

MINUTES OF AUGUST 29, 2012 AGENDA MEETING

Commissioner Sneary opened the meeting at 9:03 a.m. on the 29th day of August, 2012 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt and Clerk of the Board Kelli Singhaus.

Dana Sterling led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the August 2, 2012 and August 3, 2012 special agenda meeting minutes. Motion seconded by Commissioner Bassitt. The roll was called and the minutes were approved.

Commissioner Bassitt moved for the approval of the August 15, 2012 agenda meeting minutes. Motion seconded by Commissioner Reiff. The roll was called and the minutes were approved with Commissioner Sneary abstaining from the vote.

Action Items:

Resolution #510-12. *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 #511-12. *Approve 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 #512-12. *Authorize a warrant of transfer from the Family Resource Fund 2075 to the Board of DD Fund 2018.*

Martha Nance, Director of Business, requested a warrant of transfer in the amount of \$3,808.77 which is 7% of the annual administrative fee.

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

Resolution #513-12. *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 \$300,000.00. This is necessary to fund various departmental projects and cover debt service.

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

Resolution #514-12. *Supplemental appropriation to the Market Development Grant Fund 8048.*

Dennis Baker, Director, requested an increase in the appropriation in the amount of \$176,000.00 for a new appropriation of \$179,000.00. This additional appropriation is needed for the purchase of equipment and materials for Union Recyclers to change from a dual stream to a single stream.

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

Resolution #515-12. *Supplemental appropriation to the DARE Fund 2825.*

Jim Everett, Chief Deputy, requested an increase in the appropriation in the amount of \$5,000.00 for a new appropriation of \$12,000.00. This additional appropriation is needed for payment of an invoice.

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

Resolution #516-12. *Supplemental appropriation to the Children's Trust Fund 8077.*

Mary Early, Director, requested an increase in the appropriation in the amount of \$500.00 for a new appropriation of \$35,938.00. This is due to additional funds received.

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

Resolution #517-12. *Supplemental appropriation to the Dog and Kennel Fund 2005.*

Becky Saine, County Administrator, requested a new appropriation in the amount of \$2,000.00.

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

Resolution #518-12. *Supplemental appropriation to the Building and Expansion Fund 4017.*

Becky Saine, County Administrator, requested an increase in the appropriation in the amount of \$50,630.00 for a new appropriation of \$103,915.00. The additional appropriation is needed for the repair of the roof at Memorial Hall and repair of the stage lift at the Civic Center.

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

Resolution #519-12. *Declare various personal property at the Allen County Board of DD unsuitable for county use and authorize sale of same by internet auction.*

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

Resolution #520-12. *Enter into an agreement with the Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, for community control, probation services.*

Said agreement is effective January 1, 2012 thru December 31, 2013.

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

Resolution #521-12. *Authorize the Allen County Juvenile Court to purchase a 2013 GMC Savanna Passenger Van from Tom Ahl Family of Dealerships.*

The purchase price for the vehicle is \$21,393.50 and will be purchased for from the Account Variable FY'2012 Fund 2862.

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

Resolution #522-12. *Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.*

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

Resolution #535-12. *Resolution authorizing the approval of the minutes from the Tax Incentive Review Council and amendments to various Enterprise Zone Agreements based on the recommendation of the Tax Incentive Review Council.*

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

Resolution #536-12. *Resolution for support of a Local Government Innovation Fund Grant application.*

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

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

Discussion Items:

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

1. Request to adopt **Resolution #523-12**, enter into contracts with Allied Waste Services for various county buildings. Proposals were received with the best bid being Allied Waste Services for garbage collection at the following locations:

Allen County Juvenile Court	\$1,275.24/annually
Allen County Memorial Hall/Children Services	\$2,296.44/annually
Allen County CSEA	\$1,646.16/annually
Allen County Jail	\$4,180.56/annually
Allen County Court of Appeals	\$1,275.24/annually
Allen County Courthouse	\$3,821.88/annually
Allen County Annex	\$ 953.52/annually
Allen County Dog Pound	\$ 751.68/annually

Said contract shall be for a period of one (1) year beginning August 1, 2012 with an option of two (2) one-year renewals. Kelli Singhaus, Clerk of Board, requested that the resolution be tabled until the next meeting in order to get all paperwork in place.

Commissioner Bassitt 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 #524-12**, renew contract with I Do Windows! LLC to provide window cleaning services for various county buildings as follows:

Allen County Courthouse	\$1,570.00/annually
Allen County Justice Center	\$ 818.00/annually
Allen County Child Support	\$2,208.00/annually
Allen County Court of Appeals	\$1,412.00/annually
Skywalk across Market Street	\$1,466.00/annually
Old Jail	\$ 90.00/annually

Said contract is for a period commencing August 1, 2012 and expiring July 31, 2012.

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

B. Allen County Engineer's Office, presented the following:

1. Request to adopt **Resolution #525-12**, approve two (2) easements for County Road Purposes and one (1) Work Agreement with Benjamin J. and Stephanie L. Bowsher. Per Brion Rhodes, Chief Deputy/Bridge Engineer, this easement is necessary for the construction of a new culvert on Madden Road. Said easement is in the amount of \$491.00.

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 #526-12**, approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Chad D. Grant. Per Brion Rhodes, Chief Deputy/Bridge Engineer, this easement is needed for the construction of a new bridge on Bentley Road. Said easement is in the amount of \$1,611.00.

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 #527-12**, approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Darwin and Cheryl Boertje. Per Brion Rhodes, Chief Deputy/Bridge Engineer, this easement is needed for the construction of a new bridge on Bentley Road. Said easement is in the amount of \$1,548.00.

Commissioner Reiff 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 #528-12**, authorize the Clerk of Board to post notice and advertise to receive bids for the construction of the Bentley Road Bridge. This bridge has been closed since January 2012 and needs to be replaced. This bridge is located between SR 81 and Lafayette Road in Jackson Township. This bid is for the supply, delivery and erection of seven prestressed concrete box beams on abutments. Engineer's estimate for said project is \$65,240.00. Bids will be received until 10:30 a.m. on September 17, 2012.

Commissioner Sneary 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 #537-12**, approve Change Order #2-Final with Bluffton Paving, Inc. for the construction of the Lincoln Highway Project – Phase 2. David Louth, Roadway Engineer, requested approval of Change Order #2-Final, resulting in a decrease in the contract of (\$2,777.35) for a new contract amount not to exceed \$994,400.48.

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

C. Brad Niemeier, Allen County Sanitary Engineer's Office, presented the following:

1. Request to adopt **Resolution #529-12**, authorize a contract with Kohli & Kaliher Associates, Inc. to provide professional design engineering services for the Indian Brook Sanitary Sewer Force Main Extension Project. This project is located between Wonderlick Road and SR 117. Due to manhole overflow, it is necessary to extend a 10" sanitary sewer force main along the south side of Spencerville Road from Wonderlick Road to the Shawnee No. 2 WWTP. This project will alleviate system overloading and prevent loss of service to residents. This contract is for the design engineering of said project at a cost not to exceed \$29,800.00.

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

D. Community Development (No one present)

1. Request to adopt **Resolution #530-12**, grant a subordination agreement to Superior Federal Credit Union for a Community Housing Improvement Program mortgage on a property located in the City of Delphos.

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 #531-12**, authorize the City of Delphos to post notice and advertise to receive bids for the construction of a Delphos WTP By-Pass Improvement. The City of Delphos shall receive bids until 12:00 p.m. on September 18, 2012.

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

E. Esther Baldrige, Allen County Board of DD, presented the following:

1. Request to adopt **Resolution #532-12**, authorize Change Order #1 and #2 with Kuhlman Builders for the additions and renovations to the Allen County Board of DD Administration Building and School Building Project. Baldrige stated that Change Order #1 results in miscellaneous changes ie: doors, door frames, etc. This change order amount is part of the contingency. Change Order #2 results in the installation of new insulation and ceiling tiles and replacement of carpet totaling \$32,546.00. The new contract amount is \$255,342.00.

Commissioner Reiff 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 #533-12**, authorize Change Order #1 with All Temp Refrigeration, Inc. for the additions and renovations to the Allen County Board of DD Administration Building and School Building Project. Said change order is for the relocation of sanitary vents and to add fire dampers and duct work. The change order amount is covered by contingency.

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

F. Russ Decker, EMA/Homeland Security, presented the following:

1. Request to adopt **Resolution #534-12**, authorize submission of a grant application to the State of Ohio Department of Development for a Joint Allen County Communications Center Grant and authorize Russell J. Decker to sign any and all documents relating to same. Decker stated that this grant is for a Joint Communication Center between Allen County, the City of Delphos, City of Lima and Shawnee Township. The amount of the grant being applied for is \$95,000.00. These monies will be used for technical assessment of public safety dispatch needs countywide ie: equipment, staffing levels, design, et al

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

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

Submitted by:

Kelli A. Singhaus
Clerk of the Board

Approved by:

Greg Sneary

W. Dan Reiff

Sam Bassitt