

**MARCH 10, 2015**

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

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**MARCH 10, 2015**

- Report on file.

**IN THE MATTER OF APPROVING AGREEMENT BETWEEN WILLIS OF OHIO, INC. AND  
HURON COUNTY COMMISSIONERS**

Joe Hintz moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners, and Willis of Ohio, Inc. desire to execute this agreement for professional services covering the periods January 1, 2015 – December 31, 2015;  
now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves the agreement with Willis of Ohio 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 follows:

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

- Agreement on file.

**At 9:30 a.m.** Public Comment  
No public comment.

**OTHER BUSINESS**

Discussion in regards in regards to the Fisher-Titus phone conference. Ms. Nolan stated that the Commissioners do not have to participate in this conference call.

Ms. Nolan discussed the email she received from Dan Frederick regarding the knox-box at the new Shady Lane building to allow firefighters access to the building after hours if needed. Approximate cost will be \$350.00. The board is in agreement to add this box.

IV D contract, Ms. Nolan explained this is done every year, it's with the state like a grant. This is a surface they provide for JFS. Ms. Nolan stated she email Susan Hazel to make sure Daivia Kasper has reviewed this contract. Ms. Hazel stated she will follow up with Ms. Kasper so the board can than approve them.

Mr. Dunlap explained that the Engineer would like a slush fund, they will be taking \$500.00 out of this. Mr. Dunlap spoke to Mr. Kovach, with some of the stuff they do at the Engineer's Office they truly need this fund. Ms. Nolan explained that the Auditor is mentioned in the resolution.

**IN THE MATTER OF TRAVEL**

Gary W. Bauer moved to approve the following travel request this day. 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

Sue Bommer, Human Resources to Worthington, Ohio on March 27, 2015 for the Corsa Renewal Meeting passenger will be Joe Hintz, Commissioner.

**IN THE MATTER OF REQUEST FOR LEAVE**

**Joshua Jasinski**/Dog Warden/Bereavement/8:00 a.m. – 4:30 p.m. March 9, 2015/Bereavement/8:00 a.m. March 11, 2015 – 4:30 p.m. March 12, 2015.

**Sue Bommer**/Human Resources/Sick/8:30 a.m. – 5:00 p.m. February 24, 2015.

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**Maria Lyons/Building & Grounds/Sick/5:00 a.m. – 1:30 p.m. March 6, 2015.**

### Base Relocation and yield update. Airport Farms

<https://superior.sc.egov.usda.gov/frs/arc-election/baseReallocation> 3/3/2015

<https://superior.sc.egov.usda.gov/frs/arc-election/yieldReallocation> 3/5/2015

**REGULAR SESSION**

**TUESDAY**

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**At 9:42 a.m.** The board recessed

**At 10:14 a.m.** regular session resumed.

John Arbogast Veterans Services came before the board to discuss the space needs. Mr. Arbogast spoke to their vision and space needs, including the hiring of three new people. Mr. Arbogast stated the volume of traffic has increased, which now raises concern in security and storage. Mr. Arbogast explained that they had some records in the basement for which they cleared out some unused junk and were able to bring those records up into the office space. Mr. Arbogast explained their main storage is off the rear entrance, which is locked but not secure. Mr. Arbogast explained all they are looking for is space. They currently have 1,740 sq. ft. for which includes offices that are 16 x 16. Mr. Arbogast explained that they need another office, unfortunately there is no room to place an office in. Mr. Arbogast explained that the room off to the left of the entrance was cleared out and is now a waiting room. Mr. Arbogast explained there was a closet at the end of the hallway, has since been cleaned out and being utilized as an office by the transportation manager. Mr. Arbogast explained that they do have a transportation manager because they currently transport to Sandusky, Mansfield, and Lorain.

Mr. Arbogast explained that they are looking for a larger space with 3,400 – 4,000 sq. ft. This space will be sufficient to include three offices to conduct interviews, one office for the transportation manager, and a conference room. Mr. Arbogast stated “how do we get the space?” Mr. Arbogast explained that they are aware of the space coming available at the end of the building, however this is currently 2,880 sq. ft. The problem being that it is split up and you cannot remove the supporting wall. Also there are eight columns in those two offices which mess things up, plus it’s not laid out really well for what they need. What they need now is office security. The gentleman they deal with sometimes come in with a little concern, these people are not only coming back with wounded bodies but also wounded minds. Mr. Arbogast stated they would like to have a secured space to hire a receptionist to take the burden off the office holders. At this time all they have are locks on the doors. They also need file storage space, these files are supposed to be in locked file cabinets in a secure space. Mr. Arbogast questioned if the Commissioners know of any vacant ground or buildings in the county? Mr. Arbogast explained that they don’t want to own a building, because of all the cost that come with that. Mr. Bauer explained that there is nothing sitting empty that the county owns. Mr. Dunlap questioned if they are talking about county owned or renting a building? Mr. Arbogast stated either, he has been looking into renting a building, for the size they are requesting it would roughly cost \$2,500.00 month. Mr. Arbogast explained that is a lot of Veteran’s money that they would prefer not to spend. Mr. Arbogast stated there has to be some vacant space available around town, maybe someone with an empty space would be willing to donate the space. Mr. Dunlap questioned if they have spoken to the Norwalk Economic Development Group. Mr. Arbogast stated he went in there yesterday, however the director was not in, however he will be going back. Mr. Hintz stated that would be a good starting point.

Mr. Arbogast asked the Commissioners what their feelings were regarding this situation. Mr. Hintz stated that they know their needs that they were hoping the building that houses the DMV & License Bureau currently would be sufficient. Mr. Arbogast explained that this building would need a full renovation and currently could not meet their needs and security. Mr. Dunlap questioned what they need for security. Mr. Arbogast stated they would like a receptionist to be housed behind a secure counter with a secure door with a button that could be pushed that connected to the Sheriff’s Office, so when pushed the Sheriff could be on their way. Mr. Huffman explained that the panic buttons in the current building have not worked in the last 6 months that they know of. Mr. Dunlap questioned if anyone checked them. Mr. Huffman stated no and they had to spend money to get the smoke detectors working with R. J. Beck.

Mr. Dunlap stated that the only free space he can think of is the fourth floor of the bank building, however he is unsure how much room is left up there. Mr. Bauer stated it would be the fifth floor. Mr. Arbogast asked if it was handicap assessable. Mr. Dunlap stated it was, there is an elevator. Mr. Bauer explained that the back half of it has been turned over to Common Pleas Court and there is one room that contains the Park District with another room being used as storage. Mr. Dunlap stated he believes the front half is not being used, however it is nowhere the sq. ft. they are currently asking for. Mr. Bauer explained that it is the old Rensch Offices. Mr. Arbogast questioned if they the Commissioners knew what the sq. ft. is on the fifth floor, Mr. Huffman stated it is less than what they have now. Mr. Arbogast stated uptown would be an issue with parking. Mr. Arbogast stated that he didn’t mention that there are three vans which need a space to store.

Mr. Huffman asked if the space at the airport could be a consideration. Mr. Hintz stated that no it would not be a consideration because it’s improbable condition. Mr. Huffman stated this is the only area in the

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county that would be large enough to house the Veteran's Services. Mr. Hintz stated it was like Mr. Arbogast stated in the renovation of the old DMV/License Bureau it will take a chunk of change to get the airport space in probable condition. Mr. Arbogast questioned would it be possible for a bond issue to pay for that and the Veteran's Services Commission over a period of years pay that off? Mr. Hintz asked if he is talking about new construction. Mr. Arbogast stated yes, that this could be an option. Mr. Bauer explained that the new building at Shady Lane was bonded and the DMV/Title Office will then pay rent to pay off the bond in over 20 years. Mr. Bauer stated he is unsure if the County has any flexibility at the moment to do another bond. Mr. Arbogast stated that they are not looking for an elaborate building. Mr. Dunlap suggested that the Veteran's Services go speak to Board of Elections and Roland Tkach, Huron County Auditor, starting with Mr. Tkach. Mr. Huffman questioned what kind of time frame they have if they decided to move to the old DMV/License Bureau Office. Mr. Bauer stated that they do not have to move, they can stay where they are at. Mr. Huffman questioned if they could stay where they are at until something else comes available or some kind of idea. Mr. Bauer stated if they do not plan to move to the other end of the building, to inform the Commissioners so they can move someone else into it. Mr. Dunlap stated they may want to move down to the other end of the building until something better comes along. This will be an improvement to what they have now.

Mr. Bauer stated that they received another CDBG Grant 2015 to put a new handicap ramp in there along with the back being fixed. Mr. Dunlap questioned if they looked at the upstairs attic for storage? Ms. Hazel explained that there is a room in the back that is currently being used as a lounge area that could be converted into a locked storage room. Mr. Hintz stated that it is double the sq. ft. they currently have. Mr. Huffman questioned if the basement could also be used as storage. Ms. Hazel stated yes, however they currently are not using the basement for storage. Ms. Hazel did bring up the old jail, however the parking would be an issue as well. Someone asked is there a vacant lot that the county owns that they would be able to build on? Mr. Bauer explained that the only land vacant is out at Shady Lane and out of the transfer station. Mr. Dunlap stated that the transfer station would put them in the center of the county. Mr. Bauer stated that Shady Lane property where the new building is going has been committed to the Senior Center. The middle section is owned by Norwalk City Schools, from the new building, west about 1/3 of it with the rest towards Norwood being County. Mr. Huffman questioned how many acres that section towards Norwood would be. Mr. Bauer stated guessing about 10 acres, and all the utilities would need to hook in. Mr. Bauer stated he wanted to build the new building between DJFS and Jail, this is another chunk of land available. Someone questioned if there is any available space at DJFS. Mr. Bauer stated no. Mr. Huffman explained that there is no security or confidentiality in that building, it is comprised of cubicles. There is very little room for office space. Mr. Huffman stated he would like to have an architect come into the old DMV/Title Office to see what we can do with it and cost it would be to do it. Mr. Dunlap suggested Dan Fredrick as the architect. Mr. Bauer stated Mr. Fredrick stated that he would be great to contact because he knows the layout of the building. Mr. Huffman asked if they were to move, will they get the whole building? Mr. Bauer stated yes, however Jean King is upstairs. Mr. Huffman questioned if Ms. King will be moved so they will have the whole building. Mr. Bauer stated it has not been discussed. The Veteran's Services will speak to Mr. Tkach and will let the Board of Commissioners know their plans regarding moving into the other end of the building.

**At 10:59 a.m.** the board recessed.

**At 11:15 a.m.** regular session resumed.

Brad Beal, Frontier came before the board in regards to the new phones and locations of the new phones. Mr. Beal presented the contracts for the new phones for the License & Title Office, Sheriff, Christie Lane and the Prosecutor. Discussion in regards to the pricing of the equipment. Mr. Beal explained he would go over the (4) contractual agreements regarding the purchasing of the equipment. Avia is Frontier's preferred vendor. Mr. Beal explained that Frontier had a conference call with the regional manager from Avia, voicing their concerns regarding that Frontier had already proposed this program with pricing, and were upset with the fact that there was a price increase. Mr. Beal explained that once a quote is out there for sixty days, it has to be re-engineered. Mr. Beal had the prices re-engineered and the pricing did have an increase, however with that Avia came back to Frontier with a promotion that will include the current pricing given with the promotion running from March 3, 2015 – March 28, 2015. Mr. Beal explained that if we want to take advantage of the pricing; signature on contracts will be needed by March 24, 2015.

Mr. Beal explained that the pricing for the Sheriff Office will be higher due to the fact that if they change services, the recording system needs updated as well. They currently have a recording system that is



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outdated and is not supported by anyone in the area. Mr. Beal also explained that he spoke to the Sheriff whom stated the equipment is now starting to faltering, not working at 100% capacity. Mr. Beal contacted some vendors for that equipment, and the choices are Bassett Communications and Steven Campbell & Associates. Steven Campbell & Associates has a very good reputation in the area, they are currently providing the equipment to the Norwalk Police Department. Mr. Beal recommends Steven Campbell & Associates for the equipment.

Mr. Beal contacted Steven Campbell's Company, asking for a vendor rate on the equipment as if he was buying and reselling to the Sheriff. Instead of tagging on a vendor rate plan to the equipment, Mr. Beal asked them to add his vendor rate to the plan as a discount to the service. This is now all on one bid, so they can secure the vendor's services and put the equipment in along with the vendor and you pay one company for it. Basic maintenance for both the equipment and phone service is a 60 month term. Mr. Beal explained the lease option, it's a very flexible lease option. Mr. Beal explained that they provide the financial backing through a company called Tamco. The advantages of leasing is there is no capital expenditure, you are expected to have the first month and second month lease payment upfront, sort of like a deposit, for which will be leased at a lower price point. Mr. Beal gives an example: Sheriff's office the cash price for all the equipment from Frontier & Steven Campbell is \$94,823.00, annual maintenance will be \$2,880 to maintain the equipment, the lease payment will be \$2,047.00 per month. \$15,930.00 lease with a 60 month lease payment of \$368.00 per month for the new building. Mr. Beal explained the Frontier shield program, it's a program where everything is on the table lease. You have a system replacement guarantee, and example would be if two years from now Avia has changed they have gone to a new Avia IP Pro, this phone system is light years ahead of what we currently have, we want to switch. Mr. Beal explained that they could start a new lease, the old equipment will be disconnected and replaced with the new Avia. You don't pay any installation or termination fees. Mr. Hintz questioned with a purchase "you have what you have." Mr. Beal stated that was correct, you own the system, when you upgrade you pay for that upgrade. Mr. Beal explained that this will be the last phone system the county purchases if they do the lease option. Mr. Beal explained that in the future the way technology is going the desk phones will not have to be hooked up to a computer, it will be linked to the central office for which they would perform the application updates for you. Mr. Beal stated that the system they are purchasing right now is a 20 year system with the technology and usability. Mr. Beal explained that there is another part of the lease that covers "the act of god" which means if anything happens to the phone system, building catches fires, tornado or any other act of god the insurance will cover up to \$5,000.00 of the deductible. You can also bundle your lease with the insurance.

Mr. Beal explained that at the end of the lease, you can renew the lease with the system guarantee, which means you can release the equipment with the system guarantee. You can also purchase the equipment at the end of the lease at fair market value with is 10% of the value of the used equipment. You can also renew the lease without the system replacement guarantee. Mr. Beal also explained that at the end of the lease, the equipment can be returned. Mr. Hintz questioned that the purchase cash price is \$480,000.00, what would the cost if they lease? Mr. Beal explained that if it was the whole enchilada he would need to have that re-priced. Mr. Beal stated that he only had the four sites re-priced for today's meeting. He explained that he could get a total value on the cost to lease everything. Mr. Beal stated he contacted Tamco who are given the Commissioners the pricing on the four sites, as if they had purchased the entire system at \$480,000.00. Mr. Dunlap questioned where we at, at switching over to Frontier. Mr. Beal stated that we are in process, however he explained that he is currently waiting to hear from the Health Department to see if they will be taking advantage of switching over, this will not affect the price in any way. The order has already been placed, they are in process now of submitting the forms to the previous carrier, to get their permission to coordinate the switch over currently. Mr. Beal explained the sites that are on the PI circuit, Health Department, DJFS and Sheriff will be a little more complicated when switching over, because someone is need to be on the other end of the phone service side to reprogram the phone system when they are switched over. Mr. Beal explained that these will take longer, rough time frame around 3-4 weeks, however the other phone lines are in the process of being switched. Mr. Dunlap stated that Daivia Kasper, Assistant Prosecutor will need to review the following agreements. Mr. Beal explained that he cannot bill the Commissioners until he has the final signature stated they are happy with the end result. This needs to be completed by March 24, 2015, because Avia will not give any extensions on the current pricing. The order has been submitted with signed contracts to Avia from Frontier by March 28, 2014, this is the reason he is asking for the contracts to be completed, signed and turned into Frontier by **March 24, 2015.**

Ms. Hazel questioned if they purchase for the license/title office equipment outright, that could be that way

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and the other can be a lease? Mr. Beal stated it can be either way. Ms. Hazel questioned if the equipment is purchase outright is there an additional cost for the maintenance contract? Mr. Beal stated that in the contract they included 5 years of maintenance. Ms. Hazel questioned this is whether we buy or lease it will have a 5 year maintenance contract? Mr. Beal stated this was correct, you do have the option of purchasing/leasing without the maintenance, however they don't suggest that. Mr. Beal explained that Avia gives a 1 year maintenance free of charge, which means you are always covered on anything that happens to the system within the first year. It doesn't matter if someone steps on the phone, dropping down the basement stairs its replaced, then Frontier takes over for the next four years; same coverage.

Mr. Bauer questioned that the \$15,000.00 was in our bond issue on the new building? Mr. Beal stated that it is for both the Title/DMV offices. Services contract for 4 years pre-paid is \$3,360.00 in addition to the \$15,000.00. Mr. Bauer stated he feels that it is not necessary to figure out a full package for the entire county. The board is in agreement, Mr. Dunlap stated Christie Lane needs to have their board approve this and he needs to speak to the Sheriff, to see if they want to purchase new equipment and if they want to lease or buy.

Mr. Bauer called Allyn Schnellinger, Christie Lane to discuss making a decision on what they want for a phone system. Mr. Bauer explained that Mr. Beal can sit down and speak to Mr. Schnellinger. Mr. Bauer stated he is uncertain on which way to go with this new system. Mr. Dunlap stated that he has seen the City of Norwalk Police Department equipment, it's an awesome setup. Mr. Beal stated they can do a partial payment. Mr. Dunlap asked that Daivia Kasper know that there is a time restraint on these agreements. Mr. Bauer questioned if they sign to lease, however they find the money to pay it off, is there a penalty for paying off early? Mr. Beal stated no, there will be no additional fees. The Commissioner will make a decision in next Tuesday's meeting.

**At 12:30 p.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 March 10, 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 meeting was adjourned at 12:30 p. m.

**Signatures on File**