** Approve Addendum #3 with the Allen Water District for the purpose of designating a Fiscal Agent for the Allen Water District.
Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.
- 2. Resolution #775-25.** Approve a contract between the Board of Allen County Commissioners and the Allen County Children Services Board to provide fiscal services for the Allen County Family and Children First Council. ***Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***
- 3. Resolution #811-25.** Enter into a Lease Agreement with C&C Property Management, LLC. for office space located at 121 W. High Street, Lima, Ohio.
Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.
- 4. Resolution #812-25.** Enter into a Memorandum of Understanding with Shawnee Township regarding the Shawnee Roundabout Christmas Tree.
Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.
- 5. Resolution #814-253.** Accept bid and enter into contract with Touchstone CPM for the Veterans Memorial Civic & Convention Center Restroom Renovation Project. ***Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.***

	<p>DISCUSSION</p> <p>A. <u>WORTH Center</u></p> <p>1. Resolution #813-25. Authorize submission of a grant application to the Ohio Attorney General's Office for the Opioid Remediation Grant. <i>Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</i></p>
	ANNOUNCEMENTS
9:08 a.m.	RECESS
9:31 a.m.	<p>Staff Update/County Projects Discussion</p> <p>Sofia Clifton—</p> <ul style="list-style-type: none"> • Discussion on potential BWC settlement -Sedgwick is moving forward with offering proposed settlement • Provided an update on Wellness Completers for 2025 -list has been sent to departments for their review -currently at an approximate 75% rate • Workers Compensation Certificates for 2026 will be sent to all departments to be posted in an open space available for all employees • Working on completing CORSA Renewal -once finished, will present to the Commissioners for their review • Discussion on SmartBill invoice from the Auditor's Office for dog tag supplies in the amount of \$1,503.00 -Sofia Clifton will discuss with Julie Shellhammer, Dog Warden, to determine where funds can be moved to make payment • Provided an overview of Open Enrollment held last week -event went well • Continuing to prepare for the City/County Health Fair <p>Brittany Woods—</p> <ul style="list-style-type: none"> • Discussion on AEP invoice for installation of services for the Administration Building

Beth Seibert—

- **Planning to attend the Veterans Day event on November 11th**
- **Discussion on Marine Corp Birthday Event on November 10th**
-Beth Seibert will plan to attend
- **Discussion on Cole Street Farm Lease**
-working with John Willamowski Jr. on renewal

Cory Noonan—

- **Review of preliminary sales tax for September**
- **Discussion on including the Auditor on preliminary Union Negotiation discussions**

Brian Winegardner—

- **Discussion on terrazzo flooring quotes for the 2nd and 3rd floor of the administration Buiding**
-due to other changes needed within the project, the Commissioners have decided not to move forward with terrazzo on the 2nd and 3rd floor
- **Discussion on interview with Susan Wildermuth yesterday**

At 10:02 a.m. Commissioner Winegardner made a motion to enter executive session to discuss consideration of employment and compensation of a public employee as well as potential bonuses for public employees per ORC 121.22(G)(1). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.

Back in general session at 11:00 a.m.

- **Discussion was had on compensation to offer Susan Wildermuth**
-an amount was determined and Brian Winegardner will discuss with Susan Wildermuth
- **Commissioners will reconvene after the 1:00 p.m. meeting to continue Staff Update/County Projects and continue any discussion on bonuses**

11:01 a.m.

RECESS

11:05 a.m.

Budget Meeting and MOU Discussion—Allen County Museum


	<p>Present-Christine Fowler Shearer, Donna Collins and Jim Osmon</p> <ul style="list-style-type: none"> • Provided an update on current events at the museum -working on America250 projects • Review of Memorandum of Understanding with the Museum for 2026 -will work with the Museum on determining employees who elect to take insurance and what plans • discussion on upcoming retirement -pay-out for this individual of sick and vacation time will be 50% paid for by the Commissioners per the Memorandum of Understanding • Discussion on Museum Capital Campaign -campaign will include a new HVAC system, programming and revamping of the galleries and improvements to the MacDonald house -Commissioners have asked Jason Patchet to look into the HVAC system to obtain quotes for their review to determine what capital funds can be put toward the project
<p>11:34 a.m.</p>	<p>RECESS</p>
<p>1:01 p.m.</p>	<p>Budget Meeting—OSU Extension—Kelly Coble and Garth McDorman</p> <ul style="list-style-type: none"> • Review of 2025 programs • Review of 2026 Budget requests • Discussion on potential new building for the Fairgrounds and OSU Extension -Commissioners are still working on a design that would fit the proposed budget
<p>1:31 p.m.</p>	<p>RECESS</p>
<p>1:34 p.m.</p>	<p>Staff Update/County Projects Continued</p> <p>At 1:36 p.m. Commissioner Winegardner made a motion to enter into executive session to discuss bonuses for public employees as well as compensation and consideration of employment for a public employee per ORC 121.22(G)(1). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</p> <p>Back in general session at 1:54 p.m.</p>

- The Dog Warden had requested a \$1,000.00 bonus for each of her employees
-the Commissioners agree to that bonus with funds coming out of the Dog Warden's account with same amount for the Dog Warden
-Brittany Woods will prepare a resolution reflecting same
- Commissioners have agreed on a bonus for Brittany Woods in the amount of \$2,500.00 and Sofia Clifton in the amount of \$2,000.00
-Brittany Woods will prepare a resolution reflecting same
- Susan Wildermuth has accepted the Financial Director position within the Commissioners Office, beginning November 12th at an hourly rate of \$31.14
-Brittany Woods will prepare a resolution reflecting same

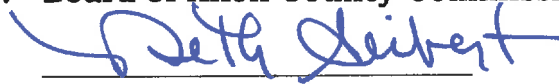
2:00 p.m.

ADJOURN

Submitted by:


Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Beth Seibert

Beth Seibert


Cory Noonan


Brian Winegardner