

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 were also in attendance: Vickie Ziemba, Administrator/Clerk; Cherise Webb, Clerical Assistant; Randal Strickler, Assistant Prosecutor; Doug Green, Engineer' office; Roger Hunker, Lyme Township Trustee/APEX; Brad Mesenburg, Citizen; Patricia Didion, Citizen; Shylee Greszler, Norwalk Ohio News; Brian Gott, Norwalk Reflector.

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

Ms. Ziemba told the commissioners that the Airport Board Bid opening was in progress now and they will come back to the commissioners meeting to give the results. The commissioners will then need to sign the document they approved in the resolution when the Airport went out to bid.

23-172

IN THE MATTER OF APPROVING A REQUEST FOR PAYMENT AND STATUS OF FUNDS REQUEST FOR THE HURON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) B-F-22-1BJ-1 (DRAW #2) SUBMITTED TO THE BOARD MAY 4, 2023

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, a request for payment and status of funds report has been prepared and submitted to the Board of Huron County Commissioners as attached herein by Great Lakes Community Action Partnership for the Board's certification; and

WHEREAS, the Board has reviewed the request for payment and status of funds report; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the request for payment and status of funds report as attached herein and certifies that the data reported is correct and that the amount of the Request for Payment is not in excess of current needs; and further

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

Terry Boose seconded the motion.

*Discussion: Mr. Boose asked Ms. Ziemba if she could tell them what B-F-22-1BJ-1 stood for. Ms. Ziemba told them it is a grant number for CDBG. She went on to say this draw was actually for the elevator. It is the beginning part of the administration and is for \$8,000.00.

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

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

State of Ohio
Office of Community Development
Request for Payment and Status of Funds request

Submit to: ODOO OCD P.O. Box 1001 Columbus, Ohio 43216-1001		Name and Address of Grantee: Huron County Commissioners 180 Milan Ave Norwalk, Ohio 44857		CDBG E.E. RLF Balance: CDBG Housing P.I Balance: Home Program Income Balance:				
Contact Person Information Name: Ben Martens Phone number: (440) 552-3680 Email: wbmartens@gicap.org		Grant Number: B-F-22-1BJ-1 Draw Number: 2		State Use Only Date: Voucher: Warrant#				
Project NBR	Project Name	Activity NBR	Activity Name	Housing Site Address (if applicable)	Site Number	Amount Requested	Approved Activity/Site Budget (\$)	Balance of Activity/Site Budget (\$)
1	Admin & Fair Housing	2	General Administration	N/A	N/A	\$8,000	\$20,500	\$7,500
Total Amount of this Draw:						\$8,000	\$20,500	\$7,500
Certification of Itemization of Expenditures: Two Authorized Signatures are Required I Certify that this request for Payment was drawn in accordance with the terms and conditions of the Grant Agreement(s) cited and that the amount drawn is proper for payment to the drawer's depository. I also certify that the data reported above is correct and the amount of the request for Payment is not in excess of current needs.								
Date: 5/4/2023		Signature: <i>Harry Brady</i>			Title: PRESIDENT			
Date: 5/4/2023		Counter Signature: <i>Terry Boose</i>			Title: Vice President			
State Use Only: _____ Date: _____								
Approved: _____								

23-173

IN THE MATTER OF QUALIFYING PROFESSIONAL ARCHITECTURAL AND ENGINEERING FIRMS FOR 2023, 2024, AND 2025

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Huron County Board of Commissioners requested Statement of Qualifications from firms interested in providing architectural and/or engineering services during 2023, 2024, and 2025 for Huron County; and

WHEREAS, the Board reviewed and ranked the eleven firms that submitted their qualifications and desires to qualify all firms for any facility repair, renovation, replacement, energy conservation, sustainment, and construction projects in Huron County, Ohio during 2023, 2024, and 2025; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby qualifies the following firms for architectural and/or engineering services during 2023, 2024, and 2025 for Huron County:

- Garmann Miller, 38 South Lincoln Drive, P.O. Box 71, Minster, Ohio 45865
- RCM Architects, 322 South Main Street, Findlay, Ohio 45840
- GPD Group, 520 South Main Street, Suite 2531, Akron, Ohio 44311
- SSOE, 1001 Madison Avenue, Toledo, Ohio 43604
- Kleinfelder, 1168 North Main Street, Bowling Green, Ohio 43402
- SA Schmid Architects, Inc., 422 Columbus Avenue, Sandusky, Ohio 44870
- Mannik Smith Group, 20600 Chagrin Boulevard, Suite 500, Shaker Heights, Ohio 44122
- Richland Engineering Ltd, 29 North Park Street, Mansfield, Ohio 44902
- Schaffer, Johnson, Lichtenwalter & Associates, Inc., 909 S. Main Street, Mansfield, Ohio 44907
- K.E. McCartney & Associates, 52 N. Diamond Street, Mansfield, Ohio 44902
- American Structurepoint, Inc., 600 Superior Avenue East, Suite 2401, Cleveland, Ohio 44114

and further

BE IT RESOLVED, contracts will be awarded to the appropriate firm on a per project basis during 2023, 2024, and 2025; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Brady stated the commissioners had ranked all of the firms. Some of the firms are engineering firms who would deal with black top for parking lots or other small projects. Garmann Miller was ranked #1 and they are typically our architect for large projects. By approving all of the firms, we will have the ability to utilize any one of the firms. Some of the firms are smaller, so they may be less costly, and they can still get the job done. Mr. Wilde noted some of the firms are local.

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

Bruce Wilde 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

- Jan Tkach – Recorder – Dayton, OH – Summer Conference – June 11-14, 2023

SIGNINGS

Ms. Ziembra stated she had some documents to be signed for our upcoming Chip Grant application. The Environmental Review document exempts the general administration, fair housing and planning that goes along with the grant application, so it is approved at the same time and we won't have to hold anything because of it. There is also a Program Income Commitment letter. When you get income from people who sell their home or pay it off, it goes into a separate fund which needs to be used for future homes. Mr. Boose asked if

we had any money in this fund. Ms. Ziemba told him yes and then said this would be committing \$38,316.00, the full amount which is available. We have more, but it is committed to the current CHIP grant. The grant recipients have to pay part of it back and it is nice we are able to reuse the money again. Ms. Ziemba said that is only within 5 years and noted if you are in your home over 5 years it is forgiven.

Bruce Wilde moved to authorize Harry Brady, President, to sign the Environmental Review and Program Income Commitment Letter. 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**

Community Housing Impact and Preservation (CHIP) Program
**ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM
FOR GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING**

Instructions:

The *Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning activities (only)* is the:

- Environmental Review
- Environmental Review Certification
- Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions

Applicants executing an *Environmental Review Documentation and Certification Form for General Administration, Fair Housing and Planning* are certifying that the environmental review evaluation and the exemption determination are accurate for general administration, fair housing and planning activities funded with administrative dollars. This will satisfy the grantee's environmental review documentation process for these select activities. Applicants must submit an original, executed *Environmental Review Documentation and Certification Form for General Administration, Fair Housing, and Planning* with the application and keep one original, executed form on file. Once the grant agreement is fully executed, grant recipients will be able to access grant funds for these three activities. Please refer to OCD Policy 08-01 for further information and guidance.

General Administration, Fair Housing and Planning Defined

General administration and fair housing activities are defined as "Exempt" per 24 Code of Federal Regulations (CFR) 58.34(a)(3). Environmental and other studies, resource identification and plans and strategies development are defined as "Exempt" per 24 CFR 58.34(a)(1).

By executing this form, the certifying officer is certifying the project description listed below is accurate; an environmental evaluation for general administration, fair housing, and planning activities was completed; and a determination of exemption was found for general administration, fair housing and planning activities.

Project Description

Planning activities include environmental and other studies, resource identification and the plans and strategies development. Program administration activities for this project include all or some of the following: staff and related costs required for overall program management, coordination, monitoring, reporting and evaluation; citizen participation costs; fair housing activities; indirect costs charged using an accepted cost allocation plan; developing submissions or applications for federal programs; and staff and overhead costs for project delivery and certain costs to administer the (check all applicable):

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME), or
- Emergency Shelter (ESG) Programs.

Rev. 2/2019

Rev. 2/2019

**ENVIRONMENTAL REVIEW DOCUMENTATION AND CERTIFICATION FORM
GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING**

Certification

An environmental evaluation has been conducted for general administration, fair housing and planning activities. Pursuant to the review, it is the finding of the responsible entity that the activities listed in the project description above are exempt. Therefore, per 24 CFR 58.34, the responsible entity does not have to undertake an environmental review, consultation, or other action under NEPA and the other provisions of law or authorities cited in 24 CFR 58.5 and 58.6 for these projects.

I certify the accuracy of these statements:

Grant Recipient: Huron County Commissioners

Grant Number or Project Type and Name: Community Housing Impact and Preservation Program

Name and Title of Certifying Officer: Harry Brady, President, Board of Commissioners

Mailing Address: 180 Milan Ave, Suite 7, Norwalk, Ohio 44857

Signature of Certifying Officer: *Harry Brady*

Date of Signature: 5/4/2023

Program Administrator Name: Amy Overmyer

Email Address of Program Administrator: amovermyer@gicap.org

Administrator's Phone Number: 419-333-6101



**HURON COUNTY
BOARD OF COMMISSIONERS**

Terry Boose * Harry Brady * Bruce "Skip" Wilde

Vickie Ziemba, Administrator/Clerk

May 5, 2023

Ohio Department of Development
Office of Community Development
77 S. High Street
Columbus, OH 43215

Re: Commitment of Housing Program Income Funds to PY2023 Huron County CHIP

The Huron County Commissioners, Grantee in the PY2023 Huron County Community Housing Impact and Preservation (CHIP) Program, commits \$38,316 in uncommitted HOME funds. The funds will be committed as follows:

- \$34,484 of HOME funds will be leveraged to the Private Owner Rehabilitation activity. The funds will supplement the CHIP activity and will be used on CHIP funded projects. The commitment of funds will not result in additional outcomes beyond those projected in the application. There are four Private Owner Rehabilitation outcomes projected to be completed within Huron County (outside the city limits of Norwalk).
- \$3,832 of HOME funds will be leveraged for the PY2023 Huron County CHIP program administration.

The uncommitted balance of Huron County's housing program income is \$0. All committed funds will be expended between December 1, 2023, and February 28, 2026.

Sincerely,

Harry Brady
Harry Brady, President
Huron County Commissioners

180 Milan Avenue, Suite 7, Norwalk, Ohio 44857-1195
419-668-3002 * 800-808-5092 * Fax: 419-663-3370
Email: mail@hccommissioners.com
www.hccommissioners.com

At 9:15 a.m. Nate Pedder, Apex Clean Energy/Emerson Creek updates:

Mr. Brady asked Mr. Pedder to please give a weeks' notice when he asks to come in, so we can let the public know he will be here. Mr. Pedder stated he knew he had not been in for a while and just found out on Monday the he would be in town, so he wanted to come in to give an update.

Emerson Creek is still waiting on a decision from the Ohio Supreme Court on the appeal. They had their hearing in front of the Ohio Supreme Court for oral arguments in February. Based on that timing, they are anticipating a decision sometime between June and August. After that point Mr. Pedder anticipates being here more often.

Mr. Brady asked about the RUMA. Mr. Pedder said they had some draft RUMA’s passing back and forth last year, but they have a new person who will be managing the RUMA’s. Mr. Pedder has been getting that person up to speed the last couple of weeks and said they would probably be coordinating with the engineer’s office again in a couple of weeks. They will start having a little more clarity in the amendment process and a few other things.

Mr. Boose said it would be nice to get that done and noted once they hear from the Supreme Court we can move forward. Mr. Wilde asked if Mr. Tansey was okay with everything. Mr. Tansey said they had submitted their comments back to Mr. Pedder’s team.

At 9:20 a.m. Patrick Schwan and Jenna White, Richland Engineering – Huron County Airport Runway, Taxiway, Apron Crack Sealing and Pavement Marking Project Bid opening.

**The following bids were opened for the Huron County Airport Runway, Taxiway, Apron Crack Sealing and Pavement Marking Project on Thursday, May 04, 2023*



Huron

Huron County Airport

BID LIST FOR: Runway, Taxiway, Apron Crack Sealing and Pavement Marking

Bid Opening: May 4, 2023 @ 9:00 AM

Contractor	Contract Bond	Total Base Bid	Base + Alt 1	
TEK Seal Asphalt Sealing				
American Pavement Solutions		402,803.80	229,082.60	
Scodeller Construction				
Henry W. Bergman, Inc.		115,730.30	132,531.50	

Mr. Schwan thanked the commissioners for allowing them to speak at the meeting today and for allowing them to put the airport project out to bid. The project was for pavement maintenance, crack sealing, seal coating and pavement marking refreshment. They are trying to extend the longevity of the pavement at the airport.

Mr. Schwan said he knew this was short notice, but they need to get the applications submitted. There were 2 bids submitted for the project. One was from American Pavement Solutions and one was from Henry Bergman Inc. Mr. Schwan said they had a base bid and an alternate bid because they were trying to maximize funds, so they could submit for the grant. The apparent lower bidder was Henry Bergman, whose base bid total was \$115,730.30, the base bid plus the alternate bid was \$132,531.50. It was under the engineers estimate. Mr. Schwan said they would have to evaluate the bids. They asked for the commissioner’s permission to review the bids. They also asked to talk about getting the grant application signed so it could be submitted.

Mr. Boose was unsure where we were at in the process. Mr. Brady stated we just had the bid opening and they need to vet the bid openings to make sure they are qualified. Mr. Boose thought Mr. Strickler needed to look at them as well. Mr. Strickler said he usually reviews them, but also wanted to say that one of our townships was in litigation with Henry Bergman and we just settled the case recently. Mr. Brady noted that is why it is important for Mr. Strickler to be involved, especially when it comes to the contract. Mr. Brady said they also talked about the application and he wanted to know if they are asking for approval from commissioners today to file an application. Mr. Schwan said on the resolution we passed, it authorized them to bid the project and submit the application based upon the bids. They just need a signature on the application. Mr. Strickler clarified they are not entering into a contract with one of the bidders. Mr. Schwan said they would not enter into a contract with one of the bidders or the FAA until they offer a grant. Ms. Ziemba noted they are signing the grant application. Mr. Brady noted the FAA would not let them submit the grant application until they had opened the bids.

Ms. Ziemba asked if they had documents to sign or was it online. Mr. Schwan said he had a document to sign. Mr. Brady said he would sign it now. Ms. Ziemba asked Mr. Schwan to have the receptionist make a copy of the signed document for us.

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
*a. Applicant: 5	*b. Program/Project: 5
Attach an additional list of Program/Project Congressional Districts if needed.	
17. Proposed Project:	
*a. Start Date: 06/19/2023	*b. End Date: 10/13/2023
18. Estimated Funding (\$):	
*a. Federal	\$ 0
*b. Applicant	\$ 0
*c. State	\$ 0
*d. Local	\$ 0
*e. Other	\$ 0
*f. Program Income	\$ 0
*g. TOTAL	\$ 0
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____.	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
*20. Is the Applicant Delinquent On Any Federal Debt?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", explain:	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)	
<input type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: Mr.	*First Name: Scott
Middle Name:	
*Last Name: Sparks	
Suffix:	
*Title: Airport Manager	
*Telephone Number:	Fax Number:
* Email: scott@huroncountyairport.co	
*Signature of Authorized Representative: <i>Thuy J Brady</i>	*Date Signed:

OLD BUSINESS / NEW BUSINESS

Assistant Prosecutor updates:

- Mr. Boose asked Mr. Strickler for the status of the building on South Norwalk Road. Mr. Strickler said he is working on the purchase agreement. Mr. Boose asked if we could get that done fairly soon. Mr. Strickler said he could. Mr. Brady asked if the lot split is complete. Mr. Strickler told him yes and noted he had a legal description. Mr. Boose said he was at a meeting yesterday and they discussed possible uses for the building.

Commissioner Boose updates:

- Commissioner Boose and Ms. Ziembra were downtown last week and looked at the area between the Courthouse and the old jail. They feel it would be best to take out the steps coming up from Benedict Avenue. Mr. Boose thought if they did not close this off then there may be some expensive blacktop/cement work to be done. Mr. Boose asked Mr. Green if the engineers office could help to figure out what can be done to replace that area and fill it in. Mr. Green asked where the stairs are located. They are not sure if there is a reason to have the steps, or a city code which states they need to be there. Mr. Boose said there is a sign which says do not use for courthouse entry.

Commissioner Wilde updates:

- Mr. Wilde and Mr. Riedy will watch the JEDI webinar tomorrow.
- NEDC and HCDC meeting regarding the CEDS grant on Monday.
- Rotary Pizza Bake Off on Tuesday.

At 9:30 a.m. County Project updates:

Pete Welch, Director of Operations & Steve Minor, Buildings & Grounds Supervisor:

Mr. Minor handed out a list of updates. He asked Mr. Welch to start with Roof Connect.

- Mr. Welch said Roof Connect looked at the Administration Building roof and recommend a fluid applied acrylic roof for the building. Mr. Welch has never used the material before, so would have to do a lot of research. Mr. Brady has not done anything with the acrylic either. Mr. Welch said it would be applied over our current roof and they would use a mesh in between. Mr. Welch thought they used something like this at the airport, but it was a polymer resin.
- Mr. Wilde asked Mr. Welch to explain who was here to inspect the roof because he has some concerns.

Mr. Welch said they showed up with in RRO, which he had never heard of before that day. He said it is a Registered Roof Observer and noted it is a qualification by the International Institute of Building Enclosure Consultants. Mr. Welch said he could apply for this based on the requirements for experience and would have to take a test. They also brought the manufacturer of an acrylic applied fluid. Mr. Wilde asked where the manufacturer was from and Mr. Welch said the product was out of South Carolina and the name of it is Aqua Seal. They also brought in a contractor who can apply this type of material. It appears they are pushing for this material to be used on your roof.

- Mr. Welch said he is fine with using acrylic on the roof, but all the research he has seen show it is not the best material to use on a flat roof which doesn't drain well and ponds water. He also noted it is not good to use in colder climates where it will thaw and freeze. Mr. Welch said he is not sold on the product they are trying to sell and noted Roof Connect has done one job in Ohio and have no experience working with government entities.
- Mr. Boose thought that was contrary to what they told us. Mr. Welch said we asked for references of jobs they have done in Ohio and have gotten nothing. Mr. Boose asked why they are the ones looking at the roof. Mr. Welch said the commissioners wanted him to use them. He said we had heard about them through CCAO and were told we wouldn't have to go out for bid if we used them. Mr. Boose asked if these were just one of possible vendors. Mr. Welch said it is them or we will have to go out for bid and use an architect, who will take 4.5% but will recommend the best roof. Mr. Boose asked if the 3rd option has already been ruled out. Mr. Welch asked if he meant the TIPS program through Damschroder. Mr. Welch said the TIPS program is out. Mr. Welch noted that Damschroder could bid the job if we go out for bid.
- Mr. Brady said we were interested to see what Roof Connect had to offer and the reason we called them to come out. Mr. Brady thought we now have an idea and they are not providing references. He felt if we have a roof which is puddling, then wouldn't it make sense to strip it and do a re-insulation and slope it. Mr. Boose said it depends how much you want to spend. Mr. Brady said if you have a problem with puddling, you will eventually have a problem with it leaking because it will eventually wear the roof. So, it will be how much do you want to spend now versus later. Mr. Boose noted the budget only has so much money in it. Mr. Boose asked how long the current roof has been up there and said it has been puddling for a while and has lasted us a long time. Mr. Welch said they told him the current roof was installed extremely well.
- Mr. Welch said in 2019 Damschroder and the architect evaluated the roof and suggested a tear off and re-roof with EDPM. Mr. Welch said now he has contradicting evaluations. The acrylic is much cheaper and we could probably do it under our budget. The high end would cost approximately \$70,000. Mr. Boose told Mr. Welch he had just said we don't have good references, he is worried about the weather and they have never done a government job in Ohio. Mr. Boose does not know why we are continuing to talk about them.
- Mr. Welch thought the conversation is worth having about the type of material to be used on the roof, not necessarily the contract. He noted we like to use contractors from Ohio and the manufacturer is different because we can't guarantee a company has a plant in Ohio. Mr. Welch thought maybe a silicone roof would be better and it could be done within the budget and would not need a tear off. Mr. Welch is meeting with the architect soon to discuss this. Mr. Brady said ultimately you want to make sure it is done right. Mr. Welch said these companies will give a 20-year warranty on the roof. Mr. Welch noted Aqua Seal has been around for a while and has done one job in Ohio.
- Mr. Wilde commented that Mr. Welch is continuing to investigate our options and will let the commissioners know what he has found. Mr. Welch is still in the process of developing what he recommends. They noted we have a relationship with the roofing person at the architectural firm.
- 22 E. Main Street – The target date for the masonry is the 14th. Mr. Boose asked if they had a quote to do the painting. Mr. Minor said he has not received a quote back from Quality One. He has an appointment to meet with someone Saturday and the other 2 people he contacted have not responded.
- Mr. Boose mentioned MHAS is doing a mural project. He asked if it would be okay to ask them if they would paint a mural on 22 E. Main. Mr. Wilde said they did a mural on the side of the old fire station. Mr. Welch asked if they would paint the mural. Mr. Boose said he had not talked to them yet because he wanted to ask the other commissioners if they wanted to do this before he talked to MHAS. Both Mr. Brady and Mr. Wilde are in favor of a mural. Mr. Boose said he would ask Ms. Cardone for more details. Mr. Minor said there were some areas of tuckpointing which would need to be addressed before the mural could be done. Especially up high where the peeling is worse. That is where the roofline is. Which leads us to believe it is probably getting moisture from the other side and accelerates the peeling of the paint. Mr. Welch asked if they are going to paint the mural, should we wait to choose the color which we are going to paint? Mr. Boose thought they should keep moving forward but before we buy the paint, check about the mural.
- Mr. Minor said they have a cost estimate for the masonry work at the Office Building complex. It lost 2 more pieces of brick last week and may or may not have done something to the roof. We are having someone take a look at this, but also have an estimate from a year ago, which would need to be updated. They are hoping to remedy the moisture in the hall and the back hallway.
- Recorder's area - Ollendick and Valley Interiors looked at the area. The prices we received from both

are just to drop the ceiling and do not include the light fixtures, electrical or any HVAC. Strecker looked at it and would prefer to bid it the same way. Right now, no one we have talked to wants to do the whole job. It is a big job and they do not want to do it after hours, which is a problem because that area is in operation all the time. Mr. Boose said this is a project which has been around for a couple of years. He wanted to get it figured out and done.

- Mr. Boose asked whether they could do just the lighting because they have been living with inadequate lighting for a long time. Mr. Minor said as an alternate, he had the painters give a price to repaint that area. Since the water damage has been repaired but the area still needs some attention. Mr. Minor suggests they get the lights updated and have it painted instead of lowering the ceiling. Mr. Boose wanted to keep moving with these projects. Mr. Minor said he would take the new approach for this project.
- Mr. Brady said if they weren't going to do the drop ceiling, could we suspend the lighting down lower? Mr. Minor said one of the contractors mentioned that idea. Mr. Brady thought if that would solve the problem and save money, then that should be the way we go.
- Auditor's office - Mr. Minor already had some appointments and has more lined up. Mr. Boose said last they left it, Mr. Minor was going to get with Mr. Tkach to get the details of when the different contractors would be allowed to work on the offices. Mr. Minor stated he is meeting with Mr. Tkach this afternoon and hopefully they can come up with a plan. Mr. Boose thought there was no sense in doing anything more with this until we know how they want to proceed.
- There is concrete work at the Courthouse which needs attention. Mr. Wilde stated the commissioners had a conversation about this earlier in the meeting. Mr. Boose said he and Ms. Ziemba walked by the area and saw a sign which said do not use for courthouse entry. Mr. Boose did not think there would be any other reason to use the stairs/walkway since there is nothing going on in the other building. Mr. Boose told Mr. Minor we think the stairs should be eliminated and are having the engineer's office look at the area to see what can be done with the area. Mr. Minor asked if they wanted to continue the wall. Mr. Boose told him yes. They also discussed a ramp which would not need to be used. Mr. Minor said the last part of that would be the stairs that go into the Courthouse.

At 9:54 a.m. Ms. Ziemba left the meeting to attend the Administration Elevator pre-bid meeting

- EMA floors - Mr. Minor said the floors are the original tile from 1997. They have been stripped and waxed several times since they were put in. Mr. Boose noted the picture he saw shows the floors need to be replaced. Mr. Minor said he just received the estimate and it would be just under \$5,000 to remove the tile, grind it down and seal everything which is tile in the building. Mr. Brady asked if they were just sealing the concrete. Mr. Minor stated they would put epoxy on it.
- Mr. Boose said that Mr. Minor told him something interesting. Since they put the epoxy floor in Meeting Room A, they have not had to wax those floors. Mr. Minor stated the epoxy does not need to be waxed.
- Mr. Brady thought if it was in the budget and under \$5,000 they should move forward with it.

At 9:59 a.m. the board recessed.

At 10:07 a.m. the board resumed regular session

- Mr. Brady stated Mr. Minor had some additional updates.
- Art Center door was left ajar and the wind caught it, causing the closer to be ripped out of the frame work. It will now need to be repaired. The back door was unlocked last week. Mr. Minor said he texted Ms. Lukasko to let her know the door was left open and he shut it. She told him they leave the door unlocked because they only have so many keys and people can't get in the back door, so they leave it unlocked.
- Mr. Boose said he heard that the door is not left unlocked all the time and only left unlocked when someone is in the building, so they don't need to keep going back to let people in. Mr. Boose said he was told when it is was unlocked over the weekend, none of their people who could have unlocked it, were in the building and noted none of their people had been in there for days. They want to know what county employees are going in there. Mr. Boose thought that is the door to get to the basement. Mr. Wilde thought employees had to get a key from Ms. Tkach to go down there.
- Mr. Minor stated the text he received said as far as the back door, if it is during the day, they leave it unlocked because only a couple of board members have a key. Mr. Minor feels the door should never be left unlocked, but she does not say that is only left open while other people are there.
- Mr. Brady thought if you need to leave it open to bring items in and out, that is different than leaving it open because other people don't have a key. Mr. Brady felt we should get a clearer answer for why they are leaving it open. Mr. Minor said the side door may have been used on Wednesday and was shut enough that you may not have noticed it. They felt there was no reason for anyone to use this door. Mr. Minor said there is no handle on the outside of the door and maybe someone went out the door and didn't push it closed hard enough. Mr. Brady noted the frame is broken. Mr. Minor said he asked Mr. Armstrong if we could run longer screws into it. Mr. Brady thought we need to see what it will take to fix it.

At 10:16 a.m. County Project updates – continued:**Joel Riedy, Network Administrator**

- Broadband pre-bid meeting was yesterday. They had three ISPs and a consultant show up. They asked questions about coverages and the budget amount, also how we would determine who is covered and who is not. Mr. Riedy thought the meeting went very well. Mr. Wilde said someone had sent something to him and he asked if they were at the meeting. Mr. Riedy said they were at the meeting.
- Email migration going well. Probate Court is complete, Juvenile Court's probation department is done as well. They are now making their way through the main portion of Juvenile Court.
- The Prosecutors Office would like to go on the system next week, so they are going to try to get it done for them as well.
- The last component of data center has arrived. They already have it installed and running.
- Recorder's office migration is still going really well. The DTS system they use is performing fantastically. There are some minor software glitches due to a software upgrade to that system. They will be moving the last portion of the Recorder's data this Saturday. Mr. Riedy said it is easier to work on things when no one is working.
- Mr. Riedy is putting together the technical requirements for a new website. He is also putting together the feature requests from all of the departments who are interested in being on the website.
- Mr. Boose asked if this would be hardware or software. Mr. Riedy told him it is software and would be hosted.
- Mr. Riedy said they would need a content management system if it is going to a shared website. This gives us the ability to give each department control over their individual portion. So, what they do does not affect what is happening in another areas. Mr. Riedy noted each department would have the ability to go in to update, modify and change whatever data is relevant to their department. Mr. Riedy said the big thing will be to find somebody who has a good content management system at a reasonable price. He has a couple of vendors in mind for this project and one of them is local. We will see if they are interested in bidding on the project.
- IT is still working on a remote access and IT management software package. It is very similar to Facility Dude. It gives us both a ticketing system and does a lot of monitoring all the PC's which are connected to our network. It allows them to see all the patches which are installed and push out patches. They can perform unintended remote access, which would allow them to be anywhere with internet access. As long as the PC has internet access they are able to connect to it. It will give them the ability to do trouble shooting without interfering with the user's daily tasks. They can work in the background of the PC while the user is on it.
- Mr. Boose noted that some departments had a concern about security and items that only certain departments should have access to. He wanted to be sure they talk with all the departments to verify they are okay with this. Mr. Riedy said he would need authorization from each department before putting this on their PC's. They need an agent on the PC to do anything. Mr. Riedy said this agent also helps to monitor network security. He said it can do network mapping for us.
- Mr. Riedy wanted to make it clear the remote troubleshooting is more to look at the services which are running on the PC. Mr. Riedy said if they remote into a PC the user will get an alert letting them know someone from IT is on their computer.

Commissioner Brady updates:

- Mr. Brady said tomorrow he and Mr. Boose would be attending the Northeast Commissioners meeting. They will be taking a tour of the Football Hall of Fame.

Commissioner Boose updates – continued:

- Mr. Boose reviewed the most recent General Fund Spending and Revenue Report. He pointed out it is listed month by month and compared to the percentage of budget. Mr. Boose said it doesn't really work that way. He noted in January and February we didn't spend near as much as in March because the quarterly payments come out in March and it doesn't always work out to 1/12 of the percent. Mr. Boose said this is even more important when you look at the revenue. Revenue is never equal for each month. March is always higher because the property taxes come in then.
- The cash balance for April 2023 compared to April 2022 is down \$2M. Mr. Boose said we are not at a crisis or a point where we have to worry that we don't have enough cash.
- Mr. Tkach provided the 2024 budget for the Veterans. The county is required to give this, if they ask for it. Mr. Strickler thought the statute said this had to be done by June, or maybe October. Mr. Wilde stated we have to let them know what it is going to be.
- Mr. Boose said they had a really good Fireland's Forward meeting yesterday. They will release the data from the housing study on May 11. This will be at BGSU Firelands. We will be getting more details about the building/room it will be held in. That will be followed up by a meeting in Huron County which will cover only Huron County's data. Mr. Wilde asked if Mr. Boose knew when that meeting would be but Mr. Boose did not know. Mr. Wilde said he invited Fisher Titus to that meeting.
- Mr. Boose noted the solutions to the housing issues will not come from Firelands Forward, but from the local economic development and local entities. Mr. Boose wanted to have 5-minute phone calls

with Mayors, but did not know if they should wait until right before the Huron County Housing meeting and personally invite them to the meeting. Mr. Wilde would like NEDC and HCDC to put the meeting information out to the Chamber. Mr. Wilde thought larger contractors may be interested in the meeting at BGSU Firelands.

- Firelands Forward added a second employee resource network and it is full already. Mr. Wilde asked if they were getting paid for that. Mr. Boose said that is self-funding. The places they go pay a certain percentage. Last year United Way of Huron County put money in for certain smaller businesses who couldn't afford it.
- Firelands FCU is working with Firelands Forward to offer \$2,500 loans at a reasonable interest rate for 1 to 2-year terms, which they can make available to people so they don't have to go to the high interest places. They are still working on this.
- In the month of April, they assisted 36 employees with total resources of 68.
- They are working with a church in Erie County which used to have a preschool. They are converting the preschool into subsidized child care for about 80 children. One of the issues they are trying to resolve is the staffing. Mr. Boose thought this may be a pilot program.
- Firelands Forward has two new board members starting. Mr. Boose feels they will be a huge benefit.
- Mr. Boose reviewed the minutes from the 9-1-1 and Technical Advisory Committee. He had a lot of questions, so he and Ms. Ziemba will be meeting with Ms. Bond. They budgeted over \$800,000 and are only bringing in about \$400,000. Mr. Wilde asked if we knew about the \$.64 cents yet. Mr. Boose said no, but he asked Ms. Bond to contact Senator Gavarone's office to find out about the status of the increase to \$.64 cents. We can use this information to plan.

At 10:56 a.m. Ms. Ziemba returned to the meeting.

- Mr. Boose asked to sit down with Mr. Riedy on some of the technical points of things like the shelf life of servers and other IT items. They have purchased a lot of equipment in the last few years and we need to know what the lifespan is on a lot of these items.

Commissioner Brady updates – continued:

- Mr. Brady said the Justice and Safety Committee meeting which was scheduled for yesterday was canceled and is tentatively rescheduled for next week.
- Mr. Brady was reviewing the data for Community Corrections Board and saw Aaron Ritchie. They discussed how the program is reported and how the state tracks it.
- Judge Conway would like to talk with Mr. Brady about transportation for NOBARS.
- Mr. Brady asked Ms. Ziemba if she wanted to provide an update on the elevator pre-bid meeting. Ms. Ziemba stated no contractors attended the pre-bid meeting, so the next step is that Garmann Miller will revise a little bit of the specs and we are going to extend the bid date. She hopes to have an addendum to extend the date ready for Tuesday's meeting. They suggested extending it out a month, then in 2 weeks we can have another pre-bid meeting. Mr. Boose asked if it was a required meeting. Ms. Ziemba told him it was required in order to bid. She added that since then, we have had 2 more people request bid packets.
- Mr. Boose asked Mr. Welch to talk about being limited as to the elevator companies who can bid. Mr. Welch said the elevator companies he talked to have told him they are limited as to the union halls they can pull union workers out of. The Columbus firms can only pull from as far north as Richland County, they can't go into Huron and Erie County's. Toledo and Cleveland can pull from our local union hall. Mr. Welch asked Mr. Brady if that was right. Mr. Brady was not sure if that was the elevator workers union, but for typical building trade unions, that is not normally the case. Some of them work with each other if they go in another boundary. Mr. Brady noted it is done more with manufacturers, but in this case, it may be that you can't go outside that area and it is crazy. Mr. Welch said that is why the large companies have small satellite offices everywhere, so they can pull out of that union hall. The smaller companies don't have the money to do that, so they are restricted to the area they are located. Mr. Brady noted that most of the unions were going away from that. Mr. Boose said Mr. Welch had talked to several companies in Columbus, but they won't bid on this because of the boundary issues. Mr. Brady has only run into this with a couple of trades. Mr. Welch noted if all the companies pull from the same union hall then we may get the same people working through several different firms.
- Mr. Wilde asked Mr. Welch for an update on the scale at the landfill. Mr. Welch said Brechbuhler Scales out of Mansfield is coming up to evaluate the current scale and do minor maintenance to it. They will calibrate it when they get there and the Auditor's inspector will be there the whole time. Mr. Welch noted he should get the bid documents this week and be ready to go out to bid next week sometime. Mr. Welch said after Brechbuhler has come out, depending on what they find, it may change what we have to do. Right now, we are planning to put a new pit in next to the current pit and a new scale will go in it. We will maintain the old scale as long as we can because we don't want to rent a scale. The reason we don't want to rent a scale is the cost. It will cost approximately \$30,000.00 to \$50,000.00, depending how long we have the scale.
- Mr. Wilde noted that plan B is if the scale fails, then we will bring in a rental scale. Mr. Welch noted

it could be place above the current scale. The approximate timing for a new scale is 42 weeks. Mr. Welch noted the timing continues to change, but for the better. They discussed this needs to be done, but we still need to keep the landfill open for business.

At 11:08 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; and ORC 121.22 (G)(5) matters required to be kept confidential by federal law or rules or state statutes. Bruce Wilde 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 11:38 a.m. Bruce Wilde moved to end Executive Sessions ORC 121.22 (G)(1) and (5). 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*

**Action taken: The board gave Mr. Welch permission to move forward with looking into the addition of an employee at the Transfer Station. A resolution will be forthcoming.*

At 11:40 a.m. Bruce Wilde moved to adjourn. Terry Boose seconded the motion. The meeting stood adjourned.

IN THE MATTER OF CERTIFICATION

The Clerk to the Board does hereby attest that the foregoing is a true and correct record of all actions taken by the Board of Huron County Commissioners on May 4, 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 11:40 a.m.

Signatures on File