

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

22-216

IN THE MATTER OF APPROPRIATING FUNDS IN THE BOARD OF ELECTIONS SECURITY GRANT FUND #194 AND BOARD OF ELECTIONS PRIMARY GRANT FUND #161

Harry Brady moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the Board of Elections Security Grant Fund #194 in the amount of \$10,000.00; and

WHEREAS, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the Board of Elections Primary Grant Fund #161 in the amount of \$172,748.00; and

WHEREAS, it is the desire of this Board of Huron County Commissioners to appropriate these; now therefore

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

TO:	194-00475-194	Other Expenses	\$10,000.00	
	161-00125-161	Salary	\$20,000.00	
	161-00400-161	OPERS	\$3,780.00	
	161-00460-161	Medicare	\$392.00	
	161-00126-161	Seasonal	\$7,000.00	
	161-00465-161	Other Expenses	\$141,576.00	and further

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

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

Terry Boose seconded the motion.

***Discussion:** Mr. Wilde said this was grant money that was awarded in the amount of \$10,000.00 and \$172,748.00. Mr. Brady said that he was going to ask them about the salary, but then thought they had included the additional poll workers in that line. Mr. Boose said that he is assuming the \$172,748.00 was for the special election. Mr. Brady said yes. Mr. Boose said that if it does, he would like to make sure to tell them that if any of that salary money is going towards the 4 main employees at the BOE, that does not guarantee an increase for next years salary. Mr. Wilde said it is one-time money. Mr. Boose said for the security amount of \$10,000.00, if it requires any cameras or other items be added to the building, it would need to be approved by the Commissioners as well.

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

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

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
- Aye – Bruce Wilde

- Roland Tkach - Auditor - Dublin, OH - CAAO Executive/Legislative meeting - August 4, 2022.

At 9:05 a.m. Public comment - none

SIGNINGS - none

OLD BUSINESS / NEW BUSINESS**Randy Strickler - Assistant Prosecutor updates:**

- Use of opioid money to fund the 2-1-1 Program. Mr. Strickler told them the problem with this is that it isn't like a legal issue where you can go to the revised code and look at the cases or the Attorney General opinions that interpret the code. We are swimming in uncharted waters here, so what I have done is look at the OneOhio memorandum and the enumerated uses, then made a couple of calls. Talked with Carol Wheeler at United Way, Kristen Cardone at MHAS and left a message for John Lancione. Mr. Strickler said that he is looking at shoe-horning it in, because we are not paying for the whole thing. He has not finalized it yet. Mr. Strickler thought that he would put together a memorandum for the board. Mr. Strickler also said that there was no official government watchdog for this however, there are unofficial watchdogs out there, looking at how we are spending this money. The other positive thing about this is that we are not funding the whole thing, we are only funding about 25% of it. Mr. Strickler went on the DJFS website which has what 2-1-1 is and there are 4 things that it refers you to. The last item is substance abuse referral, counseling and mental health. Mr. Strickler was remembering that there is a section in the OneOhio memorandum that talks about establishing a call-in center for referrals. He was going to try to fit it into that. Mr. Wilde said that he would like to take a chance at it, the worst that could happen is that we have to pay for it and we were going to do that anyway. Mr. Strickler told them that if he can find a way for them to do something, he will find a way. However, if there is something out there that says thou shalt not do it, he will not do it. Mr. Boose told them that the State MHAS liked the 2-1-1 system reports.
- Roland Tkach - BMV lease is coming due. Need to review. The rent is currently \$17,000.00 a year, payable in quarterly installments. It terminates on December 31, 2022. Mr. Boose asked if this was for the title office as well and was told they are separate. Mr. Boose asked if Ms. Ziemba could gather a little bit of data for us to help make that decision for the bond payment. Mr. Boose asked if they pay for the maintenance and Ms. Ziemba told him that there was still a small amount left from the bond that was used to build it which they use for the maintenance. Both the Auditor and the Clerk of Courts have to agree on it. Or they would each have to pay for it.

Commissioner Brady updates:

- FCFC meeting yesterday morning. Trying to keep things moving in the right direction.
- Landbank yesterday afternoon. The consultant was there. Double checked to make sure that all of the buildings that were on the list to be demolished were still a go because they will go out to do an assessment on asbestos before they demolish the buildings. Mr. Brady thought that the money from the fire station, if the city does not tear the fire station down, can be used for administrative costs or it can be shifted to use on one of the other buildings, but they cannot add another building to the list.
- Mr. Brady said that he asked about an asbestos assessment or remediation in the administration building and was told that you can get either an assessment or remediation, but not both. It would have to go through Mr. Strickler and would not be until next spring. Mr. Brady thought the grant should pay for the remediation and not the assessment. We would probably need a clean hands agreement. We did not build this building, so all of that existed when we bought it. The consultant did not think that would be an issue, but he is not a lawyer.

At 9:23 a.m. County Project Updates**Steve Minor, B&G - building updates:**

- Courthouse lighting project has started. The plan is to have all of the lights in by the end of the day today, which will get them out of the courtroom. Then all of the work will be in the ceiling, to get them wired. They asked if they did not get them done on Friday would it be enough lighting to hold court. Mr. Minor told them he would have to ask the judge. Mr. Wilde appreciates knowing what is going on.
- The judge has been asking to have the front door area painted at the courthouse. Mr. Minor is working on finding a painter.
- Will start painting Ms. Ziemba's office today and should be done tomorrow, they will be back on Monday to put the ceiling in. We received the 4th light that was needed. The carpet is scheduled to be here Thursday.
- The training for the sign in front of the Administration Building will be tomorrow at 11:00 a.m. Mr. Minor was going to go so that he is familiar with it. There was a discussion about the temperature reading on the sign.
- Courthouse clock- Have a call into Verdin. The clock does not work, the bells don't ring and all of the clocks stopped at 8:20, which is the time the camera units went down at the courthouse. Something must have happened.
- JFS carpet project- Moving forward on this. Garmann Miller will need to put the bid specs together for this.
- HVAC at Administration Building- Talking with Garmann Miller about how to move forward with it.

REGULAR SESSION

THURSDAY

JULY 21, 2022

PROJECTS July 21, 2022						
PROJECT	Architect/Eng.	Contractor	Est. Cost	Award/ Start Date	Completion Date	Comments
Ad Building Roof	Garmin Miller					Waiting for Garmin Miller assessment report to be presented on 7/19. 2023 Budget?
Downtown Office Complex Roof	Garmin Miller					Waiting for Garmin Miller assessment report to be presented on 7/19. 2023 Budget?
JFS-Veteran's Ent.			\$6,320			Project awarded to Wasinak Construction for \$6320. August start date.
JFS Roof	Garmin Miller	Advance Const.	\$390,369	6/8/2021		Warrenty approved. Finishing EFFIS work. Should be completed next week.
Downtown Boilers			103,860	6/28/2022		Approved quotes from Energy Controls to repair the boilers, upgrade the controls, and install a gas booster. Working w/Columbia Gas on a new regulator.
Jail Sewer/Grinder	Garmin Miller					Meeting held with Architect, Jail Personel, and City on 1/20. Researching options and what other jails have implemented. Contacted J&H for help.
Courthouse Lighting	Garmin Miller	Stively Electric	\$49,000	3/22/2022		Stively currently installing.
Administration Elevator	Garmin Miller		\$490,764			Grant submitted. Should know this Fall.
UST Shady Lane	BJAAM		\$33,980	5/20/2021		Remediation Plan submitted on 12/2/21. Waiting for BUSTR'd approval. RAP out for public commnet (4/6)
AD Bldg Sign	Brady Sign		\$56,400			Completed.
Jail Roof	Garmin Miller	Chaney Roofing	\$366,140	6/8/2021		Update given on 7/19.
PROJECT	Architect/Eng.	Contractor	Est. Cost	Award/ Start Date	Completion Date	Comments
Shady Lane Demo						GM completed estimate (\$944,000 to 1.2 mil) on 6/30/22.
Building Assessment	Garmin Miller		\$24K - \$48K			Garmin Miller presented to Board on 7/19. Findings still under review. Will be minor changes
Courthouse Security			\$47,500			
Courthouse Floor		Midstate				Waiting on Assessment from Garmin Miller
Law Library Doors		Koch	\$7,112			Law Library Board looking for second cost.
Old Jail						
Recorder's Ceiling	Garmin Miller					Waiting on Assessment
Vickie's Office						Ongoing. One cost for \$26,754. Strckler Const. to quote.
Magistrate Ct Room			\$14,760			Approved contract with Wilkes Plumbing and Heating.
JFS Carpect	Garmin Miller		\$115-\$135K			Do we want to start preparing bid specs? Waiting for assessment.
Auditor's Carpet/Paint	Garmin Miller		\$100K			
Ad Bldg HVAC	Garmin Miller		\$173,363			
	Project Changes					
	New Projects					
COMPLETED PROJECTS						
Courthouse Ramp		RMH Const.	\$22,401		5/2/2022	Completed
Performing Arts Door		Koch	\$4,750	3/3/2022	4/21/2022	Completed
Admin Shelving Units	In house	PBS	\$12,320		5/16/2022	Completed
Admin Bathrooms		Legends	\$46,463		2/22/2022	Completed
Office BLDG Bath.	In house				2/11/2022	Completed

Joel Reidy, IT updates:

- Law Library – Equipment on order. This has been on order for a while. They have not produced this mount for a little while. They haven't discontinued it though.
- MHAS server grant- has been in testing phase for a while. Xerox IT services has to coordinate with all of the other facilities and are physically building the portals for that. This is the Xerox IT services division and will provide services for many things under the IT umbrella. Mr. Reidy uses them to purchase IT hardware. They are very good for bigger IT purchases. Xerox IT services are the ones building software for that MHAS project. Our part in the project was to get the server on site, we did the initial load off the server, installed the router and all the external access for it. This is the Job Router system.
- Data Center - Still on track for August 18, 2022 delivery. The electrical is done for it. There is now generator access in that room.
- Replaced 3 public PC 's in the recorders office.
- Fairgrounds - The electrical issues have been resolved. All the equipment that is out there is up and operational. It ended up being an on-site issue, it was not an Ohio Edison issue. They were looking in the wrong place for the electrical problem. Mr. Wilde asked what the signal strength would be out there. Mr. Reidy told him they had done a combination of things. We upgraded the WAN connection, which is the speed coming into the building. It is over a GB, and can go up to 10GB but the provider has to do that. They will monitor during fair week and adjust it to go faster if needed. Will not be charged to go faster during fair week. North Coast monitors the speed and can let us know if it needs to be faster.
- Veterans Office - They wanted to participate in the data center project, so they needed a better router and firewall to be able to connect back to us. Mr. Reidy said that they were the only site that we have not gotten connected back to us for the data center. All of the other participants in the data center have connections in place and are ready to go.
- Mr. Boose asked if the EISC (Electronic Information Service Center) has HVAC upgrades yet. Mr. Reidy told him that Mr. Finney looked at it yesterday and said that he would start on them next week.
- We have received an updated map for broadband from Spectrum. They told Mr. Reidy that this was not final, but was pretty close to it. We now know almost exactly where they are going to be operating. Mr. Reidy feels this will give us enough to look at and make a plan. Mr. Boose said it was a moving target and we understood, but now we have something to start with. Mr. Reidy said that he had also requested a copy of existing coverage from North Coast Wireless, but has not received it yet. When he gets that he can then overlay the maps to see where the gaps in coverage are at or where we could possibly improve coverage.
- Downtown Buildings have some spots where the cabling is insufficient and it is slowing a couple of the departments down. In those locations Mr. Reidy will not be able to pull the cabling himself, so he is going to find a contractor to give us a quote on pulling fiber to them. Mr. Boose asked if we had money in the IT budget to do that. Mr. Reidy said that he had some miscellaneous funds that he could use. The current lines are CAT5 and need to be upgraded to fiber to get full access to what we are providing. Mr. Reidy told them that it is usually the WAN connection that slows you down, but in this case, it is the internal cabling that is running slower. Mr. Reidy told them that all of the fiber he has put in is rated up to 10GB.
- Mr. Reidy is investigating new maintenance agreements for our phone systems. Frontier has unexpectedly laid off all of the phone techs in this area. He and Mr. Sell are comfortable handling a lot of the day to day operations of the phone system for now, but would like to have the back up if needed.
- Mr. Boose talked about the assessment done by Garmann Miller. They had recommended we tear out all of the old phone lines. Mr. Reidy said they do that occasionally. Mr. Reidy said that part of the issue with that is we have tiny pieces of the old systems that are still in use. All of the analog lines, which would be the alarms and the fax machines, still use parts of that system. Mr. Reidy told the commissioners that is one of the projects he would like to work on. We have the ability to convert those over to digital and once converted, we will be free and clear to remove all the old cabling. We have 50 pair cable we are using 4 wires on. Mr. Reidy told them that the BOE lost their fax line because one of the old 50 pair cables broke. Mr. Reidy told them he is going to put the changeover to digital lines in his budget for next year.
- Mr. Boose would like Mr. Reidy to write down not only what needs to be done, but what he can get to next year and felt he should have a list. Mr. Reidy said that he would love to get rid of all the old cabling and infrastructure. Mr. Reidy also told them that all of the fax lines for downtown are going through the low cables and sent out from the basement of the Office Building.

Department	Project	Status	7/21/2022
Common Pleas	Install new switch, install new Wi-fi	complete	
Common Pleas	Install new wireless phones in courtrooms	Complete	
Juvenile Court	Install new network switches	Completed	
Juvenile Court	Server upgrades for courtview system	Complete	
JFS	Install new router, firewall and router	Complete	
Office Building	New Fiber Switch install	Complete	
MHAS	Server grant	Has moved to testing phase.	
MHAS	Technology grant		
	Adult Probation	Complete	
	Public Defender	Complete	
Fairgrounds	Wi-Fi install	Complete	
Admin building	Router, firewall upgrade	Complete	
Admin building	Wi-Fi upgrade	Complete	
Law Library	Switch upgrade	equipment on order	
IT	Configure Intrusion Prevention System	Complete	
IT	NTIA Broadband Grant	We were not selected	
Recorder	Staff PC Upgrades and repurpose computers	Complete	
IT	Syslog Server	Operational, this is an ongoing project	
IT	Electronic Information Storage center	equipment on order	eta 8/18
	Working on room prep	fiber has been pulled into the room.	
	Connecting all sites.	in progress	
	Electrical	Complete	
Adult Probation	Network upgrades/recable	Complete	
Recorder	Switch upgrade	Complete	
Recorder	Fiber run	Complete	
Engineer Office	Firewall Replacement	Complete	
Admin building	Core upgrade	Completed	
Prosecutor Office	Switch upgrade/Replacement	Complete	
IT	Phone system 4 digit dial	in progress, system is operational	
Courthouse	Wi-Fi upgrade/replacement	Complete	
Title Office	Router, firewall upgrade	on order	
Recorder	PC replacement	Complete	
IT	Internet speed upgrade	Complete	
veterans office	Router/firewall upgrade	on order	
IT	Fiber circuit replacements	getting quotes	
Recorder	Wi-Fi upgrade	Complete	

At 9:50 a.m. the board recessed.

At 10:02 a.m. the board resumed regular session.

Matthew Dutkevicz and Ben Capelle -Transit 911 Draft Report

- Want feedback from the Commissioners before completing their final report. Mr. Brady told them JFS had to contract with an ambulance service for non-emergency transport for people with wheel chairs because there was nobody able to do it very well right now.
- Mr. Brady discussed the first meeting, which gave a lot of people the chance to give their input. Today Transit 911 will go over their recommendations. Mr. Brady said that if we move forward with this, he would like to see it in place by January of 2023.
- Matt Dutkevicz introduced himself and Ben Capelle. He told the commissioners that he would go through the report then go to questions and answers.
- Mr. Dutkevicz said that they were here in May to provide some recommendations and do a little analysis about a recommended structure for a dedicated public transit agency formation within Huron County. Will summarize.
- Saw an increased demand and growth. A lot of public transit numbers don't look great right now. Some of the data is not published. Looking at the 2018-2019 data from ODOT, there was a 5.8% increase from 2018 to 2019 in ridership. It is reasonably significant. They heard that there is a struggle with growth and we are not able to meet all of the current needs and demands we have. There is an oversight blur, since Services for Aging is running the service, but the Commissioners and the county are running grant funds. So, there is a little trade off of who is in charge and who's doing oversight. They also heard that transportation was a top 3 issue. So, it is a problem we need to deal with and find a better way to do it, to fix the problem.
- Mr. Dutkevicz said that they used a lot of the background information they received, dug into some different resources and talked to ODOT. Also talked to legal counsel who specialize in transit issues and are familiar with the Ohio Revised Code which governs some of the things they will talk about.

- Mr. Dutkevicz said they established the needs coming out of the first meeting and said what we really need is some legal, structural and some internal controls. He said that part of what he heard was we need to be able to expand and grow, which involves bringing in grant money and funding. This needs to be auditable. Some of these things need to be in a formal structure, such as a transit system. This includes appropriate financial mechanisms for bringing in grant money, separating it appropriately, so it can be tracked and reported to ODOT, stakeholders and county residents.
- Another item that came out of the first meeting was adequate staffing, which is often referred to by the Feds as technical capacity. It really just means that you have people who know how to do what you need them to do. We have a lot of that with Services for the Aging, but because there is some sharing going on, a strategic component might be missing. This is what we are engaging in right now. Also, funding and financial strategy, in addition to operational vision and operational management. This needs to be put in place and clearly defined.
- Mr. Dutkevicz said that we also told them that we want some flexible geographic boundaries and that we were doing some trips and some essential transportation that is leaving the county to go other places. They also heard that we wanted agency partners to be engaged in the oversight and planning of the system.
- Mr. Dutkevicz said that they had a couple of options that are proposed through the ORC. Mr. Capelle then said that transit in Ohio was fairly strictly governed at a high level by the ORC, so understanding that and making sure your legal folks are comfortable with that is going to be really important in your next steps. They have outlined what those options are.
- 3 Options:
 1. County Department - A department under the commissioners.
 2. County Transit Board - Kind of a hybrid. They are still county employees and the assets are still the county's, but the management and the financial responsibilities are segregated from the commissioners.
 3. Regional Transit Authority – An Independent Political sub-division. We would appoint board members to it, but have no control of what it does.
- Mr. Boose asked if he could explain the difference between the County Transit Board and the Regional Transit Board. Mr. Capelle told him with a county transit board the assets, employees, insurance and all of that are still the counties. They are county employees, they would be on the county's payroll, the money would flow through the counties bank accounts. They would have to be separated by fund, but are still in the county's accounts. A Regional Authority would have its own bank accounts, the assets are titled under it and it is truly an independent organization. It would have no responsibility to report to the commissioners. It can do whatever it wants. The big difference is that it has independent taxing authority. If the board of a Regional Transit Authority said that they wanted to raise the sales or property tax, they could just do that, they do not need to seek county permission. Mr. Wilde asked if this needed to be voted on and was told yes. The board would have the authority to vote for that and move it forward.
- Mr. Boose asked if in a county transit board, the commissioners set the general overhead budget and the board does the details of the budget. Mr. Capelle told no, the ORC is specifically putting a type of firewall between the county commissioners and the management and finances of the transit board. The Commissioners may say that they are willing to contribute \$400,000.00 to the transit board, but once you say that and pass it over to them, they would set their budget and manage the money. The commissioners would not have the ability to say I think you should spend your money on this. You could do that through board members, but the county transit board would be the ones making those decisions. If the commissioners said they were giving the transit board \$400,000.00 and expect it to be spent on 5 buses and 2 admin people. The county transit board could say no, and proceed to buy 3 buses or something totally different. There is a segregation of management that happens.
- Mr. Wilde asked how the members are put in a county transit board. Mr. Capelle said that the commissioners would pick them and there are some restrictions. Political affiliation matters on a county transit board. You cannot have a majority of one political party. Mr. Brady said you can't have more than 4 of one political party. Mr. Capelle said that with a regional transit authority you could create the board to be whatever it is, the number of people you want it to be. A county transit board is very prescribed in the ORC and there are a set number of board members that have to be appointed, which is 7, and there can't be more than 4 of one political affiliation. It could be 4 Republicans and 3 Democrats or 4 Democrats and 3 Republicans. It also prescribes if you have someone who is un-affiliated, how long they have to be un-affiliated before they can be appointed as un-affiliated.
- Mr. Boose asked if you could have 4 of one party, 2 of the other party and 2 un-affiliated. Mr. Capelle said yes, as long as you had no more than 4 of one affiliation. Mr. Boose thought this may be a burden to finding board members. Mr. Capelle told them that it could also trigger other problems such as, if they were un-affiliated when they were appointed, but then they vote and become affiliated, they may have to be removed from the board. Mr. Dutkevicz said that this was probably the biggest challenge with the county transit board structure and you don't see a lot of them in the state.

- Ms. Ziemba told them that the county transit board is what they had previously. Mr. Wilde asked if that was a paid position. Mr. Capelle said that it does not have to be, it is up to the commissioners.
- Mr. Capelle said when they looked at the 3 options, they felt the Regional Transit Authority would take the authority too far away from the commissioners and did not think the commissioners would want this option. The commissioners had told Mr. Capelle and Mr. Dutkevicz that they did not want transit as a county department, but the County Transit Board does have some technical challenges which Mr. Capelle and Mr. Dutkevicz think we could do.
- With the commissioners' desire to move quickly, Mr. Capelle and Mr. Dutkevicz feel that a County Department is the way to start. Mr. Boose said it would be easier to move that in the future, than to set up a regional one at the very beginning, then move to one of the other options.
- Mr. Capelle said we don't have a county department now but we could have a quasi-one. We could bring the resources in-house; the grant money is already flowing through us and is not as heavy a lift as creating a county transit board. It is not that hard to bring it back underneath the commissioners. The commissioners would hire an executive director or department head, then they would report back through the normal reporting process. Mr. Capelle said that this option was pretty common in the state. Mr. Boose stated, similar to what he just said, if we did that it would really just be a way of getting started. We would pull it away from Services for the Aging and make it a county department. Since it is Mr. Brady's goal to do it by January 01, 2023, we wouldn't need to have everything figured out by that date. It could be, this is what we are moving to by January 1st, but we have a lot of work to do.
- Mr. Capelle said that a county department would be a much quicker path to where we want to be. He said that there are 2 important things to think about if we go that route. There is a specific rule in the ORC that says if you change to a County Transit Board, there is a whole process for transferring the assets and it describes how to do it. It is not that hard. It is harder to come back from a county transit board to a county department.
- Mr. Capelle said if you start as a county department, then switch to a County Transit Board. The one thing to be aware of is, the ORC specifically says that the County Transit Board gets to select the Executive Director. The commissioners could not tell them to hire their person. The commissioners will be appointing the board members, so they probably would be in line with their thoughts and it would be unusual if there was a disagreement. Mr. Boose said there are pros and cons for that, especially as commissioners come and go. You don't want them changing your transportation system every couple of years. It is almost better to have an expert board on an issue that a commissioner may not know anything about.
- Mr. Dutkevicz told them that one of the things they noticed while doing this project and it was not something we had asked them to do, but something that popped out at them. Hiring a Transit Director would probably be a really good start. It would give us somebody to be in charge of the strategy and vision of where we want to go. Figure out how to plot it and also applying that strategy to the funding that is available. You've set some aside, but grants are a component. Also, being active with ODOT and other organizations that are active in the space and can help us leverage tools and knowledge. Having a person would be a really good start to help us narrow in on which road to take as far as creating a county transit board or not.
- Mr. Dutkevicz also said that if we brought transit in as a county department first, it would give us a good vision into what is going on and what you would be handing away. Mr. Boose said that he agreed with them and we could then use that transportation director to help you form where you want to go. Mr. Boose said that the commissioners hear what people want, but we don't understand the whole process enough. If we can hire that person, then we can have that person help us start to form what is needed.
- Mr. Dutkevicz thought that we would learn a lot in the process which would help inform your decision. There is probably nothing better than to have somebody in your organization who can help with the decision. Mr. Brady said that he had a different thing in mind to start with, but what they are suggesting makes sense to him. Mr. Brady said the reason he wanted this set up by January is because some of the grants come up quickly and he would like something set up so we can apply for these grants. Mr. Wilde said we also want the service. Mr. Boose said correct me if I am wrong, but if we try to get everything set up exactly before go into it, it will be very difficult. Mr. Dutkevicz said that is why they are recommending we start with a county department. It puts us in the driver's seat and we have someone who is learning all of it. Once you get into that position, you want to get that grant and finance control and have somebody in charge of the vision for the system. Once you have that, there are lots of options as far as operations and some of the more difficult things that are more time consuming. Processes that take a long time. There are lots of agencies who will only hire a director, then they will contract out all of the operations to a Services for the Aging or a company that specifically does this type of thing. They may also just run it in-house or do both.
- Mr. Dutkevicz said that based on what we told them in May, they thought that Transit Board would probably be the right direction, but not feasible on our timeline. He said that the only hang-up they noted would be the political affiliation.

- Mr. Dutkevicz said that another item which is really important for us to think about is the side benefit of having transit be a county department, as the commissioners will control a lot of the people that we want to coordinate with the transit system. The Commissioners can sit down 2 department heads and tell them to figure it out between themselves. When you move to a County Transit Board there is a degree of separation that makes that conversation a little harder. When you have the people working for you it is a lot easier to do some of the things you talked about as desires.
- Mr. Dutkevicz said that he was a department head at Claremont County for the transit system and he sat in direct department head meetings. You build a rapport with them that helps you do those things. This helps to create a more harmonious and beneficial long-term relationship.
- Mr. Boose said that was almost the situation that we are in now. We can't force JFS and Services for Aging to work it out. We can ask Services for Aging and they have been great, if we want to change the direction a little bit. We don't have that authority over Services for Aging as we would have if it is our own department.
- Mr. Brady said what he did like about going with a county department is that you can make things happen. Then if you move to the County Transit Board, you have those relationships and it is not such a dramatic shift.
- Mr. Dutkevicz said what they would officially like to recommend in the report is to start with a county department. Try it for a while, there may be a point when we say this is working well and maybe we don't need a County Transit Board or we might say that we do want to divorce ourselves from the department and move to a County Transit Board. In that time, both the commissioners and the department head will be learning and moving towards more of what is wanted. Mr. Dutkevicz said that they really think a department is the place to start.
- Mr. Brady said that the way it is set up, the Commissioners are a little bit insulated from that because all of that goes under the County Administrator.
- Mr. Boose said that he is happy with what they have come back to us with. He thought they have done what we asked them to do and what we needed. Mr. Boose felt that they had analyzed the 3 options to come up with a recommendation.
- Mr. Brady said that he had talked with Mr. Capelle and Mr. Dutkevicz and told them we wanted to have an ongoing relationship with their group to seek advice from them in the future.
- Mr. Wilde asked if Mr. Capelle and Mr. Dutkevicz could help us when we start the process of hiring a director.
- Mr. Dutkevicz said that was probably one of their most valuable pieces of expertise. Everyone that works at Transit 911 has a day job at a transit agency. They do a lot of training and coaching. They have people in the firm who are subject matter experts for grant finance specifically related to transit. Mr. Dutkevicz said that they are here to help.
- Mr. Brady said that he liked what they said about the support group. He thought even if we found a director, we could have that person mentored to help refine and develop their skills.
- Mr. Boose said that process covers a little bit of the risk fear that he has of putting it in the hands of 3 commissioners who aren't transportation people. Mr. Boose told them Mr. Brady has spent a lot of time on transportation. He also said that we could leave it the way it is now, but it is not where we would like to see it. Not really sure where that is though.
- Mr. Dutkevicz said that is definitely in their wheelhouse, being the training wheels for new employees to transit. They would also be happy to help whoever is in charge of the hiring or selection process if that is something we would like them to do.
- Mr. Wilde asked if our next step would be to have some type of agreement with them.
- Mr. Dutkevicz said they could do it however we wanted and it depends on our process for the county.
- Mr. Strickler felt that we already had a contract with them, but was not sure if it was just for this report. Mr. Brady thought it was just for the report.
- Mr. Boose felt we should make sure we had a contract with a rate that is workable and if the number gets to be too large, we may need to say that we will do some of this ourselves. Mr. Strickler said that we could amend the contract.
- Mr. Dutkevicz said that we could task the work out as well, then they could give us an estimate on the task, like how many hours. Mr. Wilde asked what is it going to take to hire a director.
- Mr. Boose said that he felt they needed to decide as a board, which of these options we would like to do, then start moving the process forward. Mr. Brady agreed and asked Mr. Dutkevicz and Mr. Capelle if it would be helpful for them if we took a vote to unofficially move forward in a certain direction.
- Mr. Boose said that we can't set up a department without making that decision. Mr. Brady said that he is comfortable making the decision today, but if others are not, then we can take some more time to think about it. Mr. Brady would like to send Mr. Dutkevicz and Mr. Capelle back with an idea of which way we would like to go. Mr. Ziemba said that this is the draft plan and they will come back with a final and asked if she was correct.

- Mr. Dutkevicz said that based on the scope of what they were doing; they would probably make an amendment to this that would open the door to say maybe we want to stick with the department for a little while to see what happens. He clarified that their recommendation for the County Transit Board was based on the commissioners trying to get out of some of the oversight. Based on the conversation today, maybe the political affiliation thing is a little concerning. He said that they could amend that language a little to reflect that position and get it back to us next week.
- Mr. Brady wanted to let them know that he was not interested in the Regional Transit Board because he does not want us to be that far removed. He did not want them to spend a lot of time on items pertaining to a Regional Transit Board.
- Mr. Dutkevicz told Mr. Brady that he did not think it would look much different, they did not spend much time on that option. It is only in there because we mentioned having a lot of crossover with Erie County, who did not have much of a system. It might be a situation where you can create a regional transit authority that serves multiple jurisdictions and both entities can appoint people to an RTA Board. It is a little more complicated and not something they would recommend right now. They included it because it could be in the 15 to 20-year vision.
- Mr. Boose thought each option had pros and cons, depending on what stage you are in. The more developed or structured you get, the less the commissioners would need to be involved. Mr. Boose said the we are talking about changing things and doing things.
- Mr. Strickler asked what they thought would be a reasonable amount of time to start a department, then transition to the County Transit Board. Or, is that just a wait and see how things are going, then see what the board decides. Is there a recommended time to stay as a county department before moving to the transit board? Mr. Boose wanted to add that this is all the more reason for us to contract with Transit 911. If they are watching us, they can tell us that we might want to think about making the transition.
- Mr. Dutkevicz said that his personal opinion was that after we got this running as a county department for a year to 18 months, we will probably say that this isn't as bad as we thought and would be easier to keep it this way. Mr. Capelle said that we would want to get through one full grant cycle. Mr. Strickler said that he doesn't know what he doesn't know about transit. He knows the law stuff and can guide the commissioners in setting this up, but Transit 911 are the experts in this stuff. Mr. Dutkevicz told him that they do leverage some legal counsel who are experts in this area and we are welcome to call them.
- Mr. Dutkevicz said that the big difference between the County Transit Board and the County Department is control, it is not risk or money. The commissioners have to decide if they want to be in control or not. A lot of times, once you have it running and are happy with what is going on, you don't necessarily want to give control to somebody else. Mr. Dutkevicz felt from his perspective, once we got it going, he would imagine we were going to be happy with it and say why do we need other people to tell us what to do.
- Mr. Capelle said the biggest hiccup with the county departments is that transit is expensive and the departments can move a lot of money based on the grants that are available. That makes commissioners very uncomfortable sometimes. Where the biggest problem occurs is when there is a breakdown in communication between the transit director and the commissioners. If a big-ticket item comes to the commissioners that is needed, but it wasn't shared why or where the money is coming from, then it becomes a political spending scenario. The commissioners don't want to be on the record for spending the money, even though the money is coming from another location. This can strangle the transit department and you can end up with problems.
- Mr. Boose felt that is where we were at about 10 years ago. The commissioners didn't have any control over the director and were not happy with the direction that the director was going with transit. Their out for gaining control again was to get rid of the Transit Board.
- Mr. Dutkevicz said that you could think of the Services for the Aging like a Transit Board; they are out there running the service and you are not as involved in it as you would like to be. That is why he thinks we would be talking the same way about a county transit board.
- Mr. Boose asked Ms. Ziembra how she felt about this. Ms. Ziembra told him that once Transit 911 has sent the final report, the commissioners should take the time to look it over. She also said she always has concerns when a new board comes in, as to what their direction will be. Whatever direction you are planning on going, hopefully you will have it in place before somebody comes in and changes it midway.
- Mr. Boose said that if we get it in a position where we think we are ready to go, in 2 years it might be time to switch from a department to a County Transit Board. Mr. Boose wouldn't think that if you are having 2 commissioners leave, that they would be making a future decision for how transportation goes.

- Ms. Ziemba asked if they put together a county department now, then move to having it controlled under a board. Do the employees go with the board? Or, would they be starting over? Mr. Dutkevicz said that they would still be county classified employees. Mr. Capelle told them that the only position that ORC specifically says the County Transit Board could make a change to is the director. The money would flow through the same accounts as the county and the employees would be the same. You are really just transferring oversight. The assets are county assets.
- Mr. Brady said what he likes about this plan is that it has a 2-year maturity possibility. Then, when 2 new commissioners come in, it has a track record. Mr. Dutkevicz said that hopefully our vision creates something really great and they are going to say we want to be a part of this.
- Mr. Strickler asked how they would assist the board with the transition away from Senior Services or working with them. Mr. Strickler thought that there would be an overlap in service for a while.
- Mr. Dutkevicz said that there would probably not be an overlap in service, but there may be an overlap in them managing it and our director working together to transition it over. You would want to take drivers that they have available and the assets. There will probably be a work up to a switch over day. On Friday it was Services for Aging bus, then on Monday it would be the County bus.
- Mr. Boose said that somebody at Services for Aging is going to have to decide whether they are going to continue their Senior Transportation or if it will all come to us.
- Mr. Dutkevicz thought that there would be a very complicated conversation involved in there, not because it will be hard, but because there will be a lot of little moving pieces. There are probably a lot of options on the table too. You could work out a relationship where you are the transit system and the director has control, but you choose to contract a portion of your operations or service to Services for Aging still. It doesn't have to be the whole thing, it could be a piece of it or none of it. The relationship would look a little bit different. They would be a contract worker for the transit, so you would have agreements about what they do, who gets to call the shots and benchmarks to meet. There are other transit agencies who do things like that. Part of it is putting together a strategic plan about where your transit department is going from a service perspective. This will dictate the other things that will happen and probably, will also dictate how you interact with Services for Aging and their plan for exiting or staying in.
- Mr. Boose said that Mr. Brady has a very aggressive schedule and if we are going to meet that schedule, the discussion starting with Senior Enrichment Services needs to happen now. If it takes 2 to 3 months to hire a director, that may be too late. There is a lot to be decided.
- Mr. Dutkevicz said that he thought they should be careful not go to fast. Your first step and your focus should be on hiring the director. They can then start to lead that charge and start the conversations. You will also need to get ODOT involved when you want to make any transition occur. ODOT will want to know what is happening with the actual service, which in their mind, they are paying for. We will want to have that person hired and develop a plan with them about the transition. Mr. Dutkevicz felt that we could have that person hired before January 01, 2023. It would be pretty challenging to get service actually operating under the county by January 01 though.
- Mr. Brady said that may be, but at least we would have a department in place, with a department head. That is what we are going to need if we are going to switch these grants over as they come up. Mr. Dutkevicz thought that we could definitely have a department up and running before January 01, and be the transit agency of record. Mr. Brady said that is what we need because for some of the grants you have to be a department or transit board.
- Mr. Boose told Ms. Ziemba to set this department up would take a little bit of time, but it is not as hard as it may have been if we hadn't already planned and budgeted money to do this. He thought we have money in 099 and said that the first thing we would need to do is set up the department. Ms. Ziemba told him that we would need to set up a special fund. Ms. Ziemba asked Mr. Strickler if this would be one of the special funds that have to be approved by the Attorney General. Mr. Strickler was not sure. Ms. Ziemba said that she could start that conversation to find out the process. Mr. Boose told her that she needed to start working with the auditor's office. Once we have that figured out, we can move the money from 099 into that fund. Ms. Ziemba said that she would need to find out which comes first, the creation of the department or the creation of the fund. Mr. Strickler thought they would need to have the fund before the department. Ms. Ziemba said that she would talk with Mr. Tkach or someone from the auditor's office to figure out how that all plays out. Ms. Ziemba asked if the county owns the assets or would we have to buy all new busses. She then asked if that is something that would transfer? Mr. Dutkevicz told her the title would be transferred. Ms. Ziemba asked if they have to transfer the title. Mr. Dutkevicz told her if they were purchased with transit grant money, then whoever the transit system is should take ownership of the busses and other assets.
- Mr. Boose said that some of the busses were owned by Senior Express. Those would have to be handled separately, but the rest should flip. Ms. Ziemba asked about the dispatching equipment. Mr. Dutkevicz said that they had gathered that something was purchased with ODOT funding, so if it was granted to the transit system (DBA-Senior Express) it would need to move with the transit system because it is an asset.

- Mr. Capelle said that from their talks with ODOT, he believes that we are the grantee. Since we control the money, we can say give us the thing. Even if they don't want to or feel they needed to. Mr. Boose did not think that would be an issue, as he felt we have a good relationship with Services for Aging.
- Mr. Brady said that he would get a hold of Services for Aging in the near future to have a conversation with them about what we are planning. We don't want to spring this on anyone or foster a bad relationship. The good side of this is that they are about to get a new senior center and they can focus on running that instead of a bus. Mr. Brady will have a conversation with the director and board so nobody feels like they are being isolated and cut off. Mr. Boose said that this was a really unique situation because there is a director, a board and a transportation department. It is really important that you have that communication with them as well. Not just tell the board and hope everything gets trickled down correctly.
- Mr. Brady said that it is not our goal to create animosity, we would like to make this seamless. We know there will be hiccups. Mr. Brady also said that he knows we will not get all the busses up and running this year, but if we are going into another budget year he would love to have a department set up by then so it will help us with the budget going forward and for the grant cycles.
- Mr. Capelle thought that was realistic and said there should not be any reason why that could not be done, maybe before January 01, depending on how fast some of that stuff goes.
- Mr. Boose said that he would like it done very quick so we can hire the director. Mr. Boose asked Ms. Ziemba if we needed to make any kind of decision today to move forward. She told him that she did not think so and said that we were working off a draft plan. She thought Transit 911 knows the direction which they are going to come up with it.
- Mr. Capelle said that they will go off the document that we have to finalize and tweak a little bit. It will not be substantially different than what we have now. Will get us one that says final report, so we have it in our hands.
- Mr. Boose asked Mr. Dutkevicz and Mr. Capelle if they were comfortable with where we are and how to move forward. Mr. Dutkevicz told him yes and said he thought that we were very open to conversation and the path we discussed today would serve us best.
- Ms. Ziemba told them that she found part of their contract, but not the contract itself and they proposed to provide technical assistance to county staff to facilitate the creation, implementation and launch. Mr. Wilde felt that this would take care of hiring. Mr. Brady said that they had an initial cost for the report, then an hourly amount. Mr. Boose asked as they were doing the report, to be thinking about the hiring part as well. Mr. Dutkevicz told him that they were very flexible with how we want to move forward and how we want them to help us move forward.

7/20/2022

7/20/2022

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**Recommended Structure for
Dedicated Public Transit
Agency Formation**

HURON COUNTY
July 21, 2022

1

Needs

- Legal structure and internal controls
- Appropriate financial mechanisms
- Adequate Staffing / Technical Capacity
 - Strategy
 - Funding
 - Operations
- Flexible geographic boundaries
- Agency partners engaged in oversight and planning

3

Background

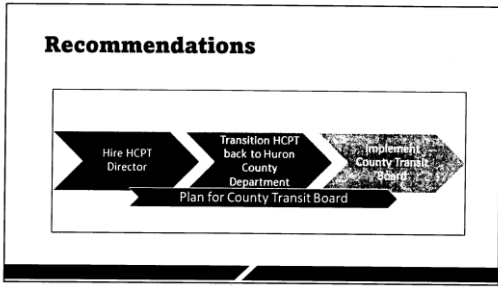
- Increased demand & growth desired
- Current structure not meeting all needs
- Huron County Public Transit is not independent agency
- Comingled with Services for Aging Inc.
- Transportation is a "Top 3 Issue" in Huron County

2

Options

- County Department
- County Transit Board
- Regional Transit Authority

4



5

Resources

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7

Questions

6

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Commissioner Boose updates:

- EMA training -Friday and Saturday- Wheeling and Lake Erie Railway training.
- Mr. Brady will be in Holiday Lakes for a festival. He was invited by a resident to meet more people in the community.
- Farm Bureau – Saturday
- Wakeman Parade - July 31 @ 1:00 p.m. Mr. Wilde may bring extra people.
- Plymouth Parade on August 02- None of the commissioners will be able to attend
- New London Firelands Festival Parade – Saturday, September 3, 2022. Mr. Brady will be in the parade on his own- running for commissioner. Mr. Boose and possibly Mr. Wilde will be using the commissioner’s vehicle as a commissioner.
- New London Halloween Parade in the fall. Mr. Boose will not attend. Mr. Brady will go as a commissioner.

Commissioner Wilde updates:

- Board of Revisions meeting yesterday. Started at 9:00 a.m. and left at 4:20 p.m. Will meet again on Monday at 10:00 a.m. because they needed to finish.
- Water District meeting - Wednesday at Willard City Hall
- Was going to meet with Gary Obermiller from the Park District, but Mr. Obermiller was called away on an emergency.
- Workforce Development - Monday

At 11:10 a.m. Terry Boose moved to enter into Executive Session ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; 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. Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

At 11:58 a.m. Harry Brady moved to end executive session ORC 121.22 G1 G2 G3. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

*No action taken.

REGULAR SESSION

THURSDAY

JULY 21, 2022

At 12:00 p.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 July 21, 2022.

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 12:00 p.m.

Signatures on File