

# MINUTES

## BOARD OF ALLEN COUNTY

### COMMISSIONERS

204 N. Main Street

3<sup>rd</sup> Floor

Lima, Ohio 45801

Phone: 419-228-3700, Ext 8725 Fax: 419-224-0183

[commissioners@allencountyohio.com](mailto:commissioners@allencountyohio.com)

DESCRIPTION	GENERAL SESSION
<b>DATE</b>	<b>March 18, 2014</b>
<b>LOCATION</b>	<b>COMMISSIONER'S MEETING ROOM</b>
	<p><b>PRESENT:</b> Greg Sneary Jay Begg Cory Noonan</p> <p><b>STAFF:</b> Kelli A. Singhaus, Clerk</p>
<b>TIME:</b>	
<b>9:03 A.M.</b>	<b>GENERAL SESSION - RECORDED</b>
	<b>PLEDGE</b> – Thom Mazur
	<p><b>APPROVE AGENDA AS PRESENTED</b> Commissioner Noonan moved to remove Resolution #124-14 for approval and move it to under discussion. Commissioner Noonan also stated that a new meeting has been added to the agenda for 9:30 a.m. with IT and Recorder's Office as it relates to capital budget needs. The update with Becky Saine and Dana Sterling will be moved to 10:30 a.m. Commissioner Begg seconded the motion. The roll was called and was unanimous.</p>
	<p><b>ITEMS FOR REVIEW AND APPROVAL:</b></p> <p><b>1. Consent Agenda Items:</b></p> <ul style="list-style-type: none"> <li>a. <b>Minutes from March 13, 2014</b></li> <li>b. <b>Resolution #122-14</b> – Travel expenses</li> <li>c. <b>Resolution #123-14</b> – Warrant of Transfer – from Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035</li> </ul> <p><b>Commissioner Sneary moved for approval. Motion seconded by Commissioner Noonan. Approved unanimously.</b></p>
	<p><b>RESOLUTIONS/SIGNATURES:</b></p> <p><b>1. Resolution #124-14.</b> Appoint Delegates and Alternates to the Lima-Allen County Regional Planning Commission Board. <b>Removed and placed under discussion.</b></p>

	<p><b>2. BOND</b> – Change Endorsement or Rider for Steve Barker – Interim Director to Director – <b>for signature by Commissioner Noonan – Document signed by Commissioner Noonan.</b></p>
	<p><b>DISCUSSION:</b></p> <p><b>COMMUNITY DEVELOPMENT</b>  <b>**First Public Hearing – CDBG FY’14</b>  <b>**Amend Policy Procedures Manual - CDBG</b></p> <p><b>1. Resolution #125-14.</b> Authorize to post notice and advertise the date, time and place of the first public hearing on the submission of FY’14 CDBG applications. <b>Thom Mazur stated the first hearing will be held on April 2, 2014 at 1:30 p.m. at the Regional Planning Commission offices. The FY’14 CDBG monies are being targeted for capital infrastructure improvements for the low/moderate income areas. Commissioner Begg moved for approval. Motion seconded by Commissioner Sneary. Approved unanimously.</b></p> <p><b>2. Resolution #126-14.</b> Amend Policy and Procedures Manual for the Allen County Community Development Block Grant. <b>Thom Mazur stated this amendment to the policy and procedures prioritizes applicants on a five (5) year minimum. Commissioner Begg moved for approval. Motion seconded by Commissioner Sneary. Approved unanimously.</b></p>
	<p>Commissioner Noonan stated in regards to Resolution #124-14, there are six delegates and six alternates that are appointed to the Lima-Allen County Regional Planning Board. It has come to the attention of the Commissioners that there may be individuals that may need to be replaced. The Board will make contact with certain individuals as it relates to serving on this Board.</p>
<p><b>9:12 a.m.</b></p>	<p><b>RECESS</b></p>
	<p><b>REVIEW CALENDAR EVENTS</b></p> <p><b><u>Thursday, March 20, 2014</u></b>  9:30 a.m. – Update – Steve Barker  10:00 a.m. – Lisa Merkle, Vicki Tarr, Steve Barker and John Folk ref: Finances  11:00 a.m. – Bi-annual meeting – Auditor, Co. Engineer and Soil and Water ref: Ditch Projects – Notes, Assessments, etc.</p>

	<b>**Next agenda meeting – Thursday, March 18, 2014</b>
<b>9:42 a.m.</b>	The Board of Commissioners met with Mona Losh – Recorder, Joe Covay and Richard Bogart from IT as it relates to capital needs of the Recorder’s office. Estimates were presented to the Board and the Board will take these under advisement when reviewing the capital budget.
<b>9:30 a.m.</b>	Update - Becky Saine and Dana Sterling
<b>10:03 a.m.</b>	<b>RECESS</b>
<b>10:34 a.m.</b>	<p><b>Update –Dana Sterling</b></p> <p>Dana Sterling updated the Board on various projects/activities. Sterling stated he will not be able to have everything out of Adult Probation by Friday. It was decided that a member of the Port Authority would be contacted in regards to storing the items in the back of the theatre until building is sold. Snow removal should continue on the property until sold. Utilities will stay as is until Port Authority is more self sufficient. Sterling presented some additional costs as it relates to the phone system at the County Engineer’s Office which isn’t included under the capital budget. The Board will review. Sterling discussed the postage machine/inserter. The current postage machine is nine years old in which the county owns. We have an all inclusive service contract which costs the county a little under \$10,000 per year. Sterling stated he could enter into a lease/purchase agreement for five (5) years for a new postage machine at a cost of \$10,700.00 per year. The current postage machine doesn’t allow e-returns for certified mail in which the new machine could handle. This would be a cost savings of \$22,000 per year. Commissioner Noonan asked whether or not the Treasurer’s, Clerk of Courts or Auditors’ office would have any money to assist with the cost. Becky Saine stated she would check on it. It was suggested that a meeting be scheduled with Jacque Epps from Probate Court, Dawn Daniel from Juvenile Court, Rhonda Eddy-Stienecker from Auditor, Margie Murphy-Miller from Clerk of Courts and Rachael Gilroy from Treasurer’s office to discuss the each departments needs. Sterling further stated that there was a fire test done at the Civic Center in which some deficiencies were noted in the fire panel. Becky Saine stated that she currently has \$30,000 tentatively appropriated in capital for unexpected expenses. This is pending approval on the capital budget. Sterling picked up the 1995 Ford 1 Ton F25 or F350 Crew Cab Truck from</p>

	<p>Dave Parker. He is going to try to get an end bed salt spreader and salt can be loaded with a front end loader. Sterling stated he has a meeting with Garmann-Miller on Thursday to get a plan of action in place as it relates to the clock tower. There was discussion on cashing in overtime hours for his employees. The Commissioners approved to proceed however Becky Saine stated she wanted to review the budget to ensure there is enough appropriation to cover same. It was also discussed to pay overtime hours at the end of the pay period verses accruing comp time hours. Sterling stated he has an employee who is planning on retiring either in July or January of next year. Sterling requested to proceed with hiring a person for this position for training purposes. Commissioner Begg moved to proceed with the hiring of an employee. Motion seconded by Commissioner Noonan. Approved unanimously.</p>
<b>11:31 a.m.</b>	<b>RECESS</b>
<b>11:39 a.m.</b>	<p><b>Update – Becky Saine</b>  Becky Saine presented the Board with updated capital budget requests. After review and modifications, Becky Saine stated that she will get a supplemental appropriation request to the Auditor’s Office for what has been approved by the Board as it relates to the capital budget. Further discussion will be made on other capital needs of various departments. Jay Begg left the meeting at 11:53 a.m. Brief discussion and changes were made to the letter that is going to be sent to employees as it relates to Lifelock. The Clerk was requested to schedule a meeting with Judge Derryberry and to include Dana Sterling.</p>
<b>12:51 p.m.</b>	<b>RECESS</b>
<b>1:30 p.m.</b>	Tour Auglaize County Courthouse
<b>3:45 p.m.</b>	<p>Kathy Luhn, Kim Rieman, Dr. Snyder-OSU Lima, and Phil Hayne ref: Community Health Improvement Plan – Draft Format . The Community Health Improvement Plan Draft was presented to the Board and the Board was asked for any input as it relates to same.</p>
<b>4:08</b>	<b>ADJOURN</b>