

**REGULAR SESSION**

**THURSDAY**

**MAY 18, 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 May 9, 2017 and May 16, 2017 meeting(s) were presented to the Board. Terry Boose made the motion to waive the reading of the minutes of the May 9, 2017 and May 16, 2017 meeting(s) and approve as presented. Bruce Wilde seconded the motion. Voting was as follows:

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

17-166

**IN THE MATTER OF AWARDING BIDS AND ENTERING INTO CONTRACT FOR THE 2017 GREENFIELD SECTION LINE ROAD 8 RESURFACING, HURON COUNTY, OHIO**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, pursuant to Resolution #17-118, and after notice was given pursuant to Section 307.87 of the Ohio Revised Code, Huron County sought bids for the 2017 Greenfield Section Line Road 8 Resurfacing Project; and

**WHEREAS**, bids was received and opened on Friday, April 28, 2017 at 9:00 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 Melway Paving Co., Inc., Holmesville, 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 2017 Greenfield Section Line Road 8 Resurfacing Project with Melway Paving Co., Inc., Holmesville, Ohio; 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

\*Contract on file

17-167

**IN THE MATTER OF AWARDING BIDS AND ENTERING INTO CONTRACT FOR THE 2017 VARIOUS ROADS WEDGE/SHIM PROJECT, HURON COUNTY, OHIO**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, pursuant to Resolution #17-133, and after notice was given pursuant to Section 307.87 of the Ohio Revised Code, Huron County sought bids for the 2017 Various Roads Wedge/Shim Project; and

**WHEREAS**, bids was received and opened on Friday, May 5, 2017 at 10:30 a.m.; and

**WHEREAS**, these bids have been reviewed by the County Engineer as to their compliance with

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applicable terms and conditions of the bid with a recommendation from the Engineer that such bid be awarded to Precision Paving, Inc., Milan, 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 2017 Various Roads Wedge/Shim Project; with Precision Paving Inc., Milan, Ohio; 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

\*Contract on file

17-168

**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00  
SUBMITTED TO THE BOARD MAY 18, 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:

**Building & Grounds**

Roto-Rooter	Jet sewer lines @ JFS	\$1,050.00	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

17-169

**IN THE MATTER OF RESOLUTION OF THE BOARD OF COMMISSIONERS OF HURON  
COUNTY TO SIGN THE OHIO DEPARTMENT OF JOB AND FAMILY SERVICES  
SUBGRANT AGREEMENT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, this subgrant agreement is made pursuant to the grant award(s) identified in the Addenda to this Subgrant agreement; and

**WHEREAS**, these grant awards were awarded to the State of Ohio by the United States Department of

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Health and Human Services (HHS) and the United States Department of Agriculture (USDA) and are not for research and development purposes; and

**WHEREAS**, the board of Huron County Commissioners desires to sign the ODJFS subgrant agreement; now therefore

**BE IT RESOLVED**, by the Board of Commissioners of Huron County that the Board will sign the ODJFS subgrant agreement 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

\*agreement on file

17-170

**IN THE MATTER OF HIRING A PART-TIME, NON-EXEMPT, CLASSIFIED, DEPUTY DOG WARDEN I EMPLOYEE FOR THE HURON COUNTY DOG WARDEN**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, it is the desire of the Board of Huron County Commissioners to hire a Deputy Dog Warden I as a part-time, non-exempt, classified employee for the Huron County Dog Warden; and

**WHEREAS**, this position was appropriately posted and advertised and

**WHEREAS**, all applications were reviewed and three applicants were interviewed, and

**WHEREAS**, the Huron County Dog Warden, recommends the hiring of Kathryn Long for the position of Deputy Dog Warden I, now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the appointment of Kathryn Long to the position of Deputy Dog Warden I, effective May 22, 2017, at the rate of \$10.50 per hour with an additional \$.50/hr. after successful completion of probation period, 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

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Joe Hintz, Commissioner to Carlisle Township on May 19, 2017 for OPWC District 9 Meeting.  
Terry Boose, Commissioner to Columbus, Ohio on May 19, 2017 for CCAO Ag. Meeting.  
Roland Tkach, Auditor to Mason, Ohio on June 11 -14, 2017 for CAAO Summer Conference.  
Valerie Schick, Tax Map to Columbus, Ohio on June 13, 2017 for Conference.

**At 9:30 a.m. Public Comment** - No Comment

**Administrator/Clerk Report**

Mrs. Ziemba asked the board if they are okay with the travel requests sent by Mr. Roblin to travel to Orlando FL for CAD Conference. Asked if the board needed Mr. Roblin to come before the board. Commissioners are okay with the travel if Mr. Roblin believes it is needed. Payment to come from EMA accounts.

Received a quote from Frontier regarding increasing internet speed for the downtown offices. Board agreed to increase the speed to 30M Ethernet to Internet for \$600 monthly for a 1 year period. Discussed Wakeman's Parade on July 30<sup>th</sup>. Board would like to verify with the Republican Party if they are registering everyone or if the Commissioners will register on their own.

Greenwich Area Bicentennial Celebration is Thursday, June 29<sup>th</sup> at 5:30 p.m. Need to RSVP all Commissioners.

Mrs. Ziemba asked the board for direction on the letter received from Beth Williams, MHAS, requesting reappointment of 3 individuals whose terms are ending. Board would like an advertisement put in the paper to see if there is an interest from anyone else. Schedule the 3 individuals who wish to be reappointed and any new applications for interviews. Mrs. Ziemba will contact Ms. Williams to inform her of the process.

**OTHER BUSINESS**

John Chime is interested in using the space vacated by human resource. Mr. Boose advised him he needs to set up a time to meet with Pete Welch or Steve Minor to view the space. After that would like him to be on the agenda to go over the details.

Mr. Boose explained they are moving forward on the basement to install the sprinklers. Have not made any decision on the racks at this point. Mr. Boose stated the records are not ready to move. Some of the boxes are damaged and need to be repackaged. It will be the responsibility of the office that owns the records to re-box. Buildings and Grounds staff will move the records.

Mr. Boose spoke about an email they received between Engineer Lee Tansey and Huron County Economic Development Director Carol Knapp in regards to the ODOT TID (Transportation Improvement District) opportunity for Old State Rd. Mr. Boose feels that the Commissioners should be involved in this opportunity. Mr. Wilde suggested that Ms. Ziemba contact Ms. Knapp to find out what is needed for the Commissioners to get involved.

**At 10:00 a.m. Jan Tkach, Recorder**, came before the board for her semi-annual report

HURON COUNTY RECORDER

**Jan M. Tkach**

12 E Main Street Suite 100, Norwalk, OH 44857

419.668.1916

May 18, 2017

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

The Huron County Records Commission met on February 9, 2017. We approved RC – 2 Schedules for Veterans' Services, Solid Waste Management, Prosecutor, and Board of Elections. All offices have current schedules except for the Clerk of Courts. The Clerk is working on updating her schedule.

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Also at that meeting we discussed records storage and the possibility of utilizing the basement of the Woolworth building. After the meeting committee members were able to view this location. This space will need a sprinkler system. Floor space may be sectioned off to accommodate the needs of each office. The Recorder's Office has the following items stored at Shady Lane. These will need to be re-located to the new storage space.

**INDEX VOLUMES:**

GRANTOR – 1850-1875 (OLD SERIES)  
GRANTEE – 1809-1850 (OLD SERIES)  
GRANTEE – 1949-1958

**DEED VOLUMES:**

VOL. 132-161

**REGISTERS OF CONVEYANCE:**

No. 9 – July 1, 1892 – August 1, 1894  
No. 23 – July 19, 1929 – February 5, 1934  
No. 24 - January 2, 1935 – June 26, 1940  
No. 25 – August 27, 1940 – May 31, 1945  
No. 26 – June 1, 1945 – March 1949  
No. 27 – February 10, 1949 – March 12, 1952  
No. 28 – March 1, 1952 – August 16, 1955  
No. 29 – August 15, 1955 – February 3, 1959  
No. 35 – November 1, 1973 – September 30, 1976  
No. 36 – October 1, 1976 – October 31, 1977  
No. 37 - November 1, 1977 – December 29, 1978

**REGISTERS OF CONVEYANCE:**

No. - December 2, 1882 – November 18, 1885  
No. - November 30, 1885 – March 1, 1888

**DAILY REGISTER OF MORTGAGES:**

No. 9 – January 2, 1943 – December 30, 1948  
No. 10 – January 12, 1950 – December 30, 1955

**DAILY REGISTER OF DEEDS:**

No. 11 – January 5, 1950 – December 1954  
No. 12 – January 4, 1955 – January 4, 1960

**RECORDER'S RECORD OF FEES:**

No. 35 – May 1, 1969 – February 11, 1972

(NOTE: Included in the Register of Conveyances – Mortgages, Deeds, Leases, Mechanics & Misc.)  
Estimated number of volumes: 51

**MICROFILM RECORDS CENTER**

The second scanning station is up and running in the Microfilm Records Center. Crystal is scanning old Commissioner's Journals and Auditor records, while Nicole continues to scan old court cases for the Clerk's office.

The SC View software is performing as hoped. The Clerk's Office can easily expunge files within the program. The offices which have records scanned into the program are able to view their records and fill requests more easily.

Armed Forces Discharge papers are recorded in the Recorder's office but not accessible by the public. They will be scanned into the SC View program so that we will be able to access them more easily when we have to fill a request on behalf of a Veteran. This will also allow us to create an improved electronic index for these records.

The following Probate records were scanned by SC Strategic Solutions and loaded into the SC

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View software program:

2,314 Estate cases – 1852 to 1887  
2,817 Guardianships – 1852 to 1933  
Total number of images scanned was 287,993

Strategic has picked up the next set of files to be scanned. Henry and Marty Timman are donating their time to prep the files for scanning. Probate Court is very grateful for the continued funding for this project. The boxes of scanned files will be moving to the new county storage area once it is ready to receive them.

**At 10:30 a.m.** Pete Welch, Director of Operations, answered questions the board had about the flow control letter. Mr. Welch stated the letter is to Cyclone, this business has expanded into the residential areas. He is now actively advertising inside the district. Mr. Welch and Ms. Hansberger went and documented Cyclone's stops and he currently has 18 within the district and it is not being brought to the Huron County Transfer Station. This is why they have sent the letter, it is a \$5,000.00 a day fine to Cyclone for not bringing the items to the transfer station. Mr. Welch stated that Cyclone will probably ask for a waiver and Mr. Welch talked to Mr. Bauer (Attorney) they will demand that he bring that material to the transfer station immediately. Mr. Welch stated that this will begin from the date the Certified Letter was received by Cyclone. Mr. Wilde asked if he has responded, Mr. Welch stated that he has not and is not sure when the letter was received. Mr. Welch stated that Cyclone is taking the material to Erie County, for which Mr. Welch has spoken to Erie County about. Mr. Boose questioned if Cyclone can take the items to Erie County and say it's from Huron County, for which we get the flow control money? Mr. Welch stated no he must physically bring to Huron County unless he asks for a waiver, for which he has not, for which a disposal fee is charge. Mr. Boose asked then how do we start charging and how do we start collecting. Mr. Welch stated that this is a court process, very complex process and it's not cheap.

Mr. Welch explained the repairs that have been done at the Administration Bldg. since 2008. Mr. Welch stated that they need to look at the waterlines, electrical wiring and parking lot. Mr. Welch stated that the carpet in North Point needs to be replaced. The board discussed whether they are required to give them space and are they charging enough rent? Mr. Welch stated that Meeting room A roof doesn't look good but doesn't leak, probably need to do something soon. There are air handlers that will need to be removed. The board discussed if spray membrane can be used, because the roof is not in bad shape. There is one leak by the chimney since the chimney is not used it can be removed.

Mr. Welch explained that when Mr. Brown did the last inspection he did not think the ramp out back was ADA compliant. Mr. Welch stated that it actually is a little larger than what is required. Mr. Boose questioned why the outside elevator on the far side of the building can't be used. Mr. Welch stated from his knowledge it was not working and it wouldn't go to the top floor and it was closed off. The area is bricked up from the inside. Mr. Boose asked if this elevator can be removed, Mr. Welch stated that is could be.

Mr. Boose asked if there are any rooms that are empty or is every room occupied. Mr. Boose stated that he feels there is a lot of conference rooms in this building, is it necessary to have all these. Mr. Welch stated he suggested that the Commissioners talk to the people who actually use these conference rooms.

The board toured the building.

**At 11:00 a.m.** the board recessed to attend the Senior Citizen luncheon.

**At 1:55 p.m.** the board resumed regular session. Terry Boose discussed the sales tax report. Mr. Boose stated that it is down \$40,000.00 from last year. Mr. Boose stated that you can't go by one month, because it is not consistent with the amount of days in a month. Nothing to get excited. Mr. Boose is confused on what the estimate is based on.

Mr. Boose stated that they need to send a list to Prosecutor to ask the update on the topics they have asked him to work on. The board would like Ms. Ziembra to send the list to get an update on where they are on these topics.

Mr. Boose will be going to the next Senior Services meeting to give their board members an update on where they are with the building and what the commissioners' plans are.

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Mr. Boose stated they need to get a consolidated calendar. Ms. Ziemba stated that everything that has been giving to us is placed on this calendar. The board will give Ms. Stebel the meetings dates/times so she may place them on the calendar.

Mr. Boose updated the board on the transportation meeting he attended. Mr. Boose stated that ODOT stated that you cannot get the money unless your plan is updated every 4 years. This plan must be completed by November. Mr. Boose stated they must come up with goals, what the needs are, surveys are being sent out to the counties. Inventory of vehicles for transportation are being taken throughout the county.

Ms. Ziemba discussed that she sent a letter to Beth Williams regarding advertising for the open positions on the board. Ms. Ziemba received a letter back from Ms. Williams explaining she understands what the Commissioners are wanting to do, however she feels losing any of these members would hurt the community. The board agreed that they will continue with the advertisement for these open positions.

At 2:25 p.m. 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 May 18, 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 2:25 p. m.

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

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

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

**ATTEST**

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