

## MINUTES OF OCTOBER 28, 2008, AGENDA MEETING

Commissioner Reiff opened the meeting at 9:15 a.m. on the 28th day of October, 2008 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, and Clerk of the Board Becky Laman.

Lynn Shock led the Pledge of Allegiance.

Commissioner Bassitt moved for the approval of the October 23, 2008 meeting minutes. Motion seconded by Commissioner Sneary. Minutes were approved unanimously.

### Action Items:

**Resolution #821-08. *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 #822-08. *Approve a Supplemental Appropriation for the Merle Miller #1246 Fund 4246.***

Kelli Singhaus, Administrative Assistant, requested an increase in the appropriation of \$1,320.00 for the Merle Miller #1246.

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

**Resolution #823-08. *Approve a Supplemental Appropriation for the Hollenbacher #1247 Fund 4247.***

Kelli Singhaus, Administrative Assistant, requested a new appropriation in an amount of \$3,900.00 for payment of the administrative fee.

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

**Resolution #824-08. *Approve a Supplemental Appropriation for Various Ditch Funds.***

Laura Clark, Account Clerk, requested an increase in the appropriation of \$3,644.88 for project costs for ditches.

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

**Resolution #825-08. *Approve a Supplemental Appropriation for the Ramser Group Project #1245 Fund 4245.***

Kelli Singhaus, Administrative Assistant, requested a new appropriation in an amount of \$18.46 for costs associated with mailings for the project.

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

**Resolution #826-08. *Approve a Supplemental Appropriation for the EMA Fund 2091.***

Russ Decker, EMA Director, requested a new appropriation in an amount of \$600,000.00 for new grant appropriations.

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

**Resolution #827-08. *Authorize intradepartmental transfers 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 #828-08. *Grant a Subordination Agreement to Superior Federal Credit Union for a Community Housing Improvement Program mortgage.***

The Allen County Board of Commissioners is the owner and holder of certain mortgage on North West Street and of a promissory note securing said mortgage, which were made by the owner and recorded in the office of the Recorder of Allen County, Ohio. On condition that said mortgage be subordinated as hereinafter provided, Superior Federal Credit Union intends to loan to the owner the sum of Forty-three Thousand Two Hundred Dollars (\$43,200) at an interest rate of 5.875% for a period of one hundred and twenty (120) months, said obligation being secured by a real estate mortgage on said premises.

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

**Resolution #829-08. *Authorize the cancellation and release of a mortgage for a Community housing Improvement Program property.***

The Board of Commissioners has noted the original note and additional note and mortgage under the Community Housing Program have been satisfied through personal payment for a N. McClure Road property.

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

**Resolution #830-08. *Authorize additional commitment of Program Income Funds for a property located on Shearin Avenue.***

The property owner at Shearin Avenue, Lima, Bath Township, Ohio requested assistance with the costs associated with the connection to the public sanitary sewer system to bring her property into compliance with code requirements. By Resolution #689-08 dated September 11, 2008, the Board authorized an expenditure not to exceed \$2,000 from Program Income to complete the sanitary sewer connection. Bruce Wells, Community Development Coordinator, has requested that the authorized expenditure be increased to an amount not to exceed \$2,600 due to a higher than anticipated estimate

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

**Resolution #831-08. *Authorize the designation of the Sanitary engineer's Administration facility as back up Disaster Recovery location for the Allen county Children Services.***

A written communication has been received from Bruce Wells, Business Manager for the Sanitary Engineer's Office requesting and recommending that the Board approve the designation of the Allen County Sanitary Engineer's Administration Facility (ACSE) at 3230 North Cole Street as a short term, backup location for disaster recovery functions for the Allen County Children Services (CSB). The Allen County Dept. of Job & Family Services (ACDJFS) would be the primary relocation facility for CSB, in the event that both CSB and ACDJFS are impacted; the following assistance is requested of the ACSE:

**Space to relocate up to twelve staff members (mostly fiscal) on a temporary basis, internet access, work space, desks and chairs and, in the event that wireless communication is out of service, phone service; all services being subject to availability in a time of emergency.**

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

**Resolution #832-08. *Appoint Andrew Caprella and Steve Kayatin to the Allen County Veteran's Memorial Civic Center Board.***

The Board has conducted interviews with Andrew Caprella and Steve Kayatin and has found both to be excellent candidates for the Veteran's Memorial Civic and Convention Center Board for a three year term commencing immediately and expiring September 27, 2011.

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

**Resolution #833-08. *Authorize the execution of a Memorandum of Understanding between the Board of Commissioners and Husky Energy, Inc.***

It has been requested that the Board of Allen County Commissioners authorize the execution of a Memorandum of Understanding between the Board and the Husky in the event of a catastrophic emergency situation. In order to ensure an adequate fuel supply for emergency management services, the purpose of this agreement is to gather, transport, and deliver gasoline and diesel fuel to six separate locations. This Letter of Understanding shall become effective upon the Board declaring a state of emergency in Allen County, Ohio and formal notice given by the Homeland Security Director or his designee to the Husky refinery Manager.

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 Engineer's Office, Steve Kayatin: presented the following:**

1. Requested approval of **Resolution # 833-08.** Certification to the Auditor for a total of \$490,000.00 plus interest requisite to construction for the Perry #2 Sewer Improvement Area. Steve explained this was not to exceed 20 years and stressed this was good for the school.

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

**B. MR/DD, Mike Fitzgerald:** presented the following:

1. Requested approval of Change Orders #1, 2, and 3 with Hume Supply for the Bus Garage Site Improvement Project.

**C. Allen County Engineer's Department, Nathan Davis:** presented the following:

1. Requested authorization for Clerk of Board to post notice and advertise to receive bids for the Lammers Watershed Improvement Petitioned Ditch #1235. The Bid Opening will be set for November 14, 2008 at 11:00 am in the Commissioners Office.

**D. Department of Job and Family Services, Lynn Shock:** presented the following:

1. Requested approval to enter into contract with Kids R Kids, LLC day care center for the period of November 2, 2008 through June 30, 2009 in an amount not to exceed \$10,000.00.
2. Requested approval of **Resolution #835-08**. Approve the Department of Job and Family Services Title XX Comprehensive Social Services Plan for State Fiscal Year 2010 and 2011.

**Announcements, Proclamations, Recognition and Commendations:**

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:

\_\_\_\_\_  
Becky Laman  
Clerk of the Board

\_\_\_\_\_  
Greg Sneary

\_\_\_\_\_  
W. Dan Reiff

\_\_\_\_\_  
Sam Bassitt