

## **MINUTES OF OCTOBER 19, 2011** **AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:00 a.m. on the 19th day of October, 2011 with the following members present: Commissioner W. Dan Reiff, Commissioner Sam Bassitt, and Clerk of the Board Kelli Singhaus.

Rhonda Eddy-Stienecker led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the September 15, 2011 special agenda meeting minutes. Motion seconded by Commissioner Bassitt. The roll was called and the minutes were approved.

### **Action Items:**

#### **Resolution #660-11. *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 #661-11. *Approval of 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 #662-11. *Authorize warrant of transfer from the Board of DD Fund 2018 to the HRA Fund 9896.***

Martha Nance, Director of Business, requested a warrant of transfer in the amount of \$22,112.00. This is necessary to cover HRA expenses for the year.

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

#### **Resolution #663-11. *Supplemental appropriation to the Revolving Loan Fund 2410.***

Kelli Singhaus, Clerk/Administrative Assistant, requested an increase to the appropriation in the amount of \$193,000.00 for a new appropriation of \$440,407.40. This additional appropriation is needed for the RLF loan to Best One Tire.

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

#### **Resolution #664-11. *Amend Resolution #650-11, approve use of credit cards for the 4<sup>th</sup> quarter of 2011.***

This amendment increases the amount for the Department of Job and Family Services from \$500 to \$1,500.

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

**Resolution #665-11. *Rescind Resolution #589-11, authorize a warrant to advance funds from the Early Childhood Fund 2460 to the Allen County Department of Developmental Disabilities Fund 2018.***

Said resolution is being rescinded as the account information was incorrect and did not match request of the department.

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

**Resolution #666-11. *Authorize a warrant to return an advance of funds made to the Early Childhood Fund 2460 from the Allen County Board of DD Fund 2018.***

Martha Nance, Business Manager, requested a warrant to return an advance of funds in the amount of \$1,666.73.

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

**Resolution #667-11. *Authorize an agreement between the Allen County Regional Transit Authority and the Allen County Dog Warden.***

This agreement is for the purchase of unleaded gasoline from the Allen County RTA effective January 1, 2012 through December 3, 2012.

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

**Resolution #668-11. *Declare various personal property at the Allen County Board of DD unsuitable for county use and authorize sale of same by internet auction.***

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

**Resolution #669-11. *Authorize issuance of payment to the Village of Fort Shawnee from the Motor Vehicle Permissive Tax Fund.***

The Village of Fort Shawnee requested the permissive tax monies in the amounts of \$113,721.82 for resurfacing of South Dixie Highway and Breese Road the amount of \$5,030.51 for centerline striping and edgeline striping.

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

**Resolution #670-11. *Consider petition for annexation of territory located in Richland Township to the Village of Bluffton petitioned for by the majority of owners of real estate, F. Stephen Chamberlain, Agent for the Petitioners.***

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

**Resolution #671-11. *Re-appoint Michael Showalter, Mike Meeks and Greg Wannemacher to the Allen County Civic Center Board.***

Said terms shall commence September 28, 2011 and end on September 27, 2016.

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

**Resolution #672-11. *Authorize the Allen County Health Insurance rates for the Allen County Health Department for 2012.***

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

**Resolution #673-11. *Authorize the Allen County Health Insurance rates for 2012.***

Alan Mefferd, Health Insurance & Wellness Advisory Committee, stated the spouses were removed from the plan last year if they were eligible to carry insurance through their employer. The pre-renewal rates looked to be a 4.6% increase. This had to do with higher usage of the plan. The final rate from CEBCO was a negative .22%, which was the first reduction ever received by CEBCO. The Board originally factored in a 3% increase for 2012 appropriations. Addressing the spousal removal to help compensate those employees whose spouses were removed who had insurance elsewhere, the Board investigated the difference in rates from a 3-tier to a 4-tier plan. By going with a 4-tier plan, there is a savings to the county overall of \$459,000.00. General fund will have a savings of \$231,000.00. Employees who don't have a spouse on their plan but have children, will go to an employee plus children plan. This will be a savings of approximately \$60.00 savings per pay for those employees.

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

**Discussion Items:**

**A. Community Development, (No one present)**

1. Request to adopt **Resolution #675-11**, authorize an amendment to a Programmatic Agreement with the Ohio State Historic Preservation Office for the administration of certain HUD funded CDBG and home activities. This is an extension to the agreement for a period commencing upon the acceptance of OHPO and ending on December 31, 2014.

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

**B. Pat Smith, Allen County Museum, presented the following:**

1. Request to adopt **Resolution #676-11**, approve revisions to the personnel policy and by-laws for the Allen County Museum. The Museum is going through a self-study portion of re-accreditation of American Association of Museums. This is done every ten (10) years. Allen County Museum is the only museum in the State of Ohio that is accredited. The revisions result in minor changes and are needed for the accreditation.

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

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

1. Request to adopt **Resolution #586-11**, authorize renewal of contracts with Allied Waste Services for various county buildings. (Previously removed from the agenda on September 8, 2011) Sterling stated that this resolution was removed previously due to errors in the figures presented to the County. These contracts are for various county buildings. This is the last renewal allowed under the contract and these services will need to be bid next year.

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 #677-11**, accept proposal and enter into contract with E. Lee Construction, Inc. for roof repair at the Allen County Engineer's Office. Sterling stated that there is a tear in the membrane of the roof as well as gutter issues. E. Lee Construction has proposed a cost not to exceed \$3,025.00 for the roof repair.

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

**D. Bruce Wells, Sanitary Engineer's Office**, presented the following:

1. Request to adopt **Resolution #678-11**, accept permanent and temporary easements from property owners for the Westminster Sewer Improvement Area. Wells stated that these easements are necessary due to change in the route of the improvement. Said easements total \$2,312.81.

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 #679-11**, accept Change Order #1-Final with Hume Supply, Inc. for the American Avenue Sanitary Sewer and Forcemain Relocation Project. Said change order is an increase to the contract of \$3,085.29 for a new contract amount not to exceed \$97,559.83. This change order was made necessary by ODOT. Sanitary Engineer's will pay for cost and be reimbursed by ODOT.

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 #680-11**, accept Change Order #1-Final with Kirk Brothers Company, Inc. for Contracts A, B and C for the Westminster Sewer Improvement Area Wastewater Treatment Facilities Project. Said change order is an increase to the contract of \$18,605.57 for a new contract amount not to exceed \$1,262,605.57. This change order's increase is a result of the owner's request and not the contractor.

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

4. Request to adopt **Resolution #681-11**, accept Change Order #1-Final with Sollman Electric Company for Contract D for the Westminster Sewer Improvement Area Wastewater Treatment Facilities Project. Said change order is an increase to the contract of \$13,933.76 for a new contract amount not to exceed \$235,298.76. This change order's increase is a result of the owner's request and not the contractor.

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

Commissioner Reiff moved to go into executive session at 9:19 a.m. to discuss a potential termination at the Allen County Department of Job and Family Services. Commissioner Bassitt seconded the motion. The roll was called and the vote was unanimous.

Commissioner Bassitt moved to adjourn from executive session at 9:27 a.m. Commissioner Reiff seconded the motion. The roll was called and the vote was unanimous.

**Resolution #682-11.** Approve the termination of an employee at the Allen County Department of Job and Family Services.

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

**Announcements, Proclamations, Recognition and Commendations: None**

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