

## **MINUTES OF AUGUST 17, 2011 AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:00 a.m. on the 17th day of August, 2011 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, and Clerk Kelli Singhaus.

Dana Sterling led the Pledge of Allegiance.

Commissioner Sneary moved for the approval of the minutes of the August 10, 2011 agenda meeting. Commissioner Bassitt seconded the motion. Minutes were approved as submitted with Commissioner Reiff abstaining from the vote.

### **Action Items:**

#### **Resolution #525-11. *Approve travel expenses.***

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

#### **Resolution #526-11. *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 #527-11. *Authorize a warrant of transfer from the Sanitary Engineering Department Operations Fund 5034 to the Surplus Fund 5035.***

Jodi Wells, Fiscal Specialist, requested a warrant of transfer in the amount of \$300,000 to fund various departmental projects and cover debt service.

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

#### **Resolution #528-11. *Authorize a warrant to advance funds from the Sanitary Engineering Department Surplus Fund 5035 to the Findlay Road Phase II Sewer fund 4594.***

Bruce Wells, Business Manager, requested a warrant to advance funds in the amount of \$20,000 to facilitate debt payments and facilitate the return of a previous advance.

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

#### **Resolution #529-11. *Authorize a warrant to advance funds from the Sanitary Engineering Department Fund 5035 to the Allentown Sewer Bond Fund 3888.***

Bruce Wells, Business Manager, requested a warrant to advance funds in the amount of \$170,000 to cover shortfall in the bond fund collections due to agricultural deferments and to facilitate the return of existing advances of \$145,000.

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

**Resolution #530-11. *Authorize a warrant to advance funds from the Water Fund 5036 to the East Road Water Bond Fund 3170.***

Bruce Wells, Business Manager, requested a warrant to advance funds in the amount of \$2,900 to cover a portion of the bond payment for said project due to delinquent assessments for the period and to clear a previous advance.

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

**Resolution #531-11. *Supplemental appropriation to the Health Department Fund 8832.***

Sally Dray, Director of Finance, requested a new appropriation in the amount of \$75,000. This is for the proceeds and expenditures related to the acquisition of a building loan.

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

**Resolution #532-11. *Supplemental appropriation to the Elmview Drive Ditch Fund 4302.***

Laura Clark, Account Clerk, requested an increase in the appropriation in the amount of \$15,000 for a new appropriation of \$30,000. This is necessary for a note renewal.

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

**Resolution #533-11. *Supplemental appropriation to the Special Education Part B – IDEA Fund 2469.***

Martha Nance, Business Manager, requested a new appropriation in the amount of \$39,000 – ODE Grant FY2012 appropriation.

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

**Resolution #534-11. *Supplemental appropriation to the Special Education – IDEA Fund 2460..***

Martha Nance, Business Manager, requested a new appropriation in the amount of \$12,417– ODE Grant FY2012 appropriation.

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

**Resolution #535-11. *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 unanimously.

**Resolution #536-11. *Declare various personal property at the Allen County Department of Job and Family Services unsuitable for county use and authorize sale of same by internet auction.***

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

**Resolution #537-11. *Authorize issuance of payment to the Village of Cairo from the Motor Vehicle Permissive Tax Fund.***

Said payment is in the amount of \$4,966.18.

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

**Resolution #538-11. *Authorize issuance of payment to the Village of Lafayette from the Motor Vehicle Permissive Tax Fund.***

Said payment is in the amount of \$2,000.00.

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

1. Request to adopt **Resolution #539-11**, authorize the Allen County Engineer's Office to purchase a 1995 Ford Tandem Axle Dump Truck from the Franklin County Engineer's Office. PJ Meyer, Equipment Superintendent, stated that the department wishes to purchase a 1995 Dump Truck from Franklin County Engineer's Office, whom has declared same obsolete. The truck is being made usable by utilizing older fleet parts the department has in stock.

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

2. Request to adopt **Resolution #540-11**, authorize three (3) easements for the construction of the Osman Road Bridge, Perry Township. Per Brion Rhodes, Chief Deputy/Bridge Engineer, stated these easements are necessary for the construction of said bridge. The easements are as follows:

Craig M. & Marilyn L. Shaw	\$ 300.00
Richard M. & Joleen Bowdle	\$ 555.00
Christopher & Lynne Sanders	\$ 1,654.00

Commissioner Reiff 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 #541-11**, accept proposal and enter into contract with United Precast for the replacement of the Dutch Hollow Road Bridge, American Township. Brion Rhodes, Chief Deputy/Bridge Engineer, stated that one (1) bid was received from United Precast in the amount of \$35,744.00.

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

4. Request to adopt **Resolution #542-11**, approve final costs and authorize and direct County Auditor to issue notices of cash assessments for the Welty Petition Ditch #1281. Ron Meyer, Planning Engineer, requested certification of final costs in the amount of \$177,001.09 payable over a 2, 4, 5 and 6 years as outlined in the schedule for repayment. Said final costs came in 19% under the engineer's estimate.

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

5. Request to adopt **Resolution #543-11**, approve final costs and authorize and direct County Auditor to issue notices of cash assessments for the Dutton Petition Ditch #1231. Ron Meyer, Planning Engineer, requested certification of final costs in the amount of \$53,501.36 payable over 1, 3 and 5 years as outlined in the schedule for repayment.

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

6. Request to adopt **Resolution #544-11**, approve final costs and authorize and direct County Auditor to issue notices of cash assessment for the W.B. Berryman Petition Ditch #1252. Ron Meyer, Planning Engineer, requested certification of final costs in the amount of \$239,643.78 payable over 2, 4, 6 and 8 years as outlined in the schedule for repayment.

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

7. Request to adopt **Resolution #545-11**, authorize an extension to Turf Concepts LLC for completion of the Lost Creek Petition Ditch #1251. Per Ron Meyer, Planning Engineer, this is a request to allow for a 77 day extension to complete the project. This is necessary due to inclement weather conditions and various change orders.

Commissioner Reiff moved to adopt the Resolution. Commissioner Sneary seconded the motion. The roll was called and the Resolution was approved unanimously with Commissioner Bassitt abstaining from the vote.

8. Request to adopt **Resolution #546-11**, reject bids for the replacement of the Ninth Street Bridge, Perry Township and authorize Clerk of Board to post notice and re-advertise to receive bids for same. Brion Rhodes, Chief Deputy/Bridge Engineer, stated that one (1) bid was received from United Precast in the amount of \$51,412.00. The engineer's estimate for the project is \$42,000.00. The bid received was in excess of the 10% limitation thus making it necessary to re-advertise the project. Bid opening is September 6, 2011 at 10:30 a.m.

Commissioner Sneary moved to adopt the Resolution. Commissioner Reiff seconded the motion. The roll was called and the Resolution was approved unanimously with Commissioner Bassitt abstaining from the vote.

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

1. Request to adopt **Resolution #547-11**, renew contract with I Do Windows! LLC to provide window cleaning services for various Allen County Buildings. Said services are as follows for a period effective August 1, 2011 through July 31, 2012:

Allen County Courthouse	Not to exceed \$1,482.00
Allen County Justice Center	Not to exceed \$ 794.00
Allen County Adult Probation	Not to exceed \$ 300.00
Allen County Child Support	Not to exceed \$2,126.00
Allen County Court of Appeals	Not to exceed \$1,328.00
Skyway across Market Street	Not to exceed \$1,466.00

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

- Request to adopt **Resolution #548-11**, accept proposal and enter into contract with All-Temp Refrigeration, Inc. for the installation of a heat pump at the Third District Court of Appeals Building. This is the replacement of Heat Pump 50 which is located in the Board of Elections. The current heat pump was installed in 1988. Said cost for the installation of the heat pump is an amount not to exceed \$3,755.00.

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

**Announcements, Proclamations, Recognition and Commendations**

With no further business to come before the Board, Commissioner Reiff moved to adjourn. Commissioner Bassitt 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