

**MINUTES
BOARD OF ALLEN COUNTY
COMMISSIONERS**

204 N. Main Street

3rd Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

Clerk-Brittany Woods-bwoods@allencountyohio.com

Board of Allen County Commissioners will be in session

Tuesday and Thursday and adjourn upon completion of business

DESCRIPTION	GENERAL SESSION
DATE	March 5, 2026
LOCATION	COMMISSIONER'S MEETING ROOM
	PRESENT: Brian Winegardner Beth Seibert Cory Noonan
TIME:	GENERAL SESSION – RECORDED
9:00 a.m.	AGENDA MEETING
	PLEDGE—Cory Noonan
	PRAYER- Pastor Damian Tibbs, New Life Christian Ministries
	APPROVE AGENDA AS PRESENTED Under Resolution/Signatures, add Resolution #149-26, approve three (3) late fee/penalty waiver forms and authorize payment of three (3) late fee/penalties. <i>Commissioner Noonan moved to approve the agenda. Motion seconded by Commissioner Seibert. The roll was called and the amended agenda was approved unanimously.</i>
	ITEMS FOR REVIEW AND APPROVAL 1. Consent Agenda: a. Resolution #139-26. Approve travel expenses. b. Resolution #140-26. Supplemental appropriation for the Perry Sewer Fund 4007. c. Resolution #141-26. Supplemental appropriation for the Vandemark Building Fund 4028.

d. Resolution #142-26. Approve Then and Now Purchase Orders.

Commissioner Seibert moved to approve the resolutions. Motion seconded by Commissioner Winegardner. The roll was called and the resolutions were approved unanimously.

RESOLUTIONS/SIGNATURES:

- 1. Resolution #143-25.** Enter into an agreement with the Allen County Sheriff's Office and Bath Township 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.***
- 2. Resolution #144-26.** Enter into an agreement with the Allen County Sheriff's Office and Spencerville Invincible 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 #145-26.** Enter into an agreement with the Allen County Sheriff's Office and Harrod Fire Department, Auglaize Township 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.***
- 4. Resolution #146-26.** Enter into an agreement with the Allen County Sheriff's Office and Perry Township 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.***
- 5. Resolution #147-26.** Authorize payment of a Credit Card Convenience Fee. ***Commissioner Noonan moved to approve the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was approved unanimously.***

	<p>6. Resolution #117-26A. Amend Resolution #117-26, Resolution to consider the vacation of an alley between Lot #5 and Outlot No. 3 of the Plat of the Town of Westminster, Auglaize Township, petitioned for by Sharon L. Sanders and Melissa JS Carroll, pursuant to section 5553.04, O.R.C. Commissioner Seibert moved to approve the resolution. Motion seconded by Commissioner Winegardner. The roll was called and the resolution was approved unanimously.</p> <p>7. Resolution #149-26. Approve three (3) late fee/penalty waiver forms and authorize payment of three (3) late fee/penalties. Commissioner Winegardner moved to approve the resolution. Motion seconded by Commissioner Noonan. The roll was called and the resolution was approved unanimously.</p>
	<p>DISCUSSION</p> <p>A. <u>Allen County Regional Airport Authority</u></p> <p>1. Resolution #148-26. Authorize the Allen County Regional Airport Authority to accept a matching grant offer from the Ohio Department of Transportation for funding under the SFY2026 Ohio Airport Improvement Grant Program for additional funding for the Reconstruction of Airport Drainage-Preliminary Design Project.</p> <p>Commissioner Noonan moved to table the resolution. Motion seconded by Commissioner Seibert. The roll was called and the resolution was tabled unanimously.</p>
	<p>ANNOUNCEMENTS</p>
<p>9:05 a.m.</p>	<p>RECESS</p>
<p>9:30 a.m.</p>	<p>Building and Grounds Weekly Update – Jason Patchet</p> <ul style="list-style-type: none"> • Provided an update on Clerk of Courts relocation -discussion on moving costs -received a quote from Lanes for a cost not to exceed \$8,287.12 -discussion on cost of purchasing new safe rather than moving the current safe—\$1,189.56 with a 2-hour fire rating

	<ul style="list-style-type: none"> • Discussion on purchasing the same safes for the Treasurer and Auditor for the Government Center due to the 2-hour fire rating <ul style="list-style-type: none"> -both would like two (2) of the safes -Jason Patchet will reach out to the vendor to discuss cost for five (5) safes and determine what shipping costs would be -Commissioners would like Jason Patchet to move forward with purchasing for an amount up to \$8,000.00 • Discussion on sink hole beginning in one of the county parking lots <ul style="list-style-type: none"> -Commissioners would like to fix the current issue temporarily until the Vandemark Building is demolished and the whole parking lot area can be redone • Provided an update on CSEA Relocation • General discussion on Charles Construction request for extension of completion for the Government Center Building Project • Discussion on Courthouse Project <ul style="list-style-type: none"> -Brittany Woods will schedule a meeting with Mark Evans to discuss Request for Qualifications for a Design Professional • Discussion on potential Open House for the Government Center <ul style="list-style-type: none"> -due to security protocols a formal Open House will not be held • General discussion on staffing <ul style="list-style-type: none"> -due to an individual retiring and an individual having surgery some shifting of employees will be done
<p>10:54 a.m.</p>	<p>RECESS</p>
<p>11: 12 a.m.</p>	<p>Budget Discussion – Susan Wildermuth</p> <ul style="list-style-type: none"> • Discussion on 2026 budget <ul style="list-style-type: none"> -Commissioner Noonan asked to discuss supplemental pay for general fund employees <p>At 11:13 a.m. Commissioner Seibert made a motion to enter executive session to discuss compensation of public employees regarding a supplemental pay per ORC 121.22 (G)(2). Motion seconded by Commissioner Winegardner. The roll was called an approved unanimously. Susan Wildermuth remained present during executive session.</p> <p>Susan Wildermuth left executive session at 11:38 a.m.</p>

	<p>Back in general session at 11:50 a.m., which Susan Wildermuth rejoined the meeting</p> <ul style="list-style-type: none"> • Listing of staff and hire date per department was reviewed <ul style="list-style-type: none"> -discussion was had on hire date formula for 2025 supplemental pay -Supplemental Pay will be in the amount of \$7,300.00 per employee aid from the General Fund that worked in entirety for 2025—any employees hired during 2025 will be prorated by which month they were hired -discussion was had in regards to GIS/Tax Map as well, as they are not General fund employees, however will be included in the supplemental pay, with funds coming from the Transfer Fee for said supplemental pay • Commissioners would like Susan Wildermuth to also make a transfer to EMA for said supplemental pay as well • Discussion on supplemental pay for Susan Wildermuth in the amount of \$2,400.00 • Brittany Woods will work with Susan Wildermuth on preparing resolutions for supplemental pays
<p>11:58 a.m.</p>	<p>RECESS</p>
<p>1:12 p.m.</p>	<p>Building Department Quarterly Update – Doug Ditto</p> <p>Commissioner Winegardner not present</p> <ul style="list-style-type: none"> • Discussion on annual contract <ul style="list-style-type: none"> -Doug Ditto with have Law Department send agreement over for approval • Discussion on WORTH Center Certificate of Occupancy <ul style="list-style-type: none"> -certificate was not signed and address was listed incorrectly -Doug Ditto will have a special inspection completed and get new occupancy certificate completed • Discussion on new legislation in regards to plan reviews <ul style="list-style-type: none"> -legislation will not change the process of the Building Department • General discussion on staffing <ul style="list-style-type: none"> -currently interviewing for open positions
<p>1:24 p.m.</p>	<p>RECESS</p>

2:00 p.m.

Juvenile Court/ACCESS Center Position and Software Discussion – Berlin Carroll and Tammie Colon

Commissioner Winegardner not present

- **Discussion on Community Mental Health Initiative Grant funding**
 - currently 18 months into a 4-year grant period
 - Berlin Carroll reviewed requests for additional staffing and additional programming at the ACCESS Center in the amount of \$211,559.80
- **Discussion on request for purchase of new software in the amount of \$87,580.00 plus a yearly maintenance fee of \$70,200**
 - grant funding would be able to pay the yearly maintenance fee for three (3) to four (4) years
- **Budget proposal will be emailed to the Commissioners for their review**
 - only cost to the county would be the annual software maintenance fee
 - Commissioners suggest that the new positions be paid from Juvenile Courts Special Projects Funds and then be reimbursed through the Community Mental Health Initiative Grant—Berlin Carroll will discuss with the Auditors on ability to do so

3:07 p.m.

ADJOURN

Submitted by: 
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners


Brian Winegardner


Beth Seibert


Cory Noonan