

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

204 N. Main Street  
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Lima, Ohio 45801

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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>November 6, 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>8:01 a.m.</b>	<p style="text-align: center;"><b>Clerk of Courts Office Discussion – Jennifer McBride</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on potential plans of relocating the Clerk of Courts to the past Public Defender Building</b></li> <li>• <b>Commissioners will discuss with Jason Patchet on logistics of moving furniture to the new location</b></li> <li>• <b>Commissioners are continuing to work with Jason Patchet and the City of Lima to figure out parking at the proposed new location</b></li> <li>• <b>Commissioners would like a meeting setup with Clerk of Courts, IT and Domestic Relations Court to discuss logistics of all offices working together once Clerk of Courts moves locations</b></li> </ul>
<b>8:26 a.m.</b>	<b>RECESS</b>
<b>9:06 a.m.</b>	<b>AGENDA MEETING</b>
	<b>PLEDGE—Brian Winegardner</b>
	<b>APPROVE AGENDA AS PRESENTED</b>
	<i>Commissioner Winegardner moved to approve the agenda. Motion seconded by Commissioner Noonan. The roll was called and the agenda was approved unanimously.</i>

## ITEMS FOR REVIEW AND APPROVAL

### 1. Consent Agenda:

- a. **Resolution #824-25.** Approve travel expenses.
- b. **Resolution #825-25.** Interdepartmental transfers.
- c. **Resolution #826-25.** Supplemental appropriation for the Bixel Two-Stage Ditch Fund 4349.
- d. **Resolution #827-25.** Supplemental appropriation for the Spencer Twp Ditch Fund 2114.
- e. **Resolution #828-25.** Supplemental appropriation for the TCAP Fund 2880.
- f. **Resolution #829-25.** Authorize “then and now” purchases.
- g. **Resolution #830-25.** Resolution to hire Peyton Rose as Family Children First Council Intersystem Service Coordinator.
- h. **Resolution #831-25.** Resolution to hire Chelsea Rue as Family Children First Council Administrator.
- i. **Resolution #832-25.** Approve a one-time bonus for employees at the Allen County Dog Warden Office.
- j. **Resolution #833-25.** Approve a one-time bonus for employees at the Allen County Commissioners Office.
- k. **Resolution #834-25.** Resolution to hire Susan Wildermuth as Financial Director at the Allen County Commissioners Office.
- l. **Resolution #835-25.** Authorize membership and payment of 4<sup>th</sup> quarter membership dues for the Department of Job and Family Services to the Lima Rotary Foundation.
- m. **Resolution #836-25.** Declare various personal property at the Allen County Engineer’s Ditch Maintenance Department unsuitable for county use and authorizes sale of items by internet auction.
- n. **Resolution #837-25.** Declare various personal property at the Allen County Engineer’s Office unsuitable for county use and authorizes sale of items by internet auction.
- o. **Resolution #838-25.** Declare various personal property at the Allen County Board of DD unsuitable for county use and authorizes sale of items 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.***

	<p><b>RESOLUTIONS/SIGNATURES:</b></p> <p>1. <b>Resolution #839-25.</b> Termination of a Lease for the premises located at 417 N. West Street, Lima, Ohio. <i>Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</i></p>
	<p><b>DISCUSSION</b></p>
	<p><b>ANNOUNCEMENTS</b></p> <p>Allen County Auditor—Rachael Gilroy—Auditor’s Auction Information</p>
<p>9:07 a.m.</p>	<p><b>RECESS</b></p>
<p>9:39 a.m.</p>	<p><b>Building and Grounds Weekly Update – Jason Patchet</b></p> <ul style="list-style-type: none"> <li>• <b>Civic Center Restroom Renovation Pre-Construction meeting was held Tuesday with Touchstone CPM</b> <ul style="list-style-type: none"> <li>-reviewed project and timeline</li> <li>-discussion on donor providing funding for the flooring portion of the restroom renovation project—flooring work will be completed prior to construction by Touchstone CPM begins</li> <li>-discussion on contractor donating time and materials to complete the flooring portion of the restroom renovations—Jason Patchet will check to see if portion of work/materials can be donated and if so does prevailing wage need to be addressed for that portion of the project</li> </ul> </li> </ul> <p><b>At 9:50 a.m. Commissioner Winegardner requested a brief Recess due to phone call</b></p> <p><b>Back in general session at 9:53 a.m.</b></p> <ul style="list-style-type: none"> <li>• <b>Jason Patchet will discuss with the Assistant Prosecutor and WDC Group on how to handle the flooring portion of the project</b></li> <li>• <b>Provided an update on working with CEC for the removal/abandoned in place underground storage tank at the Veteran’s Garage site</b></li> <li>• <b>Waiting on quote from Durolast for new roof at the Veteran’s Garage</b> <ul style="list-style-type: none"> <li>-once received, Jason Patchet will provide to the Commissioners for review</li> </ul> </li> </ul>

- **Received a proposal for a deletion/addition to create pipe chases along the elevators in the Administration Building**  
 -proposal is for a credit of \$494.97  
 -Commissioner Winegardner signed off on moving forward
- **Received a proposal for finishing out the bump outs along the first floor—\$8,626.92**  
 -cost will be paid for out of allowances  
 - Commissioner Winegardner signed off on moving forward
- **Discussion on boiler efficiencies for the Administration Building**  
 -discussion on utilizing a primary secondary loop unit rather than a primary loop unit  
 -cost for the change in units would be \$10,128.00  
 -there is also another proposed option to add VFD's to allow for more efficiencies—\$1,443.74  
 -review of utility savings if both items are implemented  
 -cost for both changes would be approximately \$12,000.00  
 -Commissioners will further review options and determine how they would like to proceed

**Jason Patchet asked to discuss security aspects and protocol in the Administration Building**

**At 10:27 a.m. Commissioner Winegardner made a motion to enter executive session to discuss security details of the Administration Building per ORC 121.22(G)(6). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.**

**Jason Patchet and Brittany Woods remained present during executive session.**

**Back in general session at 10:55 a.m.**

- **Commissioners will attempt to schedule a meeting at 1:45 p.m. today to discuss with the elected official effected by the items discussed during executive session**
- **Discussion on mowing at the Museum and Memorial Hall**  
 -Department of Job and Family Services is unable to continue mowing properties  
 -Jason Patchet will add mowing back on Building and Grounds schedule

	<ul style="list-style-type: none"> <li>• Discussion on parking at the Public Defender Office for Clerk of Courts to relocate</li> <li>-Jason Patchet will continue to work with the City of Lima</li> <li>-has received a verbal approval from the City of Lima of changes to parking, just waiting on official approval</li> </ul>
11:01 a.m.	RECESS
11:07 a.m.	<p><b>Budget Meeting—Board of Elections—Morgan Bode, Mark Vernik and Beth Harnishfeger</b></p> <ul style="list-style-type: none"> <li>• Review and discussion on 2026 Budget requests</li> </ul>
11:32 a.m.	RECESS
1:04 p.m.	<p><b>EMA Quarterly Update—Jared Gesler</b></p> <ul style="list-style-type: none"> <li>• Discussion over 911 equipment that was ordered. <ul style="list-style-type: none"> <li>- This equipment should be received by end of November, 2025</li> </ul> </li> <li>• Provided discussion over updates that have been made within the EMA Department</li> <li>• Discussion over Language Link</li> <li>• Jared reviewed the Hazard mitigation plan</li> <li>• Reviewed LEPC exercise cycle</li> <li>• Provided an update on the Bomb Squad and the Bomb Squad training that was just recently had</li> <li>• Discussion over Homeland Security Grant <ul style="list-style-type: none"> <li>- This is a 100% reimbursable grant</li> </ul> </li> <li>• Hazmat Training currently has 19 members signed up</li> <li>• EMA is updating their website</li> <li>• EMA is on budget for 2025</li> </ul>
1:46 p.m.	RECESS
1:50 p.m.	<p><b>Building and Grounds Weekly Update (Cont.)—Jason Patchet</b></p> <p><b>Jason Patchet asked to discuss security aspects and protocol in the Administration Building</b></p> <p><b>At 1:51 p.m. Commissioner Winegardner made a motion to enter executive session to discuss security details of the Administration Building per ORC 121.22(G)(6). Motion seconded by Commissioner Seibert. The roll was called and approved unanimously.</b></p>

**Jason Patchet, Krista Bohn and Allison Miller remained present during executive session.**

**Back in general session at 2:49p.m.**

- **Admin Building security will be further discussed as no decisions were made at this time and Jason Patchet, Building and Ground Supervisor/Project Manager will be in contact with the architect of the Admin Building project**

**2:50 p.m.**

**ADJOURN**

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

**Approved by: Board of Allen County Commissioners**

  
**Beth Seibert**

  
**Cory Noonan**

  
**Brian Winegardner**