

**REGULAR SESSION**

**THURSDAY**

**MARCH 19, 2020**

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.

20-077

**IN THE MATTER OF AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the Huron County Engineer's Office (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically **submitted** salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 24 **by 12:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

**NOW, THEREFORE**, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract; 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. Hintz said this was something standard we do every year. Ms. Ziembra said for the past couple years Mr. Tansey has been going with ODOT prices, which traditionally have been better.

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

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

20-078

**IN THE MATTER OF ACCEPTING THE ANNUAL COUNTY MILEAGE CERTIFICATION**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the Huron County Engineer has submitted the annual County Highway System Mileage Certification; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the annual County Highway System Mileage Certification presented by the Huron County Engineer 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. Hintz said this is something we do all the time also. Ms. Ziemba stated the engineer reports the total length of county maintained public roads in Huron County was 226.246 miles. This was the same for 2018 and 2019.

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

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

*\*On file*

20-079

**IN THE MATTER OF MAKING THE AWARD FOR CONSTRUCTION INSPECTION AND CONSTRUCTION ADMINISTRATION AND TESTING SERVICES FOR THE RIDGE ROAD BRIDGE PROJECT (93990; HUR-TR114-06.43) AND ENTERING INTO ODOT AGREEMENT NUMBER 34679**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the County Engineer was successful in applying for Federal LBR funds to replace the Ridge Road bridge; and

**WHEREAS**, pursuant to provisions of the Ohio Department of Transportation's Consultant Selection Procedure, the Engineer received proposals to assist the Engineer's Office by providing Construction Inspection and Construction Administration and Testing Services for the Ridge Road Bridge Project; and

**WHEREAS**, proposals were received on or before 3:30 p.m. on Monday, February 10, 2020; and

**WHEREAS**, the Engineer has selected a firm based upon the information submitted from the acceptable and pre-qualified consultants for Construction Inspection and Construction Administration and Testing Services:

**Richland Engineering Ltd.  
29 North Park Street  
Mansfield, Ohio 44902**

now therefore

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**BE IT RESOLVED**, that the Huron County Board of Commissioners does hereby award the Construction Inspection and Construction Administration and Testing Services contract for the Ridge Road Bridge Replacement Project to Richland Engineering Ltd. with such funds as are necessary under the terms and conditions agreed upon by the Engineer to be drawn from the Auto Tax Fund or as otherwise made available from State or Federal sources as may selected by the County Engineer;

and further

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

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

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

20-080

**IN THE MATTER OF APPROVING THE HURON COUNTY REVOLVING LOAN FUND SEMI-ANNUAL REPORT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the Huron County Revolving Loan Fund Semi-Annual Report for the second half of 2019 has been prepared by Great Lakes Community Action Partnership and submitted to the Board of Huron County Commissioners for their approval;

and

**WHEREAS**, the Board of Huron County Commissioners has reviewed the Huron County Revolving Loan Fund Semi-Annual Report for the second half of 2019 and has found that to the best of their knowledge the data in the report as attached herein has been verified to be true and correct as of the date of this report;

now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the Huron County Revolving Loan Fund Semi-Annual Report for the second half of 2019;

and further

**BE IT RESOLVED**, that the Huron County Revolving Loan Fund Semi-Annual Report for 2019 be made a part of this resolution hereof the same as if fully written 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:** Ms. Ziemba stated the balance as of December 31, 2019 is \$76,199.56. This amount is dedicated as a match for the Critical Infrastructure grant for the proposed elevator project. If this project does not move forward, would like to use this money for the courthouse handicap ramp. Mr. Boose stated we need to push for an answer so that we can move things forward. Ms. Ziemba will follow up with GLCAP. Mr. Boose noted we were in unprecedented times and we need to try to speed the process of government up. We are going to be asking for things to be pushed. We can't move at the pace of government with what is going on.

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

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

Date Printed: 3/6/2020		Org. Nbr: 18J		
<b>ED RLF SEMI-ANNUAL REPORT</b>				
<b>1. Loan Portfolio Status Report:</b>		Receipts/Disbursements (Since Last Report)		
(Balance on record: \$76092.7)				
Balance as of	6/30/2019	= \$	76,092.70	
Bank Interest		+ \$	106.86	
Principal Received		+ \$	0.00	
Loan Interest Received		+ \$	0.00	
Fees Received		+ \$	0.00	
Other ( )		+ \$	0.00	
Administrative Costs		- \$	0.00	
Other ( )		- \$	0.00	
Loan Funds Disbursed		- \$	0.00	
Balance as of	12/31/2019	= \$	76,199.56	
Amounts Reserved for Loan Guarantees or Amounts of Other RLF Liabilities:		Description:		
= \$		0.00		
<b>2. Portfolio Status on all Loans:</b> (From your attached loan list. Insert the total number, and amount of loans in the Appropriate Categories!)				
Loan Status	(#) \$ Balance	(#) \$ < 30	(#) \$ > 30 & < 60	(#) \$ > 60
Delinquent:	(0) \$ 0.00	(0) \$ 0.00	(0) \$ 0.00	(0) \$ 0.00
Defaulted:	(0) \$ 0.00			
Current:	(0) \$ 0.00			
Total Loans:	(0) \$ 0.00			
On an additional sheet, identify by name all loans reported in section 2 as being delinquent or defaulted, and describe efforts to resolve these delinquent or defaulted loans. Loans later than 60 days are considered Non-Performing Assets.				
I certify that to the best of my knowledge the data in this report has been verified to be true and correct as of the date of this report.			(Click to certify) <input type="checkbox"/>	
Type Certifier Name: <u>Joe Hintz</u> Joe Hintz				

20-081

## IN THE MATTER OF APPROVING THE HURON COUNTY HOUSING SEMI-ANNUAL PROGRAM INCOME REPORT

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the Huron County Housing Semi-Annual Program Income Report for the year 2019 has been submitted to the Board of Huron County Commissioners for their approval;  
and

**WHEREAS**, the Board of Huron County Commissioners has reviewed the Huron County Housing Semi-Annual Program Income Report for the year 2019, and has found that to the best of their knowledge the data in the report as attached herein has been verified to be true and correct as of the date of this report;  
now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the Huron County Housing Semi-Annual Program Income Report for the year 2019; and further

**BE IT RESOLVED**, that the Huron County Housing Semi-Annual Program Income Report for 2019 be made a part of this resolution hereof the same as if fully written 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:** Ms. Ziemba stated the balance as of December 31, 2019 is \$29,345.14. This is the balance when those that receive CHIP grants pay off their mortgage. All or most of that is allocated as a match for the upcoming CHIP grant.

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

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

Report Year: 2019		Report Nbr: 2		Org. Nbr: 18J	
<b>Housing Semi-Annual Program Income Report</b>					
<b>1. Housing Program Income Status:</b>			Receipts/Disbursements		
	CDBG Funds (Balance on record: \$0)		HOME Funds (Balance on record: \$37409.17)		
Balance as of	6/30/2019	\$ 0.00		\$ 50,898.20	
Program Income Received		\$ 0.00		\$ 6,036.00	
Bank Interest Received		\$ 0.00		\$ 107.94	
Program Costs (Must Match Total in Section 2)		\$ 0.00		\$ 27,697.00	
Administrative Costs		\$ 0.00		\$ 0.00	
Balance as of	12/31/2019	\$ 0.00		\$ 29,345.14	
<b>2. Detailed Activity Information for Housing Program Income:</b>					
<b>Program Activity</b>	<b>CDBG Funds</b>	<b>Outcomes *</b>	<b>HOME Funds</b>	<b>Outcomes *</b>	
Downpayment Assistance (DPA)	\$ 0.00	0	\$ 0.00	0	
DPA / Private Rehabilitation	\$ 0.00	0	\$ 0.00	0	
Private Rehabilitation	\$ 0.00	0	\$ 20,000.00	0	
Home Repair	\$ 0.00	0	\$ 0.00	0	
Private Rental Rehab	\$ 0.00	0	\$ 0.00	0	
New Construction	\$ 0.00	0	\$ 0.00	0	
Tenant Based Rental Assist	\$ 0.00	0	\$ 7,697.00	0	
Other Program Costs	\$ 0.00	0	\$ 0.00	0	
(Other costs description)					
Total Program Costs	\$ 0.00		\$ 27,697.00		
On an additional sheet, identify any issues or concerns with the above listed program costs and outcomes. Include all costs but only list as an outcome if the unit/project has been completed and reviewed by local program staff.					
* Outcomes should be Reported in Total Units Completed in this Reporting Period.					
I certify that to the best of my knowledge the data in this report has been verified to be true and correct as of the date of this report. <span style="float: right;">(Click to certify) <input type="checkbox"/></span>					
Type Certifier Name: _____					

20-082

**IN THE MATTER OF CERTIFYING THE ANNUAL APPROPRIATIONS FOR THE FISCAL YEAR 2020**

Terry Boose moved the adoption of the following resolution:

**WHEREAS, BE IT RESOLVED**, by the Board of Huron County Commissioners as per Ohio Revised Code 5705.38, that to provide the current expenditures for expenses during the year ending December 31, 2020 the following sums be and the same are hereby certified, appropriated and set aside for the purposes for which expenditures are to be made for and during said fiscal year 2020 as recorded in the Commissioners Journal (General Funds - \$20,086,900.03; Other Funds \$61,598,559.27); 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. Boose stated a letter needs to go out asking departments to be frugal and not spend any more money than they have to. He asked if we were spending \$100,000 or more on the scanning project and if it could be put off. Ms. Ziemba said that on February 27 Ms. Tkach had allocated \$30,000 for Probate Court and \$12,000 for Clerk of Courts for scanning. Mr. Boose thought we should stop that project – every penny saved now would be money available later. He said the Auditor is not too worried about this year, but he is extremely concerned about next year. Mr. Boose wants everybody to be very frugal and not spend any more than absolutely necessary. Mr. Wilde agreed that what we do today will help next year. He though we should respond in a fiscal way. Mr. Boose said we already know we are going to have affected revenue.

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

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

Amended Certificate of Estimated Resources
Office of Budget Commission, Huron County, Ohio.
Norwalk, Ohio, March 17th, 2020
To the Taxing Authority Huron County

The following is the Amended Official Certificate of Estimated Resources for the fiscal year beginning January 1st, 2020 as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year.

Table with 5 columns: Fund, 1/1/2020 Unencumbered Balance, Estimated Revenue, Adjustment, Total Available. Rows include General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, Fiduciary Funds, and Total.

Handwritten signature of Roland Tkach

Roland Tkach, Auditor

Kathleen Schaffer, Treasurer

Jim Sitterly, Prosecutor

20-083

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND

Terry Boose moved the adoption of the following resolution:

WHEREAS, there is a need for appropriation adjustments; and

WHEREAS, the Board of Huron County Commissioners finds the request to be reasonable; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the following appropriation adjustments:

Table showing appropriation adjustments with columns: FROM: Dept, Account, Fund, Amount and TO: Dept, Account, Fund, Amount. Includes a transfer of \$50,000.00 from Dept 099 to Dept 040.

BE IT RESOLVED, that the Huron County Auditor is authorized and instructed to record said appropriation adjustment as approved; and further

BE IT RESOLVED, that the Clerk of the Board is instructed to certify a copy of this resolution to the Huron County Auditor and the department requesting said adjustment; 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

**OTHER BUSINESS**

Commissioner Boose stated now is the time to start transferring money and he referred to the letter the Board received from HCDC. Mr. Boose does not agree with the letter and thinks they should either amend their bylaws or reduce the power of the executive committee. He pointed out when we added their funding to the budget, the discussion was that we have to have a seat at the table. Right now we don't have a seat at the table. Mr. Wilde does not want to stop their funding for first quarter, but he does want them doing what we have asked. Mr. Boose asked how we know they will do that? Mr. Wilde acknowledged that the only way was to stop their funding. He did not think it was fair to us that they won't do what we ask and it is not fair to them that we don't give them their money. He didn't know where that left us. Mr. Hintz thought it was a huge mistake to stop their funding.

*At 9:30 a.m. Terry Boose moved to enter into Executive Session ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; ORC 121.22 (G)(3) a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action; ORC 121.22 (G) (4) preparation for, conducting, or reviewing negotiations or bargaining sessions for public employees, concerning employee compensation or other terms and conditions of employment; and ORC 121.22 (G) (6) Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for a violation of the law. 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 11:11 a.m. Terry Boose moved to end Executive Sessions ORC 121.22 (G)(1), (G)(3), (G) (4), and (G)(6). 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*

***\*Action taken:*** *Mr. Hintz said the decision was made that personnel need to follow either the union contract or the employee policy manual for nonunion members; the Board is calling for an emergency meeting tomorrow at noon; the Board is in the process of restricting access of county buildings to the public, with the exception of the Courthouse.*

**At 11:12 a.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 March 19, 2020.

**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 11:12 a. m.

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

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

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

**ATTEST**

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