

## **MINUTES OF FEBRUARY 4, 2009 AGENDA MEETING**

Commissioner Sneary opened the meeting at 9:00 a.m. on the 4th day of February, 2009 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt and Clerk of the Board Kelli Singhaus.

Douglass Degen led the Pledge of Allegiance.

Commissioner Reiff moved for the approval of the January 28, 2009 Agenda Meeting minutes. Commissioner Bassitt seconded the motion. The minutes were approved as submitted.

### **Action Items:**

#### **Resolution #84-09. *Approval of travel expenses.***

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

#### **Resolution #85-09. *Authorize a warrant of transfer from the Sanitary Engineering Department Surplus Fund 5035 to the American II WWTP CIP Fund 5406.***

Bruce Wells, Business Manager, submitted a request for the transfer of \$100,000 to fund the balance of the initial 2009 loan payment for the construction of the American II WWTP.

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

#### **Resolution #86-09. *Authorize an amendment to the travel policy for Allen County employees.***

Based on the reduced rate of fuel and the current budget year, Commissioner Bassitt stated that the Board decided to decrease the mileage reimbursement rate from \$.50 per mile to \$.40 per mile.

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

#### **Resolution #87-09. *Authorize a warrant of transfer from the Clerk Administration Fund #2402 to the Clerk of Courts Title Fund #1070.***

Gina Staley-Burley, Clerk of Courts, requested a transfer in the amount of \$150,000 to cover the cost of the 2009 operating budget of the Allen County Title Department.

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

#### **Resolution #88-09. *Authorize a LPA Federal Local-LET Project Agreement with the State of Ohio, Department of Transportation.***

The Allen County Museum, on behalf of the Allen County Commissioners, applied for and received from the State of Ohio, Department of Transportation a \$992,400 federal grant for the Shay Locomotive Exhibit. Said agreement outlines the terms and conditions of said grant.

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

**Resolution #89-09. *Request County Auditor to certify monthly amount of monies received from additional tax imposed pursuant to Section 5739.021 of the Ohio Revised Code.***

Based upon receipt of funds received from the additional tax, the Commissioners approved the sum of \$32,208.00 to be deposited into the 911 Systems fund, \$10,606.09 to the Capital Improvement fund with the remainder to be deposited into the general fund. Commissioner Sneary added that the amount deposited into the Capital Improvement fund was \$50,000 in February, 2008 and changed to \$33,333 in January, 2009.

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

**Resolution #99-09. *Supplemental appropriation to the HAVA Grant Fund 2097.***

Keith Cunningham, Board of Elections Director, requested a new appropriation of \$227.96 to the HAVA Grant Fund 2097.

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

**Resolution #100-09. *Supplemental appropriation for the Eastown Road Phase 4 Fund 4711.***

Laura Clark, Account Clerk, requested a new appropriation of \$1,077,000 for the Eastown Road Extension Project – Phase 4.

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

**Resolution #101-09. *Supplemental appropriation to the \$25 CP Filing Fee Fund 2701.***

Richard Warren, Common Pleas Judge, requested an increase in the appropriation of \$59,226.00 for a new appropriation of \$119.226.

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

**Resolution #102-09. *Supplemental appropriation to the Legal Research Common Pleas Fund 2704.***

Richard Warren, Common Pleas Judge, requested an increase in the appropriation of \$4,000 for a new appropriation of \$5,000.

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

**Resolution #103-09. *Supplemental appropriation to the Drug Court Fund 2702.***

Richard Warren, Common Pleas Judge, requested an increase in the appropriation of \$500 for a new appropriation of \$7,500.

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

**Resolution #104-09. *Supplemental appropriation to the Reserve Fund 1011.***

Becky Saine, County Administrator, requested an increase in the appropriation of \$216,980.10 for a new appropriation of \$1,266,980.10.

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

**Resolution #105-09. *Supplemental appropriation to the Rotary/Ditch Maintenance Fund 2099.***

Laura Clark, Account Clerk, requested a new appropriation of \$12,000.

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

**Resolution #106-09. *Supplemental appropriation to the Stormwater Fund 5037.***

Laura Clark, Account Clerk, requested a new appropriation of \$4,000.

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. Lisa Merkle, Child Support Enforcement Agency, presented the following:**

1. Request to adopt **Resolution #90-09**, renew contract with the Allen County Sheriff's Office for security services. Said agreement is an amount not to exceed \$47,568.01 effective February 1, 2009 through January 31, 2010.

Commissioner Bassitt 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 #91-09**, renew contract with Hope Visitation and Exchange Center which was known as Grampy's House. This contract serves as a pass-through of a federal grant in which CSEA monitors. Said contract is effective July 1, 2008 through June 30, 2009 in an amount not to exceed \$86,102.18.

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 #92-09**, renew contract with Maximus Financial Services, Inc. to provide software maintenance services to the Program Expenditure Tracking System at a cost not to exceed \$,2150.00. This contract provides upgrades to the software as well as telephone support. This software is needed in order to mesh with the state software. Said contract is effective January 1, 2009 thru December 31, 2009.

Commissioner Reiff moved to adopt the Resolution. Commissioner Bassitt 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 #93-09**, authorize an agreement with Bacon & Associates for professional services for the Welty Petitioned Ditch Project #1281. Douglass Degen, Drainage Engineer, stated that this project runs from Ft. Amanda Road south under Yoakum to the east. Bacon & Associates shall provide surveying, engineering and plan preparation at a cost not to exceed \$24,500.

Commissioner Bassitt 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 #94-09**, authorize an agreement with Follrod Development Services LLC for professional services for the Springhill & Oak Woods Drives Petitioned Ditch #1272. Douglass Degen, Drainage Engineer, stated that this project is north of Ft. Amanda Road and runs into the Springhill & Oak Woods Drives area. The county shall complete the surveying and data collection. Follrod Development Services shall prepare the plans for said project at a cost not to exceed \$12,500.

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 #95-09**, accept bid and enter into contract with Bluffton Paving for the Kolter Road Widening Project. Ron Meyer, Planning Engineer, stated that three (3) bids were received with the low bid being Bluffton Paving, Inc. in the amount of \$156,639.90.

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

**C. John Leahy, Jr. – Prosecutor’s Office**, presented the following:

1. Request to adopt **Resolution #96-09**, authorize donation of personal property which is not needed for public use. Leahy stated that there were recyclable fixtures such as cabinets, doors, trim, etc. that were acquired as part of the Eastown Road Improvement Project and valued at \$2,500 or less. Said property can be donated to an eligible non-profit organization that is located in the State of Ohio and is exempt from federal income taxation.

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

**D. Gina Staley-Burley, Clerk of Courts**, presented the following:

1. Request to adopt **Resolution #97-09**, accept proposals and enter into contract with Quality Business Systems as it relates to the Allen County Title and License Building. This will be for the removal and installation of the existing shelving as well as the purchase and installation of additional shelving. Said cost is an amount not to exceed \$13,418.80.

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

**E. Mary Early, Family Children First Council**, presented the following:

1. Request to adopt **Resolution #98-09**, approve a Memorandum of Understanding with the United Way of Lima on behalf of the Allen County Family and Children First Council. Early stated that focus has been on youth success in the county. Through this MOU, the Dolly Parton Image Library will be re-instituted, there will be teamwork with parents on the use of the program, and summer kindergarten camp will be conducted to assist with the daily processes and literacy skills that kindergarten children encounter in school. The United Way has agreed to pay Family Children First Council an amount not to exceed \$4,800 to monitor and report the progress throughout this project.

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

**Additional Item:**

**Resolution #107-09.** Approval of Public Official Bonds for the Allen County Probate/Juvenile Court Judge. Said bonds are in the amount of \$5,000 each for a six year term commencing February 9, 2009 through February 9, 2015.

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

**Announcements, Proclamations, Recognition and Commendations**

Marty Hutchison spoke on behalf of 4-H. She stated that with donations and some support from OSU Extension, 4-H will be able to have a limited program for 2009. She asked that the Commissioners remember them next year when preparing the budget.

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