

REGULAR SESSION

TUESDAY

MAY 22, 2018

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 15, 2018 meeting(s) were presented to the Board. Joe Hintz made the motion to waive the reading of the minutes of the May 15, 2018 meeting(s) and approve as presented. Bruce Wilde seconded the motion. Voting was as follows:

Aye – Terry Boose

Aye – Joe Hintz

Abstain – Bruce Wilde

18-157

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 05/22/18 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:

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

Huron County					
Claims Register for Payment Batches					
Payment Type: All					
Warrant Numbers: All					
Funds: 001 to 950					
Warrant Dates: 5/24/2018 to 5/24/2018					
Payment Batches: 250384 to 250384					
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount
Fund: 001 - General Fund					
Department: Commissioners					
05/24/2018	Huron County Chamber of Commerce	250384	2018-0014501	Membership fee	\$135.00
Account 001.001.00475 (Other Expenses) Total:					\$135.00
05/24/2018	Clara A Regen	250384	2018-0011251	Annual backup service	\$2,180.00
05/24/2018	MT Business Technologies Inc	250384	2018-0011251	Service agreement	\$177.68
05/24/2018	Clara A Regen	250384	2018-0011251	Annual support services	\$4,239.00
Account 001.001.00625 (Contract Services) Total:					\$6,707.55
Department Commissioners Total:					\$6,842.55
Department: Adult Probation					
05/24/2018	WB Mason Co Inc	250384	2018-0002011	Engraving Stamps	\$27.00
Account 001.010.00175 (Supplies) Total:					\$27.00
05/24/2018	MT Business Technologies Inc	250384	2018-0002011	Ricoh Copier 05/24-06/29/18	\$300.92
Account 001.010.00200 (Equipment) Total:					\$300.92
05/24/2018	NAPA Sandusky	250384	2018-0002011	Headlight	\$13.48
05/24/2018	R J Beck Protective Systems Inc	250384	2018-0002011	Ready Keys	\$75.00
05/24/2018	R J Beck Protective Systems Inc	250384	2018-0002011	Re Set System Service	\$237.50
Account 001.010.00475 (Other Expenses) Total:					\$325.99
Department Adult Probation Total:					\$653.91
Department: Juvenile					
05/24/2018	Resch Associates Inc	250384	2018-0001501	Hi Lites & Notes	\$48.20
Account 001.013.00175 (Supplies) Total:					\$48.20
05/24/2018	Thomas P Kunkle	250384	2018-0002011	Psychological Services 05/11-05/24/18	\$276.93
Account 001.013.00380 (Child Support) Total:					\$276.93
Department Juvenile Total:					\$325.13
Department: Probate					

Claims Register for Payment Batches					
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount
05/24/2018	Resch Associates Inc	250384	2018-0002011	Robbards & Sharps	\$30.00
Account 001.016.00175 (Supplies) Total:					\$30.00
Department Probate Total:					\$30.00
Department: Clerk of Courts					
05/24/2018	Blue 360 Media LLC	250384	2018-0013411	Ohio Criminal & Traffic Field Guide Book	\$80.28
Account 001.017.00175 (Supplies) Total:					\$80.28
Department Clerk of Courts Total:					\$80.28
Department: Building and Grounds					
05/24/2018	Norwalk Ace Hardware	250384	2018-0014301	Fasteners, door sweeps, team brush, etc	\$242.45
Account 001.022.00175 (Supplies) Total:					\$242.45
05/24/2018	Wes Bank	250384	2018-0013911	Gasoline	\$431.82
Account 001.022.00177 (Supplies Automotive) Total:					\$431.82
05/24/2018	Meranda	250384	2018-0018011	Backer rod and caulk	\$64.12
05/24/2018	Maple City Saw & Mower	250384	2018-0018011	Air filter, oil filter, blade, spark plug, chain	\$447.59
Account 001.022.00275 (Repairs Maintenance) Total:					\$511.70
05/24/2018	North Point ESC	250384	2018-0013601	BC-Michael Sweet	\$30.00
Account 001.022.00475 (Other Expenses) Total:					\$30.00
05/24/2018	Ohio Edison	250384		Electro-180 Milan Ave	\$1,863.21
05/24/2018	Ohio Edison	250384		Electro-102 E Main Rd	\$63.27
05/24/2018	Ohio Edison	250384		Electro-102 E Main Rd#4	\$69.80
05/24/2018	Ohio Edison	250384		Electro-102 E Main St	\$1,353.92
05/24/2018	Ohio Edison	250384		Electro-102 E Main Rd13	\$69.98
05/24/2018	Ohio Edison	250384		Electro-102 E Main Rd10	\$64.94
05/24/2018	Ohio Edison	250384		Electro-195 Shady Ln-Jail	\$1,039.24
05/24/2018	Ohio Edison	250384		Electro-102 E Main FL2	\$97.68
05/24/2018	Ohio Edison	250384		Electro-102 E Main Rd	\$64.12
05/24/2018	Ohio Edison	250384		Electro-102 E Main St	\$2,177.02
05/24/2018	Ohio Edison	250384		Electro-138 Benedick Ave	\$1,363.35
Account 001.022.00508 (Electric) Total:					\$8,325.45
Department Building and Grounds Total:					\$9,571.43
Department: Sheriff					
05/24/2018	Ralich & Ralich Inc	250384	2018-0002001	Staw Station Uniform Hel-J Schewe	\$65.00
05/24/2018	Ralich & Ralich Inc	250384	2018-0002001	Staw Station Uniform Hel-J Vogel	\$65.00
05/24/2018	Ralich & Ralich Inc	250384	2018-0002001	Staw Station Uniform Hel-S Shupp	\$65.00
Account 001.023.00200 (Equipment) Total:					\$255.00
05/24/2018	MT Business Technologies Inc	250384	2018-0002001	Ricoh Copier 04/17-05/18/18	\$83.61

Claims Register for Payment Batches						Claims Register for Payment Batches							
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #	Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
05/04/2018	MT Business Technologies Inc	260884	2018-002011	Xerox Versant 6015-06/09/18	\$77.91		05/04/2018	Matthew Hawley Attorney At Law	260884	2018-001911	Appointed counsel fees	\$469.00	
05/04/2018	MT Business Technologies Inc	260884	2018-002011	Ricoh Copier 05/12-06/11/18	\$320.14		Account 001.040.00670 (Attorney Fees) Total:						\$469.00
05/04/2018	Time Warner Cable Northeast	260884	2018-002011	Business Internet 05/05-06/05/18	\$235.94		Department Miscellaneous Total:						\$3,659.00
05/04/2018	North Coast Wireless Communications	260884	2018-002011	Waterman Output Internet-June	\$58.95		Fund 001 - General Fund Total:						\$67,116.07
05/04/2018	Verizon Wireless	260884	2018-002011	7 Data Air Cards	\$261.16								
Account 001.023.00275 (Contract Repairs) Total:					\$1,036.34		Fund: 105 - Dog & Kennel						
05/04/2018	Verizon Wireless	260884	2018-002011	Monthly Call Charges 05/07-06/06/18	\$60.29		Department: Dog & Kennel						
Account 001.023.00475 (Other Expenses) Total:					\$60.29		05/04/2018	Myer's Corp	260884	2018-002101	Personalized Pens	\$83.30	
Department Sheriff Total:					\$1,343.63		Account 105.105.001175 (Supplies) Total:						\$83.30
Department: Health Vital Statistics							Department Dog & Kennel Total:						\$83.30
05/04/2018	Treasurer State of Ohio	260884	2018-01010011	BCMH Treatment Expenditures	\$8,912.88		Fund 105 - Dog & Kennel Total:						\$83.30
Account 001.030.00564 (BCMH Treatment) Total:					\$8,912.88								
Department Health Vital Statistics Total:					\$8,912.88		Fund: 115 - Public Assistance						
Department: Jail Operations							Department: Public Assistance						
05/04/2018	Fisher Thru Medical Center	260884	2018-002051	Monthly Nursing Services-April	\$15,823.58		05/04/2018	Rudic-Raines LLC	260884	2018-000761	PRC-Tammy Ramirez-Hernandez Rent	\$690.00	
05/04/2018	North Central EMS	260884	2018-002051	Inmate Medical Treatment-R Lynch	\$67.82		05/04/2018	Hommel-Hubers Inc	260884	2018-000761	Jobs-Abolton Freeman Work Boots	\$100.00	
05/04/2018	Kaiser Community Pharmacy	260884	2018-002051	Medical Supplies for inmates	\$66.10		05/04/2018	Colas Energy	260884	2018-000761	Fuel Vouchers-PAET April 2018	\$88.00	
05/04/2018	Fisher Thru Medical Center	260884	2018-002051	Monthly Physicians Services-May	\$3,760.00		Account 115.115.00220 (PROCSS) Total:						\$846.00
05/04/2018	Frederick Radiology Inc	260884	2018-002051	Inmate Medical Treatment-R Lynch	\$100.97		05/04/2018	Elmore Center Center	260884	2018-000771	Pay Sheet Paid Invoices	\$2,052.67	
Account 001.036.00177 (Medical/Hygiene) Total:					\$19,737.67		Account 115.115.00250 (CCMEP) Total:						\$2,052.67
05/04/2018	ID Networks	260884	2018-002051	CH Uniscan Fingerprinting System Equipment	\$6,480.00		05/04/2018	Lumera Mirror	260884	2018-000801	Non-Taxable Travel	\$150.63	
Account 001.036.00200 (Equipment) Total:					\$6,480.00		05/04/2018	Jennifer Reed	260884	2018-000801	Non-Taxable Travel	\$492.72	
05/04/2018	MT Business Technologies Inc	260884	2018-002051	Ricoh Copier 05/15-06/11/18	\$940.34		05/04/2018	Alice F Hamons	260884	2018-000801	Non-Taxable Travel	\$50.48	
05/04/2018	VMSU Communications Inc	260884	2018-002051	5 Batteries for Jail Radios	\$340.00		05/04/2018	Donald Street	260884	2018-000801	Non-Taxable Travel	\$235.78	
05/04/2018	ATCO International	260884	2018-002051	Sewer Treatment	\$145.56		05/04/2018	JFShmck	260884	2018-000801	HF Quarterly Meeting@ Shreve S.E.18	\$30.00	
05/04/2018	Norwalk Pest Control	260884	2018-002051	Pest Control	\$140.00		05/04/2018	Heather Lane Carman	260884	2018-000801	Non-Taxable Travel	\$57.82	
Account 001.036.00275 (Contract Repairs) Total:					\$1,266.19		05/04/2018	Ashley Capocci-Smith	260884	2018-000801	Non-Taxable Travel	\$79.54	
05/04/2018	Ohio Edison	260884		Electric-555 Shady Ln-Jail	\$4,899.26		05/04/2018	Scale W Steel	260884	2018-000801	Non-Taxable Travel	\$19.00	
Account 001.036.00525 (ELECTRIC) Total:					\$4,899.26		Account 115.115.00000 (Travel) Total:						\$1,076.15
Department Jail Operations Total:					\$34,396.12		05/04/2018	Time Warner Cable Northeast	260884	2018-000811	Cable North/Smith Lobby-June 2018	\$193.00	
Department: Miscellaneous							Account 115.115.00350 (Utilities) Total:						\$193.00
05/04/2018	The Norwalk Cemetery Association Inc	260884	2018-001201	2018 maintenance expenses	\$3,200.00		05/04/2018	Huron County Treasurer	260884	2018-000831	Postage Reimbursement 5/7/18	\$79.58	
Account 001.040.00569 (Other Expenses) Total:					\$3,200.00		05/04/2018	Car Parts Warehouse	260884	2018-000831	Agency Vehicle Maintenance	\$54.95	
							05/04/2018	Car Parts Warehouse	260884	2018-000831	Agency Vehicle Maintenance	\$43.85	
							05/04/2018	MNU Technologies Direct Inc	260884	2018-000831	Toner/Lessman 5/1/18	\$688.00	
							05/04/2018	Wilbur Automotive Service	260884	2018-000831	Vehicle Maintenance	\$210.12	

5/16/2019 2:44 PM

Page 3 of 6

V.3.2

5/16/2019 2:44 PM

Page 4 of 6

V.3.2

Claims Register for Payment Batches						Claims Register for Payment Batches							
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #	Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
05/04/2018	Cable Energy	260884	2018-000831	Fuel Vouchers-Job/Neil-April 2018	\$3,219.00								
Account 115.115.00475 (Other Expense) Total:					\$3,495.70								
Department Public Assistance Total:					\$7,653.52								
Department: Public Assistance													
05/04/2018	Tracy Wilson	260884	2018-000811	Non Taxable Travel	\$29.43								
05/04/2018	Tammie Lewis	260884	2018-000811	Non Taxable Travel	\$86.16								
Account 115.115.00300 (Travel) Total:					\$115.59								
05/04/2018	Mercedith Treasurer	260884	2018-000831	Tuition Reimbursement-Fall 2017	\$3,262.58								
05/04/2018	Cable Energy	260884	2018-000831	Fuel Vouchers-PCSA-April 2018	\$1,140.00								
Account 115.115.00475 (Other Expenses) Total:					\$4,402.50								
Department Public Assistance Total:					\$4,518.06								
Fund 115 - Public Assistance Total:					\$12,171.61								
Fund: 123 - WIOA													
Department: WIOA													
05/04/2018	Elbow Career Center	260884	2018-000581	Training-CCJ L Bryan	\$748.50								
Account 123.123.00280 (Purchased Services) Total:					\$748.50								
Department WIOA Total:					\$748.50								
Fund 123 - WIOA Total:					\$748.50								
Fund 125 - Auto Tax													
Department: Auto Tax Administrative													
05/04/2018	Stables Credit Plan	260884	2018-003441	Copy Paper, & Ink Cartridges	\$560.83								
05/04/2018	SYNCRAMazon	260884	2018-003441	White Out Automatic Pencil Sharpener	\$38.00								
Account 125.125.00175 (Supplies) Total:					\$298.83								
05/04/2018	SYNCRAMazon	260884	2018-003481	Logitech Wireless Performance	\$186.98								
Account 125.125.00200 (Equipment) Total:					\$106.99								
05/04/2018	Mark A Winkiewicz	260884	2018-003481	Computer Consulting Services	\$626.00								
05/04/2018	SYNCRAMazon	260884	2018-003471	4 Year PC Peripher	\$0.83								
Account 125.125.00275 (Contract Repairs) Total:					\$527.83								
05/04/2018	SYNCRAMazon	260884	2018-003551	Hillman 538832	\$17.76								
05/04/2018	SYNCRAMazon	260884	2018-003551	Employee Only Sign/Supplies	\$138.68								
05/04/2018	SYNCRAMazon	260884	2018-003551	Trade Show Display	\$274.59								
Account 125.125.00475 (Other Expenses) Total:					\$430.71								
Department Auto Tax Administrative Total:					\$1,364.36								

5/18/2018 2:44 PM	Page 6 of 6	V32	5/18/2018 2:44 PM	Page 6 of 6	V33
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Claims Register for Payment Batches						Claims Register for Payment Batches							
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #	Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
Department: Children's Service							05/04/2018 Child & Environmental Consultants Inc						
05/04/2018	Amanda Kistine Broz	265884	2018-001001	Foster Parent Training- 4/22/2017	\$86.00		05/04/2018	W B Mason Co Inc	265884	2018-002851	2018 Contingency Gas Reporting	\$3,104.51	
05/04/2018	Andrea S Dalton	265884	2018-001001	Foster Parent Training- 4/01/2017	\$30.00		05/04/2018		265884	2018-002851	Perforated Paper	\$346.00	
05/04/2018	Andrea S Dalton	265884	2018-001001	Foster Parent Training- 4/01/2017	\$30.00		Account 500.501.00280 (Contract Service) Total:						\$3,417.55
05/04/2018	Antoin Lantz	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Department Landfill Total:						\$3,451.88
05/04/2018	Jessica M Jarczak	265884	2018-001001	Foster Parent Training- 4/01/2017	\$30.00		Fund 500 - Landfill Total:						\$3,451.88
05/04/2018	Rebecca Padula	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Fund: 525 - Solid Waste Management District						
05/04/2018	Jessica M Jarczak	265884	2018-001001	Foster Parent Training- 4/01/2017	\$30.00		Department: Landfill Solid Waste						
05/04/2018	Amanda Kistine Broz	265884	2018-001001	Foster Parent Training- 4/22/2017	\$86.00		05/04/2018	Peter J Welch	265884	2018-002821	Travel/Cell Phone April 2018	\$128.01	
05/04/2018	Andrea S Dalton	265884	2018-001001	Foster Parent Training- 4/22/2017	\$30.00		Account 525.525.00300 (Travel) Total:						\$128.01
05/04/2018	April Campbell	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Department Landfill Solid Waste Total:						\$128.01
05/04/2018	Alloy L Schroeder	265884	2018-001001	Foster Parent Training- 4/01/2017	\$30.00		Fund 525 - Solid Waste Management District Total:						\$128.01
05/04/2018	Laverchuck, Cheryl A	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Fund: 835 - Commissary Trust						
05/04/2018	Curtis & Shannon McFarland	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Department: Commissary Trust						
05/04/2018	Andrea S Dalton	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		05/04/2018	Time Warner Cable Northeast	265884	2018-002221	25 Inmate TV Services-05/06-06/01/18	\$88.91	
05/04/2018	Julie Wiescott	265884	2018-001001	Foster Parent Training- 4/22/2017	\$30.00		Account 635.635.00260 (Expenditures) Total:						\$88.91
05/04/2018	Julie Wiescott	265884	2018-001001	Foster Parent Training- 4/22/2017	\$30.00		Department Commissary Trust Total:						\$88.91
05/04/2018	Andrea S Dalton	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Fund 835 - Commissary Trust Total:						\$88.91
05/04/2018	Laverchuck, Cheryl A	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Grand Total:						\$109,101.12
05/04/2018	Jessica M Jarczak	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Sign 1 <i>Terry Boose</i>						Sign 2 <i>Bruce Wilde</i>
05/04/2018	Stacie E Strecher	265884	2018-001001	Foster Parent Training- 3/29/2017	\$30.00		Sign 3 <i>Joe Hintz</i>						
Account 145.145.00150 (Contract Service) Total:					\$670.00								
Department Children's Service Total:					\$670.00								
Fund 145 - Childrens Services Total:					\$670.00								
Fund: 185 - 911													
Department: 911													
05/04/2018	Frontier	265884	2018-002391	911 Ethernet to 8-8-18	\$1,035.60								
05/04/2018	Telco LLC	265884	2018-002591	911 Alarm Generator	\$469.89								
Account 185.185.00280 (Operations) Total:					\$2,024.99								
05/04/2018	Paxson Technology LLC	265884	2018-008411	End of Maintenance Contract	\$2,300.00								
Account 185.185.00524 (Contract Service) Total:					\$2,300.00								
Department 911 Total:					\$4,324.99								
Fund 185 - 911 Total:					\$4,324.99								
Fund: 500 - Landfill													
Department: Landfill													
05/04/2018	W B Mason Co Inc	265884	2018-002821	Printer Transfer Roller	\$43.59								
Account 500.501.001175 (Supplies) Total:					\$43.59								
05/04/2018	Barnes Nursery Inc	265884	2018-002851	April Yard Waste Disposal	\$88.38								
5/16/2018 2:44 PM							5/16/2018 2:44 PM						
Page 7 of 8							Page 8 of 8						
V.3.2							V.3.2						

Joe Hintz moved to release the payment to Norwalk Concrete in the amount of \$723.00 from the May 15, 2018 claims schedule. Bruce Wilde seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

Joe Hintz moved to approve the Then and Now’s from EMA. Bruce Wilde seconded the motion.

\*Discussion: Mr. Boose stated one is for a server reimbursement going to Tacy Bond. Would like to try to work something out so an employee is not paying for it and being reimbursed.

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

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

Then and Now Certificate

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:  
I've been very busy and did not realize I needed to get the Purchase Order at the appropriate time. Jan Norton

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: EMA

Date of purchase: 5-16-18

Vendor name: Tony Bond

Expense Account #: 001 026 00175

Amount of expense: 462.13

Jan Norton  
Department's Official Signature

Date: 5-18-18

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

[Signature]  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5-22-18

Tony Bond  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5-22-18

[Signature]  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5/22/18

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: \_\_\_\_\_

Then and Now Certificate

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:  
same as prior - I didn't realize I needed it at the time. Jan Norton 5-22-18

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: EMA

Date of purchase: 5-15-2018

Vendor name: Napa Auto Parts

Expense Account #: 001 026 00175

Amount of expense: 7.88

Jan Norton  
Department's Official Signature

Date: 5-18-18

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

[Signature]  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5-22-18

Tony Bond  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5-22-18

[Signature]  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: 5/22/18

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Date: \_\_\_\_\_

Claims Register for Payment Batches					
Huron County					
Claims Register for Payment Batches					
Payment Type: All				Warrant Dates: 05/24/18	
Warrant Numbers: All				Payment Batches: 260884	
Funds: 001 to 950					
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount Warrant #
001 - General Fund					
Department: Emergency Management					
5/24/2018	Napa Auto Parts	260884	2018-0014	Cover	\$7.88
001.026.00175					\$7.88
001					\$7.88
001 - General Fund					
Department: Emergency Management					
5/24/2018	Tony Bond	260884	2018-0014	Domain Server Reimbursement	\$482.13
001.026.00175					
001 - General Fund					
Grand Total:					\$470.01
Sign 1	<u>Bushnell</u>	Sign 2	<u>Tony Bond</u>	Sign 3	<u>Jim Pitt</u>

At 9:16 a.m. Public comment - No Comment

18-158

IN THE MATTER OF AUTHORIZING THE HURON COUNTY ENGINEER TO ENTER INTO AN AGREEMENT WITH MASTERMIND, LLC FOR THE LPA BALL BANK (HORIZONTAL CURVE SAFE SPEED) SAFETY STUDY PROJECT (PID 106861);

Joe Hintz moved the adoption of the following resolution:

WHEREAS; the LPA Ball Bank Safety Study Project is a transportation activity eligible to receive federal/state funding; and

WHEREAS; the Huron County Engineer (LPA) has received funding approval for the project listed above from the Program Manager having responsibility for the federal/state funds involved; and

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

**WHEREAS;** it is the mutual desire of both Huron County Engineer and Mastermind, LLC to enter into an agreement for this project; now therefore

**BE IT RESOLVED,** that the Board of Huron County Commissioners authorizes the Huron County Engineer to enter into an agreement with Mastermind, LLC for the above mentioned project; 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.

*\*Discussion: Mr. Gillen stated this is a Federally Mandated, roads have to have proper signage.*

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

*\*Agreement on file*

18-159

**IN THE MATTER OF AUTHORIZING THE HURON COUNTY ENGINEER TO SERVE AS THE RESPONSIBLE LEAD AGENCY FOR THE ADMINISTRATION OF THE SHV LOAD RATING (GROUP B BRIDGES) ON VARIOUS COUNTY BRIDGES (PID 103460);**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS;** Section 5501.03 (C) of the Ohio Revised Code provides that the Director of the Ohio Department of Transportation (ODOT) may coordinate the activities of the Department with other appropriate public authorities and enter into contracts with such authorities as necessary to carry out its duties, powers and functions; and

**WHEREAS;** the SHV Load Rating (Group B Bridges) on Various Huron County Bridges is a transportation activity eligible to receive federal/state funding; and

**WHEREAS;** the Huron County Engineer (LPA) has received funding approval for the project listed above from the Program Manager having responsibility for the federal/state funds involved; and

**WHEREAS;** it is the mutual desire of both ODOT and the LPA to have the LPA serve as the responsible lead agency for the administration of the project; and

**WHEREAS;** the Board of Huron County Commissioners authorizes the Huron County Engineer to enter into an agreement with ODOT for the above mentioned improvements.

**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.

*\*Discussion: Mr. Gillen stated these are inspections that need to be done.*

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

Aye – Terry Boose

REGULAR SESSION

TUESDAY

MAY 22, 2018

Aye – Joe Hintz

Aye – Bruce Wilde

18-160

**IN THE MATTER OF APPROVING OF THE JUVENILE COURT GRANT AGREEMENT AND FUNDING APPLICATION BETWEEN THE STATE OF OHIO, DEPARTMENT OF YOUTH SERVICES, AND THE BOARD OF HURON COUNTY COMMISSIONERS ON BEHALF OF THE HURON COUNTY JUVENILE COURT**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Huron County Juvenile Court has submitted the Grant Agreement and Funding Application as attached herein to the Board of Huron County Commissioners for their approval; and

**WHEREAS**, the Board of Huron County Commissioners has reviewed the Grant Agreement and Funding Application and approves as submitted; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the Juvenile Court Grant Agreement and Funding Application between the State of Ohio, Department of Youth Services, on behalf of the Huron County Juvenile Court as attached herein; and further

**BE IT RESOLVED**, that the Huron County Juvenile Court will be the responsible reporting party as to complying with the eligibility terms and conditions, the program performance, the fiscal accountability; and audits and monitoring as required by this grant; 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.

*\*Discussion: Ms. Ziemba asked Mr. Mushett how much they expect to get from this grant, Mr. Mushett stated it depends on the formula used. This includes felony convictions in given years and the number of bed days to replace youth in intuitions and or correction facilities.*

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

*\*Agreement on file*

18-161

**IN THE MATTER OF AMENDING THE EMERGENCY MANAGEMENT AGENCY DIRECTOR POSITION**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners desires to amend the current Emergency Management Agency Director job description; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the amended Emergency Management Agency Director job description 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.

***Discussion:** Mr. Strickler explained the reason for this amendment is the EMA Director takes his vehicle home, and he would need to be taxed for fringes. Under the IRS regulations, there should be something under the job description permitting him to take the car home, however he is not allowed to use this for any personal use. Mr. Strickler stated that his vehicle does meet the expectation.*

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

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

### **HURON COUNTY COMMISSIONERS, JOB DESCRIPTION**

**Title: Director – Emergency Management Agency (EMA)**

**Status: Unclassified, full-time, FLSA exempt**

**Job Summary:** This is a full-time, exempt, unclassified position reporting to and supervised by the Huron County Board of Commissioners. The Director of EMA is responsible for the operation of the Emergency Management Agency for Huron County, ensuring the citizens of quick and able response in case of a disaster, including hazardous materials releases, nuclear or other attacks, acts of terrorism, power failures, and weather-related and naturally occurring emergencies, such as floods, tornadoes, blizzards, ice storms, wind storms, fires, and earthquakes. This position supervises a full-time Deputy Director and the 911 Coordinator.

#### **Essential Functions:**

- Performs emergency/disaster coordination in conjunction with other emergency agencies (fire, law enforcement, EMS) and political subdivisions in Huron County. Provides emergency management services on a contracted basis to political subdivisions. Develops county-wide emergency plans for emergency response to improve, coordinate, and eliminate voids in service through mitigation, preparedness, response, and recovery phases of emergency management.
- Administers and updates annually the Huron County Emergency Operations Plan and prepares an exercise of this Plan per state and federal requirements. Coordinates and assists the Huron County Local Emergency Planning Committee in the development or updating of a Hazardous Materials Response Plan for Huron County. Is responsible for the annual exercise of this Plan according to state and federal mandates.
- Serves as the Director of Homeland Security Office including all related federal grants allocated to EMA. Coordinates the implementation of the National Incident Management System, and implements programs derived from the Federal and State Department of Homeland Security.
- Administers and updates the Huron County Emergency Resource Manual and negotiates mutual aid agreements, political subdivision contract resolutions, and other contracts as required on behalf of the Huron County Emergency Management Agency. Interfaces with the American Red Cross, the Salvation Army, all emergency responder agencies, the Ohio EMA, the State Emergency Response Commission, various County, city, and village departments, political subdivisions, area hospitals and out-of-County emergency management agencies as needed.
- Performs duties outlined in the Huron County Hazardous Materials Response Plan/Annex, including, but not limited to, the following: enforcement duties detailed in SARA Title III and ORC 3750; preparation of the annual chemical inventory; enforcement of all industry compliance with the reporting requirements of SARA Title III, interfacing with the Huron County Prosecutor and SERC enforcement activities, active membership in the Huron County LEPC, organization of training dates for ongoing hazardous materials training of emergency responders, preparation and coordination of the annual exercise of the Huron County Hazardous Materials Response Annex/Plan.
- Responds to emergencies as requested by fire, law, EMS, or any political subdivision. (In doing so the Director is required to be qualified to drive a county vehicle and to take the vehicle home in order to respond to any emergency situation at any time. The EMA vehicle assigned to the Director shall not be driven for any personal purpose or use).
- Gives EMA-related presentations to organizations as requested. Provides in-service training for various organizations upon request. Prepares press releases and interacts with the media on EMA activities. Represents Huron County EMA at various state and local meetings.

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

- Monitors compliance with state and federal statutes as they pertain to the Huron County EMA.
- Prepares budgets and completes special projects. Oversees Agency, committee, and Board budgets.
- Obtains grant funding by writing proposals, completing required paperwork, and gathering supporting documents. Administers secured grants and maintains budget and reporting requirements. Seeks opportunities for creative financing.
- Chairs, recommends membership to, and coordinates agendas and activities of the LEPC Committee, 911 Committee, Railroad and Highway **Safety** Committee, and EMA Advisory Board, Threat and Risk Needs Committee, and Advisor to Huron County Planning Commission.
- Other duties as assigned.

**Preferred Knowledge and Skills:**

- A combination of education and significant experience in emergency management, government, administration, or a related field.
- A thorough understanding of local government operations, emergency response, disaster control, and state and federal legislation relative to emergency management.
- Excellent written and oral communication skills as well as public speaking ability.
- Well-honed problem-solving, decision-making, and analytical skills.
- Ability to work well under stress, deadlines, and in life-threatening situations.
- Must be level-headed, self-motivated, and responsive.
- Must be able to function in a team environment.
- Must be on call 24-7.
- Must be able to perform all the essential functions of the position with or without reasonable accommodation.

**Preferred Education and Experience:**

- A Bachelor's degree or higher in public safety, government, or a related field.
- One to three years in public safety with a noticeable strength in emergency services field.
- Certification as a CEM.
- Proven track record in writing and/or administering grants

**Equipment Knowledge/Use Required:**

- All office equipment, including, but not limited to, computers, keyboards, telephone system equipment, copiers, scanners, recorders, projectors, and facsimile machines.
- Use of radio equipment will be expected.

**Work Environment:**

- Work is performed in both indoor and outdoor environments.
- Work may be required under unfavorable conditions or extreme physical demands in times of emergency or disaster.

Sep '09, Aug '17, May '18

Huron County Board of Commissioners

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

Employee: \_\_\_\_\_  
Date placed in employee's file: \_\_\_\_\_

18-162

**IN THE MATTER OF AMENDING THE MAINTENANCE WORKER II POSITION**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners desires to amend the current Maintenance Worker II job description; now therefore



**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the amended Maintenance Worker II job description 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

**HURON COUNTY COMMISSIONERS OFFICE, JOB DESCRIPTION**

**Title: Maintenance Worker II**

**Status: Classified, full-time, AFSME, Ohio Council 8, Local 710**

**Job Summary:** The Maintenance Worker II is responsible for complex repairs and maintenance tasks as part of the Huron County Buildings and Grounds operations. This position may also function as a working supervisor at times. The incumbent will receive direct supervision from the Buildings and Grounds Supervisor and will complete all tasks as assigned in a timely and professional manner.

**Essential Functions:**

- Performs maintenance, replacement, minor installation, and repair of plumbing equipment (e.g., water and steam lines, sewer pipes, trap fittings, plumbing fixtures, pumps, regulators, valves, faucets, toilets, sinks, showers, heating and air conditioning, piping, drinking fountains). Work may require the use of hand or power tools.
- Performs maintenance, replacement, minor installation, and repair of electrical equipment (e.g., light fixtures, electrical outlets, switches, motors, appliances, electrical circuits, fire and other security alarms, and meters.
- Performs rough and finished carpentry work involving maintenance, alteration, or repair to buildings, equipment, and wooden structures (e.g., doors, windows, walls, woodwork, floors, partitions, stairways, furniture, door closers). Performs spot roof repair and installs security devices, locks, and window air conditioners.
- Paints or assists in painting of fixtures, rooms, buildings, signs, and equipment. Patches plaster and prepares surfaces for painting. Performs or assists in masonry work.
- Operates machine tools to make repairs to metal parts and equipment as well as performing maintenance and repairs on other general equipment owned by the County.
- Performs interior custodial duties and exterior grounds-keeping duties, including snow removal, when required.
- Notifies supervisor of needed repairs or malfunctions.
- Ensures that reports, logs, and forms are completed in a timely manner.
- Provides support for operating and servicing boilers.
- Completes all tasks as assigned in a timely manner.
- Must be able and willing to be on call and work overtime as needed.
- Performs building checks during designated hours.
- Assembles, repairs, and moves office furniture.
- The person holding this position is required to be qualified to drive a county vehicle, and may also be required to take the vehicle home in order to respond to any after-hours emergency or other situation. The vehicle assigned to the person holding this position is not to be driven for any personal purpose or use.
- Performs other functions and related duties as requested or assigned.
- Maintains regular and predictable attendance.
- Develops and maintains effective working relationships.

**Preferred Knowledge and Skills:**

- Better than working knowledge of heating, plumbing and air conditioning.

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

**Required Education and Experience:**

- High school graduate/GED.
- Possess or obtain a valid Ohio driver's license within thirty (30) days of appointment.
- Training and previous experience (at least five years) in maintenance and repair work (e.g., basic electrical circuitry and controls, plumbing and pneumatic controls, carpentry, masonry repair, mechanical as well as use of associated hand and power tools and equipment).
- General knowledge of building and grounds maintenance, methods, tools, materials, and supplies.
- Knowledge of small engine maintenance.
- Demonstrated knowledge of construction and safety practices and procedures.
- Ability to work under minimal supervision, but also as part of a team.
- Ability to follow oral and written instructions and to communicate effectively orally and in writing.
- Skilled at operating equipment, hand, and power tools.
- Ability to read blue prints and offer cost estimates regarding necessary repairs.
- Ability and willingness to follow safe practices and procedures and attend training as required or requested.

**Miscellaneous**

- Preference may be shown to a Huron County resident or neighboring county resident so as to be able to respond quickly to after-hours or emergency calls.

**Work Environment:**

Must be able to lift 50 pounds and perform physical labor. Must be able to lift, bend, stoop, push, pull, walk, stand, sit, and squat. Must be able to place and climb ladders. Must be able and willing to work at heights and on roofs. Must be able to work in confined spaces. Must be able to plow and shovel snow. Must be able to complete yard work as needed, such as mowing, trimming, and landscaping. Must be able to see, hear, communicate, touch, feel, grasp, turn, and manipulate small tools and equipment. Must be able to work under various climate and weather conditions, including heat, cold, snow, ice, and sometimes wind or rain. Must be willing and able to respond to after-hours or emergency calls within a reasonable amount of time. Must be willing to work around criminal offenders. Must be able to perform the essential functions of the position with or without reasonable accommodation.

Huron County Board of Commissioners

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Employee: \_\_\_\_\_

Date placed in employee's file: \_\_\_\_\_

(May '18)

18-163

**IN THE MATTER OF PROMOTION OF STEVE REER TO MAINTENANCE WORKER I FOR THE HURON COUNTY BUILDINGS AND GROUNDS DEPARTMENT**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, Peter Welch, Director of Operations, expressed the need for a classified, full-time, non-exempt employee for the Huron County Buildings and Grounds Department; and

**WHEREAS**, this position was posted in accordance with the AFSCME, Ohio Council 8, Local 710 agreement and no applications were received; and

**WHEREAS**, the Board of Huron County Commissioners advertised and interview three potential candidates; and

**WHEREAS**, the Huron County Director of Operations, recommends hiring Steve Reer for the position of Maintenance Worker I; now therefore

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the promotion of Steve Reer to the position of Maintenance Worker I, effective **May 27, 2018**, at the starting rate of \$14.00 per hour, with an increase of .50 cents per hour, upon successful completion of a 120 calendar-day probationary 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

**At 9:30 a.m. Jessica Hunter, Huron County Metro Housing**, annual report. Ms. Hunter explained that things are running smoothly. They currently have a new Executive Director, he started January 1, 2018. The transition has been very smooth and well. They are currently updating their admin plan. Ms. Hunter stated they are currently spending \$200,000 a month to house 560 families in Huron County. Average monthly help is \$340.00. They currently have room for 20 more and they are currently looking for housing as we speak.

Ms. Hunter stated there is some changes in the past 2 years, they have a lot more people going off the program. They currently have a lot more turn over then they ever had. Mr. Boose asked what is causing these people to get off the program once they are on, Ms. Hunter stated its following the rules. Ms. Hunter stated maybe they want to add someone to their case that is not allowed on, which is because of violent criminal or drug activity. Ms. Hunter stated a person is not metro approved a unit is. A unit could not be metro approved until it is inspected.

Mr. Wilde asked if anyone has been placed in the Bennett Lane, Ms. Hunter stated yes they currently have 3, the issue with Bennett Lane you have to be 55+ and the units are 2 bedroom which most people only qualify for 1 bedroom. In order for them to be able to place these people is reasonably accommodation.

**At 9:45 a.m. Susan Hazel, Clerk of Courts**, to discuss the Attorney General's collection contract. Ms. Hazel explained that the Ohio Attorney General's Office has had a program that is available to Clerks of Court across the state. They are also available for other government offices to use the Ohio Attorney General's Office to act as our collection agent. Ms. Hazel is excited to work with this, she feels we will be able to get some old debts collected. The Ohio Attorney General's Office adds an additional 10% when they collect a debt. Ms. Hazel explained that if the AG's office is unsuccessful in collecting the debt this agreement gives them the authorization to send it to a 3<sup>rd</sup> party collection which will had an additional 21% to the debt. If this 3<sup>rd</sup> party is unsuccessful with collecting the debt it then goes to legal counsel with civil action filed against the individuals and an addition 25% added in fees. They can collect from inmates who owe restitution, Clerk of Courts can garnish the inmate's accounts. Mr. Boose asked what the negative in doing this is, Ms. Hazel stated the negative would be perhaps a person who has a criminal history and is trying to get their act together and they get a job, then this comes along pulling them under. Ms. Hazel stated one of the things the judge and herself discussed was if their wages would be garnished, however they are not allowed to be dismissed, this would not help the relationship with the employer. Ms. Hazel stated that they have flexibility with this. Mr. Boose would like to have this agreement ready to sign in the next meeting.

Ms. Hazel stated regarding the Senior Services, 10 acres on Shady Lane, she would like to make sure everyone is aware when Title Office was built that it was with the intention of adding on if needed. Mr. Boose stated that they looked into this and the size and layout was not passed by Senior Services.

Ms. Hazel stated the Sharon Long will be retiring from the Title Office at the end of the month. Her retirement party is today.

Ms. Hazel spoke about the United Fund and Kinder Casa, preschool attendance is declining. Ms. Hazel

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

feels it is important to have affordable preschool opportunities available.

18-164

**IN THE MATTER OF APPROVING CONSULTING AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT BETWEEN THE ASHLEY GROUP/BATTLES INSURANCE AGENCY AND HURON COUNTY COMMISSIONERS**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners and The Ashley Group/Battles Insurance Agency desire to execute a Consulting Agreement and Business Associate Agreement for professional services covering the periods May 1, 2018 – October 1, 2018; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the Consulting Agreement and Business Associate Agreement with The Ashley Group/Battles Insurance Agency 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*

18-165

**IN THE MATTER OF AMENDING RESOLUTION 18-120**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, resolution 18-120 **IN THE MATTER OF AUTHORIZING THE PROGRAM ADMINISTRATOR TO ENTER INTO A HOME WRITTEN AGREEMENT WITH ELIGIBLE HOMEOWNERS AS PART OF THE COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM** needs to be amended as follows:

**BE IT RESOLVED**, the Board of Huron County Commissioners have an agreement with WSOS to administer the PY 2017 grant and hereby authorizes the **WSOS designated** Program Administrator, ~~Tiffany Shaver~~, on behalf of the Huron County Board of Commissioners, to enter into said agreements with eligible homeowners / buyers for said assistance; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the amendment authorizing the WSOS designated Program Administrator to enter into agreements with eligible homeowners/buyers on behalf of the Huron County Board of Commissioners; 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

18-166

**IN THE MATTER OF APPROVING THE NEGOTIATED SIDE LETTER AGREEMENT  
BETWEEN THE HURON COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND  
OCSEA/AFSCME LOCAL 11, CHAPTER 3900**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, pursuant to the Collective Bargaining Agreement, Side letter agreement, as agreed upon during contract renewal negotiations between Huron County Department of Job and Family Services and OCSEA/AFSCME Local 11, Chapter 3900, the parties have agreed that Huron County Department of Job and Family Services will pay a onetime Stipend in the amount of \$1,500 to each active bargaining unit employee; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the side letter agreement that was negotiated and approved by the members of the bargaining unit and Huron County Department of Job and Family Services 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 BETWEEN:

Huron County Department of Job and Family Services

AND

OCSEA/AFSCME Local 11, Chapter 3900


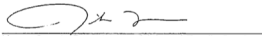
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WHEREAS, pursuant to the Collective Bargaining Agreement, Side letter agreement, as agreed upon during contract renewal negotiations between Huron County Department of Job and Family Services and OCSEA/AFSCME Local 11, Chapter 3900, the parties have agreed that Huron County Department of Job and Family Services will pay a onetime Stipend in the amount of \$1,500 to each active bargaining unit employee.

THEREFORE, Huron County Department of Job and Family Services, and OCSEA/AFSCME Local 11, Chapter 3900 each acknowledge good and valuable consideration in covenant and agree to the following:

1. The employer, Huron County Department of Job and Family Services will pay each active bargaining unit employee a onetime Stipend in the amount of \$1,500 on June 1, 2018.

The parties, on this date of May 3, 2018 do hereby execute this agreement and intend to be bound by the same.

 OCSEA/AFSCME, Local 11, Chapter 3900	<u>05/03/18</u> Date
 Huron County Department of Job and Family Services	<u>5/3/2018</u> Date

18-167

**IN THE MATTER OF APPROVING RESIDENTIAL ANTI-DISPLACEMENT AND  
RELOCATION ASSISTANCE PLAN**

Joe Hintz moved the adoption of the following resolution:

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

**WHEREAS**, an anti-displacement and relocation assistance plan is required by all grantees prior to funding, whether or not demolition activities are planned; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the residential anti-displacement and relocation assistance plan 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

**HOLIDAY NOTICE**

**ALL HURON COUNTY OFFICES AND THE HURON COUNTY TRANSFER STATION WILL BE CLOSED ON MONDAY, MAY 28, 2018 TO OBSERVE MEMORIAL DAY**

**HURON COUNTY COMMISSIONERS**

Terry Boose, Joe Hintz, Bruce Wilde

**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:

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

John McClafflin, Weights & Measures to Bowling Green, Ohio on June 12, 2018 for Northwest Inspectors meeting and training with Roland Tkach.

**Assistant Prosecutor report**

Mr. Strickler stated he reviewed the bids for the parking lots, Mr. Strickler stated that the low bidder was A.J. Riley, however the issue with A.J. Riley's bid packet is there is an affidavit for unresolved findings with the State Auditor's office, nowhere in the bid packet does it stated that this is required, but the blank form is included in the packet. The low bidder had the document notarized, however nothing was filled out or signed. Mr. Strickler stated looking at the statute it states prior to entering into a contract for good services or construction, the agency rewarding the project have to verify that the contractor has no unresolved findings or recovery against them. Mr. Strickler stated the Commissioners can do (1) of (2) things: 1. You can reject the bid, and say it's incomplete. 2. There is language in the bid documents that talk about you can waive any irregularities in the bid or bidding process and you can still accept that bid. Mr. Strickler stated however if they do that they still need to be checked to see if they have any unresolved findings. Mr. Strickler stated he checked to see if they have any, they do not, however the statute says the body is responsible for doing it. Ms. Ziemba will have to do this and the page will need to be printed from the Auditor's website and place it in the contract file for proof. Mr. Boose asked will A.J. Riley need to finish filling out the paper, Mr. Strickler stated no, we have the obligation to find out if they have an unresolved findings.

Mr. Strickler stated that they would have to actually reject two bids, the high bidder didn't even submit a bid for all the parking lots, within the bid documents this is stated multiple times this is one large project.

***Joe Hintz moved to approve not rejecting the lowest bidder and the affidavit not having to be completed, that we will do the search in house. Bruce Wilde seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

***Aye – Terry Boose***

## MAY 22, 2018

*Aye – Bruce Wilde*

**Michelle Jeffries Rhodes, WSOS stated the purpose of the hearing, this is the 2<sup>nd</sup> public hearing for the application FY-18 Community Block Grant. The county is eligible to receive up to \$150,000 in FY-18 CDBG Funding. The county is also eligible to apply for competitive Critical Infrastructure Grants of up to \$500,000 under the Small Cities Community Development Block Grant program. The purpose of this hearing is to inform the public and all interested parties of the projects that the Commissioners intend to fund with the grant monies received. Ms. Rhodes explained the projects:**

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

1. **City of Willard – Street and Sidewalk Improvements:** 1,600 LF of roadway will be resurfaced on Motson Street and 360 LF of roadway will be resurfaced on Third Street. 8 curb ramps will be brought up to current ADA standards, 535 LF of Type 6 curb will be installed, and 220 LF of sidewalk. The project meets the national objective by benefiting low to moderate income individuals. The total cost of the project is \$206,557. \$40,000 in CDBG Allocation Funds will be applied toward the project.
2. **Greenwich Village – Street Improvements.** The project involves resurface of approximately 1,160 LF of roadway on Pierce Street. The street will be planned to re-establish the crown and an estimated 2 inches of asphalt will be installed. The project meets the national objective by benefiting low to moderate income individuals. The project has a total estimated cost of \$75,300. \$45,300 in CDBG Allocation Funds will be applied toward the project.
3. **Village of New London – Street Improvements.** Planning and asphalt for a 225 LF segment of Pearl Street/Planning and asphalt for a 480 LF segment of Johnson Drive. The project meets the national objective by benefiting low to moderate income individuals. The project has a total estimated cost of \$27,534. \$22,200 in GDBG Allocation Funds will be applied toward the project.
4. **Village of New London – Parking Lot Improvements.** Planning and asphalt overlay for the city's main parking lot downtown. The parking lot is 181 LF in length and 107 LF in width. The project meets the national objective by benefiting low to moderate income individuals. The project has a total estimated cost of \$24,679. \$18,500 in CDBG Allocation Funds will be applied toward the project.

The county will also utilize a total of \$24,000 in CDBG Allocation Funds for General Administration of the grant and fulfillment of the Fair Housing requirements.

Applications have been prepared for Huron County to submit under the competitive Critical Infrastructure grant program:

1. **City of Willard – Sidewalks and curb cuts on U.S 224 corridor (\$300,00).**
2. **Village of New London – Roadway and drainage improvements to West Washburn Street and New London Avenue (\$500,00).**

Mr. Boose, President called for testimony in favor of the CDBG FY-18 grant funding, hearing none Mr. Boose called twice for testimony in favor of the listed projects, hearing none called thrice, hearing none called once for testimony against, hearing none called twice, hearing none called thrice the public hearing was closed.

18-168

**IN THE MATTER OF AUTHORIZING HURON COUNTY TO APPLY FOR FISCAL YEAR 2018 OHIO SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners has been notified by the State of Ohio that an allocation of \$150,000 has been set aside for Huron County's FY 2018 program; and

**WHEREAS**, the Board of Huron County Commissioners is also eligible to apply for competitive Critical Infrastructure grants of up to \$500,000 under the Small Cities Community Development Block Grant program; and

**WHEREAS**, the Board of Huron County Commissioners, upon considering making application for these funds has agreed that a applications be prepared and submitted as attached herein and has held two public hearings concerning the applications; now therefore



**REGULAR SESSION****TUESDAY****MAY 22, 2018**

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby authorize and direct an application to be prepared and submitted by June 15, 2018, for the fiscal year 2018 Ohio State Administered Community Development Block Grant (CDBG) Community Development Allocation Program Grant for \$150,000 in funding for projects as follows, and further:

ACTIVITY NAME AND LOCATION	AMOUNT
1. Greenwich/Pierce Street Reconstruction	\$ 45,300
2. New London/Pearl St. & Johnson Drive Improvements	\$ 22,200
3. New London/City Parking Lot Improvement	\$ 18,500
4. Willard/Motson and Third St. Improvements	\$ 40,000
5. General Administration & Fair Housing	\$ 24,000

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby authorize and direct an application to be prepared and submitted by June 15, 2018, for the fiscal year 2018 Ohio State Administered Community Development Block Grant (CDBG) Community Development Critical Infrastructure Grant for up to \$500,000 in funding for the following project:

ACTIVITY NAME AND LOCATION	AMOUNT
1. Willard – Sidewalks and curb cuts on U.S. 224 corridor	\$300,000

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby authorize and direct an application to be prepared and submitted by June 15, 2018, for the fiscal year 2018 Ohio State Administered Community Development Block Grant (CDBG) Community Development Critical Infrastructure Grant for up to \$500,000 in funding for the following project:

ACTIVITY NAME AND LOCATION	AMOUNT
1. New London – Roadway and drainage improvements to West Washburn Street and New London Avenue	\$500,000

**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 121.22 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

**At 11:10 a.m.** the board recessed

**At 11:23 a.m.** the board resumed regular session.

**Administrator/Clerk's report**

Ms. Ziemba discussed the public notice of availability FAA Cleveland-Detroit Metroplex final environmental assessment and findings of no significant impact/record of decision. Ms. Ziemba stated she also sent this to the Airport Board, however she has not heard anything from them.

Ms. Ziemba discussed the Firelands Electric 80<sup>th</sup> Annual Meeting and Breakfast June 23, 2018, Mr. Boose stated that there is usually at least 500 people. Mr. Wilde and Mr. Hintz is unsure if they will be attended, Mr. Boose will be attending and Ms. Stebel will RSVP for him.

Ms. Ziemba discussed the Bureau of Workers Compensation Reimbursement, Ms. Bursley, Deputy Auditor sent a letter showing what special fund and the amounts that received this. The total reimbursement \$40,824.43. This is the group retro rebate.

**REGULAR SESSION****TUESDAY****MAY 22, 2018**

Ms. Ziemba updated the board on the storage issue with Common Pleas Court and their exhibits, Ms. Ziemba was asked to see if they had available rooms, they do not have available rooms for this. Mr. Boose stated they need to speak to the Law Library to see if they can store these exhibits there. Mr. Boose also stated someone needs to speak to the Law Library, the Commissioners are not in charge of them, but we got written up from CORSA because they have books laying on the floor. Ms. Ziemba stated she has called and talked to Ms. Bartle because there was a records request that was outstanding from 2016. The records requests was then copied to Ms. Ziemba, who then called Ms. Bartle who explained why she had not responded, she stated she would respond to them that afternoon. Ms. Ziemba had asked Ms. Bartle to copy her on the response, Ms. Ziemba has received nothing. Ms. Ziemba followed up again, she spoke to Mr. Binette, he stated to go ahead and respond that we are not in charge of their records and we hold no records for the Law Library and verify that yes they have the correct contact information. Ms. Ziemba did that and a follow-up came from this company wanting to know the Prosecutor's name to give the Prosecutor a chance to handle this before they take it to the Attorney General.

Ms. Ziemba updated the board regarding the 2018 Recycling and Litter Prevention Grant award, we did not, Ms. Hansberger applied for it, however the Health Department applied too and they received it. The Health Department is doing this for the tire collection.

Ms. Ziemba sent an email to the Dog Warden's Office regarding the chemical used during euthanasia, Ms. Ziemba has not received a response regarding this. Mr. Boose stated he was out at the Dog Warden's Office last week, he was shown an upgrade they would like to do. Mr. Hintz stated he was also shown this upgrade the last time he was out there. Mr. Boose explained right when you go into the entrance way, they are having problems with this being downhill and mud is running down in there. Plus there is no cover for people as they are trying to go into the door. The Dog Warden has money and was wondering if the Commissioners will work with him to just take out the dirt area and lay out some concrete and place an awning over the top. Mr. Boose stated we have that extra metal that we could use for that. Mr. Boose stated he didn't think there was a problem with that, if there was he would let him know. The Board is in agreement to let the Dog Warden do this upgrade.

**At 11:32 a.m.** Jennifer Reed, JFS Director, explained Pathway Planner Unit Service Program and Comprehensive Case Management and Employment Program (CCMEP). Ms. Reed stated the assessment is for \$22,000 a year for 3 years and she pushed for this assessment. She made sure they researched this in length. Ms. Reed stated there are 33 services that they can offer youth 14-24 yrs. old. There are 6 employees in workforce development, they amount of work has increased. Ms. Reed stated the funding in 2019 for WIOA for adults is being cut 40%. These employees also manage the OhioMeansJobs. Ms. Reed stated something needs to be done in the agency. Ms. Reed explained the WIOA youth funds are not being cut, they currently have \$110,000 of WIOA youth funds that must be spent by June 30, 2018, whatever they buy with this money they are matched with CCMEP money, they have \$300,000 of CCMEP money. The EHOVE contract ends June 30, 2018 therefore they will be bringing this program in-house, they have the staff and funds to do this. Ms. Reed stated there is so many possibilities for this. Mr. Boose is 100% behind this program, kids at the age of 18 do not know what they want to do with the rest of their lives.

Mr. Boose discussed the meeting he had with the Sheriff regarding work release and the idea the Sheriff had. The Sheriff would like to help get inmates jobs when they get out of jail. The Sheriff wants to take it a step further than just giving them a list of potential employers who are hiring. He would like to really help these people. The Sheriff would like to take away the excuse they give when they come back "*I got out, couldn't find a job, there is nothing for me to do, I had to steal to make money or got into drugs because that is where it led me*". The Sheriff stated that we are in a situation here in Huron County that we all agreed there is jobs out there. He was talking about hiring a temp-services agency to talk to these inmates before they are released. Ms. Reed stated they have a contract with Flex-services, she spoke to Sheriff Corbin before regarding this program. Last year Sheriff Corbin had 500 people that would have qualified for this program. Mr. Boose stated their goal is to get a group of people together to talk about how we can do this. Mr. Boose stated for instance if the staff at DJFS is not comfortable going into a jail, maybe they could give this to the Peer to Peer staff, train them as what they need to do. Ms. Reed went over some of the costs that will be associated with setting this program. Ms. Reed has this all budgeted.

Mr. Boose stated there was a person who wanted to donate money for the Dog Warden for the wash bay, Ms. Ziemba has that person scheduled on the agenda to discuss this issue.

**At 12:00 p.m.** Mr. Strickler stated he would like a motion from the board to authorize the Prosecutor's

**REGULAR SESSION**

**TUESDAY**

**MAY 22, 2018**

Office to file the counter claim against Erie County.

*Bruce Wilde moved to approve to file the counter claim with Erie County regarding Erie County vs Huron County lawsuit. Joe Hintz 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 12:02 p.m.** the board recessed.

**At 1:45 p.m.** the board resumed regular session. Commissioner Boose and Commissioner Wilde present. Commissioner Hintz absent.

**Administrator/Clerk report cont.**

Ms. Ziemba discussed the subscriptions with CCAO, she had not received any information back on this.

Ms. Ziemba stated the bonds are due today, the rates are the same. Mr. Boose asked who this will go to, Ms. Ziemba stated it will come to her and go to them.

Mr. Boose stated that they need to get moving on the board for the land bank, Mr. Boose stated that Ms. Ziemba has a list of what is required. Mr. Boose stated they have the option to have 5, 7 or 9 board members, Mr. Boose's recommendation is they go to 7 board members.

**2 Commissioners** – Mr. Wilde and Mr. Boose.

**City of Norwalk** – Call made to them, have not heard back.

**Township Association**, Mr. Boose suggested Dick Wiles, if he doesn't want to sit on the Board, Ms. Ziemba is to ask for some recommendations from him.

Shawn Pickworth – Village of New London

Jim Ludbun – or someone else from City of Willard

Mr. Boose asked for the rehab section possibly Norb Smith and Annette Wilcox, Century 21. Mr. Boose will contact Dave Freitag to see if he'd be interested.

Mr. Boose wanted to discuss several committees that have come up in the past couple weeks. There are two different issues at the jail, Mr. Boose stated they are 1.) how to get work release started again 2.) employment lined up for when inmates are released. Mr. Boose would like to see if the judge & sheriff could work together to get work release. If they can then the committee needs to figure out what the best and most efficient way to do this. Mr. Boose stated that transportation could be an issue, could transit or Peer to Peer take/pick them up from work?

Mr. Boose stated the Sheriff thinks someone should check on the workers at their place of employment. Mr. Boose asked why they cannot call to see if there are there. If someone breaks probation, then you cannot do work release. Regarding getting the inmates employment, Mr. Boose feels it should be a county type service instead of a Temp. Service.

Mr. Boose would like to find out how the Peer to Peer Center is progressing. Mr. Boose will continue to work with them on their issues including the roof. Mr. Boose will continue to work on some MHAS issues.

**Commissioner Wilde report**

Schedule discussed:

Mr. Wilde stated there is a 7:45 meeting @ JFS – He will be there.

Wednesday, May 23, 2018 8:00 a.m. WIOA Board Meeting.

Wednesday Noon cookout @ JFS.

Planning Commission was cancelled.

Veterans on Friday, May 25, 2018 for BBQ.

Mr. Wilde stated that Saturday at the Eagles in Bellevue there is a flag fundraiser from 4 p.m.-7 p.m.

Monday Memorial Day event presenting of the flag.

Roy scholarship Tuesday, May 29, 2018 @ 3:30 p.m.

**REGULAR SESSION****TUESDAY****MAY 22, 2018**

Wednesday, May 30, 2018, 911 TAC meeting @ 9 a.m., Mr. Boose will attend.

Board of Revision Meeting, Wednesday, May 30, 2018 from 2 p.m. -4 p.m.

Mr. Boose stated that the open checkbook is live.

Muck crop next Thursday, May 31, 2018.

MRDD graduation at 1p.m. Mr. Boose and Mr. Wilde will be attending.

Camp Conger 4H invite for lunch.

Mr. Wilde stated that the TANIFF draft bill will continue through 2023, Mr. Boose stated it hasn't been passed, it usually is renewed yearly.

Mr. Wilde stated they are still working on the windfarm setbacks. Mr. Boose stated this is a whole new bill, however they give no details in this bill.

**Commissioner Boose report**

Mr. Boose stated he will be on vacation beginning August 20, 2018 for the whole week.

Mr. Boose discussed the sale of old jail, he was told there is not enough information on the old jail at this time to sell it. Mr. Boose stated an easement between old jail and courthouse will need to be done. Mr. Boose stated they will need to contact Gary Gillen for legal description with 6" off the back. Mr. Boose stated there will be no parking.

Mr. Boose discussed the CORSA walk through at the Courthouse. It has been explained for years that some of the items cannot be fixed. Mr. Boose stated the biggest issue to come from this is all the illegal extension cords, Mr. Boose stated it is in the 100's. Mr. Boose stated they would like to know if this is being done right, Mr. Boose suggested that they purchase the extension cords, place them in the room next to Mr. Brown. Mr. Brown's department goes to each department asking for the old ones to replace with the new ones. Mr. Brown sent an email requesting the Commissioners to hold up on the purchase of these till further notice. Another issue is things being placed in front of electrical boxes, CORSA is stating there needs to be 3" in front of these boxes.

Mr. Boose stated that in June they need to work on moving the files. First files to be moved is the Prosecutor's.

Mr. Boose stated that they need to go to as many of the technical advisory meetings as possible.

Mr. Boose discussed that he was disappointed that the bids were not lower than they were. Mr. Welch tried to explain to Mr. Boose that the reason for this is because the Engineer took into consideration that the prices were down. Mr. Boose suggested that if there is money left over they should do more blacktopping at Shady Lane, Mr. Welch stated to be careful, there may be some change orders that could come down on this project.

**Mr. Boose reported on meetings from last week.**

Tuesday, May 15, 2018 Mr. Boose went to Peer to Peer and toured the house. Mr. Boose stated he went upstairs to see if he could find some squirrels, however there were none.

Tuesday, May 15, 2018 Mr. Boose went to the MHAS meeting. Mr. Boose stated that several who were asked to leave did a tour of the facility. John Chimes asked for an Executive Session next Tuesday.

Mr. Boose explained that on Wednesday, May 16, 2018 he went to Breakfast of Champions.

Mr. Wilde asked do we need to have everyone come in to do their reports, Mr. Boose stated that he is not sure. Ms. Ziemba stated the ones you will need to keep is the domestic violence shelters, Mr. Boose agreed because they will need to determine funding from these reports. Ms. Ziemba stated that this is not required for them to come in and report. Mr. Boose stated they can email the report to the Commissioners and if they have any questions, they will schedule them to come in. Ms. Ziemba asked does this include the Department Heads, Mr. Boose stated the DJFS, Dog Warden (1x year), MHAS Board (1x year) Board of DD (1x year) CIC (unless a requirement, they do not need to come in), Services for Aging (1x year) Goods Lil Critters (unless a requirement, they do not need to come in but must need to send a report via email). Ms. Ziemba suggested that they notify the Department Heads regarding this during an Elected Officials meeting/Department Head meeting.

At 3:15 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 22, 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 3:15 p. m.

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

**ATTEST**

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

The following bids were opened for the Huron County Pavement Resurfacing Project, the bids were received Monday, May 14, 2018 at 10:01 a.m. from the following:

<b>A.J. Riley, Inc.</b>	<b>\$781,305.50</b>
Erie Blacktop, Inc.	\$853,374.20
Precision Paving, Inc.	\$827,128.20
Gerken Paving, Inc.	\$792,666.14