

**REGULAR SESSION**

**THURSDAY**

**AUGUST 1, 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.

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

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

19-233

**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00  
SUBMITTED TO THE BOARD AUGUST 1, 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:

**Job & Family Services**

State of Ohio	Surface Pro 4 (2)	\$1,611.94	now therefore
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**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. Ziemba explained these were small personal computers for the PCSA Caseworkers to use in the field.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

19-234

**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-2 (DRAW #24) SUBMITTED TO THE  
BOARD AUGUST 1, 2019**

Terry Boose moved the adoption of the following resolution:

**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 said this was for rental housing assistance for \$994.

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

Submit to: Development Services Agency Office of Community Development P.O. Box 1001 Columbus, Ohio 43216-1001		Name and Address of Grantee: Bacon Courts Commissioners 180 Milan Ave Norwalk, Ohio 44857		CDBG E.E. RIF Balance: CDBG Housing P/I Balance: Home Program Income Balance:			
Contact Person Information: Name: Marcia Walters Phone number: (615) 333-0118 Email: mwaltern@ocdp.org		Grant Number: B-C-17-18J-2 Draw Number: 24		Date: Voucher#: W0808#			
Project NBR	Project Name	Activity NBR	Activity Name	Housing Site Address (if applicable)	Amount Requested	Approved Activity/Title Budget (\$)	Balance of Activity/Title Budget (\$)
4	Tenant Based Rental Assistance	1	Rental/Housing Assistance		994.00	48500.00	2128.00
Total Amount of this Draw:					994.00	48500.00	2128.00
Certification of Itemization of Expenditures: Two Authorized Signatures are Required I certify that this request for Payment was drawn in accordance with the terms and conditions of the Grant Agreement(s) cited and that the amount drawn is proper for payment to the drawer's depository. I also certify that the data reported above is correct and the amount of the request for Payment is not in excess of current needs.							
Date: 8/1/19		Signature: <i>Bruce Wilde</i>		Title: President			
Date: 8-01-19		Countersignature: <i>Joe Hintz</i>		Title: V.P.			
State Use Only: Approved:							

**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 and Ashley Smith, JFS, to Columbus, Ohio for ODJFS Directors' Association Session on September 13, 2019

**Commissioner Boose report**

FAA notice regarding the wind turbines. The turbines are too tall, but the letter did not specify which ones. Ms. Ziemba went online to get more information. She was able to verify it was one of Apex's proposed turbines.

Mr. Boose did not understand why they had received three different tax rates for the wind farm PILOT from the Auditor. He did not feel information for one year was helpful – he wanted estimates for all thirty years. Mr. Boose also questioned why there were two different values for equipment costs. Mr. Wilde thought one page was total value, one page was the PILOT, and the third page was equipment. He pointed out the equipment will depreciate and is also appealable. Mr. Boose suggested Mr. Wilde ask the company for similar information when he meets with them. Mr. Wilde pointed out that, because of the way the formula was set up, South Central did not receive any increase at all. Any money they received from the PILOT would be taken out of their funding. He thought this should be knocked out of the total value of the PILOT. There was question as to whether Ehope would receive any increase. Between the two it came to 40 of the 60 mills. Mr. Wilde wanted to note that the schools were the ones that received the most benefit from the PILOT. Also, under the PILOT the Commissioners would receive \$134,490. They were looking at \$1.6 million compared to \$540,000 for the first year of the PILOT. Mr. Wilde said they would be starting construction on September 1. Mr. Boose didn't think the taxes would start until the project was completed.

Mr. Boose is meeting with some of the Board members for Services for Aging at 1:00 today. Mr. Wilde indicated someone had suggested to him that maybe Services for Aging should spread their activities out throughout the County. Mr. Boose thought they have looked at this before. They would discuss it this afternoon.

Weekly Clips. Mr. Boose was concerned because he read “*Law makers allocate more funds for Ashtabula County Public Defender’s office*”. They are talking about raising the rates they are going to pay everyone. His concern was that the percentage is not guaranteed, the dollar amount is what is guaranteed. If everybody uses this as an opportunity to raise rates, it is not going to work. Mr. Wilde said we have nullified the whole thing. If everybody raises their rates, they are going to be right back where we started.

**Commissioner Wilde report**

Mr. Wilde had received an email questioning if anything could be done about all the non-farm semi traffic on Section Line Road 30. The Commissioners have no control over this. All they can do is suggest contacting the Engineer’s office. Ms. Ziembra will forward the email to the Engineer and provide the writer of the email with the Engineer’s contact information.

Fitchville River Road & Prospect. Mr. Wilde has had people approach him with concerns about this project. He discussed it with Mr. Tansey. Mr. Tansey said to have them call him and he will discuss it with them.

Airport survey. Mr. Tansey sent an email stating the chain link fence closely follows the property line. Mr. Boose thought there might be some confusion because Mr. Bader is mowing over onto the Airport property. The Airport has consented to this, however it seems to be confusing people.

Land Bank – Jack Davis, who is a retired builder, was recommended to Mr. Wilde. Mr. Hintz knows him and will contact him to see if he is interested.

2020 Census. Mr. Wilde is still trying to reach the contact person.

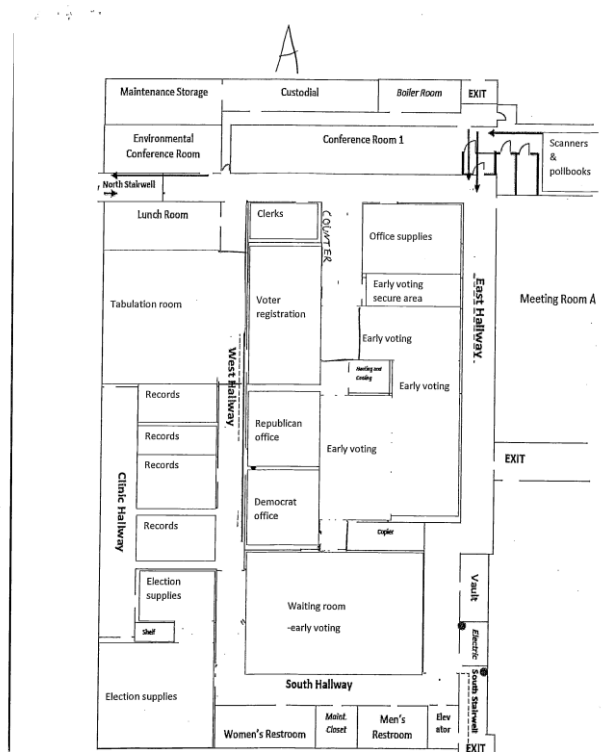
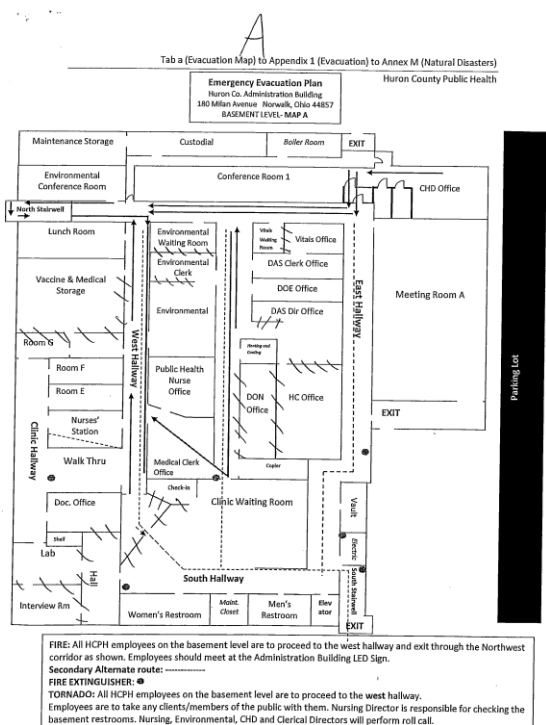
County Fair is the week of August 12<sup>th</sup>. It was agreed to cancel the August 15 meeting.

BOE request. They had presented two maps of the basement. One map was the basement as it is now, one map outlined the proposed renovations. The Commissioners will walk through the area.

**At 9:48 a.m. the board recessed**  
**At 10:05 a.m. resumed regular session.**

Mr. Wilde noted that we would need to purchase approximately ten key fobs at \$7 each to have available. He thought we could get these through RJ Beck.

**At 10:05 a.m. the board recessed to tour the building.**  
**At 10:12 a.m. the board resumed regular session.**



Mr. Boose noted they were on the main floor of the office building in the former Environmental Service office of the Health Department. They identified the control unit for the sign outside. After discussion it was decided they would like the Health Department to remove the sign. This was a large room, with a smaller room off to one side. Ms. Ziembra reminded Mr. Wilde that he thought the Board of Elections could

keep their server in the smaller room. This would provide two layers of security and is right across the hall from Board of Elections.

The next room was another large office space. Mr. Boose suggested this might be a good place for Mr. Small. He thought maybe he could share the space with SCORE but wasn't sure about confidentiality. Ms. Ziemba asked if they could have different hours and pointed out that Mr. Small does not necessarily have a set work schedule.

The Commissioners went across the hall to look at the current Board of Elections offices. Ms. Blevins took everyone into the back room. Mr. Wilde pointed out the server and again said it needed to be in a more secure place. Ms. Blevins showed them the tabulation machine and SOS computers. Mr. Wilde said the bottom line is they all should not be in the same room and the server should be more secure. Ms. Blevins explained the tabulation and the SOS server needed to be in a location close together. Mr. Kline noted that certain units need to be easily accessible. Mr. Wilde suggested they keep a keyboard and monitor in their offices, but have the server across the hall. Ms. Blevins indicated they may get a laptop, which would be more portable for the ballots. Mr. Wilde thought they could maintain the printer in the area where they currently were. Mr. Boose wanted to make sure the Board of Elections knew they have not made any decisions, they were simply looking at options. Mr. Wilde pointed out that if they moved the computers, then the room they were in would be empty and could be used for something else.

Mr. Boose asked what was in the storage area next to the room they were in. Mr. Kline said there were some blank ballots, which have to be locked up. The only issue with this room was the window, but Homeland Security had suggested the 3M film for that. Ms. Blevins said they have another scanner, another printer, and another ballot printer coming as well. They will need room for those.

They moved down the hall. Ms. Ziemba pointed out the room in the back that had a double lock and contained all the machines that go out to all the precincts. At one time this had to be climate controlled, but this was no longer necessary. Mr. Boose clarified they could turn the cooling system down and save money.

Next was a large, fairly open space. Mr. Boose remembered it used to be an area where everybody ate on election day. The group proceeded up the hall and Mr. Wilde pointed out a space where boxes were stored. Ms. Ziemba said these previously did not need to be in a secure room, because they were empty cases. The new proposed directive requires them to be in a secure location. Mr. Boose noted it was still just proposed and we did not know if it was suggested or mandated. Mr. Boose then asked if the next area was where early voting was held. Ms. Ziemba said it was.

They moved down the hall to the next room. Mr. Kline showed them a room full of large scanners. Ms. Blevins said these go out to the voting locations and have to be taken down the elevator. Mr. Kline explained they have four more coming, so the room would be even more full. He added that this is where they bring the ballots at the end of the day. They are placed in red bins, which fill up the aisle. During elections the room is extremely full. Mr. Wilde pointed out the back door and asked if it was the door that goes to the ballots. It was.

They moved down to the lunchroom area and through the rest of the BOE offices. They went past Ms. Blevins' office. They passed a Board room. There was an area containing voting supplies. Mr. Boose asked where the extra ballots were stored. Ms. Ziemba said that was the area Homeland Security had suggested they add a door.

They went over to the OSU Extension offices and had a brief conversation regarding replacing the floor.

The group moved down the north stairway to the room on the left. This room had maintenance storage and a hallway running behind it. It also had a very low ceiling. Ms. Ziemba identified it on the map as the Environmental Conference room. She said Board of Elections did not want any of this space. Mr. Boose thought they might be able to use it for early voting. Ms. Ziemba said Mr. Kline had indicated it was not big enough. They were required to have four staff members present. Mr. Boose thought it had been reduced to two staff members. He thought there was plenty of space for early voting. Either the room across the hall or the hallway could be used for waiting. They walked across the hall. Mr. Boose thought that, particularly if the one section were removed, there would be plenty of room to wait. Also, there was an adjacent room, but the door was locked and the only access was through the window. It looked a little small, but could still possibly be used as a waiting room.

They went to Conference Room 1. Mr. Boose noted this was a bigger room and could be used if the other one proved to be too small. He thought one of the two should work. Mr. Wilde preferred this one for early voting, particularly for handicap access. It is a shorter travel distance. Mr. Boose also thought the first room could be used as a building breakroom. He didn't think everyone needed their own breakroom. There

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was discussion regarding early voting and it was determined it lasts six weeks out of the year. Mr. Wilde pointed out the room could be used as a conference room the other 46 weeks of the year.

**At 11:00 a.m. the board recessed**

**At 11:04 a.m. the board resumed regular session.**

The group walked down the hall to Meeting Room A. Mr. Boose explained Mr. Welch did not want to start on it until they could remove the stuff that OSU had stored there. They had recoated the walls, and since then no moisture has come through. They are planning to replace all the ceiling tiles. There was discussion regarding the floor. Mr. Boose said they would do a poured floor right over the existing floor.

The group returned to Conference Room 1 and walked to the back rooms – labeled “CHD Office” on the map. Ms. Ziemba explained this was the area the Maintenance Department wanted to put their offices. She thought they could have two offices down there, plus an area where they could stand and use ipads. The back room was where they wanted to store the county maps, drawings and blueprints. They have some that hang. They also would like to put in cabinets against the back wall that would allow the older maps to lay flat. It had been suggested to put in a large table in the center of the room for a work area. Mr. Boose noted we have maps and drawings all over the place. Ms. Ziemba said the Board of Elections wanted to use the room for their scanners and poll books. They had proposed putting in a door that would go directly into Meeting Room A. Mr. Minor was concerned about this proposal because there was electric running throughout the walls. Mr. Boose pointed out it is also a cement block wall. He thought the room could be used for other things in addition to maps and blueprints. There was another area he had in mind for the BOE’s scanners. Mr. Boose said he didn’t want to give Board of Elections any more space than they needed. However, he acknowledged the worst thing they could do was not allow them enough room for growth. Ms. Ziemba pointed out the double doors located between the conference room and the hallway to the proposed maintenance offices. There was a space that looked like it should have an additional set of double doors. Mr. Minor indicated we do have two doors we could install. This would help separate the maintenance area from the early voting/conference room. There was the potential for a problem with the steps located in the transition area.

They walked back down the hall, past Meeting Room A to where the vault was located. Ms. Ziemba asked if Board of Elections had records stored in the vault. Mr. Boose said they did. The next room was the electrical room. The group kept moving around the corner and down the hall, past the restrooms to the doors that lead into the hallway/interview room area. This room was located right next to the elevator. Mr. Boose said we had put in the walls, it had been one wide open room until then. He thought the walls could be removed and the room used for storage of the voting equipment. This would allow them to get it out of the building very simply.

They moved to the center of the building, through the clinic waiting room, into the room labeled “DAS Dir. Office” on the map. Mr. Boose thought a door could be put in the back wall that would lead right to the exit door. Mr. Hintz noted there was duct work running across the ceiling. Ms. Ziemba showed them the control panel for the doors located on the wall. RJ Beck said it would be easy to move it to the proposed maintenance area. However, it would be much easier to keep it on the same floor than to try to move it up to the Commissioners’ office. Mr. Boose was glad she brought that up. One of his concerns is having our equipment located in the Board of Election’s offices if they were to move downstairs.

There was discussion whether it was possible to put a door in the back wall. Mr. Wilde pointed out it would only have to be used twice a year. Mr. Boose thought the Board of Elections had a lot of wasted space where they are now. Moving early voting to the basement would provide them with a lot more space for storage. They went back over the idea of moving the servers across the hall and possibly adding a wall to the room the servers are currently located in. After discussion everyone realized that the Board of Elections had never indicated they planned to totally move out of their current space. Mr. Boose pointed out that, regardless of who moves in, they would have to renovate. If they can do it with minimal renovations for BOE upstairs, and some minor renovations for the extra space they need, they are only really paying to renovate one floor. No one is going to be able to use the basement space without some renovations.

They moved around the corner to the room marked “DOE”, formerly Mr. Cherry’s office. Mr. Boose pointed out there were cupboards that the Health Department had removed from the hallway outside these offices. Ms. Ziemba clarified there were no plans for the “DOE” office. The office next door, “DAS Clerk office” was suggested a possible space for Ms. Knapp and her assistant.

They went across the hall to the areas labeled “Environmental Waiting Room” and “Environmental Clerk”. Mr. Boose thought this could be used by Mr. Small and SCORE. He did not think SCORE needed very much space. Ms. Ziemba was concerned if it would be enough space for Mr. Small. Discussion regarding the built-in cupboards in the room.

They walked around to the last hallway. Mr. Wilde pointed out the lunch room area and noted it was not a particularly nice area. Ms. Ziemba thought it might be good for storage. Next door to the lunch room was the “Vaccine & Medical storage” room. This room formerly held all the refrigerators and freezers for the Health Department vaccines. There were wires hanging and plenty of electrical outlets on the walls.

Mr. Boose asked if they were at the front of the building and noted there were no windows in this area. He thought some of the wiring was heavy duty electrical for the generators. Mr. Hintz thought the generators might be useful if the Board of Elections were down there and the power went out. Mr. Boose noted the generators were right outside the conference room and could be used there if needed.

Mr. Boose noted that this was where he felt like he was in a basement. The ceilings were low and the rooms were windowless. Mr. Wilde noticed that the room Mr. Boose had suggested putting the BOE machines in had no exterior walls, which was a plus. Mr. Boose thought that was the advantage of where they are now – very little of their space is on exterior walls. Mr. Wilde pointed out there was a roof outside that could provide access.

There was discussion on whether the Board of Elections wanted to move for security reasons or for convenience. Regardless, the biggest concern was how to take care of them in the most frugal and secure way. Ms. Ziemba said Homeland Security had said the security would be the same for either location. Mr. Boose said he did not want to be liable if something happened and someone broke in during an election. He did not think they should spend a ridiculous amount of money, but if there were suggestions to make things more secure they would look at them. Mr. Brady had indicated to Mr. Boose that the BOE doesn’t realize all the renovations that need to be done when a wall is torn out.

Mr. Boose moved them down the hallway to what used to be the medical offices. There was access to these rooms from both ends of the hallway. He pointed out doors that could be removed to open up the area. They walked down the “clinic hallway”, which brought them back to the “interview room” they had been in earlier.

Ms. Ziemba wanted to clarify what everyone’s thoughts were. There were no plans for the Environmental room. They hadn’t walked through the public nurse section yet. No plans for lunchroom or any of the rooms down that hall. Ms. Ziemba pointed out that the Board of Elections would like to use the former medical office area for their records storage. Mr. Boose didn’t think they intended to do any renovations to any of those areas, just use the space. Mr. Wilde said page 2 showed where they wanted to move walls. Ms. Ziemba clarified that if the Board of Elections did not move downstairs, there were no immediate plans for that area. Mr. Wilde thought, if they could get the Board of Elections taken care of, there was no real rush for anything else. Mr. Boose wanted to figure out what to do with Board of Elections and Economic Development and agreed the rest could wait. Mr. Boose had asked Mr. Brady to take his recommendations to the Election Board. He did not know when that would happen. He hadn’t been specific, but had indicated “a room” for storage.

They walked back to the center of the building, to the area behind the “Clinic waiting room”. There were built-in filing cabinets in these offices. This is what Mr. Boose had not wanted them to remove. Mr. Boose mentioned the elevator was not big enough for wheelchairs. Mr. Welch had joined the group and indicated a wheelchair could come in the ramp. Mr. Boose thought this would keep all of the BOE stuff in one location. Early voting was only six weeks out of the year, and he did not want to dedicate a space for just six weeks. He thought the conference room would work fine for what they needed.

Mr. Welch asked what wall the BOE had wanted removed. Mr. Boose said they wanted a lot of walls removed, but the Commissioners had a different plan. He showed the area in “DAS Dir Office” where they would like to install a door to access the main exit door. He also wanted to remove the wall between “DAS Dir office” and “HC office” to open up that space for the BOE. He suggested closing off one of the two entrance doors from the hallway. They showed Mr. Welch the ductwork that was a concern. Mr. Welch thought they would be able to work around it. Mr. Boose thought they were the only two rooms they needed. The conference room would not be given to them, but they could use it for early voting. The room they were standing in would be given to them for their equipment. They could take the equipment right out the door. Mr. Welch clarified they would stay where they were at, but give them the two basement rooms. Mr. Hintz said the security system would have to be moved. Mr. Welch said, if they were going to give them the maintenance part he would move that down to that area. This would not be difficult.

Mr. Boose wanted to show Mr. Welch one other possible scenario. They walked back to the “DAS Clerk Office/Vitals office” area. Mr. Boose explained they were thinking about moving Ms. Knapp and her assistant to that area. Mr. Hintz pointed out this would give them access to the conference room. Mr. Boose said they would put Mr. Small across the hall. He thought they might need the Environmental Waiting Room or the “Vitals Waiting room” for seating for early voting. Mr. Hintz said they also talked about seating in the hallway – it was a nice wide hallway. Mr. Boose thought the “Environmental Clerk” area

could be given to SCORE. Mr. Welch agreed, saying they didn't need much room and would be happy with any space we gave them.

There was discussion about using Meeting Room A for early voting. However, this could be a problem if early voting coincides with OSU's use of the room for Carteens. Mr. Welch asked if they still planned on taking the wall out behind Meeting Room A. He wanted to know where OSU would put the items they had stored back there. Mr. Boose said they hadn't figured that out, but wanted to get working on it so they could get Meeting Room A finished. Mr. Wilde suggested having OSU use the "Vaccine storage" room for their things. He said it needed work, and so would be the last room we use. Mr. Boose went to try to find someone from OSU.

**At 12:22 p.m. the board recessed**

**At 12:23 p.m. the board resumed regular session.**

The group headed upstairs and stopped back in at the OSU offices. They discussed how much room they would need for storage with Ms. Malone. Ms. Malone said they would only need a small space downstairs so they would not have to haul the Carteens stuff up and down. The rest of the stuff could be moved up to their current space. Ms. Ziemba asked if HCDC used the room off to the side of the main OSU office as a meeting room. Ms. Malone said they did. Mr. Welch thought they could use the Conference Rooms downstairs.

**At 12:28 p.m. the board recessed and will resume session in the Board Room.**

**At 12:40 p.m. the board resumed regular session after touring the building.** With no further action, Terry Boose moved to adjourn. Bruce Wilde 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 August 1, 2019.

**IN THE MATTER OF ADJOURNING**

The meeting was called to order at 9:09 a.m. With no further business to come before the Board, the meeting was adjourned at 12:40 p. m.

	Terry Boose
	Joe Hintz
	Bruce Wilde

**ATTEST**

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Clerk to the Board