

## **MINUTES OF JANUARY 26, 2012 AGENDA MEETING**

Commissioner Sneary opened the meeting at 9:00 a.m. on the 26th day of January, 2012 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, and Clerk of the Board Kelli Singhaus.

Jeff Gunter led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the minutes of the January 19, 2012 agenda meeting. Motion seconded by Commissioner Bassitt. The roll was called and the minutes were approved unanimously.

### **Action Items:**

#### **Resolution #42-12. *Approve travel expenses.***

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

#### **Resolution #43-12. *Authorize intradepartmental transfers.***

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

#### **Resolution #44-12. *Supplemental appropriation to the Title V Fund 2875.***

Dawn Daniel, Business Director, requested an increase in the appropriation in the amount of \$30,000.00 for a new appropriation of \$75,000.00. This increase was due to unanticipated grant funds.

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

#### **Resolution #45-12. *Authorize membership and payment of dues to various organizations.***

Said membership and dues are as follows:

<b>Allen County Bar Association</b>	<b>\$ 200.00</b>
<b>County Engineer's Association of Ohio</b>	<b>\$ 4,758.65</b>
<b>NACE</b>	<b>\$ 120.00</b>
<b>Ohio Clerk of Courts Association</b>	<b>\$ 2,449.88</b>
<b>County Treasurers Association of Ohio</b>	<b>\$ 2,449.88</b>

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

**Resolution #46-12. *Authorize the re-appointment of Alberta Lee to the Allen County Regional Transit Authority Board of Trustees.***

Correspondence was received by Teresa Kayser requesting the re-appointment of Alberta Lee to the Allen County Regional Transit Authority Board of Trustees. Said term commences January 19, 2012 and expires January 18, 2015.

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

**Resolution #47-12. *Authorize the Allen County Engineer's participation in the Ohio Department of Transportation's Cooperative Purchasing Program for calendar year 2012.***

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

**Resolution #48-12. *Certify the County Highway System Mileage Report to the Director of the Ohio Department of Transportation.***

The County Engineer's Office requested the amount of miles to be certified to the Director of the Ohio Department of Transportation for the annual County Highway System Mileage Report is 342.524 miles.

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

**Resolution #49-12. *Authorize the renewal of a contract with Poggemeyer Design Group for Enterprise Zone/Community Reinvestment Area Technical Assistance for 2012.***

Said contract is in an amount not to exceed \$13,000.00.

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

**Resolution #50-12. *Enter into a Memorandum of Understanding with the Port Authority of Allen County.***

Said MOU is to ensure a mutual understanding for effective and efficient achievement of common goals by both parties.

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

**Resolution #51-12. *Authorize the termination of a UCC Filing with the Ohio Secretary of State's Office and authorize the termination of any liens and/or security agreements as it relates to the loan with Bobcat of Lima.***

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

**Resolution #52-12. *Authorize the termination of a UCC Filing with the Ohio Secretary of State's Office and authorize the termination of any liens and/or security agreements as it relates to the loan with Randall Bearings, Inc.***

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

**Resolution #53-12. Request advance payment on the .3 mil and .5 mil Senior Citizens Levy pursuant to ORC 321.34.**

This advance is being made based on a request received by Tonya Meyer, Direct of the Senior Citizens Association, Inc. of Bluffton, Ohio, requesting advance payment on the Senior Citizens Levy.

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

**Resolution #54-12. Amend Resolution #844-11, authorize revisions to the Allen County Employee Worker's Compensation Policy and Procedures for all Allen County departments.**

These revisions are retroactive to January 1, 2012.

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

**Discussion Items:**

**A. Scott Ferris, Allen County Children Services, presented the following:**

1. Request to adopt **Resolution #55-12**, appoint Dr. Peter Suter and Philip Hayne to the Allen County Children Services Board. Dr. Peter Suter is a business professor at Bluffton University and also a local business owner. He brings a wealth of experience from the business finance sector to the Board, which has been an absence since Bruce Wells retired from the Board. Philip Hayne is the CEO/President of United Way of Greater Lima. Through his roll on the Board, he will be representing several of the social service agencies that CSB partners with and they feel his skills and expertise would be a great addition to the Board.

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

**B. Steve Kavatin, Sanitary Engineer's Office, presented the following:**

1. Request to adopt **Resolution #56-12**, approve Change Order #2 with Shinn Brothers, Inc. for the construction of the Airport Sewer Improvement Project. This is a net increase in the contract of \$2,539.50 for a new contract price of \$181,167.17. 80% of the project is being paid for by a grant through the FAA and the balance being paid by the Sanitary Engineer's Office. The project is complete, tested and in operation. The EPA has gone out and approved the abandonment of their wastewater treatment plan.

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

**C. Lisa Merkle, Child Support Enforcement Agency, presented the following:**

1. Request to adopt **Resolution #57-12**, authorize the renewal of a contract with Hope Visitation and Exchange Center. Said contract is effective January 1, 2012 through September 30, 2012 in an amount not to exceed \$41,650.63. The CSEA is a fiduciary agent for a federal grant that flows from DJFS through the CSEA to Hope Visitation Center. The reason for the odd date on this contract is because the State has decided to change their contract period to coincide with federal fiscal year.

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

2. Request to adopt **Resolution #58-12**, authorize the renewal of a contract with the Allen County Sheriff's Office. This contract is to provide security services at the agency in an amount not to exceed \$52,838.31, effective February 1, 2012 through January 31, 2013.

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

3. Request to adopt **Resolution #59-12**, authorize the renewal of a maintenance agreement with Maximus, Inc. This agreement is to provide software maintenance services to the Program Expenditure Tracking System. Said cost is an amount not to exceed \$2,150.00, effective January 1, 2012 through December 31, 2012.

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

**D. Julie Shellhammer, Allen County Dog Warden**, presented the following:

1. Request to adopt **Resolution #60-12**, authorize submission of a grant application to the Ohio PET Fund 2012. The Ohio PET Fund sells pet friendly license plates. The proceeds from that go to various facilities such as rescues, dog wardens, humane societies, etc. to have dogs sterilized. These monies will be used to spay/neuter dogs for families that need assistance. By spaying/neutering the dogs, this will hopefully help from dogs coming back into the facility, mothers being born, help with aggression and assist with dogs being adopted from the facility. Said application is in the amount of \$5,000.00.

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

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

Jim Link, Allen County Treasurer, stated that the first half tax bills have gone out and are due February 17, 2012. For the first time, credit card payments will be taken over the counter. Services have been expanded to Huntington Banks to collect tax payments. As of now, Superior Federal Credit Union has seven (7) locations, Huntington Bank has five (5) locations and Union Bank has four (4) locations as an alternative for people to drop payments off to.

Scott Ferris, Allen County Children Services, stated that the Ohio Department of Job & Family Services recently conducted the Child Protection and Oversight Evaluation Stage 8 review for Allen County Children Services. The Office of Families and Children staff reviewed random cases for compliance with each federal outcome measures. The agency was found to be in compliance with each outcome. The agency was reviewed for various outcomes as follows:

- Outcome #1 – Children are, first and foremost, protected from abuse and neglect.
- Outcome #2 – Children are safely maintained in their own homes whenever possible and appropriate.
- Outcome #3 – Children have permanency and stability in their living situations.
- Outcome #4 – The continuity of family relationships and connection is preserved for children.
- Outcome #5 - Families have enhanced capacity to provide for their children's needs.
- Outcome #6 – Children receive appropriate services to meet their educational needs.
- Outcome #7 – Children receive adequate services to meet their physical and mental health needs.

Philip Hayne, Children Services appointment, stated that he is delighted to serve on the Children Services Board. This is a great way to be involved in the community and give back.

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