

**REGULAR SESSION**

**TUESDAY**

**AUGUST 13, 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.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the July 16, 2019 and July 23, 2019 meeting(s) were presented to the Board. Terry Boose made the motion to waive the reading of the minutes of the July 16, 2019 and July 23, 2019 meeting(s) and approve as presented. Joe Hintz seconded the motion. Voting was as follows:

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

19-237

**IN THE MATTER OF CERTIFYING CLAIMS SCHEDULES TO THE HURON COUNTY AUDITOR FOR PAYMENT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, as per Ohio Revised Code 305.10, a resolution must be made by the Board of Huron County Commissioners to accompany the Claims Schedule to the Huron County Auditor's Office for payment; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby approve Claim Schedule 08/13/19 and authorizes the Huron County Auditor to make the necessary warrants; 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 updated the Board on questions from the claims schedule:

- Account #177 – EMA. Anna Marie Valerino - CERT sweatshirt/t-shirts – 25 each purchased for volunteers of the CERT team. This was paid using the Norfolk Southern grant.
- Account #115 - Public Assistance. SpeakWrite LLC- system used by Children Services employees to complete reports by speaking, then the system does the transcription. It is charged at 1.5¢ per word and is a monthly charge based upon usage. Mr. Wilde said it helps them complete their reports much more quickly.
- Account #036 - City of Norwalk. Water at the jail is the highest it has been. Commissioner Wilde will talk to Chief Deputy Ditz.
- Account #022 - Building & Grounds. Custom Metal Works – custom trim for the bullet proof window at the veteran's office.
- Account #022 - Building & Grounds. Norwalk Ace Hardware - replacement lock set with key and lockbox for Senior Center. Locks replaced due to employee change. Ms. Stebel to invoice the Senior Center for the costs.
- Account #023 – Sheriff. Fireland's Fast Print – vehicle tow impound reports. These are report pads the deputies carry with them.
- Account #023 - Sheriff & #036- Jail. ES Consulting- switch rack for 52 new ports. This was for networking internet for the jail, dispatch, and CCW.
- Account #027 Public Defender. The Supreme Court of Ohio Bar registration. This is for Mr. Longo as part of his contract. His is the only one they pay for. It is every 2 years.

Mr. Hintz stated he had questioned the \$70 for gas for the Engineer. Apparently Maintenance was getting gas from the Engineer because he gets it at a cheaper bulk rate. Mr. Hintz thought we should go back to having a gas tank on a trailer the employees could use.

Also, Mr. Hintz noted the mechanic had ordered a lot of oil filters. It looked like they came from NAPA in Sandusky, but that is the mother store. He is getting the filters here, but the billing is out of Sandusky. Mr. Boose asked what Fisher Auto Parts was. Ms. Ziembra thought that was the New London branch of NAPA.

Terry Boose to abstain from payment to Custom Metal Works.

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

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

Huron County
Claims Register for Payment Batches

Table with columns: Warrant Date, Client, PO #, Line #, Line Description, Amount, Warrant #. Includes entries for Department of Corrections, Department of Public Safety, and various contractors.

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Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for various departments like Public Defender, Sheriff, and Jail.

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Claims Register for Payment Batches

Table with columns: Warrant Date, PO #/Line #, Line Description, Batch ID, Amount, Warrant #. Includes entries for PRCS, HCC, and various utility and support services.

V.3.2

Claims Register for Payment Batches

Table with columns: Warrant Date, PO #/Line #, Line Description, Batch ID, Amount, Warrant #. Includes entries for Special Funds-JPC, Auto Tax, and various administrative and support services.

V.3.2

Claims Register for Payment Batches

Table with columns: Warrant Date, PO #/Line #, Line Description, Batch ID, Amount, Warrant #. Includes entries for various equipment, technology, and support services.

V.3.2

Claims Register for Payment Batches

Table with columns: Warrant Date, PO #/Line #, Line Description, Batch ID, Amount, Warrant #. Includes entries for recorders, technology, and various support services.

V.3.2

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
08/15/2019	Magruder Animal Hospital Inc	282148	2019-001911	Medical Treatment/Insurance	\$262.00	
08/15/2019	Magruder Animal Hospital Inc	282148	2019-001911	Dog Food for Justice	\$339.03	
Department Canine Trust Fund Total:					\$601.03	
Fund 640 - Canine Trust Fund Total:					\$601.03	
Grand Total:					\$2,177,712.23	

Sign 1 *[Signature]* Sign 2 *Terry Boose* Sign 3 *[Signature]*

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
08/15/2019	Wentworth Associates Inc	282148	2019-002001	Adult Probation Data Extract	\$1,750.00	
Department 142 - Court (Other Expenses) Total:					\$1,750.00	
Fund 142 - Court Grant Total:					\$1,750.00	
Fund 143 - National Webcheck Total:					\$2,678.25	
Fund 143 - National Webcheck Total:					\$2,678.25	
Fund 177 - Emergency Management Total:					\$1,093.00	
Fund 177 - Emergency Management Total:					\$1,093.00	
Fund 185 - 911 Total:					\$3,000.00	
Fund 185 - 911 Total:					\$3,000.00	
Fund 500 - Landfill Total:					\$1,085.29	
Fund 500 - Landfill Total:					\$1,085.29	

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Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
08/15/2019	Heun County SWIMD	282148	2019-001191	July Fees	\$10,102.00	
08/15/2019	Heun County SWIMD	282148	2019-001191	July Fees	\$11,882.28	
08/15/2019	Chesapeake County Solid Waste	282148	2019-001191	July Fees	\$83.95	
08/15/2019	Roberts County Solid Waste Authority	282148	2019-001191	July Fees	\$346.00	
Account 500.501.00250 (District/Local Fees) Total:					\$34,414.23	
08/15/2019	NAPA Services	282148	2019-002001	10% Transportation Allowance	\$49.28	
08/15/2019	NAPA Services	282148	2019-002001	Driver Training Book	\$49.28	
08/15/2019	Source Cooperative Inc	282148	2019-002001	Donor Payment Fund	\$127.00	
08/15/2019	Source Cooperative LLC	282148	2019-002001	Source Cooperative LLC	\$2,788.00	
08/15/2019	NAPA Services	282148	2019-002001	Black Link- HD Conv	\$2,788.00	
08/15/2019	NAPA Services	282148	2019-002001	10371 Volunteer Repair GL	\$650.00	
08/15/2019	NAPA Services	282148	2019-002001	10371 Volunteer Repair GL	\$650.00	
08/15/2019	Peacock Valley	282148	2019-002001	July Wages	\$775.00	
08/15/2019	Peacock Valley	282148	2019-002001	July Wages	\$775.00	
08/15/2019	Peacock Valley	282148	2019-002001	Wages-August	\$75.00	
08/15/2019	Civil & Environmental Consultants Inc	282148	2019-002001	Spring GMI Event	\$14,620.07	
Account 500.501.00250 (Contract Service) Total:					\$32,452.32	
Department Landfill Total:					\$32,452.32	
Fund 500 - Landfill Total:					\$32,452.32	
Fund 500 - Landfill Total:					\$32,452.32	
Department Health Insurance Total:					\$2,000.00	
Department Health Insurance Total:					\$2,000.00	
Fund 500 - Health Insurance Total:					\$2,000.00	
Fund 500 - Health Insurance Total:					\$2,000.00	
Department Commissary Trust Total:					\$532.06	
Department Commissary Trust Total:					\$532.06	
Fund 635 - Commissary Trust Total:					\$532.06	
Fund 635 - Commissary Trust Total:					\$532.06	
Department Canine Trust Fund Total:					\$601.03	
Department Canine Trust Fund Total:					\$601.03	

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At 9:10 a.m. Public Comment – Susan Hazel, Clerk of Courts,

As she agreed in the 2019 budget, Ms. Hazel was transferring \$100,000 in title funds to the General Fund. She has completed the paperwork. They continue to try to operate as efficiently as possible. In addition, she had quotes of \$15,000 for the additional shelving. She would like to purchase this when the timing works for the County. Mr. Boose and Mr. Wilde thought she should get the shelving done now. Ms. Ziema asked if she would like assistance from Buildings & Grounds. She said she would.

Ms. Hazel also informed the Board the Common Pleas Court is working on applications for both a security grant and a technology grant from the Ohio Supreme Court.

19-238

IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00 SUBMITTED TO THE BOARD AUGUST 13, 2019

Terry Boose moved the adoption of the following resolution:

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**AUGUST 13, 2019**

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

**Commissioners #040**

Norwalk Cemetery Association	2019 Maintenance Expenses	\$3,012.20
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**Human Resource #012**

Sterling PC Maintenance Solutions	Service Agreement	\$1,320.00
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**Building & Grounds #022**

Smith's Tree Service	Storm damage (trees) @ Shady Lane, EMA, & HCSO	\$7,300.00
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**Job & Family Services**

State of Ohio	Surface Pro 4	\$1,611.94
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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:** Mr. Boose asked Mr. Welch and Mr. Minor to keep track of how much time the County has in storm damage cleanup as well as the other expenses. This has officially been determined to have been a tornado so there may be money available. Also, when Mr. Boose was out at Shady Lane looking at the damage Chief Deputy Ditz asked him about the pond backing up. Mr. Boose suggested he call Mr. Stang at Soil & Water to test it.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

19-239

**IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF HURON COUNTY COMMISSIONERS (hereinafter “County”), HURON COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (hereinafter “DJFS”), AND HURON COUNTY BOARD OF DD**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, DJFS purchased, with Adult Protective Services Innovation Funding, a Handicap equipped 2015 Dodge Grand Caravan (2C4RDGBG8FR669906) for use for DJFS clients in 2015 and titled to the County; and

**WHEREAS**, DJFS wishes to transfer title and ownership to the Huron County Board of DD, at no cost, and requests the County transfer such title; and

**WHEREAS**, the Huron County Board of DD agrees to take ownership of the vehicle, will acquire liability and vehicle insurance and assume care and maintenance of such vehicle; and

**WHEREAS**, the Huron County Board of DD further agrees to transfer title and ownership back to the County and return the vehicle to DJFS in working condition at such time it no longer needs such vehicle; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the Memorandum of Understanding between County, DJFS, and Huron County Board of DD as attached hereto and incorporated herein; and further

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**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. Boose asked if we were sure we could drive the vehicle, since it is not ours, and be covered under insurance. Ms. Ziemba explained we are under an umbrella insurance, so if a County employee is driving on County business, the vehicle is covered. Even when the County had borrowed vehicles from Don Tester, those had been covered even though they were not titled to the County.

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

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

*\*Agreement on file*

**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

Randal Strickler and Jakob Stevens, Prosecutor's office, to Black Lick, Ohio for Ohio Township Association Law Director's Meeting on August 16, 2019.

Joe Hintz and Vickie Ziemba, Commissioners, and Pete Welch, B&G, to Mansfield, Ohio for the District 5 Area Agency on Aging 2019 Senior Citizen of the Year Award on August 22, 2019.

Terry Boose, Commissioner, to Put-In-Bay, Ohio for the Agriculture and Rural Affairs Committee Meeting on August 30, 2019.

Terry Boose and Bruce Wilde, Commissioners, to Ottawa County for CCAO Regional Roundtable on October 18, 2019.

**SIGNINGS**

***Terry Boose moved to authorize Bruce Wilde signing the Response to Conditional CHIP Award Letter PY 2019-2021. 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***

August 13, 2019

Matthew LaMantia, Deputy Chief  
Office of Community Development  
77 S. High Street  
P.O. Box 1001  
Columbus, Ohio 43216-1001

Re: Response to Conditional CHIP Award Letter PY 2019-2021

Dear Mr. LaMantia:

Huron County is pleased to indicate its acceptance of the conditional award of funds under the Community Housing Impact and Preservation Program. We acknowledge the two conditions that are required to implement housing activities in accordance with state and federal regulations during the grant period.

All of the activities will be implemented in accordance with the Office of Community Development's Housing Handbook, including the November 2004 edition of the Housing Program Manual, the September 2008 edition of the Residential Rehabilitation Standards (updated December 2014), limits of assistance outlined in the activity descriptions in the PY 2019 application instructions, the local community's Policies and Procedures Manual and all the Office of Community Development program policy notices.

Please find included with this response the confirmation that all New Construction – Habitat for Humanity projects will comply with the International Energy Conservation Code requirements adopted by the State of Ohio's Residential Code of Ohio and that Huron County will comply with the requirement of OHTF funded projects benefitting clientele at or below 50 percent of Area Median Income (AMI).

Our review of the Applicant Profile indicates that a dollar amount typographical error was made in regards to the Owner Home Repair activity under IV PROJECT DESCRIPTION. It states \$15,000 to complete 23 units and should state \$315,000 to complete 23 units. All other information appears to be accurate.

We look forward to working with you and your staff in the implementation of the Huron County PY 2019 Community Housing Impact and Preservation Program.

Sincerely,

Bruce Wilde, President  
Huron County Commissioners

*At 9:30 a.m. Terry Boose moved to enter into Executive Session ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; ORC 121.22 (G) (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Discuss 22 East Main St.; and ORC 121.22 (G)(3) a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. 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*

*At 10:58 a.m. Terry Boose moved to adjourn Executive Session ORC 121.22 (G)(1), (2), and (3). 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*

**\*Action taken – continuing discussion with a not-for-profit to use a county building**

#### **Old Business**

- FI Community Housing. Additional action from Board – draft a letter for early termination
- BMV rent. Mr. Tkach is scheduled for August 27<sup>th</sup> to discuss.
- Records room – where are we? Mr. Boose spoke with Ms. Tkach, who is working with Mr. Minor to get prices for shelving for the first room. He thought everything else had been taken care of.
- Permissive tax maps. Will have Resolutions for the August 20 meeting.
- Permissive tax request from New London does not indicate how much they want to use. Ms. Ziemba will contact Shawn Pickworth for clarification on which roads and how much.



- DJFS lease. Ms. Ziemba is working on a time for her and Mr. Boose to meet with Ms. Leibold and Ms. Minor to figure out veteran's rent. She is looking at September dates. At that time Mr. Boose would also like to discuss how the new state budget affects the way the County will fund Children's Services.
- Swift Energy. Still no call from the Swift rep to put them on the agenda.
- Water for Master Gardner's garden. Mr. Welch will ask Ms. Ditz what her plans are.
- Elevator update. Mr. Welch forwarded email update from Schindler August 8, 2019 indicating they still have a couple weeks of work before completion.
- X-ray machine. There is a 16 week delivery time after order. The estimated deliver is October 7.
- Metal detector. This was ordered through RJ Beck and will take approximately 3 weeks.
- Crash bar. Ordered through RJ Beck and will also take approximately 3 weeks.
- BOE. Ms. Ziemba is trying to schedule a time to meet with them regarding their space request. She may be able to do it this afternoon.

**Terry Boose Old Business**

- FCFC. They are supposed to be sending recommendations for Board appointments. Coordinator resolution for Tuesday. Mr. Strickler will take a look at it. JFS is the administrative office for FCFC.
- Sheriff - 5-year plan for the jail. Contact Sheriff Corbin to see where they are in creating the plan.
- Budget hearings. Everyone thought it would be a good idea to meet with the different departments to discuss their budgets. Ms. Ziemba will start scheduling these in September.

**Commissioner Hintz report**

Solid waste grants. Mayor Duncan has been out of town so nothing has been scheduled yet.

**Commissioner Boose report**

Appendix A & B - description of the two parcels are still needed.

Ottawa County – October 18 for CCAO meeting.

Science Fair scholarship competition email. From Sandusky County but they are including Huron, Wood, Ottawa and Erie Counties. Mr. Boose asked Ms. Ziemba to forward to all the County schools. Ms. Ziemba will ask Board of Education to take care of this.

**Commissioner Wilde report**

United Fund Campaign Kickoff breakfast, September 19 at Eagle's Club from 7:30 – 8:30 a.m.

Soil & Water. September 4 at 8:45 am at JFS. They are requesting RSVPs.

NORD Center – September 20 at 11:30 a.m. in Lorain.

Metrich Annual meeting. No one will be attending.

BRASS – Ribbon cutting August 31<sup>st</sup> from 10 to 1. New London parade is the same day. Mr. Boose and Mr. Wilde will be attending BRASS. Mr. Hintz will be in parade.

4CG Team on September 11 from 1 to 4 in Fremont. Ms. Knapp invited Mr. Wilde to attend.

Board of Revision next Wednesday at 10 am.

August 22<sup>nd</sup> Planning Commission meeting – census speaker.

August 22<sup>nd</sup> Mr. Hintz will attend the Senior Citizen award ceremony.

**REGULAR SESSION**

**TUESDAY**

**AUGUST 13, 2019**

**At 11:27 a.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 August 13, 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 11:27 a. m.

_____	_____
	Terry Boose
_____	_____
	Joe Hintz
_____	_____
	Bruce Wilde

**ATTEST**

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

The following bids were open for the re-letting of the Greenwich Village Street Improvements on Wednesday, August 7, 2019 at 10:00 a.m.:

AJ Riley, Inc. – \$74,780.00