

## **MINUTES OF JULY 1, 2008 AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:15 a.m. on the 1st day of July, 2008 with the following members present: Commissioner W. Dan Reiff, Commissioner Sam Bassitt, County Administrator Becky Saine, and Clerk of the Board Becky Laman.

Chris Hardesty led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the June 24, 2008 meeting minutes. Motion seconded by Commissioner Bassitt. Minutes were approved unanimously.

Commissioner Reiff moved for the approval of the June 25, 2008 Special meeting minutes. Motion seconded by Commissioner Bassitt. Minutes were approved unanimously.

### **Action Items:**

**Resolution #477-08. *Authorize training, seminar and travel related expenses for various departments.***

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

**Resolution #478-08. *Authorize an Intradepartmental Transfer for MRDD.***

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

**Resolution #479-08. *Authorize warrants of transfer from the General Fund #1001 to the Indigent Guardianship Fund #2716 and to the Mental illness cases Fund #2716.***

Becky Saine, County Administrator, requested to transfer \$15,750.00 from the General Fund #1001 to the Indigent Guardianship Fund #2716 and to the Mental Illness Cases Fund #2716 to fund unfunded state mandates.

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

**Resolution #480-08. *Authorize warrants of transfer from the Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035.***

*Bruce Wells, Business manager for the Sanitary Engineer requested 300,000.00 transferred from the Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035 to fund various departmental projects and cover debt service.*

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

**Resolution #481-08. *Authorize warrants of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Bond Reserve Fund 5303 and the OWDA Debt Service Fund 5308.***

*Bruce Wells, Business manager for the Sanitary Engineer requested 215,000.00 transferred from the Sanitary Engineering Department Surplus Fund 5035 to the Bond Reserve Fund 5303 and the OWDA Debt Service Fund 5308 for debt payment coverage.*

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

**Resolution #482-08. *Enter into a contract with the Allen County Agricultural Society to lease space for the Allen County Dog Warden's Office for the 2008 Allen County Fair.***

Julie Shellhammer, Dog Wardens Office, has requested to enter into a contract with the Allen County Agricultural Society to lease space for the 2008 Allen County Fair. The space shall be used to bring in healthy, adoptable dogs and cats to find new homes. The contract amount is not to exceed \$450.00.

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

**Resolution #483-08. *Execute a Memorandum of Understanding between the Board of Allen County Commissioners and the Allen County Board of MRDD and the Allen County Department of Job & Family Services.***

Mary Early, FCFC Director, is requesting the Board of Allen County Commissioners authorize the execution of a Memorandum of Understanding with the Allen County Board of MR/DD and the Allen County Department of Job & Family Services for the provision of "Help Me Grow" services. The purpose of this agreement is to utilize TANF funds for "Help Me Grow" services in accordance to all regulations through the reimbursement process.

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

**Resolution #484-08. *Amend Lease agreement with the Child Support Enforcement Agency for the lease of office space at the City Loan building.***

Correspondence was received from Becky Saine, County Administrator, requesting the Board enter into a five (5) year renewable lease agreement with the Child Support Enforcement Agency for the lease of approximately 19,016 square feet of space at the "City Loan Building" located at the corner of Elizabeth and Market Streets. The five (5) year lease shall commence on January 1, 2004 and end on December 31, 2008. Due to parking spaces increasing from three spaces to five spaces effective July 1, 2008, Lessee (Child Support Enforcement Agency) shall now pay Lessor (Allen County Board of Commissioners) the minimum annual sum of \$162,611.52 in equal monthly installments of \$13,550.96 each in advance on the 1<sup>st</sup> day of each month commencing January 1, 2004, and continuing thereafter until said total shall be paid.

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

**Resolution #485-08. *Accepts bid and enters into a contract with Miller Contracting Group, Inc. for the construction of the Pike Run Petitioned Ditch #1150.***

Two sealed bids received by the Board and read aloud for the construction of the Pike run Petitioned Ditch #1150 as follows:

<b>Miller Contracting Group, Inc.</b>	<b>\$ 567,580.00</b>
<b>Deitering Landscaping, Inc.</b>	<b>\$ 933,933.00</b>

Nathan Davis, Asst. Drainage Engineer/Project Manager, has reviewed the above bids and it is the recommendation that the Board accept bid and enter into contract with Miller Contracting Group, Inc for an amount not to exceed \$567,580.00.

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

**Discussion Items:**

**A. Allen County Department of Engineering– presented the following:**

1. Chris Hardesty of the Allen County Engineers office requested to declare a 1992 Ford Dump Truck obsolete and request the sale of the same through the Internet Auction.
2. Chris Hardesty, Traffic Safety Manager for the Allen County Engineer, requested a resolution be passed to authorize the participation with the Ohio Department of Transportation for the purchase of road salt for the 2008-2009 winter season.

**B. Community Development- presented the following:**

1. Bruce Wells, Community Development, requested to authorize the securing of funding for the Little Ottawa River Project, Shawver & Goddard Ditch Project, and the Thayer Road project. A Soil and Water project was recently approved for the Little Ottawa River project and the Shawver & Goddard Ditch Project was approved at a first hearing for engineering. Requested funding for these two projects is \$110,000 and \$16,000 respectively.

The Thayer Road Project is grant funded, but on a reimbursement basis; the Engineer pays the invoices, we submit the evidence of payment to the state and in about eight weeks we get the money back. We've been leveraging \$300,000 from a note that matures in October to pay contractors, but the project is nearing completion and we will be short on funds for pending invoices. I'm proposing that we call the existing note with cash on hand from the most recent reimbursement and borrow \$700,000 to finish out the project. The grant expires October 10<sup>th</sup>, so we should be reimbursed and able to call this portion of a new loan by the end of the 2008.

Bruce Wells requested that the Board authorize the securing of an \$826,000 one year, callable without penalty, non bank qualified note for the described projects through JPMorgan Chase.

**C. Allen County Family & Children First Council-present the following:**

1. Mary Early, Coordinator Allen County Family & Children First Council, requested to apply for a grant for \$20,000.00 to help the council with operating expenses. She also reported on the HB 289 and the progress being made in Freedom, Unity & South Schools. The council has stepped into the schools and helped to minimize some behavioral problems by dealing with emotional and social aspects which may create these problems. The Council has also been able to help not only at school, but has provided help in the homes.
2. Mary Early, Coordinator Allen County Family & Children First Council, requested that the Board enter into an Administrative Agent Agreement. The last agreement was dated 6/10/99, and at this time would be beneficial to look at a new agreement.

**Announcements, Proclamations, Recognition and Commendations:** None

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

Submitted by:

Approved by:

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Becky Laman  
Clerk of the Board

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Greg Sneary

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W. Dan Reiff

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Sam Bassitt