

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose, Joe Hintz, Bruce Wilde.

19-068

**IN THE MATTER OF REJECTING BIDS FOR THE PURCHASE OF 703 AGGREGATE FOR THE HURON COUNTY ENGINEER.**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, per Resolution 19-020, bids were let for the purchase of 703 Aggregate for the Huron County Engineer for use in various projects; and

**WHEREAS**, bids were received Monday, January 25, 2019 at 10:01 a.m. as follows:

STONE TYPE	TONS	DELIVERED		
		ERIE MATERIALS	MESSENBURG BRO.	MARETT UNLIMITED
		PRICE PER TON	PRICE PER TON	PRICE PER TON
9	6000	\$ 22.00	\$ 16.00	\$ 15.73
8	800	\$ 22.00	\$ 22.50	\$ 22.23
57	800	\$ 22.00	\$ 18.50	\$ 18.23
411	200	\$ 17.00	\$ 15.00	\$ 14.73

and

**WHEREAS**, the Huron County Engineer is of the belief that lower bids are obtainable and it is his recommendation to reject all bids for the purchase of 703 Aggregate; and

**WHEREAS**, the Board reserved the right to reject all bids in the specifications and under ORC 307.90; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners rejects all bids for the purchase of 703 Aggregate for use by the Huron County Engineer for various projects; and further

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio, relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion.

**\*Discussion:** Mr. Tansey reported they received the bids and feel they are a little high. State bids open in March and they want to wait to see how they come in and may use them. However they may end up rebidding.

The roll being called upon its adoption, the vote resulted as follows:

- Aye – Terry Boose
- Aye – Joe Hintz
- Aye – Bruce Wilde

19-069

**IN THE MATTER OF APPROVING REQUEST FOR PAYMENT AND STATUS OF FUNDS REQUEST FOR THE HURON COUNTY COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP) B-C-17-1BJ-1 (DRAW #13) SUBMITTED TO THE BOARD FEBRUARY 21, 2019**

Terry Boose moved the adoption of the following resolution:

REGULAR SESSION

THURSDAY

FEBRUARY 21, 2019

WHEREAS, requests for payment and status of funds requests have been prepared and submitted to the Board of Huron County Commissioners as attached herein by WSOS CAC Inc., for the Board's certification; and

WHEREAS the Board has reviewed the requests for payment and status of funds reports; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the requests for payment and status of funds request as attached herein and certifies that the data reported is correct and that the amount of the Request for Payments is not in excess of current needs; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion.

Discussion: Ms. Ziemba explained the total grant draw amount was \$25,373 for administration, fair housing, repair assistance for a home in Norwalk, and rehab assistance for a home in Norwalk.

The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose
Aye – Joe Hintz
Aye – Bruce Wilde

State of Ohio Office of Community Development Request for Payment and Status of Funds request. Includes contact info for Marisa Wallace, grant details for B-C-17-1BJ-1, and a table of project activities with amounts.

REQUEST FOR CONTRACTOR PAYMENT Huron County Board of Commissioners Community Housing Impact & Preservation Private Rehabilitation. Includes date (Feb 13, 2019), contractor info (Jenmet Construction, LLC), and payment authorization details.

Handwritten signatures and dates: Shari Zibert (2/13/19) and Jamie Munoz (2-14-19).

**FINAL INSPECTION**

Homeowner: Nicholas & Meghan Lyster Address: 107 Fairway Circle  
 Job Number: HUNO17PR16712 Norwalk, OH 44857  
 Contractor: Jenmet Construction, LLC Address: 5000 Pearl Ave.  
Lorain, OH 44055

Item	Item Amount	Item	Item Amount
1		13 A/C replacement	~\$3,000
2		14	
3		15	
4		16	
5		17 Concrete Pad & Landing	~\$4,800
6		18	
7 Electrical Re-wire	~\$10,700	19 C/O Repairing leaky Chimney	~\$125
8		20	
9		21	
10		22	
11 Gutters, Downspouts, ext. Splash	~\$950	23	
12		24	
<b>PROJECT TOTAL</b>			<b>\$19,575</b>

**Approval of Payment**

Homeowner Nicholas Lyster Date 2/16/19  
 Homeowner Meghan Lyster Date 2/16/19  
 Rehabilitation Specialist Amy Ostermeyer Date 2/16/19

**FOR OFFICE USE ONLY**

CONTRACT TOTAL \$ 32,120  
 PREVIOUS AMOUNT PAID \$ 12,545  
 AMOUNT TO BE PAID NOW \$ 19,575  
 TOTAL PAID \$ 32,120  
 REMAINING AMOUNT \$ 0  
 FUNDING SOURCE(S) CD64

Housing Specialist Maura Wilke  
 Housing & Energy Asst. Director Dawn Munn

**JenMet Construction, LLC**  
 5000 Pearl Avenue  
 Lorain, OH 44055  
 Ph 440.781.3212 Fax 440.508.5474

**Invoice**

Date	Invoice #
2/5/2019	9549

Great Lakes Community Action Partnership  
 127 S. Front Street  
 Fremont, OH 43420

PROJECT: Lyster, Nicholas (107 Fairway, Norwalk)	
Description	Amount
Line Item 7 - electrical upgrade	10,700.00 ✓
Line Item 11 - gutters, downspouts, extensions & splash blocks	950.00 ✓
Line Item 13 - A/C replacement	3,000.00 ✓
Line Item 17 - concrete pad and landing	4,800.00 ✓
Change Order - Repair leaking chimney by sealing flashing and deteriorated mortar.	125.00 ✓
<b>Total</b>	<b>\$19,575.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$19,575.00</b>

WSOS CAC Inc  
 PO Box 290  
 109 S Front St  
 Fremont OH 43420

**Invoice**

Date: 2/12/2019  
 Number: 76468

Billing Address: Huron Co Commissioners  
 Attn: Natalie Beck  
 180 Milan Avenue  
 Norwalk, Ohio 44857

Service Address: Huron Co Commissioners  
 Attn: Natalie Beck  
 180 Milan Avenue  
 Norwalk, Ohio 44857

Charge Date	Description	Quantity	Unit Price	Amount	Sales Tax
1/31/2019	CD6G B-C-17-183-1 Home Repair	0.00	0.00	0.00	
1/31/2019	HR Flaherty 37 Maple St, Norwalk	1.00	560.00	560.00	
1/31/2019	CD6G B-C-17-183-1 Admin	0.00	0.00	0.00	
1/31/2019	Admin January 2019	1.00	5,238.00	5,238.00	

Payment Terms: Net 30 Days  
 Sales Tax: \$0.00  
 Total: \$5,798.00

If you have any questions, please contact Teri Laug at 419-333-6024.

**Remittance Stub**

Customer ID: HuronCoCD6G Invoice ID: 76468  
 Customer Name: Huron Co Commissioners Invoice Date: 2/12/2019

Charge Date	Description	Quantity	Unit Price	Amount	Sales Tax
1/31/2019	CD6G B-C-17-183-1 Home Repair	0.00	0.00	0.00	
1/31/2019	HR Flaherty 37 Maple St, Norwalk	1.00	560.00	560.00	
1/31/2019	CD6G B-C-17-183-1 Admin	0.00	0.00	0.00	
1/31/2019	Admin January 2019	1.00	5,238.00	5,238.00	

Payment Terms: Net 30 Days  
 Sales Tax: \$0.00  
 Total: \$5,798.00

**IN THE MATTER OF TRAVEL**

Terry Boose moved to approve the following travel request this day. Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

- Aye – Terry Boose
- Aye – Joe Hintz
- Aye – Bruce Wilde

Lenora Minor & Mary Valentine, JFS, to Lewis Center, Ohio for PCSAO Executive Membership Meeting on March 7 - March 8, 2019.

Lenora Minor, Mary Valentine, & Nikita McCann, JFS, to Sugarcreek, Ohio for Leadership Conference on March 20 – March 22, 2019.

**SIGNING**

Mr. Boose asked if the two letters went out to the Health Department and Senior Enrichment. Ms. Ziembra stated the Board had signed the letters on Tuesday and they had gone out yesterday.

Ms. Ziembra discussed the draft letters to go out to the government agencies. Mr. Boose asked to have the location of the meeting added to the letter. Mr. Boose has concerns of the document prepared by the Auditor. Does not feel as though it is a fair representation.

**At 9:10 a.m. Public comment – none**

**Commissioner Hintz report**

Mr. Hintz had spoken to a couple of beekeepers trying to get an accurate list of who is available. He would like to try to talk to as many in the area as he can. He has also obtained the number for the State Inspector.

Mr. Hintz has the list of Veteran's Board meetings. They have meetings twice a month, he is going to try to attend at least one a month. He plans to have Mr. Welch or Mr. Minor attend with him.

**Commissioner Boose report**

Mr. Boose asked how the Board would like to respond to the letter from Village of Wakeman regarding 911. After discussion it was decided Mr. Wilde and Ms. Ziembra will prepare a Commissioner's response letter. Mr. Wilde pointed out we need to work on getting everyone to agree or we can't put the levy on the ballot.

**Commissioner Wilde report**

Mr. Wilde received a fax this morning with the new budget information. The new general fund budget number is \$19,149,059.57.

**At 9:23 a.m. the Board recessed.**

**At 9:30 a.m.** the Board resumed regular session with **Kristen Cardone, MHAS Director.** Ms. Cardone informed the Commissioners that she would like to meet a little more regularly to keep them informed of what they are doing in the community. Ms. Cardone also wanted to address some of the concerns she had spoken to Mr. Boose about a month ago. They have hired a new Administrative Assistant, which will allow Ms. Cardone more time to do the things she needs to be doing.

Ms. Cardone explained she is working on updating their contracts, reporting, as well as a new RFP and a new Board book. She said that after the recent audits she feels it is necessary to update the policies as well.

Now that she has the benefit of an Administrative Assistant, Ms. Cardone would like to do more collaboration with other Boards. They have been very helpful to her and she would like to utilize all the resources available to her.

Ms. Cardone then discussed the funding they had received from state wide opiate response grants. She explained these were worded carefully as to how they could be used, which has created problems. Mr. Boose told her that he has had and will continue to have conversations with state and federal officials letting them know the way the grants are handled is not effective. Mr. Boose and Ms. Cardone both agreed that things are changing and it is no longer just an opiate crisis – there needs to be attention to addiction and mental health services as well.

Ms. Cardone said she is also exploring options to get the ALERT program off the ground. They are hoping once they have their first success it will get moving, but until that time Ms. Cardone is trying to maintain interest.

Mr. Boose brought up two areas of concern he has and asked if she thought they should meet to talk about them. The first one is pulling our peer to peer people together. He doesn't know whose job that is but he would like to see some kind of better working relationship. Mr. Boose is not sure how to address the issue, but he sees the problem growing as opposed to getting better.

The second issue Mr. Boose had is not so much an area of concern, but almost a good thing. He brought up the presentation by Alpha House and thought that the County could be going from having nobody interested in doing recovery housing to having more than one. He thought both entities would end up asking for funding and wasn't sure how that process would work. Ms. Cardone said that it is a problem she did not believe the Board has had in the past, but believes that it is always good to have options. She explained the Board will be very heavily involved and will be making decisions as to what they feel is the best fit. Everyone will be thoroughly interviewed, and hopefully the level of detail in the new RFP will give them a little bit more clarity as well.

**At 10:07 a.m. the board recessed.**

**At 10:25 a.m. the board resumed regular session.**

**Administrator/Clerk report**

Ms. Ziembra asked if the Board would like her to schedule a time with Records Commission to tour the records area and where all the records are currently stored. Board would like this scheduled the first Thursday in April.

Cattleman's Dinner is March 7<sup>th</sup> at 6:00 p.m. at the Norwalk Eagles. If you are interested, Pam Hansberger has the tickets.

Housing Advisory Committee meeting is set up for February 27, 2019 at 10:00 a.m.

Mr. Boose informed Ms. Ziembra that Mr. Welch would like a room to hold the county building blueprints, as well as space for offices for his staff. There was a discussion of possible options.

**Budget work session**

The new budget number is \$19,149,059.57.

001 – Commissioners. New total is \$481,061. The only adjustment was for Salary Officials.

012 - Human Resources. Salaries, PERS needed to be adjusted. New total is \$152,320.

026 – EMA. Ms. Ziembra checked this out and believes it is okay as submitted. \$163,910.

020 – Board of Elections. Long discussion regarding salary. \$474,814.

002 – Microfilm. Discussion regarding employee pay rates. \$79,555.

024 - Recorder. Discussion regarding employee pay rates. \$133,229.

027 - Public Defender – No numbers for new employee yet; Indirect Costs are increased. New number is \$332,940.

Auditor – Total \$239,911. Need detail from Mr. Tkach.

Judges – will need breakdown of the increases.

021 – Capital Improvements – \$300,000 for equipment and \$100,000 in other.

Transfers: Decided to put \$1,100,000 in for now.

041: – As of right now is \$306,032.

Veterans: Ms. Ziembra clarified this was the same at \$573,580.

Mr. Boose asked Mr. Welch to come in. There was discussion and it was agreed that the elevator repairs would be paid out of the Public Infrastructure bond.

There was also a discussion regarding the new signs for Job & Family Services. This cost is going to be split between Job & Family Services and the Commissioners. Ms. Minor has not received any estimates,

so they are not sure how much they need to budget. It was decided to pay for the sign from Permanent Improvement #310. They would budget up to \$10,000 for our portion, although Mr. Boose was willing to spend more if necessary to make sure it looked good, since it would be a one-time expense.

Mr. Boose asked Mr. Welch about other projects for the year. Mr. Welch outlined the Courthouse railing project, but thought the money had been approved last year. Mr. Welch said it would be approximately \$24,000. Permanent Improvement. #310.

Next Mr. Welch mentioned the Peer house roof – \$30,000 estimate.

Mr. Welch said the Courthouse roof is estimated at \$300,000. Ms. Ziemba said when we did the bonding for the roof it was only estimated at \$100,000, so the bonding is not going to cover it. Mr. Welch explained they went out and got bids, had used the highest bid number.

Mr. Welch brought up the underground storage tank issue. One cost now is approximately \$23,000 for the Tier 1 investigation for both Shady Lane and the Airport. He said there was the potential to spend more, but he thought that was a pretty good estimate.

Meeting Room A remodel is estimated at \$25,000. Mr. Welch asked if his costs include removing the wall where OSU has storage. It will be about \$4,000 less if the wall is not removed.

Mr. Boose wanted to add about \$5,000 to create more office space on the main floor hall across from Board of Elections.

Mr. Welch explained it would be necessary to reseal parking lots at the jail, Job & Family Services, Shady Lane and the Administration building at an estimated \$50,000. This includes the striping. Ms. Ziemba said she would check to see if there was bond money available. Mr. Boose asked if it would be possible to add two more parking spaces behind the office building for the Sheriff's office. Mr. Welch thought it could be done, but it may be a little tight.

Mr. Welch brought up future projects – jail roof and Job & Family Services roof. Mr. Boose also mentioned tearing down Shady Lane as a future project. Mr. Welch said the Ms. Sandles had told him yesterday that they planned to be out in two years. Mr. Boose didn't think it could be done any quicker anyway.

Mr. Welch said the Historical Society was going to take the old chandelier from the Courthouse and the sign from Shady Lane. Mr. Boose thought any necessary paperwork could wait, but asked Mr. Welch to take pictures.

Mr. Welch said he would like to put about \$5,000 into the Courthouse clock. The front side does not work – the motor is shot and the shaft is bent. Verdin has to order the parts. Mr. Boose said to look into colored lights, or at least some sort of lighting for it.

Mr. Boose would really like to see something done on the front of 22 E Main St where the antique mall took the sign down. However, he does not want to put a lot of time or money into it. He suggested talking to the Mayor and see if we could put a strip that is a neutral color to cover what is there. Buildings & Grounds budget.

Mr. Boose thought that the money for the room for blueprints/drawings Mr. Welch had requested could come from the Buildings & Grounds budget. Discussion of potential areas for this.

Mr. Boose ran through upcoming projects by building:

- Administration building: sealing parking lot; meeting room A remodel.
- Courthouse: elevator; roof; sealing parking lot; first floor (long term); railing.
- Peer House: roof.
- Shady Lane: driveway and parking lot sealing.
- Clock tower.
- Antique Mall basement: more shelves for records; railing on steps into basement.

**REGULAR SESSION**

**THURSDAY**

**FEBRUARY 21, 2019**

Mr. Welch mentioned that all the senior levy signs are stored. He will ask Ms. Sandles if they are okay to throw away.

Mr. Welch asked what was going on with the old BMV/Title building. Family Life Counseling is still in the planning stages.

Ms. Ziemba mentioned the Housing Advisory Meeting and WSOS had talked about the possibility of putting about \$50,000 of General Fund money into the Special Fund #190 account to allow us to pay contractors up front. Once we receive the money from the State we would just replenish it. They are hoping this will encourage more Huron County contractors to bid on CHIP projects. Ms. Ziemba suggested using some of the Medicare money this. Mr. Boose thought we should wait and see if we have \$50,000 at the end of the year, and if so use that. Ms. Ziemba would work on numbers to try to pull the \$50,000 out of the current budget.

Mr. Boose asked Ms. Ziemba to speak to the Board of Elections and determine where they are in the process of getting reimbursed for the elections equipment.

At 12:52 p.m. Joe Hintz moved to adjourn. Terry Boose seconded the motion. The meeting stood adjourned.

**IN THE MATTER OF CERTIFICATION**

The Clerk to the Board does hereby attest that the foregoing is a true and correct record of all actions taken by the Board of Huron County Commissioners on February 21, 2019.

**IN THE MATTER OF ADJOURNING**

The meeting was called to order at 9:00 a.m. With no further business to come before the Board, the meeting was adjourned at 12:52 p.m.

\_\_\_\_\_  
Terry Boose

\_\_\_\_\_  
Joe Hintz

\_\_\_\_\_  
Bruce Wilde

**ATTEST**

\_\_\_\_\_  
Clerk to the Board