

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

204 N. Main Street  
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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 30, 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>8:02 a.m.</b>	<p><b>Auditor Bi-Annual Update and Budget Meeting – Rachael Gilroy, Keith Cheney, Ciara Maag and Brian Mauk</b></p> <ul style="list-style-type: none"> <li>• <b>Review of HSA's and FSA's</b> <ul style="list-style-type: none"> <li>-discussion on the differences of HAS vs. FSA</li> <li>-cost to the Commissioners for an FSA account would be \$20,200.00 which is approximately \$4 per employee per month</li> <li>-cost to the Commissioners through Union bank for an HAS account would be free however accounts would only be available to employees with health insurance and a high deductible plan</li> </ul> </li> <li>• <b>Discussion on late fees for invoices</b> <ul style="list-style-type: none"> <li>-review of proposed policy</li> </ul> </li> <li>• <b>Discussion on Cyber Security Plan</b> <ul style="list-style-type: none"> <li>-Auditor Gilroy is ready to have the plan approved</li> </ul> </li> <li>• <b>Auditor's Sale is scheduled for November 13<sup>th</sup> and will be held at Department of Job and family Services</b> <ul style="list-style-type: none"> <li>-Auditor's Office will be closed during the sale as staff will be assisting</li> </ul> </li> <li>• <b>Provided an update on Old Jail Demolition Project</b></li> <li>• <b>Discussion on additional funding received through Landbank and Brownfield Projects</b> <ul style="list-style-type: none"> <li>-will be working on planning for future projects</li> </ul> </li> <li>• <b>Discussion on possible rollback of Inside Mills for 2026</b></li> </ul>

	<p><b>-Commissioners have determined no rollback will occur for 2026</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an overview of the Audit Report</b></li> <li>-only two findings were received</li> <li>-Commissioners will be approving a Grant Application Approval Policy</li> <li>• <b>Review of 2026 Budget requests</b></li> </ul>
<b>8:50 a.m.</b>	<b>RECESS</b>
<b>9:03 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Brian Winegardner</b>
	<p><b>APPROVE AGENDA AS PRESENTED</b></p> <ul style="list-style-type: none"> <li>• <b>Under Resolution/Signatures, add Resolution #822-25, approve the Allen County Late Fee/Penalty Waiver Request Form.</b></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>
	<p><b>ITEMS FOR REVIEW AND APPROVAL</b></p> <p><b>a. Consent Agenda:</b></p> <p><b>b. Resolution #815-25.</b> Supplemental appropriation for the General Fund 1001.</p> <p><b>c. Resolution #816-25.</b> Supplemental appropriation for the Unclaimed Money Fund 1700.</p> <p><b>d. Resolution #817-25.</b> Supplemental appropriation for the Admin Building Fund 4022.</p> <p><b>e. Resolution #818-25.</b> Declare various personal property at the Allen County Treasurer’s Office unsuitable for county use and authorizes the items be discarded by recycling/disposal.</p> <p><i>Commissioner Noonan moved to approve the resolutions. Motion seconded by Commissioner Seibert. The roll was called and the resolutions were approved unanimously.</i></p>

	<p><b>RESOLUTIONS/SIGNATURES:</b></p> <ol style="list-style-type: none"> <li><b>Resolution #819-25.</b> Terminate an agreement with Lucas County for Autopsy Services. <b>Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</b></li> <li><b>Resolution #820-25.</b> Authorize the Allen County Coroner to enter into an Engagement Agreement of Services with Montgomery County for Autopsy Services. <b>Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</b></li> <li><b>Resolution #822-25.</b> Approve the Allen County Late Fee/Penalty Waiver Request Form. <b>Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.</b></li> </ol>
	<p><b>DISCUSSION</b></p> <p><b>A. <u>Sanitary Engineer</u></b></p> <ol style="list-style-type: none"> <li><b>Resolution #821-25.</b> Enter into an Agreement with Eric and Tiffany Kay Steinmetz for recoupment of expenses for extension of sanitary sewer service within the Allen County Sewer District, Bath Township, Allen County, Ohio. <b>Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</b></li> </ol>
	<p><b>ANNOUNCEMENTS</b></p>
<p><b>9:08 a.m.</b></p>	<p><b>RECESS</b></p>
<p><b>9:31 a.m.</b></p>	<p><b>Building and Grounds Weekly Update – Jason Patchet</b></p> <ul style="list-style-type: none"> <li><b>Provided an update on the Civic Center Air Handler Project</b> -preparing for inspection</li> <li><b>Working with CEC Environmental to remove or abandon in place the underground storage tanks at the Veteran’s Garage site</b></li> </ul>

	<ul style="list-style-type: none"> <li>-CEC Environmental is working on preparing contract documents</li> <li>• Lee's Roofing is preparing a quote to replace the roof at the Veteran's Garage</li> <li>• Working on getting quotes for adding air conditioning to the Veteran's Garage Building</li> <li>• Continuing to prepare drawings for Public Defender Building parking lot to submit to the City of Lima for their review</li> <li>• Discussion on preparation for winter</li> <li>• Discussion on CSEA Bid Specs</li> <li>-WDC Group is waiting on data designs from their electrical engineer and will hopefully be ready to send to Bricker Graydon for their review soon</li> <li>• Civic Center Restroom Renovation Project has been awarded to Touchstone CPM</li> <li>-working on getting contract documents signed</li> <li>-project is scheduled to be completed by January 16<sup>th</sup></li> <li>• Color Board samples have been in the Courthouse for future Admin Building tenants to review</li> <li>-Jason Patchet has been working on having the tenants sign off on their selection</li> <li>• Jason Patchet is working on getting a quote as requested by the Auditor's Office for LVT throughout their office suite, rather than carpet</li> <li>• All Temp Mechanical is working on installing ductwork in the basement</li> <li>• Al Temp Plumbing is working on hose bib connections and layout of main lines</li> <li>• Masons are working on exterior brick and stairways</li> <li>• General discussion on common space décor for the Administration Building</li> </ul>
10:49 a.m.	RECESS
11:05 a.m.	<p>Garbage Collection Proposal Review—Jason Patchet</p> <ul style="list-style-type: none"> <li>• Received two (2) proposals <ul style="list-style-type: none"> <li>-Rumpke</li> <li>-Republic Services</li> </ul> </li> <li>• Jason Patchet noted that Rumpke did not provide any itemized prices for charges that are not included within monthly services</li> <li>• Review of proposals received</li> <li>• Discussion on consideration of cost for pickup and drop off of containers if vendors were switched</li> <li>• Commissioners would like to continue services with Republic Services</li> </ul>

	<p align="center"><b>-Jason Patchet and Becky Moorman will review the contracts and provide to Brittany Woods to place on an agenda for approval</b></p>
<b>11:20 a.m.</b>	<b>RECESS</b>
<b>1:01 p.m.</b>	<p><b>Veterans Memorial Civic and Convention Center Board Interview—Melanie Weldy</b></p> <ul style="list-style-type: none"> <li>• <b>Introductions were provided</b></li> <li>• <b>The Commissioners reviewed Melanie’s resume</b></li> <li>• <b>Review over Board appointments</b></li> <li>• <b>Discussion was had over Civic Center Board</b></li> <li>• <b>Provided discussion over time commitment while sitting on a Board</b></li> <li>• <b>Discussion was had over the success of the Civic Center in the Community.</b></li> <li>• <b>Civic Center President, Scott Neth will be reaching out Melanie Weldy</b></li> <li>• <b>Closing statements were had</b></li> </ul>
<b>1:23p.m.</b>	<b>RECESS</b>
<b>2:30 p.m.</b>	<p><b>First Hearing—Cider/Neely Petitioned Ditch <b>**NOT RECORDED**</b></b></p> <p><b>Sanitary Engineer’s Office 3230 N. Cole Street Lima, OH 45801</b></p> <ul style="list-style-type: none"> <li>• <b>Nathan Davis reviewed the petitioned ditch process per the Ohio Revised Code</b></li> <li>• <b>Reviewed the history of previous Crider and Neely ditch projects</b></li> <li>• <b>Discussion on Amendment #1 received by the City of Lima</b> -if project is approved, said amendment would be part of the project</li> <li>• <b>Review of project objectives and overview of proposed project</b></li> <li>• <b>Project costs are estimated to be \$251,342.50</b></li> <li>• <b>Review of assessment calculation process</b></li> <li>• <b>Nathan Davis read a letter received from Crider Farms LLC. discussing the project being completed independently, with the property owners funding the project, rather than going through the petitioned process</b> -general discussion what all would need to be included in the project if independently completed</li> </ul>

-Representative from the City of Lima stated that the Amendment #1 would not need to be completed if the property owners completed the project independently

- Brian Winegardner provided the oath/affirm to anyone wishing to speak
- General discussion was had among the group regarding the property owners completely the project independently


-property owners present at the meeting would like to further look into performing the project independently

*Commissioner Seibert made a motion to approve Resolution #823-25 to Recess the hearing for property owners to look into performing the project independently. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.*

3:09 p.m.

ADJOURN

Submitted by:

  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Beth Seibert

  
Cory Noonan

  
Brian Winegardner