

REGULAR SESSION

THURSDAY

JANUARY 5, 2017

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 December 27, 2016 meeting(s) were presented to the Board. Terry Boose made the motion to waive the reading of the minutes of the December 27, 2016 meeting(s) and approve as presented. Bruce Wilde seconded the motion.

Voting was as follows:

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

17-001

**IN THE MATTER OF APPROVING PUBLIC OFFICIALS BOND FOR SUSAN HAZEL,
HURON COUNTY CLERK OF COURTS**

Terry Boose moved the adoption of the following resolution:

WHEREAS, pursuant to Ohio Revised Code section 2303.02 the Board of County Commissioners is required to fix the amount of the bond for the Clerk of Courts of Common Pleas and approve the bonding company before the Clerk of Court may discharge the duties of the office; and

WHEREAS, Susan Hazel has been elected to the office of Clerk of Courts for a four (4) year term commencing January 2, 2017; now therefore

BE IT RESOLVED, that Board of Huron County Commissioners does hereby fix the amount of the bond for the above named Public Official to be \$40,000.00 and hereby approves the bonding company and the bond, as attached hereto; and further

BE IT RESOLVED, that the clerk is directed to certify a copy of this resolution to the County Treasurer to be kept with the bond of the Clerk of Courts; 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.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

17-002

**IN THE MATTER OF APPROVING PUBLIC OFFICIALS BOND FOR JAN TKACH, HURON
COUNTY RECORDER**

Terry Boose moved the adoption of the following resolution:

WHEREAS, pursuant to Ohio Revised Code section 317.02 the Board of County Commissioners is required to fix the amount of the bond for the Recorder and approve the bonding company before the Recorder may discharge the duties of the office; and

WHEREAS, Jan Tkach has been elected to the office of Recorder for a four (4) year term commencing January 2, 2017; now therefore

BE IT RESOLVED, that Board of Huron County Commissioners does hereby fix the amount of the bond for the above named Public Official to be \$10,000.00 and hereby approves the bonding company and the bond, as attached hereto; and further

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BE IT RESOLVED, that the clerk is directed to certify a copy of this resolution to the County Treasurer to be kept with the bond of the Recorder; 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.

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

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

17-003

IN THE MATTER OF AWARDING BIDS AND ENTERING INTO CONTRACT FOR THE SUPPLY & INSTALLATION OF GUARDRAIL AT VARIOUS LOCATIONS

Terry Boose moved the adoption of the following resolution:

WHEREAS, pursuant to Resolution #16-301, and after notice was given pursuant to Section 307.87 of the Ohio Revised Code, Huron County sought bids for the supply and installation of guardrail at various locations; and

WHEREAS, bids was received and opened on Friday, December 16, 2016 at 10:06 a.m.; and

WHEREAS, these bids have been reviewed by the County Engineer as to their compliance with applicable terms and conditions of the bid with a recommendation from the Engineer that such bid be awarded to Lake Erie Construction Co., Norwalk, Ohio; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby award the bid to and enter into contract, for the supply and installation of guardrail at various locations, with Lake Erie Construction Co., Norwalk, Ohio with all prices effective until December 31, 2017; and further

BE IT RESOLVED, that all further matters relative to the award of this bid is to be coordinated through and with the Huron County Engineer; 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.

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

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

**On File*

17-004

IN THE MATTER OF AWARDING BIDS AND ENTERING INTO CONTRACT FOR THE SUPPLY OF REDI-MIX CONCRETE

Terry Boose moved the adoption of the following resolution:

WHEREAS, pursuant to Resolution #16-301, and after notice was given pursuant to Section 307.87 of the Ohio Revised Code, Huron County sought bids for the supply of Redi-Mix Concrete;

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WHEREAS, a bid was received and opened on Friday, December 16, 2016 at 10:16 a.m. from Wm. Dauch Concrete Co., Norwalk, Ohio as follows;

UNIT	ITEM DESCRIPTION	WINTER UNIT PRICE	NON-WINTER PRICE
Cubic Yard	5.5 Sack Concrete	\$105.50	\$101.50
Cubic Yard	6.5 Sack Concrete	\$110.50	\$106.50
Cubic Yard	Low Density Fill	\$ 72.00	\$ 68.00
Cubic Yard	6 Sack Grout	\$108.50	\$104.50

WHEREAS, these bids have been reviewed by the County Engineer as to their compliance with applicable terms and conditions of the bid with a recommendation from the Engineer that such bid be awarded to Wm. Dauch Concrete Co., Norwalk, Ohio; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby award the bid for the supply of Redi-Mix Concrete at various locations to Wm. Dauch Concrete Co., Norwalk, Ohio, with all prices effective until December 31, 2017; and further

BE IT RESOLVED, that all further matters relative to the award of this bid is to be coordinated through and with the Huron County Engineer; 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.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

**On file*

17-005

IN THE MATTER OF AWARDING BIDS AND ENTERING INTO CONTRACT FOR THE SUPPLY & INSTALLATION OF LONG LINE STRIPING AT VARIOUS LOCATIONS

Terry Boose moved the adoption of the following resolution:

WHEREAS, pursuant to Resolution #16-301, and after notice was given pursuant to Section 307.87 of the Ohio Revised Code, Huron County sought bids for the supply and installation of long line striping at various locations;

WHEREAS, bids was received and opened on Friday, December 16, 2016 at 10:11 a.m.;

WHEREAS, these bids have been reviewed by the County Engineer as to their compliance with applicable terms and conditions of the bid with a recommendation from the Engineer that such bid be awarded to Zimmerman Paint Contractors Co. of Fremont, Ohio; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby award the bid to and enter into contract, for the supply and installation of long line striping at various locations, with Zimmerman Paint Contractors Co. of Fremont, Ohio with all prices effective until December 31, 2017; and further

BE IT RESOLVED, that all further matters relative to the award of this bid is to be coordinated through and with the Huron County Engineer; 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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Bruce Wilde seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

**On file*

17-006

IN THE MATTER OF EXTENDING THE BID OPENING DATE FOR THE OMEGA ROAD BRIDGE PROJECT IN GREENWICH TOWNSHIP, HURON COUNTY, OHIO (HUR-TR145-00.38; FY2017, PID 94457)

Terry Boose moved the adoption of the following resolution:

WHEREAS, the Omega Road Bridge Project in Greenwich Township needs to be bid;

WHEREAS, notice of this was placed in a newspaper of general circulation, pursuant to Section 307.86 of the Ohio Revised Code; and

WHEREAS, it is necessary to extend the bid opening date until Friday, January 20, 2017 at 10:30 a.m.; now therefore

BE IT RESOLVED, that the Board of Commissioners does hereby approve of extending the time to receive bids for the Omega Road Bridge Project in Greenwich Township to Friday, January 20, 2017 at 10:30 a.m.; and further

BE IT RESOLVED, that bids for the Omega Road Bridge Project in Greenwich Township will be opened on Friday, January 20, 2017 at 10:30 a.m.; 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.

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

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

The Office of
Joseph B. Kovach
Huron County Engineer
Professional Engineer – Professional Surveyor
"Building Today For A Better Tomorrow"

December 29, 2016

ADDENDUM 1

HUR-TR145-00.38; PID 94457; Omega Road Bridge Replacement

RE: Adjusted Unit Price Bid Proposal, Cost Estimate, Bid Opening Date, Revised Plans

1. Adjusted Unit Price Bid Proposal, Additional Reference Numbers have been added to the Unit Price Bid Proposal sheet. Please attach the updated pages 34, 35 and 36 to the proposal and disregard the original.
2. Cost Estimate based on the additional Reference Numbers, the Engineer's Estimate has been revised to \$503,614.00.
3. Bid opening is now scheduled for January 20, 2017 at 10:30 a.m.
4. Project plans have been revised, please discard your original set and replace them with the new set, pages 1 through 31.

END OF ADDENDUM

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**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00
SUBMITTED TO THE BOARD JANUARY 5, 2017**

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:

Huron County Commissioners

CCAO	Membership renewal	\$8,008.00	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.

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

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

IN THE MATTER OF TRAVEL

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

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

Jason Roblin, EMA to Columbus, Ohio on January 5, 2017 for EMAO Meeting.

Warren Brown, HR to Columbus, Ohio on February 3, 2017 for the CEBCO Wellness Meeting.

IN THE MATTER OF REQUEST FOR LEAVE

Valerie Stebel/Commissioners/Sick/10:30 a.m. – 11:30 a.m. January 4, 2017.

Peter Welch/Commissioners/Sick/7:30 a.m. – 3:30 p.m. January 12, 2017/Sick/10:00 a.m. – 2:00 p.m. January 17, 2017.

Vickie Ziemba/Commissioners/Sick/2:00 p.m. – 4:30 p.m. January 13, 2017/Sick/12:00 p.m. January 3, 2017 – 1:00 p.m. January 4, 2017.

Joshua Jasinski/Dog Warden/Sick/8:00 a.m. – December 27, 2016 – 4:30 p.m. December 28, 2016.

Gary Ousley/Dog Warden/Personal Time/8:00 a.m. – 4:30 p.m. December 30, 2016.

At 9:22 a.m. the board recessed.

At 9:30 a.m. the board resumed regular session.

At 9:30 a.m. Public Comment.

Susan Hazel, Clerk of Courts, asked if she could present a blanket request for postage instead of requesting the over \$1,000. This will help her purchase what she needs as needed. This is a big item that is approved with their budget. Ms. Hazel asked in regards to her computer fund money and title fund money is not part of the general fund money do they expect an expenditure if it is over \$1,000.00. Mr. Boose asked if this expenditures will be up for discussion on Monday, Ms. Ziemba stated no. This has been tracked back to the 80's where they needed to justify making such a large purchase.

Ms. Hazel mentioned the budget that they received paperwork from the Auditor regarding Purchase Orders, Ms. Hazel wanted to know if they have the final budget done. Mr. Wilde stated that this current board thought it was passed. Ms. Ziemba stated the budget was passed by the previous board, however

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another number will be given once the budget commission meets and certifies the funds. Mr. Boose would like to get an official from the Auditor if it is the final budget or not. Mr. Boose would like to take the time in the next couple months to review that. Mr. Boose feels that the official budget/final budget should not be passed till March because we don't know what the roll over is, what the final expenditures are. Ms. Ziemba explained that with the new system at the Auditor's you can add and subtract from an open P.O.

At 9:40 a.m. the board recessed.

At 10:00 a.m. the board resumed regular session with **Board of Elections**.

Ms. Locke explained that she is here to explain the e-poll book purchase. Ms. Locke explained that the total cost to purchase the e-poll books is \$76,400.00 for 55 tablets and all the necessary equipment. The State stated they would cover 85% of the purchase price – the total amount the County will be liable for is \$17,000.00 and the total amount has to be paid upfront and then DES will reimburse; it is roughly taking 3 weeks. They would like to implement this in May, it is a very small election. The State money will go away in June, and she feels that the State will make them get these in the future and then the county will have to pay this in full. This cuts down on printing costs for the Board of Elections. Ms. Locke stated that they are very pleased with this system. Mr. Boose asked if they had to go out to bid for this, Ms. Locke stated no they did not.

17-008

IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES, THE HURON COUNTY BOARD OF ELECTIONS, AND THE BOARD OF HURON COUNTY COMMISSIONERS

Terry Boose moved the adoption of the following resolution:

WHEREAS, there is a need to enter into a Memorandum of Understanding between the Ohio Department of Administrative Services (“DAS”), the Huron County Board of Elections (“Board”) and the Board of Huron County Commissioners (“County”) to document the roles and responsibilities of each party in complying with the requirements set forth in Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget; and

WHEREAS, it is the goal of the DAS, the Board, and the County to document in this MOU their mutual understandings concerning the use of the funding provided by Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget, and appropriation item 100668 for Fiscal years 2016 and 2017; and

WHEREAS, Section 207.63 of Amended Substitute House Bill 64, in relevant part states:

“The board shall enter into a memorandum of understanding with the county commissioners and the Department of Administrative Services concerning (the purchase of the selected electronic pollbooks and any other necessary equipment) and is responsible for fifteen per cent of the purchase costs of those pollbooks as determined by the Department of Administrative Services and Secretary of State under this section” now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves of the Memorandum of Understanding between the Ohio Department of Administrative Services, the Huron County Board of Elections and the Huron County Commissioners as attached hereto and incorporated herein; 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.

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

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

**MOU on file*

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At 10:13 a.m. the board recessed.

At 10:15 a.m. the board resumed regular session with **Peter Welch, Director of Operations.**

Facilities bi-monthly report, Mr. Welch explained that he spoke to each new commissioner regarding the Solid Waste District. There is a schedule in place and February 17, 2017 is the deadline to finalize the draft plan. The plan was sent to Ohio EPA who made some suggestions that were implemented into the plan. They want to no review this with the townships and municipalities. This process needs to be started no later than February 17, 2017. Mr. Welch explained that the work with the City of Norwalk because they have a veto vote, the same as the Commissioners. Mr. Welch explained that if Norwalk doesn't like the plan and veto the plan, then the plan will go to down to the EPA to write the plan and the cost will come from the district. Mr. Welch stated that if the Commissioners don't like the plan they too can veto the plan.

Mr. Welch handed out a chart regarding the side agreement they had. Mr. Welch explained that the previous board and City of Norwalk do not want a side agreement, they want it incorporated into the plan. The City of Norwalk wants the District to pay for all processing cost at Republic Waste in Oberlin, handling cost would be incurred by the transfer station. What happens is Norwalk brings their recyclables out to the transfer station, we reload those and haul them to Oberlin. The cost is incurred by the county, plus a \$30 tip fee at Allied Waste. Republic Waste is currently at \$30 a ton, so the county is looking at \$22,000.00 in processing cost, and \$15,000.00 in handling cost.

Mr. Boose questioned in regards to some information in the paper regarding mandates that the county get the recycling done and or a grant where if the city doesn't participate the county can't get the grant. Mr. Welch stated that the grants for the county have nothing to do with the City of Norwalk. Mr. Boose asked if the City decides what type of recycling they take, Mr. Welch stated that is correct. Mr. Welch recommendation is to support the curb side recycling. Mr. Hintz says we do through that grant. Mr. Welch stated that the issue they have is with the township trustees they do not the side agreement. Mr. Hintz asked what the cost is if EPA writes the plan, Mr. Welch stated \$30,000.00.

Mr. Welch explained that by February 17, 2017 he needs to know if they are sending the plan to the EPA as written or do changes need to be made. Mr. Welch discussed a grant he is working on regarding getting new equipment in regarding the loading of the recycling at the transfer station. Mr. Welch stated that the cost for this is roughly \$200,000.00. He is currently working with A & L out of Findlay Ohio. The grant is a 50% match. Mr. Welch has informed Norwalk that there is money available for curb-side recycling. Mr. Welch explained that he received a cost to replace the batteries at the courthouse. The cost is less than \$400 and he will take care of it.

Mr. Welch discussed the security for the Commissioners' office. Mr. Welch explained that Mr. Beck came to the building and price out each entry way separately. Mr. Welch explained that the door in the back, the door that connects meeting room D and one or two out front. The back will be fobbed and the two in front will be a buzzer system with an intercom. Mr. Hintz stated that Mr. Welch was going to get a price on a new window similar to the one out at JFS.

Mr. Welch wanted to remind the board that Larry Burdue is retiring at the end of January and they released a custodial person back in November, two people need to be hired. He has recommendations for these positions, he would like to do an executive session. These candidates have been through the interview process.

At 10:38 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. For possible employment of custodial. Bruce Wilde 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 10:57 a.m. *Terry Boose moved to end Executive Session ORC 121.22 (G)(1). Bruce Wilde seconded the motion. The roll being called upon its adoption, the vote resulted as follows:*

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

**No action taken.*

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Mr. Welch continued with his report. Informed that Sheriff Corbin has requested storage at the old DMV – Title office. Mr. Boose stated that the only way he would do this is if needs it to store temporally and not permanently. They need to be careful with what he is throwing away...some of the stuff is property of the Commissioners.

Mr. Boose stated his concern is he doesn't like the way it looks and where it's stored at so he's getting it out of his space into our space and we are now hoarders. Mr. Boose stated that jail was built with extra space including a dispatch area that is not being used. Mr. Welch stated that it is being used, he suggested they tour the jail to see what space is being utilized.

Mr. Welch stated that when they meet with Sheriff, they need to speak to him regarding the bond money and how it is released and used. Mr. Welch needs to know the process for this and who authorizes this.

Ms. Ziemba stated it's in 036 in the jail and there is a transfer out line to pay the bond. They still put that same amount in there for 2017 even though there is no bond payment. Ms. Ziemba explained that you cannot pay from that line, however you determine to spend it. Mr. Boose thinks they can use it for any equipment operational of the jail. Mr. Boose explained transfers are general fund money, as long as they are spending money on equipment operational for the jail. Mr. Welch asked if they would be able to use this money for new construction, addition to the current jail like adding a new evidence room, Mr. Boose and Mr. Hintz stated they think they can.

Mr. Welch explained the Facility Dude work orders that have been completed and open ones.

DOG WARDEN REPORT

<u>Weekending</u>	<u>Placed</u>	<u>Claimed</u>	<u>Destroyed</u>	<u>Other</u>	<u>Total</u>
July 2, 2016	2	6	0	0	8
July 9, 2016	7	2	0	0	9
July 16, 2016	6	4	1	0	11
July 23, 2016	3	4	0	0	7
July 30, 2016	3	4	2	0	9
August 6, 2016	6	4	1	0	11
August 13, 2016	1	5	0	0	6
August 20, 2016	5	4	0	0	9
August 27, 2016	3	1	0	1	5
September 3, 2016	5	3	1	0	9
September 10, 2016	4	2	4	0	10
September 17, 2016	2	3	0	0	5

At 11:13 a.m. Terry Boose moved to approve. 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 January 5, 2017.

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 11:13 a. m.

Gary W. Bauer

Tom Dunlap

Joe Hintz

ATTEST

Clerk to the Board