

MINUTES OF APRIL 29, 2008 AGENDA MEETING

Commissioner Reiff opened the meeting at 9:15 a.m. on the 29th day of April, 2008 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, County Administrator Becky Saine and Clerk of the Board Brian Cheney.

Lynn Shock led the Pledge of Allegiance.

Action Items:

Resolution #289-08. *Authorize training, seminar and travel related expenses for various departments.*

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

Resolution #290-08. *Authorized intradepartmental transfer for the General Fund 1001.*

Becky Saine, County Administrator, submitted a request for the said transfer of the General Fund – Contingency to the General Fund – Special Prosecutor in an amount for \$11,297.02 to cover costs for a special prosecutor of the grand jury indictment of Joe Chavalia.

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

Resolution #291-08. *Authorization of a warrant to advance funds from the Sanitary Engineering Department Fund 5035 to the Allentown Sewer Bond Fund 3888.*

Bruce Wells, Business Manager, submitted the request for the warrant to advance funds in an amount of \$130,000.00

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

Resolution #292-08. *Authorization of a warrant to return advances of funds from the Bath Perry Sewer Fund 3702 to the Sanitary Engineer's Surplus Fund 5035.*

Bruce Wells, Business Manager, submitted the request for the warrant to return advances in the amount of \$8,375.00.

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

Resolution #293-08. *Authorization of a warrant to return an advance of funds from the Indianbrook Water Fund 4491 to the Sanitary Engineer's Surplus Fund 5035.*

Bruce Well, Business Manager, submitted the request for the warrant to return advances in the amount of \$10,000.00.

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

Resolution #294-08. *Authorization of a warrant to return a portion of an advance of funds from the St. John's Waterline Bond Fund 3300 to the County Water Fund 5036.*

Bruce Wells, Business Manager, submitted the request for the warrant to return the said advance in an amount of \$950.00.

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

Resolution #295-08. *The Board approves the adoption of a cell phone procedure policy for the Building and Grounds Department.*

Kelli Singhaus, Administrative Assistant, submitted the request for the adoption of the cell phone policy.

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

Resolution #296-08. *The Board approves the adoption of an updated Family Medical Leave policy for all Allen County Offices and Departments.*

Nicole Ward, Benefits Coordinator, submitted the request for the adoption of the updated Family Medical Leave policy.

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

Resolution #297-08. *The Board approves a resolution to proceed with the construction of the Wapak Road Group Project #1254.*

The Board of Supervisors of the Allen Soil and Water District submitted a letter of request of the resolution to certify the Senate Bill 160 Project to be constructed and improved of the said project.

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

Resolution #298-08. *The Board approves a resolution to proceed with the construction of the Dean Herron Group Project #1248.*

The Board of Supervisors of the Allen Soil and Water District submitted a letter of request of the resolution to certify the Senate Bill 160 Project to be constructed and improved of the said project.

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

Resolution #299-08. *The Board authorizes the installation of a culvert for the Herron (Hollenbacher) Group Ditch Project #1247.*

Daniel Ellerbrock, Drainage Coordinator of Allen County Soil and Water District, requested the installation of a culvert resulting from a land-locked situation as a result of work with this project. The cost is approximately \$2,458.75.

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

Resolution #300-08. *The Board approved the amendment of Resolution #15-08 for the sale of personal property by Internet auction.*

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

Resolution #301-08. *The Board approved the acceptance of a bid and to enter into contract with the Shelly Company for the reconstruction and widening of Eastown Road Phase 2.*

Mark Stockman, Chief Deputy Engineer, reviewed the two submitted bids and recommended the lowest bid of the Shelly Company for \$5,676,562.17 in total.

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. Allen County Sanitary Engineering Office – Rick Boerger, Operations Manager, presented the following:

1. Requested the authorization to enter into a custom farming agreement with Dwain Metzger. The intent is for the Sanitary Engineering Department to pay the County Commissioners' Office \$1,500.00 to offset the former lease payment received from Mr. Metzger, considering the farming activity taking place. The agreement will also assist with the department's bio-solids operation.
2. Request the authorization to enter into two (2) custom farming agreements with Norm Capps. The intent with agreement #1 will allow for land application of bio-solids of 15 of the 30 acres on McClain Road and also control of the post application farming. Agreement #2 will allow for the application of chemicals, harvesting and marketing of grass hay from the remaining 15 acres. It is also the intent of the Sanitary Engineering Department to pay the Commissioners' Office \$2,400.00 to offset the former lease payment received.

B. Allen County Department of Job and Family Services – Lynn Shock, Director, presented the following:

1. Request to enter into a contract with the Joy of Learning Child Care Center, LLC for a period of May 4, 2008 through June 30, 2008 in an amount not to exceed \$8,500.00.

C. Allen County Regional Planning Commission – Tom Mazur, Director, presented the following:

1. Requested the approval and support of Resolution #302-08 for the Allen County Public Transit – Human Services Transportation Coordination Plan. The plan was created in conjunction with various non-profit organizations and for-profit companies. This is an effort to receive funding and coordinate fixed-route transportation.

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

D. Family and Children First Council - Mary Early, Coordinator, presented the following:

1. Requested the authorization to proceed with the Request for Proposals for programs to prevent child abuse and neglect. She mentioned the strategic planning aspect for providing the necessary funding and education for preventing child abuse and neglect.

E. Allen County Engineer's Office – presented the following:

1. Request to authorize the Clerk to post notice and advertise for bids for the Pike Run Petition Ditch #1150. The approximate total estimated cost is \$561,340.00. The project will consist of removing log-jams and ditch clearing and excavation. Bids will accepted until May 16, 2008 at 11:00 a.m. in the Commissioners' Office.
2. County Engineer Tim Piper and Chief Deputy Engineer Mark Stockman included information relevant to **Resolution 301-08** for the reconstruction and widening of Eastown Road. They remarked that 77% of the project is paid for by grant monies. This is the most expensive project even untaken in the history of the Engineer's Office. They went on to note that the respective departments; i.e. Sanitary Engineering Department for example, are paying all of their costs for respective worked performed in accordance with the project. They are anticipating the roadway to be covered in blacktop by December.

Announcements: None

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

Submitted by:

Approved by:

Brian K. Cheney
Clerk of the Board

Greg Sneary

W. Dan Reiff

Sam Bassitt