

**MINUTES OF DECEMBER 29, 2011**  
**AGENDA MEETING**

Commissioner Reiff opened the meeting at 8:30 a.m. on the 29th day of December, 2011 with the following members present: Commissioner W. Dan Reiff, Commissioner Sam Bassitt and Clerk of the Board Kelli Singhaus.

Jim Link led the Pledge of Allegiance.

**Action Items:**

**Resolution #832-11. *Approval of 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 #833-11. *Authorize a warrant of advance from the Health Department Fund 8810 to the IAP Grant Fund 8818.***

Sally Dray, Allen County Health Department, requested a warrant of advance in the amount of \$3,366.85. This is necessary to cover salaries and expenses until grant funds are received.

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

**Resolution #834-11. *Authorize a warrant of advance from the Health Department Fund 8810 to the HIV/AIDS Grant Fund 8831.***

Sally Dray, Allen County Health Department, requested a warrant of advance in the amount of \$13,354.75. This is necessary to cover salaries and expenses until grant funds are received.

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

**Resolution #835-11. *Authorize a warrant of transfer from the Health Department Fund 8810 to the Severance Reserve Fund 8829.***

Sally Dray, Allen County Health Department, requested a warrant of transfer in the amount of \$15,000.00. This is necessary to reserve funds for future pay out of vacation and sick leave at retirement.

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

**Resolution #836-11. *Authorize a warrant of transfer from the General Fund 1001 to the Economic Development Fund 2401.***

Becky Saine, County Administrator, requested a warrant of transfer in the amount of \$60,000.00. This is necessary to supplement the real estate transfer fees to pay AEDG contract.

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

**Resolution #837-11. *Supplemental appropriation to the MVGT Fund 2002.***

Laura Clark, Account Clerk, requested an increase in the appropriation in the amount of \$601,238.77 for a new appropriation in the amount of \$709,738.77. This increase is for expenses related to the Lincoln Highway – Phase 1 Project and the Guardrail Safety Improvement Project.

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

**Resolution #838-11. *Supplemental appropriation to the Jail Diversion Fund 2804.***

Tony Stechschulte, Director of Accounting, requested an increase in the appropriation in the amount of \$27,328.90 for a new appropriation of \$50,278.20. This is necessary to meet year end expenses.

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

**Resolution #839-11. *Supplemental appropriation to the MVGT Fund 2002.***

Laura Clark, Account Clerk, requested an increase in the appropriation in the amount of \$1,942,889.02 for a new appropriation of \$2,209,859.02. this is necessary to meet year end expenses.

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

**Resolution #840-11. *Supplemental appropriation to the Sheriff's Rotary Fund 1860.***

Tony Stechschulte, Director of Accounting, requested an increase in the appropriation in the amount of \$7,105.58 for a new appropriation in the amount of \$74,205.59. This is necessary to meet year end expenses.

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

**Resolution #841-11. *Authorize the appropriation of funds to the Executive Director's Fund for the Children Services board pursuant to Section 5153.35 of the Ohio Revised Code.***

This is the appropriation of \$2,000.00, in which said account may be reimbursed once the balance reaches \$1,000.00, supported with proper documentation.

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

**Resolution #842-11. *Enter into an agreement with Senior Citizen's Association of Bluffton, Inc. and the Allen County Council on Aging, Inc.***

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

**Resolution #843-11. *Amend Weather Related Closing Procedure Policy for the Allen County Courthouse.***

Said amendment not includes the offices of the Allen County Department of Job and Family Services and the Allen County Child Support Enforcement Agency.

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

**Resolution #844-11. Amend Resolution #649-11, authorize revisions to the Allen County Employee Worker's Compensation Policy and Procedures for all Allen County departments.**

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

**Resolution #845-11. Authorize the Allen County Department of Job and Family Services and the Allen County Child Support Enforcement Agency to enter into contract with Medical Mutual of Ohio.**

Said contract is for a period commencing January 1, 2012 and ending December 31, 2012.

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

**Discussion Items:**

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

1. Request to adopt **Resolution #846-11**, request an extension for a CDBG Water and Sewer Grant for the Westminster Sewer Improvement Project. Said grant agreement calls for completion of all construction and lateral assistance project by February 28, 2012. The construction of said project is complete and that portion of the grant has been expended. Due to weather and ground conditions, the completion of the lateral connection will not likely be possible by the grant expiration date. It is being recommended that the Board apply for an extension of the grant for up to six months to allow for completion of the lateral connections.

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

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

1. Request to adopt **Resolution #847-11**, authorize the purchase of a 2011 Ford F-150 4 x 4 Pick-Up Truck from Raabe Ford. This truck will replace the 1996 Ford that is currently being used. The current state purchasing contract has expired. Two proposals were received with Raabe Ford being the lowest and best proposal received. Said quote is pricing through their fleet program.

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

**C. Sheriff's Office,** (No one present)

1. Request to adopt **Resolution #848-11**, authorize submission of a grant application to the Office of Criminal Justice Services for the West Central Ohio Crime Task Force Project-Byrne/JAG Grant. Said application is in the amount of \$42,500.00 with a cash match amount of \$14,166.00 for a total grant request of \$56,666.00. The cash match monies shall be provided by the Allen County Sheriff's Office, Allen County Prosecutor's Office, the Lima Police Department and the Delphos Police Department.

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 #849-11**, authorize submission of a grant application to the Office of Criminal Justice Services for the West Central Ohio Crime Task Force Project-Drug Law Enforcement Grant. Said application is in the amount of \$169,314.39 with a cash match amount of \$56,438.13 for a total amount of \$225,752.52. The cash match monies shall be provided by the Allen County Sheriff's Office, Allen County Prosecutor's Office and the Lima Police Department.

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:**

Jim Link, Allen County Treasurer, stated that early tax mailer have gone out. The bulk mailing will go out in a couple of weeks. Taxes are due February 17, 2012. The Auditor's Office and Treasurer's Office is working on a new website for easier payment methods for the public.

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