

## **MINUTES OF MAY 25, 2011 AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:00 a.m. on the 25th day of May, 2011 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, and Asst. Clerk of the Board Nicole Ward.

Mary Early led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the minutes of the May 11, 2011 agenda meeting. Commissioner Bassitt seconded the motion. Minutes were approved as submitted with Commissioner Reiff abstaining from the vote.

Commissioner Reiff moved for the approval of the minutes of the May 18, 2011 agenda meeting. Commissioner Bassitt seconded the motion. Minutes were approved as submitted with Commissioner Sneary abstaining from the vote.

### **Action Items:**

#### **Resolution #338-11. *Approve travel expenses.***

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

#### **Resolution #339-11. *Approval of 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 #340-11. *Supplemental appropriation to the Adult Probation Pre-Trial Release Fund 2807.***

Sherry Buettner, Chief Probation Officer/Administrative Director, requested an increase in the appropriation of \$3,394.50 for a new appropriation of \$6,789.00. This is due to a budget revision.

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

#### **Resolution #341-11. *Supplemental appropriation to the Crafts Scholarship Fund 2905.***

Becky Saine, County Administrator, requested a new appropriation in the amount of \$11,000.00. This is necessary for the award of two (2) scholarships and for a current scholarship recipient.

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

#### **Resolution #342-11. *Supplemental appropriation to the Special Projects – Common Pleas Court Fund 2704.***

Jeffrey Reed, Administrative Judge, requested an increase in the appropriation in the amount of \$2,500.00 for a new appropriation of \$5,000.00. This is necessary for the purchase of three (3) new computers.

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

**Resolution #343-11. *Supplemental appropriation to the Speedco Ditch Fund 2262.***

Laura Clark, Account Clerk, requested an increase in the appropriation in the amount of \$400.00 for a new appropriation of \$2,794.18. This is necessary to reimburse the ditch rotary for equipment, materials and labor.

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

**Resolution #344-11. *Accept payment from County Risk Sharing Authority for damage to a 2010 Ford Explorer at the Allen County Sheriff's Office.***

Said claim is in the amount of \$2,853.26 less a \$2,500.00 deductible for an insured loss of \$353.26.

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

**Discussion Items:**

**A. Douglass Degen, Allen County Engineer's Office, presented the following:**

1. Request to adopt **Resolution #345-11**, approve Change Order #1 with Miller Contracting Group for the construction of the W.B. Berryman Petitioned Ditch #1252. Degen stated that this project is located on Adgate Road south to the Ottawa River, along the east side of Shawnee Road. All storm tiles have been installed and grading has occurred when appropriate. The change order amounts to an increase in the contract of \$25,365.06. All private utilities were marked but the unknowns were the private sanitary laterals, the cables, the waterlines, etc. which is the reason for said change order. The new contract amount for said project is \$209,020.00. No contingency funds have been used to date. Project is still approximately \$35,000.00 under the engineer's estimate.

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 #353-11**, set date, time and place of the final hearing for the Elmview Drive Petitioned Ditch #1302. This project parallels with Shawnee Road. It begins on Elmview Drive and the storm sewer flows in a northerly direction under Blackhawk Place and the goes into a northeasterly direction and outlets into an open ditch. The date of said hearing shall be June 21, 2011 at 10:00 a.m. at the Shawnee Township House, 2530 Ft. Amanda Road, Lima, Ohio.

Commissioner Sneary 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 #354-11**, set date, time and place of the third reconvened final hearing for the Shawver & Goddard Petitioned Ditch #1276. The last issue on said project was Shawnee Schools asking to be paid for the ground that is being taking out of production for a detention facility. That amount of \$10,000.00 has been included into the cost of the improvement; assessments have been recalculated and are now ready for the third reconvened final hearing. The date of said hearing shall be June 21, 2011 at 1:00 p.m. at the Shawnee Township House, 2530 Ft. Amanda Road, Lima, Ohio.

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

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

1. Request to adopt **Resolution #346-11**, approve a Memorandum of Understanding with the United Way of Greater Lima on behalf of the Allen County Family and Children First Council. Early stated that her agency and United Way have been working on an Impact Project which focuses around early childhood development prior to school age. Family Children First Council is being reimbursed \$4,800.00 for services relating to said project.

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 #347-11**, enter into an Administrative Agent Agreement with the Allen County Family and Children First Council. There is no exchange of funds. Said agreement shall be effective July 1, 2011 and expire on June 30, 2012.

Commissioner Sneary moved to adopt the Resolution. Commissioner Reiff 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 #348-11**, authorize the renewal of a contract with Basinger Process Service, LLC. This is for service of process of Juvenile/Domestic Relations Court. Said contract shall be reimbursed at the rate of \$23.00 per hour with a total contract value not to exceed \$26,139.50. Said contract shall be effective July 1, 2011 through June 30, 2012.

Commissioner Reiff 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 #349-11**, authorize the renewal of a contract with martin Investigations & Security Services, Inc. This is for service of process of Juvenile/Domestic Relations Court. Said contract shall be reimbursed at the rate of \$23.00 per hour with a total contract value not to exceed \$26,139.50. Said contract shall be effective July 1, 2011 through June 30, 2012.

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

3. Request to adopt **Resolution #350-11**, authorize the renewal of a contract with Downes, Fishel, Hass & Kim LLP for professional services. This contract is for labor negotiations, employee issues, etc. Said agreement is at the rate of \$75.00 per hour effective June 1, 2011 through May 31, 2012.

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

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

1. Request to adopt **Resolution #351-11**, authorize the renewal of a contract with W.W. Williams for Preventive Maintenance and Operational Inspection Services. This is for emergency generators at four locations: Jail, Civic Center, Juvenile Court and the Allen County Garage. This is for annual preventive maintenance (oil change, filters and load test). Total for the four locations is \$3,666.00.

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

**E. Cathy Follett, Allen County Juvenile Court**, presented the following:

1. Request to adopt **Resolution #352-11**, authorize submission of a grant application to the Ohio Department of Youth Services for the FY'2012 Subsidy Grant. This is a grant that is applied for every two (2) years. This year, the appropriation being requested is \$260,392.06 to supplement eight (8) programs. It is down a little bit from previous years as the figure is based on the census. Follett stated that they were fortunate to receive RECLAIM dollars, which is a variable base rate. This is based on the number of kids sent to DYS facilities. They were fortunate to receive \$75,643.30.

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

**Announcements, Proclamations, Recognition and Commendations**

WSOS wanted to say thank you during Community Action month for being able to work on projects and partnering in Allen County. ie: CDBG projects, water and sewer projects, etc. They are also working on home foreclosure projects as well. They are currently working under NSP with developmental disabilities people to try to do a multi-family project in Lima.

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

Submitted by:

Approved by:

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Nicole Ward  
Asst. Clerk of the Board

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Greg Sneary

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W. Dan Reiff

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Sam Bassitt