

REGULAR SESSION

THURSDAY

DECEMBER 1, 2016

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Gary W. Bauer, Tom Dunlap, Joe Hintz

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the November 29, 2016 meeting(s) were presented to the Board. Tom Dunlap made the motion to waive the reading of the minutes of the November 29, 2016 meeting(s) and approve as presented. Joe Hintz seconded the motion. Voting was as follows:

Aye – Gary W. Bauer
Aye – Tom Dunlap
Aye – Joe Hintz

16-323

RESOLUTION

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #099 IN THE GENERAL FUND TO PROBATE COURT #016

moved the adoption of the following resolution:

WHEREAS, a transfer of funds is needed for the #016 Probate Court account for court record scanning; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 099-00600-001 transfer out in the amount of \$23,700.00 to the Probate Court account #016-00475-001 other expenses for court record scanning; and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Department requesting transfer, and the Huron County Auditor, and the Auditor’s office will make the journal entry to the # 016 account; 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.

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

Aye – Gary W. Bauer
Aye – Tom Dunlap
Aye – Joe Hintz

16-324

RESOLUTION

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #041 IN THE GENERAL FUND TO CORONER ACCOUNT #018

moved the adoption of the following resolution:

WHEREAS, a transfer of funds is needed for the #018 Coroner account; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 041-00572-001 contingencies in the amount of \$14,000.00 to the Coroner account #018-00525-001 contract services; and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Department requesting transfer, and the Huron County Auditor, and the Auditor’s office will make the journal entry to the # 018 account; 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.

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

Aye – Gary W. Bauer

Aye – Tom Dunlap

Aye – Joe Hintz

16-325

RESOLUTION

IN THE MATTER OF ACCEPTING RESIGNATION OF HAROLD J. FREEMAN FROM THE HURON COUNTY PUBLIC DEFENDER COMMISSION

moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners is in receipt of the resignation of Harold J. Freeman from the Public Defender Commission; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby accepts the resignation of Harold J. Freeman from the Public Defender Commission effective immediately; and further

BE IT RESOLVED, that the Board of Huron County Commissioners wishes to thank Mr. Freeman for his services on the Huron County Public Defender Commission; 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.

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

Aye – Gary W. Bauer

Aye – Tom Dunlap

Aye – Joe Hintz

16-326

RESOLUTION

IN THE MATTER OF APPOINTMENT TO THE HURON COUNTY PUBLIC DEFENDER COMMISSION

moved the adoption of the following resolution:

WHEREAS, Harold Freeman has resigned from his position on the Huron County Public Defender Commission which leaves a vacancy; and

WHEREAS, it is the desire of the Board of Huron County Commissioners to fill this vacancy; and

WHEREAS, Mr. Paul D. Dolce has expressed an interest in serving on the Board; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby appoints Paul D. Dolce to fulfill this term effective immediately and expiring November 2, 2019; 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

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

Aye – Gary W. Bauer
Aye – Tom Dunlap
Aye – Joe Hintz

IN THE MATTER OF TRAVEL

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

Aye – Gary W. Bauer
Aye – Tom Dunlap
Aye – Joe Hintz

Joe Hintz, Commissioner, to Ashland, OH for airport meeting with Bruce Wilde on December 1, 2016.
Lindsey Clouse, DJFS, to Lucas County DJFS on November 29, 2016 – December 1, 2016.

IN THE MATTER OF REQUEST FOR LEAVE

Ronald Ackerman/Building & Grounds/Personal Time/12:00 p.m. – 1:00 p.m. December 23, 2016.

ASSISTANT PROSECUTOR REPORT

Mr. Bauer asked Mr. Binette if he has heard anything from Mark Correll about the Senior Enrichment Center agreement. Mr. Binette stated he has not.

OTHER BUSINESS

Mr. Bauer stated the board has received a letter from Daivia Kasper informing the board of possible retirements. Could have vacation and sick leave payment in the amount of \$42,000.00 that would be paid out in 2017. This needs to be in the budget for 2017.

Mr. Bauer discussed the Kricke Family who are a sizeable hog family in New Haven Twp. And they would like to place a tile under a township road so they can pump their manure to another farm, this has been done by plenty farmers, keeps spreaders off the road. Mr. Bauer stated that the two parties involved cannot get their heads together. The problem is they want to cut through the road, however the trustees said they can go under the road, you can't cut through it. The road was totally repaved and reconstructed about two years ago, Mr. Bauer cannot justify cutting through the road. Mr. Dunlap stated that there is a zoning issue that requires them to go under the road. Mr. Bauer talked to Chad Stang at Soil and Water, he will get with Mr. Kricke and try to get this issue resolved.

Mr. Bauer discussed possible members of the Board of MHAS, they are 4 short and they are county appointed positions. These need to be filled. One of the board members gave Mr. Bauer a list of possible 8 candidates.

1. Sue Lesch
2. Elaine Barman – would need to check ORC to see if she could be appointed.
3. Dorothy Ruffer
4. Steve Barnes
5. Dr. Julie Roberts
6. Linda Bersche
7. Ashley Morrow
8. Lisa Hivnor
9. Kari Smith

Mr. Bauer would like the new director of the board Beth Williams to come in and discuss this.

At 9:30 a.m. Public Comment

Kevin Lewis, Ohio Laborers-Employers Cooperation and Education Trust. They have been meeting with County Commissioners and Township Trustees. Mr. Lewis stated what they are interested in is when the county doesn't self-perform any work through the Engineer's Office and have to public bid out the

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project, they have their signature contractors that they like to win those contracts. Mr. Lewis explained that Huron County is covered by local 480 out of Sandusky, they have 22 locals throughout the state. He just to let the board know what they do and what they are about.

At 9:31 a.m. the board recessed.

At 9:45 a.m. the board resumed regular session. Joe Hintz stated the board received letters from the sheriff in regards to the handler purchasing the canine and the sheriff purchasing his service weapon and badge. Mr. Binette is researching the Sheriff's request. Ms. Ziembra stated she is waiting for a letter from Deputy Querin stating he will accept the canine.

Jan Tkach, Records Commission, annual report.

HURON COUNTY RECORDER
Jan M. Tkach
12 E Main Street Suite 100, Norwalk, OH 44857
419.668.1916

November 17, 2016

TO: THE HURON COUNTY COMMISSIONERS
RE: HURON COUNTY RECORDS COMMISSION REPORT

The Huron County Records Commission met September 17, 2016. We approved the RC-2 schedules for the Huron County Board of Developmental Disabilities and the Huron County Sheriff. Both documents have been submitted to the Ohio History Connection for approval.

I did not receive the RC – 2 schedule for the Huron County Solid Waste Management District until after our meeting. The commission will need to hold another meeting in order to approve it.

The records commission reviewed the recent RC – 3 schedule submitted by the Huron County Job and Family Services. No action was necessary as their retention schedule is up to date. They may dispose of the records according to their schedule.

We discussed the retention time for text messaging as it relates to an employee's personal phone being used for county business. According to the county general schedule this can be construed as correspondence and should be retained for the time periods assigned to the type of correspondence: transient, general, substantive.

The account with Iron Mountain is now closed and the boxes of microfilm have been moved to SC Strategic Solutions facility in Norwalk, OH for off-site storage. They are charging us \$25 per month for records storage. Additional boxes of microfilm will cost \$1/month.

The SC View scanning software is installed in our office in the Microfilm/Records Department. We have records for Probate, Common Pleas, Auditor, and the Commissioners scanned into it so far. These offices are able to view their records from their offices through a secure portal. This makes retrieval of information more efficient. At some point I would like to import the tiff images made in the old Canofile program for these offices and have them indexed in this program.

Next year I hope to add a second scanning station in my office. The equipment will be purchased out of the Recorder's Technology Fund. This will allow two of my staff to be inputting information into the program at the same time.

SC Strategic Solutions is getting close to finishing the scanning project of old Probate records for this year. The amount of records scanned is determined by the \$20,000 designated to cover the cost. So far 3500 files have been scanned and imported into our software program. This covers the records that were located on the table in the middle of the old jail and most of the first cell. SC Strategic Solutions has picked up the rest of the files from that cell and will continue scanning until they reach the \$20,000 threshold.

I would encourage the commissioners to include another \$20,000 into their budget for 2017 so that we can continue to scan these old records and get them into a secure format. Probate Court is looking at long term storage options for their paper records.

Finally, I would like to request that the incoming board of commissioners give some thought to putting together a committee to look into storage options for county records. Several county offices still have records stored in various places out at Shady Lane in less than ideal conditions due to lack of space in their offices.

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Discussion on where these documents are stored and why.

At 10:05 a.m. Peter Welch, Eric Swain and Robert Ambrose, Daikin Applied.

Mr. Welch explained the DJFS regarding the air project. They handed out some information to all Commissioners. Mr. Swain explained that Mr. Ambrose is the Engineer on this project and he asked him to come with him to explain to the board. Mr. Swain explained the issues and failures with the existing HVAC system reside in two major areas, these are: 1.) The three outdoor Carrier Direct Expansion (DX) condensing units 2.) The Facility Automation System. Mr. Swain explained the chronic issues with outdoor condensing units are significant enough to deter their continued used. It has been concluded that the original design and installation of the DX (Direct Expansion) refrigerant piping that serves the facilities air conditioning systems was improperly sized and installed. Ms. Swain stated based on the style of compressors used and the single circuitry of capacity and method of capacity reduction and issues with these systems can be summarized as the suction line sizing appears to be over sized with effect refrigerant velocities. Refrigerant gas velocities for both the suction line and liquid lines are sustained below rates for proper oil recovery. Choice of Thermal Expansion valves appear to be inadequate for proper superheat control, and the actual line piping methods do not account for oil migration and or trapping to insure proper oil management.

Mr. Swain explained the proposed solutions is to convert CU-1, CU-2, CU-1 and the AHU systems to chilled water this will be all one piece. The pumps will be in the mechanical room, they will convert the air handlers inside the building to water coils instead of refrigerate coils with control valves on it and convert over to water. This is a 20+ year solution, very reliable. Mr. Bettac stated that the R22 Freon that these units take is being phased out and the cost is over \$800.00 for a 30 lb. can. It takes 8 cans for each unit.

Mr. Ambrose explained the drawings that they came up with regarding the existing units.

Mr. Boose questioned what the functionality of the building is while they transition over. Will the temperature be decent and will the noise be a problem. Mr. Welch stated they need to go over the schedule. They will be able to hear them, but it will not be overwhelming. Mr. Boose asked Mr. Welch that the system they are putting in will last 20+ years, are they placing something in that will outlast the building? Mr. Welch stated the building itself is solid. Mr. Welch stated that if you included (6) fan powered VAV's for corner offices and relocated (6) existing boxes to improve comfort when needed it would cost an additional \$25,000.00.

Mr. Bauer asked what the bottom line for the price is. **\$395,000.00 which includes the extra \$25,000.00.** Financing of the project is available via a Tax Exempt Municipal Lease with rates starting at 2.5% on up depending on the counties lease. There is no penalty for early payoff. Mr. Bauer asked why this doesn't need to be bid out. Mr. Welch stated that Mr. Binette already looked into this and Daikin has the National bid.

Mr. Bauer stated that with the two new commissioners present at the meeting today, he would like their input on how they would like them to move forward with this. Mr. Wilde stated that with the information he's been hearing, knowing the issues and costs they have incurred, he feels that this issue needs to get resolved, they need to stop horsing around. Mr. Bauer thinks this will need to be financed, he's not big on this but he wants input from the new commissioners because this would saddle them for 5 years.

Mr. Welch asked the date they need to approve and start. Mr. Swain stated that if they got a letter of intent and things were moving forward, it will need to be December 16, 2016, this can be flexible. Mr. Bauer would like the county auditor involved as well if there is a plan to finance.

OTHER BUSINESS

Mr. Bauer discussed the health insurance, regarding a newly elected officials that they have to wait a month to possible two months to get insurance. The question on the table is do they want to make an exception for newly elected officials. The board in agreement to allow the exception for newly elected officials. Ms. Ziemba stated that this needs to be approved by resolution.

At 10:46 a.m. Tom Dunlap moved to adjourn. Joe Hintz seconded the motion. The meeting stood adjourned.

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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 December 1, 2016.

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 10:46 a. m.

_____ Gary W. Bauer

_____ Tom Dunlap

_____ Joe Hintz

ATTEST

Clerk to the Board