

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

204 N. Main Street

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Lima, Ohio 45801

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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>September 9, 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>8:30 a.m.</b>	<p><b>2026 Tax Budget Hearing—Kelli Singhaus, Rachael Gilroy and Ciara Maag</b></p> <ul style="list-style-type: none"> <li>• <b>Rachael Gilroy provided an overview on process for developing the Tax Budget</b></li> <li>• <b>General overview on proposed revenues for 2026</b></li> <li>• <b>General overview on proposed expenditures for 2026</b></li> <li>• <b>General discussion on interest income -amount received is lowered for 2026, as ARPA funds are being spent down on the Administration Building Project</b></li> </ul> <p><b>1. Resolution #661-25. Confirm submission of the 2026 Tax Budget. <i>Commissioner Seibert made a motion for approval. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</i></b></p>
<b>8:37 a.m.</b>	<b>RECESS</b>
<b>9:03 a.m.</b>	<p><b>Staff Update/County Projects Discussion</b></p> <p><b>Sofia Clifton—</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on potential BWC claim with an intern at Juvenile Court</b></li> </ul>

- waiting for a hearing to be scheduled on the appeal filed by the injured intern
- Review and discussion on proposed 2026 Health Insurance plans and rates
  - general discussion on possibly implementing a Flexible Spending Account (FSA) in the future
- Review of Smart Shopper Program
- Veterans Garage and Vandemark Building properties have been added to insurance
  - vehicles located at the Veterans Garage would be covered under the vehicle policy
- Flu Shots and Blood Pressure Checks are scheduled in October
- Will begin planning combined Health Fair with City of Lima
  - looking at planning for January
- CORSA HR Training scheduled for tomorrow
  - approximately 70 signed up
  - will meet with Jim Hale to complete Loss Control Incentive Program and Building Inspection
- Discussion on board member terms that will be ending in 2026 for the Civic Center
  - met with the Board Chair to discuss needs for the Board
  - Beth Seibert and Sofia Clifton will continue reviewing for either renewals or new appointments

**Kelli Singhaus—**

- discussion on ditch projects interest and principal payments that are coming due and accounts that will be in the negative
  - Kelli Singhaus will further discuss the Baughman Ditch Project with Nathan Davis
  - Kelli Singhaus will move funds to cover the Smith-Napoleon Ditch
- Discussion on Juvenile Court and Mental Health and Recovery Service Board positions and services paid for through grant funding
  - Auditor's Office would like the positions and services to be paid from a Special Fund rather than the General Fund with reconciliation completed monthly, possibly quarterly, by Mental Health and Recovery Services Board
  - Kelli Singhaus will schedule a meeting with the Auditor's Office to discuss Grant procedures and revisions to the Grant Policy
- Discussion on Microsoft Exchange Email Licensing

- Auditor's Office will be providing further information on subscription costs
- Discussion on Sheriff's Office request for Body Cameras purchase and maintenance costs
  - maintenance cost is \$12,311.21 per month for five (5) years
  - purchase of cameras is \$541,220.91
  - general discussion on redirecting funds from sales tax revenue that is currently directed to Capital to use for the maintenance fee of the body cameras
- Received correspondence from SBA Tower in regards to lease of tower Cole Street
  - it has been requested to extend the lease to attract a new tenant as there is currently no tenant utilizing the tower
  - Kelli Singhaus will review current lease and discuss further with the Commissioners
- Discussion on Allen County involvement with Purdue Pharma Bankruptcy Settlement
  - At 11:19 a.m. Commissioner Winegardner made a motion to move forward with being a part of the Purdue Pharma Bankruptcy Settlement. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.
  - a resolution to enter into a Settlement Agreement will be placed on an agenda for approval

**At 11:19 a.m., John Willamowski Jr. entered the meeting**

- Received an invoice from the County Engineer for paving at the Fairground sin the amount of approximately \$10,000.00
  - Kelli Singhaus will process payment once funds are moved into place
- Discussion on Enterprise monthly lease payments
  - Purchase Order will need to be increased to cover monthly payments

**John Willamowski Jr.—**

- Discussion on upcoming annexation hearing
  - no ordinance has been received from the City of Delphos outlining what services they will provide for the property being proposed for annexation

**-the petitioner as updated their legal description on the property being proposed for annexation as an opinion from the Allen County Engineer**  
**-review of procedural compliance requirements**  
**-John Willamowski Jr. stated that the Clerk will need to send a letter to the City of Delphos stating that they are not currently in compliance, an they need to provide a report/ordinance stating what services will be provided to the proposed property of annexation if the annexation is approved**

**-change to the Legal Description does not meet the procedural deadlines, however it should be allowed or the petitioner would just be able to refile the annexation**

- **Discussion on requests from recipients of subpoenas that are unable to attend the annexation hearing**

**-John Willamowski Jr. stated that the Commissioners determine if the individual can be released from their subpoena to appear or not**

**-Commissioners agree that Councilmen Wiltsie to be released due to his parents owning property that is being proposed to be annexed**

**-as for the other Mayor and Trustee that is requesting to be released, the Commissioners will send communication stating that it is important for them to attend and timing can be accommodated with their schedule, if possible**

- **Discussion on property owner request for County Engineer to fund repairs to a broken pipe**  
**-claim has been sent to CORSA for review**

**Commissioner Seibert sent a message to Julie Shellhammer, asking her to reschedule her 1:00 p.m. Quarterly Update to allow Staff Update to continue**

**Brittany Woods—**

- **Received an invitation for the Annual Toys for Tots Campaign Kickoff**  
**-Wednesday, October 29<sup>th</sup> at 11:45 a.m.**  
**-Brittany Woods will prepare a proclamation**
- **Discussion on old jail items being loaned to the Bluffton Historical Society**  
**-Brittany Woods will prepare a resolution for approval**
- **Discussion on Bixel Petitioned Ditch Project**

**-Joe Gearing, County Engineer's Office, has requested for the filing bond of \$1,500.00 to be returned**

**-a final hearing is still needed for the Bixel Project; therefore, the bond will be held until it is determined if the project is approved**

**-if the project is approved, the bond will be returned to Mr. Bixel and cost of mailings will be invoiced to the project to be paid through the H2Ohio Grant funds**

**Beth Seibert—**

- **Discussion on response for Department of Development monitoring report for CDBG 2021**
  - response is due in 16 days**
  - Beth Seibrt is working with GLCAP and Regional Planning Commission on preparing required response**
- **Lima Rotary has requested the Commissioners to speak at the February 9<sup>th</sup> meeting**
- **Discussion on updating website**
  - will plan to work with Greg Sowinski on getting photos updated**
- **Discussion on desire of John Rhoades to be reappointed to the Lima-Allen County Regional Airport Board**
  - once request is received, the Board will move forward with approving**
- **Discussion on Perry Township request for OneOhio funding to provide education for students**
  - Cornerstone of Hope has also requested funds and are preparing another application**
  - Commissioners believe an application needs to be resubmitted to the OneOhio Region 15 Board for consideration**

**Cory Noonan—**

- **Discussion on a K9 Deputy planning to leave his position that is wanting to keep his K9**
  - this is not typical practice and Sheriff's Office will plan to keep the K9 active and transfer them to a new handler**
- **Discussion on the Commissioners concerns with the Lima-Allen County Building Department**

**-Commissioner Noonan will be returning a call with the Mayor of Lima to discuss said concerns on behalf of the Board as well as accountability for the agreement between Allen County and the City of Lima**

**Brian Winegardner—**

- Discussion on Child Support Enforcement Agency Lease**  
**-CORSA is reviewing insurance language and Vicki Tarr is reviewing**  
**-any revisions needed will be made and will be forwarded to Tony Collins for his review**
- Discussion on the request from Vicki Tarr to the Sheriff's Office to provide a deputy for security when her Officer is not working**  
**-Sheriff's Office has advised Vicki Tarr to put in a request for an officer to provide security to be paid through a 1099**  
**-Commissioners believe the conversation needs to be between Vicki Tarr and the Sheriff, as the Commissioners have no authority on how the security is handled at the Child Support Enforcement Agency**

**Sofia Clifton (Cont.)—**

- Melissa Bodey provided insurance plan options for the Commissioners to review**

**Commissioners will recess until after Vicki Tarr's Quarterly Update Meeting**

<b>1:32 p.m.</b>	<b>RECESS</b>
<b>1:00 p.m.</b>	<b>Dog Warden Quarterly Update—Julie Shellhammer - CANCELLED</b>
	<b>RECESS</b>
<b>1:38 p.m.</b>	<b>Budget Discussion - Kelli Singhaus and Prosecutor Destiny Caldwell</b> <ul style="list-style-type: none"><li><b>• Discussion on notice received by the Bar Association in regards to the Public Defender Office is looking to hire four (4) additional positions</b></li></ul>

	<p><b>-Prosecutor Destiny Caldwell is concerned on the potential to lose Assistant Prosecutors due to the gap in salary from what her staff is being paid in comparison to the Public Defenders</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an overview of Prosecutor’s Office workload for 2025</b> <ul style="list-style-type: none"> <li>-currently at 22 jury trials for the year</li> <li>-review of Allen County trial numbers in comparison to surrounding counties</li> </ul> </li> <li>• <b>Discussion on funding that would be needed to make the Assistant Prosecutors equivalent with the Public Defenders</b> <ul style="list-style-type: none"> <li>-approximately \$103,000.00 is needed, but the Prosecutor believes that amount is low, as she believes there is more steps on the Public Defender scale than what she has been able to find</li> </ul> </li> <li>• <b>Review of Prosecutor’s current staff salaries and years of service</b></li> <li>• <b>Review of salaries and years of service for City of Lima’s Prosecutor Office</b></li> <li>• <b>Commissioners will take the request under advisement and further discuss</b></li> </ul>
<p><b>2:01 p.m.</b></p>	<p><b>RECESS</b></p>
<p><b>2:04 p.m.</b></p>	<p><b>Child Support Enforcement Agency (CSEA) Quarterly Update—Vicki Tarr</b></p> <ul style="list-style-type: none"> <li>• <b>Provided an update on scanning</b> <ul style="list-style-type: none"> <li>-currently checking accuracy on scanned cases</li> </ul> </li> <li>• <b>Discussion on proposed CSEA Lease Agreement</b> <ul style="list-style-type: none"> <li>-Vicki Tarr has reviewed and is good with lease agreement</li> </ul> </li> <li>• <b>Recently had Federal IRS Audit</b> <ul style="list-style-type: none"> <li>-no vulnerabilities were found</li> </ul> </li> <li>• <b>Discussion on furniture bid for CSEA relocation to Cook Tower</b> <ul style="list-style-type: none"> <li>-drawings will be provided to Vicki Tarr when finished and then bid specs can be prepared</li> <li>-general discussion on timeline of project</li> </ul> </li> <li>• <b>Discussion on State Budget</b> <ul style="list-style-type: none"> <li>-no budget cuts were proposed for Child Support</li> <li>-review of funding Allen County will receive</li> </ul> </li> <li>• <b>Discussion on personnel</b> <ul style="list-style-type: none"> <li>-currently have three (3) open positions</li> </ul> </li> </ul>

At 2:35 p.m., Commissioner Winegardner made a motion to enter into executive session pursuant to ORC 121.22(G)(1) to discuss compensation of a public employee. Motion seconded by Commissioner Seibert. The roll was called and approved unanimously. Vicki Tarr will remain present during executive session.

Back in general session at 2:55 p.m.

- Vicki Tarr provided an update to the Commissioners on steps being taken to hopefully resolve a Medicare issue for an employee

2:56 p.m.

RECESS

3:06 p.m.


Staff Update/County Projects Discussion Continued

- Continued review of potential plan options for Health Insurance

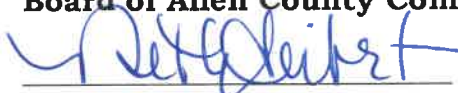
3:43 p.m.

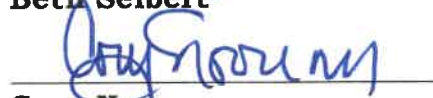
ADJOURN

Submitted by:

  
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Beth Seibert

  
Cory Noonan

  
Brian Winegardner