

**REGULAR SESSION**

**TUESDAY**

**OCTOBER 14, 2014**

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 October 7, 2014 meeting(s) were presented to the Board. Tom Dunlap made the motion to waive the reading of the minutes of the October 7, 2014 meeting(s) and approve as presented. Gary W. Bauer seconded the motion. Voting was as follows:

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

14-304

**IN THE MATTER OF CERTIFYING CLAIMS SCHEDULE FOR BUDGETARY CHECKS TO THE HURON COUNTY AUDITOR FOR PAYMENT:**

Gary W. Bauer 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 for budgetary checks and authorize the Huron County Auditor to make the necessary warrant;  
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.

Tom Dunlap 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

**CLAIM SCHEDULE FOR BUDGETARY CHECKS**  
October 9, 2014

I hereby certify that there are sufficient funds in the Various Appropriation Code to cover the payment of the following claims.  
Edward Beach Michigan State Auditor  
We hereby approve for payment by the County Auditor the following vouchers as itemized below.

Gary W. Bauer Joe Hintz  
Tom Dunlap  
Huron County Commissioners

Vendor:  
Studer-Obringer 10/14/2014 320-320-00527 \$135,479.20

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**IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #014 IN THE GENERAL FUND TO FUND #013**

Tom Dunlap moved the adoption of the following resolution:

**WHEREAS**, a transfer of funds is needed for the #013 Juvenile Court account; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 014-00125-001 Probation Salaries in the amount of \$ 6,300.00 to the 013-125-001 Juvenile Court Salaries; 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 # 013 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.

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

14-306

**IN THE MATTER OF DISPOSING COUNTY PROPERTY**

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

**WHEREAS**, the Huron County Common Pleas Court has two (2) fax machines which no longer work and/or are obsolete and cannot be repaired; and

**WHEREAS**, the Board of County Commissioners hereby determines that they are not needed for public use; and

**WHEREAS**, pursuant to Ohio Revised Code section 307.12(I), the Board has the authority to discard or salvage such property; now therefore

**BE IT RESOLVED**, that the board hereby directs that the list of obsolete pieces of equipment as attached hereto and incorporated herein be disposed of; 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.

Tom Dunlap 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

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**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00  
SUBMITTED TO THE BOARD OCTOBER 14, 2014**

Tom Dunlap moved the adoption of the following resolution:

**WHEREAS**, requests for expenditures of over \$1,000.00 have been submitted for approval by the Board of Huron County Commissioners as follows:

**Huron County Department of Job & Family Services**

MT Business Technologies Ricoh color digital copier \$3,689.00

**Huron County Permanent Improvement #310**

Moto Electric Hot Water Pump \$1,642.00 now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the requests for expenditure of over \$1,000.00 as listed above; 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

14-308

**IN THE MATTER OF APPROVING OF THE LEASE AGREEMENT BETWEEN THE BOARD  
OF HURON COUNTY COMMISSIONERS (LESSOR) AND TOM JARRETT (LESSEE) OR HIS  
ASSIGNS**

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

**WHEREAS**, the Board of Huron County Commissioners desires to lease to the LESSEE a portion of the building located at 22 E. Main Street, Norwalk, Ohio. The portion of the Building being leased by Lessee is depicted on the floor plan drawings attached hereto as Exhibit “A”; now therefore

**BE IT RESOLVED**, that the Lessee agrees to pay to the Lessor as rental for the Premises during the term of one (1) year, commencing as of January 1, 2015, and ending on December 31, 2015, unless this Lease is sooner terminated as hereinafter provided. Notwithstanding the previous sentence, Lessee shall have an option to renew the term of this Lease pursuant to section 4 Option to Renew as attached; and further

**BE IT RESOLVED**, that the Lessee agrees to pay to the Lessor as rental for the Premises during the term of the Lease the sum of \$13,020.00 per annum, payable in monthly installments of \$1,085.00, in advance on the first day of each month during said term. The rental for renewal terms pursuant to Lessee’s option to renew shall be as specified in section 4 Option to Renew; and further

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves this lease agreement 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.



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*Tom Dunlap moved to approve the 2015 Holiday schedule. 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*

**HOLIDAYS 2015**

THURSDAY, JANUARY 1, 2015	NEW YEAR'S DAY
MONDAY, JANUARY 19, 2015	MARTIN LUTHER KING DAY
MONDAY, FEBRUARY 16, 2015	PRESIDENT'S DAY
MONDAY, MAY 25, 2015	MEMORIAL DAY
(FRIDAY) SATURDAY, JULY 4, 2015	INDEPENDENCE DAY
MONDAY, SEPTEMBER 7, 2015	LABOR DAY
MONDAY, OCTOBER 12, 2015	COLUMBUS DAY
WEDNESDAY, NOVEMBER 11, 2015	VETERANS' DAY
THURSDAY, NOVEMBER 26, 2015	THANKSGIVING DAY
FRIDAY, DECEMBER 25, 2015	CHRISTMAS DAY

**IN THE MATTER OF TRAVEL**

*Gary W. Bauer moved to approve the following travel requests this day. Tom Dunlap 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 Dublin, Ohio on November 19, 2014 – November 21, 2014 for the CAAO Winter Conference.  
Kathleen Schaffer, Treasurer to Dublin, Ohio on November 18, 2014 – November 20, 2014 for the County Treasurers Conference.

**IN THE MATTER OF REQUEST FOR LEAVE**

**Pete Welch**/SWMD/TS/BG/Sick/9:00 a.m. – 3:30 p.m. October 16, 2014/Sick/7:30 a.m. – 3:30 p.m. October 22, 2014.  
**Jeff Deeble**/Building & Grounds/Sick/5:30 a.m. – 2:00 p.m. November 13, 2014.  
**Ronald Ackerman**/Building & Grounds/Personal Time/5:00 a.m. – 1:30 p.m. October 2, 2014/Compensatory Time/5:00 a.m. – 1:30 p.m. October 3, 2014.  
**Timothy Bettac**/Building & Grounds/Personal Time/8:00 a.m. – 4:00 p.m. November 10, 2014/Personal Time/8:00 a.m. – 4:00 p.m. December 26, 2014.

**At 9:30 a.m. Public Comment**

Doug Arnold, Huron County Airport Manager came before the board in regards to a conference call with the FAA, he explained it is an annual fall conference call for the upcoming 2015 year. Mr. Arnold explained that the FAA asked for one of the co-sponsors to be present. Mr. Arnold stated that the conference call will be held after the Airport Authority meeting. On the agenda are the airport financials and the 2015 grant. Mr. Dunlap asked Mr. Arnold to leave the phone number and pass code with Vickie Ziemba.

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J.W. Kelly spoke about the commissioners attending the Airport Authority meeting. Mr. Dunlap stated that a Commissioners would attend the meetings again if the Airport Authority could control them better. Mr. Hintz stated that the meetings are out of control. Mr. Kelly stated that they were correct, however if they remember Mr. Kelly had to control more than just one party, and he explained that the board speaks to the board and the audience speaks after the board. Mr. Dunlap stated that the board can recess and the Sheriff could be called to control things if needed. Mr. Kelly explains that when the board speaks there should be nothing coming from the audience. The audience then can speak to the board after the meeting; however board members do not have to stay around to argue points with someone. Mr. Hintz suggested a public comment time during the meetings. Mr. Bauer questioned if they have appointed a Vice-President, and if he has been voted into the President position? Mr. Kelly stated that he is acting President, and they will have the board vote in the meeting today. Mr. Bauer explained the board will discuss the conference call and let Mr. Arnold know.

**OTHER BUSINESS**

Gary Bauer discussed several topics regarding an IT person, additional custodian, Area Aging Board appointment. Mr. Bauer explained that they need to keep up on the IT person. Mr. Bauer stated that Sue Bommer and Pete Welch need to work on getting an additional custodian. Mr. Bauer explained he spoke to Area 5 Aging Board regarding to the appointment to the board, this needs to be taking care of soon.

**At 9:45 a.m.** the board recessed.

**At 10:00 a.m.** regular session resumed.

**At 10:00 a.m.** Dr. Dee Zeffiro-Krenisky came before the board to present the strategic plan update. Kari Smith was introduced as the new superintendent of Christie Lane.

Dr. Dee Zeffiro-Krenisky spoke in regards to things coming up regarding the levy that is up for renewal in 2015 and a new strategic plan for 2015. Mr. Dunlap questioned when Dr. Dee's last day will be. Dr. Dee explained December 31, 2014 will be her final day as superintendent of Christie Lane. Dr. Dee explained the following abbreviations: DOJ (Department of Justice), DRO (Disability Rights Ohio) and CMS (Center of Medicaid and Medicare Services). These three organizations are pushing very hard on a concept that is community integration and it is about people with disabilities having real opportunities in their communities. Part of the conversation is about sheltered workshops and this also ties into our sub-minimum wage certificate. There is some angst about this in our community and across the state. In the end it sounds like closures for places like Christie Lane Industries. Dr. Dee explained that the two boards Huron County Board of Developmental Health and Christie Lane Industries met on September 27, 2014 to review this conversation, Christie Lane Industries is here to stay.

Dr. Dee handed out the Huron County Board of Developmental Disabilities Strategic Plan FY 2013-2015 for the board to review.

Discussion was had in regards to the agreement with the Gerken Center. Ms. Kasper is reviewing the agreement at this time

Mr. Hintz questioned why Christie Lane sold two homes used by the agency for residents with disabilities? Dr. Dee stated the home on Main Street was a duplex; it became apparent that the duplex could not be utilized due to the stairs. The house on Maple Street it was too small to utilize as well. The house on Spring Street was purchased because it is a fully assessable home with a wheel chair ramp.

**At 10:32 a.m.** Lucinda Smith, Huron County Transit came before the board to discuss the semi-annual report. Ms. Smith explained that the past 6 months have been relatively quiet for the transportation service. Weather during this part of the year has been much easier to navigate than in the upcoming months. Ms. Smith explained several revenue sources have continued to contribute to the operational cost of the service. In addition to the \$25,000.00 the Commissioners agreed to provide, Job and Family Services have continued to purchase blocks of general public tickets for their clients. They continue to have small contracts with Christie Lane, Kindercasa and Goodwill Industries. Ms. Smith explained a third source of continuing revenue is the advertising that was started in 2013.

Ms. Smith explained that in July Services for Aging applied for a federal grant to help finance the building of a bus barn that would house both transportation systems' vehicles, plus related office staff. Currently the

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grant has passed through the State's review. The State's grant package to request funds needs to be submitted to the federal government for approval. As of this date, that is still pending.

Ms. Smith explained on August 4, 2014, Huron County Transit started the Maple City Mover Pilot Program. The program was implemented to provide affordable transportation around the city of Norwalk. The bus loop is operated Monday through Friday from 8 a.m. until 4 p.m. Bus stop signs were placed at the 16 designated pickup/drop off points. Advertisement was done in several forms: advertisements and articles in the local newspapers; brochures distributed to various locations; acknowledgment in the Norwalk Chamber newsletter; flyers provided to the ridership. Despite these efforts, the ridership has been minimal according to the statistics below:

August – 43 rides

September – 50 rides

October (to date) – 16 rides

On average the route transports 2-3 people daily. Because of the lack of use and the negative impact it currently has on the operating budget, Huron County Transit will disband the route effective October 31<sup>st</sup>. The program may be tried at a later time.

Ms. Smith stated that the Huron County Transit will receive a new bus later in 2014 or at the beginning of 2015. This vehicle will replace one of the older vehicles in the fleet. With the busses continuing to be stored outdoors, the deterioration of the vehicles is inevitable and replacement busses are greatly needed.

**At 11:10 a.m.** Jan Tkach County Recorder came before the board in regards the budget for the technology fund. Ms. Tkach explained that she projected they would record 8100 during 2014. As of September 30 they have recorded 5542, which puts them at 68% of their goal, which is about 7% behind where she hoped to be at, at this time. This is a trend state wide.

Ms. Tkach explained last year the board approved her request for \$7.00 per document; she listed some of the things she was able to do with the additional funds:

(3) HP computers and monitors

(1) Desktop Fujitsu scanner for the counter in the Recorder's Office, hoping to add another next year.

Rebinding of old plat book #6, there are still two old plat books that need to be rebound.

\$2,000 set aside for the equipment for the Microfilm/Records Center.

Ms. Tkach stated the network change \$30,000.00 for a network split. Ms. Tkach asked commissioners to set this aside for microfilm #002. Ms. Tkach stated she has a firm reviewing this to come up a proper proposal.

Ms. Tkach requested \$7.00 per document again to be put into the Technology Fund, because of the sluggish economy this year she has revised her estimate for document recording for 2015 to 6600 documents. At \$7.00 per document this would give her estimated revenue of \$46,200 for the Technology Fund.

Ms. Tkach explained the 2015 General Fund Budget – Dept. 002 Microfilming Operating Budget

Account	Name	2013 Actual Exp.	2014 Appr.	2015 Estimate
00125	Salaries	\$32,814.22	\$34,375.22	\$34,375.00
00175	Supplies	\$959.63	\$2,000.00	\$2,000.00
00400	PERS	\$4,487.52	\$5,007.17	\$5007.00
00425	Worker's Comp	\$479.73	\$654.00	\$700.00
0475	Other Expenses	0	\$900.00	\$900.00
00525	Contract Services	\$3,862.43	\$2,7000.00	\$6,500.00
	<b>Subtotal</b>	<b>\$42,603.43</b>	<b>\$45,641.39</b>	<b>\$49,482.00</b>

*00525 Contract Services:	Iron Mountain (off-site storage)	\$550.01
	Microfilm Creation	\$4,800.00
	Equipment Maintenance	\$1,150.00
		\$6,500.00

The estimated budget does include a 3% increase in the hourly rate for her employees for the last half of 2015 beginning with pay period 14.

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Dept. 024 Recorder's Office Operating Budget

<b>Account</b>	<b>Name</b>	<b>2013 Actual Exp.</b>	<b>2014 Appr.</b>	<b>2015 Estimate</b>
0100	Salary Official	\$50,203.00	\$50,203.00	\$50,203.00
00125	Salary Employees	\$43,958.85	\$48,616.00	\$49,990.00
0175	Supplies	\$1,121.00	\$1,240.00	\$1,300.00
00400	PERS	\$13,481.65	\$14,273.87	\$14,275.00
00425	Worker's Comp	\$1,300.84	\$1,851.00	\$1,980.00
00475	Other Expenses	\$2,008.12	\$400.00	\$400.00
	<b>Subtotal</b>	<b>\$112,173.46</b>	<b>\$116,583.87</b>	<b>\$118,148.00</b>

The estimated budget does include a 3% increase in the hourly rate for her employees for the last half of 2015 beginning with pay period 14.

Ms. Tkach would like to have a policy in effect to accept e-recording signatures by this time next year.

**At 11:46 a.m.** Tom Dunlap moved to adjourn. Gary W. Bauer 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 October 14, 2014.

**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 11:46 a.m.

**Signature on File**