

MINUTES OF DECEMBER 13, 2001 AGENDA MEETING

Commissioner Lee opened the meeting at 9:15 a.m. on the 13th day of December 2001 with the following members present: Commissioner Alberta M. Lee, Commissioner Steve Diepenbrock, Commissioner Robert R. Cupp, County Administrator Fred Eldridge and Clerk of the Board Bruce Wells.

Commissioner Lee led the Pledge of Allegiance.

Commissioner Diepenbrock moved for the approval of the December 6, 2001 Agenda Meeting minutes. Commissioner Cupp seconded the motion. The minutes were approved per the motion.

Resolution #999-01. Authorization for training, seminar and travel related expenses

Commissioner Lee read the requests aloud.

Commissioner Cupp moved to adopt the Resolution, Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1000-01. Authorization for the payment of invoices.

Commissioner Diepenbrock moved to adopt the Resolution, Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1001-01. Authorization for intradepartmental transfers.

Fred Eldridge noted the lengthy list of requests, reminded that the detailed listing is available for anyone interested in specific amounts and accounts.

Commissioner Cupp moved to adopt the Resolution, Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1002-01. Authorize Supplemental Appropriations for various accounts.

Fred Eldridge reviewed each account and amount. The majority of the appropriations reflect amounts receipted through assessments for various ditch and water projects and the receipt of State Issue II funds by the Engineer.

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

Resolution #1003-01. *Authorize Juvenile Court to submit a grant application to the Ohio Department of Youth Services.*

Connie Lowry, Juvenile Central Office Business Manager, discussed this item at the December 6, 2001 Agenda Meeting.

Commissioner Diepenbrock reviewed the request and moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1004-01. *Authorize the Clerk to advertise to receive bids for counseling services for youth detained in the Juvenile Treatment Center.*

Connie Lowry, Juvenile Central Office Business Manager, discussed this item at the December 6, 2001 Agenda Meeting.

Commissioner Cupp reviewed the request and moved to adopt the Resolution. Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1005-01. *Accept a work agreement for County Road Purposes for work along Bloomlock Road.*

Wayne Gerdeman, County Engineering, presented this request at the December 6, 2001 Agenda Meeting.

Commissioner Diepenbrock reviewed the request and moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1006-01. *Authorize the County Engineer to remove the "Road Closed" postings on the Bentley Road Bridge, No. JAC-239-1.87.*

Wayne Gerdeman, County Engineering, presented this request at the December 6, 2001 Agenda Meeting.

Commissioner Diepenbrock reviewed the request and moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1007-01. *Authorize the County Engineer to remove the load limit posting on the Greely Chapel Road Bridge, No. PER-159-0.21.*

Wayne Gerdeman, County Engineering, presented this request at the December 6, 2001 Agenda Meeting.

Commissioner Cupp reviewed the request and moved to adopt the Resolution. Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1008-01. Authorize the employment of Matt Moyer as a Lab Chemist I in the Sanitary Engineering Department.

Steve Kayatin, Sanitary Engineer, presented this request at the December 6, 2001 Agenda Meeting.

Commissioner Diepenbrock reviewed the request and moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1009-01. Authorize the amendment of a DJFS contract with Sonshine Day Care and Preschool, increasing the amount by ten thousand dollars.

Lynn Shock, Department of Job and Family services Director, presented this request at the December 6, 2001 Agenda Meeting.

Commissioner Cupp reviewed the request and moved to adopt the Resolution. Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1010-01. Authorize the appropriation of funds for the Children Services Director's emergency fund for the year 2002.

Fred Eldridge presented this request on behalf of Children Services at the December 6, 2001 Agenda Meeting.

Commissioner Diepenbrock reviewed and Eldridge clarified the request. Commissioner Diepenbrock moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1011-01. Authorize an agreement with Schooley Caldwell Associates to prepare a comprehensive facilities study and proposal for County properties and offices.

Fred Eldridge and the Commissioners presented this request at the November 27, 2001 Agenda Meeting.

Commissioners Diepenbrock and Cupp reviewed the request and the purpose of the study. Commissioner Diepenbrock moved to adopt the Resolution. Commissioner Cupp seconded the motion. The roll was called and the Resolution was approved unanimously.

Resolution #1012-01. Approve Warrants of Transfer for the Sheriff's Office.

Fred Eldridge reviewed the two requests for \$18,225.24 and \$18,920.62 that reimburse the general fund for advances previously made in anticipation of grant funding.

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

Resolution #1013-01. *Approve the renewal for one year of the payables software maintenance agreement with MAXIMUS for the Sheriff's Office, Sanitary Engineer, Juvenile Court, DJFS, Engineer and Commissioners' Office at a cost of \$775 each.*

Bruce Wells presented this request at the December 6, 2001 Agenda Meeting. Eldridge and Wells reviewed the coverage and the reduced fee options negotiated with MAXIMUS as a result of the number of agencies and departments operating on the software. Wells noted that two additional agencies, CSEA and Children Services, also use the software but opt for more inclusive contract coverage due to their links to other MAXIMUS products installed by the State.

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

Resolution #1014-01. *Approve a one year service contract with Perry Corporation for the Konica 7025 copier installed in the Commissioners' Office at a cost of \$1,560 commencing November 6, 2001.*

Fred Eldridge presented the request. Bruce Wells noted that the cost of the service contract was included in and considered as part of the cost comparison presented to the Commissioners when the copier was selected in September.

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

Resolution #1015-01. *Authorize Warrants of Transfer for the Sanitary Engineer's Office.*

Fred Eldridge reviewed the three requests stating that putting these funds in place is preliminary to the possible expansion of the American II Treatment Plant.

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

Resolution #1016-01. *Authorize Warrants of Transfer to repay prior year's advances.*

Fred Eldridge reviewed the transfers requested by the Auditor, noting that the four transfers repay the general fund for advances made in connection with various ditch projects.

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

Resolution #1017-01. *Approve an Enterprise Zone Agreement with Innovative Packaging, LLC and the City of Lima.*

Fred Eldridge previewed this request at the December 6, 2001 Agenda Meeting. Representatives from Innovative Packaging, Marcel Wagner of Allen Economic Development and Richard Schroeder from the City of Lima were present at this morning's meeting to comment on the request. The agreement offers an average abatement of sixty percent on equipment and inventory over the life of the agreement. Drew Fields, representing Innovative Packaging, commented that the agreement will assist the company with entry into a regional market for the manufacture and distribution of corrugated containers. Fields addressed questions from the Commissioners regarding the firm's products, processes and marketing plan. Fields noted that he is from Lima and is returning after a few years in the Cincinnati area. The company will lease twenty four thousand square feet of space at 1200 East Kibby with the opportunity to expand into additional space at that location. Wagner commented that the company, in addition to bringing a new business to the city, is also using local services for financial and accounting services. Innovative expects to create ten new jobs at inception of the operation scheduled for January 1, 2002. Schroeder and the Commissioners welcomed the opportunity to assist with a new business in the Lima – Allen County Community.

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

Discussion Items:

A. **Community Development, Peggy Wallace, Community Development Coordinator**, presented a request for approval of change order #1 with Degen Excavating for the Spencerville Drainage Project. The net increase of \$482.50 brings the total contract cost to \$97,592.70. Community Development has committed \$67,482.02 to the project from FY '00 CDBG funds with the Village of Spencerville covering the balance of the project. Wallace indicated that the project is near completion and that the Village of Spencerville has already approved the change order and will pay the increased cost.

B. **Sanitary Engineer, Ryan Rase, Business Manager**, presented the following:

- 1) Request to approve an amendment increasing the contract with Wade & Associates, Inc. for the Inflow/Infiltration study for the Shawnee #2 Basin Collection System by \$25,740. Rase stated that the increased cost is related to initial under estimates of the number of manholes and sump pumps in the inspection area. The manholes totaled fifteen hundred and fifty against an original estimate of twelve hundred and the frequency of sump pumps was

much higher than anticipated. Rase addressed questions from the Commissioners regarding the origin of the problem of sump pumps discharging into the sanitary sewer and the process for removing the same and penalties for non compliance. The final report from Wade & Associates is due by mid January 2002.

- 2) Request to approve Amendment No. 1 in the amount of \$103,450 to the Agreement for GIS Services with Malcom Pirnie, Inc. Rase reviewed the next four phases of the project that the amendment covers and gave a brief status report on the progress to date, stating that all of the maps are now loaded into the data base and are electronically retrievable.
- 3) Request to enter contract for Geotechnical Services with Professional Services Industries, Inc. (PSI) for the South Dixie Pump Station. PSI will perform soil borings to verify the sub structure for the location of the proposed station at a cost not to exceed \$1,200.

C. **WORTH Center, Sandy Monfort, Director**, presented a request to approve an “Addendum to Community Based Correctional Facility Subsidy Grant Award” with the Ohio Department of Rehabilitation and Correction. The modification increases the amount of the grant, awarding TANF Title XX funds of \$140,382, from \$2,497,800 to \$2,638,182. Monfort requested that action be taken on the request as soon as possible due to the approaching submission deadline.

Commissioner Cupp mover the adoption of:

Resolution #1018-01. *Authorizing the submission of an “Addendum to Community Based Correctional Facility Subsidy Grant Award” to the Ohio Department of Rehabilitation and Correction on behalf of the WORTH Center.*

Commissioner Diepenbrock seconded the motion. The roll was called and the Resolution was approved unanimously.

D. **Child Support Enforcement Agency, Vicki Tarr, Deputy Director**, presented the following:

- 1) Request for approval to renew a software maintenance agreement with MAXIMUS for the PET payable system at a cost of \$1,750 for the period commencing January 1, 2001 through December 31, 2002. Tarr discussed the reporting interface of this software with other state required MAXIMUS programs, referencing earlier conversations concerning Resolution #1013-01 and the CSEA’s need for a greater level of software support.
- 2) Request for authorization of a “Letter of Understanding for Statewide Contracts for Location and Collection Services”. This is a non-monetary agreement between the CSEA and MAXIMUS to authorize collection

services provided under a contract with the Ohio Department of Human Services. The letter of understanding is to be effective from July 1, 2001 through June 30, 2003.

- 3) Request to amend a contract for service of process between CSEA and Michael Klear, increasing the total contract by \$5,000 to an amount not to exceed \$10,000. This individual has taken on more of the function this year than initially anticipated, as other contractors have been unavailable due to additional security related duties since the incidents of September 11. The amends a contract effective February 1, 2001 through January 31, 2002.
 - 4) Request to renew two contracts for service of process with Michael Klear and Robert Phillips for amounts not to exceed \$10,000. Effective dates are February 1, 2002 through January 31, 2003 for Klear and December 22, 2001 through December 21, 2002 for Phillips.
 - 5) Request to employ Moriah L. Voss as a Support Worker I in the CSEA Legal Department at an hourly rate of \$8.52 effective December 19 2001. This fills a position vacated by a resignation in July.
- E. **Children Services, Pam Miehl**, presented a request to continue to lease seven hundred and seventy five square feet of space at the YMCA Annex at an annual cost of \$4,800, up from \$4,526 for 2001. This is the forth year and last year provided for under options the lease and would cover the period commencing January 1, 2001 through December 31, 2002. The space is used for meetings and family visitations.
- F. **Commissioners Staff, Fred Eldridge presented the following:**
- 1) Request to authorize a commercial water service contract with the City of Lima for the new dog shelter facility on Seriff Road. The agreement for commercial service will reduce the cost of water service by approximately thirty per cent.
 - 2) Consideration of nominees to the Maumee Valley RC&D Council for 2002. Commissioner Lee has consented to serve as the Board representative and William Bowersock has been proposed to continue as the at large representative.
 - 3) Request to approve the 2002 membership in the Ottawa River Coalition.
 - 4) Request to approve payment from Westfield Companies for two incidents involving Sheriff's Office vehicles. The first involved a person in the Sheriff's Office custody kicking windows out of two cruisers resulting in damages \$1,236.77. The payment received is less the \$100 deductible. The second incident involved a cruiser and a second vehicle. The driver at fault had no

insurance. Damage to the cruiser totaled \$3,224.75 less a \$500 deductible for a payment of \$2,724.75.

- 5) Request on behalf of the Allen County Coroner to enter an agreement with Lucas County for autopsy services in 2002 at a cost of \$875 each plus mileage at thirty-three cents. The cost is up \$75 from the 2001 agreement. The agreement is requested in the event that situations arise that require a source of additional expertise.

Commissioner Lee requested a call for a motion of adjournment. Commissioner Cupp moved to adjourn. Commissioner Lee seconded the motion. Meeting was adjourned.

Submitted by:

Approved by:

Bruce Wells
Clerk of the Board

Alberta M. Lee
Commission President