

**MINUTES  
BOARD OF ALLEN COUNTY  
COMMISSIONERS**

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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

DESCRIPTION	GENERAL SESSION
<b>DATE</b>	<b>April 7, 2026</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<b>PRESENT: Brian Winegardner Beth Seibert Cory Noonan</b>
<b>TIME:</b>	<b>GENERAL SESSION - RECORDED</b>
<b>8:00 a.m.</b>	<p><b>MS4 and SMSCR Discussion with Allen Soil &amp; Water Conservation District—Casey Heilman, Lydia Archambo, Jarrod Wehinger, Brad Niemeyer and Ron Meyer</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on the possibility of Soil and Water Conservation District overseeing the MS4 and Stormwater Management and Sediment Control Regulations (SMSCR)</b></li> <li>• <b>Lydia Archambo provided an overview of trainings/certifications that Soil and Water staff would need to obtain</b> -<b>permitting could be handled in house, but believe a consultant would need to be hired this year while trainings/certifications are being completed</b></li> <li>• <b>Review of estimate of proposed additional hours of Soil and Water staff</b> -<b>estimated cost of additional hours would be in the amount of \$52,875.00 for administration of SMSCR and MS4</b> -<b>discussion on consultant fees—estimated to be \$50,000.00</b></li> <li>• <b>General discussion on permit fees and fee structure</b></li> <li>• <b>General discussion on maintenance of catch basins</b></li> </ul>

**-Commissioners believe the County Engineer would still be responsible for any drainage within the county roadway right of ways**

**John Willamowski Jr. joined the meeting at 8:29 a.m.**

- **Discussion on inspections**  
**-Jarrod Wehinger is comfortable with performing inspections**
- **General discussion on needed trainings/certifications**  
**-Soil and Water would have a goal of being certified by April 2027**
- **Commissioners would like Soil and Water to move forward with preparing to take over administration of the MS4 and SMSCR**  
**-Casey Heilman will plan to discuss with the Soil and Water Conservation District Board**

**9:17 a.m.**

**RECESS**

**9:38 a.m.**

**Staff Update/County Projects Discussion**

**John Willamowski Jr.—**

- **Working with RaceTrac on a Road Dedication**  
**-right of way dedication will be placed on the agenda for approval**
- **Discussion on Coroner contract for transportation services**  
**-working with the Coroner**
- **Will begin working on a Memorandum of Understanding with the County Engineer for MS4 and SMSCR transitioning to Soil and water Conservation District**
- **Will be meeting with the Commissioners Thursday to discuss Marion Township Annexation to the City of Delphos**
- **Discussion on Employee Dishonesty Coverage**  
**-John Willamowski Jr. is reviewing and determining what coverage all officials in Allen County need**
- **Discussion on supplemental pay repayment for Sheriff Office employees that resign**  
**-John Willamowski Jr. will work on drafting a letter to be sent to employees who have left employment and funds are needed to be returned to the county per the union contract**
- **Discussion on Francesca's bankruptcy filing**

- Susan Wildermuth provided received documents to John Willamowski Jr. for review
- Discussion on Family and Children First Council membership fees
  - Commissioners fees are done in kind through supplies and housing
  - another entity would also like to provide in-kind items i.e. copier paper—Commissioners would like John Willamowski Jr. to see if that is possible, since Family and Children First Council currently use Commissioners Office supplies
- Discussion on Bed Lease
  - Susan Wildermuth and John Willamowski Jr. will plan to meet with the owner to further discuss
- General discussion on SMSCR and MS4 Administration

**Sofia Clifton—**

- Working on completing appraisals with ACH, which CORSa hired to complete the appraisals
- Discussion on reimbursements through CORSA
- CORSA Renewal meeting will be on April 20<sup>th</sup> at 11:00 am
  - invoice has been received and the increase will be 5.75%
- Provided an overview on Workers Compensation Claim at the County Engineer's Office
  - employee was struck by a pry bar while repairing a mower
  - stitches were needed
  - claim has been submitted

**Brittany Woods—**

- Review of responses from RFQ for CDBG Allocation and Fair Housing
  - received RFQ from GLCAP for CDBG administration
  - received RFQ from WOCAP for Fair Housing administration
  - agreements will be placed on agenda for approval

**Susan Wildermuth—**

- Review of March Investment Inventory
  - discussion on interest received will show as a revenue to the General Fund
  - discussion on having interest funds diverted to project accounts
  - will further discuss with the Budget Commission

- Brittany Woods will schedule a meeting
- **Received invoices from Bricker Graydon for CSEA and Courthouse Renovations Projects**
  - Commissioners are in agreeance with moving funds from the cash balance and capital to make payment
- **Discussion on Grand Opening for Veterans Garage**
  - Commissioners are in support if the Veterans Service Commission would like to hold a grand opening

**Brian Winegardner—**

- **Provided an update on Furnishings Committee Meeting**
  - should have a compiled list of furnishings needs by the end of the week
  - Bricker Graydon is working on preparing bidding documents
- **Furnishings Committee is also working on developing a moving plan for offices to move from the Courthouse to the Government Center**

**Beth Seibert—**

- **Discussion on Opioid Fund communications**
  - working with Attorney Al Smith on next steps
- **Discussion on Mental Health and Recovery Services Board appointments**
  - Mental Health and Recovery Services has requested the reappointment of Mary Earley
  - Commissioners are in agreeance with this reappointment
  - Discussion on Arlett Pollock-Evans lack of attendance to the Board meetings due to medical issues
  - the Board will ask her if she plans to resign
- **OSU Lima Event on April 13<sup>th</sup>**
  - Commissioners do not plan on attending
- **Received a request from the Health Commissioner to authorize the Health Department to apply for a reimbursable loan**
  - will be placed on the agenda for approval

**Cory Noonan—**


- **CCAO Electric Aggregation discussion**
  - various counties will be meeting to discuss possibilities of joining together as a group for aggregation

	<ul style="list-style-type: none"> <li>• <b>General discussion on meeting with Charles Construction in regards to contract extension</b></li> </ul>
<b>12:16 p.m.</b>	<b>RECESS</b>
<b>1:08 p.m.</b>	<p><b>Electric Aggregation Discussion with CCAO and Palmer Energy</b></p> <ul style="list-style-type: none"> <li>• <b>General discussion on pooling counties for electric aggregation</b> -looking at gathering four to five counties together for aggregation to potentially lower electric costs</li> <li>• <b>General discussion on capacity and rates</b></li> <li>• <b>Pooling group is proposed to include Allen County, Hardin County, Seneca County, Paulding County and Putnam County</b></li> <li>• <b>Commissioners are open to the idea, depending on rates</b></li> </ul>
<b>1:38 a.m.</b>	<b>RECESS</b>
<b>3:00 p.m.</b>	<p><b>Substantial Completion discussion – Charles Contracting (Ryan Smith, Brandon Bueller, Matt Clifford and Austin Rausch), Jason Patchet and Mark Evans</b></p> <ul style="list-style-type: none"> <li>• <b>Discussion on revision to the substantial completion date for the Government Center Building Project</b> -Charles Construction is requesting the date be changed to August 14, 2026 vs the original contracted substantial completion date of May 28, 2026</li> <li>• <b>General discussion on delays in the project</b> -currently the elevator is delayed and has a delivery date of June 15<sup>th</sup></li> <li>• <b>Charles Construction did discuss with all of the prime contractors to ensure August 14<sup>th</sup> would work as a substantial completion date for them as well</b></li> <li>• <b>Discussion on the contractors providing an updated schedule to the County with the substantial completion date being August 14, 2026</b> -a mutual release of claims will need to be signed as well -Change orders will be completed and approved to move forward with the updated substantial completion date</li> </ul>

- Commissioners will plan to meet with all contractors Thursday to discuss and Mark Evans will prepare resolution for approval once contractors provide completed Change Orders

3:33 p.m.

ADJOURN

Submitted by:   
Brittany N. Woods, Clerk

Approved by: Board of Allen County Commissioners

  
Brian Winegardner

  
Beth Seibert

  
Cory Noonan