

APRIL 6, 2021

21-128

Bruce Wilde moved the adoption of the following resolution:

now therefore

and further

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

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

132199

REGULAR SESSION

TUESDAY

APRIL 6, 2021

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
04/03/2021	Nova Intuitive Service	314634	2021-00187/1	Town of Vassalboro Court Case #21-007	\$133.00	
Account 001 023.00275 (Contract Repairs) Total:					\$133.00	
04/03/2021	Ohio School Resource Officers	314634	2021-00188/1	Zoom Training-Substance Abuse in Schools	\$96.00	
04/03/2021	Project Leadership of Huron County	314634	2021-00189/1	2021 Project Leadership-Mt Carmel	\$800.00	
Account 001 023.00030 (Training) Total:					\$800.00	
Department Sheriff Total:					\$1,116.00	
04/03/2021	Department Disaster Service	314634	2021-00084/1	Remediation - Huron County EMA Domain Name Renew	\$42.34	
Account 001 026.00175 (Supplies) Total:					\$42.34	
Department Disaster Service Total:					\$42.34	
04/03/2021	Department OSU Extension	314634	2021-00352/1	1st quarter payment 2021	\$26,976.00	
Account 001 028.00567 (OSU-4-H) Total:					\$26,976.00	
Department OSU Extension Total:					\$26,976.00	
04/03/2021	Department Health Welfare	314634	2021-00339/1	1st quarter payment 2021	\$40,197.50	
Account 001 029.00475 (Other Expenses) Total:					\$3,000.00	
Department Health Welfare Total:					\$3,000.00	
04/03/2021	Department Public Assistance	314634	2021-00353/1	1st quarter payment 2021	\$3,000.00	
Account 001 030.00500 (Grants) Total:					\$35,750.00	
Department Public Assistance Total:					\$35,750.00	
04/03/2021	Department Jail Operations	314634	2021-00284/1	HDMI Cable	\$26.67	
04/03/2021	Amerson Capital Services	314634	2021-00285/1	Security Cameras	\$26.67	
04/03/2021	Tractor Supply Coast Plan	314634	2021-00284/1	Supplies for Jail	\$39.96	
04/03/2021	Locke Stone Foundations	314634	2021-00284/1	Uniforms, Pants & Footwear	\$400.00	
Account 001 038.00200 (Equipment) Total:					\$578.83	
04/03/2021	Traylor Pest Control LLC	314634	2021-00285/1	Pest Control-March 2021	\$126.00	
Account 001 038.00275 (Contract Repairs) Total:					\$126.00	
04/03/2021	Traylor Pest Control LLC	314634	2021-00277/1	Traylor for Johnson and Johnson	\$126.00	
04/03/2021	Richard County Sheriff's Office	314634	2021-00277/1	2 CPR Class-MtPeg & Alderman	\$24.00	

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Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
04/03/2021	Viva Bank	314634	2021-00187/1	Bill	\$15.87	
Account 105.105.00275 (Contract Repairs) Total:					\$154.35	
04/03/2021	Melroe Veterinary Hospital Inc	314634	2021-00186/1	Rabies, Rabiesville, C239	\$111.00	
Account 105.105.00280 (Shelter Medicine) Total:					\$111.00	
Department Dog & Kennel Total:					\$265.35	
04/03/2021	Parfed Computer Services LLC	314634	2021-00046/1	Monthly Dog Licensing Software Subscription	\$500.00	
Account 105.899.00175 (Supplies) Total:					\$200.00	
Department Dog & Kennel Clerk Total:					\$200.00	
Fund 105 - Dog & Kennel Total:					\$465.35	
Fund 110 - Public Assistance						
04/03/2021	Department Public Assistance	314634	2021-00187/1	Red Ice Roller	\$15.87	
04/03/2021	Department Public Assistance	314634	2021-00120/1	C Kennel-Rent	\$27.00	
04/03/2021	Salter Bank	314634	2021-00120/1	Kennel-Campbell, Anderson	\$201.48	
Account 115.115.00175 (Supplies) Total:					\$801.48	
04/03/2021	County of Huron	314634	2021-00120/1	CCMEP Youth Youth-Campbell, Anderson	\$22.00	
04/03/2021	County of Huron	314634	2021-00120/1	CCMEP Youth Youth-Campbell, Anderson	\$22.00	
04/03/2021	County of Huron	314634	2021-00120/1	CCMEP Youth Youth-Campbell, Anderson	\$22.00	
04/03/2021	County of Huron	314634	2021-00120/1	CCMEP Youth Youth-Campbell, Anderson	\$22.00	
Account 115.115.00200 (CCMEP) Total:					\$868.23	
04/03/2021	County of Huron	314634	2021-00120/1	Philaburg March 2021	\$66.95	
04/03/2021	County of Huron	314634	2021-00120/1	HMC-March 2021	\$11.00	
Account 115.115.00300 (Utilities) Total:					\$155.43	
04/03/2021	Huron County Development Council	314634	2021-00120/1	White Oak Tree and Door Hold	\$22.81	
04/03/2021	R.J. Beck Insulation Systems Inc	314634	2021-00120/1	Memphis 2021	\$66.00	
04/03/2021	Alum Knolling April-Lune 2021	314634	2021-00120/1	Cardinal Paper 2-Part	\$66.00	
Account 115.115.00475 (Other Expenses) Total:					\$458.80	
Department Public Assistance Total:					\$5,050.30	
Fund 115 - Public Assistance Total:					\$5,050.30	
Fund 123 - WQA						

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Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
04/03/2021	WQA	314634	2021-00141/1	WQA-Mason 8, Times Jan 2021	\$3,996.00	
Account 123.123.00280 (Purchased Services) Total:					\$3,996.00	
Department WQA Total:					\$3,996.00	
Fund 123 - WQA Total:						
Fund 125 - Auto Tax						
04/03/2021	Huron County Commissioners	314634	2021-00237/1	COPY JUDGE	\$74.25	
Account 125.125.00175 (Supplies) Total:					\$750.00	
04/03/2021	Maria & Visselmaier	314634	2021-00240/1	Computer Maintenance & Services	\$1,750.00	
04/03/2021	Amerson Capital Services	314634	2021-00240/1	Print Color Change	\$1,750.00	
Account 125.125.00275 (Contract Repairs) Total:					\$2,504.78	
04/03/2021	Rumple of Ohio	314634	2021-00240/1	40 YO Walk Container	\$508.00	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Regulator Replacing The 22	\$90.00	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Output Electric Service	\$174.00	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	First Aid Supplies	\$26.25	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Gas Charge-March 2021	\$460.69	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Zenith for Street Lights	\$100.42	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Phone	\$120.84	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Waste & Recycling Containers	\$134.96	
04/03/2021	Frederick Electric Cooperative Inc	314634	2021-00240/1	Public Ground Services	\$2,881.40	
Account 125.125.00475 (Other Expenses) Total:					\$4,570.43	
Department Auto Tax Administrative Total:					\$4,570.43	
04/03/2021	Tullman Equipment & Supply LTD	314634	2021-00240/1	Manual Fuel Transfer Pump	\$224.36	
Account 125.125.00200 (Equipment) Total:					\$110.00	
04/03/2021	Core & Main LP	314634	2021-00237/1	Noble, Elbow, Rear Fl, Core Ph	\$374.36	
04/03/2021	Core & Main LP	314634	2021-00237/1	2407 15 Dowlwell Solid Ty	\$10,800.00	
04/03/2021	Regina's Petition Company	314634	2021-00237/1	Premium Clear Diesel	\$12,001.45	
04/03/2021	John Deere Financial	314634	2021-00237/1	Home rentals, Pump	\$109.97	
04/03/2021	John Deere Financial	314634	2021-00237/1	Home rentals, Pump	\$109.97	
04/03/2021	John Deere Financial	314634	2021-00237/1	Home rentals, Pump	\$109.97	

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Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
04/03/2021	Law & Whitworth P&J Inc	314634	2021-00237/1	Assessment, Interpretation and Report	\$422.25	
Account 001 038.00475 (Other Expenses) Total:					\$1,215.86	
Department Jail Operations Total:					\$180,000.00	
04/03/2021	Huron County Jail & Water	314634	2021-00380/1	Yearly Payment	\$180,000.00	
Account 001 037.00058 (Jail & Water) Total:					\$180,000.00	
Department Jail Operations Total:					\$180,000.00	
04/03/2021	Huron County Appraisal Society	314634	2021-00380/1	1st quarter payment 2021	\$750.00	
Account 001 038.00559 (Fair Board) Total:					\$750.00	
Department Fair Board Total:					\$750.00	
04/03/2021	Luas County Coroner	314634	2021-00380/1	Autopsy	\$195.00	
04/03/2021	Luas County Coroner	314634	2021-00380/1	Autopsy	\$45.00	
Account 001 038.00559 (Fair Board) Total:					\$235.00	
04/03/2021	James J. Vennart	314634	2021-00380/1	Appointed Counsel Fees	\$240.00	
04/03/2021	James J. Vennart	314634	2021-00380/1	Appointed Counsel Fees	\$240.00	
04/03/2021	James J. Vennart	314634	2021-00380/1	Appointed Counsel Fees	\$240.00	
04/03/2021	James J. Vennart	314634	2021-00380/1	Appointed Counsel Fees	\$240.00	
Account 001 040.00070 (Attorney Fees) Total:					\$2,574.00	
Department Miscellaneous Total:					\$2,574.00	
Fund 001 - General Fund Total:					\$2,574.00	
Fund 102 - Drug Law Enforcement						
04/03/2021	Manfield Police Department	314634	2021-00210/1	7 Drug Analysis Reports	\$840.00	
Account 102.102.00280 (Expenditures) Total:					\$840.00	
Department Drug Law Enforcement Total:					\$840.00	
Fund 102 - Drug Law Enforcement Total:						
Fund 105 - Dog & Kennel						
04/03/2021	Vision Witness	314634	2021-00186/1	cellphone and jetpack	\$33.40	

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WHEREAS, the PY 2020 Critical Infrastructure, Community Development Block Grant (CDBG) Program was approved by the State of Ohio, Development Services Agency in the amount of \$480,300.00;
now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the grant agreement as attached herein (Grant B-X-20-1BJ-1); 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.

***Discussion:** Ms. Ziemba stated that Ohio Development Services Agency approved \$480,300 from the Critical Infrastructure Grant program for a waterline project in the Village of New London.

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

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

**Agreement on file*

21-130

IN THE MATTER OF APPROVING REQUEST FOR EXPENDITURES OVER \$1,000.00 SUBMITTED TO THE BOARD APRIL 6, 2021

Bruce Wilde 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:

<u>IT Dept. #046</u>		
Electronic Systems, Inc.	Network redesign for courthouse & downtown office buildings	\$25,255.31 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.

Joe Hintz seconded the motion.

***Discussion:** Mr. Boose said this was what Mr. Riedy had talked to them about at the last meeting.

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

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

At 9:05 a.m. Public comment – None

21-131

IN THE MATTER OF AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2021.

Bruce Wilde moved for the adoption of the following Resolution:

WHEREAS, the Huron County Engineer’s Office (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically **submitted** salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 30 **by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

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.

***Discussion:** Mr. Tansey stated sometimes there is a limited supply and this will ensure the price.

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

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

21-132

IN THE MATTER OF AWARDING THE BID FOR THE 2021 NEW STATE ROAD RESURFACING PROJECT

Bruce Wilde moved to adopt the following resolution:

WHEREAS, Pursuant to Resolution 21-074 the County Engineer requested authorization to re-let bids for the 2021 New State Road Resurfacing Project; and

WHEREAS, notice was given in accord with Section 307.87 of the Ohio Revised Code; and

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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 – Terry Boose
Aye – Joe Hintz
Aye – Bruce Wilde

**Contract on file*

21-134

IN THE MATTER OF ENTERING INTO CONTRACT WITH KOKOSING CONSTRUCTION COMPANY, INC. FOR THE 2021 TOWNLINE ROAD 12 PHASE 2 RESURFACING PROJECT FOR THE HURON COUNTY ENGINEER

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, per Resolution 21-089 the bid was awarded to Kokosing Construction Co., Inc., for the 2021 Townline Road 12 Phase 2 Resurfacing Project for the Huron County Engineer; and

WHEREAS, the Board of Huron County Commissioners desires to enter into contract with Kokosing Construction Co., Inc., for such goods and services; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby approve entering into contract with Kokosing Construction Co., Inc., 606 N. Main St. Mansfield, OH 44902, for the 2021 Townline Road 12 Phase 2 Resurfacing Project for the Huron County Engineer as attached hereto and expressly incorporated by reference 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 – Terry Boose
Aye – Joe Hintz
Aye – Bruce Wilde

**Contract on file*

21-135

IN THE MATTER OF PURCHASING A 2021 DODGE DURANGO FOR THE HURON COUNTY EMERGENCY MANAGEMENT AGENCY

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Emergency Management Agency (EMA) has submitted a request to purchase a 2021 Dodge Durango; and

WHEREAS, EMA solicited three quotes in accordance with the State of Ohio, Ohio Emergency Management Agency Procurement guidelines to receive reimbursement of 50%; and

WHEREAS, the State of Ohio, Ohio Emergency Management Agency, has approved the estimate from Paul Sherry Chrysler Jeep Dodge Ram, Inc. 8645 North County Road 25 A, Piqua, Ohio 45356 in the amount of \$28,093.00; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the purchase of a 2021 Dodge Durango, at a cost of \$28,093.00, from Paul Sherry Chrysler Dodge Jeep Ram with 50% reimbursed from the State of Ohio, Ohio Emergency Management. A copy of estimate and State of Ohio approval is attached hereto and expressly incorporated by reference herein; and further

BE IT RESOLVED, that the Board of Huron County Commissioners hereby authorizes the Huron County EMA to order such vehicle and to prepare the appropriate purchase order to Paul Sherry Chrysler Jeep Dodge Ram, Inc.; 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 – Terry Boose
Aye – Joe Hintz
Aye – Bruce Wilde

**Estimates on file*

21-136

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, there is a need for an appropriation adjustment for the County’s commitment to the Fairground’s Campground Improvement Project; 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
	099	00600	001	\$50,000.00		040	00569	001	\$50,000.00
	Transfer Out					Misc. Other – (Fairgrounds commitment) 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 Commissioners’ Administrative Assistant is authorized to voucher such funds; 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.

***Discussion:** Mr. Boose noted this had been in discussion for over a year and they had set the \$50,000 aside. The fairgrounds was just now getting the project completed.

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

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

21-137

IN THE MATTER OF AMENDING THE WORKING CUSTODIAL SUPERVISOR JOB DESCRIPTION AND CLASSIFYING THE POSITION AS UNCLASSIFIED/FLSA EXEMPT

REGULAR SESSION

TUESDAY

APRIL 6, 2021

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners desires to amend the current Working Custodial Supervisor job description and classifying the position as Unclassified/FLSA exempt; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the amended Working Custodial Supervisor job description and reclassifies the position as Unclassified/FLSA exempt as attached hereto and expressly incorporated by reference 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.

***Discussion:** Mr. Boose said this was also something they had been working on for a while. Ms. Ziembra explained this puts the position into more of a supervisory role. The FLSA provides exemption for overtime and on call pay. It also allows him to do his job however he needs to do it. Mr. Boose noted Mr. Minor had agreed to this, and they had done a salary adjustment since it would take away from overtime pay.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

HURON COUNTY COMMISSIONERS, JOB DESCRIPTION

Position Title: Working Custodial Supervisor

Employee Name: Stephen O. Minor
Department: Huron County Commissioners
Reports to: Director of Operations
FLSA Status: Unclassified/ Exempt
Hours: Full-time, 8:00-4:30 (flexible)
Status: Non-bargaining
Revision Date: 4/1/2021

Job Summary: Under the direction of the Director of Operations, plans, organizes and directs the County's custodial employees; and performs related work as assigned. Responsibilities include planning, organizing, supervising, and reviewing the work of custodial workers. Successful performance of the work requires the use of considerable independence, initiative and discretion within established procedures/guidelines.

Essential Functions:

- Supervises Huron County custodial workers.
- Develops and implements goals, procedures, and work standards for custodian activities.
- Helps in the selection, assignment, scheduling, and training, of members of the custodial staff.
- Plans and oversees all custodial work, maintaining a high standard of safety, cleanliness, and efficiency.
- Has the authority to recommend hire, transfer, suspension, lay off, recall, promotion, discharge, assignment, or discipline of custodial workers.
- Participates in the creation and monitoring of the assigned budget.
- Plans, schedules, assigns, reviews, and directs the work of staff engaged in custodial activities.
- Confers with administrators and staff regarding custodial activities or problems.
- Trains staff in work procedures and safety procedures related to custodial duties and in the operation and use of equipment and supplies.
- Inspects work sites, work in progress and work completed.
- Ensures conformity with work orders and specifications.
- Ensures safe work practices and procedures are followed.
- Performs a variety of custodial work.
- Responds to questions and complaints and works to ensure satisfactory resolution.
- Ensures adequate supply inventories.
- Prepares and maintains a variety of reports and records.
- Prepares periodic and special reports of custodial activities.
- Recommends and implements improved work methods and procedures.
- Participates in repair of buildings and equipment.
- Checks the security of the building and grounds.

- Activates and deactivates the alarm system.
- Sweeps and wet and dry mop floors.
- Waxes floors and operates buffing machines.
- Vacuums and cares for carpeting.
- Cleans restrooms.
- Mops and buffs facility floors.
- Performs other duties as assigned.

Marginal Functions:

- Temporary assignment to other positions within the unit as required.

Requirements:

High School diploma or equivalent; valid Ohio driver's license, ability to follow safe practices and procedures, ability to operate floor scrubbers, buffers, and strippers; ability to follow oral and written instructions; ability to work with minimal supervision; ability to perform physical tasks requiring lifting up to 50 pounds, bending, stooping, kneeling, reaching, pushing, pulling, and sustained physical exertion; ability and willingness to work under sometimes adverse weather conditions; ability to develop and maintain effective working relationships with supervisors, the general public, and co-workers.

Preferred Qualifications:

Previous custodial experience and knowledge of cleaning equipment and procedures.

Huron County Board of Commissioners

Approved: _____ Date: _____

Employee: _____

Date placed in employee's file: _____

11-21-07; 10-10-13; 11-4-14; 3-3-15

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21-138

**IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE
GENERAL FUND**

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, there is a need for appropriation adjustments; and

WHEREAS, the Board of Huron County Commissioners finds the request to be reasonable;

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
	041	00572	001	\$552.00		020	00475	001	\$552.00
	Contingencies –transfers					Board of Elections – Other Expenses			

and further

BE IT RESOLVED, that the Huron County Auditor is authorized and instructed to record said appropriation adjustment as approved; and further

BE IT RESOLVED, that the Clerk of the Board is instructed to certify a copy of this resolution to the Huron County Auditor and the department requesting said adjustment; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion.

***Discussion:** Ms. Ziemba stated that Ms. Blevins said the transfer was due to the fact Board of Elections had deposited \$552 from the Secretary of State for PPE for the 2021 Primary Special Election.

Mr. Boose noted that the resolution reads “WHEREAS, there is a need for appropriation adjustment,”. He did not believe the need for the appropriation adjustment had been given to them; it had not been discussed. It had not been asked for in the budget. They were taking part of the General Fund money, it had nothing to do with the money coming from the State. Mr. Boose felt this was just money coming from the budget into Board of Elections’ budget with no reasons why. He will be voting no.

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

- No – Terry Boose
- Aye – Joe Hintz
- Aye – Bruce Wilde

IN THE MATTER OF TRAVEL - None

SIGNINGS - None

OLD BUSINESS

Cook Road. Mr. Stephens thought Mr. Strickler’s intent was to still get an Order from the Court granting a permanent injunction to prevent the landowner from doing this again in the future. This will make it easier for the County to remedy the situation without having to go back to Court. They will just have to present at notice to the Court of what they are planning to do.

At 9:30 a.m. Mike Clark, Law Library. Mr. Clark was in to request some repairs at the Law Library. He stated the library was about 10,000 square feet. The carpet had deteriorated throughout the library, but there were two areas where it was really bad. It had become a trip hazard and liability risk. Mr. Clark was asking that these two areas be replaced. He had obtained estimates from both Hill’s and Balduff’s. Hills was the best at about \$6,000.

Mr. Clark’s second request was that the bathroom in the Law Library be fixed. He explained that the Courthouse had been rebuilt in 1912-1913 after a fire. They allocated a certain number of bathrooms to take care of the population and the patrons coming in. One of those bathrooms was in a horrible state of repair. It hadn’t had water in a long while. This situation created an overload on the other bathrooms. In addition, the Office Building does not allow the public to use their restrooms; they send everybody to the Courthouse. That puts additional stress on the Courthouse restrooms. Finally, the bathroom was located next to the Jury Room, and there were always quite a few people in there. When they have to use the restroom they have to walk through the Courthouse to find one. Mr. Clark had Seitz Design and Construction come in to give an estimate. They said it was a complicated job because they would have to tear out walls and run new pipe. Their estimate was around \$17,000. He also called Tusing, but they would not even come look at it. The total for both the carpet and the bathroom came to \$23,895.60.

Mr. Boose noted that when the Courthouse was remodeled in 1912 the building was used in a totally different way than it was now, and it was used much more then. Mr. Clark was aware of this. Mr. Boose asked if Mr. Clark had numbers as far as how many people used the third floor on a daily basis. Mr. Clark did not know.

Mr. Boose asked Mr. Welch if he knew how many public restrooms were located in the Courthouse. Mr. Welch did a quick count, noting that the largest was in the basement. Mr. Boose suggested putting a sign at the front of the Courthouse indicating public restrooms were located in the basement. Mr. Minor explained that the public restrooms in the Office building had been re-opened. Mr. Welch stated the restroom on the third floor had never worked since he started working at the County. The plumbing needed to be replaced. He asked Mr. Clark if he wanted to make them public so the public would have to walk through the Law Library to get to them. Mr. Clark would like to, since the public uses the Law Library. Mr. Minor pointed out that these restrooms were near a stairwell that opened to the Judge's quarters. Ms. Hazel did not think the Court would like that and thought they should be consulted. As Clerk of Courts she suggested that, before moving ahead, that the Judges and Clerk meet with the Law Librarian so everyone was on the same page. It was definitely a security issue. She said that for the last 18 years the room adjoining the restrooms had had very limited use and was not for general public access. Mr. Boose asked if that was the only place for the Jury. Ms. Hazel said it was not, it was only used if they had two trials going on at the same time. The primary Jury Room was on the second floor. Mr. Hintz thought it sounded like the bathrooms hadn't been used in years, but weren't really needed. Mr. Boose said the problem was lack of water pressure in that bathroom. It would be a very costly fix.

OLD BUSINESS / NEW BUSINESS *continued*

GLCAP CHIP. Ms. Ziemba indicated GLCAP sent in their RFQ for review. There was an evaluation form that she will send out to the City of Norwalk and Willard.

Township Trustee meeting on Thursday. They will need ten trustees present for a bid opening.

Friday at 10 a.m. Zoom meeting with CEBCO.

Meeting with OSU. Ms. Ziemba sent an email requesting a Monday meeting. She has not had a response.

Mr. Boose had read the Statehouse report. Transportation bill was signed into law. No change to Force accounts.

The Board had a meeting with the federal government that was supposed to explain the RESCUE Act. Mr. Boose said he got nothing out of it; it was a waste of time. So much so that he called CCAO and suggested they need to have more information on those meetings. He had another meeting he could have attended. Everyone agreed it had been a waste of time.

CCAO is still working on the Regional Meeting. Date still has not been set.

CORSA renewal. Mr. Wilde said they had provided general information, they did not go over every county. Ms. Ziemba said it was up slightly from last year. Mr. Wilde would like to compare last year's invoice with this year's.

At 10:00 a.m. 1st Public Hearing for the Community Development Block Grant funds that the County plans to apply for. Mr. Boose opened the public hearing. Tiffany Shaver, Great Lakes Community Action Partnership, provided information on the CDBG grant.

Huron County PY 2021 Community Development Block Grant (CDBG) Program
AGENDA AND MINUTES
1st Public Hearing

Hearing Date: April 6, 2021
Hearing Time: 10:00 a.m.
Hearing Location: Huron County Commissioners
180 Milan Ave Ste 7
Norwalk, Ohio
Conducted by: Tiffany Shaver, Great Lakes Community Action Partnership

The estimated federal resources allocated to the state from HUD are listed below. The Office of Community Development (OCD) and Ohio Housing Finance Agency (OHFA) have established a variety of programs through which these funds will be distributed.

Note: The amounts listed below are estimates based on approved PY2020 HUD allocation as the PY 2021 allocation has yet to be released.

\$46,390,297 Community Development Block Grant (CDBG) Program
\$24,325,090 HOME Investment Partnerships (HOME) Program
\$8,755,082 National Housing Trust Fund (NHTF)
\$6,184,045 Emergency Solutions Grant (ESG) Program
\$2,121,114 Housing Opportunities for Persons With AIDS (HOPWA) Program
\$87,775,628 Total Estimated Federal PY 2021 Funds

The OCD and OHFA have established several policies on how these funds can be used.

1. Huron County is eligible for the following Program Year 2021 Community Development programs administered by the State of Ohio, Development Services Agency, providing the County meets the applicable requirements:

A. Community Housing Impact & Preservation (CHIP)Program:

Goal: Through an efficient and impactful approach, the Community Housing Impact and Preservation (CHIP) Program will partner with Ohio communities to preserve and improve the affordable housing stock for low- and moderate-income Ohioans and strengthen neighborhoods through community collaboration.

Total Funds: Approximately \$22.6 million: Approximately \$8.5 million in CDBG funds will be combined with an estimated \$14.1 million of HOME Investment Partnerships Program funds and SFY 2021 Ohio Housing Trust Funds (to be determined). CHIP Program funds will be distributed in one competitive funding round.

Grant Ceiling: Through a competitive application process, jurisdictions may apply for a maximum award as follows:

Counties may apply on behalf of non-direct cities, villages, and unincorporated areas.

Critical Infrastructure Program Principles: The Critical Infrastructure Program was created to assist communities with funding for high priority, single-purpose, projects, such as roads, flood and drainage and other public facilities projects with high community-wide impact and that benefit primarily residential areas. Projects may include multiple activities that together contribute to a failed or failing condition.

Eligible Activities: Eligible activities include constructing, reconstructing or rehabilitating infrastructure components. Eligible infrastructure components include streets and bridges; sidewalks; flood and drainage; water and sanitary sewer and fire protection or community facilities.

Application Timing: Pre- Application – OCD will start accepting letters of interest May 15, 2021. The OCD will initiate the full application in OCEAN and notify the community of its availability when a letter of interest is accepted. Full applications will be accepted on an open cycle-basis from July 1, 2021, until April 30, 2022. Or until such time the OCD expends available funding. The OCD will review applications in rounds designated by funding availability.
For projects to be considered during the first review period, applications must be submitted by June 15, 2021.

Eligible Applicants: PY 2021 Community Development Program Counties and Direct Cities.
Counties may apply on behalf of non-direct cities, villages, and unincorporated areas.

E. Economic Development Loan and Public Infrastructure Grant Program

Total Funds: Federal Community Development Block Grant funds - open cycle up to \$10 million.

Program Categories: Eligible applicants may submit applications for one or more of the following categories of funding: Economic Development Public Infrastructure Program, Economic Development Loan Program and/or Residential Public Infrastructure Program.

Local Program Benefit/National Objective: Communities must qualify activities under the HUD CDBG program national objective of low- and moderate-income job creation.

Application Submission: Applicants are required to submit a pre-application to the OCD for review to apply for funds. The OCD will evaluate the proposed project's pre-application on consistency with programmatic thresholds and public benefit before determining whether to invite applicants to submit a full application.
Pre-application instructions will be available on the OCD's technical assistance website. Applications will be accepted on an open-cycle basis starting July 1, 2021, until all PY 2021 funds are awarded.

Applicants **must select either** the Economic Development Loan Program or the Economic Development Public Infrastructure Grant Program. Applications **may not** request program funds

Maximum Award		
	Option 1	Option 2
County	\$300,000	\$400,000
City w/ a population of at least 15,000	\$250,000	\$350,000
City w/ a population between 5,000 and 14,999	\$200,000	\$300,000

Partnership Agreement: CHIP Program-eligible jurisdictions are incentivized to collaborate to form a partnership. Partnership applicant jurisdictions may apply for maximum award as detailed in Option 2. Additionally, points associated with partnership development will be awarded when scored for funding. The maximum award for each partnership cannot exceed the aggregate maximum total amount of each CHIP Program-eligible jurisdiction in the partnership as detailed in Option 2 above. Regardless of the number of communities in the partnership, the maximum grant request cannot exceed \$1.6 million.

Jurisdictions who choose to apply as a single-jurisdiction applicant, must refer to Option 1 for maximum grant award. Points associated with partnership development will not be awarded when scored for funding.

Huron County intends to partner with the City of Norwalk and the City of Willard in PY19 to apply for CHIP funds. Together, the three jurisdictions are eligible for up to \$1,050,000.

Eligible Project Categories with Respective Activities: All housing activities completed with CHIP Program grant funds must be single-family homes, as defined by HUD as one to four units. Grantees will follow the OCD's maximum per-unit limit of assistance for PY 2021 and will not institute local limits of assistance. CHIP eligible activities include financing residential rehabilitation or repairs for low and moderate income homeowners, rehabilitation and repair loans for rental properties where tenants are low and moderated income, homeownership assistance including financial support for new construction in partnership with Habitat for humanity, and tenant based rental assistance.

A second public hearing will be held to cover the details of the CHIP application. Specific activities and funding requests will be based on recommendations from the results of the Housing Needs Assessment that is in the process of gathering information from local stakeholders.

Application Timing: Submission: June 23, 2021 - Grant Award: December 1, 2021

B. Community Development Allocation Funding Program – HURON COUNTY IS NOT ELIGIBLE FOR PY21 FUNDING

C. Neighborhood Revitalization Program – HURON COUNTY IS NOT ELIGIBLE FOR PY21 FUNDING

D. Critical Infrastructure
The County is eligible to apply for up to \$500,000

Eligible Applicants: PY 2021 and PY 2022 Allocation Program counties and direct cities.

for both activities.

Economic Development Loan Program

Goal: To create and retain permanent, private-sector job opportunities, principally for low- and moderate-income persons, through expanding and retaining business and industry in Ohio communities.

Grant Ceiling: Maximum of \$500,000 for direct loans; maximum grant ceiling includes project and program administration costs. The OCD will evaluate the community's request during application review and reserves the right to reduce the award.

Eligible Jurisdictions: Non-entitlement cities and counties. Counties must apply on behalf of villages and townships; counties may also apply on behalf of cities within their jurisdiction. To limit creating new Revolving Loan Funds or in considering an applicant's administrative capacity, the OCD maintains the right to require counties to apply on behalf of cities when appropriate

Eligible Activities: Eligible activities include providing financial assistance to private for-profit entities (through eligible units of general local government) to carry out economic development projects directly and primarily related to creating, expanding or retaining a business. Financing under the state CDBG Economic Development Program may cover fixed assets, including land, building, machinery and equipment and site preparation directly related to business or industrial development. The amount and type of financial assistance provided to a project must be deemed appropriate with respect to the financial gap and the public benefit to be derived. Financing for fixed assets must be provided in the form of a non-forgivable loan.

Application Timing: Project applications will be accepted on a continuous basis, beginning July 1, 2021.

Economic Development Public Infrastructure Grant Program

Goal: To create and retain permanent, private-sector job opportunities, principally for low- and moderate-income persons, through expanding and retaining business and industry in Ohio communities.

Grant Ceiling: Maximum of \$500,000 for off-site infrastructure projects; maximum grant ceiling includes project and program administration costs. The OCD will evaluate the community's request during application review and reserves the right to reduce the award.

Eligible Jurisdictions: Non-entitlement cities and counties. Counties must apply on behalf of villages and townships; counties may also apply on behalf of cities within their jurisdiction. In considering an applicant's administrative capacity, the OCD maintains the right to require counties to apply on behalf of cities when appropriate.

Eligible Activities: Eligible activities include providing financial assistance, through eligible units

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of general local government, for public improvements directly and primarily related to creating, expanding or retaining a particular business. Financing under the State CDBG Economic Development Public Infrastructure Program is designed to cover public infrastructure investment directly related to business or industrial development. The amount and type of financial assistance provided to a project must be deemed appropriate with respect to financial gap and public benefit.

In addition, job training is an eligible CDBG Economic Development Program activity. The state may provide applicants up to an additional \$50,000 in Economic Development Program funds to provide training for low- and moderate-income individuals whose positions were created or retained by the recipient business.

Application Timing: Project applications will be accepted on a continuous basis, beginning on July 1, 2021.

F. Residential Public Infrastructure Grant Program

Goal: To create a safe and sanitary living environment for Ohio citizens, by providing safe and reliable drinking water and proper sanitary waste disposal.

Grant Ceiling: Maximum of \$750,000; maximum grant ceiling includes a public water or sanitary sewer project, on-site improvements and program administration costs. On-site improvements are capped at \$200,000. Grantees will be allowed one amendment to move funds between public construction and on-site improvements as needed. The amendment will alter the pro-rata calculation for percent of CDBG participation in the construction project. A waiver is required from OCD to exceed the \$200,000 on-site cap. OCD will evaluate the community's entire request during application review and reserves the right to reduce the award.

Grant floor: Minimum of \$100,000; minimum total project cost of \$200,000. OCD will consider waivers to the grant floor on a case-by-case basis. Projects with a grant request of less than \$500,000 and a total project cost of less than \$600,000 may also be submitted under the Community Development Critical Infrastructure Program of on-site improvements are not required. Applicants must contact OCD for guidance on program selection prior to submitting a letter of interest for water or sanitary sewer projects with a total project cost of greater than \$600,000.

Eligible Jurisdictions: Non-entitlement cities and counties. Counties must apply on behalf of villages and townships; counties may also apply on behalf of cities within their jurisdiction. In considering an applicant's administrative capacity, the OCD maintains the right to require counties to apply on behalf of cities when appropriate.

Eligible Activities: The Residential Public Infrastructure Grant Program will only fund projects that provide water and/or sanitary sewer service to primarily residential users (minimum 60% of total users). Eligible on-site improvements include services laterals, septic tanks and well abandonment and CDBG-eligible related fees. A set-aside of total Residential Public Infrastructure funds will be utilized for projects where onsite improvements are the only activity. Applicants for these projects will e considered until the set-aside is depleted. Any funds remaining after March 1, 2022 will be utilized for standard Residential Public Infrastructure projects. Funding for water and/or sanitary

sewer projects that benefit primary commercial or industrial users are more appropriate for the Economic Development Program.

G. Target of Opportunity Grant Programs

Goal: To provide a means to fund worthwhile "target of opportunity" projects and activities that do not fit within existing program structures, and to provide supplemental resources to resolve immediate and unforeseen needs.

Total Funds: Approximately \$1.5 million in PY 2021 CDBG funds. \$1 million will be allocated to the Community and Economic Development Program. \$500,000 will be allocated to the Planning Program.

CDBG Target of Opportunity Grant Programs: The CDBG Target of Opportunity Grant Programs provide funding for "target of opportunity" projects. The CDBG Target of Opportunity Grant Programs includes the Economic and Community Development Program, Downtown Revitalization Program and a set-aside for the New Horizons Fair Housing Program. Program requirements are outlined below.

Economic and Community Development Target of Opportunity Program: This program will provide funds for "target of opportunity" investments in:

- Economic development projects that create and/or retain permanent job opportunities and are not eligible for Economic Development Program funding or feasible within the Economic Development Program guidelines
- Community Development projects that are not feasible in other funding categories or eligible for Community Development Program competitive set-aside or open-cycle Critical Infrastructure funds
- Housing projects benefitting severely disabled adults. Benefitting populations must meet both CDBG Housing and Community Development Act of 1974 and Section 504 of Rehabilitation Act of 1973 eligibility requirements
- Youth Homelessness Demonstration Program projects
- Imminent threat grants covered by the federal CDBG Regulation
- Initiatives of the Director of the Ohio Development Services Agency that include CDBG eligible activities.

Public Service and Planning projects will be considered on a case-by-case basis.

Grant Ceiling: Fund level is negotiated based upon need.

Eligible Jurisdictions: Cities, counties or villages. All applicants must be able to demonstrate the ability to administer a Target of Opportunity Program. The OCD may require a county to apply for grant funds on the behalf of a city or village within its jurisdiction if administrative capacity cannot be demonstrated by the city or village.

Eligible Activities: Any CDBG-eligible activity.

Ms. Ziemba asked how often an entity could apply for the Critical Infrastructure grant. New London had just received one and she knew Willard was always applying. Ms. Shaver will check on this.

Mr. Boose asked if anyone wanted to speak for the hearing.

Ms. Poffenbaugh asked who helps the low income apply. Ms. Shaver said the staff at GLCAP can help over the phone or will go to the client's home if necessary. Ms. Poffenbaugh asked about grants for septic systems now that the Health Department had issued new rules. Ms. Shaver was not as familiar with the Health Department funding. She thought it may go through the Health Department or possibly their Community Development department. Ms. Poffenbaugh questioned household income guidelines. Ms. Shaver explained for the CHIP program, which was the housing rehab program, it was 80% of area median income and was based on family household size. She described how to find the information on the GLCAP website, GLCAP.org.

Mr. Boose, called a second time for anyone to speak in favor of the CDBG Grant, hearing none, Mr. Boose called a third time for anyone to speak in favor.

Mr. Boose called for testimony against, hearing none called twice, hearing none called thrice. Hearing none, Mr. Boose closed the public hearing

Ms. Ziemba indicated that this morning after the CORSA discussion she had received an email from Ms. Hozalski. Andy from Assured Partners was requesting to be put on the agenda to go over the claims.

Mr. Wilde had received an email from Ms. Knapp. There will be an HCDC Executive Board meeting on April 8 at Summit Motorsports Park.

Mr. Boose has a meeting with Firelands Forward on April 7 at NEDC.

Mr. Wilde said he now had the schedule for NEDC. The next meeting will be on April 22nd

Thursday, April 15 meeting canceled.

Ms. Ziemba asked if Mr. Riedy should charge Special Fund departments for his time. This was something they need to think about – he needs to know what to do. Mr. Boose suggested checking with Sandusky County to see how they were handling that.

At 10:32 a.m. Bruce Wilde moved to adjourn. Joe Hintz seconded the motion. The meeting stood adjourned.

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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 April 6, 2021.

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 10:32 a. m.

Signatures on File