

MINUTES OF SEPTEMBER 4, 2007 AGENDA MEETING

Commissioner Bassitt opened the meeting at 9:15 a.m. on the 4th day of September, 2007 with the following members present: Commissioner Greg Sneary, Commissioner W. Dan Reiff, Commissioner Sam Bassitt, County Administrator Becky Saine and Clerk of the Board Kelli Singhaus.

Walter Lawson led the Pledge of Allegiance.

Commissioner Sneary moved for the approval of the August 30, 2007 Agenda Meeting minutes. Commissioner Reiff seconded the motion. The minutes were approved as submitted.

Action Items:

Resolution #622-07. *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 #623-07. *Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.*

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

Resolution #624-07. *Resolution to forgive advances made to the Savings Building Fund.*

Advances were made in 1998 and 1999 from the Capital Improvement Fund to the Savings Building Fund totaling \$670,500 for various expenses associated with the Savings Building. It has been determined to forgive the advances made.

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

Resolution #625-07. *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, requested a transfer in the amount of \$10,000 to fund work miscellaneous work not included in the construction contract for the replacement of the American II WWTP.

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

Resolution #626-07. *Accept the resignation of Michelle Stratton as a Janitor within the Allen County Building & Grounds Department.*

Said resignation shall be effective September 14, 2007.

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

Resolution #627-07. *Authorize intradepartmental transfers.*

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

Resolution #628-07. *Authorize a warrant of transfer from the CMR Development Fund 2077 to the MR/DD Fund 2018.*

Martha Nance, MR/DD, requested a transfer in the amount of \$31,876.63 to assist in the cost of Quality Assurance reviews.

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

Resolution #629-07. *Authorize the cancellation and release of mortgages for Community Housing Improvement Program Properties.*

Communication was received from Bruce Wells, Community Development Coordinator, stating that two (2) mortgages would be satisfied through residency as of September 3, 2007 and requested the cancellation and release of same.

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

Resolution #630-07. *Supplemental appropriation to various ditch funds.*

Bruce Wells, Business Manager, requested a total increase in the appropriation of \$212,680.00 for a new appropriation of \$565,580.00 to various ditch funds for the payment of note principal.

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

Resolution #631-07. *Supplemental appropriation to the MR/DD Permanent Improvement Fund 4018.*

Esther Baldrige, Superintendent, requested an increase in the Services-Sundry appropriation of \$150,000 for a new appropriation of \$185,463.80. This is for the soil remediation project not planned for in the 2007 budget.

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

Resolution #632-07. *Adopt an Accountable Plan for meals and other reimbursements pursuant to the Internal Revenue Service Ruling 2006-56.*

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

Resolution #633-07. *Amend Travel Procedure Policy.*

This is a result of the Accountable Plan previously adopted.

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

Resolution #634-07. *Approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Crosby L. and Brenda K. McDorman for the construction of a new culvert on Hardin Road.*

This easement and work agreement is in the amount of \$117.00.

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

Resolution #635-07. Approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Helen Lucille Shaw for the construction of a new culvert on Hardin Road.

This easement and work agreement is in the amount of \$253.00.

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

Resolution #636-07. Approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Hammer Farms Limited III for the construction of a new culvert on Thayer Road.

This easement and work agreement is in the amount of \$173.00.

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

Resolution #637-07. Approve one (1) Easement for County Road Purposes and one (1) Work Agreement with Irene A. Kahle for the construction of a new culvert on Thayer Road.

This easement and work agreement is in the amount of \$173.00.

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

Resolution #638-07. Approve three (3) Permanent Right-of-Way Easements, three (3) Temporary Right-of-Way Easements and one (1) Drainage Easement for the Thayer Road Improvement Project – Phase 2.

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

Resolution #639-07. Authorize the Allen County Treasurer to enter into a service agreement with SmartBill Ltd.

Said agreement shall provide outsourcing services to the county.

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

Resolution #640-07. Approve the Engineer's estimate of material and labor necessary to construction a new culvert on Thayer Road, Marion Township.

The Allen County Engineer's Office is estimating the cost to be \$48,273.13, which will be performed by the Allen County Engineer's Office Force Account.

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

Discussion Items:

A. Jerry Morris, Allen County Sheriff's Office, presented the following:

1. Request to enter into contract with the American Township Trustees. Morris stated that this agreement will provide Fire and EMS dispatching services for the township at a cost of \$51,000, beginning January 1, 2008 through June 30, 2009.
2. Request to declare a Savage model 12 bolt action rifle, equipped with a Leupold 6.5 x 20 telescopic sight obsolete and request trade of same. This rifle is not appropriate for law enforcement use; therefore the department would like to trade this rifle for a Remington model 700 bolt action police counter sniper rifle .308 caliber equipped with a Leupold tactical telescopic site, 3.5 x 10 power.

B. Nathan Davis, Allen County Engineer's Office, presented the following:

1. Request to advertise to receive bids for the Allen County Regional Airport Petitioned Ditch Project #1217. The bid opening is scheduled for September 25, 2007 at 11:00 a.m.

C. Russ Decker, Emergency Management Agency, presented the following:

1. Request to appoint Robert Hutchinson to the 9-1-1 Board. Decker is requesting the appointment of Mr. Hutchinson due to the retirement of Lanny Bailey. The Rescue Association members met and have forwarded a letter recommending the appointment of Mr. Hutchinson.

D. Dana Sterling, Building & Grounds Department, presented the following:

1. Request to accept proposal and enter into contract for the Soil Remediation Project at the Allen County Board of MR/DD. The engineer's estimate for said project was \$85,000 to \$100,000. Sterling stated that 14 contractors took out bid packets and only four (4) bids were received. The best bid received was from Environmental Management Specialists in the amount of \$21,490.00.

Announcements, Proclamations, Recognition and Commendations

Walter Lawson III stated that Samaritan House will be holding a gala on September 12, 2007 at the K of C Hall to celebrate the 20th anniversary of Samaritan House. Everyone is welcome.

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