

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

20-242

IN THE MATTER OF CERTIFYING CLAIMS SCHEDULE FOR PAYMENT BATCHES TO THE HURON COUNTY AUDITOR FOR PAYMENT:

Terry Boose 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 #304224 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.

Bruce Wilde seconded the motion.

\*Discussion: Mr. Wilde asked if the payments made from B&G Supplies should be paid from the CARES Act funds. Ms. Ziemba will check.

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

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

Huron County
Claims Register for Payment Batches

Table with columns: Warrant Dates, Fund, Department, Account, PO #, Line #, Line Description, Amount, Warrant #. Includes entries for Department of Commissioners, Department of Data Processing, Department of Treasurer, Department of Juvenile Justice, Department of Probate, and Department of Police.

Claims Register for Payment Batches

Table with columns: Warrant Dates, Department, Account, PO #, Line #, Line Description, Amount, Warrant #. Includes entries for Department of Courts, Department of Police, Department of Building and Grounds, Department of Police Muni Court, and Department of Police Muni Court.





Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
09/24/2020	Marvet-Columbus	302224	2020-001891	Medical Treatment for Joe Joe	\$1,401.88	
Account 640.640.00260 (Expenditures) Total:					\$1,401.88	
Department Canine Trust Fund Total:					\$1,401.88	
Fund 640 - Canine Trust Fund Total:					\$1,401.88	
Grand Total:					\$563,114.00	

Sign 1 *Bruce Wilde* Sign 2 *Terry Boose* Sign 3 *[Signature]*

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20-243

**IN THE MATTER OF APPOINTMENTS TO THE NORTHWEST OHIO REGIONAL CHILDREN’S TRUST FUND PREVENTION COUNCIL**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, Ohio Revised Code Section 3109.71 established Child Abuse and Neglect Regional Prevention Councils; and

**WHEREAS**, per ORC 3109.172 (C) (1), the Board of Huron County Commissioners may appoint up to two county prevention specialists to the council representing Huron County; now therefore

**BE IT RESOLVED**, the Board of Huron County Commissioners hereby appoints Lenora Minor, Job & Family Services Director and Niki Cross, Family & Children First Council Director to the Northwest Ohio Regional Children’s Trust Fund Prevention Council for a two-year term effective October 1, 2020 – September 30, 2022; 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.

Bruce Wilde seconded the motion.

**\*Discussion:** Mr. Boose questioned whether the terms should alternate. Ms. Ziemba said both terms were the same.

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

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

20-244

**IN THE MATTER OF APPROPRIATING FUNDS IN THE JAIL PERMANENT IMPROVEMENT FUND #315**

Terry Boose moved the following resolution:

**WHEREAS**, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the Jail Permanent Improvement Fund #315 in the amount of \$35,676.00; and

**WHEREAS**, it is the desire of this Board of Huron County Commissioners to appropriate these funds to the Jail Permanent Improvement Fund #315; now therefore

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

TO: 315-315-00545 Project expenses \$35,676.00 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.

Bruce Wilde seconded the motion.

**\*Discussion:** Mr. Boose noted this was the second part of what they did at the last meeting. Ms. Ziemba said that was correct; they already transferred the money, this is actually putting it in the budget so it can be spent.

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

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

20-245

**IN THE MATTER OF APPROPRIATING FUNDS IN THE RECORDER’S TECHNOLOGY FUND #131**

Terry Boose moved the following resolution:

**WHEREAS**, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the Recorder’s Technology Fund #131 in the amount of \$14,500.00; and

**WHEREAS**, it is the desire of this Board of Huron County Commissioners to appropriate these funds to the Recorder’s Technology Fund #131; now therefore

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

TO: 131-131-00200 Equipment \$14,500.00 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.

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

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

20-246

**IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00  
SUBMITTED TO THE BOARD SEPTEMBER 22, 2020**

Terry Boose 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:

**Capital Improvements**

NetPoint Consulting	Camera system (Admin Bldg) (Reoccurring cost: \$74.95 monthly cloud storage fee)	\$1,343.93
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**Job & Family Services**

SeaGate Office Solutions	Modular workstations w/plexiglass panels	\$2,086.05
SeaGate Office Solutions	Desks w/returns	\$1,517.92

**Recorder**

TekRx	Technology Improvements (Server upgrade \$14,900.00; KVM switch \$1,570.00; Synology Backup system \$3,910.00; Fortigate security router \$3,136.50)	\$23,516.50
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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.

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

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

20-247

**IN THE MATTER OF CREATING A HURON COUNTY NETWORK ADMINISTRATOR  
POSTION**

Terry Boose moved the adoption of the following resolution

**WHEREAS**, there is a need for a Huron County Network Administrator to provide local area and wide area computer network support services to county agencies and agency end users; and

**WHEREAS**, a new position needs to be created to fulfill the duties of a Network Administrator; and

**WHEREAS**, the IT Committee has prepared the Network Administrator job description; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby creates the position of Huron County Network Administrator and approves the job description 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.

Bruce Wilde seconded the motion.

**\*Discussion:** Mr. Boose wanted to thank Mr. Wilde and the IT Committee for working on this. Mr. Wilde explained they will post the position sometime around October 1 and will advertise for approximately 14 days. They will start holding interviews the second half of October and hope to present an offer in November, with a start date of January 1. Mr. Boose asked Ms. Ziemba if she knew if there was an IT group, similar to what the County Clerks Association. Ms. Ziemba didn't know, but said she would check. Mr. Boose thought if there was that might be a good place to advertise. He would like to find somebody that was already doing this for another County. Mr. Wilde agreed, saying this was not a learning process, they want somebody that will hit the ground running. Ms. Ziemba asked if they had a pay range to put in the ad. Mr. Boose would like a wide range, because they don't know who will apply. He was recommending from \$60,000 - \$80,000. Mr. Wilde agreed.

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

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

*\*Description on file*

**At 9:20 a.m. Public comment.** – *Jochen Hardwick.* Mr. Hardwick explained he had been sworn in as a commissioner for the Veteran's Service Office. He served from 1992 to 1996 in the Marine Corps as a heavy equipment operator/combat engineering. Mr. Hardwick is also a disable veteran and currently the Commander out at the American Legion. His goal is to help veterans in the County.

*Jim Sitterly.* Mr. Sitterly explained there was a public hearing tonight regarding legislation involving dormitory housing that is before the City of Norwalk. The hearing will be held at the Ernsthansen Center, second floor, at 7:00 p.m. Mr. Wilde did not think any of the Council members were in favor of it. Mr. Boose will be attending the MHAS Board meeting, so will not be able to attend the public hearing.

20-248

#### **IN THE MATTER OF ADVERTISING FOR THE HURON COUNTY NETWORK ADMINISTRATOR POSTION**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, it is the desire of the Board of Huron County Commissioners to hire a Huron County Network Administrator; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners will solicit applicants for the position by posting and advertising in accordance with the Huron County Policies and Procedures Manual; and further

**BE IT RESOLVED**, that all those applying must submit a Huron County application for employment to the Huron County Human Resource Department, 12 East Main Street, Norwalk, Ohio 44857; 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.

Bruce Wilde seconded the motion.

**\*Discussion:** Mr. Boose thought it would be beneficial if someone from the IT Committee met with the City of Norwalk to let them know where the County stands on this project. Mr. Wilde thought it is always good if we can share resources.

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

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

**At 9:30 a.m.** Joe Hintz left the meeting to attend a funeral.

**OLD BUSINESS**

Board of Elections space request – Meeting Room A versus current location. Mr. Boose thought everything was fine the way it was and did not think this was an issue. He reminded everyone we are still dealing with Covid, so the County would not be doing any projects that were not Covid related.

Senior Service contract. As of August 11 Ms. Ziemba had noted that nothing was going to happen right away. She asked if there had been any updates. Mr. Boose thought it would still be a while before anything happened.

Broadband. Ms. Ziemba reviewed the information she had from August 11. They had been waiting to see what the Senate was doing with the bill. Mr. Wilde was also going to try to contact the company that first addressed the Board. Mr. Boose said he had a long discussion with Senator Manning and Representative Stein. He feels the State needs to have a plan, similar to when they ran electricity to the areas. Mr. Boose believes there needs to be a discussion as to how to do this between the federal government and the State government. He is going to continue to push for that.

Cook Road. Complaint was filed on Thursday; the homeowner was served on Friday afternoon.

IT Department. They will be advertising to fill the position.

RFQ's for Architects. Each Commissioner has reviewed the RFQs. She has it on the agenda for next Thursday to rank the short list.

Jail cameras. These were approved last week.

Ohio Children's Trust Fund board. They just appointed two members to the Board.

Health insurance rates. Ms. Ziemba spoke to Mr. Starett and Ms. Armstrong. They asked the Board to hold off. Ms. Armstrong has indicated they will not have the wellness completion percentage for two more weeks. Mr. Boose asked when open enrollment started. Ms. Ziemba said it was November.

**At 9:35 a.m. Veterans – Matt Raymond & Jerry Huffman.** Mr. Raymond was in to fulfill the requirement that they request a hearing for their budget. He asked if the Board had any objections or questions about what funds they were requesting for next year. Mr. Boose thought they should keep up the good work. Mr. Raymond said they appreciate the support. The current Covid situation has confirmed that the Veteran's presence in the community is needed. Mr. Boose thought they did a great job with the 9/11 ceremony. Mr. Raymond said they had put it together on very short notice. However, they had received the support of all the county fire departments and police departments. They are planning a much larger ceremony for next year.

Ms. Ziemba had not been aware the Veterans would be attending the meeting today, so did not have the figures available. She asked if they were submitting their budget now. Mr. Raymond said they had submitted the budget in May. He explained that, according to ORC 5901, they must have a meeting with the County Commissioners 14 days prior to them approving the budget. Today's meeting satisfied that requirement. However, Mr. Raymond offered to come back if they had anything to discuss. Ms. Ziemba found the proposed budget amount - \$612,024. Mr. Strickler said as long as they were only asking for the ½ mill or under they were okay.

Mr. Raymond also wanted to introduce Mr. Hardwick, but he had already introduced himself. Mr. Boose welcomed him again and thanked him for both his previous and continued service.

Mr. Raymond then explained that they have been approved by the VA to host a clinic site. This will be a telecommunication site. They will be 12<sup>th</sup> in the nation, and first in the State, to be able to present this to the community. It is based upon access to health care for rural counties. They qualified because of location and the fact that internet availability in the south of the county is almost nonexistent. With those criteria, Cleveland VA voted for Huron County to pilot the project. They have started the process and are waiting to hear back from the Atlas Program at the federal level. There will be a roll out campaign, but Mr. Raymond was not sure when. Mr. Wilde noted they have a perfect room for this. Mr. Raymond thanked the Commissioners for letting them occupy that space, their old building would never have allowed this to happen. Mr. Boose thought this was a great example of Veteran's Services going above and beyond what they were required or asked to do. He noted this was another reason to add to why we need better internet in the County. Mr. Raymond said they are going to keep pushing the envelope to provide better services. They are trying to set the example to the State for how things should be done in a small county.

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

**At 9:55 a.m. the board resumed regular session.**

REGULAR SESSION

TUESDAY

SEPTEMBER 22, 2020

Ms. Ziemba stated the payment in question from the Claims Schedule had been corrected. The payment to Siesel Distributing was corrected to be paid from the CARES Act Fund 175. The Coronavirus Relief Fund paperwork will need to be signed as an allowable expense as well.

*Bruce Wilde moved to approve the amendment to the claims schedule to reflect the payment to Siesel Distributing to be paid from the CARES Act Fund 175. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:*

*Aye – Terry Boose*

*Absent – Joe Hintz*

*Aye – Bruce Wilde*

Ms. Ziemba had on her list that they wanted to discuss a location for the IT person. Mr. Wilde was thinking the corner of the first floor. Ms. Ziemba clarified he meant the main level, not the basement. Mr. Wilde thought the corner office would provide needed storage and could be locked. He liked the idea of having the IT person at the Administration building. They had discussed letting them use the Ford Escape if they needed to travel. Mr. Boose did not want to commit to a car. If they determined they need one they would take care of it later. Ms. Ziemba stated that regardless, the Escape would still need to be made available to other County employees. She noted they would need to find a desk and chair as well. She asked if the IT Committee was going to meet again and reminded them they would need three quotes on a lot of the required items.

Mr. Boose asked about the TVs that were to be installed in Meeting Room A. Ms. Ziemba thought they were scheduled to be installed on Friday. There will be a TV installed in Meeting Room D as well. She thought it might be ready to go by next Tuesday's meeting.

**Assistant Prosecutor report – none.**

**Commissioner Wilde report**

Land Bank Thursday.

Planning Commission Thursday. Mr. Boose noted there were proposed zoning changes for Bronson Township. However, the documentation they provided did not show where anything had been changed. Mr. Strickler was aware that Mr. Stephens had been working on this and thought he could email the changes.

Zoom meeting with cities, villages, and libraries next Tuesday.

Mr. Boose noted there is an end date for holding public meetings on Zoom. Mr. Wilde thought it had been extended. Neither Mr. Boose nor Ms. Ziemba was aware of that. Mr. Boose said the end date was either the end of the year or whenever Covid is over, if it is before the end of the year. CCAO is trying to get a better handle on that. There are people on County Commissioner's Association that are for and against extending it.

Board of Elections will be using Meeting Room A. Commissioners will have to move to Meeting Room D next week.

**Commissioner Boose**

Prevention Coalition meeting tomorrow at 3:00.

Friday is a CCAO meeting regarding sub-grants.

Farm Bureau annual meeting a week ago last Thursday. Very small group. The most important thing Mr. Boose took out of there was policy in all three areas on lack of internet and broadband. Senator Manning and Representative Stein both attended the meeting.

Firelands Forward interviewing for the Director's position this afternoon. They have it narrowed down to two applicants.

There were several CCAO meetings last week. There was a Tax Committee meeting; a Government Oversight meeting; and Friday was the Board of Director's meeting. Winter conference will be held December 9, 10 and 11. They may have some in person meetings on the first day, but the second and third days will all be virtual. The survey results indicated that many people do not want to sit in front of their computer for three days going through meetings. Mr. Boose said there will be some surprises coming out that they can expect to receive around Thanksgiving.

CCAO spent quite a bit of time on Covid relief and CARES dollars. They are still working on trying to make the federal government more flexible. SB357 is supposed to be passed tomorrow according to Mr. Stein. One of the things they are really looking for is to move the dates back for reporting. A lot of people have said they can't get their projects done by the end of the year. According to the rules they have to, or they can't use the CARES funds. This is a high priority for CCAO.

CCAO discussion on Deferred Comp savings. With Deferred Comp you can only take one loan out early. Because of Covid they are looking into allowing a second loan. They had the choice of adding to an existing loan on the same terms, or allowing a second loan under new terms. They have chosen to allow a second loan to be taken out under new terms.

CCAO will be sending out information to serve on the Board or be an officer. Mr. Boose's term is not up so he does not have to rerun.

CCAO discussion on cybersecurity. This is a bigger issue now with Covid.

There are now between 49 and 52 counties that have signed the Letter of Intent for the CCAO solar program. There are six more counties that may sign up. This could end up being one of their larger service programs.

Mr. Boose is on a Board in Bellevue for recovery housing. There will have a Zoom meeting with Huron County MHAS. The Board is looking for money. They have a location that is being held for them. The biggest issues is getting money for the building, money for the renovation and money to operate. This could be moving fairly quickly. Because it is Bellevue they are also working with Seneca and Sandusky County MHAS Boards.

### **CARES Act discussion**

**Small business grant.** Mr. Wilde said they had approved 12 grants totaling \$107,500. They had 10 applicants each requesting \$10,000. They will cover these in the first round. After that they will look at the two smaller requests, one for \$5,000 and one for \$2,500, for Round 2. Ms. Knapp is working on the Grant Agreements. They will be ready next Tuesday and the money can be distributed. The Commissioners will have to determine if they are going to allocate more money towards the grants. Mr. Boose said he and Ms. Ziembra have a little different opinion. Mr. Boose feels they should add an additional \$7,500 and approve the entire amount - \$107,500. Ms. Ziembra was hoping that they could move a larger amount. She was trying to avoid moving a little bit here and a little bit there.

Mr. Wilde said they were having a hard time making selections because of the rules. Mr. Boose was concerned that there could be businesses that close because the grant money won't get to them in time. He wanted to get the money out as quickly as possible. Ms. Ziembra explained there would have to be an agreement signed between Development Council and the vendor. Once the agreements were done she could prepare a resolution for the Commissioners to sign. This will list the vendor name and amount awarded, similar to a CDBG draw down. After that the checks can be cut. Mr. Boose again stressed that time was of the essence.

Mr. Boose asked if the grant rules were any different for nonprofits. Mr. Wilde did not think so. Ms. Ziembra had suggested that Ms. Knapp contact some of the other counties or the State to find out how they were funding their nonprofits. She had not heard back.

There was discussion about the rules surrounding the grants. Mr. Wilde was very frustrated that the rules were so restrictive. Mr. Boose noted they were not just our rules. Mr. Wilde said he was holding on to some of the applications, hoping something changes. If nothing else, he would love to pay for all the PPE.

Ms. Ziembra asked Mr. Wilde how much he thought they would need for the second round. Mr. Boose suggested they put in \$25,000. That way it wouldn't tie up too much of the money. Mr. Wilde would prefer to do \$50,000. This will allow them to qualify four more requests for \$10,000.

Mr. Boose said they could put \$50,000 in if the House passes SB 357 that disburses the rest of the CARES money. Ms. Ziembra said she will keep an eye on it. Mr. Boose thought CCAO would have the information very quickly. If it passes the Board can make a motion to move the \$50,000.

Ms. Ziembra verified Ms. Knapp knew she had to get her the list of businesses and the amounts they were awarded. Mr. Boose wanted to remind Ms. Knapp that she has to have the contract done as soon as possible. He was ready to go, he wanted to make sure they had their part ready as well. Ms. Ziembra said the checks would be approved at next Tuesdays' meeting. Ms. Stebel will process everything. Mr. Boose asked how soon after they approve the Claims Schedule the checks would be cut. Ms. Ziembra said the checks are cut on Thursday – they would be ready to go on October 8. Mr. Boose asked if they could hand deliver the checks. Mr. Wilde said he would love to hand deliver the checks.

**CORONAVIRUS RELIEF FUND REQUESTS**

CARES ACT BUDGET & TRACKING:			Total
<b>DEPOSITS:</b>			
	Huron County CARES ACT \$ (7/2/20)	\$659,913.12	
	Huron County CARES ACT \$ (9/15/20)	\$329,967.56	
	<b>Deposit total:</b>		<b>\$989,880.68</b>
<b>APPROVED:</b>			
	County GF	\$49,500.93	
	County SF	\$29,047.58	
	CARES Fund 175	\$79,204.59	
	Small business grants	\$100,000.00	
			<b>COMMITTED/EXP \$257,753.10</b>
			<b>\$732,127.58 AVAILABLE</b>
<b>NEW REQUESTS:</b>			
9/22/2020	NEW REQUESTS - PROJECTS (UNAPPROVED)	\$205,913.71	205,913.71
9/22/2020	NEW REQUESTS - REIMBURSEMENT (UNAPPROVED)	\$25,257.77	25,257.77
			<b>\$500,956.10 AVAILABLE</b>

DEPARTMENT:		REIMBURSEMENT REQUESTS	
			<b>TOTAL EXPENSE \$25,257.77</b>
Dept	VENDOR	DESCRIPTION	AMOUNT
JFS	JFS	REIMB INTO 115	21,116.34
JFS	JFS	REIMB INTO 117	2,833.22
FCFC	FCFC	REIMB INTO 950	1308.21

PROPOSED PROJECTS:			\$205,913.71	
PROJECT	VENDOR	DESCRIPTION	Request: QUOTE	APPROVED
<b>NEW REQUESTS PRESENTED 9/22/20:</b>				
Common Pleas Courtroom Video & Audio recording system		BALLPARK ESTIMATE	\$100,000.00	
B&G - Touchless faucet project for buildings	Wolff	water supply lines for touchless f	\$435.00	
Health Department freezer/refrigerator for coronavirus vaccine	The SanBay Co	freezer/refrigerator for coronavi	\$6,385.00	
Sheriff Video Teleconferencing system	Sound Solutions	teleconferencing system to conduct meetings and trainings remotely	\$8,285.72	
Treasurer cleaning supplies	O Supplies	wipes, masks, hand sanitizer, glo	\$400.34	
Recorder scanning project	Document Technology Systems	scanning project to allow for digital search of documents therefore limiting personal contact	\$90,407.65	
<b>POTENTIAL PROJECTS - NO QUOTES</b>				
Meeting Room A sound system				
Touchless door entrances for county buildings				
UV in heating ducts				
Fairgrounds touchless toilets & faucets				

Ms. Ziemba had emailed information to the Board regarding the CARES Act funds. She explained the timeline. On July 2 the first deposit of \$659,913.12 was made. The County received a second deposit on September 15 of \$329,967.56. Total CARES Act funds received came to \$989,880.68. The amount approved in open meetings for expenses and reimbursements was \$257,393.16. This amount did include the \$100,000 set aside for the small business grants. That leaves an available balance of \$732,487.52. Mr. Boose asked about the \$49,140.99 listed in "County GF". Ms. Ziemba explained that was the amount paid out of the General Fund before Fund 175 was set up. That was for the time period March 1 until 175 was set up. Mr. Boose asked about "County SF". Ms. Ziemba said those were for items paid out of the Special Fund, for instance for Board of DD, before 175 was set up.

Mr. Boose clarified that Fund 175 was the account set up for CARES money. This would avoid having to make any transfers or do any reimbursements to other accounts. Ms. Ziemba said everything that had been approved from August forward were all requests for purchases. These were approved by the Board. Once the items are received the invoices will be forwarded to Ms. Stebel for payment. There is a request form for everything Ms. Ziemba had tracked. Mr. Boose clarified that was how they came to the \$732,487.52 remaining balance.

Mr. Boose asked about new requests. He would eventually like a spreadsheet that breaks out each account. Ms. Ziemba said she has a spreadsheet that includes every single purchase that has been made. You can click on it and pull up the invoice and all supporting documents. Mr. Boose was interested in the new requests. Ms. Ziemba said they will be tracked the same way. Mr. Boose said he would like to move forward.

Ms. Ziemba explained all new requests were listed in blue. The other tab showed the most recent reimbursement requests, all from Job & Family Services. Mr. Boose noted that payroll was not included in these requests. Ms. Ziemba said that was correct. The Board has not done anything with payroll because that is going to be the last item that will be paid. Mr. Boose thought payroll should be broken out into two categories – first responders, such as Sheriff/Health Department, and Administrative Leave. Ms. Ziemba said she had already broken them out as Payroll and Admin. Leave. Mr. Wilde noted these combined were a large amount, over \$1 million. Mr. Boose thought we might still have another \$1 million coming. He also expected to receive more requests after next week's Share & Learn Zoom meeting.

Mr. Boose wanted to discuss reimbursements first. Ms. Ziemba said the only reimbursements were for Job & Family Services. Mr. Boose thought what JFS was doing had been semi-approved by OBM and the Auditor's office. Ms. Ziemba said that was correct. Mr. Boose asked if they were requesting reimbursement for General Fund money or State money. He did not think they should be reimbursing any State funds. Ms. Ziemba is not familiar with the JFS accounts, so she was unsure. She will contact Ms. Minor and Ms. Liebold and have them meet with Mr. Boose to discuss this.

- Ms. Ziemba moved on to the new projects. As of right now, the only ask from the Sheriff was for a video teleconference system. The quote came in at \$8,285.72. Ms. Ziemba read "*The purpose is due to increased need for video teleconferencing due to COVID-19 pandemic. The County Sheriff's office does not have the ability to conduct meetings, trainings, or other events remotely. When members of the Sheriff's office are required to conduct events remotely we must either borrow equipment or go to another location to participate in the event. By traveling to another site it defeats the purpose of maintaining social distance and reducing the number of participants in the same location, and contrary to the best practices recommended by the Ohio Department of Health.*" Mr. Boose asked why they couldn't do a Zoom meeting like everyone else. Ms. Ziemba did not think they had laptops – they only had computers. Mr. Boose thought you could do Zoom meetings on a computer, but acknowledged it was difficult. He wanted to remind the Board about projects - the first time is free, the second time it is the Commissioners. In other words, the Commissioners will be expected to pay for any future costs of the project. Mr. Wilde would like to approve the Sheriff's request. Mr. Boose reluctantly agreed. He was concerned about future replacement costs. Ms. Ziemba asked if she should respond that this is approved only for "initial purchase and setup. Any future maintenance is the responsibility of your office". Mr. Boose thought they should clarify. The Commissioners understand this is needed because of Covid, but this does not mean future expenditures will automatically be approved.
- Mr. Wilde had the Treasurer's request next. She had requested cleaning supplies in the total amount of \$400.34. This included wipes, face masks, hand sanitizer and gloves. Mr. Boose said she has prices already quoted. He thought it should be approved. Mr. Wilde agreed.

- Next was Common Pleas Court. Ms. Ziemba said this was a tentative request. They were estimating \$100,000. Mr. Perrani was expecting to have a quote from by Friday. Mr. Boose would like to tell them that we are in favor of the project but until we receive a quote it can't be approved. Ms. Ziemba was okay with that. She wanted to read the letter for the record. *"The purpose of this letter is to expand upon our application and the need for funding associated with current Covid-19 pandemic. We would like to implement a new audio and video recording system for our two courtrooms. This new technology is necessary and will greatly assist our employees, the public, along with other Huron County employees. These new recording systems will allow for remote access by parties, increased safety and limit the amount of traffic in the Courthouse and courtrooms."* Ms. Ziemba would like to find out if this can be completed in the timeframe available. She will also inform the Court that the Board is in favor of the project, but will need the estimate before approving. Once the quote is received she will present it to the Board. Mr. Boose would like some kind of proof that it will be completed this year. If it is not completed this year the County will have to pay for it.
- Next was a request from Buildings & Grounds. Ms. Ziemba said this was the second part of what was initially approved earlier. In order to install touchless faucets they will have to install water supply lines. The lines come to \$435. Ms. Ziemba asked if this was approved. Mr. Boose and Mr. Wilde both agreed it was. Mr. Boose said the Fair Board had talked about installing touchless faucets and probably doesn't have any idea of the time requirements. Ms. Ziemba said Fair Board was listed in Potential Projects.
- Health Department request. Ms. Ziemba said their very first request addressed salaries. This is not something the Board is looking at right now. They are only looking at the request for medical grade refrigerators and freezers. This came to a total amount of \$6,385.00. They provided three quotes. Mr. Boose and Mr. Wilde were both okay with this request.
- Last was the Recorder's request for the scanning project. Mr. Boose was a little disappointed that we were going to have to pay more than expected. Mr. Wilde agreed, saying he thought \$163,000 was the whole quote, now it looks like it is \$250,000. Mr. Boose said the County was going to have to pay the majority of it instead of it being paid for by CARES Act. That was a lot of money to come up with - \$183,929.50. Mr. Boose thought they should have Ms. Tkach to come back in before they approve it. Ms. Ziemba said they can do that, but to keep in mind that we need to get the project scheduled. Mr. Boose thought they should approve the lower amount. Ms. Tkach could try to increase the amount coming from Covid money later. After discussion they agreed to approve the \$90,407.65 to get things moving. Mr. Boose asked that Ms. Tkach not sign any contracts yet, until at least Tuesday.

***Bruce Wilde moved to approve the CARES Act requests for Buildings & Grounds, Health Department, Sheriff, Treasurer, and Recorder. 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. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

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

Mr. Boose reminded everyone that next Tuesday was the Share & Learn meeting. He wondered if there should have been a request for RSVP. Ms. Ziemba explained Ms. Bond set it up so that anybody could access the meeting with the link that was sent out. We did not want anyone to feel they could not join because they hadn't RSVPd. Mr. Boose suggested saying that RSVP is appreciated but not required. Ms. Ziemba offered to send out the email again, this time with a request for a read receipt as well.

Ms. Ziemba returned to the spreadsheet they had been discussing. She had a list of potential projects that had been discussed previously:

- Sound system for Meeting Room A. Ms. Stebel is working on quotes.
- Mr. Welch was trying to get quotes for touchless door entries for the main entrances of all the County buildings. This may not work on some of the county doors.
- Another item that was discussed was UV lights in the heating ducts. Mr. Boose explained these are UV lights that go in front of the ducts and will clean the air. Ms. Ziemba will check with Mr. Minor to see if he is working on quotes.

**REGULAR SESSION**

**TUESDAY**

**SEPTEMBER 22, 2020**

- Touchless toilets and faucets for the Fairgrounds. Mr. Boose will contact them and let them know what the timeframe is. Ms. Ziemba thought Mr. Welch had indicated the Board of DD was interested in the same thing. She has not heard anything from them.

Mr. Boose said we need to let everyone know we can't wait on these projects. Ms. Ziemba explained our initial deadline was September 15. Now we know we still have funds available, so we can adjust the date for a second round. Mr. Boose thought one way to get forms turned in quicker is to tell everyone it is first come, first served – or the earlier you get it in the better chance you have of getting it approved before we run out of money. Ms. Ziemba is going to adjust the form for the next round.

Ms. Ziemba thought she may have missed some projects. She has heard discussion about other projects but she had no additional information. She asked if they had other ideas or knew of things that she may have missed. Mr. Boose thought it might be worthwhile to put TVs in the other two basement conference rooms. Mr. Wilde liked that idea, saying the rooms could be set up for future wellness trainings, workers comp, etc. Ms. Ziemba will have Ms. Stebel get some quotes.

At 11:50 a.m. Bruce Wilde 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 September 22, 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 11:50 a. m.

Signatures on File