

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.

The following also were in attendance: Vickie Ziemba, Administrator/Clerk; Cherise Webb, Clerical Assistant; Randal Strickler, Assistant Prosecutor; Joel Riedy, Network Administrator; Eric Mesenburg, Citizen; Roland Tkach, Auditor; Joe Centers, Norwalk Reflector; Shylee Greszler, Norwalk Ohio News; Patricia Didion, Citizen

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the January 5, 2023 and January 10, 2023 meeting(s) were presented to the Board. Bruce Wilde made the motion to waive the reading of the minutes of the January 5, 2023 and January 10, 2023 meeting(s) and approve as presented. Terry Boose seconded the motion. Voting was as follows:

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

23-031

IN THE MATTER OF APPOINTMENT TO THE HURON COUNTY PLANNING COMMISSION

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, there is a vacant position on the Huron County Planning Commission; and

WHEREAS, Mr. Jeff Colvin has expressed interest in fulfilling this vacancy; and

WHEREAS, it is the desire of the Board of Huron County Commissioners to appoint Mr. Jeff Colvin to fulfill the unexpired term beginning January 19, 2023 and ending December 31, 2024; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby appoints Mr. Jeff Colvin to the Huron County Board Planning Commission for the unexpired term beginning January 19, 2023 ending December 31, 2024; 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 wanted to thank Makenna Laser for her interest. The board all agreed she was an excellent candidate and we should keep her name on file.

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

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

23-032

IN THE MATTER OF AUTHORIZING THE HURON COUNTY CLERK OF COURT TO HOLD MEMBERSHIP IN THE OHIO CLERK OF COURTS ASSOCIATION FOR 2023

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, Susan Hazel, Huron County Clerk of Courts, has asked for approval in accordance with Section 325.21 of the Ohio Revised Code to hold membership in the Ohio Clerk of Courts Association for 2023; and

WHEREAS, the Board of Huron County Commissioners recognize that membership in this organization would be beneficial; now therefore

BE IT RESOLVED, that Susan Hazel, Huron County Clerk of Courts, is hereby endorsed for membership in the above listed association; and further

BE IT RESOLVED, that the attached travel request for attendance of these meetings, related meetings, and educational meetings, is hereby approved by the Board of Huron County Commissioners; 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
Aye – Bruce Wilde

23-033

IN THE MATTER OF DISPOSING COUNTY PROPERTY

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, Recorder and Sheriff have various 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.

***Discussion:** Ms. Ziemba said the recorder was disposing of desks, chairs and file cabinets. The sheriff was disposing of obsolete, broken and unrepairable tasers. Mr. Boose added the recorder had asked to buy new desks, so we had put money in the budget for them to purchase the desks.

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

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

**On file*

23-034

IN THE MATTER OF APPROVING AGREEMENTS BY AND BETWEEN HURON COUNTY SHERIFF (HEREINAFTER REFERRED TO AS THE EMPLOYER) AND THE OHIO PATROLMEN’S BENEVOLENT ASSOCIATION FOR THE COMMAND & ADMINISTRATIVE SERVICES, ROAD PATROL, CORRECTIONS & LINE STAFF, CORRECTIONS SERGEANTS/CORRECTIONS LIEUTENANTS, OFFICE STAFF, AND DISPATCH UNITS (HEREINAFTER REFERRED TO AS THE UNION)

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, it has been brought to the attention of the Board of Huron County Commissioners that an agreement was reached effective January 1, 2023 through December 31, 2025 between the Employer and the Union for the above-named units; and

WHEREAS, the Board of Huron County Commissioners has reviewed the agreements and find them to be agreeable; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves the agreements reached between the Sheriff and the Union effective January 1, 2023 through December 31, 2025 as attached hereto and incorporated herein; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose stated they have worked for the last 3 months through HR and Clemans, Nelson & Associates, our legal counsel, regarding union issues. They worked very hard to come up with an agreement which we feel is fair to the people at the sheriff’s office and the jail. Mr. Brady thought the commissioners are always supportive of law enforcement in the county and wants to make sure the employees are taken care of financially, to the best of our ability.

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

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

**Agreement on file*

23-035

IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00 SUBMITTED TO THE BOARD JANUARY 19, 2023

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:

Sheriff

Cleveland Communications	Remove & reinstall 4 cruiser radios	\$2,025.00	now therefore
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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.

Terry Boose seconded the motion.

***Discussion:** Ms. Ziemba stated these would be installed in the 2023 cruisers when they came in. She said they asked for it to be paid out of the same #021 line from which the cruisers will be paid.

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

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

At 9:10 a.m. Public comment - none

Commissioner Boose left to attend another meeting.

At 9:10 a.m. Roland Tkach, Auditor:

Mr. Brady explained there was a question about then and now’s. It was thought we could change something so we didn’t have as many then and now’s. We asked the auditor to come in to give an explanation of the process and if there are ways to change it.

Mr. Tkach explained then and now’s are addressed in ORC Section 5705.41D and said that section of the code says: “No subdivision or taxing unit is to expend money unless it has been appropriated.” The statute also provides for the following exceptions to the basic requirement, then and now certificates. This exception provides; if the fiscal officer can certify that both then and now, at the time the contract or order was made and at the time it was completed; It is certificated that sufficient funds were available or in the process of collection to the credit of a proper fund, is properly appropriated and free from any previous encumbrances, the taxing authority can authorize the draw of a warrant.

Mr. Tkach went on to say it is a timing issue. If you don’t have a purchase order, you will need to do a then and now. If you don’t have either one and you pay the bill anyway, you have an audit problem and will get a citation. Then and now’s are provided in the code in order to bridge gap in the period of time between when we stop paying bills and start paying bills again. It is all a timing issue. Mr. Wilde commented someone from the auditor’s office asked us when was the last date we can pay bills. He thought it was December 23, 2022 and asked if any bill that came in between December 23 and until we started paying bills again would need to have a then and now. Mr. Tkach told him that was correct.

Mr. Brady thought it was a matter of the vendor getting us the invoice early enough to be paid in the same

year it was allocated to be spent. Mr. Tkach said they look at the date on the bill. If the bill is in December and we are going to pay it in January and there was no encumbrance or purchase order, you would need to do a then and now.

Mr. Tkach said never, in a panel discussion or any discussion at the county auditor conferences, have they ever talked about then and now's. He has never talked to a state auditor about then and now's. There has never been anything in writing, ever, that he is aware of. There are other counties, such as Delaware County. If you look at their agenda's; at every one of their meetings, they talk about warrants and then and now certificates.

Mr. Tkach stated it is a matter of timing and compliance with the law. Mr. Wilde questioned if it flagged the auditor in any way. Mr. Tkach told him it does not and said if you don't use them, it could get you in trouble.

One other item which Mr. Tkach wanted to address is the historical perspective on what the carryover and encumbrances have been. When we stop paying bills early, you will see what happens with our encumbrances. Encumbrances would be at an all-time high.

In 2022, we stopped paying bills early and what happens is if they miss an encumbrance, then we need a then and now. Also, all the money which is encumbered can't be a part of the carryover and shoots that money, if it isn't spent, over into the following year. Mr. Wilde commented you want to be careful because that money would be in limbo and nobody can use it. Mr. Tkach said you have to be very cognizant of what's coming. When you complain about doing transfers, this is what you get. Office holders and department heads then over encumber and it hurts the carryover.

We all need to be on the same page that then and now's happen. They encourage people to encumber the money but we all need to be honest.

Mr. Brady thanked him for coming in and stated we see the bulk of then and now's at this time of year from December. Mr. Brady wanted the public to understand the process. Mr. Brady noted this is the way it works, otherwise we would have to operate up until December 31 to approve the claims. Mr. Tkach commented it made for more work in their office, but it keeps us in compliance.

Mr. Tkach stated Delaware County has approval of purchase orders, vouchers, then and now certificates, payment of warrants and memo transfers on every one of their meeting's agendas. He reiterated, then and now's are in the Ohio Revised Code. The legislature in their infinite wisdom realizes it is not a perfect world. Mr. Strickler commented we need flexibility when we are purchasing items, especially at the end of the year. Mr. Wilde stated we only have a few now and then's throughout the rest year.

Mr. Tkach gave Ms. Ziemba a few items including the ORC which was discussed and the sales tax report. Mr. Tkach reviewed the sales tax report. He stated it was for October sales and it was at an all time high. Auto sales were 14% and we can be thankful we tax internet sales. Mr. Wilde asked what percentage internet sales were. Mr. Tkach said he didn't do that percentage. Mr. Wilde thought the internet sales percentage usually ran around 20%. They discussed auto sales and that they were usually a little higher.

Mr. Wilde confirmed it does not matter where you bought the car, the sales tax would come to Huron County. Mr. Tkach said that was correct. Mr. Strickler stated it has to do with where you will license it, which is through your residency and that is why the local county gets the money.

Mr. Brady asked when you purchase something on the internet, does that sales tax follow where the person lives, or where it is going. Mr. Tkach thought for the internet, it is where the people live.

Mr. Tkach told the commissioners the Budget Commission met yesterday and there are some areas which they have some concerns as to the revenue estimates. Typically, they want to make sure what the reimbursement rate is for indigent defense and they haven't talked to the clerk of courts to ask what she is willing to give to the general fund. They have done a continuance on that meeting until February 3 at 8:30 in the Treasurer's office. Mr. Wilde asked if they were thinking about an increase. Mr. Tkach stated they have already added another \$100,000 to that carryover number. Not the carryover portion, but in the revenue estimate. Mr. Tkach emphasized they wanted to be sure on the indigent defense because that is a big number.



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Ohio Revised Code
Section 5705.41 Restriction upon appropriation and expenditure of money -
certificate of fiscal officer.

Effective: September 28, 2012
Legislation: House Bill 509 - 129th General Assembly

No subdivision or taxing unit shall:

(A) Make any appropriation of money except as provided in Chapter 5705, of the Revised Code; provided, that the authorization of a bond issue shall be deemed to be an appropriation of the proceeds of the bond issue for the purpose for which such bonds were issued, but no expenditure shall be made from any bond fund until first authorized by the taxing authority;

(B) Make any expenditure of money unless it has been appropriated as provided in such chapter;

(C) Make any expenditure of money except by a proper warrant drawn against an appropriate fund;

(D)(1) Except as otherwise provided in division (D)(2) of this section and section 5705.44 of the Revised Code, make any contract or give any order involving the expenditure of money unless there is attached thereto a certificate of the fiscal officer of the subdivision that the amount required to meet the obligation or, in the case of a continuing contract to be performed in whole or in part in an ensuing fiscal year, the amount required to meet the obligation in the fiscal year in which the contract is made, has been lawfully appropriated for such purpose and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances. This certificate need be signed only by the subdivision's fiscal officer. Every such contract made without such a certificate shall be void, and no warrant shall be issued in payment of any amount due thereon. If no certificate is furnished as required, upon receipt by the taxing authority of the subdivision or taxing unit of a certificate of the fiscal officer stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances, such taxing authority may authorize the drawing of a warrant in payment of amounts due upon such contract, but such resolution or ordinance shall be passed within thirty days after the taxing authority receives such

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included in and called for by such expenditures, orders, contracts, and obligations shall not exceed the sum so certified. Such a certification need be signed only by the fiscal officer of the subdivision or the taxing district and may, but need not, be limited to a specific vendor. An itemized statement of obligations incurred and expenditures made under such certificate shall be rendered to the auditor or other chief fiscal officer before another such certificate may be issued, and not more than one such certificate shall be outstanding at a time.

In addition to providing the certification for expenditures as specified in this division, a subdivision also may make expenditures, issue orders for payment, and make contracts or obligations calling for or requiring the payment of money made and assumed for specified permitted purposes from a specific line-item appropriation account in a specified fund for a sum of money upon the certification by the fiscal officer of the subdivision that this sum of money has been lawfully appropriated, authorized, or directed for a permitted purpose and is in the treasury or in the process of collection to the credit of the specific line-item appropriation account in the specified fund free from previous and then-outstanding obligations or certifications; provided that the aggregate sum of money included in and called for by the expenditures, orders, and obligations shall not exceed the certified sum. The purposes for which a subdivision may lawfully appropriate, authorize, or issue such a certificate are the services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor, or appraiser by or on behalf of the subdivision or contracting authority; fuel oil, gasoline, food items, roadway materials, and utilities; and any purchases exempt from competitive bidding under section 125.04 of the Revised Code and any other specific expenditure that is a recurring and reasonably predictable operating expense. Such a certification shall not extend beyond the end of the fiscal year or, in the case of a board of county commissioners that has established a quarterly spending plan under section 5705.392 of the Revised Code, beyond the quarter to which the plan applies. Such a certificate shall be signed by the fiscal officer and may, but need not, be limited to a specific vendor. An itemized statement of obligations incurred and expenditures made under such a certificate shall be rendered to the fiscal officer for each certificate issued. More than one such certificate may be outstanding at any time.

In any case in which a contract is entered into upon a per unit basis, the head of the department, board, or commission for the benefit of which the contract is made shall make an estimate of the total amount to become due upon such contract, which estimate shall be certified in writing to the

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certificate; provided that, if the amount involved is less than one hundred dollars in the case of counties or three thousand dollars in the case of all other subdivisions or taxing units, the fiscal officer may authorize it to be paid without such affirmation of the taxing authority of the subdivision or taxing unit, if such expenditure is otherwise valid.

(2) The board of county commissioners may adopt a resolution exempting county purchases of one thousand dollars or less from the requirement of division (D)(1) of this section that a certificate be attached to any contract or order involving the expenditure of money. The resolution shall state the dollar amount that is exempted from the certificate requirement and whether the exemption applies to all purchases, to one or more specific classes of purchases, or to the purchase of one or more specific items. Prior to the adoption of the resolution, the board shall give written notice to the county auditor that it intends to adopt the resolution. The notice shall state the dollar amount that is proposed to be exempted and whether the exemption would apply to all purchases, to one or more specific classes of purchases, or to the purchase of one or more specific items. The county auditor may review and comment on the proposal, and shall send any comments to the board within fifteen days after receiving the notice. The board shall wait at least fifteen days after giving the notice to the auditor before adopting the resolution. A person authorized to make a county purchase in a county that has adopted such a resolution shall prepare and file with the county auditor, within three business days after incurring an obligation not requiring a certificate, or within any other period of time the board of county commissioners specifies in the resolution, a written or electronically transferred document specifying the purpose and amount of the expenditure, the date of the purchase, the name of the vendor, the specific appropriation items from which the expenditures are to be made, and any additional information as the auditor of state may prescribe.

(3) Upon certification by the auditor or other chief fiscal officer that a certain sum of money, not in excess of an amount established by resolution or ordinance adopted by a majority of the members of the legislative authority of the subdivision or taxing unit, has been lawfully appropriated, authorized, or directed for a certain purpose and is in the treasury or in the process of collection to the credit of a specific line-item appropriation account in a certain fund free from previous and then outstanding obligations or certifications, then for such purpose and from such line-item appropriation account in such fund, over a period not extending beyond the end of the fiscal year, expenditures may be made, orders for payment issued, and contracts or obligations calling for or requiring the payment of money made and assumed; provided, that the aggregate sum of money

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fiscal officer of the subdivision. Such a contract may be entered into if the appropriation covers such estimate, or so much thereof as may be due during the current year. In such a case the certificate of the fiscal officer based upon the estimate shall be a sufficient compliance with the law requiring a certificate.

Any certificate of the fiscal officer attached to a contract shall be binding upon the political subdivision as to the facts set forth therein. Upon request of any person receiving an order or entering into a contract with any political subdivision, the certificate of the fiscal officer shall be attached to such order or contract. "Contract" as used in this section excludes current payrolls of regular employees and officers.

(E) Taxes and other revenue in process of collection, or the proceeds to be derived from authorized bonds, notes, or certificates of indebtedness sold and in process of delivery, shall for the purpose of this section be deemed in the treasury or in process of collection and in the appropriate fund. This section applies neither to the investment of sinking funds by the trustees of such funds, nor to investments made under sections 731.56 to 731.59 of the Revised Code.

No district authority shall, in transacting its own affairs, do any of the things prohibited to a subdivision by this section, but the appropriation referred to shall become the appropriation by the district authority, and the fiscal officer referred to shall mean the fiscal officer of the district authority.

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At 9:24 a.m. County Project Updates: **Joel Riedy, Network Administrator**

- Mr. Riedy wanted to start with broadband, since it was the hot topic. He spoke to Mr. Strickler and he was okay with the revisions to the broadband RFP. Ms. Ziemba has a copy of it and Mr. Riedy thought it had been forwarded to McDonald Hopkins for their approval. Mr. Strickler said we had received it back from McDonald Hopkins. Ms. Ziemba said the updated packet. Mr. Brady asked if we could go back out to bid. Ms. Ziemba stated they have another step and we wanted to contact the state, but have not gotten any results.
- Mr. Wilde signed up for a webinar Mr. Riedy had previously signed up for, it is through Ohio Broadband and is next Wednesday.
- Mr. Riedy is working on the backup solutions and is getting quotes to do an equipment purchase for this so we will be able to archive data for at least 6 months at a time for all of the offices on the data center. So far, the backups are running perfect. They are fast and efficient. Mr. Wilde asked if they are continuing to check the recovery. Mr. Riedy said yes and told him they have restored several of the virtual machines.

- Juvenile court has been completely migrated over to data center. They moved 2.8 million files over the weekend. Mr. Riedy commented they were having some performance issues with their case management software and are working with the vendor to try to iron out what is going on with it. They think it has something to do with data packet size and its encryption. We need to adjust the data packet size for the encryption to be more efficient. Mr. Riedy stated he had reached out to Mahoning County because they have a similar setup to us. They reported issues in the beginning and were able to make some adjustments to iron that out.
- Mr. Riedy is meeting with Frontier to discuss phone lines for buildings that still have analog lines. The FCC no longer requires copper phone lines to be maintained. A lot of the buildings, this one for instance, have old copper phone lines coming in and we have trouble with the lines occasionally and are running out of wire pairs we can be switched to. When we run out of pairs, we will have to switch to some other medium for our phone lines. He said there are a couple of ways we can do it. One method is to piggyback off one of our fiber circuits. Another method is a SIP phone line, which is an internet-based phone line. Mr. Brady commented there are pros and cons to that. Mr. Riedy added if you lose your internet than you would lose your phone line.
- Built auto attendant for phone system in the Administration building
- Building Department requested some space on our website to post links to their forms. Mr. Riedy asked them to provide the forms and he would build them a small page off of our web site.
- Email server – most of the security policy is set for it and Mr. Riedy is working to point the outside records to the huroncounty-oh.gov. It will be operational very soon and they have already loaded the users for the commissioner’s office in the system. Mr. Riedy said that the security for the new e-mail would be a lot better. The multi factor is already set up and running as well. Mr. Riedy said they are using the authenticator app for our 2-factor authentication.
- Mr. Riedy relocated a wiring closet at JFS.
- There will be a renewal on the fiber circuits coming in next week. It will give a rate lock for three years.
- Mr. Welch asked if they would be able to link the commissioner’s website to the other county offices. He was told this had already been done. Mr. Riedy stated when we get to a central website, every department that chooses to participate in it will be able to update their pages themselves.
- Mr. Riedy had a conversation with the chief information officer for Fisher Titus and was told because we are a rural area, we are 10 times more likely to experience a cyberattack. They assume we do not have as much security.

Department	Project	Status	1/18/2023
IT	Electronic Information Storage center	PDU on back order until april	
	Working on room prep	Complete	
	Connecting all sites.	in progress	
	Electrical	Complete	
	Department migration	in progress	
veterans office	Router/firewall upgrade	on order	
Phone system upgrades		75 Complete	
Email system		in progress	
EMA	UPS replacement	complete	
JFS	Network Rack Relocation	Complete	
Prosecutor's Office	Network Migration	in progress	
IT	Backups	in progress	
Board of Elections	Printer Maintenance	in progress	
IT	Phone auto attendant	Complete	
Building department	Web page	Waiting on information	
Sheriff	Gis Update	IT is complete, waiting on vendor to upload data.	
Titles	UPS replacement	scheduled for 5:00 1/19/23	

Pete Welch, Director of Operations and Steve Minor, Maintenance Supervisor - Facilities updates

- Mr. Brady said he had seen a lot of cardboard stacked at the transfer station. Mr. Welch told him they are having a hard time selling it and had to give some to Rumpke recently to free up some space. Mr. Welch said all recyclables are like that now and the EPA is telling him hopefully in spring the markets will free up a little.
- Mr. Welch stated they really did not have that much going on right now.
- We engaged the architect to start preparing the bids for the remaining HVAC systems at the Administration Building. Hopefully we will get a contract from them. Mr. Welch will contact Mr. Monnin at Garmann Miller to see if they will give us a lump sum to do the bid package or if it will be a percentage of the job. When he finds out that information; he will be able to give a better idea of the job costs. When Mr. Welch gets the contracts, he will get them to Ms. Ziemba.
- The Administration Building and downtown office complex roofs are in the budget for this year. The downtown office complex would be the whole block.
- Masonry repairs on Downtown Office Building – He has one cost from last winter and is waiting for someone from General Restoration to look at it. They were supposed to look at it last week, but were held up on another job. After we get that, we will have 2 quotes. Mr. Brady thought this should be done before the roof. Mr. Welch noted the quote we already have is local, but we have used General Restoration previously and they are experts in historical repair.
- Mr. Brady asked if we could include the mural with this. Mr. Welch told him if the mural does not go back up, then we will bring a masonry in to repair that. They discussed the mural was not bad because it was on a mounting frame. Mr. Minor suggested moving it to Suhr Park. Mr. Welch noted if we do not put the mural back up the area will be repaired and re-painted.
- Marett is doing our snow plowing. They have been out at least once on our lots and to the jail twice.
- Underground storage tank at Shady Lane – Finally got approval from the state and BJAMM is trying to get it scheduled. We are going to clean that site up but will not remove anything. We will drill and use bacteria to dissolve the petroleum products in there and aerate the area.
- Shady Lane demo is on back burner until the new place is built.
- Looked at the Courthouse floor. It is a potential 2023 project.
- Mr. Welch has not been able to get a hard cost on the recorder ceiling. He has been working with Garmann Miller on this, but the downside is they are over 2 hours away from here and they are busy. Mr. Welch thought he may just try to bring in a contractor to get an estimate. Mr. Brady questioned if it would be someone who would not bid on it. Mr. Welch stated he had to get an estimate somehow. He doesn't have a local architect to use, who can just stop in to look and give a ball park figure.
- Ms. Ziemba said they would send out RFQs for architects/engineers on January 31. Ms. Ziemba stated we should have a selection by the end of February.
- Paint and carpet in Auditor's office – This was put on the back burner last year, but we had gotten a cost. If this project is approved to move forward, then we will engage with the architect because it is a project which will have to go out to bid. We would need to work out the logistics with the auditor's office on how they will operate while the work is being done. Mr. Welch said it is always difficult when they do work in Office holders' offices.
- Mr. Brady said they had planned to do more last year, and he wanted to discuss it. He added we had budgeted \$100,000 for the carpet at Job and Family Services and had only done part of it. Ms. Minor asked if they could get the rest of their carpet. They discussed the carpet squares did not match. Mr. Welch noted the hallway and the conference room was done earlier. Mr. Brady asked about getting a quote for JFS and the Auditor's office at the same time to see if we could get a better cost. Mr. Minor noted the veteran's area of JFS was not included in the project. Mr. Brady wanted to look at the veteran's carpet and thought it was original to the building. Mr. Brady explained that in a commercial setting, carpet has a lifespan of about 5 to 7 years and the building is over 20 years old. Mr. Brady felt we should include the veteran's area in the carpet project.
- Two HVAC units have been ordered for the Administration building. We hope to have them by March or April. We are engaging with the architect to bid out the remaining units and hope to get them done this summer.
- Ollendick started the project at Adult Probation. They are building a new office and the judge is paying for it. Mr. Welch approved a change order of \$500 for the job and discussed it with the judge. They wanted to soundproof the room more.
- They are working on the recorders vault.
- JFS bathroom repair – Mr. Welch said he needs to get an architect out there, and added this has been lingering for years because it is such a massive project. Mr. Welch noted plumbers are really hard to find right now. Mr. Brady stated this is why he wants to make sure we have enough money that we are not sending it elsewhere and not cutting corners on the senior center. Mr. Brady stated toilets should not be coming off the wall. Mr. Welch agreed.
- Masonry tuck point – We are waiting for General Restoration to come up next week. Mr. Welch highly recommends we proceed with this project and said he is trying to keep it under \$50,000.00
- We received a cost for the EMA roof. It is the original roof from 1997. It is a shingle roof and the west side is showing a lot of wear and tear. Mr. Welch felt this should be done as well.

- Mr. Brady asked about the Law Library. Mr. Welch explained Michael Clark was handling it. He originally wanted several doors; but wanted custom made doors. Mr. Welch thought to keep the aesthetics of the place he could understand, but they are very expensive and Mr. Clark did not realize they would cost that much. They ended up walling off some doorways and meeting rooms to reduce the door count. Mr. Welch said Mr. Clark had sent another work order request, but thought they were done with the doors.
- Mr. Brady asked if we were putting a door back at the top of the steps. Mr. Minor did not remember a door being there. Mr. Brady stated this was something the fire inspector noted. Mr. Welch said they would take a look at it.
- Mr. Wilde asked about the JFS gutters. Mr. Minor said they were fixed two weeks ago. There was a piece of flashing which came off in the weather. They took it to make a new one and will come back to replace it.
- Other projects he is working on:
 - Aging of recycling equipment at Transfer Station. Mr. Welch stated this is original equipment and will be very costly to replace. They have done a great job of keeping the stuff running over the years. They re-welded 29 angle rails two weeks ago and the conveyor was down for 3 or 4 days. There are a lot of repairs they do and the stuff is not going to last forever. The landfill does not have funding to replace these items.
 - Mr. Welch is looking at various options for the county to continue to recycle. The main item he is looking at is to subcontract it out. He is working with Ashland right now. The majority of counties in Ohio subcontract their recycling. The recycling industry has evolved from where government had assumed that responsibility because the burden was placed on us originally. Now the BFI's and Rumpke's of the world are getting into it. Mr. Welch said the system he is looking at, is like the trash boxes at Pizza Hut. You have a number of those and the truck picks them up and hauls them to the recycling center. They would potentially have 15 stops during the week where recyclables are picked up. Ashland does it like that, so it would not come to us at all. We would not need to worry about replacing equipment if we do this.
 - Mr. Welch is starting to look at rates and trying to keep up with inflation. He will recommend a rate increase but is trying to figure out how much. Mr. Wilde asked if we would still be responsible for paying for the recyclable collection. Mr. Welch stated the solid waste district would be responsible through the generation fee.
 - Discussed the SWMD operated to break even and did not try to make money, but due to inflation in the last couple of years, we can't keep up with it financially. Mr. Brady commented the commercial waste disposal companies have all the equipment to be able to do it efficiently. He also said when you are a small operation like us, it is very difficult because you don't get the volume and there is a lot of equipment to maintain. We don't generate enough to maintain it. So, it makes more sense to subcontract. Mr. Brady appreciates that Mr. Welch is looking at ways to minimize costs increases by trying to be more efficient.
 - Mr. Welch explained he has a person in the roll off truck 34 hours a week just doing our recycling program. We have to pick up, bring it back to the transfer station, then drop it back off. Then we compact the comingled recyclables and they need to be run down to Mansfield and back. Mr. Welch emphasized there are a lot of ways subcontracting can save money. The problem budget wise is the SWMD doesn't see those costs because the employee is getting paid by the transfer station. SWMD paid for the truck through a grant and pays for the wire to bail the recyclables and those type items, but it does not pay for manpower or fuel.
 - Our disposal contract is up this year. Mr. Welch, with Mr. Stickler's help, will be getting that prepared to go out to bid.
 - Mr. Welch's initial thought is; can we combine disposal and recycling? He has not explored that option very much. Mr. Welch will meet with Ashland next week to talk about their costs and how they are doing it.

DRAFT

PROJECTS January 18, 2023

PROJECT	Architect/Eng.	Contractor	Est. Cost	Award/ Start Date	Completion Date	Comments
Ad Building Roof	Garmin Miller					2023 Budget?
Downtown Office Complex Roof	Garmin Miller					2023 Budget?
Jail Sewer/Grinder	Garmin Miller					
Snow Plowing		Marret	\$30-\$0K			Hired Marett on Time and Materials contract.
Administration Elevator	Garmin Miller		\$490,764			Grant submitted. Update?
UST Shady Lane	BJAAM		\$33,980	5/20/2021		Waiting to hear from BJAAM.
Shady Lane Demo						GM completed estimate (\$944,000 to 1.2 mil) on 6/30/22.
Courthouse Floor		Midstate				2023 Project?
Law Library Doors		Koch	\$7,112			Koch quote to Law Library.
Recorder's Ceiling	Garmin Miller					2023 Project?
Auditor's Carpet/Paint	Garmin Miller		\$100K			2023 Project?
Ad Bldg HVAC (#7)	In House	AF1	\$49,998	11/2/2022		Project Awarded for \$49,999
Senior Center Furnace				11/1/2022		Costs (\$3300) given to Steve Beal for replacement
Adult Probate (wall)			\$4,000			Ollendick started (1/17/23).
Recorder's Vault			\$3,400	11/1/2022		Ollendick started (1/17/23).
						Contacted contractors for rough costs. 2023 Budget.
Adult Probate HVAC			\$10,339			Awarded to Gundlach(\$10,339) on 10/18/22
Office BLDG Masonary			\$50K			Tuck Point America provided cost of \$49,618. Waiting for General Restoration to respond.
						2023 Budget estimate at \$36,000

Project Changes
 New Projects

IN THE MATTER OF TRAVEL

Bruce Wilde moved to approve the following travel request this day. 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

- Mary Valentine – JFS – Columbus, OH – Summit on Children 2023- Ohio Supreme Court – March 16 – 17, 2023
- Mary Valentine & Lenora Minor – JFS – Columbus, OH – Public Children Services Association Executive Meeting – March 02-03, 2023

SIGNINGS - none

OLD BUSINESS / NEW BUSINESS

Administrator/Clerk updates:

- Ms. Ziemba stated they should have received an invitation to the Willard Area Chamber of Commerce 31st Annual Banquet. She asked the commissioners to get with Ms. Webb if they would like her to RSVP for them. After discussion it was decided they would take care of their own reservations.
- Ms. Ziemba brought up the email regarding State of Ohio Auditor looking for office space. Mr. Welch said he and Mr. Boose had located space on the mezzanine at the Office Building. Mr. Brady and Mr. Wilde both thought the mezzanine would be fine. There were questions about phones, wi-fi and office furniture. After discussion, Mr. Brady asked Ms. Ziemba to please respond to confirm what they needed and let them know we were checking on available spaces. Mr. Welch pointed out there would be some costs involved. Ms. Ziemba will verify whether the auditor has responded to the e-mail before she replies.
- We received a request from Abigail Pregnancy Services. Mr. Brady said this had been for ARPA money. He suggested they put it on a list, if there are any remaining funds left after the main projects. Ms. Ziemba will respond to let them know they will be added to the list of requests which will be looked at if there are remaining funds.
- Ms. Ziemba reminded the commissioners she is still working to get information on items which were held on the claims schedule. One was a payment to Cleveland Communication from December, it was to repair the light on the tower at the landfill. The payment was held because we had not received anything from insurance as to whether it would be covered. The amount is \$11,050. Ms. Ziemba stated they would have to be paid one way or the other. Mr. Brady wanted to make sure Cleveland Communications was aware of the reason they were not being paid. Mr. Brady asked if we had talked to CORSA to see if this was going to be covered. Ms. Ziemba told him they ask constantly.

- Ms. Ziemba asked, if it was not being paid by insurance, where did they want to pay it from. This was a 2022 bill. Ms. Ziemba said it could come out of Insurance or Miscellaneous. She said the check was cut out of Insurance and was waiting for approval. She was still working on the two from this week.
- Ms. Ziemba sent an email to the state apiarists asking for suggestions. She will also send an e-mail to our surrounding counties to see if she can get information for their apiarist because the state only lists the last name, so there is no way to get contact information.
- Yesterday they had interviews for EMA Administrative Assistant. They would like to do a second interview with 2 or 3 of the candidates. Mr. Brady will sit in on these. Ms. Ziemba will contact Ms. Hozalski and Mr. Mead. She wanted to try to get the 2nd interviews in by the end of next week. Mr. Brady told her he would be in Columbus next Friday morning and will not be back until 2:00 p.m.

Assistant Prosecutor updates – none

Commissioner Wilde updates – none

Commissioner Brady updates – none

At 10:19 a.m. Bruce Wilde 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 January 19, 2023.

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 10:19 a.m.

Signatures on File