

## **MINUTES OF OCTOBER 14, 2010 AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:00 a.m. on the 14th day of October, 2010 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, and Clerk of Board Kelli Singhaus.

Cindy Wood led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the minutes of the October 6, 2010 agenda meeting. Commissioner Sneary seconded the motion. Minutes were approved as submitted.

### **Action Items:**

#### **Resolution #597-10. *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 #598-10. *Authorize intradepartmental transfers.***

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

#### **Resolution #599-10. *Authorize a warrant to advance funds from the General Fund 1001 to Various Ditch Construction Funds.***

Becky Saine, County Administrator, requested an advance of funds totaling \$1,539.55. Said funds are being advanced to the Belmont Ditch, Hollenbacher Ditch and Jennings Creek Ditch due to uncollected special assessments. These advances shall be repaid to the general fund.

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

#### **Resolution #600-10. *Authorize a warrant of transfer from the General Fund #1001 to Various Ditch Construction Funds.***

Becky Saine, County Administrator, requested a transfer of funds totaling \$34,018.36. Said funds are being transferred to Jennings Creek, Zimmerman Ditch, Mayer Ditch and Bellinger Ditch due to unassessed costs. These transfers will not be repaid to the general fund.

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

**Resolution #601-10. *Authorize a warrant to return an advance from the Residential Services Fund 2077 to the Board of DD Fund 2018.***

Martha Nance, Director of Business, submitted a request to return an advance in the amount of \$100,000 from the Residential Services Fund 2077 to the Board of DD Fund 2018 as sufficient funds have been received to repay this advance.

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

**Resolution #602-10. *Supplemental appropriation to the American II Fund #5406.***

Jodi Wells, Fiscal Specialist, requested an increase in the appropriation of \$20,000.00 for a new appropriation of \$25,847.56. This is necessary to meet year end expenses.

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

**Resolution #603-10. *Supplemental appropriation to the Community Water Fund #8814.***

Martha Burklo, Fiscal Officer, requested an increase in the appropriation of \$5,320.00 for a new appropriation of \$11,320.00. This is necessary to meet year end expenses.

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

**Resolution #604-10. *Supplemental appropriation to the Food Service Fund #8811.***

Martha Burklo, Fiscal Officer, requested an increase in the appropriation of \$30,425.00 for a new appropriation of \$327,425.00. Sherry Buettner, Chief Probation Officer, requested a new appropriation of \$6,221.00 in order to meet year end expenses. This is necessary to meet year end expenses.

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

**Resolution #605-10. *Instruct County Engineer to proceed with the Report of the County Engineer for the vacation of Collingswood Boulevard.***

On October 7, 2010, a view was conducted on the proposed improvement. Per the resolution, the County Engineer shall furnish a Report of the County Engineer on or before October 14, 2010 at 10:00 a.m.

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

**Resolution #606-10. *Request County Auditor to certify monthly amount of monies received from additional tax imposed.***

This is monies deposited as a result of funds received from the additional tax as follows:

\$32,208.00 to the 911 Systems fund  
\$18,181.73 to the Capital Improvement fund  
Remainder to the general fund

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

**Resolution #607-10. *Renew maintenance agreement with Perry Corporation for the Allen County Commissioner's Office.***

Said agreement is in the amount of \$1,236.00 for a period commencing October 18, 2010 through October 18, 2011.

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

**Resolution #608-10. *Enter into a Memorandum of Understanding with the Veterans' Memorial Civic and Convention Center Board of Trustees.***

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

**Resolution #609-10. *Authorize a warrant of transfer from the General Fund #1001 to the Capital Improvement Fund #4017.***

Becky Saine, County Administrator, requested a warrant of transfer in the amount of \$29,000 for renovations at the Annex Building for Adult Probation and Courthouse roof repairs.

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

**Resolution #610-10. *Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund #5035 to the Westminster Sewer Fund #4590.***

Bruce Wells, Business Manager, requested a transfer in the amount of \$100,000 to fund project costs for a portion of the Sanitary Engineer's committed contribution to the Westminster Sewer Project.

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

**Discussion Items:**

**A. Brad Niemever, Sanitary Engineer's Office, presented the following:**

1. Request to adopt **Resolution #610-10**, authorize the purchase of one (1) 2010 Ford F-150 Half-Ton, 2-Wheel Drive Pick-up Truck through Raabe Ford-Lincoln Mercury. The department is in the process of replacing some of their fleet. Said cost is in the amount of \$17,293.55.

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 #612-10**, accept permanent and temporary easements from Gatehouse Condominium for the Ciminillo's First Subdivision Sewer Improvement Area. This is necessary to construct, maintain, repair and replace sanitary sewers. Said cost is in the amount of \$1.00 each.

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 #613-10**, accept a permanent easement from a property owner for the Westminster Sewer Improvement Area. Said easement is with Gary R. and Cindy A. Hobbs at a cost of \$557.57.

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

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

1. Request to adopt **Resolution #614-10**, allocate and encumber funds to the Village of Lafayette from the Motor Vehicle Permissive Tax Fund. Chris Hardesty, Traffic Safety Manager, stated that the Village of Lafayette is requesting \$1,500.00 of their Motor Vehicle Permissive Tax Fund money to repair a cistern located at the intersection of High Street and Main Street.

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 #615-10**, approve estimate of material and labor necessary to replace the McBride Road Bridge, Amanda Township. Brion Rhodes, Chief Deputy/Bridge Engineer, requested the estimate for material and labor in the amount of \$87,012.40 be approved for said project. Said work will be performed by the Allen County Engineering Department by Force Account.

Commissioner Reiff 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 #616-10**, authorize Clerk of Board to post notice and advertise to receive bids for the construction of the McBride Road Bridge. Said bids shall be received until 10:30 a.m. on October 29, 2010 in the office of the Allen County Commissioners.

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 Reiff moved to go into Executive Session at 9:12 a.m. to discuss a potential termination of an employee at the Allen County Child Support Enforcement Agency. Motion seconded by Commissioner Sneary. The roll was called with an unanimous vote.

Commissioner Sneary moved to go out of Executive Session at 9:24 a.m. Motion seconded by Commissioner Reiff. The roll was called with an unanimous vote.

**Resolution #617-10**, approve the termination of an employee at the Allen County Child Support Enforcement Agency. Said termination shall be effective October 15, 2010.

Commissioner Sneary moved to go out of Executive Session at 9:24 a.m. Motion seconded by Commissioner Reiff. The roll was called with an unanimous vote.

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

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