

REGULAR SESSION

TUESDAY

JUNE 4, 2013

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 May 28, 2013 meeting(s) were presented to the Board. Tom Dunlap made the motion to waive the reading of the minutes of the May 28, 2013 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

13-179

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 C 13-21 authorize 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.

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 Page: 1
Batch Number: 21 Date: Reference:
I hereby certify that there are sufficient funds in the Various Appropriation Codes to cover the payment of the following claims.
Auditor: Roland Trach by MB
We hereby approve for payment by the County Auditor the following vouchers as itemized below.
County Commissioners: Gary W. Bauer, Tom Dunlap, Joe Hintz
Vendor Amount PO/Line Warrant Account
001 GENERAL FUND
001-003 AUTO DATA PROCESSING
SHIPLEYS OFFICE SUPPLY INC 199.97 33643/1 000000 00175
HP CARTRIDGE INV 0188754-001
MT BUSINESS TECHNOLOGIES IN 683.70 33644/1 000000 00200
HP COMPUTER INV MMT14278
HP COMPUTER INV MMT14278 573.79 33660/1 000000 00200
MT BUSINESS TECHNOLOGIES IN 332.81 33645/1 000000 00275
HP SWITCH INV MMT14274
PITNEY BOWES GLOBAL FINANCI 612.00 33645/1 000000 00275
POSTAGE MACHINE LEASE INV 7037492-MY13
US BANK EQUIPMENT FINANCE 627.87 33645/1 000000 00275
RICOH MFS000 INV 228674768
001-003 AUTO DATA PROCESSING 3,030.14 ** Total **
001-013 JUVENILE COURT
CHRISTIE LANE INDUSTRIES IN 22.50 33434/1 000000 00475
DOCUMENT DSTRUCTION INV18474
001-013 JUVENILE COURT 22.50 ** Total **
001-016 PROBATE COURT
TOM MEZICK 126.02 33437/1 000000 00175
DEPOSIT SLIPS INV 10086
001-016 PROBATE COURT 126.02 ** Total **
001-019 POLICE & MUNY COURTS

CLAIM SCHEDULE Page: 2
Batch Number: 21 Date: 06/06/2013 Reference:
Vendor Amount PO/Line Warrant Account
NORWALK MUNICIPAL COURT 537.84 33828/1 000000 00554
WITNESSES OF JURORS
001-019 POLICE & MUNY COURTS 537.84 ** Total **
001-022 BLDG & G-M & OPERATI
BROHL & APPELL INC 117.92 33831/1 000000 00175
LIGHTS BATTERIES CUST 6481
JOHN DEERE FINANCIAL 116.99 33831/1 000000 00175
GROUNDWORK REVS ACCT 11113-35130
SHERWIN WILLIAMS CORP 92.69 33831/1 000000 00175
PAINT & SUPPLIES INV 4752-2,5138-3
SANDUSKY ELECTRIC INC 30.30 33834/1 000000 00275
WATER PUMP INV S1077663001
OTIS ELEVATOR COMPARY 7,408.49 33835/1 000000 00280
EL MOTOR/2 E MAIN ST INV CVT30795001
TREASURER STATE OF OHIO 153.25 33835/1 000000 00280
P894234 & B0894233
TIMOTHY BETTAC 25.00 33836/1 000000 00475
CELL PHONE REIMB
JEFFREY DEBLE 25.00 33836/1 000000 00475
CELL PHONE REIMB
OHIO TELECOM INC 3,635.45 000000 00525
GF PHONES/INV 13370
EXELON CORPORATION 535.95 000000 00527
GAS RGL19215 INV 0010226607
001-022 BLDG & G-M & OPERATI 12,141.04 ** Total **
001-023 SHERIFF
BILL DUNCAN 80.66 33699/1 000000 00280
NON TAXABLE MEALS & TOLLS REIMB/TRAINING
001-023 SHERIFF 80.66 ** Total **
001-026 DISASTER SERVICE
OHIO TELECOM INC 104.45 33556/1 000000 00200
ERA TELEPHONE SVCS
001-026 DISASTER SERVICE 104.45 ** Total **
001-036 JAIL OPERATIONS
EXELON CORPORATION 2,526.63 000000 00527
JAIL GAS RGL19215 INV 0010226607

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Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for GAIL OPERATIONS, MISCELLANEOUS, HURON COUNTY ENGINEER, GENERAL FUND, DOG & KENNEL, SAN BAY CO, OHIO TELECOM, NEXTEL COMMUNICATIONS, VERIZON WIRELESS, PUBLIC ASSISTANCE, HURON COUNTY TREASURER, LESLIE CASPER, RENEE GRELL, JESSICA KOVAC, ALEXIS SALAS, FRONTIER, FRONTIER, OHIO TELECOM INC.

Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for OHIO TELECOM INC, TIME WARNER CABLE, VERIZON WIRELESS, FUELMAN, ELIZABETH GALAN, HURON COUNTY COMMISSIONERS, OHIO CHILD SUPPORT DIRECTOR, SETON IDENTIFICATION PRODUCT, SOCIAL SERVICES, VERIZON WIRELESS, WAL-MART COMMUNITY BRC, FUELMAN, HURON COUNTY COMMISSIONERS, HURON COUNTY HEALTH DEPT, HURON COUNTY HEALTH DEPT, SOCIAL SERVICES, PUBLIC ASSISTANCE, CHILD SUPPORT ENFORC, CHILD SUPPORT ENFORC, HURON COUNTY CLERK OF COURT.

Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for CHILD SUPPORT ENFORC, CHILD SUPPORT ENFORC, WIA, WAL-MART COMMUNITY BRC, SS-WORK CLOTHES-K MAYNARD, SS-WORK CLOTHES-D BOLDING, SS-UNIFORMS-J BRAMT, SS-UNIFORMS-S SHELTON, SS-SCRUBS-M HINKLE, SS-WORK CLOTHES-A ABSSHER, SS-SCRUB PANTS-M HINKLE, DAIRYLAND INSURANCE COMPANY, BREANNA YOUNG, NURSE AIDE TEST-M HINKLE, MIDWAY INC, KAYLA ROTHEB, WAREHOUSE TIRE CO INC, THOMAS EASTMAN JR.

Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for AUTO TAX, MARK A WRUBLEWSKI, OHIO EDISON, OHIO TELECOM INC, NEXTEL COMMUNICATIONS, AUTO TAX - OFFICE, AUTO TAX - ROADS, JOHN DEERE FINANCIAL, WRENCHES, ADAPTORS, SHOVEL, GYPHOSATE, NORWALK CONCRETE INDUSTRY I, GRATE, RIBER, CATCH BASINS, HA-058-C,SH-064-B, RILEY MATERIALS INC, COLD MIX, AGLAND CO-OP INC, HYDRAULIC FLUID, OIL, DEXKRON, SUMMERS RUBBER COMPANY, CAM/GROOVER FEMALE COUPLES #505, JOHN DEERE FINANCIAL, WRENCHES, ADAPTORS, SHOVEL, GYPHOSATE, JOSH MANDEL OHIO TREASURER, BI-ANNUAL LOAN PAYMENT SL 30 BRIDGE CI07F, AUTO TAX - BRIDGES, JOHN DEERE FINANCIAL, WRENCHES, ADAPTORS, SHOVEL, GYPHOSATE, JOHN DEERE FINANCIAL, WRENCHES, ADAPTORS, SHOVEL, GYPHOSATE, AUTO TAX - BRIDGES, WIA, RECORDERS EQUIPMENT.

Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for FIRELANDS P&S PRINT, PAPER FOR BINDERS INV 28531, MT BUSINESS TECHNOLOGIES IN, RICOH 3035 CNIN196421M, US BANK EQUIPMENT FINANCE, RICOH MF2550 INV 228763132, RECORDERS EQUIPMENT, CHILDREN'S SERVICE, SCONE LODGE, WILLARD RENTAL PROPERTIES L, ESAA-S GAYHEART-RENT, BAY COAST PROPERTIES INC, ESAA-J SCHOENWOLF-RENT AP, WAL-MART COMMUNITY BRC, CHILD ABUSE AND NEGLECT 13, CHILD ABUSE AND NEGLECT 13, WAL-MART COMMUNITY BRC, ESAA-G MASON-GROCERIES, WAL-MART COMMUNITY BRC, ESAA-R HAMBRY-GROCERIES, WAL-MART COMMUNITY BRC, ESAA-K SLOME-CLOTHES, WAL-MART COMMUNITY BRC, ESAA-D LOAN-GROCERIES, WAL-MART COMMUNITY BRC, ESAA-J LYKINS-GROCERIES, WAL-MART COMMUNITY BRC, FOSTER CARE CHILD EXPENSE, FOSTER CARE CHILD EXPENSE, WAL-MART COMMUNITY BRC, FOSTER CARE CHILD EXPENSE, WAL-MART COMMUNITY BRC, FOSTER CARE CHILD EXPENSE, WAL-MART COMMUNITY BRC, ESAA-A FLETCHER-DOOR ALARM, WAL-MART COMMUNITY BRC, ESAA-C WEIDINGER-MEDS, WAL-MART COMMUNITY BRC, ESAA-R BONDREN-DIAPERS.

Table with columns: Batch Number: 21, Date: 06/06/2013, Reference: Vendor, Amount, PO/Line, Warrant, Account. Includes entries for WAL-MART COMMUNITY BRC, ESAA-S CAUDILL-GROCERIES, WAL-MART COMMUNITY BRC, ESAA-A BARNETT-DIAPERS, WAL-MART COMMUNITY BRC, ESAA-R HARRIS-GROCERIES, BRUCE & KIMBERLY D ROSE, ESAA-C WEIDINGER-RESPIRE, ECONE LODGE, ESAA-F GILBERT-RENT, WILLIAM D KOPAS JR, FOSTER PARENT TRAINING, OHIO EDISON, ESAA-A RINGLE-UTILITIES, DEBBIE NOTTIE, FOSTER PARENT TRAINING, ANTHONY FLEMING, FOSTER PARENT TRAINING, CHILDREN'S SERVICE, FRONTIER, 911 TARIFF CHARGES/ACCT#:41966002481219065, 911 TARIFF CHARGES/ACCT#:41966002481219065, LOCAL EMERGENCY PLAN, LOCAL EMERGENCY PLAN, MT BUSINESS TECHNOLOGIES IN, COPIER MAINT/INV#:CNIN196551M, LOCAL EMERGENCY PLAN, LOCAL EMERGENCY PLAN, End of Report.

ACCOUNTING DEPT.
(419) 668-8458

DATA PROCESSING
(419) 663-7900

LICENSE BUREAU/DMV
2300 Linn Center
(419) 668-8482
Fax: (419) 668-8223

MAP DEPARTMENT
(419) 668-2021

ROLAND TKACH
HURON COUNTY AUDITOR



MOBILE HOMES
(419) 668-8462

PERSONAL PROPERTY
(419) 668-8464

REAL ESTATE TAXATION
(419) 668-8464

WEIGHTS AND MEASURES
(419) 668-4204

FAX: (419) 663-6246

12 EAST MAIN STREET SUITE 300
NORWALK, OHIO 44857-1545
(419) 668-4384

HURON COUNTY CLAIM SCHEDULE APPROVAL

To the Huron County Auditor's Accounting Department

Please check which one applies:

Everything on the claim schedule has been approved by the Huron County Commissioners and all warrants are to be released.

The following have NOT been approved by the Huron County Commissioners and should be held until further advised.

Hold the following:

Dollar Amount	Vendor
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

COPY

13-180

IN THE MATTER OF LETTING BIDS FOR THE PURCHASE OF PETROLEUM FOR THE HURON COUNTY DEPARTMENTS/ SHERIFF/TRANSFER STATION/BUILDINGS & GROUNDS

Tom Dunlap moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners are seeking bids for the purchase of petroleum for vehicles in the above stated departments; and

WHEREAS, notice must be placed in a newspaper of general circulation, pursuant to Section 307.87 of the Ohio Revised Code; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby approve of letting bids for the purchase of petroleum for vehicles in the Huron County Departments stated above; and further

BE IT RESOLVED, that notice of this will be placed in a newspaper of general circulation on Thursday, June 6, 2013 and this notice can be located on the county's internet site on the worldwide web, at <http://www.hccommissioners.com> click on legal notice button. Bids will be opened on Wednesday, June 19, 2013 at 10:30 a.m.; 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

LEGAL NOTICE

Notice is hereby given that sealed bids will be received at the office of the Huron County Commissioners, 180 Milan Avenue, Norwalk, Ohio, 44857, until 10:30 a.m. on Wednesday, June 19, 2013 prevailing time at which time bids will be opened for the purchase of petroleum for the vehicles for Huron County Departments including Sheriff, Transfer Station, & Buildings & Grounds.

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This notice can be located on the county’s internet site on the worldwide web, at <http://www.hccommissioners.com> click on legal notice button.

Bids must be sealed and plainly marked as to contents. Bid Blanks and specifications may be obtained from the Huron County Commissioners’ Office, 180 Milan Avenue, Suite 7, Norwalk, Ohio, 44857 during regular working hours, and all bids must be submitted on said blanks. The county will not assume responsibility for bids forwarded by mail and no bid will be accepted after the hour specified above.

All bidders must provide a Certified Check, Cashier’s Check or Letter of Credit drawn to the order of the Huron County Commissioners for not less than \$500.00, or a Bid Bond, in a company satisfactory to the Board in the full amount of the bid.

The Huron County Commissioners reserve the right to reject any or all bids, to waive irregularities in the bidding and to award the bid on the basis of the lowest and best bid as it deems to be in the best interest of the County of Huron, Ohio.

Cheryl A. Nolan
Administrator/Clerk

Publish: Thursday, June 6, 2013

13-181

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND #022

Joe Hintz 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 adjustments:

FROM:	Dept.	Account	Fund	Amount	TO:	Dept.	Account	Fund	Amount
	022	00525	001	\$ 13,640.00		022	00280	001	\$13,640.00
		Contract Services					Service Contract		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.

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

13-182

IN THE MATTER OF TRANSFERRING FUNDS FROM ACCOUNT #041 IN THE GENERAL

**REGULAR SESSION
FUND TO FUND #021;#022**

TUESDAY

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Tom Dunlap moved the adoption of the following resolution:

WHEREAS, fund #021 & #022 are in need of funding; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the transfer of moneys from 041-00572-001 transfer to funds #021 & #022 as follows:

FROM:	Dept.	Account	Fund	Amount	TO:	Dept.	Account	Fund	Amount
	041	00572	001	\$54,532.55		021	00557	001	\$ 7,762.00
		Transfer					Other		
						021	00200	001	\$13,625.00
							Equipment		
						022	00275	001	\$ 2,100.00
							Repairs		
						022	00280	001	\$31,045.55
							Contract Services		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 # 021 & #022 accounts; 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

13-183

**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$500.00
SUBMITTED TO THE BOARD JUNE 4, 2013**

Joe Hintz moved the adoption of the following resolution:

WHEREAS, requests for expenditures of over \$500.00 have been submitted for approval by the Board of Huron County Commissioners as follows:

Huron County Job & Family Services

The Printery Window envelopes \$810.60 now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the requests for expenditure of over \$500.00 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.

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

IN THE MATTER OF AGREEMENT BY AND BETWEEN HURON COUNTY AND OHIO DEPARTMENT OF REHABILITATION AND CORRECTION SUBSIDY GRANT AGREEMENT FOR COMMUNITY BASED CORRECTIONS PROGRAMS 407 NON-RESIDENTIAL FELONY

Tom Dunlap moved the adoption of the following resolution:

WHEREAS, the grantee has made application to the Grantor for funds made available for a Community Correction Act Grant, and has submitted a proposal for the use of these funds; and

WHEREAS, the Grantor is authorized, pursuant to authority in section 5149.30 et seq. of the Ohio Revised Code, to determine and award grants to assist local governments in community-based law enforcement services; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves of the agreement with Ohio Department of Rehabilitation and Correction 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.

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

* Grant on file.

13-185

IN THE MATTER OF APPROVING AGREEMENT BY AND BETWEEN HURON COUNTY DEPARTMENT OF JOB & FAMILY SERVICES (HEREINAFTER REFERRED TO AS THE EMPLOYER) AND OCSEA/AFSCME LOCAL 11, AFL-CIO CHAPTER 3900 (HEREINAFTER REFERRED TO AS THE UNION)

Joe Hintz moved the adoption of the following resolution:

WHEREAS, OCSEA/AFSCME, Local 11, AFL-CIO Chapter 3900 and the Employer, Huron County Job & Family Services met to negotiate and came to an agreement for the July 1, 2013 – June 30, 2016 agreement; and

WHEREAS, the Director of Job and Family Services has presented the agreement as attached hereto and incorporated herein; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves of the 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.

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

* Contract on file.

13-186

IN THE MATTER OF AUTHORITY OF THE COUNTY AUDITOR TO PURCHASE A USED FORD ESCAPE

Tom Dunlap moved to adopt the following resolution:

WHEREAS, the County Auditor has requested the Board's authorization to purchase a previously titled Ford Escape 4 door with 8,751 miles to replace the 1984 Dodge Caravan that presently has 125,421 miles; and

WHEREAS, such vehicle can be purchased for \$18,732.00 which includes title fees; and

WHEREAS, the Ford Escape will be utilized for the County's Auditor's office and will be paid from funds appropriated in the Real Estate Assessment Fund #120; now therefore

BE IT RESOLVED, by the Board of Commissioners, Huron County, Ohio that the request of the County Auditor to purchase a previously titled, Ford Escape 4 door at a cost not to exceed \$ 18,732.00 be and is hereby approved; 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
No Public Comment.

IN THE MATTER OF TRAVEL

Joe Hintz moved to approve the following travel request 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

HURON COUNTY
JOB AND FAMILY SERVICES

185 Shady Lane Drive, Norwalk, OH 44857
419-668-8126 or 1-800-668-5173 Fax 419-668-4738

HURON COUNTY DEPARTMENT OF JOB & FAMILY SERVICES
IN-SERVICE TRAINING REQUEST

DATE: 05/31/13
TO: Huron County Commissioners
FROM: Judy Loughton, HCDJFS Fiscal Specialist

RECEIVED
JUN 03 2013
HURON COUNTY COMMISSIONERS

June through July, 2013

June 5, 2013 Area 7 Meeting - Springfield, Ohio
Jill Eversole Nolan

June 20 & July 18, 2013 NW Directors Meeting - Findlay, Ohio
Jill Eversole Nolan up to \$500.00

Joe Hintz
Joseph Hintz, Commissioner

Gary W. Bauer
Gary Bauer, Commissioner

Tom Dunlap
Tom Dunlap, Commissioner

IN ACCORDANCE WITH SECTION 32520 OF THE OHIO REVISED CODE.

Huron County
Employees

Travel Notification
ORC 325.20 (A) and ORC 325.20 (B)

To be completed and submitted 14 days in advance, if possible, of travel away from the regular work site.

Person traveling: Jill Eversole Nolan Date(s) traveling: June thru July, 2013

Department/office: Huron County Department of Job and Family Services

Traveling to: Area 7 meeting, Springfield (June 5) and NW Directors meeting, Findlay (June 20 and July 18)

Passengers/ coworkers: *pending* (Attach detail)

I will be using a Huron County Vehicle.

I will be driving my own vehicle. It is insured and I have a valid driver's license.

I will be using public transportation.

Other:

Travel will involve overnight accommodations.

Travel will involve reimbursement meal expenses. Tip, tax and alcoholic beverages are not reimbursable.

Other anticipated expenses. Personal telephone calls and entertainment are not reimbursable.

Total expense estimated to \$100.00 to \$500.00 \$500.00+ Attach detail

Authorized By:

Signed: *Jill Eversole Nolan* Date: 5.28.13
A copy of this form will be retained at the Commissioner's office filed under: Insurance / Business Travel Form 11.24 01/11/01

DJFS travel

Cheryl Nolan, Commissioners, on June 6 - 7 2013, to Columbus, Ohio, for CCAO Summer Seminar.
Gary Ebinger, Auditor's Office, on June 20, 2013, to Reynoldsburg, Ohio, for ODA training/ on June 24 & 25, 2013, to Perrysburg, Ohio for OWMA annual meeting.
Joshua Jasinski, Dog Warden's Office, on June 12, 2013, to Cleveland, Ohio, for seminar training.
Gary Ousley, Dog Warden, on June 11, 2013, to Oak Harbor, Ohio, Dog Warden's meeting.

IN THE MATTER OF REQUEST FOR LEAVE

Christina Norton/EMA/vacation/8:00 a.m. - 4:30 p.m. June 5, 2013.
Lon Burton/Mechanic/vacation/7:00 a.m. - 3:30 p.m. June 5, 2013.
Joshua Jasinski/Dog Warden/sick/8:00 a.m. - 4:30 p.m. May 28, 2013.
Timothy Bettac/Buildings & Grounds/sick/8:00 a.m. - 1:30 p.m. May 24, 2013/8:00 a.m. - 4:30 p.m. June 3, 2013.
Al Timbs/Buildings & Grounds/vacation/4:00 a.m. - 8:00 a.m. May 22, 2013.
Larry Burdue/Buildings & Grounds/sick bereavement/9:30 a.m. - 2:00 p.m. May 20, 2013.
Darwin Pesnell/Buildings & Grounds/sick/2:00 p.m. - 4:30 p.m. May 29, 2013/8:00 a.m. - 4:30 p.m. June 7, 2013/3:00 p.m. - 4:30 p.m. June 20, 2013.

Administrator/Clerk's report

- 1) Reviewed the dates that Seneca County had sent for a joint ditch board meeting. The board agreed on June 18, 2013 at 12:00 noon.
- 2) Presented a transfer request received from the Public Defender and the board agreed to approve the transfer.
- 3) Presented the recommendation received from Historical Design Group for the restoration of the old jail exterior. After reviewing and discussing the bids, the complaint received in regards to the architect and the budget the board agreed to award the bid to the General Restoration in the amount of \$291,110.00. Discussion was also had in regards to the budget for this project. Ms. Nolan stated that according to Vickie Ziemba's accounting report there is \$226,784.78 available in Capital Improvement Project fund and the bid is \$291,110.00 which includes architectural fees. Ms. Nolan stated that she feels that \$65,000.00 needs to be set aside in contingencies for this project as well. After discussion as to what the building can be used for and the fact that they either need to fix it or take it down the board agreed that a resolution to award will be prepared for Thursday, June 6, 2013.

OTHER BUSINESS

Gary Bauer reported on a meeting on the south side of town with Susan Hazel, Roland Tkach, Matt Grose and Lucinda Smith last Friday morning. Discussion was had in regards to the multi-purpose building plan. Mr. Bauer stated that they figured out the number of acres at eleven. Ms. Hazel stated that she would put

REGULAR SESSION**TUESDAY****JUNE 4, 2013**

\$2,000 and Mr. Tkach stated that he would put \$2,500.00 and Senior Center will add \$1,000.00 and the next move is setting up a meeting with Dan Frederick today at 3:30 p.m. Mr. Bauer stated that he feels that they are headed in the right direction on this as it keeps them on the south side of town, we would still be spending their money and the county would end up owning the building which is a far better scenario then paying it to someone else as it keeps the money in house and the building on the south side of town.

Tom Dunlap reported on the Stark County case. Mr. Dunlap stated that when it was all said and done he just had to be there as the judge was very insistent that everyone have their client there. The attorney for our insurance seemed pretty confident that we would be dismissed and we should know that by the end of the month. Joe Hintz reported on the airport and the use of the building. Mr. Hintz also stated that he and Pete Welch, Maintenance Supervisor have looked at several maintenance department issues new floor cleaning equipment and vent fans for restrooms. Mr. Welch is moving forward on receiving quotes for the equipment and Mr. Hintz feels that the board needs to move forward on this and get the equipment purchased. Mr. Hintz also discussed the vent fans in the restrooms at the Administration Building since the new windows were installed that do not open. Tim Bettac services the vents which are now operating.

At 10:00 a.m. Jan Tkach, Recorder presented the Records Commission report as follows:

HURON COUNTY RECORDER**Jan M. Tkach**

12 E Main Street Suite 100, Norwalk, OH 44857

419.668.1916

June 4, 2013

TO: THE HURON COUNTY COMMISSIONERS

RE: THE HURON COUNTY RECORDS COMMISSION BOARD REPORT

The board held a webinar at their July 18, 2012 meeting entitled "Just the Basics-Records Management for Local Governments." This was provided by the Ohio Historical Society.

The Huron County Soil and Water District submitted their Records Retention Schedule (RC-2) for approval.

At the Dec. 20, 2012 meeting the board approved the RC-2 schedules for Huron County Soil and Water District, the Board of Elections, and the Huron County Health District. Also reviewed was an RC-3 – Certificate of Records Disposal for Job and Family Services.

The board met again on Feb. 21, 2013. The board approved the RC-2 schedules for the Board of Elections and the Huron County Health District. An RC-3 form was also approved for the County Commissioners. The board also discussed the need to incorporate Email in the retention schedules. A handout from the Ohio Historical society was passed out to those present which helps clarify this issue.

I would like to suggest that each department review their retention schedules and include electronic correspondence on their schedules. The Commissioners have an RC-2 Schedule for Email, approved 02/01/2010.

The Records Commission is to meet at least once every six months. Could we schedule a meeting for some time in July or August?

Records Storage

The county has records stored at Iron Mountain in PA. The previous contract was \$1455.50 for 2013. I was able to negotiate a new three year contract which locks in the price at \$550.01 annually. I located the register in my office of what is stored there. According to Iron Mountain it occupies 19.01 cu.ft. The last year in which data was added to storage at this facility was 2006. After this time Karen felt it was too expensive. It remains cost prohibitive.

I think it is time to begin looking at the issue of off-site records storage as part of the county disaster recovery plan. Could we store information securely, yet still in the county or perhaps a neighboring county?

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Copies of the Recorder's records are on file at the Ohio Historical Society through the year 2000. Our office keeps microfilm copies of all our records to date and will continue this practice. Once we go live with DTS (our new recording software provider) we will abandon the practice of creating a paper copy of our records. Documents will be scanned into the system and recorded electronically. In addition to microfilm and our daily-back up tape, we will save the data on DVD. The DVD's will allow us to perform data recovery in the event of a power outage or technology failure. Microfilm will allow us to visibly retrieve records in case of a long term power outage.

Additional Concerns

The back entry way into the Citizens Bank Building has an unpleasant, pungent odor. I had the dirt removed from the indoor flower bed; this did not resolve the problem. The wall covering is deteriorating as well as the floor covering. It would be an interesting science project to see what kind of bacteria cultures that could be raised from samples off the carpet runner. I would appreciate it the commissioners might take a look at this area of the building the next time you stop by our office.

Ms. Tkach also presented equipment budget short falls as well. At this time the county is giving the Recorder's office \$4.00 per document and Ms. Tkach is asking for \$5.50 per document. Ms. Tkach also stated that she will be short \$880.00 that she will be this year that she is paying out of her own pocket. Ms. Tkach is asking for \$900.00 more in travel next year and further asking for \$7.00 next year for equipment for the document.

At 10:49 a.m. regular session resumed.

Richland County Engineering inspection came before the board. Steve Risser, Ken Arthur, Gary Utt, Ed Olson, Eric Cherry, and Tim Hollinger were in attendance. Mr. Bauer opened this session and explained the reason for this meeting today. Mr. Bauer further explained the attempt to hire New Orleans firm for inspections. Steve Risser explained the situation with New London in regards to the electrical situation and stated that they had an application for electrical work filed in their office back in April by Callahan Electric referred to the cabins that New London was putting in at the reservoir and explained what electrical work needed to be done. A permit was filed with their office and further explained who they had talked to in this regard and further explained the state codes and how they went from 4 items to 17 items. Tom Dunlap stated that when you walk into a small village city hall and you are immediately attacked by about four different issues with questions as to why it is this way and what can be done about Richland Inspection. Then after listening to you today what you do makes perfect sense. Mr. Risser stated that the cabins are in the process of receiving an appeal. Further discussion was had in regards to the New London Lanes plumbing project. Mr. Dunlap asked where they are at with the New London Lanes. It was stated this is a plumbing issue and the Huron County Health Department told them when the new owner took over to submit plans to them for the food changes that he wanted to make and that he needed to get license plumbers. The state has required for over 15 years that any commercial operation has plumbing done by a state licensed plumber. In this case the owner decided to do his own work and did not submit any plans and never took out any permits. The owner did the work without permits and plan approvals from both Huron County Health Department and Richland Inspection. The owner decided that he did not want to follow directions. At this time they are still willing to work with the owner and that he need to get a license plumber to do the work submit the permit and then they will do the inspection and get them up and running. He was clearly told in writing in December 2012 not to do any work without getting the permits and plan approvals. He has not yet got a permit. Ed Olson commented on this situation as well and stated that communication is a never ending requirement of the job. Our inspectors can never assume that whoever they spoke to understood everything that they said and all they can do is say do you have any questions and can I explain this. Mr. Olson asked Mr. Risser to explain his staff as to their training requirements etc. Mr. Risser further explained this. It was stated that they have a website that is pretty complete as to what needs to be done including building codes as well. Mr. Risser stated that they need to hear if there is a problem from the beginning so that they can handle it right away so that they can fix it in a timely manner and the same goes for the Richland County Health Department.

At 12:01 p.m. the board recessed.

At 10:26 a.m. the board recessed.

At 12:28 p.m. regular session resumed.

REGULAR SESSION

TUESDAY

JUNE 4, 2013

At 12:29 p.m. Tom Dunlap moved to enter into **Executive Session ORC 121.22 (G) (1)** to consider the appointment, **employment, dismissal, discipline**, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. 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 12:42 p.m. Tom Dunlap 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

* Action taken.

Mr. Bauer stated that we have a situation that we need to take care of on an emergency basis. Tom Dunlap stated that in talking with the sheriff the nursing staff is down to one probationary employee and stated that the sheriff is in negotiation with the FOP regarding such bargaining unit and the other employee may or may not be there in the near future and the sheriff is anticipating that as a possibility and would like to enter into an emergency three (3) month contract with Fisher Titus Medical Center to make sure that we have nursing and medical staffing available to the inmates at the Huron County Jail.

Gary Bauer stated we have in our possession a three (3) month contract suggested by Fisher Titus Medical Center and we are not in total agreement as there is an item #10 that holds indemnity clauses for both them and us and according to the recommendation of Assistant Prosecutor, Daivia Kasper we are going to strike out item #10 and initial. Mr. Bauer called for a motion to approve the 90 day contract for the support of nursing services for the Huron County jail on a temporary basis and because an emergency exists.

Joe Hintz moved to approve a 90 day contract for the support of nursing services for the Huron County jail on a temporary basis and because an emergency exists with item #10 struck from the contract with Fisher Titus Medical Center. 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*

At 1:00 p.m. Tom Dunlap moved to adjourn. Joe Hintz seconded the motion. The meeting stood adjourned.

IN THE MATTER OF OPEN SESSION

The 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 June 4, 2013.

**REGULAR SESSION
IN THE MATTER OF ADJOURNING**

TUESDAY

JUNE 4, 2013

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 1:00 p.m.

Signatures on File