

REGULAR SESSION

TUESDAY

DECEMBER 1, 2020

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose and Joe Hintz. Bruce Wilde absent.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the November 3, 2020 and November 5, 2020 meeting(s) were presented to the Board. Joe Hintz made the motion to waive the reading of the minutes of the November 3, 2020 and November 5, 2020 meeting(s) and approve as presented. Terry Boose seconded the motion. Voting was as follows:

Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

At 9:10 a.m. Public comment – none

20-325

IN THE MATTER OF CERTIFYING CLAIMS SCHEDULE FOR PAYMENT BATCHES 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 Register for Payment Batches #307906 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.

Terry Boose seconded the motion.

***Discussion:** Mr. Boose would like to hold the payments to OSupplies in the amount of \$37.32 from account 023-00175-001 and to Staples Credit Plan in the amount of \$27.08 from account 036-00176-001. He believes these purchases should be from the CARES Act funds.

The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

WHEREAS, on each General Service Task Order the Airport Authority shall note under compensation that Michael Baker International, Inc. “*only will receive payment out of grant money and/or grant matching funds*”; and

WHEREAS, the Board of Huron County Commissioners desires to approve an agreement with the condition that the General Service Task Orders are completed as noted above and are submitted to the Prosecutor’s Office for review; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves the agreement with Michael Baker International, Inc., with the above stipulations, 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.

Terry Boose seconded the motion.

***Discussion:** Mr. Boose questioned the language in the resolution. Believes the language should include “grant money and/or grant matching funds”

Joe Hintz moved to amend Resolution 20-326 to include “only will receive payment out of grant money and/or grant matching funds”. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

*Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde*

The roll being called upon its adoption, the vote resulted as follows:

*Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde*

**Agreement on file*

20-327

IN THE MATTER OF DISPOSING COUNTY PROPERTY

Joe Hintz moved the adoption of the following resolution:

WHEREAS, Huron County Law Library and Huron County EMA has various equipment and furniture 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 county property 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.

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

*Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde*

**On file*

Discussion of funds received from redistributed CARES Act monies. The amount received is \$678,161.34. Need to determine how much the Board wants to allocate towards the new grant program they wish to create. Initially they had discussed allocating \$50,000 towards the grant program but that was before knowing the redistributing amount. The Board would like to allocate \$150,000 into the grants line. The remaining \$528,161.34 will be allocated into the Other Expenses line.

20-328

IN THE MATTER OF APPROPRIATING FUNDS IN THE CARES ACT FUND #175

Joe Hintz moved the following resolution:

WHEREAS, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the CARES ACT Fund #175 in the amount of \$678,161.34; and

WHEREAS, it is the desire of this Board of Huron County Commissioners to appropriate these funds to the CARES ACT Fund #175; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the appropriation as follows:

TO:	175-00475-175	Other Expenses	\$528,161.34	
	175-00550-175	Grants	\$150,000.00	and further

BE IT RESOLVED, that a certified copy of this resolution be sent to the Huron County Auditor and the department requesting the appropriation; and further

BE IT RESOLVED 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.

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

- Aye – Terry Boose
- Aye – Joe Hintz
- Absent – Bruce Wilde

20-329

IN THE MATTER OF AUTHORIZING THE CREATION OF THE HURON COUNTY CARES MOVING FORWARD GRANT PROGRAM

Joe Hintz moved the adoption of the following resolution:

WHEREAS, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress and signed into law by the President of the United States on March 27, 2020, providing a \$2 trillion economic relief package to workers and families, small businesses, and state and local governments; and

WHEREAS, the COVID-19 virus has been detrimental for many local small businesses and workers, and the Huron County Board of Commissioners are desirous of creating the Huron County CARES Moving Forward Grant Program to provide financial assistance to small businesses that could not open in 2020 due to the COVID-19 pandemic; and

WHEREAS, the Huron County Development Council has agreed to continue to administer the local grant programs for Huron County; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby establishes a local Huron County CARES Moving Forward Grant Program, as attached hereto and incorporated herein, and commits County’s CARES funds towards the program; 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.

Terry Boose seconded the motion.

***Discussion:** Mr. Boose stated this grant will be available to businesses that were unable to open in 2020 but plan to reopen in 2021. If they do not open in 2021 they may be required to pay the money back.

The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

**Grant guidelines on file*

OLD BUSINESS

Mr. Boose told Mr. Strickler he had driven by Cook Road. There is more trash accumulating in the right-of-way.

Ms. Ziemba reminded the Board they had held a payment from Common Pleas Court on last week's claims schedule. The payment was to the Treasure of State in the amount of \$702.42. Ms. Ziemba read the email explanation from Nate Perani, *"To refund workers compensation overpayment again for our grants as the grant pay period was closed. (third time this year)."*

Joe Hintz moved to release the payment to the Treasurer of State in the amount of \$702.42. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

***Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde***

Ms. Ziemba reminded Mr. Boose he had questioned the article in the New London paper last week regarding the cattle weigh in. The article contained no information about social distancing and COVID. Ms. Webb asked Ms. Malone how they were handling social distancing. Ms. Malone stated the way the event is handled it has always been social distanced. One trailer pulls up, the cattle are unloaded, weighed, and reloaded. When that trailer pulls away, the next trailer pulls in. There is no interaction between the groups and the event is outdoors. Masks are pretty much standard. Mr. Boose stated he hopes they are in communication with Tim Hollinger so there are no issues with the 4H groups.

Ms. Ziemba stated the Airport Board had requested the Commissioners ask the Engineer to pave the county road at the airport next year. Ms. Ziemba read the response from Engineer Tansey: *"Jim Esker Road was chip and sealed last year in addition to drainage improvements. We do not have any plans for further work out there for several years. This was the first road work that has occurred out there since 2000. The paving program for next year has already been established, with the next several years penciled in as well."* Mr. Boose asked Ms. Ziemba to forward the email to the Airport Board.

Ms. Ziemba had forwarded an email to the Board from the Sheriff's office regarding their request for \$6,600 to use towards bulletproof vests. The resolution had been tabled at a previous meeting. Mr. Boose would like to continue to hold this until there is a full board present. In the meantime, Mr. Boose would like to know why this wasn't budgeted for this year if the vests expired this year. Ms. Ziemba said Mr. Ditz indicated they were missed on the budget schedule. They have been added to the 5-year plan, as they expire every five years. Mr. Boose asked, if we approve them now, will they be received before the end of the year? If not, are they included in the 2021 budget? Or, if appropriated to the budget this year, can the amount be removed from the 2021 Equipment budget? Mr. Boose was aware the Sheriff's office had already used a grant. Mr. Boose asked Ms. Bick if it was something that could be used again. She did not think so, but she did have a list of other grants that were available. Mr. Boose would like the Sheriff to attempt these grants before just purchasing the vests. Once they are purchased the County can't get that money back.

IT interviews will be today. Ms. Ziemba has forwarded the emails.

Family Life Counseling utility payments. Mr. Strickler stated he still hasn't received any response.

MHAS board opening. Two of the interviews have been scheduled for this Thursday. The third interviewee just had a baby and hasn't committed to a time. The fourth applicant did not respond to MHAS's questions and was not contacted for an interview.

Coroner report. Ms. Ziemba received an email indicating he is really busy at this time and will work on a report. Have not received the report.

BUDGET DISCUSSION

Mr. Boose noted they had received budget information from everyone with the exception of two departments. One was the Prosecutor's office. Mr. Strickler said they would have it this afternoon.

Mr. Boose would like a list of projects for 099 account. Ms. Ziemba will put something together.

Mr. Boose explained that, basically, a column had been added to the budget worksheets. There were now three columns: “2020 Final as of March 10, 2020”, “2021 Interim”, and “Reduced 2021 Interim Budget”. Some departments were not standard budgets – Common Pleas Jury, Common Pleas Adult Probation. Common Pleas Adult Probation had totally changed last year. Mr. Boose did not think \$9,400 could cover the whole budget. Ms. Ziemba thought they might be paid out of a special fund. They had only listed Supplies, Equipment and Other. Mr. Boose would like Mr. Perani to come in and explain their budget to us to make sure there are no surprises.

Juvenile Detention. Mr. Boose thought this was down more than 5%. Ms. Ziemba had an email from Mr. Mushett. It explained he had added all four budgets together. A 5% reduction was not reflected in each budget, but the total budget had been reduced by 5%. Mr. Boose was concerned they were just reducing the Juvenile Detention budget because they know the Commissioners have to pay Juvenile Detention. He questioned if they could actually live with that amount if it were not supplemented by the Commissioners.

Coroner. This was kept the same because, for the most part, those are charges for autopsies and exams. The Board has no say in salary. This is something that has to be paid.

Mr. Boose wanted to make sure we let everybody know this is not the final budget when we send it out. He was concerned the HCDC board would not understand why their budget had been cut. Ms. Ziemba indicated she had received an email from Ms. Knapp asking if the Commissioners had allocated any funds for HCDC. Ms. Ziemba will let her know they will allocate something, but have not approved a final amount. Mr. Boose again stressed we make sure they know it is just preliminary and not the final amount.

Mr. Boose thought the Public Defender discussion would be interesting. In his opinion, the increase in their budget had been dependent on getting 90% reimbursement.

Children’s Services. Mr. Boose asked if there had been any kind of discussion with Ms. Minor. He wondered if Children’s Services was up, down, whether they were going to spend all the money they had this year or whether they would not. Ms. Ziemba has had no discussion with her. Mr. Boose confirmed that Ms. Minor had submitted an interim budget with the same amount as last year. Ms. Ziemba said she had.

Veteran’s and Soldiers Relief stayed the same.

Public Assistance. This is a JFS account.

Soil and Water. Mr. Boose said this is another one that we have to make sure that they understand interim budget versus final budget. Ms. Ziemba said they did submit their budget with the cuts.

Contingencies. Mr. Boose confirmed Ms. Ziemba had just left the same figure in from the previous budget. She said she had.

Mr. Boose suggested they talk to the Auditor and find out if there is any money in the budget to pay for the CARES Act audit. If not, where should it go? We already know paying for the audit will be the responsibility of local government.

Mr. Boose thought it would only be fair to reduce the IT Department budget by 5%. The department hasn’t even started yet, but he would like to keep things fair. This will take it from \$200,000 to \$190,000.

Mr. Boose would like to take the \$10,000 cut and put it into Transfers. He would like to do this with all the 5% cut amounts. His reason is, the roof on the jail, the roof on JFS, and sealing the parking lots. Those are all projects that can be done fairly easily while maintaining social distancing. The longer we wait to replace the roofs the worse the buildings will be. The same is true with sealing the blacktop. Ms. Ziemba confirmed that he wanted to take all of the 5% savings and put it into the 099 Transfer Out. Mr. Boose said yes, for now.

CORONAVIRUS RELIEF FUNDING REQUEST

NEW REQUESTS:	12/01/20 meeting			
Sheriff	Payroll & employee related expense requests - <i>Schedule an executive session to discuss when there is a full board</i>			
Commissioners	Amazon - Roku express (2) - for governor conferences		\$49.98	
Prosecutor	Amazon - laptops (increase from original approval)		\$91.00	
Bd of DD	Reimbursement for COVID related expenses		\$13,956.01	

NEW REQUESTS \$14,096.99

Ms. Ziemba presented requests for CARES Act expenses. The requesting departments have submitted the required documentation and state the expenses meet the three requirements: Are **necessary** expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State of government; and Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

- Commissioners, \$49.98, Amazon, for two Roku express. These are for the two downstairs conference rooms in case they need to watch the Governor's conferences in those rooms.
- Prosecutor, \$91.00, Amazon laptops additional charge. They laptops had previously been approved, but by the time the Prosecutor was able to order them the price had increased.
- Board of DD, \$13,886.02, Reimburse multiple Covid expenses. After discussion it was decided that \$69.99 for "book pouches for students to take work home" was not necessarily Covid related and should be removed from the total. Mr. Boose said to let them know that if they resubmit with an explanation of how it is Covid related we can pass it. The remaining balance was \$13,886.02

Joe Hintz moved to approve the Coronavirus Relief Fund Requests for the two Roku express, the additional charge for the Prosecutor's laptops and the reimbursement to the Board of DD in the amount of \$13,886.02 as they meet the required criteria. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose

Aye – Joe Hintz

Absent – Bruce Wilde

Mr. Boose had received a letter from the Bellevue Library wondering if there was CARES Act money available to reimburse them for their Covid expenses. They mentioned they are putting in a drive-up window, but they did not ask for any money for that. Ms. Stebel asked them to send receipts and a request for reimbursement for the Board to review. She also explained the guidelines for projects and the December 30 deadline. Bellevue Library is located in Huron County. We should receive a request from them fairly soon.

Mr. Boose looked at the payroll spreadsheet. He wanted to clarify administrative leave. That was when employees stayed home and did not work, yet they were paid through regular payroll. If we agree to spend CARES money on this, it would be a total of \$149,375.76. He would like to go ahead and approve this at either this Thursday's meeting or next Tuesday. Ms. Ziemba will prepare a resolution.

Mr. Boose asked if the payroll amount the Sheriff had presented was through the end of the year. That total was \$1,438,361.21. Mr. Boose would also like to approve that amount. Ms. Ziemba pointed out that \$12,387.00 of that was for the Health Department. That was okay.

The other number Mr. Boose would like to see is the total amount for EMA, which can also be covered with CARES money. Ms. Ziemba said she would have to double check numbers, but Mr. Mead's portion would be \$57,186 plus roughly \$9,000 for PERS and Medicare. She thought Ms. Bond's would have to be prepared differently, because she is 9-1-1 Coordinator. She would fall under the portion where job duties were redirected. Ms. Ziemba said she would talk to Ms. Bond to determine to what extent. Mr. Boose would like to determine a firm amount as soon as possible. He would also like Ms. Ziemba to check to see if Ms. Norton's could also go toward that. The amount he had, without EMA, came to \$1,587,736.97. He would like EMA added to that and approved as soon as possible. Ms. Ziemba said this would require two or three resolutions and she would get it ready as soon as she can. Mr. Boose said his main concern is figuring out what they have committed and what is still available.

Ms. Ziemba recommended they set a final date for accepting CARES requests. She did not think it should be any later than mid-December. Her suggestion was December 14 so they could be approved on the 15th. Mr. Boose asked what about if someone did not have everything together. For example, the Fair Board is working on making everything touchless. They had hoped it could all be done by December 30. How would they submit something by December 15? Ms. Ziemba thought they should have submitted for the project before they started it. Mr. Boose was not sure everyone had previously submitted their projects for approval. He asked what if they wanted reimbursement after December 15. Ms. Ziemba said it was up to the Board if they wanted to allow those expenses. But she feels there needs to be a deadline or requests will keep coming through. There has to be a cutoff. The State has set a deadline and the Board needs to allow time for accurate reporting.

Joe Hintz moved to have Ms. Ziemba send an email out stating the last chance to apply for CARES Act funds for expenses and projects will be by end of day December 14th. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

REGULAR SESSION

TUESDAY

DECEMBER 1, 2020

Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

Mr. Boose asked if we had a list of all projects and their status? Ms. Ziemba provided the information she had:

- EMA and the fire barn fencing. Fremont Fence will be in this Friday to install;
- Carpet cleaning. The last date is December 19. They are doing them all after hours, building by building.
- Administration building heating and air is 99% complete, they are waiting on a response from Wilkes about curbing;
- Meeting Room A will be completed by the week of December 7.
- Stanley is scheduled for the second and third week of December for the touchless handicap door installation.

Mr. Boose asked Ms. Tkach how her project was going. She said they were on site and completed the scanning last Wednesday. They took microfiche back to complete the rest. The project will be a little less expensive than what she submitted because they are able to do it from the film instead of the books. Mr. Boose told her to make sure to request the rest of the project in her final budget. He wants to make sure it gets finished.

At 10:27 a.m. Joe Hintz moved to enter into Executive Session ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. Discussion: to conduct IT interviews and compensation for current employees. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

At 2:35 p.m. Terry Boose 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 – Terry Boose
Aye – Joe Hintz
Absent – Bruce Wilde

***No action taken.**

At 2:36 p.m. Joe Hintz moved to adjourn. Terry Boose seconded the motion. The meeting stood adjourned.

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 December 1, 2020.

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 2:36 p. m.

Signatures on File