

**REGULAR SESSION**

**THURSDAY**

**JANUARY 18, 2018**

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose, Bruce Wilde. Mr. Hintz is absent due to health reasons.

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

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the January 2, 2018 meeting(s) were presented to the Board. Mr. Wilde made the motion to waive the reading of the minutes of the January 2, 2018 meeting(s) and approve as presented. Mr. Boose seconded the motion. Voting was as follows:

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

Mr. Wilde moved to sign the letter to the budget commission. Mr. Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

January 18, 2018

Huron County Budget Commission Members  
Auditor, Roland Tkach  
Treasurer, Kathleen Schaffer  
Prosecutor, James Joel Sitterly  
Huron County Office Building  
12 & 16 East Main Street  
Norwalk, Ohio 44857

Dear Budget Commission Members:

This letter serves as a request for additional funding of \$56,160.00 due to a payment made into the general fund 099 account. The payment was made to the general fund by the 911 Fund #185 for the purpose of paying the 911 Coordinator salary for 2018.

We are requesting consideration from the Budget Commission to address this request at your next meeting in order to allow these received funds to be allocated for the purpose intended in 2018.

Sincerely,

THE BOARD OF HURON COUNTY COMMISSIONERS  
Terry Boose and Bruce Wilde (Joe Hintz absent)

pc: file

The board discussed the money that came in from the Medicaid tax, Mr. Boose asked how they move this money from a special fund to the general fund. Mr. Strickler asked what budget bill this is, Mr. Boose stated the house bill #49, and Mr. Strickler will review this.

18-022

**IN THE MATTER OF APPROVING AGREEMENT BY AND BETWEEN WSOS COMMUNITY ACTION COMMISSION, INC. (CONTRACTOR) AND HURON COUNTY COMMISSIONERS (GRANTEE) TO ADMINISTER THE PY 2017 COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) GRANT**

Bruce Wilde moved the adoption of the following resolution:

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**WHEREAS**, the COUNTY requested that a consultant provide a Statement of Qualifications for professional planning and engineering services for the Program Year 2017 CDBG Community Housing Improvement Program (CHIP); and

**WHEREAS**, the CONTRACTOR submitted a statement of qualification dated February 7, 2017 in response to the COUNTY'S request; and

**WHEREAS**, the Board of Huron County Commissioners, desires to approve an agreement with WSOS Community Action Commission Inc. to administer the PY 2017 Community Housing Improvement Program (CHIP) grant; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the agreement dated January 18, 2018 to administer the PY 2017 Community Housing Improvement Program (CHIP) grant 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.

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

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

*\*Agreement on file*

18-023

**IN THE MATTER OF APPROVING THE GRANT AGREEMENT BETWEEN THE OHIO DEVELOPMENT SERVICES AGENCY AND THE HURON COUNTY BOARD OF COMMISSIONERS FOR THE COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners applied for grant funds for the Community Housing Impact Preservation (CHIP) Program; and

**WHEREAS**, the Community Housing Impact Preservation (CHIP) Program grant was approved by the State of Ohio, Development Services Agency in the amount of \$1,200,000.00; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the grant agreements for grants B-C-17-1BJ-1; B-C-17-1BJ-2 and S-C-17-1BJ-1 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.

Terry Boose seconded the motion.

**Discussion:** Mr. Boose wanted to let it be known that his son works for DSA, but he has nothing to do with grants and how they are administered.

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

Aye – Terry Boose  
Absent – Joe Hintz

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Aye – Bruce Wilde

*\*Agreement on file*

18-024

**IN THE MATTER OF ACCEPTING LETTER OF RETIREMENT OF MARIA LYONS**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, Maria Lyons has submitted her letter of intent to retire, dated January 16, 2018, stating that she is officially retiring effective Wednesday, February 28, 2018; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby accepts the letter of retirement of Maria Lyons and wishes her well in her retirement; 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.

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

Aye – Terry Boose

Absent – Joe Hintz

Aye – Bruce Wilde

18-025

**IN THE MATTER OF ADVERTISING FOR A FULL-TIME, CLASSIFIED, NON-EXEMPT FLSA, CUSTODIAL WORKER**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, there is a need for a full-time Custodial Worker for the Huron County Buildings and Grounds Department; and

**WHEREAS**, the Board of Huron County Commissioners hereby authorizes the Huron County Director of Human Resources to post and advertise for the position; now therefore

**BE IT RESOLVED**, that the starting hourly wage for this position is \$11.40 per hour, with an additional \$.50/hr. after successfully completing probationary period, in compliance with the collective bargaining agreement between the Huron County Commissioners and AFSCME, Ohio Council 8, Local 710; and further

**BE IT RESOLVED**, that this position opening will be posted internally on designated bulletin boards for a period not less than five days and will be advertised in the Norwalk & Sandusky local papers; and further

**BE IT RESOLVED**, that applicants must submit a Huron County Application for Employment to the Huron County Director of Human Resources. Applications will be accepted until the position is filled; now therefore

**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 121.11 of the Ohio Revised Code.

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

Aye – Terry Boose

Absent – Joe Hintz

Aye – Bruce Wilde

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NOTICE OF JOB OPENING

JANUARY 18, 2018

**Job Title: Custodial Worker** - Classified, full-time, non-exempt.

**Wages:** \$11.40 per hour starting rate (additional \$.50/hr. after successfully completing probationary period)

**Job Duties and Responsibilities:** (not all inclusive)

Cleans Huron County facilities and performs light maintenance work. Washes windows, walls, woodwork, etc.; collects recyclable materials, secures doors, moves furniture; performs snow removal and lawn mowing. See complete job description online at [www.hccommissioners.com](http://www.hccommissioners.com).

**Application and Selection Procedures:**

Candidates should submit Huron County Application for Employment, which can be found at (<http://www.hccommissioners.com>), to the HR Office, 12 E. Main St., Suite 513, Norwalk, OH 44857. Applications will also be accepted electronically at [hrrassist@hccommissioners.com](mailto:hrrassist@hccommissioners.com). Full job description can also be found at the aforementioned site. The successful candidate will be subject to pre-employment drug testing, a driving record check and a full background investigation. Only those to be interviewed will be contacted. Position is open until filled.

**Huron County is an Equal Opportunity Employer**  
**Job Applications are subject to public records law.**

18-026

**IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF HURON COUNTY COMMISSIONERS AND THE VILLAGE OF NEW LONDON**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners and the Village of New London desires to have an understanding of responsibilities and funding in place for the maintenance of the Biglow Parkway;  
now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves of the Memorandum of Understanding with the Village of New London regarding the Biglow Parkway 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.

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

Aye – Terry Boose

Absent – Joe Hintz

Aye – Bruce Wilde

*\*Agreement on file*

**IN THE MATTER OF TRAVEL**

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

Aye – Terry Boose

Absent – Joe Hintz

Aye – Bruce Wilde

Kimberly Jones, Victim Assistance to Bellevue Municipal Court on January 30, 2018 for a pretrial hearing.

***At 9:30 a.m. Bruce Wilde 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,***

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*licensee, or regulated individual. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:*

*Aye – Terry Boose*

*Absent – Joe Hintz*

*Aye – Bruce Wilde*

**At 9:48 a.m.** *Bruce Wilde moved to end executive session ORC 121.22 (G)(1). Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:*

*Aye – Terry Boose*

*Absent – Joe Hintz*

*Aye – Bruce Wilde*

*\*No action taken*

**At 9:49 a.m.** **George Austin, Norwalk VFW Auxiliary and Sheriff Corbin** to talk about a request for signage on sheriff cruisers. Mr. Austin stated about a year ago, Chief Light was at one of their meetings and he was talking about the drug program. Chief Light said unless its faith based drug program the percentage is 70%. Mr. Austin suggested to Chief Light then let's put the Ohio State motto on the police cruisers. Chief Light stated that if Mr. Austin supplied the lettering then they would put it on. Mr. Austin stated that it is up to the Commissioners to help get the blessing of the Buckeye Association to get "With God, all things are possible" on the cruisers.

Sheriff Corbin said they need to have the blessing of the Buckeye Associates. Sheriff Corbin has training in February. They will have all 88 counties there and can discuss and take a vote on it there. Mr. Boose asked if it would be ok if Sheriff Corbin takes a letter of support to the Buckeye Association to let them know that they are in support of this. Sheriff Corbin stated that would be great.

Mr. Boose asked how they approach the schools. 28 posters in the schools so far. Mr. Austin stated the first school to have this poster was Edison Schools. Mr. Austin stated that it is the law that these posters be placed in the schools. Mr. Wilde stated then "In God We Trust" is going on the cruisers, Mr. Austin stated no "With God, all things are possible".

Mr. Boose thanked Sheriff Corbin for his work last week with the snow and ice storm. Sheriff briefed the board on the levels. Sheriff Corbin stated that he got a few phones from businesses who did not like the Level 3, regarding collective bargaining agreements. Sheriff Corbin explained to them that his job is to make the advisory for the safety of the people. Sheriff Corbin stated that he explained to multiple people that called in, if your involved in an accident, you will be cited, and if it's a level 3 and your involved in an accident question is asked "what are you doing out", and you will be cited for being on a closed road.

Sheriff Corbin stated there were people calling in wanting documentation of when the snow levels changed, Sheriff Corbin stated he received a call from Routh Packing in regards to an employee who lived on Milan Ave, whom was up for a promotion and called into work using the excuse he was iced in, and didn't come in so he is no longer looking at a promotion.

Mr. Austin stated after they are given permission to put the signage on the cruisers, he would like to do a photo shoot.

**At 10:08 a.m.** Kathleen Schaffer, Investment Board Meeting.

Bruce Wilde opened the meeting. Asked for motion to approve minutes. Terry Boose moved. Kathleen Schaffer seconded. All ayes.

Bruce Wilde nominated Joe Hintz for chairman. Kathleen Schaffer seconded. All ayes.

Kathleen Schaffer nominated Bruce Wilde as vice chairman. Terry Boose seconded. All ayes.

Drive thru will be opened the 5<sup>th</sup> through the 9<sup>th</sup>. Asked to have the snow cleared beforehand. Also asked for permission to send a notice out to all the departments not to park in the drive thru lane.

Tax lien sale in April. Mr. Binette is working with the auditor for auditor's sale in March.

Kathleen Schaffer moved to adjourn. Terry Boose seconded the motion. The Investment Board meeting is

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adjourned.

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**Investment Board Meeting Minutes**  
**Tuesday, October 17, 2017**

The Huron County Investment Board held its quarterly meeting on Tuesday, October 17, 2017.

Present were Commissioners Skip Wilde, Terry Boose, and Joe Hintz. Also in attendance: Vickie Ziemba, Administrator/Clerk to the Board, and Randy Strickler, assistant Prosecutor. Mr. Jason Headings of Meeder Investment Management was a guest of the Treasurer.

The reading of the August 2017 minutes was waived, and the various reports were reviewed by the Board.

The Treasurer reported that STAR Ohio was at 1.22 basis points, up from 1.19 in August.

The delinquency rate was down from 2.7 million to 2.3 million after the past due bills had been sent out. Tax Ease will conduct their sub-sale in November. Tax Ease will pay the taxes on all properties they hold a lien on if the property owner has not paid their taxes for 2016, due in 2017.

The Treasurer will be out of the office on vacation October 25<sup>th</sup>, returning November 6<sup>th</sup> for vacation.

The Treasurer will be attending the County Treasurer's Association conference in Dublin November 13<sup>th</sup> -16<sup>th</sup>.

Jason Headings gave an in-depth presentation on the economic outlook for Huron County, and a review on the county investments. His company has done an excellent job investing our public funds.

Being no further business, the meeting was adjourned.

The next meeting will be January, 2018 at a.m. at the office of the Commissioners.

Respectfully Submitted,

Kathleen A Schaffer  
Huron County Treasurer

**Administrator/Clerk report**

Annexation request from James and Marlene Butts, after reviewing this and speaking to Mr. Stickler this is not a complete annexation request. Mr. Stickler suggested that we send a letter stating their annexation request is not completed. Ms. Ziemba stated she checked with the tax map, they no longer require the Mylar, this was the most expensive of the tax maps, however they do need one original.

**At 10:30 a.m. Senior Enrichment.** Ms. Sandler stated that they had their board meeting last week and they recommended the committee come before the board. Marilyn Dillon for the planning committee's chairperson, when they met last week they reported to the board what was previously discussed with the Commissioners. The board recommend that they come before the Commissioners and request request 10 acres of land versus 6 acres.

Mr. Boose asked why 10 acres, Ms. Dillion explained 10 acres for future growth, better to ask now versus when they would possibly need it in the future.

Mr. Boose stated they could be a first option if the county would sell the extra acreage. Ms. Sandler she doesn't see this as a revenue source. Mr. Wilde stated that as of right now they are farming this land. Ellen Simmons, President of the board stated they are not married to the 10 acres.

Mr. Wilde asked if the county would have to deed them the land before finding out if they funding to build. Mr. Boose thinks they could make an agreement saying they have so long to put a building on. It will also need to say it can be yours but if not using that it comes back to the commissioners. Ms. Sandler stated that this needs to a mutual agreement in order to move forward.

Ms. Simmons asked that when they speak to Mr. Hintz they would like 8 acres, Ms. Simmons said the board is 100% behind this location.

**Commissioner Wilde report**

Mr. Wilde reported on the Huron County Safety Council meeting. One of the topics was ID theft and all the departments that are getting hacked.

Mr. Wilde spoke with Jenn at Job & Family Services in regards to the Ohio Check Book. She is working on it and wants to make sure everything is legal with putting the names on it. She is going to check with her association. Mr. Boose stated if it's going to take a long time would like to start the open checkbook without them.

Ms. Ziemba stated she has a list of items the board asked her to contact the auditor on. Will schedule him for updates.

**Commissioner Boose report**

Mr. Boose would like to send an email to veteran services saying we sent a letter and have not heard back from them. Mr. Boose would like to let them know they will need a response and they may not be able to get into contact with Mr. Hintz so they can contact Mr. Welch if need be. Would like to move forward

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with their proposal.

Mr. Boose discussed the letter they received from the Norwalk Reflector, the Board will respond to them as a Board.

Mr. Boose asked Warren Brown for the exact amount that it costs for health insurance for the board of elections board members.

Mr. Boose asked Mr. Brown to explain the workers comp and why there are appropriations needed.

Mrs. Ziembra read the email response received from Warren Brown: One must recall that BWC is based on overall payroll for each department – not just claims. Please don't ask me to explain the formula as the calculations are an actuarial nightmare. Even w/ no claims a department might have a larger amount due to an increase in payroll. In my office the addition of Julia just for five month raised my rates.

Ms. Ziembra read the email response from Megan Bursley: Overall the amount for the entire county went down by almost \$36K. It's all based on a lot of different factors, but mainly payroll and claims. Overall the yearly bill did go down \$36,925.83 but per department some seen increases and other seen decreases.

The Board discussed eligibility for health insurance, 20 hours for single coverage and 30 hours for any coverage. Mr. Boose stated that the BOE gets health insurance, their salary is designated by the ORC, and Commissioners may provide benefits.

**Assistant Prosecutor report**

Mr. Strickler stated the Humane Officer, the Humane Society appoints the person and the mayor has to approve the appointment. The ORC states that if the humane society is in the city limits, the Mayor appoints, if it is in the county, the Probate Judge appoints. Mr. Boose stated the Humane Society is within the City of Norwalk, Mr. Strickler stated then they should have been appointed by the Mayor, and they set the salary however the ORC states is would not be less the \$25.00. Mr. Boose is wondering if we have a Humane Agent, Mr. Strickler suggested they call the Humane Society.

Mr. Brown stated that BOE board members employer portion of health insurance is \$62,592.00/year. That is the new rates, this is the employer portion.

Mr. Wilde reminded the Board that next Thursday Open House at EMA.

Mr. Boose reminded the board the veterans open forum is Monday at New London American Legion. The Board discussed if both could attend, Mr. Strickler stated they could attend as informational purposes.

Mr. Boose asked Mr. Strickler last week if the Veterans need to keep minutes, Mr. Strickler stated there should be some kind of minutes.

**At 11:28 a.m.** Bruce Wilde moved to adjourn. Terry Boose 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 18, 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 11:28 a. m.

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

**ATTEST**

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

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