

## MINUTES OF JULY 24, 2007 AGENDA MEETING

Commissioner Bassitt opened the meeting at 9:15 a.m. on the 24<sup>th</sup> day of July, 2007 with the following members present: Commissioner Greg Sneary, Commissioner Sam Bassitt, County Administrator Becky Saine and Clerk of the Board Kelli Singhaus.

Scott Ferris led the Pledge of Allegiance.

Commissioner Sneary moved for the approval of the July 17, 2007 Agenda Meeting minutes. Commissioner Bassitt seconded the motion. The minutes were approved as submitted.

### Action Items:

#### **Resolution #514-07. *Authorize training, seminar and travel related expenses for various departments.***

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

#### **Resolution #515-07. *Authorize an intradepartmental transfer.***

Becky Saine, County Administrator, requested a transfer in the amount of \$500 from contingencies to auction fees to meet year end expenses.

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

#### **Resolution #516-07. *Accept the retirement of Judy Hindenlang from the Allen County Building & Grounds Department.***

The Commissioners accepted the retirement of Ms. Hindenlang effective July 20, 2007 at the close of business.

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

#### **Resolution #517-07. *Authorize a revised Administrative Service Agreement with LACCA for activities associated with the FY'06 CDBG New Horizons Fair Housing Assistance Program Grant.***

Said revisions were at the request of the Ohio Department of Development. The agreement will continue to apply solely to activities funded through the requested \$15,000 New Horizons Fair Housing Assistance Program. This agreement is subject to approval of the grant.

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

#### **Resolution #518-07. *Authorize the resubmission of the FY'06 CDBG New Horizons Fair Housing Assistance Program Grant application.***

Bruce Wells, Community Development Coordinator, requested that an application be re-submitted to the Ohio Department of Development in the amount of \$15,000. Said grant application has been revised to reflect changes suggested by ODOD and LACCA. The application addresses activities consistent with the fair housing needs of Allen County.

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

**Resolution #519-07. *Accept Putnam County's resolution for a Change Order on the Joint County Duke's Run Drainage Improvement #901.***

Said change order reflects a decrease of \$1,045.00 for a new contract amount of \$118,209.50. This is a result of a few changes to the overall cost of the project, which were considered necessary for the proper function of the channel.

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

**Resolution #510-07. *Accept payment from CORSA for water damage in the computer room.***

This claim is for damages to a Sony Jukebox Storage Unit in the amount of \$6,885.61 less a \$2,500 deductible for an insured loss of \$4,385.61.

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

**Discussion Items:**

**A. Russ Decker, EMA, presented the following:**

1. Request to adopt **Resolution #520-07**, nominate various individuals for membership to the Allen County Local Emergency Planning Committee. Decker requested the approval of twenty-three (23) current members, as well as the approval of seven (7) new appointments. Decker also requested the approval of two (2) members as re-appointments to the Committee as non-voting members. Upon approval of the State Emergency Response Commission, said terms shall commence August 15, 2007 and end on August 14, 2009.

Commissioner Bassitt 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 approve easements for the Thayer Road Improvement Project – Phase 2. David Louth, Roadway Engineer, requested approval of two (2) permanent right-of-way easements and one (1) temporary right-of-way easement for a total amount of \$1,456.00. Said easements are necessary for the construction of Thayer Road, Phase 2, from the CF & E Railroad to SR 81.
2. Request Auditor to issue notices of cash assessments for the Earl Gaskill Petitioned Ditch #1229. Nathan Davis, Assistant Drainage Engineer, stated the total costs assessed to said project is \$180,704.94, which is an approximate savings of \$36,000 from the original engineer's estimate.
3. Request Auditor to issue notices of cash assessments for the Girl Scouts of Appleseed Ridge, Inc. Petitioned Ditch #1237. Nathan Davis, Assistant Drainage Engineer, stated the total costs assessed to said project is \$12,473.55, which is an approximate savings of \$3,000 from the original engineer's estimate.

**C. Scott Ferris, Allen County Children Services, presented the following:**

1. Request to enter into a Memorandum of Understanding with the Allen County Board of Commissioners. Ferris stated that a Memorandum of Understanding was entered into between the Commissioners and Children Services and 2005 which outlined the specific responsibilities of both parties during the construction phase of the building. Now that construction is complete, Ferris requested that the Board enter into a new Memorandum of Understanding for the purpose of operations of the building located at 123 W. Spring Street.

D. **Bruce Wells, Community Development Coordinator**, presented the following:

1. Request to authorize a change order with R.D. Jones Excavating for the FY'06 Formula, Village of Harrod Flood and Drainage Project. The engineer's estimate for said project is \$58,078 and the grant award is \$55,100. The project engineer, Kohli & Kaliher Associates, Ltd. has presented a quote from the contractor for the following additions to the project:

- |   |         |
|---|---------|
| * 30 LF of 10: storm sewer plus an associated catch basin and grate | \$2,300 |
| * 98 SY of pavement radius (12" stone and 4" of asphalt)            | \$4,850 |

The change order would increase the contract by \$7,150 for a new contract price of \$55,352. The Village will be responsible for any costs over and above the grant award.

With no further business to come before the Board, Commissioner Sneary 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