

## **MINUTES OF OCTOBER 2, 2007 AGENDA MEETING**

Commissioner Bassitt opened the meeting at 9:15 a.m. on the 2nd day of October, 2007 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt and Clerk of the Board Kelli Singhaus.

Scott Ferris led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the September 27, 2007 Agenda Meeting minutes. Commissioner Sneary seconded the motion. The minutes were approved as submitted with Commissioner Bassitt abstaining from the vote.

### **Action Items:**

**Resolution #705-07. *Authorize an agreement with Vandemark Property Management for the Eastown Road Improvement Project. (Previously removed from the 9/27/07 agenda)***

Through this agreement, Vandemark Property Management will assist with the selling of seven (7) properties located on Makley and Springview Drives that were obtained for the Eastown Road Improvement Project.

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

**Resolution #710-07. *Authorize training, seminar and travel related expenses for various departments.***

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

**Resolution #711-07. *Approval of "Then and Now" purchase orders.***

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

**Resolution #712-07. *Authorize Clerk of Board to post notice and advertise to receive bids for the Allen County Veteran's Memorial Civic & Convention Center Roof Replacement and Repairs Project – Phase II.***

Bid opening is scheduled for October 19, 2007 at 10:30 a.m.

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

**Resolution #713-07. *Authorize to amend Resolution #576-04, enter into contract with URS Corporation Design for Final Design Services for the Sanitary Engineer's Department Administration Office, Building and Department Operations Facilities.***

Bradley T. Niemeyer, Assistant Sanitary Engineer, requested an increase in the amount of \$18,660.00 to the contract for services needed to complete said project. This will change the original contract amount of \$249,330.00 to an amount not to exceed \$267,990.00.

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

**Resolution #714-07. *Authorize the cancellation and release of a mortgage for a Community Housing Improvement Program property in Bath Township.***

Bruce Wells, Community Development Coordinator, notified the Board that a mortgage under the program had been satisfied as of September 17, 2007 through residency in the amount of \$7,305.70.

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

**Resolution #715-07. *Supplemental appropriation for the Community Development Fund 2414.***

Bruce Wells, Business Management, requested a new appropriation of \$220,240.00 thus decreasing the original appropriation by \$74,760.00.

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

**Resolution #716-07. *Declare various personal property from Allen County Children Services obsolete and authorize the transfer of same to the West Central Ohio Learning Academy.***

Said property consists of chairs, dividers, a desk and table. These items will be used in the computer lab at the school.

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

**Resolution #717-07. *Authorize to advertise for the sale of structures as part of the Eastown Road Improvement Project – Phase III.***

Seven (7) structures located on Makley and Springview Drives will be sold to the highest and best bidder. Bids shall be received until 10:30 a.m. on Monday, December 17, 2007 in the Allen County Commissioner's Office.

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

**Discussion Items:**

**A. Nathan Davis, Allen County Engineer's Office, presented the following:**

1. Request to accept bid and enter into contract for the construction of the Allen County Regional Airport Authority Petitioned Ditch #1217. Seven (7) bids were received with the low bid being Miller Contracting Group, Inc. in the amount of \$52,800.

**B. Bruce Wells, Sanitary Engineer's Office, presented the following:**

1. Request to authorize an application for issuance of a credit card for departmental purposes. Wells is requesting to submit an application for a credit card to JP Morgan Chase Bank NA. This credit card will eliminate the use of personal credit cards for securing lodging, telephone technical support, etc. The card will be for departmental use only and will be issued to the Sanitary Engineer and Assistant Sanitary Engineer only.

**C. Bruce Wells, Community Development, presented the following:**

1. Request to advertise to receive bids for the Samaritan House FY'07 Formula Project. Wells stated that Samaritan House was allocated \$21,500 and later amended that amount increasing the allocation to \$23,200 from the FY'07 Formula Grant for plumbing repairs. Specifications are being finalized and there is a need to advertise for bids as soon as possible in order to meet the

December 31, 2007 grant deadline. The cost for preparing the specifications were greater than originally planned and Wells would like to assist with this expenses through the Program Income funds in an amount up to \$1,600.

**D. Scott Ferris, Children Services**, presented the following:

1. Request approval of an agreement between the Allen County Children Services Board and The Communications Workers of America, AFL-CIO. Ferris stated that this is a three (3) year agreement commencing August 3, 2007 through August 2, 2010. Some of the changes to the agreement were 1) increase the probationary period for a new employee from 180 days to 365 days; 2) increase the evaluation period for new employees in new positions from 4 weeks to 12 weeks; 3) excluding sick leave hours for computing hours worked; 4) an increase in wages of 2% for the first year and 3% the second year and 3% the third year; 5) employee will pay 20% of health insurance costs.

Ferris also stated that October is Domestic Awareness Month and there will be a tree planting ceremony on October 9, 2007 at 12:00 p.m. at the Children Services building, 123 W. Spring St.

**E. Soil and Water District**

1. Request to accept bid and enter into contract for the Merle Miller Group Project #1246. Kelli Singhaus, Clerk of the Board, stated that five (5) bids were received with the low bid being Liebrecht Farm Drainage in the amount of \$211,778.29. There was a question raised with the low bidder's bid bond but after consulting with the assistant prosecuting attorney, it was determined that it was in order and the contract could be awarded to same.
2. Request to accept bid and enter into contract for the Herron "Hollenbacher" Ditch #1247. Kelli Singhaus, Clerk of the Board, stated that three (3) bids were received with the low bid being Good Land Development in the amount of \$14,713.00.

**F. Martha Nance, MR/DD**, presented the following:

1. Request to declare various personal property obsolete and authorize same to be sold by internet auction. Nancy presented the Board with three pages of various items that were either broke or not in working condition to be sold on GovDeals.
2. Request to approve a change order with Environmental Management Specialists, Inc. Dana Sterling, Building and Grounds Superintendent, stated that the project was originally bid for the removal of approximately 500 tons of soil with an alternate dollar amount for the removal of any soil over 500 tons. It was determined that there was an additional 601.46 tons of soil to be removed resulting in an additional cost of \$33,832.13. Additionally, there was a change order consisting of three (3) items as follows: 1) Asphalt and contaminated concrete removal & disposal - \$750.00; 2) Additional soil sample analysis - 14 samples @ \$385 per sample - \$5,390.00; and 3) Transport and disposal of 15 soil drums - \$1,950.00. The total cost of the project, which includes the alternate and change order, is \$63,412.13 which is still under the engineer's estimate of \$85,000 to \$100,000.

**Announcements, Proclamations, Recognition and Commendations**

The Clerk of Board made an announcement that on October 9, 2007 there will be no agenda meeting.

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

Submitted by:

Approved by:

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Kelli A. Singhaus  
Clerk of the Board

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Greg Sneary

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W. Dan Reiff

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Sam Bassitt