

REGULAR SESSION

TUESDAY

APRIL 14, 2015

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Gary W. Bauer, Tom Dunlap, Joe Hintz.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the April 7, 2015 meeting(s) were presented to the Board. Gary W. Bauer made the motion to waive the reading of the minutes of the April 7, 2015 meeting(s) and approve as presented. Joe Hintz seconded the motion. Voting was as follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

15- 130

**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 04/14/15 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.

Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

[illegible]

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[illegible]

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[illegible]

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Vendor	Date	Client	Batch ID	PO Line #	Line Description	Amount	Vendor #
Department:		SERIE CORP	200508				
Account:	621020.00250	(ACTIVITIES) Total:		2016-001291	Cash/gov support group	\$50.00	
Department Total:						\$50.00	
Fund 620 - HARTER TRUST Total:						\$50.00	
Department:		FEJAVE	200508				
Account:	64102019	American Seaming Corporation		2016-000321	Commodity Checks	\$238.57	
Account:	64102019	American Seaming Corporation		2016-000321	9 Feed Dwg. Training Kts	\$177.50	
Department Total:						\$2,056.67	
Fund 635 - COMMISSARY TRUST						\$2,056.67	
Fund 635 - COMMISSARY TRUST Total:						\$2,056.67	
Department:		Magnum Animal Hospital Inc	200508				
Account:	64102015	Magnum Animal Hospital Inc		2016-003811	Treatment for Bob	\$27.14	
Account:	64102015	Magnum Animal Hospital Inc		2016-003811	Treatment for Bob	\$71.89	
Account:	64102015	Magnum Animal Hospital Inc		2016-003811	Diagnosis for Bob	\$169.87	
Department Total:						\$503.71	
Fund 640 - CANINE TRUST FUND						\$503.71	
Fund 640 - CANINE TRUST FUND Total:						\$463,339.85	
Department:		Magnum Animal Hospital Inc	200508				
Account:	641040.00060	(EXPENDITURES) Total:		2016-000811	Dog Food-Meat	\$503.71	
Department Total:						\$503.71	
Fund 640 - CANINE TRUST FUND Total:						\$463,339.85	
Grand Total:							

Sign 1 *Greg W. B. m...*

Sign 2 *[Signature]*

Sign 3 *[Signature]*

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IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE
GENERAL FUND #036

Gary W. Bauer 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:

FROM:	Dept.	Account	Fund	Amount	TO:	Dept.	Account	Fund	Amount
	036	00125	001	\$ 3,350.00		036	00450	001	\$3,350.00
		Salary					unemployment		and further

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.

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

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

15-132

IN THE MATTER OF AGREEMENT BY AND BETWEEN FP MAILING SOLUTIONS;
AUTOMATION MAILING AND SHIPPING SOLUTIONS, INC. HURON COUNTY CLERK OF
COURTS AND HURON COUNTY COMMISSIONERS

Joe Hintz moved the adoption of the following resolution:

WHEREAS, the Huron County Clerk of Courts and the Huron County Board of Commissioners seek to contract for postage meter; and

WHEREAS, that FP Mailing Solutions; Automation Mailing and Shipping Solutions, Inc. provide such services; now therefore

BE IT RESOLVED, that the Huron County Clerk of Courts and the Board of Huron County Commissioners approves of the agreement with FP Mailing Solutions; Automation Mailing and Shipping Solutions Inc. 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.

Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as

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follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

15-133

IN THE MATTER OF AUTHORIZING THE HURON COUNTY ENGINEER TO ENTER INTO A CONTRACT WITH MASTERMIND SYSTEMS INC. FOR THE SPEED ZONE WARRANT STUDY

Gary W. Bauer moved the adoption of the following resolution:

WHEREAS; the County desires to obtain a Contractor to perform traffic safety studies; and

WHEREAS; the Contractor is capable of performing said traffic safety studies and has expressed a willingness to provide same; and

WHEREAS; it is the mutual desire of both Huron County Engineer and MasterMind Systems Inc. to enter into contract 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 Systems Inc. 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.

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

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

At 9:30 a.m. Public Comment

Melissa James, Airport Authority Board came before the board in regards to the Huron County website. Ms. James explained the Airport Authority Board have spoken about getting a website design, with further discussion they would like to see if they could join the Huron County website. She explained they would not need a lot of space. Ms. James discussed in regards to the airport grounds, including the facilities. She explained they needed to install in locks on the large hanger and replaced 16 lights on the runway. Ms. James explained that the water was turned off to the hangers two years ago due to a leak. This is something they will discuss at their meeting at 6:00 p.m. on April 14, 2015. Mr. Dunlap questioned if the master plan will be worked on. Ms. James explained yes, there was a complaint filed by the friends of the airport that the FAA is currently investigating. The FAA wants an airport maintenance plan this will be completed if the grant is approved. Mr. Bauer questioned if we will ever be able to get the website for the Airport released. Ms. James explained the friends of the airport are in the process of creating a new website per her email from Mr. LeClair. Ms. James stated they notified Mr. LeClair to remove all official airport items from their website. Mr. Hintz asked Ms. James what the Airport Authority is obligated to do under the federal regulation. Ms. James explained they are obligated to keep the runway in safe and working condition, they are not obligated to sell fuel or have hangers.

Jason Roblin, EMA came before the board to discuss the PSAP board. Mr. Bauer asked from his understanding of the emails, that an opportunity is given for someone to represent the townships. Mr. Roblin stated that the discussion in one of the Commissioners board meetings was that the Board of Commissioners wanted to consider adding a township representative or a representative from the villages. Mr. Roblin stated that if that was the case, he would recommend that they don't offer this to the cities,

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that the village representative also represent the cities. The Board of Commissioners agree on a seven member board.

At 9:55 a.m. the board recessed.

At 10:18 a.m. regular session resumed

IN THE MATTER OF TRAVEL

Joe Hintz moved to approve the following travel request(s) this day. Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

Sue Bommer, Human Resources to Mansfield, Ohio on April 16, 2015 for the BWC Job Safety Analysis Training.

IN THE MATTER OF REQUEST FOR LEAVE

Vickie Ziembra/Commissioners/Sick/8:00 a.m. – 12:30 p.m. April 9, 2015.
Darwin Pesnell/Building & Grounds/Vacation/8:00 a.m. – 4:30 p.m. May 22, 2015.
Cheryl Nolan/Commissioners/Personal Time/8:00 a.m. - 4:30 p.m. April 10, 2015.
Peter Welch/SWMD/BG/TS/Personal Time/12:30 p.m. – 1:30 p.m. April 10, 2015.

SIGNINGS

ODSA contact information form

Ohio Development Services Agency / Office of Community Development

Contact Information Form

Organization Name: Huron County Commissioners	
Organization Number: 131	
Personal Identification	
Name: Tom Dunlap	<input checked="" type="checkbox"/> Chief Executive Officer
Phone: 419-668-3092	<input type="checkbox"/> Rehabilitation Specialist
Email: pdunlap@ctconsultants.com	<input type="checkbox"/> Financial Contact
Address: 180 Milan Avenue Suite 7	<input type="checkbox"/> Fair Housing Contact
City: Norwalk	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 44857
Title: President, Huron Co Commissioners	
Third party organization (if applicable):	
Name: Phyllis A. Dunlap	<input type="checkbox"/> Chief Executive Officer
Phone: 440-530-2230	<input type="checkbox"/> Rehabilitation Specialist
Email: pdunlap@ctconsultants.com	<input type="checkbox"/> Financial Contact
Address: CT Consultants, Inc.	<input type="checkbox"/> Fair Housing Contact
City: Mentor	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 44060
Title: Program Administration	
Third party organization (if applicable): CT Consultants, Inc.	
Name: Christian DeLuca	<input type="checkbox"/> Chief Executive Officer
Phone: 440-530-2283	<input type="checkbox"/> Rehabilitation Specialist
Email: cdeluca@ctconsultants.com	<input type="checkbox"/> Financial Contact
Address: CT Consultants, Inc.	<input type="checkbox"/> Fair Housing Contact
City: Mentor	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 44041
Title: Rehabilitation Specialist	
Third party organization (if applicable): CT Consultants, Inc.	
Name: Vickie Ziembra	<input type="checkbox"/> Chief Executive Officer
Phone: 419-668-3092	<input type="checkbox"/> Rehabilitation Specialist
Email: vziembra@hccommissioners.com	<input type="checkbox"/> Financial Contact
Address: 180 Milan Avenue Suite 7	<input type="checkbox"/> Fair Housing Contact
City: Norwalk	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 44857
Title: Office Administrative Associate	
Third party organization (if applicable):	
Name: Nadine Thompson	<input type="checkbox"/> Chief Executive Officer
Phone: 419-332-2056	<input type="checkbox"/> Rehabilitation Specialist
Email: nethompson@wsos.org	<input type="checkbox"/> Financial Contact
Address: 109 Front Street	<input type="checkbox"/> Fair Housing Contact
City: Fremont	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 43420
Title: Program Assistant	
Third party organization (if applicable): WSOS Community Action	
Name: Cheryl Nolan	<input type="checkbox"/> Chief Executive Officer
Phone: 419-668-3092	<input type="checkbox"/> Rehabilitation Specialist
Email: cnolan@hccommissioners.com	<input type="checkbox"/> Financial Contact
Address: 180 Milan Avenue Suite 7	<input type="checkbox"/> Fair Housing Contact
City: Norwalk	<input type="checkbox"/> Labor Standards Officer
State: OH	Zip: 44857
Title: Administrator/Clerk	
Third party organization (if applicable):	

Ohio Development Services Agency / Office of Community Development

Residential Housing Programs - Security Role Assignment Form

Organization Name: Huron County Commissioners	
Organization Number: 131	
Each user entered on this form must be assigned at least one security role for at least one program. Multiple roles and/or multiple programs may be selected when appropriate.	
Person	Security Roles
Name: Phyllis A. Dunlap, CT Consultants, Inc.	<input checked="" type="checkbox"/> CHIP
Phone: 440-530-2230	<input type="checkbox"/> OHFA Programs
Email: pdunlap@ctconsultants.com	<input type="checkbox"/> New Horizons
User Name (if existing): pdunlap	<input type="checkbox"/> Other Programs
Name: Huron County Commissioners	<input type="checkbox"/> CHIP
Phone: 419-668-3092	<input type="checkbox"/> OHFA Programs
Email: cnolan@hccommissioners.com	<input type="checkbox"/> New Horizons
User Name (if existing):	<input type="checkbox"/> Other Programs
Name: Cheryl Nolan, Administrator	<input type="checkbox"/> CHIP
Phone: 419-668-3092	<input type="checkbox"/> OHFA Programs
Email: cnolan@hccommissioners.com	<input type="checkbox"/> New Horizons
User Name (if existing):	<input type="checkbox"/> Other Programs
Name: Vickie Ziembra	<input type="checkbox"/> CHIP
Phone: 419-668-3092	<input type="checkbox"/> OHFA Programs
Email: vziembra@hccommissioners.com	<input type="checkbox"/> New Horizons
User Name (if existing):	<input type="checkbox"/> Other Programs
Name: Don Corey	<input type="checkbox"/> CHIP
Phone: 419-332-2028	<input type="checkbox"/> OHFA Programs
Email: dpcorley@wsos.org	<input type="checkbox"/> New Horizons
User Name (if existing): dpcorley	<input type="checkbox"/> Other Programs
Name: Tiffany Shaver	<input type="checkbox"/> CHIP
Phone: 419-639-6119	<input type="checkbox"/> OHFA Programs
Email: tshaver@wsos.org	<input type="checkbox"/> New Horizons
User Name (if existing): tshaver	<input type="checkbox"/> Other Programs
It is the responsibility of every user to know and understand the following rules: 1. You are given access to ODSA information systems only for the purposes of performing your job duties. You must not use, or permit any other person to use, any ODSA information system for any other purpose. 2. You must not knowingly include or cause to be included in any record or report you create for ODSA any false, inaccurate, or misleading entry. 3. You must not disclose or share any security codes, i.e., sign-on, passwords, etc., used to access any ODSA information systems maintained by your agency. 4. You certify to ODSA that the email address above is your work account, and it is not shared or accessed by anyone else.	
I hereby authorize the individuals listed above to access the ODSA information system, as needed to perform their job duties, on behalf of my organization. Organization CEO Name: (Please print) Tom Dunlap Org. CEO Signature: [Signature] Date: 04-14-15 Notary Public Name: [Signature] Notary Public Signature: [Signature] Commission Expiration: 9/9/2019 Date: 04-15-15	

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Education application for education assistance

RECEIVED
MAR 10 2015
APPENDIX C APPLICATION FOR EDUCATIONAL ASSISTANCE
Name: Mark Kleinhans Position: Deputy Sheriff
Date of Hire: _____ Full-time ☒ Part-time ()
Name and description of class, workshop, seminar, or training (please attach any supporting information/materials): Automotive Service Excellence (ASE)
Sponsoring organization: _____
Location of above: Online - OK 101 Blue Seal Drive, Seaside, CA 94132
Date(s): 3/1/15 to 5/20/2015 Cost: \$141.00 VA: 20175
List name and date(s) of classes, workshops, seminars, or trainings attended in past two (2) years: _____
Please state how this educational opportunity will increase your work-related skills, knowledge, or competence:
CERTIFICATION TESTING WILL HAVE TO BE RENEWED EVERY 5 YEARS FOR EACH TEST. I CURRENTLY HAVE FOUR. I NEED TO RE-CERTIFY FOR 6 THIS YEAR.
Employer's Signature: [Signature] Date: 3-16-15
Supervisor's Signature: [Signature] Date: 4/13/15
Appointing Authority's Signature: [Signature] Date: 4-14-15

Administrator/ Clerk's Report

Cheryl Nolan, Administrator/Clerk discussed the Senior Citizen's Breakfast on May 7, 2015 regarding delaying the Commissioners meeting that day. Ms. Nolan explained that she doesn't have anyone scheduled for this meeting would they like to just cancel that meeting. The Board of Commissioners agreed to cancel the meeting on May 7, 2015.

At 10:29 a.m. Eva Gorby, Victims Assistance came before the board to present the semi-annual report for Victims Assistance. Ms. Gorby explained that the last six months beginning in October 2014, they held a Domestic Violence Vigil & Food Drive. They were able to donate 118 food items to the Norwalk Food Bank. Ms. Gorby explained that they will hold this event again this year hoping to double the donation. Ms. Gorby explained they currently have a Domestic Violence Display Case in the Common Pleas Court. They were able to close out last year's VOCA. Ms. Gorby explained they had 899 cases (117 more cases than last year). They currently accepted 2015 VOCA grant.

Ms. Gorby explained they were able to purchase 4 new computers with Office 2010, up to date technology, which helps with making training flyers, brochures etc. Ms. Gorby explained they worked on Records Retention Cleaning and organizing of their storage area. Ms. Gorby explained they wrote a mini grant 2015 National Crime Victims' Rights Week, along with two day in May Grant.

Ms. Gorby explained the volunteer recruitment they welcomed and started training their newest volunteer Patricia Armannsson who has been donating 2hrs a day, 3 days a week and has been a huge help in preparing the NCVRW and putting together emergency totes.

Ms. Gorby explained their Facebook page has grown, the last report they had 32 friends to currently having 89 friends. Ms. Gorby spoke to the Eagles Ladies Auxiliary for which they donated \$1,000.00. They used these donations to make emergency totes for first responders. Other donators: Gardner's, Rite Aid, VFW and Willard Dollar General.

Ms. Gorby explained that April 19, 2015 – April 25, 2015 is National Crime Victims' Right Week. She would like to place the banner on the Courthouse on Friday, April 17, 2015. The Board of Commissioners agreed that the banner could go up. Ms. Gorby explained there will be a display at the Courthouse and Library. They will be holding a Clothesline Project, which is very therapeutic for victims. Ms. Gorby stated that a press release, Advertising on Channel 15 for the National Crime Victims' Right Week. Ms. Gorby explained she has distributed NCVRW ribbons to the courts, clerks, law enforcement, and children's services.

At 10:46 a.m. Joe Hintz 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

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employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

At 10:56 a.m. Gary W. Bauer moved to end Executive Session ORC 121.22 (G) (1). Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye - Tom Dunlap
Aye – Joe Hintz

The board discussed the landfill hours and a complaint from a citizen in this regards and letter that was received. Mr. Dunlap stated he feels that a response needs to be made to the citizen, Mr. Welch will contact the citizen.

At 11:00 a.m. Mitch Zurcher, Jail Maintenance came before the board in regards to the jail oven and the steamer. The board agreed that with the new prices from Breckenridge this is a necessary expense. This will be paid for from fund #021 Capital Improvement where the cruiser funds were budgeted. These funds will be used before purchasing extra cruisers.

At 11:15 a.m. the board recessed.

At 11:28 a.m. regular session resumed.

Gary Bauer discussed the email from ODOT in regards to the park district grant. Mr. Bauer explained that each park district must pass and submit a Park Board Resolution, for which the resolution is very much like a grant application. This resolution must be submitted by June 1, 2015 so that they can disseminate the fund allocations as soon as possible after July 1, 2015.

The board discussed in regards to buildings and repairs, Mr. Hintz questioned if someone could go up to the old jail and make some basic repairs. Mr. Dunlap stated a good cleaning is needed first.

At 11:31 a.m. Gary W. Bauer moved to adjourn. Joe Hintz seconded the motion. The meeting stood adjourned.

IN THE MATTER OF OPEN SESSION

The board Huron County Commissioners hereby attest that all actions and deliberations of the Board legally required to be public were conducted in an open session on this date and that the foregoing minutes represent the official action of the Board.

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 April 14, 2015.

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

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meeting was adjourned at 11:31 a. m.

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Signatures on File