

## **MINUTES OF NOVEMBER 23, 2011** **AGENDA MEETING**

Commissioner Reiff opened the meeting at 9:00 a.m. on the 23rd day of November, 2011 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff and Clerk of the Board Kelli Singhaus.

Nathan Davis led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the November 16, 2011 agenda meeting minutes. Motion seconded by Commissioner Sneary. The roll was called and the minutes were approved.

### **Action Items:**

#### **Resolution #736-11. *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 #737-11. *Approval of 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 #738-11. *Authorize a warrant of transfer from the Sanitary Engineering Surplus Fund 5035 to the Sanitary Engineering Administration Facilities Fund 5409.***

Jodi Wells, Fiscal Specialist, requested a warrant of transfer in the amount of \$10,000.00. This transfer is being made to cover unbudgeted costs for mechanical repairs in the server room that serves as a back-up for the County network.

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

#### **Resolution #739-11. *Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the Airport Sewer Improvement Fund 4512.***

Jodi Wells, Fiscal Specialist, requested a warrant of transfer in the amount of \$40,000.00. This transfer is being made to fund the Sanitary Engineer's commitment towards the construction of the sanitary sewer serving the Allen County Airport.

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

#### **Resolution #740-11. *Authorize a warrant to advance funds from the Sanitary Engineering Department Fund 5035 to the Allen County Regional Airport Sewer Improvement Project Fund 4512.***

Jodi Wells, Fiscal Specialist, requested a warrant of advance in the amount of \$125,000.00. This advance is being made to cover construction costs of the Allen County Regional Airport Sewer Improvement Project in anticipation of grant funding for the Airport.

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

**Resolution #741-11. *Supplemental appropriation to the Stormwater Fund 5037.***

Laura Clark, Account Clerk, requested an increase in the appropriation in the amount of \$512.00 for a new appropriation in the amount of \$9,447.00. This is necessary for the payment of an invoice to Allen Soil and Water.

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

**Resolution #742-11. *Authorize issuance of payment to the Village of Spencerville from the Motor Vehicle Permissive Tax Fund.***

The Village of Spencerville requested payment in the amount of \$12,450.18 from the Motor Vehicle Permissive Tax Fund to be used for a portion of their 2011 road program expenses.

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

**Resolution #743-11. *Accept Putnam County's resolution for Cranberry Creek – Phase 1 Joint County Ditch #849 to be removed for collection of maintenance on the 2011 Tax Duplicate.***

This is necessary as final assessments for said project shall not be complete by the date the Putnam County Auditor's Office has set for completion of the assessments to be placed on the 2011 tax duplicate.

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. Department of Job and Family Services (No one present)**

1. Request to adopt **Resolution #744-11**, approval of the Work Participation Corrective Compliance Plan.

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 Sanitary Engineer's Office, presented the following:**

1. Request to adopt **Resolution #745-11**, certify delinquent sewer service charges to the Allen County Auditor's Office for collection. Bruce Wells, Business Manager, this is certification for collection of delinquent sewer service payments. By the Ohio Revised Code, the sewer district is permitted to certify unpaid bills to the taxes to be collected in the following year. The amount being certified is \$476,524.14. The department bills approximately \$6.2 million a year for sewer service. The tax collection is a big collection tool for the department.

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 #746-11**, certify delinquent debt service charges for projects billed by the City of Lima Utilities Department on behalf of the Allen County Sanitary Engineer to the Allen County Auditor's Office for collection. The amount being certified is \$4,761.25.

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 #747-11**, certify delinquent debt service charges to the Allen County Auditor's Office for collection. The amount being certified is \$16,797.34.

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

4. Request to adopt **Resolution #748-11**, authorize the purchase of one (1) Triangle Tube PS 399 (95% AFUE) 399,000 BTU Natural Gas Modulating Boiler from Quality Mechanical Services. Brad Niemeyer, Assistant Sanitary Engineer, stated that the existing boiler at the American Bath Wastewater Treatment Plant is no longer functioning. The plant was built in 1996 and has been having a lot of maintenance issues in the last few years. Proposals were received with Quality Mechanical Services being the low bid in the amount of \$13,500.00.

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 #749-11**, authorize the lease of a 2012 Vactor Model 2110 Tandem Axle Sewer Cleaner and Vacuum Combination Unit from Jack Doheny Supplies, Inc. through the State of Ohio Lease/Purchase Program and authorize the trade-in of one (1) 1996 SRECO Sewer Cleaner and one (1) 2000 Jays Vacuum Trailer Unit. Niemeyer stated they are retiring a couple of their units in order to lease/purchase a larger unit to clean the sewers. State purchase price is \$380,853.59 with a lease payment of \$40,000.00 per year. At the end of five (5) years, the unit can be purchased for the amount of \$153,000.00.

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

**C. Sheriff's Office**, presented the following:

1. Request to adopt **Resolution #750-11**, authorize the transfer of various assets from the Allen County Sheriff's Office to the Allen County Fairgrounds. These assets are vehicles obtained through the military program that is utilized for the bomb squad and other county agencies. The Fairgrounds stores the property for the county. This is a request to transfer some of the property to the Fairgrounds so they can title, insure and use same.

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

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

1. Request to adopt **Resolution #751-11**, authorize the Allen County Engineer to enter into a 2011 County Sign Upgrade Agreement. Brion Rhodes, Chief Deputy/Bridge Engineer, state that this is a secondary grant that was applied for through CEAO. This is for the road name signs throughout the county. The County received 80% funding. The

preliminary construction estimate for the projects is \$48,200.00. The federal funding for said project is capped at \$38,560.00.

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 #752-11**, authorize Clerk of Board to post notice and advertise for the view and first hearing of the Perry Counts Ditch #1308 Project. Nathan Davis, Assistant Drainage Engineer, stated that the view will be held on December 15, 2011 at 1:00 p.m. at 4137 McClain Road. The hearing will be held January 5, 2012 at 2:30 p.m. at the Perry Township House.

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 #753-11**, authorize an extension to Turf Concepts LLC for completion of the Lost Creek Petition Ditch #1251. Nathan Davis, Assistant Drainage Engineer, stated that due to weather conditions, it is necessary to extend the contract to December 30, 2011.

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

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

1. Request to adopt **Resolution #754-11**, appoint Becky Saine as Prevailing Wage Coordinator for the Annex Building Office Remodeling Project.

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 #755-11**, authorize Clerk of Board to post notice and advertise to receive bids for the Annex Building Office Remodeling Project. Pre-bid conference will be conducted on December 7, 2011 at 10:00 a.m. Bids will be received until December 14, 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.

**F. Vicki Tarr, Child Support Enforcement Agency**, presented the following:

1. Request to adopt **Resolution #756-11**, approve agreement with the Communication Workers of America Local 4319 (AFL-CIO). Tarr stated that this agreement will be effective October 28, 2011 through October 27, 2014. Negotiations went smoothly and very few language changes from the prior contract. Due to budget constraints, they were able to keep the wage freeze in place with a wage reopener in 2012.

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

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

Submitted by:

Approved by:

\_\_\_\_\_  
Kelli A. Singhaus  
Clerk of the Board

\_\_\_\_\_  
Greg Sneary

\_\_\_\_\_  
W. Dan Reiff

\_\_\_\_\_  
Sam Bassitt