

MAY 19, 2015

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

**IN THE MATTER OF CERTIFYING CLAIMS SCHEDULES TO THE HURON COUNTY
AUDITOR FOR PAYMENT**

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

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

V.3.2

MAY 19, 2015

I have included an updated list of the county offices/departments and the approval date of their most recent

REGULAR SESSION**TUESDAY****MAY 19, 2015**

records retention schedule. This is for your information.

Microfilm/Records Center

I have four vendors who are preparing a response to my request for quote for the server project. The quotes are due May 20. It will take a couple of weeks to review the quotes and make sure that they are comparative. Once I have selected the vendor that will be the best fit for this project I would like to meet with the commissioners and determine how to proceed.

I am also looking at new vendors for microfilm creation. I am hoping to combine this with a contract for offsite storage.

IT Support Issues

ES Consulting remains my IT provider due to the shared server environment. Since January I have had to contact them for several issues. I contact them only when I have no other option available as they are expensive. (18 hours @\$115/hr. = \$2070.)

I have three public computers that need replacing and one staff work station. I am hoping that I will be able to hold off replacing them in order to have enough funds to purchase the scanner and computer to run the Microfilm/Records center. Microsoft is moving away from support for the Windows 7 operating system. This means more technology upgrades in the future.

**HURON COUNTY OFFICES/DEPARTMENTS
RETENTION SCHEDULES**

<u>OFFICE/DEPT.</u>	<u>DATE APPROVED BY OHS</u>
Huron Co. Airport Authority	5/22/12
Auditor	1/13/14
Board of Elections	11/20/15
Clerk of Courts	6/26/2007
Common Pleas Court	2/6/14
County Commissioners	7/23/14
Coroner	3/18/14
Developmental Disabilities	11/21/1996
Dog Warden	1/13/14
EMA	3/2/2015
Engineer	3/2/2015
Human Resources/Loss Prevention	2/28/12
Huron Co Public Health	1/20/15
Job and Family Services	1/20/15
Juvenile Court	3/2/2015
Mental Health & Addiction Services	-----
Probate Court	3/2/2015
Records Commission	3/18/14
Recorder	1/20/15
Sheriff	4/11/12
Soil & Water Conservation District	12/26/12
Solid Waste	-----
Treasurer	1/13/14
Veteran Services	-----

Ms. Tkach discussed the quotes for her server. Ms. Tkach explained that she has four vendors preparing a quote for her server project, these are due on 5/20/15. Ms. Tkach explained she has already received one quote. Ms. Tkach explained that it will take her a couple of weeks to review these quotes to make sure they are comparative. Ms. Tkach explained that she will be working with a couple of tech people who have no interest in the project. Once she selects the vendor who meets her requirements, Ms. Tkach questioned if she meets with the Commissioners or does she need to meet with Data Processing Board. Mr. Bauer stated she will need to go to the Data Processing Board first.

REGULAR SESSION**TUESDAY****MAY 19, 2015**

Ms. Tkach explained she is looking for new vendors for Microfilm creation, she is unhappy with the current vendor. She hoping to combine the new vendor with some of the offsite storage vendors. This is the last year for the offsite storage contract. ES Consulting remains her IT provider due to the shared environment. Since January 1, 2015, she has had to contact them on several issues. Ms. Tkach stated she only contacts them if she has no other options, last count she had 18 hours of IT @ \$115.00 hr. for a total of \$2,070.00. Ms. Tkach explained that IT support is written into the server proposal.

Ms. Tkach explained that she has 3 public computers that need replacing and 1 staff workstation. Ms. Tkach stated she is going to have to replace one of the public machines. Microsoft is moving away from continued support of windows 7, which means continuing upgrades to systems.

Ms. Tkach questioned the board to what extent do you expect the office holders to clean their offices? Ms. Tkach stated she knew we are currently under staffed with janitorial staff. Mr. Bauer stated they should be full strength. Ms. Tkach questioned if they expect her to take down the drapes for cleaning, scrub the walls? She explained it looks pretty dirty in the office. Mr. Hintz stated that this is not normal maintenance. Does she need to put in a work order to Pete Welch? Mr. Hintz stated she will need to set up a time with Pete Welch to get this office deep clean. Mr. Dunlap suggested that Ms. Tkach submit a work order to Mr. Welch.

At 10:05 a.m. the board recessed.

At 10:30 a.m. regular session resumed.

Kari Smith, Christie Lane Superintendent, John Swartz, Christie Lane Industries and Allyn Schnellinger, Business Manager came before the board to update the Commissioners on some happenings at Christie Lane. Help Me Grow is moving to Christie Lane on July 1, 2015. Ms. Smith stated that parking is going to be an issue, now that they are being added back to the facility. Ms. Smith stated that Mr. Schnellinger has been working on getting some additional parking spots with some quotes. Mr. Schnellinger stated that the Highway Patrol offered them some parking spots at their facility. Ms. Smith stated that with the Industries moving to privatization and them not busing for students next year, they are hoping to sell 4 buses, maintain 3 that will free up some space for parking spots.

Ms. Smith explained their next big project is how and when process of splitting Industries from the board. Proposed date will be summer 2016, hopefully a 6 month transition. Ms. Smith stated they are up for renewal this year, for which she will come back before the Board of Commissioners. Mr. Swartz explained the insurance, he will be looking for guidance during this transitioning period.

Mr. Bauer stated that down the road they will need to keep the commissioners up to date. Mr. Swartz state that once the state gets the dates to them, they will notify the Commissioners. Mr. Swartz stated that the state wants to see them integrate into a small service/venue. The state is not happy that they currently have 146 people in one building. Mr. Swartz concerns with this is the budget and financing when this split happens. The will be moved to quarterly reporting from twice a year reporting. Mr. Swartz would like to know what to do regarding property insurance, should he stay with CORSA or go with an independent agent? Mr. Dunlap stated whoever is cheaper and covers the most.

OTHER BUSINESS

Mr. Bauer stated that Ms. Bommer took a call Friday, May 15, 2015 from a fellow from Medusa Rd. whom was upset regarding the race track. Mr. Bauer explained he called the gentleman back the next morning, the gentleman was upset because he thought he was not going to be able to get to his home, and he was having a party and the people would not be able to get to the party due to the road being closed. Before Mr. Bauer could get back to the gentleman, the gentleman contacted Mr. Bader's people, whom explained that he would be fine, use you're ID and he will be able to get to his home. Mr. Bader's people also suggested that he send an email to all the people coming to his party to show to the police, so they can get access to his home.

At 11:00 a.m. Jason Roblin, EMA and Chad Stang came before the board in regards to the Land Use Plan and the update that needs to be done. Mr. Roblin stated that it was brought to the Planning Commission that the Land Use Plan needed updated. Mr. Stang explained that he received a phone call from the Western Reserve Land Conservancy requesting an updated in the last 7 years Land Use Plan. Mr. Stang explained this is now impacting grants because it is so far out of date. Mr. Stang explained a resolution

REGULAR SESSION**TUESDAY****MAY 19, 2015**

from the Commissioners to enable them to formal update the Land Use Plan. Mr. Stang explained that Chapter 9 of the Land Use Plan, will need to be updated by the Commissioners, whom Mr. Stang will work with to get this done. Mr. Roblin stated that the information in the current Land Use Plan just needs to be verified that it is current and if not they will need some guidance to help find the current information. Mr. Roblin stated he spoke to Ben Kenny, whom is willing to help however no price was discussed.

Mr. Stang stated that the resolution should state enabling a review committee, it doesn't need to be the original committee. The subdivision of the Planning Commission is currently working on it. Ms. Nolan asked that a list of committee names be submitted to attach to the resolution. Mr. Stang stated that the Land Use Plan needs to be updated every 7 years, however he would like to make it a formal date of every 5 years.

Mr. Roblin discussed the increase of his grant and needs local funds for this. Mr. Roblin explained that the increase for local funds in 2015 is \$23,478.00. There is another submental grant Mr. Roblin can apply for. The state has come up with a new formula regarding if we can come up with the increase in local funds we get to keep the increase which comes out to a \$47,000.00 increase that he needs to show in local costs. Mr. Roblin explained about \$16,000 - \$17,000 is already built into the budget. Mr. Roblin explained that he needs to find \$30,000.00 in local funds not just from the county. Can partner with townships, cities etc. Mr. Roblin would like to see this money stay here in Huron County.

At 11:23 a.m. the board recessed.

At 11:30 a.m. regular session resumed.

15-161

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #099 IN THE GENERAL FUND TO FUND #200 DJFS BOND RETIREMENT

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

WHEREAS, a transfer of moneys from the 099-00600-001 needs to be made to the fund #200 DJFS bond retirement fund to pay the invoice for interest; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 099-00600-001/transfer out in the amount of \$10,295.00 to Fund #200; and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Department requesting transfer, and the Huron County Auditor, and the Auditor's office will make the journal entry to the # 200 account; 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

15-162

IN THE MATTER OF TRANSFERRING FUNDS FROM THE TRANSFER STATION ACCOUNT #500 TO THE BOND RETENTION FUND #520

Joe Hintz moved the adoption of the following resolution:

WHEREAS, a transfer of moneys from 500-00550-500 needs to be made to the fund #520 for landfill

REGULAR SESSION

TUESDAY

MAY 19, 2015

bond interest;

now therefore

BE IT RESOLVED, that the amount of \$6,495.00 be transferred from Account 500-00550-500 (Transfer Out) to #520, Bond Retention Fund; and further

BE IT RESOLVED, that the Huron County Auditor's office will provide the Huron County Treasurer with a journal entry and the Huron County Treasurer will wire said money to the proper agency; 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

15-163

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #099 IN THE GENERAL FUND TO FUND # 205 BOND RETIREMENT

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

WHEREAS, a transfer or moneys from the 099-00600-001 needs to be made to the fund #205 bond retirement fund to pay the invoice for interest for the OMB Pool; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 099-00600-001/transfer out in the amount of \$66,016.16 to the Fund #205; and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Department requesting transfer, and the Huron County Auditor, and the Auditor's office will make the journal entry to the # 205 account; 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

15-164

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT # 036 IN THE GENERAL FUND TO THE JAIL BOND FUND # 210

Joe Hintz moved the adoption of the following resolution:

WHEREAS, the jail bond payment is coming due and the funds to cover the payment have been appropriated in the # 036 fund/transfer out line item; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 036-00600-001/transfer out in the amount of \$14,156.25 to the Jail Bond Fund # 210;

and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Huron County Sheriff, the Huron County Treasurer and the Huron County Auditor, and the Huron County Auditor’s office will make the journal entry to the # 210 account and the Huron County Treasurer’s office will make the bond payment from the # 210 account to the proper agency; 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

15-165

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE 9-1-1 DISPATCH FUND #147

Gary W. Bauer moved the following resolution:

WHEREAS, there is a need for an appropriation adjustment; 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 adjustment:

FROM:	Dept.	Account	Fund	Amount	TO:	Dept.	Account	Fund	Amount
	147	00425	147	\$80.18		147	00125	147	\$80.18
		Workers’ Comp.					Salary		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

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;

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.

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

- Contract on file.

15-167

IN THE MATTER OF AGREEMENT BY AND BETWEEN STERLING PC MAINTENANCE SOLUTIONS AND THE HURON COUNTY COMMISSIONERS

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

WHEREAS, the Huron County Board of Commissioners seek to contract for annual backup service plan and annual support service for the time period of 5/20/2015 – 5/20/2016; and

WHEREAS, that Sterling PC Maintenance Solutions provides such services; and

WHEREAS, Sterling PC Maintenance Solutions will provide such services in an amount of \$2,190.00 for the annual backup service and \$4,200.00 for the support service; and further

BE IT RESOLVED, that the Board of Huron County Commissioners approves of the agreement with Sterling PC Maintenance Solutions 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.

REGULAR SESSION

TUESDAY

MAY 19, 2015

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

15-168

**IN THE MATTER OF APPOINTING DAIVIA S. KASPER ACTING HURON COUNTY
PROSECUTING ATTORNEY**

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

WHEREAS, Huron County Prosecuting Attorney Russell V. Leffler is retiring from his elected office of Huron County Prosecuting Attorney effective 11:59 p.m. May 31, 2015; and

WHEREAS, according to Ohio Revised Code § 305.02 the Board of Commissioners may appoint a person to hold the office of Prosecuting Attorney as acting officer and to perform the duties thereof between the occurrence of the vacancy and the time when the county central committee of the political party with which the Prosecuting Attorney was affiliated makes the appointment to complete the term of the Prosecuting Attorney and such appointee qualifies and takes office; and

WHEREAS, Daivia S. Kasper has been recommended to the Board of Huron County Commissioners to serve as acting Prosecuting Attorney and to perform the duties thereof during such time period; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners appoints Daivia S. Kasper to serve as acting Huron County Prosecuting Attorney effective 12:00 a.m. June 1, 2015 until such time as the Huron County Democratic Party Central Committee makes the appointment and the appointee qualifies and takes the office of Huron County Prosecuting Attorney; 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

15-169

**IN THE MATTER OF APPROVING OF A REQUEST FOR PAYMENT ON LETTER OF
CREDIT AND STATUS OF FUNDS REPORT (FORM DS5) FOR HURON COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (B-C-13-1BJ-1); (B-C-13-1BJ-2) SUBMITTED
TO THE BOARD MAY 19, 2015**

Joe Hintz moved the adoption of the following resolution:

WHEREAS, a request for payment and status of funds report has been prepared and submitted to the Board of Huron County Commissioners as attached herein by CT Consultants, Inc., for the Board's certification; and

WHEREAS the Board has reviewed the request for payment and status of funds report; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the request for payment and status of funds report as attached herein and certifies that the data reported is correct and that the amount of the Request for Payment is not in excess of current needs; and further

MAY 19, 2015

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

Roland Tkach, Auditor to Marion, Ohio on May 22, 2015 for the Auditor District Meeting.
 Roland Tkach, Auditor to Painesville, Ohio June 1, 2015 – June 4, 2015 for the CCAO Summer Conference.
 Sue Bommer, Human Resources to Green Springs, Ohio on June 16, 2015 for the Violence in the Workplace Seminar.

REGULAR SESSION

TUESDAY

MAY 19, 2015

IN THE MATTER OF REQUEST FOR LEAVE

Joshua Jasinski/Dog Warden/Sick/8:00 a.m. – 4:30 p.m. May 14, 2015.

Brooke Fox/Dog Warden/Family Medical Leave/10:30 a.m. February 20, 2015 – 8:00 a.m. March 6, 2015.


Stephen Minor/Building & Grounds/Sick/8:00 a.m. – 2:00 p.m. May 18, 2015.

Larry Burdue/Building & Grounds/Sick/8:30 a.m. – 2:00 p.m. May 11, 2015/Sick/9:30 a.m. May 12, 2015 – 2:00 p.m. May 14, 2015.

Vickie Ziemba/Commissioners/Sick and Personal Time/2:00 p.m. – 4:30 p.m. May 15, 2015.


SIGNINGS

Sheriff Equitable Sharing Agreement and Certification



Equitable Sharing Agreement and Certification

☐ Police Department ☒ Sheriff's Office ☐ Task Force (Complete Table A) ☐ Prosecutor's Office ☐ National Guard Counterdrug Unit ☐ Other



OMB Number 1225-0011
Expires: January 31, 2018

Agency Name: Huron County Sheriff's Office

NCIC/ORI/Tracking Number: 010390000

Mailing Address: 255 Shady Lane Drive

City: Norwalk State: OH Zip: 44857

Finance Contact: First: Tammy Last: Schaffer
Phone: 419-668-6912 Email: tschaffer@huroncountysheriff.org

Preparer: First: Tammy Last: Schaffer
☒ Same as Finance Contact
Phone: 419-668-6912 Email: tschaffer@huroncountysheriff.org

Last FY End Date: 12/31/2014 Agency Current FY Budget: \$4,405,668.00

☐ New Participant: Read Equitable Sharing Agreement and sign Affidavit
☒ Existing Participant: Complete Annual Certification Report, read Equitable Sharing Agreement, and electronically sign Affidavit
☐ Amended Form: Review Annual Certification Report, read Equitable Sharing Agreement, and electronically sign Affidavit

Annual Certification Report

Summary of Equitable Sharing Activity	Justice Funds	Treasury Funds
1. Beginning Equitable Sharing Funds Balance (Must match Ending Balance from prior FY)		
2. Equitable Sharing Funds Received		
3. Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (Complete Table B)		
4. Other Income		
5. Interest Income <input type="checkbox"/> Non-Interest Bearing <input type="checkbox"/> Interest Bearing		
6. Total Equitable Sharing Funds (total of lines 1 - 5)		
7. Equitable Sharing Funds Spent (total of lines a - n below)		
8. Ending Equitable Sharing Funds Balance (difference between line 7 and line 6)		

Department of Justice Asset Forfeiture Program participants are: FBI, DEA, ATF, USFIS, USFSA, USCA, DCIS, ODS, and FOA.
Department of the Treasury Asset Forfeiture Program participants are: IRS, ICE, CBP, AND-1225.

Page 1 of 5February 2015Version 3.0

Summary of Shared Funds Spent

	Justice Funds	Treasury Funds
a. Law enforcement operations and investigations		
b. Training and education		
c. Law enforcement, public safety, and detention facilities		
d. Law enforcement equipment		
e. Joint law enforcement/public safety operations		
f. Contracting for services		
g. Law enforcement travel and per diem		
h. Law enforcement awards and memorials		
i. Drug, gang, and other education or awareness programs		
j. Matching grants (Complete Table C)		
k. Transfers to other participating law enforcement agencies (Complete Table D)		
l. Support of community-based programs (Complete Table E)		
m. Non-categorized expenditures (Complete Table F)		
n. Salaries (Complete Table G)		
Total:		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: NCIC/ORI/Tracking Number:		

Table C: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Page 2 of 5February 2015Version 3.0

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submission of this form, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the Department of Justice and Department of the Treasury Equitable Sharing Programs. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted and signed electronically. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be electronically signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor. The governing body head cannot be from the law enforcement agency and must be from a separate entity.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the Department of Justice and the Department of the Treasury Equitable Sharing Programs as set forth in the current edition of the *Guide to Equitable Sharing for State and Local Law Enforcement Agencies (Guide)*.

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must first verify with the Department of Justice that the receiving agency is a current and compliant Equitable Sharing Program participant. Transfers of tangible property are not permitted.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures, joint law enforcement operations funds, and other sources must not be commingled with federal equitable sharing funds. The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed by the Agency's jurisdiction as supplemented by requirements set forth in the current edition of the *Guide*, including the requirement to maintain relevant documents and records for five years. The misuse or misappropriation of shared resources or supplantation of existing resources with shared assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending shared funds. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Guide*.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and the Department of the Treasury reserve the right to conduct periodic random audits or reviews.

7. Freedom of Information Act. Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury.

Page 4 of 5February 2015Version 3.0

Affidavit

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the Guide during the reporting period and that the recipient Agency is compliant with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is compliant with the applicable nondiscrimination requirements of the following laws and their implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. 92000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 9101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 7904), and the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with the court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? ☐ Yes ☒ No

If you answered yes to the above question, complete Table H

Agency Head Electronic Signature

Governing Body Head Electronic Signature

Name: Dane Howard Name: Tom Dunlap

Title: Sheriff of Huron County Title: Huron County Commissioner

Email: sheriff@huroncountysheriff.org Email: tdunlap@hccommissioners.com

To the best of my knowledge and belief, the information provided on this form is true and accurate and has been duly reviewed and authorized by the Law Enforcement Agency Head and the Governing Body Head whose names appear above. Their typed names indicate their acceptance of and their agreement to abide by the policies and procedures set forth in the Guide to Equitable Sharing for State and Local Law Enforcement Agencies, this Equitable Sharing Agreement, and any policies or procedures issued by the Department of Justice or the Department of the Treasury related to the Asset Forfeiture or Equitable Sharing Programs.

☒ I certify that I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.

Final Instructions:
Step 1: Click to save for your records
Step 2: Click to save in XML format
Step 3: Email the XML file to aca.submit@usdoj.gov

Page 5 of 5February 2015Version 3.0

OTHER BUSINESS continued.

Mr. Bauer reported on phone calls he has received regarding the raceway park closing Rte. 18 for the traffic to exit the raceway. Then another phone call regarding Medusa Rd. also being closed. Mr. Bauer received a phone call from Bill Bader wanting to update the Commissioners on the road closures. According to the homeowner at the time he spoke to Mr. Bauer, he did not receive a letter from the raceway being closed, however less than 24 hrs prior to the road closure, letters were placed in the

REGULAR SESSION**TUESDAY****MAY 19, 2015**

mailboxes. Mr. Bader had requested with the plan with ODOT, that he could close the road during this time, he was able to clear the parking lot in 59 min. ODOT verbally gave him approve to close this road, he still had not received a written agreement/approval from ODOT. Mr. Bader contacted Josh Snyder to see if he should send out a letter to the surrounding neighbors that Medusa Rd. and Rte. 18 would be closed. Mr. Snyder stated yes, send the letter. Mr. Bader stated he received a letter from ODOT District 3 on Monday, May 18, 2018 after the event stating they approve the closure.

Ms. Nolan explained that A.J. Riley called wanting to know where to send his invoice for the paving for the parking lot at the new Shady Lane Building. Ms. Nolan stated she told A.J. Riley to send it to ODOT District 3. Ms. Nolan explained she spoke to Dan Frederick, architect for the Shady Lane Building he stated no don't send that yet, there is no agreement with ODOT to do this job. Mr. Bauer states that this is a problem.

Mr. Bauer discussed a possible legislation regarding stopping Mennonites from driving on the road. Mr. Bauer doesn't see this going very far.

Assistant Prosecutor's report

Ms. Daivia Kasper came before the board to discuss the road vacations for Mulberry Street, Center Street. She explained she has finished reviewing these, asking the Commissioners to vacate 15 ft. of the right of way on Mulberry Street. Regarding Center Rd. needs to speak to the Engineer to make sure we don't receive any money for this road.

Ms. Kasper spoke in regards to the Airport board agreement, she stated she received some comments back from the vendor, however she is unclear if they are ready to move forward.

At 12:21 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 May 19, 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 12:21 p. m.

Signatures on File