

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Joe Hintz and Bruce Wilde. Terry Boose on vacation.

**At 9:05 a.m. Public Comment - No Comment**

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the August 7, 2018 and August 14, 2018 meeting(s) were presented to the Board. Joe Hintz made the motion to waive the reading of the minutes of the August 7, 2018 and August 14, 2018 meeting(s) and approve as presented. Bruce Wilde seconded the motion. Voting was as follows:

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

18-257

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

Joe Hintz 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 08/21/18 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.

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

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

Huron County
Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-sections for Department: Commissioners, Treasurer, Prosecutor, and various other departments.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-sections for Department: Board of Revision, Adult Probation, Human Resources, Juvenile, Probate, and Clerk of Courts.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-sections for Department: Building and Grounds, Sheriff, and various other departments.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-sections for Department: Sheriff, Recorder, Disaster Service, Public Defender Commission, Health Vital Statistics, Jail Operations, and various other departments.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Emergency Professional Services Inc, Honoak Pest Control, MT Business Technologies Inc, etc.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Indigent Guardianship, Public Assistance, Child Support Enforcement, etc.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Vilec Inc, Child Support Enforcement, Special Funds-IPC, etc.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Annexation Petition, Records Technology, Clerk of Courts-Title, etc.

Claims Register for Payment Batches

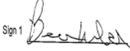
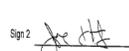
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
08/23/2018	Central One Portfolio LLC	264905	2018-00427H	Community Service-Resitution Payment	665.12	
Account 137.137.00525 (Residential Placement) Total:					\$100.00	
Department DYS Subsidy Total:					\$380.00	
Fund 137 - DYS Subsidy Total:					\$380.00	
Fund: 145 - Childrens Services						
Department: Children's Service						
08/23/2018	Jerry R. Bingham	264905	2018-001001	SAMS Subsidies-Sept 2018	\$100.00	
08/23/2018	Ayni Campbell	264905	2018-001001	Foster Care Payroll-July 2018	\$3,456.00	
08/23/2018	Clay A. Amy Withers	264905	2018-001001	AASAMS Subsidies-Sept 2018	665.83	
08/23/2018	Eliza Kempthorn	264905	2018-001001	Foster Care Payroll-July 2018	\$330.00	
08/23/2018	Treasurer State of Ohio	264905	2018-001001	Fingerprint-Foster Care/Kinship	\$1,964.00	
08/23/2018	Shayla Carter	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$111.58	
08/23/2018	Abby L. Schneider	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$223.32	
08/23/2018	Ching M. Duenna Moore	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$204.71	
08/23/2018	Lorenthuck, Cheryl A.	264905	2018-001001	Foster Care Payroll-July 2018	\$1,792.50	
08/23/2018	Cheryl Schrock	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$130.27	
08/23/2018	Abby L. Schneider	264905	2018-001001	Foster Care Payroll-July 2018	\$4,340.00	
08/23/2018	Abby L. Schneider	264905	2018-001001	Foster Parent Training-July-Aug 2018	\$120.00	
08/23/2018	Thomas Gary Skaggs	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$89.92	
08/23/2018	Monica O. McClain	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$148.88	
08/23/2018	Amanda Kristine Buz	264905	2018-001001	Foster Care Payroll-July 2018	\$190.00	
08/23/2018	Jessica M. Janczuk	264905	2018-001001	Foster Parent Training-July-Aug 2018	\$30.00	
08/23/2018	Janell Pines Inc.	264905	2018-001001	Foster Care Child Room & Board July 2018	\$2,232.00	
08/23/2018	Maura Thompson-George	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$65.91	
08/23/2018	Synchrony Bank, J.C.P.	264905	2018-001001	Foster Care Child Expense	\$193.50	
08/23/2018	Terra Howard	264905	2018-001001	ESAA Reunification-A Tell-Respite Care	\$675.00	
08/23/2018	Amber Lantz	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$686.06	
08/23/2018	Warner House of Hope Inc.	264905	2018-001001	Foster Care Child Room & Board July 2018	\$2,240.00	
08/23/2018	William D. Kapee Jr.	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$550.30	
08/23/2018	Jessica M. Janczuk	264905	2018-001001	Foster Care Payroll-July 2018	\$2,438.00	
08/23/2018	One Way Services for Youth	264905	2018-001001	Foster Care Child Room & Board July 2018	\$5,324.00	
08/23/2018	Wendy Byers	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$83.05	
08/23/2018	Erin Blomster	264905	2018-001001	Foster Care Payroll-July 2018	\$155.66	
08/23/2018	Cynthia Ann Smith	264905	2018-001001	Foster Care Payroll-July 2018	\$880.00	
08/23/2018	Advantage Family Outreach & Foster Care	264905	2018-001001	Foster Care Child Room & Board July 2018	\$1,848.32	
08/23/2018	Emmanuel Brown	264905	2018-001001	AASAMS Subsidies-Sept 2018	\$597.76	
Account 145.145.00150 (Contract Services) Total:					\$33,264.62	
Department Children's Service Total:					\$33,264.62	
Fund 145 - Childrens Services Total:					\$33,264.62	
Fund: 177 - Emergency Management						

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
Department: Emergency Management						
08/23/2018	Walmar Community/YNCHB	264905	2018-002381	6 Cases of Water	\$18.90	
Account 177.177.00475 (Other Expenses) Total:					\$19.90	
Department Emergency Management Total:					\$19.90	
Fund 177 - Emergency Management Total:					\$19.90	
Fund: 183 - VOCA-A						
Department: VOCA-A						
08/23/2018	National Organization for Victim Assistance	264905	2018-002391	NCVA Memberships	\$300.00	
08/23/2018	Freacock Water	264905	2018-002381	Bottled Water & Cooler Rental	\$41.25	
Account 183.183.00280 (Contractual Services) Total:					\$341.25	
08/23/2018	NCP	264905	2018-002371	Advanced DV and Sexual Assault Training	\$475.00	
Account 183.183.00000 (Travel) Total:					\$475.00	
Department VOCA-A Total:					\$816.25	
Fund 183 - VOCA-A Total:					\$816.25	
Fund: 184 - VOCA-B						
Department: VOCA						
08/23/2018	Prayer Learning Solutions	264905	2018-004201	Financial Accounting Seminar	\$198.00	
08/23/2018	Mid Ohio Psychological Services Inc.	264905	2018-004201	Crisis Intervention and De-Escalation Training	\$62.19	
Account 184.184.00475 (Other Expenses) Total:					\$260.19	
Department VOCA Total:					\$260.19	
Fund 184 - VOCA-B Total:					\$260.19	
Fund: 190 - Comprehensive Housing						
Department: Comprehensive Housing						
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001941	Administration-June	\$5,238.00	
Account 190.190.00225 (Contract Services/A) Total:					\$5,238.00	
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001201	3 Wilbur Ave	\$4,891.00	
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001201	95 Grove Hills	\$1,864.00	
Account 190.190.00000 (Private Rehab) Total:					\$6,755.00	
08/23/2018	Abdo Home Builders	264905	2018-001691	123 W. Maple St.	\$3,140.00	
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001691	3287 Hartford Center	\$1,680.00	

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001651	2540 Crescent Rd	\$1,680.00	
08/23/2018	WISOS Community Action Commission Inc.	264905	2018-001651	3200 Snyder Rd	\$680.00	
Account 190.190.00610 (Home Repair) Total:					\$7,080.00	
08/23/2018	Huron Metropolitan Housing Authority	264905	2018-001401	TBRA program	\$1,668.00	
Account 190.190.00615 (TBRA) Total:					\$1,668.00	
Department Comprehensive Housing Total:					\$20,411.00	
Fund 190 - Comprehensive Housing Total:					\$20,411.00	
Fund: 500 - Landfill						
Department: Landfill						
08/23/2018	Huron County Engineer	264905	2018-002891	Curb Patch	\$10.00	
08/23/2018	Hallocke North Shore Stone Quarry	264905	2018-002891	#4 Stone	\$699.26	
Account 500.501.00250 (Materials) Total:					\$671.26	
08/23/2018	Nicholas Lahey	264905	2018-002891	Semi Repairs	\$497.50	
08/23/2018	Sunrise Cooperative Inc.	264905	2018-002891	Diesel Gasoline	\$5,442.59	
08/23/2018	Chris CAT	264905	2018-002891	Luxury Parts	\$829.28	
08/23/2018	Crims	264905	2018-002891	Uniforms	\$817.80	
Account 500.501.00280 (Contract Service) Total:					\$7,668.75	
Department Landfill Total:					\$8,361.11	
Fund 500 - Landfill Total:					\$8,361.11	
Fund: 635 - Commissary Trust						
Department: Commissary Trust						
08/23/2018	Time Warner Cable Northeast	264905	2018-002231	Business internet for 25 inmates by service	665.21	
08/23/2018	Alco Chem Inc.	264905	2018-002231	Cleaning Supplies	\$226.64	
08/23/2018	Alco Chem Inc.	264905	2018-002231	Cleaning Supplies	\$88.16	
Account 635.635.00260 (Expenditures) Total:					\$707.91	
Department Commissary Trust Total:					\$707.91	
Fund 635 - Commissary Trust Total:					\$707.91	
Grand Total:					\$280,609.06	

Sign 1  Sign 2  Sign 3 Absent

8/17/2018 11:52 AM Page 11 of 11 V.3.2

18-258

**IN THE MATTER OF APPROVING CHANGE ORDER NO. 1 WITH A.J. RILEY, INC. FOR THE HURON COUNTY PAVEMENT RESURFACING PROJECT**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, a change order has been presented to the Huron County Board of Commissioners for the Huron County Pavement Resurfacing Project; and

**WHEREAS**, additional work will be performed at the Administration Building to remove concrete behind the storage shed by excavating and installing stone base and 3 1/2" of asphalt; and

**WHEREAS**, this work will be performed for the cost of three thousand sixty five dollars and no cents (\$3,065.00); and

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

**WHEREAS**, the sum of \$3,065.00 is hereby added to the original contracted amount of \$781,305.50 making the new contracted amount \$784,370.50; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves Change Order No. 1 as submitted by A.J. Riley, Inc. as listed above and 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:

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

*\*Change order on file.*

18-259

**IN THE MATTER OF APPROVING THE HURON COUNTY EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP)**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Human Resource Office has presented an updated Equal Employment Opportunity Plan (EEOP) for review and approval; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the adoption of the Equal Employment Opportunity Plan (EEOP) 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:

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

**EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP)  
FOR HURON COUNTY, OHIO**

**POLICY STATEMENT:**

The County is an Equal Opportunity Employer (EEO) and does not discriminate based on race, color, ancestry, religion, sex, age, national origin, disability, military status, genetic information, sexual orientation, or other unlawful bias except when such a factor constitutes a bona fide occupational qualification (“BFOQ”). All personnel decisions and practices including, but not limited to, hiring, suspensions, terminations, layoffs, demotions, promotions, transfers, and evaluations, shall be made without regard to the above listed categories. The County intends for all its policies to comply with federal and state equal employment opportunity principles and other related laws.

The County condemns and will not tolerate any conduct that intimidates, harasses, or otherwise discriminates against any employee or applicant for employment on the grounds listed above. Anyone who feels that their rights have been violated under this policy should submit a written complaint of

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

discrimination to HR or their Appointing Authority if the Appointing Authority is not the alleged perpetrator. Each of these persons shall have the authority and responsibility to work with the office of the County Prosecutor to investigate and take appropriate action concerning the complaint.

Reports and details regarding an alleged EEO violation should be in writing, thorough, factual, in chronological order and signed by the person who is the complainant or another who is an observer of the incident. An appropriate investigation will be performed by the County's EEO officer. Late reporting of complaints will not, in and of itself, preclude the County from acting; however, so that a thorough and accurate investigation may be conducted, employees are encouraged to report complaints in an expedient manner following the harassing or offensive incident(s).

**EEO OFFICER DUTIES:**

The County commits to continuously maintaining the appointment of an EEO officer. The officer for the County is the Director of Human Resources/Loss Prevention/Revenue Enhancement. The EEO officer has the responsibility for effectively administering, promoting, communicating and evaluating the County's EEOP. The EEO officer will make recommendations, when needed, to address deficiencies in the EEOP.

**PLAN:**

The County is committed to ensuring that there not be any form of discrimination exhibited in any of its efforts in advertising, recruitment, hiring/placement, promotion/demotion/layoff/termination, compensation and during employment.

No person shall be discriminated against based on any form of protected class such as: race, color, ancestry, religion, sex, age, national origin, disability, military status, genetic information, or sexual orientation.

**OBJECTIVES:**

Understanding/Support:

To provide to elected officials, supervisors and/or department heads on an as needed basis - ongoing support, training, education and understanding of the County's responsibilities as they apply to EEO.

To provide fair, expeditious and impartial processing of any EEO complaint.

To provide a systematic approach for periodically evaluating the effectiveness of the County's EEOP.

Recruitment:

Notify all representative sources of new employees that the County is an equal opportunity employer and will hire any qualified person without regard to race, color, ancestry, religion, sex, age, national origin, disability (unless the disability rises to the level of BFQQ), military status, genetic information, or sexual orientation.

Include "Equal Opportunity Employer/EEO" statement on all advertisement and job postings.

If elected officials, supervisors and/or department heads hire new employees **INDEPENDENT OF THE HR DEPARTMENT**, they must explore their recruiting sources/patterns to be certain they include those which represent minorities.

To attempt to increase the representation in the County work force of any protected group if it is underutilized.

Seek the support and assistance of other responsible and appropriate community agencies, such as schools, colleges, employment services, etc., to help provide qualified minorities.

Be sure that job requirements/position descriptions are relevant to the actual work to be performed and that they are applied equally to all job applicants.

Skills, Utilization and Upward Mobility:

Provide opportunities equally to all employees to enhance their skills, perform at their highest potential, and advance in accordance with their abilities.

Review the job qualifications of lower level/lower paying positions to ensure equal opportunity for job upgrading according to standards and qualifications which are no higher and no lower than those for other employees.

**DOCUMENTATION:**

All forms, advertisements, reports, notices, posters and related EEO material shall be disbursed with directions for handling offered by the EEO officer.

The EEO officer will also be responsible for evaluating and responding to the program both orally and in writing as directed by the Huron County government.

Use of the forms supplied by the Civil Rights Commission for annual reporting which includes employment posture, employment activity, and any supplementary forms that may be necessary to analyze the results of the EEOP.

The EEO officer will submit reports to required governmental entities as to the status of the EEOP.

**COMPLIANT PROCEDURE:**

This procedure is established to provide due process standards for the prompt and equitable solution of complaints regarding EEO matters.

The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Ohio Civil Rights Commission. Use of this complaint procedure is not a prerequisite to the pursuit of other remedies.

Submit all complaints regarding this policy in writing or verbally to:

EEO Officer  
c/o Office of HR/LP/RE  
12 E. Main St., Suite 513  
Norwalk, OH 44857

The complaint should be filed within fifteen (15) calendar days after the complainant becomes aware of the alleged violation. Following is a brief description of the information (not all encompassing) that should be contained in the complaint.

Your discrimination complaint must contain the following:

- Your name, address, and telephone number
- A short description of the events that you believe were discriminatory (for example, you were terminated, demoted, harassed)
- Why you believe you were discriminated against (for example, because of your race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability, genetic information or retaliation)
- A short description of any injury you suffered
- Your signature

After a thorough investigation, a written decision by the EEO Officer will be rendered within fifteen (15) calendar days, with a copy of the complaint and decision maintained as a matter of record.

If the complaint cannot be resolved to the satisfaction of the complainant by the EEO Officer, the complainant may request reconsideration of the decision. This request for reconsideration should be

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

made in writing within fifteen (15) calendar days after receipt of the answer from the EEO Officer, who will then forward the request to the Office of the County Prosecutor and said complaint to the EEO Committee which is composed of the County Administrator, County Human Resource Director, and two other County Department Heads or his/her designee. The complainant may verbally address the compliance committee prior to their issuing a decision. A written decision will be issued within thirty (30) calendar days.

If the decision rendered by the compliance committee is not to the satisfaction of the complainant, the complainant may request further reconsideration of the decision. This request for further reconsideration should be made in writing fifteen (15) calendar days after receipt of the answer from the EEO Committee. The complaint will then be set for hearing by the Board of County Commissioners.

An open meeting of this governing board will precede the vote. A determination will be made within thirty (30) calendar days of the hearing, and the decision of this governing board will be final.

In the event the complainant is not satisfied, a complaint may be filed with the Ohio Civil Rights Commission:

OCRC – Cleveland Regional Office  
615 W. Superior Ave. #885  
Cleveland, OH 44113

Any complaint must be filed within six (6) months of the alleged EEO violation.

effective: 08/21/18

18-260

**IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE AUGLAIZE, HARDIN, HURON, LOGAN, PUTNAM, VAN WERT, AND WILLIAMS COUNTY BOARDS OF COMMISSIONERS AND THEIR RESPECTIVE COUNTY DEPARTMENTS OF JOB AND FAMILY SERVICES, (Collectively “Counties” or “Parties”)**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, there is a need to enter into a Memorandum of Understanding by and between the Auglaize, Hardin, Huron, Logan, Putnam, Van Wert, and Williams County Boards of Commissioners and their respective County Departments of Job and Family Services; and

**WHEREAS**, the purpose of the MOU is to document and define a multi-county project as it relates to the implementation of County Shared Services virtual service center among participating county departments of job and family services under the supervision of the Ohio Department of Job and Family Services. The project shall be collectively known as the “County Shared Services (CSS) Group 4 Project”; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves of the Memorandum of Understanding between the Counties stated above 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:

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

*\*MOU on file*

REGULAR SESSION  
18-261

TUESDAY

AUGUST 21, 2018

**IN THE MATTER OF APPROPRIATING UNAPPROPRIATED FUNDS IN THE HURON COUNTY BOARD OF DEVELOPMENTAL DISABILITIES FUND #605**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, there are unappropriated funds in the Huron County Board of Developmental Disabilities Fund #605 that need to be appropriated for expenses; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of appropriating \$5,000.00 of unappropriated funds as follows:

TO: 605-00475-605 (Other expenses) \$5,000.00 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:

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

18-262

**IN THE MATTER OF APPROVING THE AGREEMENT TO LEASE LAND FOR AGRICULTURAL PURPOSES**

Joe Hintz moved the adoption of the following resolution

**WHEREAS**, the Board of Huron County Commissioners sold a portion of the land known as the Shady Lane Farm to the Board of Education of Norwalk City School District; and

**WHEREAS**, the Board of Commissioners and the Board of Education desire that Shady Lane Farm continue to be leased for agricultural purposes by competitive bid; and

**WHEREAS**, an Agreement to Lease Land for Agricultural Purposes has been approved by the Board of Education to authorize the Board of Commissioners to bid and lease the land owned by the parties known as the Shady Lane Farm; now therefore

**BE IT RESOLVED** that the Board of Huron County Commissioners hereby approves of the attached Agreement to Lease Land for Agricultural Purposes, signed by the Board of Education on August 14, 2018; 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:

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

*\*Agreement on file*

**IN THE MATTER OF SOLICITING THE BIDS FOR THE LEASE OF TILLABLE LAND AT THE AIRPORT FARMS; SHADY LANE FARMS; TRANSFER STATION FARM**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners find that there is county property which is not presently needed for any public purpose and find that the public interest is best served by leasing said land for farming purposes; and

**WHEREAS**, notice of this must be placed in a newspaper of general circulation pursuant to ORC Section 307.09; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves of soliciting, opening bids and accepting bids for the property known as (1) Transfer Station Farm; (2) Shady Lane Farm; (3) Airport Farm – Combined Farms; and further

**BE IT RESOLVED**, that a legal notice will be placed in a newspaper of general circulation on August 23, 2018 and may be located on the county's internet site at <http://www.hccommissioners.com>, click on legal notice button. Bids will be opened on Wednesday, September 5, 2018 at 2:00 p.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:

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

**LEGAL NOTICE**

Notice is hereby given that sealed bids will be received at the office of the Huron County Commissioners, 180 Milan Avenue, Ste. 7, Norwalk, Ohio 44857 until 2:00 p.m. September 5, 2018 at which time bids will be opened for leasing the following farmlands:

(1) **Transfer Station Farm**, approximately 48 acres of land, located within the bounds of the Huron County Transfer Station, 2415 Townline Road 131, Greenfield Township, Huron County;

(2) **Shady Lane Farm**, approximately 50 acres of land, south of Shady Lane Drive, Norwalk;

(3) **Airport Farm – Combined Farms**, an aggregate of approximately 44 acres of land which includes approximately 26 acres of land on Laylin Road west of the Huron County Airport and approximately 18 acres of land west of Jim Esker Drive;

Each farm lease is a separate lease and bidders may bid on one or more farms. Bidding documents, including bid form and specifications, may be obtained at the office of the Huron County Commissioners, 180 Milan Avenue, Norwalk, Ohio 44857, during regular office hours, 8:00 a.m. - 4:30 p.m. Monday - Friday.

Each bid shall be submitted in a sealed envelope clearly marked "Transfer Station Farm"; "Shady Lane Farm"; or "Airport Farm – Combined Farms" and accompanied by a bid guarantee in the form of a certified check, cashier's check or letter of credit drawn to the order of the Huron County Commissioners in an amount of \$500.00 or in the form of a bid bond in a company or surety satisfactory to the Board in the full amount of the bid.

The Board of Huron County Commissioners reserve the right to reject any or all bids, to waive irregularities in the bidding, and to award the bid to the highest and best bid as is deemed to be in the best interests of Huron County. This notice is also located on Huron County's website at <http://www.hccommissioners.com>, under "Legal Notices".

Published: August 23, 2018

**REGULAR SESSION****TUESDAY****AUGUST 21, 2018**

**At 9:13 a.m.** the board recessed.

**At 9:24 a.m.** the board resumed regular session.

**IN THE MATTER OF TRAVEL**

Joe Hintz 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:

Absent – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

Tacy Bond, 9-1-1 to Columbus, Ohio on August 30, 2018 for 9-1-1 Meeting.

**SIGNINGS**

The board signed the F Permit for the Chamber of Commerce's fundraising event "The Great Outdoors Raffle" to be held at the fairgrounds on September 29, 2018 from 12 – 4 p.m.

**Administrator/Clerk report**

Ms. Ziembra stated the Sheriff has given an update that the shower project is now complete. The air handler project is not. He is waiting for the company to replace the motor before the final 10% is released.

**Commissioner Wilde report**

Mr. Wilde stated the Muck Crop meeting is August 30 @ 9:00 a.m.

Mr. Wilde stated there was an email from EMA, this Thursday at 3:00 p.m. regarding the event during Labor Day weekend. Ms. Ziembra will be attending this meeting.

Mr. Wilde stated that the Erie Ottawa Airport is airport of the year.

Mr. Wilde stated that there is a survey in the Statehouse report, Mr. Wilde will do the survey.

Mr. Wilde stated there is a CORSA meeting September 14, 2018. There needs to be 80% participation.

Mr. Wilde stated Ms. Knapp would like to cancel land bank meeting on August 24<sup>th</sup> and reschedule for early September.

Mr. Wilde stated there is a Planning Commission meeting on August 23, 2018 @ 1:00 p.m.

On August 29<sup>th</sup> there is Family & Children First meeting @ 10:00 a.m. Mr. Wilde will be at the mediation, therefore he will not be able to attend that meeting.

Mr. Wilde stated there is Metrich Enforcement Unit Meeting, the Prosecutor's office to attend.

There is a Coastal Management meeting on September 1, 2018 1-4 p.m. Ms. Ziembra will see if Mr. Welch or Soil and Water could attend.

Mr. Wilde stated he attended the Courthouse Security meeting. Mr. Wilde stated that they will be putting up more cameras between the old citizen's bank building and the courthouse. There have been groups of men gathering, most coming from NoBars. There have been drug paraphilia found.

Mr. Wilde stated that the Fair went well, especially Saturday night. Mr. Hintz stated he was approached by some citizens who really liked when the meetings were held out there.

Mr. Wilde will be going to the Bellevue 911 meeting with Tacy Bond on August 23<sup>rd</sup> at 10 a.m.

Mr. Wilde stated that the Board of Revision on August 29<sup>th</sup> has been cancelled, it was rescheduled for Sept 12<sup>th</sup>.

**At 9:48 a.m.** the board recessed.

**At 10:05 a.m. Art Mead, EMA and Tacy Bond, 911** quarterly report.

Quarterly discussion for EMA August 2018:

The updates are completed for the EOC, the TVs have been installed and we have used the room for several classes already.

On April 27 the Director of Ohio Homeland Security addressed Huron County educators, it was a standing room only we had almost 40 including several law enforcement agencies in attendance.

The meeting covered topics such as emergency operation planning, active shooter, and even bullying. The Director engaged solid conversation and brought to the table a new set of contacts to help.

May 16, 17, 18 Huron County hosted a Hazardous Material Safety Officer class. There were representatives from Lorain, Huron, Erie, and Ashland counties in the class. Many topics were covered and everyone including myself learned new skills to be used in an emergency hazardous spill.

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

The NIMS 300, 400 that was held in June at Fisher Titus went well the class was full for all four days.

Huron County EMA was requested to mutual aid Ottawa County with damage assessment after a flooding event happened in June. Huron County's CERT team was also deployed to assist with this operation.

Huron County hosted a damage assessment class for those who will go out and conduct damage assessment after an incident.

We are hosting "9-1-1 I'm Fine" for dispatchers, helping them cope with stressful calls in the fall. We are having 4 different sessions in two days to work around everyone's schedule. All surrounding counties have been invited to this training. We are already getting good feedback for this class. Mr. Mead asked what they can do to put the instructor up in a hotel, Ms. Ziembra stated to have a check cut and have that check returned to EMA, who can then take it to the hotel. They will need to make sure they get a taxed exempt form as well.

There will be an 8-hour mental first aid class being offered on September 22, 2018 at EMA 0830-430 PM

There is going to be an EOC training class offered to anyone who might be in the EOC in time of an incident. My goal is to educate trustees, fire chiefs, police chiefs, public works, and any elected person who wants to know what happens if the EOC is opened. There has been positive feedback on this topic as well. We are looking at November for this training.

EMA is offering a Hazardous material operations/awareness class to all police, public works, and any elected officials. This class will give some insight on what to expect when a hazardous material incident occurs. This will be offered in two days one during the week and one during the weekend in Willard if there are enough students to sign up.

The custom slide out for the command vehicle is finished the fab shop at EHOVE knocked it out of the park. The radios and all other wired in equipment will be completed in the next few weeks. This will allow the truck to become a portable command post anywhere in the county if needed.

The radios at the local hospitals have been looked at and are either working in good order or being fixed so that are. The ARES group has checked these radios so that they can be used as a secondary form of communication in times of an incident. This gives the hospitals a C plan if cell phones are down, and the 911 system is over loaded.

EMA is sponsoring a regional grant for all new radios for Fire and EMS in Huron County. All agencies except North Central, and Bellevue Fire are on this grant. This is through AFG and will allow all agencies to go Digital with their frequencies. This will help with some of the problems with departments being able to talk to each other. It will also allow Huron County to be more resilient in times of a disaster or in a large incident involving multiple agencies. The numbers are not in yet however we are looking at about 950,000.00 dollars or more to accomplish this goal.

Tacy and I have been training to better prepare the EMA office for the county. Both of us have gone through NIMS 300/400. Mr. Wilde asked if the grant is open, Mr. Mead stated no it should open in mid-September. Mr. Wilde asked if Mr. Brown could do this, Mr. Mead stated it is a huge process. Mr. Mead stated it will be 80 hrs. of input just for his department alone. Mr. Wilde stated in the future he would like Mr. Mead to run this by Mr. Brown. Mr. Mead stated he has, Mr. Brown knows about this. Mr. Mead stated that this particular grant writer, if the grant doesn't go through, they will rewrite it for free next year.

I have taken the Hazardous Material Safety Officer class, I am working on the Terrorism Liaison program, Tacy is looking at her ENP (Emergency Number Professional) for the winter, and I am also looking at my Certified Emergency Manager when I finish my Masters in Homeland Security in May of 2019. The Fire Chiefs as well as some county Directors have asked me about becoming an Arson investigator for the county this is something I am looking at for next year as well.

Ms. Bond is looking at taking several computer classes to assist with the CAD and the 911 system. So that in time of need, she can fix small problems that come up throughout the county concerning the 911 system. I will also be taking Mr. Bond to a Directors conference this late fall that to continue her EMA training.

**REGULAR SESSION****TUESDAY****AUGUST 21, 2018**

We did receive a small grant from the railroad for use of streamlining our office, this grant will help with the startup cost for our conversion of records to go digital.

On Aug 10.2018 EMA was dispatched to a 1500-gallon diesel spill along with a train derailment in the Norfolk Sothern's Yard in Bellevue. BFD was on scene with me as well as contact with Ohio EPA.

We rented a space at the Huron County Fair to get exposure to the community. I had numerous good conversations with residents as well as trustees concerning what Huron County EMA brings to the table. I had several residents' state that they did not even know what EMA stood for not to mention what we do. It was a long week however worth it to me to be out in the public to answer questions.

**Updates for 9-1-1 since our last meeting:**

I experienced several call-outs in the last three months for various issues:

- |           |  |
|-----------|--|
| 4/27      | 9-1-1 outage caused by a fiber line being cut in Ashland (10-hour outage)  |
| 5/4       | 9-1-1 issues at HCSO (4 hours)   |
| 6/7-6/8   | SQL Server issue at the Frontier hub, item under warranty, bad disc drive replaced   |
| 6/15      | Alert computer crashed at NPD, replacement computer installed back up in 4 hours   |
| 6/17-6/21 | I attended the NENA 9-1-1 Conference in Nashville <ul style="list-style-type: none"><li>• Attended several instructional classes</li><li>• Visited vendors we work with or will be working with</li><li>• Learned of the upcoming changes to dispatcher training standards</li></ul> |
| 6/27-6/28 | 9-1-1 outage caused by train accident in Marion (30-hour outage)   |
| 6/29      | 9-1-1 State Compliance Audit <ul style="list-style-type: none"><li>• Met with Sharon McMurray and provided all documentation</li><li>• Huron County is in Compliance</li></ul>   |
| 7/21      | NCEMS computer crashed, installed replacement hard drive, back up in 4 hours   |

**PENDING PROJECTS**

- The APCO Intellicomm project is moving forward we are looking at installation in the fall months.
- HCSO Dispatch upgrade
  - RFP went out and deadline is September 7<sup>th</sup>, 2018.
  - If funds are approved, we are looking at implementation in early 2019
- TekRx has been an asset in identifying issues within our network. We are actively taking corrective steps with those issues and streamlining our system.
- Our bandwidth upgrade is in full swing and is scheduled for completion next week. We should see marked improvements in network performance.
- Location based mapping validation is also in the works. This will be a laborious project; however, it will prepare us for Next Gen 9-1-1's arrival. This will allow us to implement run cards for the Fire Departments and institute automatic aid.
- WestTel (our 9-1-1 Vendor) is rolling out an update to their software and this will be implemented in the next month or two.

Ms. Bond stated that they are looking at a \$30,000 out of the 911 fund for 2 new servers by the end of the year. Every time they try to add the printer to the server it froze it up, and they have the funding for this. Servers need to be updated every 4-5 years and Huron County has 2 servers.

Mr. Wilde spoke about the expense report for current year, gas payments are paid out of EMA supplies and equipment, Mr. Wilde stated next year there will be a fuel line added. Mr. Wilde asked if they had gas cards, they do but it is the same card. Ms. Ziembra stated that they can get 2 different cards. Ms. Bond will have Ms. Norton get 2 different cards.

Mr. Mead asked how he is supposed to do Ms. Bond's salary. Ms. Ziembra stated that as of right now the salary is being paid out of the general fund 026. Ms. Ziembra stated how that funding gets put in there is the question. Ms. Bond stated that Willard had verbally stated they are ok with the billing. Ms. Bond stated that Dan Wendt stated that Norwalk has budgeted for it as well. Ms. Bond stated she doesn't think Bellevue will be on board for this, they are financially hurting and do not want to budget for this. Ms.

**REGULAR SESSION**

**TUESDAY**

**AUGUST 21, 2018**

Bond will check to see if Ms. Norton sent out the billing to the townships.

At 11:03 a.m. Joe Hintz 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 21, 2018.

**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 11:03 a. m.

_____	Absent
_____	Terry Boose
_____	Joe Hintz
_____	Bruce Wilde

**ATTEST**

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