

## **MINUTES OF MAY 11, 2011 AGENDA MEETING**

Commissioner Sneary opened the meeting at 8:30 a.m. on the 11th day of May, 2011 with the following members present: Commissioner Greg Sneary, Commissioner Sam Bassitt, and Clerk of the Board Kelli Singhaus.

Mary Early led the Pledge of Allegiance.

Commissioner Bassitt moved for the approval of the minutes of the May 4, 2011 agenda meeting. Commissioner Sneary seconded the motion. Minutes were approved as submitted.

### **Action Items:**

#### **Resolution #297-11. *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 #298-11. *Authorize intradepartmental transfers.***

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

#### **Resolution #299-11. *Supplemental appropriation to the Indian Village Fund 4540.***

Jodi Wells, Fiscal Specialist, requested an increase in the appropriation in the amount of \$370,000.00 for a new appropriation in the amount of \$1,130,000.00. This is a new project appropriation.

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

#### **Resolution #300-11. *Supplemental appropriation to the Solid Waste District Fund 8044.***

Dennis Baker, Executive Director requested a new appropriation in the amount of \$33,000.00. Said appropriation is for the purchase of a vehicle for the Solid Waste District.

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

#### **Resolution #301-11. *Supplemental appropriation to the Regional Planning Commission Fund 8840.***

Marlene Schumaker, Grants Administrator, requested an increase in the appropriation in the amount of \$128,000.00 for a new appropriation of \$228,000.00. This is due to the receipt of additional ODOT STP Funds and local funds to support the Sustainability Initiative.

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

**Resolution #302-11. *Supplemental appropriation to the Domestic Court Computer Fund 2706.***

Judge Matt Staley, Domestic Relations Court, requested a new appropriation in the amount of \$2,094.36 for the purchase of three (3) Dells computers.

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

**Resolution #303-11. *Supplemental appropriation to the Building and Expansion Fund 4017.***

Becky Saine, County Administrator, requested an increase in the appropriation of \$31,819.00 for a new appropriation in the amount of \$52,819.00. This is for improvements at Juvenile Court and the Civic Center.

Commissioner Sneary moved to adopt the Resolution. Commissioner Bassitt seconded the motion. The roll was called and the Resolution was approved with Commissioner Sneary voting no.

**Resolution #304-11. *Declare various personal property at the Allen County Board of DD unsuitable for county use and authorize sale of same by internet auction.***

Commissioner Bassitt moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved with Commissioner Sneary voting no.

**Resolution #305-11. Amend Weather Related Closing Procedure Policy for the Allen County Courthouse.**

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

**Resolution #306-11. Approval of "Then and Now" purchase orders.**

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

**Discussion Items:**

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

1. Request to adopt **Resolution #307-11**, approve an Intergovernmental Agreement between the Allen County Department of Job and Family Services and the Allen County Child Support Enforcement Agency. Shock stated that her agency was in receipt of unexpected tobacco settlement money that has to be used by the end of the fiscal cycle. Since her agency cannot utilize the money in that short of a time period, these funds will be used as a local match for federal funds the Child Support Agency receives for administration/services. Said amount is not to exceed \$40,000.00 for a period commencing May 12, 2011 through June 30, 2011.

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

**B. Thomas Mazur, Community Development, presented the following:**

1. Request to adopt **Resolution #308-11**, authorize the Clerk of Board to post notice and advertise to receive bids for the Village of Spencerville Street Resurfacing Project, FY'10. Bids shall be received until 10:30 a.m. on May 31, 2011.

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

**C. Adult Probation**, (No one present)

1. Request to adopt **Resolution #309-11**, authorize submission of a grant addendum for the Community-Based Corrections Programs 407 Subsidy Grant Agreement. This is an increase to the grant in the amount of \$3,733.00 for a new subsidy grant award of \$333,965.00.

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

**D. County Engineer's Office**, presented the following:

1. Request to adopt **Resolution #310-11**, allocate and encumber funds to the Village of Elida from the Motor Vehicle Permissive Tax Fund. Tim Piper, Allen County Engineer, stated that the Village of Elida submitted a request for the allocation/encumbrance of \$12,000.00 of their Motor Vehicle Permissive Tax monies to pay a portion of their 2011 Road Program expenses.

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

2. Request to adopt **Resolution #311-11**, allocate and encumber funds to the Village of Fort Shawnee from the Motor Vehicle Permissive Tax Fund. Tim Piper, Allen County Engineer, stated that the Village of Fort Shawnee submitted a request for the allocation/encumbrance of \$6,477.27 of their Motor Vehicle Permissive Tax monies to pay a portion of their 2011 Striping Program expenses.

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

3. Request to adopt **Resolution #312-11**, accept bid and enter into contract with Asphalt Technologies, LLC for the Liquid Asphalt for Tar & Chip Work for the Allen County Road Program. David Louth, Roadway Engineer, stated that three (3) bids were received with the low bid being Asphalt Technologies, LLC in the amount of \$308,468.91.

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

**D. Mary Early, Family Children First Council**, presented the following:

1. Request to adopt **Resolution #313-11**, approve an Amended Projected Expenditures Form for SFY' 11 for Family-Centered Services and Support Funds. The agency is in receipt of funds from the Department of Mental Health to be used for family center support in the amount of \$47,740.89. FCFC has determined that approximately \$20,000.00 of those funds will not be used by the agency and can be used by other counties who are in need of the additional funds. This form changes the allocation of funds in reducing the amount by \$20,000.00.

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

**E. Steve Kayatin, Allen County Sanitary Engineer**, presented the following:

1. Request to adopt **Resolution #314-11**, authorize a Custom Farming Agreement with Dwain Metzger for county property located at North Cole Street, American Township, for agricultural purposes. Said agreement is in the amount of \$4,000.00 for a period commencing January 1, 2011 through December 31, 2011

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

2. Request to adopt #315-11, enter into contract with Kohli & Kaliher Associates, Inc. to provide Professional Design Engineering Services for the Indian Village Mobile Home Park Sewer Improvement Area Project in the Village of Ft. Shawnee. Said contract is in an amount not to exceed \$114,560.00.

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

**F. Dana Sterling, Building and Grounds Department**, presented the following:

1. Request to adopt Resolution #315-11, authorize a contract with Buckeye Exterminating, Inc. for pigeon control at the Court of Appeals Building. This contract is for the installation of a structural grade bird netting to permanently exclude pigeons from the rooftop air handling unit in an amount not to exceed \$3,500.00.

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

2. Request to adopt Resolution #316-11, authorize to renew contract with Century Link for Enhanced Ethernet Services at various Allen County locations. Said services shall extend to five (5) locations at a cost of \$845.00 per location per month.

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

**Executive Session**

Commissioner Sneary moved to go into Executive Session at 8:45 a.m. to discuss the potential discipline of an employee at the Allen County Child Support Enforcement Agency. Commissioner Bassitt seconded the motion. The roll was called and was approved unanimously.

Present: Commissioner Greg Sneary, Commissioner Sam Bassitt, Lisa Merkle and Kelli Singhaus

Commissioner Sneary moved to come out of Executive Session at 8:52 a.m. Motion seconded by Commissioner Bassitt. The roll was called and was approved unanimously.

**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:

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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