

**REGULAR SESSION**

**THURSDAY**

**FEBRUARY 7, 2019**

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.

February 7, 2019

19-051

**RESOLUTION**

**IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, there is a need for appropriation adjustments; and

**WHEREAS**, the Board of Huron County Commissioners finds the request to be reasonable; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the following appropriation adjustments:

<b>FROM:</b>	<b>Dept</b>	<b>Account</b>	<b>Fund</b>	<b>Amount</b>	<b>TO:</b>	<b>Dept.</b>	<b>Account</b>	<b>Fund</b>	<b>Amount</b>
	036	00125	001	\$9,332.18		036	00450	001	\$9,332.18
		Jail Employee Salaries					Jail Employees Unemployment		

and further

**BE IT RESOLVED**, that the Huron County Auditor is authorized and instructed to record said appropriation adjustment as approved; and further

**BE IT RESOLVED**, that the Clerk of the Board is instructed to certify a copy of this resolution to the Huron County Auditor and the department requesting said adjustment; 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. Ziembra explained this was due to an unemployment claim that was filed. It was appealed and the appeal was denied. There had not been any money budgeted for this. This person left the office on their own, something happened at the new job, and it came back on us.

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

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

19-052

**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00 SUBMITTED TO THE BOARD FEBRUARY 7, 2019**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, requests for expenditures of over \$1,000.00 have been submitted for approval by the Board of Huron County Commissioners as follows:

**REGULAR SESSION**

**THURSDAY**

**FEBRUARY 7, 2019**

**Capital Improvements #021**

Frontier Communications      Maintenance Agreement (3 years)      \$3,615.11      now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the requests for expenditure of over \$1,000.00 as listed above;      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. Ziembra said this is a three year maintenance agreement for the veteran's phone system that was purchased last year. They came on late, and this was not included in the purchase price as it had been in the past. She was going to check EMA to see if theirs were covered, since they came on late as well.

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

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

**Administrator/Clerk report**

Ms. Ziembra said that we have had multiple records requests asking if there was a way to search the minutes online. Ms. Stebel has been working with the website designer, who indicated it could cost up to \$100 to add an extra code in order to do a PDF text search, but there was no guarantee this would work. Everyone agreed it was worth a try.

Ms. Ziembra said she was going to send a message out to Mr. Strickler to see if he had reviewed the Airport pre-application. Mr. Silcox had thought he had everything corrected, but there were some items that were missed.

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

**At 9:15 a.m. Budget work session**

It was decided that it would be a good idea to have Ms. Ziembra send out an email asking departments if they have any changes they need made within their account lines. She thought might help to avoid transfers later

002 – Microfilming. This is down. \$75,455.

003 – Discussion regarding Worker's Comp and OPERS figures, as well as microfilming. Mr. Boose pointed out this budget is up. \$158,649.

004 – Auditor. Ms. Ziembra said that the Auditor had no extra requests. Discussions regarding Salaried Employees and Advertising & Printing. It was decided to leave it at \$236,810.

005 – Treasurer. Ms. Ziembra indicated the Treasurer had requested an additional \$5,000 in her Contract Service line. It was determined this was for postage. After discussion, everyone thought this was okay, and increased the budget to \$181,946.

006 – Prosecutor. Ms. Ziembra said that they had cut the budget by \$23,272 to make it fit the \$750,000. Mr. Boose mentioned that they just continue to spend and didn't think anything should be added to their budget.

Board of Revisions. Mr. Wilde thought this was the same \$1,200. It was decided this was for the services of a Stenographer if necessary. Ms. Ziemba said this is done the same way every year.

Common Pleas. Mr. Boose questioned the salary number, since elected officials had received salary increases. Ms. Ziemba explained that Mr. Stephens had prepared the budget, he was very new with it. There was an additional request for \$12,000 for unemployment. It was determined this was a rounded number and they should try to obtain the actual number. Until then they would use \$475,031.

009 – Common Pleas Jury Commission - \$1,227.

Adult Probation. Discussion regarding interim budget and the difficulties in decreasing that number after promising a certain sum. Mr. Hintz verified we were good with \$9,400.

Court of Appeals - \$300.

Human Resources. Ms. Ziemba suggested they wait on that until they could get more information from Mr. Brown on what he considered priorities. It was also decided that there should be additional lines added to the budget.

Juvenile – Discussion regarding employee salaries. Ms. Ziemba would check on this.

014 - Juvenile Probation. Mr. Wilde said it is what it is. \$375.02.

Juvenile Detention. Mr. Wilde thought this was pretty simple also – \$155,000

016 - Probate. Discussion regarding the breakdown of expenses last year. Mr. Wilde said \$176,208 but the official's salary would need to be verified.

017 - Clerk of Courts. Discussion regarding various issues, including the transfer of \$100,000 into the General Fund, the request for additional shelving, the process for records scanning and salary. Mr. Boose questioned what the actual number was for the General Fund. This led to a discussion on when the Budget Commission would meet. Mr. Boose decided we should assume for now that we received the \$100,000 and 021 has \$25,000 for her shelving. Under that is Long Term County Records storage. Mr. Wilde was not sure exactly what this referred to. Discussion on this topic. Mr. Boose thought that the other \$75,000 should go into 099. After further discussion it was decided to use \$433,732 for Clerk of Courts.

018 - Coroner. There was discussion regarding Contract Services. \$121,810.

019 - Police/Municipal Court. Everyone thought we were okay on that. \$230,000.

020 - Board of Elections. Mr. Boose requested Ms. Ziemba check to see what was totally spent on salaries - they hired two new employees.

**At 10:15 a.m.** the board recessed due to power outage.

**At 10:30 a.m.** the board resumed regular session.

020 – Board of Elections (continued) Mr. Boose had many questions including retirement payouts, Seasonal Staff Salaries, Contract Services, Training. He suggested some adjustments to the budget and reminded everyone that they operate differently in odd years and even years. Review of the snapshot of what was spent for the year.

Mr. Mushett responded to Ms. Ziemba's previous email and indicated the Judge's salary did not go up, it remains at \$10,732.68 with \$5,366 appropriated each in the Juvenile Court and the Probate Court budget appropriations. Mr. Boose thought Common Pleas would be the same situation. There was discussion regarding pay increases for elected officials.

022 - Building & Grounds. Discussion regarding different areas of the budget and the fact that some areas were very uncontrollable. It was decided to increase Supplies to \$67,000 and Supplies/Automotive should be increased to \$10,000. Mr. Wilde indicated this brought the budget up to \$1,064,800. Discussion regarding Equipment, Repairs/Maintenance, Contract Services, and other areas of the budget. Mr. Boose thought that everyone really needs to think about electric, due to the fact that we had agreed to pay a portion of the JFS electric when the veteran's moved into the building. In addition, he did not think the utilities in the old veteran's building would be going down very much for a while.

Mr. Boose brought up that we need to discuss the best way to pay our portion of the JFS electric bill with Ms. Leibold. There was discussion on the best way to proceed with this. It was discussed whether we should pay JFS directly or pay the vendor. There was also conversation on whether to pay a percentage, pay a flat amount, pay monthly, or pay it in a lump sum. Mr. Boose said we are also going to have to come up with a rent figure. Ms. Ziemba said she would check and see how all this would work with their auditing process.

Ms. Ziemba told Mr. Hintz that she wanted to meet with him regarding the bills JFS had collected during the veteran's move. It was higher than she had expected. Mr. Boose thought that we had agreed to all of it, and didn't feel it was worth arguing over.

Ms. Ziemba said the total number is \$1,090,800.

Sheriff. There was a long discussion regarding Courthouse security. Mr. Boose asked Ms. Ziemba to request a breakdown of this expense. Mr. Boose mentioned that there was an increase to almost every line item. They agreed to the \$2,170,000.

Recorder. Ms. Ziemba said that the only thing that was submitted was a 1% increase. Discussion regarding multiple repairs that will be necessary, but it was agreed these should not have to come out of her budget. This include a discussion about the paint that continues to bubble on the inside wall and what might be causing it. \$129,799.

025 - HCDC – 47,000. Everyone was okay with this.

026 - Disaster Services. Ms. Ziemba said we needed to check the salary amount. Ms. Stebel was working on that. Mr. Boose asked as what the new "Fuel" line was. Ms. Ziemba explained she had asked them to split that out so when they were putting fuel in their vehicles it is not getting paid out of their other expense line. Discussion regarding increases in the budget. \$163,910.

027 - Public Defender. Mr. Wilde reminded everyone that we had agreed to a part time employee at \$10,465.00. Mr. Boose Ziemba confirmed this included everything. \$326,403.

OSU – \$187,400

Health Department. Discussion regarding the Special Fund for TB. Ms. Ziemba explained the same number carries over from year to year.

Health/Vital Statistics. \$115,052. Ms. Ziemba explained that we are required to pay \$113,551. The \$1,500.00 fee is the amount we have to pay for birth and death certificates.

Children's Services - \$475,000.

Veterans – \$573,580. Discussion regarding Outreach and Workers' Comp. ORC requires that we pay their Worker's Comp and Soldier's Relief.

Public Assistance – \$167,079.

Jail – Mr. Wilde clarified that the ½ % sales tax for 2019 came to \$3,000,000. Ms. Ziemba reminded them of the transfer earlier today that would change some of the numbers. She provided new numbers. Discussion regarding salary, utilities, and how to handle the retirement payout.

Soil & Water - \$180,000.

Fair Board - \$3,000

Insurance and taxes – Mr. Boose asked if that included Worker’s Comp. It was determined it did. There was discussion regarding health insurance costs, worker’s comp, and the CEBCO grant. There was also a discussion regarding property taxes, vehicle taxes and deductibles. It was confirmed that the Commissioners pay the vehicle insurance for the veterans and Ms. Ziembra was going to check into how many vehicles they owned. Ms. Stebel could only find one vehicle that they owned, a white sport utility vehicle. Ms. Ziembra stated that Mr. Brown should be able to provide a list.

After discussion it was decided to increase both line 040 and 570 by \$25,000 each.

Ms. Ziembra explained we did not spend the Acting Judge money. However, she said we actually need to increase that line so we can pay the bills correctly out of the correct line. Mr. Wilde asked if \$5,000 would be enough. \$340,000

Mr. Boose wanted to note that we were down \$130,000 in contingencies from last year. That meant that, for the \$600,000, it is necessary to take \$130,000 off of that, which will put us back to where we were last year.

042 – Bureau Inspections – Mr. Boose said it is always the same.

Ditch maintenance – Ms. Ziembra explained we are still working on the 2018 money because it was filed in 2018.

Airport - \$10,000 for an attorney, but they have not yet submitted anything.

Planning Commission – Nothing. Mr. Boose asked if that was realistic. Ms. Ziembra explained the only expense had been envelopes and postage to mail packets. Now everything is emailed.

Tax Map – looks okay.

052 - Jail Housing. Ms. Ziembra stated that was the amount that the Budget Commission had given.

**At 12:01 p.m.** Terry Boose moved to adjourn. Joe Hintz 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 7, 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 12:01 p. m.

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

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

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

**ATTEST**

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

The following bids for of 703 Aggregate for the Huron County Engineer for use in various projects were opened on January 25, 2019 @ 10:01 a.m.

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

The following bids for 606 Guardrail were opened on January 25, 2019 @10:11 a.m.

2019 HURON COUNTY ENGINEER'S OFFICE BID TAB  
606 GUARDRAIL  
January 25, 2019 10:11 a.m.

ITEM NO.	UNIT	ITEM DESCRIPTION	LAKE ERIE
			CONSTRUCTION
			UNIT PRICE
202	Lin.Ft.	Guardrail Removed	\$ 2.00
517	Lin.Ft.	Railing, Type Deep Beam	\$ 98.40
606	Lin.Ft.	Guardrail, Type MGS	\$ 17.80
606	Lin.Ft.	Guardrail, Type MGS, 9' Posts	\$ 19.60
606	Lin.Ft.	Guardrail, Type MGS, Long Span	\$ 23.20
606	Each	Anchor Assembly, MGS Type E	\$ 2,285.00
606	Each	Anchor Assembly, MGS Type T	\$ 780.00
606	Each	Bridge Terminal Assembly, MGS Type 1	\$ 2,020.00
626	Each	Barrier Reflector, Type A2	\$ 7.50
614	Lump	Maintaining Traffic	\$ 235.00
624	Lump	Mobilization	\$ 520.00

The following bids for Concrete, Grout & Low Strength Mortar Backfill were opened on January 25, 2019 at 10:16 a.m.

2019 HURON COUNTY ENGINEER'S OFFICE BID TAB  
 Supplying of Concrete, Grout & Low Strength Mortar Backfill  
 JANUARY 25, 2019 - 10:16 A.M.

Item	Total	Unit	Description	ESTIMATED QUANTITIES	Summer Unit Price	Winter Unit Price
511	400	C.Y.	Class OC-2 Concrete		\$ 118.50	\$ 125.50
513	40	C.Y.	Class OC-2 Mortar Backfill, Type 2		\$ 45.00	\$ 45.00
	50	C.Y.	Class OC-2 Grout		\$ 118.50	\$ 125.50
511	50	C.Y.	Class OC-2 Concrete		\$ 121.50	\$ 126.50

Light Load Charge - Less than 5 T/L yards \$60.00/Load  
 Discounts - Less \$4.00/yard delivery to 150 West Jefferson - Norwalk

The following bids for Long Line Striping were opened on January 25, 2019 @ 10:16 a.m.

2019 HURON COUNTY ENGINEER'S OFFICE BID TAB  
 LONG LINE STRIPING  
 JANUARY 25, 2019 - 10:16 A.M.

ITEM NO.	QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE	OGLESBY CONSTRUCTION	
						UNIT PRICE	TOTAL PRICE
ROADWAY							
642	35	Mile	Center Line, Type 1	\$575.00	\$21,125.00	\$ 640.00	\$ 22,400.00
642	52	Mile	Edge Line, 4", Type 1	\$435.00	\$22,620.00	\$ 495.00	\$ 25,740.00
642	4	Each	Railroad Symbol Marking, Type 1, As	\$1,300.00	\$5,200.00	\$ 700.00	\$ 2,800.00
642	40	Foot	Stop Line, Type 1, As Directed	\$8.00	\$320.00	\$ 6.00	\$ 240.00
642	Lump	Lump	Two-Way Radio Equipment	\$100.00	\$100.00	\$ 1.00	\$ 1.00
			SUBTOTAL	\$48,265.00	\$48,265.00	\$ 46,821.00	\$ 46,821.00
644	Lump	Lump	Misc.	\$1,000.00	\$1,000.00	\$ 500.00	\$ 500.00
624	Lump	Lump	Maintaining Traffic	\$1,000.00	\$1,000.00	\$ 541.00	\$ 541.00
			REMOBILIZATION	\$2,000.00	\$2,000.00	\$ 1,074.00	\$ 1,074.00
			SUBTOTAL	\$50,265.00	\$50,265.00	\$ 47,896.00	\$ 47,896.00
			GRAND TOTAL		\$50,265.00	\$ 47,896.00	\$ 47,896.00

The following bids for the Cleveland Road Resurfacing Project were opened on February 8, 2019 at 10:01 a.m.

The Office of the  
**Huron County Engineer**

Lee E. Tansey, P.E., P.S.

Plan Holders List for

**2019 Cleveland Road Resurfacing Project**

Bid Opening: Friday, February 8<sup>th</sup>, 2019, 10:01 a.m.  
Huron County Commissioners Office, 180 Milan Avenue, Norwalk, OH

Project Contact: Mark Fridenstine

Addenda: None

Engineer's Estimate: \$340,000.00

Start Date: After OPWC Approval Mid-July

Completion Date: October 11<sup>th</sup>, 2019

PU/E/Mail	Contractor Name	Address	Estimate
PU	A.J. Riley, Inc.	151 Akron Road Norwalk, OH 44857	319,222.50
PU	Precision Paving, Inc.	3414 St. Rt. 113 E. Milan, OH 44846	313,300.75
Mail	Builders Exchange, Inc	5555 Airport Hwy., Suite 140 Toledo, OH 43615	NO BID
PU	Kokosing Construction	1539 Lowell St. Elyria, OH 44035	282,993.38
PU	Gerken Paving, Inc.	2020 CR 66 Gibsonburg, OH	340,033.25
PU	Erie Blacktop	4507 Tiffin Ave. Sandusky, OH 44870	312,421.35
Mail	ConstructConnect, Inc.	30 Technology Parkway, Ste. 100 Norcross, GA 30092	NO BID

150 Jefferson Street Norwalk, Ohio 44857 (419) 668-1997, (419) 668-8308 Fax  
www.huroncountyengineer.org