

MINUTES OF JANUARY 6, 2009 AGENDA MEETING

Commissioner Reiff opened the meeting at 9:15 a.m. on the 6th day of January, 2009 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt County Administrator Becky Saine and Clerk of the Board Kelli Singhaus.

Mark Stockman led the Pledge of Allegiance.

Commissioner Sneary moved for the approval of the December 30, 2008 Agenda Meeting minutes. Commissioner Bassitt seconded the motion. The minutes were approved as submitted.

Action Items:

Resolution #01-09. *Appoint Clerk of Board.*

With the recent lay-off of Becky Laman as Clerk of the Board on January 2, 2009, it was necessary to appoint a full-time Clerk. The Board appointed Kelli Singhaus effective January 3, 2009.

Commissioner Reiff moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #02-09. *Establish purchase order issuance policy for calendar year 2009.*

Per the request of the Auditor's Office, a purchase order issuance policy for calendar year 2009 has been established as follows:

TYPE	VENDOR	EXPIRATION	AMOUNT	NUMBER ALLOWED PER ACCOUNT
Regular	Specific	End of Year	Specific	More than One
Blanket	Specific or Various	End of Year	\$20,000 or Less	Only One
Super Blanket	Specific or Various	End of Year	No Limit	Only One
Contract	Specific	None-Carryover	Contract Amount	More than One
Then & Now	Specific	End of Year	Specific	More than One

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #3-09. *Authorize the amount of the Then and Now Purchase Order approval for calendar year 2009.*

The "Then and Now" limitation has been established at \$1,000 or less and shall be applied to all purchases that did not originally have a purchase order.

Commissioner Bassitt moved to adopt the Resolution. Commissioner Reiff seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #4-09. *Approve the use of credit cards for the 1st quarter of 2009.*

Commissioner Reiff moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #5-09. *Authorize the preliminary appropriations for the Furtherance of Justice accounts.*

Said preliminary appropriations have been made as follows:

<u>Org # - Obj #</u>	<u>Department</u>	<u>Amount</u>
13013031-350002	Sheriff	\$ 37,565.50
01500031-350002	Prosecutor	\$ 57,851.50

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #6-09. *Authorize the appropriation of funds to the Executive Director's fund for the Children Services Board.*

The Board appropriated funds in the amount of \$2,000 for calendar year 2009. Said account may be reimbursed once the balance reaches \$1,000 in which proper documentation must be presented to the Auditor's office prior to replenishing the account.

Commissioner Bassitt moved to adopt the Resolution. Commissioner Reiff seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #7-09. *Authorize the appointment of W. Dan Reiff and Kevin Cox to the Maumee Valley R C & D Board.*

Said appointment is for a one year term commencing January 2009 and expiring December 2009.

Commissioner Bassitt moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously with Commissioner Reiff abstaining from the vote.

Resolution #8-09. *Authorize various temporary appropriations.*

Temporary and preliminary appropriations are necessary until the annual appropriation resolution is in force. The Board approved the following temporary appropriations:

- 1) Payment of all County payroll and payroll related expenses
- 2) Payment of utilities to include water, sewer, electricity, natural gas and garbage collection for all funds
- 3) Payment of indigent defense expenses from the general fund
- 4) Payment of services to include cell phones, fleet/gas cards, credit cards, real estate taxes, witness/jury fees, rent and monthly contract payments for the general fund departments as well as the EMA Fund 2091, E-911 Fund 2004, Capital Improvement Fund 4017, Adult Probation-probation fees Fund 2801 and Wireless Surcharge Fund 2096.

Commissioner Reiff moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #9-09. *Establish a new meeting day and time for the Board of County Commissioners.*

The Board established Wednesday's at 9:00 a.m. in the Commissioner's office as the meeting day and time for the Board beginning January 14, 2009. In the event that the meeting cannot occur on the scheduled meeting day, the meeting will take place on the next scheduled business day. Special meetings may be conducted on an as needed basis in which proper notification will be given to the public, news media as well as elected officials and department heads.

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #10-09. Amend Resolution #958-08, authorize the renewal of the Allen County Employee optical care with Vision Service Plan.

This amendment defines the employee/employer share for exam only of the Allen County optical care with Vision Service Plan.

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #11-09. Amend Resolution #284-08, authorize the renewal of a lease agreement with Huntington National Bank for office space at the City Loan Building.

Said amendment includes two (2) additional parking spaces at a cost of \$62 per month for a new total monthly installment of \$1,812.00.

Commissioner Reiff moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously.

Discussion Items:

A. **Mark Stockman, Allen County Engineer's office** presented the following:

1. Request to adopt **Resolution #12-09**, authorize the Clerk of Board to post notice and advertise to receive bids for the Eastown Road Phase 4 Project. Per Mark Stockman, this is the last mile of Eastown Road which will link SR 117 with SR 309. Bid opening will be January 30, 2009 at 11:00 a.m.

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved unanimously.

Announcements, Proclamations, Recognition and Commendations

With no further business to come before the Board, Commissioner Reiff moved to adjourn. Commissioner Sneary seconded the motion. Meeting was adjourned.

Submitted by:

Approved by:

Kelli A. Singhaus
Clerk of the Board

Greg Sneary

W. Dan Reiff

Sam Bassitt