

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose and Harry Brady. Bruce Wilde absent. Mr. Wilde listening in on Zoom. Mr. Wilde will not participate or vote.

21-341

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

Harry Brady 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 #326012 and authorize the Huron County Auditor to make the necessary warrant; and further

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

Terry Boose seconded the motion.

*Discussion: Mr. Boose asked Ms. Ziembra to send a message to the Sheriff asking - if they increase the deputies, will that also increase the number of hot spots needed. Mr. Boose would also like a message sent to JFS to ask why we are paying for a name change.

Mr. Boose stated they will need to hold the two payments to Norwalk Concrete because he will need to abstain and Mr. Wilde is out.

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

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde

Huron County
Claims Register for Payment Batches

Payment Type: All Warrant Numbers: All Funds: 001 to 950					Warrant Dates: 11/4/2021 to 11/4/2021 Payment Batches: 326012 to 326012				
Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #			
Fund: 001 - General Fund									
Department: Commissioners									
11/04/2021	Frontier	326012	2021-003301	Phone Licenses for new office-Commissioners	\$84.00				
Account 001.001.00270 (Equipment) Total:									
11/04/2021	US Bank Equipment Finance	326012	2021-003331	Copier	\$265.10				
Account 001.001.00525 (Contract Services) Total:									
Department: Commissioners Total:									
Department: Data Processing									
11/04/2021	Seaward Business Systems Inc	326012	2021-000361	1099s, W-9s & Envelopes	\$553.40				
Account 001.003.00175 (Supplies) Total:									
11/04/2021	Document Destruction 10.10.21	326012	2021-000411	Document Destruction 10.10.21	\$40.00				
Account 001.003.00275 (Contract Services) Total:									
11/04/2021	Seaward Business Systems Inc	326012	2021-000421	1099s, W-9s & Envelopes	\$1,025.78				
Account 001.003.00475 (Other Expenses) Total:									
Department: Data Processing Total:									
Department: Prosecutor									
11/04/2021	Thompson Reuters/Vent	326012	2021-004321	Law of Scheduling	\$341.00				
Account 001.001.00180 (Supplies Library) Total:									
11/04/2021	The Social Media Hub	326012	2021-004181	Annual Website Hosting and Domain Name Registration	\$250.00				
11/04/2021	County Vehicle Insurance	326012	2021-004181	County Vehicle Insurance	\$1,021.44				
11/04/2021	Harris County Commissioners	326012	2021-004181	County Paper Production	\$653.87				
11/04/2021	US Bank Equipment Finance	326012	2021-004181	License payment and Overhead/Life Fees	\$2,438.78				
11/04/2021	Penstock Water	326012	2021-004181	County Vehicle Insurance, Hardware	\$1,021.44				
Account 001.006.00275 (Contract Repairs) Total:									
Department: Prosecutor Total:									
Department: Juvenile									
11/04/2021	Shady Printing LLC	326012	2021-001701	Printed File Folders	\$800.00				
Account 001.013.00475 (Other Expenses) Total:									
Department: Juvenile Total:									

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11/28/2021 2:46 PM

V.3.2

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
11/04/2021	Robert Associates Inc	326012	2021-001701	Rubber Bands	\$54.15	
Account 001.013.00175 (Supplies) Total:					\$54.15	
11/04/2021	OACJ	326012	2021-001731	Conference Registration Fee	\$125.00	
Account 001.013.00300 (Travel) Total:					\$125.00	
11/04/2021	Thomas P Kunkle	326012	2021-001761	Psychological Services 10/22-11/4/2021	\$27.00	
Account 001.013.00380 (Child Support) Total:					\$27.00	
11/04/2021	Brain Services	326012	2021-001771	HOV Travel Expense Reimbursement	\$317.52	
Account 001.013.00475 (Other Expenses) Total:					\$317.52	
Department Juvenile Total:					\$1,633.60	
Department: Probate						
11/04/2021	Depto Sandoz	326012	2021-001861	Spanish Interpreting	\$25.00	
11/04/2021	Depto Sandoz	326012	2021-001861	Spanish Interpreting	\$25.00	
11/04/2021	Rebecca L Bishop	326012	2021-001861	Clerk Training/Travel Expense Reimb	\$141.84	
Account 001.016.00475 (Other Expenses) Total:					\$141.84	
Department Probate Total:						
Department: Clerk of Courts						
11/04/2021	Huron County Commissioners	326012	2021-001801	Copy Power/Clerk of Courts	\$148.80	
11/04/2021	Huron County Commissioners	326012	2021-001801	Envelopes/Materials/Signage/Binders	\$229.80	
Account 001.017.00175 (Supplies) Total:					\$378.60	
11/04/2021	WB Mason Co LLC	326012	2021-001811	Documents Destroyed	\$35.00	
Account 001.017.00275 (Contract Repairs) Total:					\$35.00	
Department Clerk of Courts Total:					\$413.00	
Department: Building and Grounds						
11/04/2021	John Deere Financial	326012	2021-000481	Other Gas Collen, Mouse Traps and Mouse Attractant	\$15.90	
11/04/2021	John Deere Financial	326012	2021-000481	Light Switches-Holdman-June	\$1.48	
11/04/2021	John Deere Financial	326012	2021-000481	Mouse Traps and Mouse Glue	\$40.35	
Account 001.022.00275 (Repairs Maintenance) Total:					\$57.73	
11/04/2021	Columbia Gas	326012	2021-000481	Gas-3000head/Lane	\$38.99	
Account 001.022.00827 (Gas) Total:					\$38.99	
11/04/2021	Huron County Transfer Station	326012	2021-000481	Trash	\$16.00	
Account 001.022.00829 (Trash) Total:					\$16.00	

NOVEMBER 2, 2021V3.2432323.2



To The Huron County Auditor's Accounting Department

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

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

Submitted by:
Vickie Ziemba

Date:
11/2/2021

180 Milan Avenue, Suite 7, Norwalk, Ohio 44857-1199
419-668-3092 • 800-808-5092 • Fax: 419-663-3370
Email: main@hocommissioners.com
www.hocommissioners.com

Jim Sitterly, Prosecutor's office. Mr. Sitterly stated that their office had submitted an amended interim budget. He asked if they would like to discuss it now or after executive session. Mr. Boose stated he would rather have it on Thursday, since it was not on today's agenda, and to be totally transparent on budgets. Mr. Sitterly did not want to delay until Thursday because the Budget Commission meeting was on Thursday. He said he would be brief. Mr. Boose agreed to hear him before executive session.

Roger Hunker, Lyme Township. Mr. Hunker mentioned that he worked the dump day last week and a lot of people were upset that they were not voting at the Township Hall. Then Mr. Hunker asked if the County had done anything about possibly getting county-wide broadband. He noted the township had ARPA money and was trying to figure out how to use it. Mr. Boose stated, as far as voting, he would forward Mr. Hunker's comments to the Board of Elections. He explained the Commissioner have no say in that and suggested Mr. Hunker may want to meet with Board of Elections. With regard to broadband, Mr. Boose said it was a complicated issue. He updated Mr. Hunker on what had been happening. Two different companies were planning to apply for state funds. There has been a lot of discussion whether they could match state funds with federal funds. The County has made it priority to make sure it would be affordable. However, CCAO has advised them to hang onto the ARPA funds until they receive a final ruling on its uses.

Mr. Hunker mentioned the building at the fairgrounds they had been discussing. There was a meeting scheduled for tomorrow night to try to come up with a plan.

Carolyn Bick. Mr. Boose told Ms. Bick he had heard talk that there may be something happening at the Congressional level to expand usage of the ARPA money. Depending on what that bill was and how they were expanding it would determine whether it will benefit the County or not. He asked her to keep them updated if she heard anything. Ms. Bick asked how the meeting with Senator Manning had gone. Mr. Boose said it had been a good meeting. They had good discussion on transportation. Mr. Manning had reminded Mr. Boose that, historically, smaller counties had wanted to keep money in roads and bridges. Public transportation was considered a big city issue. Mr. Boose brought this up to CCAO. They thought it might be time to start this discussion back up.

Jim Sitterly, Prosecutor’s office. Mr. Sitterly explained they had submitted an amended budget for the difference of what it would cost to keep Kim Mutchler employed in the Victim’s Assistance program. Ms. Border had received the grant paperwork either the day before or the same day she had to make her presentation to the Board. After reviewing the grant it became clear it only considered one person. It was not something that could be divided up between two employees. Therefore, the additional money to keep Ms. Mutchler must come through the Prosecutor’s office. The amended interim budget was in the amount of \$844,899.50, an increase of roughly \$53,400. Mr. Boose clarified this was almost all labor/salary. Mr. Strickler stated it was - it covered her salary, PERS, Medicare and also health insurance. Mr. Boose thanked them for getting it to them as soon as possible. Ms. Ziemba asked if this affected the 2021 budget for October, November and December 2021. Ms. Border stated next payroll period would be best. Mr. Strickler said he was trying to figure it out. He was hoping to have more information by Thursday’s meeting.

At 9:44 a.m. Harry Brady moved to enter into Executive Session ORC 121.22 (G) (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest and ORC 121.22 (G)(3) a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

*Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde*

At 10:30 a.m. Harry Brady moved to end executive sessions ORC 121.22 (G)(2) & (3). Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

*Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde*

**No action taken*

21-342

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND

Harry Brady moved the adoption of the following resolution:

WHEREAS, Resolution 21-329 committed funds to the Board of Huron County Public Health to fund a portion of the 2022 calendar year license fees in the amount of \$62,965.73; 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	\$62,965.73		040	00569	001	\$62,965.73
	Transfer Out					Misc. Other			
and further									

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

REGULAR SESSION

TUESDAY

NOVEMBER 2, 2021

BE IT RESOLVED, that the Clerk of the Board is instructed to certify a copy of this resolution to the Huron County Auditor and further authorizes their Clerk to voucher \$62,965.73 to the Board of Huron County Public Health; and further

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

Terry Boose seconded the motion.

***Discussion:** They had been working on this for almost a year. It was done to help pay fees for private businesses. The payment will be held until we receive the signed MOU from the Board of Health.

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

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde

21-343

IN THE MATTER OF APPROVING THE AGREEMENT FOR HOUSING JUVENILES IN THE SENECA COUNTY YOUTH CENTER

Harry Brady moved the adoption of the following resolution:

WHEREAS, Huron County does not maintain a juvenile detention facility; and

WHEREAS, the Board of Huron County Commissioners is desirous of entering into an agreement with Seneca County for the receipt, custody, and care of juveniles at the Seneca County Youth Center for 2022 on an as needed basis for a not-to-exceed sum of One Hundred and Twenty Thousand, Five Hundred Dollars (\$120,500.00); now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby enters into agreement with Seneca County for the receipt, custody, and care of juveniles at the Seneca County Youth Center as per the contract attached hereto and incorporated herein; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Brady asked if anyone knew if we had come close to that amount last year. No one knew, but Ms. Ziemba stated it came to \$65/day per juvenile.

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

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde

**Contract on file*

21-344

IN THE MATTER OF DISPOSING COUNTY PROPERTY

Harry Brady moved the adoption of the following resolution:

WHEREAS, the Huron County Airport Authority has various office equipment which no longer work and/or are obsolete and cannot be repaired; and

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


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

BE IT RESOLVED, that the board hereby directs that the list of obsolete county property as attached hereto
and incorporated herein be disposed of;
and further

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

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

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde



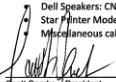
P.O. Box 406
Norwalk, OH 44857
419-668-5400

October 17, 2021


Huron County Airport Authority
P.O. Box 406
Norwalk, OH 44857

Request for Disposal of Equipment:


- Dell Computer, Model Number: DHM, Serial Number: FC8H11
- Hewlett Packard, System : KJ385AA8ABA, serial Number: 3CR81501LD
- Dell Monitor: CN-OP0151-64180-423-31ND
- HP Keyboard: P/N: 5186-6077, S/N: LC81135337
- Dell Keyboard: DP/N 07N242
- HP OfficeJet 5610 All-in-One CN56HBE1V5
- Dell Speakers: CN-0D3431-48220-3CO-03WI
- Star Printer Model TSP100, SN 231070800109P
- Miscellaneous cables



Scott Sparks - President



Nick Burch



Mike Barefoot

RECEIVED
...
OCT 27 2021
HURON COUNTY
COMMISSIONERS

21-345

**IN THE MATTER OF AMENDING THE HURON COUNTY PERSONNEL POLICY
MANUAL**

Harry Brady moved the adoption of the following resolution:

WHEREAS, an amendment is needed in the Huron County Personnel Policy Manual (PPM)
regarding the sections addressing Holidays and Weather/Emergency Closings; and

WHEREAS, it is the desire of this Board to update the PPM, Holidays section, to include the
Juneteenth Holiday, to be observed on the 19th day of June; and

WHEREAS, it is the desire of this Board to update the PPM, Weather/Emergency Closing section,
to further clarify the procedure in which weather or other emergency conditions make it necessary
to officially close or delay the opening of County buildings; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby authorize the
modifications to the Holidays and Weather/Emergency Closing sections of the Personnel Policy
Manual as attached hereto and expressly incorporated by reference herein; and further

BE IT RESOLVED, that the Clerk of the Board is instructed to certify a copy of this resolution and amended pages be sent to all departments to update their copies of the Personnel Policy Manual; and further

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

Terry Boose seconded the motion.

***Discussion:** Ms. Ziemba explained they had updated the weather emergency section and added the Juneteenth holiday.

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

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde

HOLIDAYS

Only full-time employees will receive eight (8) hours of holiday pay for the following observed holidays:

New Year's Day	1st day of January
Martin Luther King, Jr. Day	3rd Monday of January
President's Day	3rd Monday of February
Memorial Day	last Monday of May
Juneteenth	19 th day of June
Independence Day	4th day of July
Labor Day	1st Monday of September
Columbus Day	2nd Monday of October
Veterans' Day	11th day of November
Thanksgiving Day	4th Thursday of November
Christmas Day	25th day December

Employees may use vacation time, personal time, or floating holidays, if available, for observance of religious holidays or holidays not listed above.

Only employees who are in active pay status will receive holiday pay. An employee who is not in active pay status the day before a holiday will not receive holiday pay. Part-time, seasonal, and intermittent employees do not receive paid holidays.

If a holiday falls on a Sunday, it will be observed on the immediately following Monday. If a holiday falls on a Saturday, it will be observed on the immediately preceding Friday.

If an employee is required to work on a holiday, he or she will receive pay for the holiday plus pay for time worked on the holiday. Overtime at one and one-half the employee's pay rate will be paid if the employee works more than forty (40) hours in that workweek.

WEATHER/EMERGENCY CLOSINGS

The County recognizes that on certain days it may be difficult or impossible for a scheduled employee to come to work due to excessive snow, ice, or other inclement weather. The County encourages its employees to come into work on such occasions, only if in the employee's judgment, they are able to do so in a safe manner.

Whenever weather or other emergency conditions make it necessary, County buildings and/or facilities may be officially closed for all or a portion of a particular day. The County EMA Director shall be responsible for delaying the opening of the County buildings until 10:00 a.m. after consulting with the County Sheriff and the County Engineer. If the County Sheriff issues a Level 3 Road Conditions Advisory, County Offices will be closed. Parking lots and/or sidewalks may not be cleared during the Level 3 closure.

If necessary to close or delay the opening of County buildings, the EMA Director will notify the radio station WLUR (95.3 FM) no later than 6:00 a.m. The EMA Director will also notify the Sandusky Register, Norwalk Reflector, and Norwalk Ohio News. Employees may choose to be notified by text message, via the WENS Notification System, by completing the Huron County WENS Authorization form and returning it to their appointing authority.

If the buildings and other facilities are officially on delay, they shall remain closed until 10:00 a.m. Each Appointing Authority shall determine if the departments falling under their purview will remain closed or open for the remainder of the day and make appropriate notification to their employees and the public.

If the buildings and/or facilities have been officially closed, employees will be compensated for those hours they were scheduled to work. However, should employees opt not to report to work, due to personal safety concerns during severe weather when County offices are open, or report to work late or leave work early, those employees will not receive pay but may, upon approval of their Appointing Authority, choose to use accrued vacation, personal, or compensatory time. Such absences are **NOT** a legitimate use of sick leave.

During a workday, whenever weather or other emergency conditions make it necessary, County offices may be closed upon determination by the applicable Appointing Authority. The Appointing Authority or a Designee will make the aforementioned media outlets aware of the closing circumstances.

Employees who are not scheduled to work on a day that offices are closed (e.g., scheduled day off, sick leave, FMLA, vacation, etc.) are not entitled to inclement/hazardous/emergency closing pay for the hours the office or facility was officially closed.

Some employees, including but not limited to, law enforcement staff and Buildings & Grounds personnel, may be required to work even though the County offices are officially closed. Such employees will receive straight-time pay for the hours they work unless they are in an overtime status.

The Engineer's Office employees are exempt from the Weather/Emergency Closing policy.

Collective bargaining unit employees should refer to their respective agreements regarding this issue.

IN THE MATTER OF TRAVEL

Harry Brady moved to approve the following travel request this day. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Terry Boose
Aye – Harry Brady
Absent – Bruce Wilde

- Art Mead, EMA, to Toledo, Ohio for Joint Terrorism 180th Fighter Wing Operations on November 17, 2021.
- Art Mead, EMA, to Mohican State Park for EMAO Winter Conference on December 9-10, 2021.

SIGNINGS - None

OLD BUSINESS/NEW BUSINESS

Ms. Ziemba had received a request from HR. They had a proposal from Clemans Nelson to review the current Personnel Policy Manual. JFS also needed to completely overhaul their PPM. The cost was \$7,995. HR had proposed splitting the cost between JFS and the County. Mr. Boose asked if there was any reason it needed to be changed. Ms. Ziemba had asked Ms. Hozalski, who stated she wanted to make sure we were in compliance. Mr. Boose would like to have more discussion on this.

Assistant Prosecutor report

Region 19 update. Mr. Strickler reminded them that Region 19 had originally planned to set up a COG. Local counsel has advised them to slow the process. The state would prefer them to organize similar to the way ODOT was organized in regions. Mr. Boose said that went almost directly against what CCAO had told them last week. CCAO had indicated that, with the exception of Region 19, no one was doing anything and they needed to get their act together. Mr. Boose did not see a problem with slowing the process, but was concerned about the state stepping in and making decisions. Mr. Strickler explained they had picked a representative on an interim basis. They were continuing to discuss how and when they were going to organize.

Mr. Brady said the Board had approved the expenditure for Jubilee to do the HVAC at the Airport. However, the estimate had been done last May. Since then the price had increased by approximately \$480. Mr. Brady thought they were getting \$61,000 in CARES money. He would just as soon see them pay the difference. Mr. Boose wanted to keep things simple, but he wanted things to keep moving. Ms. Ziemba said they would have to amend the resolution if the County was going to pay the extra cost. If they were not going to pay the extra cost, they could just leave things as is, and pay the approved amount. Mr. Boose asked if the Airport had \$400 in their checking account. Mr. Brady will find out. He knew they had purchased a lot of fuel. They had expected to sell it to the sprayer, but didn't. So, they owe quite a bit for fuel. Ms. Ziemba wanted to confirm that this was the final cost for the HVAC. She noted that usually when a proposal is accepted the price was locked. Mr. Brady said it was. Mr. Boose thought if they had accepted that proposal and there was no cutoff date on it, we should get it for that price.

Statehouse report. Mr. Boose said they had given out the money for six county jail facilities. He was noticing there was a trend with Southeast Ohio. Ms. Ziemba said that at her meeting last Friday John Leutz had reported on this. He said there was no mystery; if you look at the jail inspection reports, those have all done poorly for years.

Mr. Boose said there has been legislation introduced to reform general health district boards. He would love to see that move forward.

At 11:16 a.m. Terry Boose moved to adjourn. Harry Brady 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 November 2, 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 11:16 a.m.

Signatures on File