

MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS

204 N. Main Street

3rd Floor

Lima, Ohio 45801

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Clerk-Brittany Woods-bwoods@allencountyohio.com

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

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| DESCRIPTION | GENERAL SESSION |
| DATE | December 18, 2025 |
| LOCATION | COMMISSIONER'S MEETING ROOM |
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| | PRESENT: Beth Seibert Cory Noonan Brian Winegardner |
| TIME: | GENERAL SESSION - RECORDED |
| 9:00 a.m. | AGENDA MEETING |
| | PLEDGE—Brian Winegardner |
| | APPROVE AGENDA AS PRESENTED Under Discussion, add Resolution #976-25, Authorize the Clerk of Board to post notice and advertise to receive bids for the Allen County Board of Developmental Disabilities Miscellaneous Renovations. <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> |
| | ITEMS FOR REVIEW AND APPROVAL 1. Consent Agenda: a. Resolution #945-25. Approve travel expenses. b. Resolution #946-25. Intradepartmental transfers. c. Resolution #923-25A. Amend Intradepartmental transfers. |

- d. Resolution #947-25.** Authorize a warrant of transfer from the Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035.
- e. Resolution #948-25.** Authorize a warrant of transfer from the Allen County Board of DD General Fund 2018 to the Allen County Board of DD Medicaid Stabilization & Liability Fund 2020.
- f. Resolution #949-25.** Supplemental appropriation for the Sheriff's Gifts & Donation Fund 2839.
- g. Resolution #950-25.** Supplemental appropriation for the Smith Ditch Fund 2117.
- h. Resolution #951-25.** Supplemental appropriation for the ACBDD Unrestricted Fund 2930.
- i. Resolution #952-25.** Supplemental appropriation for the Drive Safe Fund 2878.
- j. Resolution #953-25.** Supplemental appropriation for the Motor Vehicle & Gas Tax Fund 2002.
- k. Resolution #954-25.** Supplemental appropriation for the General Fund 1001.
- l. Resolution #955-25.** Supplemental appropriation for the General Fund 1001.
- m. Resolution #956-25.** Authorize a warrant of transfer from the General Fund 1001 to the Bixel Two Stage Ditch Fund 4349.
- n. Resolution #957-25.** Establish the Veterans Appreciation Fund.
- o. Resolution #958-25.** Resolution to hire Madysen Weber as an Eligibility/Referral Specialist 1 position at the Allen County Department of Job and Family Services.
- p. Resolution #959-25.** Resolution to hire Sierra Lester as an Eligibility/Referral Specialist 1 position at the Allen County Department of Job and Family Services.
- q. Resolution #960-25.** Accept the resignation of Angel Hartzog from the Allen County Department of Job and Family Services.
- r. Resolution #961-25.** Resolution to hire Donna Decker as a Support Worker II position at the Allen County Child Support Enforcement Agency.
- s. Resolution #962-25.** Approve a wage increase for employees at the Allen County Child Support Enforcement Agency.
- t. Resolution #963-25.** Approve a one-time bonus for employees at the Allen County Commissioners office.
- u. Resolution #964-25.** Approve a one-time bonus for employees at the Allen County Building and Grounds Department.

v. Resolution #965-25. Authorize membership and payment of annual dues to various organizations for calendar year 2026.

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 #966-25.** 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-All Temp Refrigeration, Inc. Mechanical-Pay App 4.
Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.
- 2. Resolution #967-25.** Enter into an agreement with the Allen County Sheriff's Office and Jackson Township Board of Trustees on behalf of the Lafayette-Jackson Fire Department for Safety Services Dispatching.
Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.
- 3. Resolution #968-25.** Accept proposal and enter into contract with Amrize Building Envelope, LLC. dba Duro-last for the installation of a membrane over the existing roofing system at the Veterans Garage.
Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.
- 4. Resolution #969-25.** Accept proposal and enter into contract with Axon Enterprises, Inc. for auto tagging license and software for the Allen County Sheriff's Office.
Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.

5. Resolution #970-25. Adopts the Cybersecurity Policy for Allen County. **Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

6. Resolution #971-25. Declare various personal property at the Allen County Prosecutor's Office unsuitable for county use and authorize the items be discarded by disposal. **Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.**

DISCUSSION

A. Children Services

1. Resolution #972-25. Approve a Memorandum of Understanding to address Child Abuse and Neglect between Allen County children Services and specific community partners in Allen County, Ohio. **Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.**

B. County Engineer

1. Resolution #973-25. Authorize the Allen County Engineer to purchase one (1) Side Shift and Tilt Interface with Quick Connect Hooks from Asphalt Zipper. **Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.**

C. Sanitary Engineer

1. Resolution #974-25. Enter into an agreement with AEP-Ohio Power and grant easement to upgrade electrical services for conversion to three-phase power to Indian Brook Pump Station. **Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. Agreement is to upgrade electric service for Phase Three Project. The roll was called and the resolution was approved unanimously.**

2. Resolution #975-25. Approve the First Amendment to the Sanitary Sewer Development Agreement with Project BOSC Developer. **Commissioner Seibert moved to table the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was tabled unanimously.**

D. Board of DD

1. Resolution #976-25. Authorize the Clerk of Board to post notice and advertise to receive bids for the Allen County Board of Developmental Disabilities Miscellaneous Renovations. **Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. Project will include multiple capital projects at the Board of DD, with an estimated cost of \$1.1 Million. The roll was called and the resolution was approved unanimously.**

ANNOUNCEMENTS

9:10 a.m.

RECESS

9:36 a.m.

Building and Grounds Weekly Update – Jason Patchet and Krista Bohn

9:38 a.m. Brian Winegardner stated that discussion needs to be had to discuss security measures within the Treasurer’s Office of the new Administration Building and would like to enter executive session. At 9:38 a.m. Commissioner Winegardner mad a motion to enter executive session per ORC 121.22 (G)(6) to discuss security measures specific to the Treasurer’s Office. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously. Brian Winegardner noted that Jason Patchet, Krista Bohn and Brittany Woods would be present during executive session.

Back in general session at 10:20 a.m.

- Security features for the Treasurer’s Office in the Administration Building were discussed
-Commissioners would like Jason Patchet to plan with the contractors with the proposed option from Krista Bohn and Jason Patchet**

At 10:21 a.m. Krista Bohn left the meeting and Chris Widener entered the meeting

- **Civic Center Restroom Renovation project has begun**
 - due to some water damage, some dry wall needed to be replaced
 - Civic Center is responsible for any overages, and they have decided to replace all dry wall within the restroom at a cost of \$1,582.40
 - non-functioning drinking fountain has been removed and will also be dry walled in—Civic Center will cover costs
- **Discussion on Soil and Water Conservation District drainage issues at their building**
 - general discussion on resolution for drainage issues
 - Soil and Water Conservation District is in agreeance with Jason Patchet's plans and -Jason Patchet has a quote from Integrity Contractors in the amount of \$24,356.91—Commissioners signed off on quote to move forward
- **Review of Cost Summary for the Civic Center Restroom Renovations and the Administration Building Projects**
- **Discussion on neighboring parking lot of Citizens National Bank**
 - Chris Widener will discuss with Chad King and Contractor to discuss paving for both parking lots to be completed at the same time
- **Discussion on proposed energy efficiency upgrades through the All Temp Refrigeration-Mechanical portion of the contract**
 - cost would be \$11,571.82
 - Commissioners are in agreeance with moving forward with the energy efficiency upgrades and Brian Winegardner signed off on the Allowance Form
- **Discussion on fan powered boxes**
 - currently there is no filters budgeted for the fan powered boxes
 - there are 19 of them and the Commissioners will discuss once a proposal is provided
- **Discussion on elected official parking at the Administration Building**
- **Discussion on Fire Alarm specs for the Administration Building**
 - City of Lima Building Department is still reviewing

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| | <ul style="list-style-type: none"> • Discussion on CSEA Renovation Project -\$391,000.00 of state funding is for the project – Chris Widener is working with Bricker Graydon to get language within the bid documents necessary for said funds • Review of proposals for pending allowance forms -public restrooms plumbing chase walls in the amount of \$6,704.80 -Breakroom #215 in the amount of \$3,712.00 -Window in Room #320 in the amount of \$1,633.28 -Commissioners are in agreeance with moving forward with all three proposals • Discussion on the vault room door -Jason Patchet will provide information to Chris Widener • Chris Widener is working on scheduling meetings with elected officials/department heads that will be located within the Administration Building to discuss case work and furnishings • Discussion on the parking lot behind the Courthouse -upon completion of the Old Jail Demolition, parking lot has taken on some damage and the Commissioners believe that the parking lot should remain closed at this point until damages can be repaired -Commissioners would like Jason Patchet to get a quote for fencing to be installed around the parking area |
| 11:39 a.m. | RECESS |
| 10:30 a.m. | Budget Discussion |
| 11:48 a.m. | RECESS <ul style="list-style-type: none"> • General discussion on 2026 budget |
| | RECESS |
| 1:01 p.m. | Assignment and Assumption Agreement Discussion- Dave Stratton, Cindy Leis, Rex Huffman, Phil Buell, Susan Wildermuth, John Willamowski Jr. and Jeff Harris (virtual) |

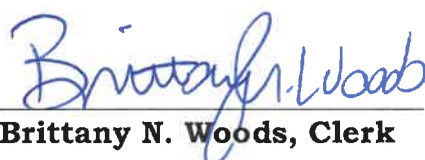
- **Brian Winegardner stated that due to the discussion is relating to economic development as well as potential transfer of property, the ORC does state that it is able to be discussed in executive session per ORC 121.22 (G)(8) and ORC 121.22 (G)(2).**

At 1:05 p.m., Commissioner Winegardner made a motion to enter executive session per ORC 121.22 (G)(8) and (G)(2). Motion seconded by Commissioner Seibert. Commissioner Winegardner noted that all in attendance will remain present for executive session. The roll was called and approved unanimously.

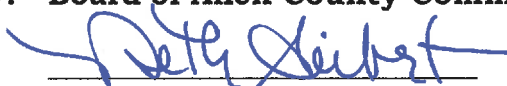
Back in general session at 2:25 p.m.


- **Discussion was had on covering the finances of up-front testing for a potential project**
-Commissioners would like a county grant agreement between Allen County and the Allen County Port Authority
-Assistant Prosecutor John Willamowski Jr. and Rex Huffman will work on a grant agreement between the two (2) entities


2:27 p.m. ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Beth Seibert


Cory Noonan


Brian Winegardner