THURSDAY

# FEBRUARY 4, 2010

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Mike Adelman, Larry J. Silcox, Gary W. Bauer absent to attend a court hearing conference meeting with attorney from CORSA and Assistant Prosecutor, Daivia Kasper at Federal Court in Cleveland, Ohio.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the February 2, 2010 meeting(s) were presented to the Board. Larry J. Silcox made the motion to waive the reading of the minutes of the February 2, 2010 meeting(s) and approve as presented. Mike Adelman seconded the motion. Voting was as follows:

Aye – Mike Adelman Absent – Gary W. Bauer Aye –Larry J. Silcox

10-050 Signature only

#### IN THE MATTER OF ACCEPTING THE RESIGNATION OF BILL DUNCAN

Larry J. Silcox moved the adoption of the following resolution:

**WHEREAS,** Bill Duncan submitted his resignation as Dog Warden dated February 1, 2010 effective February 12, 2010; now therefore

**BE IT RESOLVED,** that the Board of Huron County Commissioners hereby accepts the resignation of Mr. Duncan as Dog Warden effective February 12, 2010, and wishes him well in his future endeavors; 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.

Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

10-051

# IN THE MATTER OF TRANSFERRING FUNDS FROM THE TITLE ACCOUNT #132 TO GENERAL FUND

Larry J. Silcox moved the adoption of the following resolution:

**WHEREAS,** Susan Hazel, Clerk of Courts, has requested a transfer of \$60,000.00 from the Title Account #132 transfer out 132-00600-132 to the General Fund; now therefore

**BE IT RESOLVED,** that the Huron County Board of Commissioners hereby approves of a transfer of \$60,000.00 from the title account #132-00600-132 transfer out fund to the general fund; 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.

Mike Adelman seconded the motion.

Discussion: It was stated that \$35,000 will be added to the clerk's final budget #017.

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

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**FEBRUARY 4, 2010** 

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

10-052

# IN THE MATTER OF APPOINTMENT TO THE HURON COUNTY BOARD OF MR/DD 169

Larry J. Silcox moved the adoption of the following resolution:

WHEREAS, the term of Dianna Walkup has expired;

WHEREAS, Pauline Bogner desires to be appointed to the board;

**BE IT RESOLVED,** that the Board of Huron County Commissioners hereby appoints Pauline Bogner, P.O. Box 188, Willard, Ohio 44890 for a term commencing March 1, 2010 and ending February 28, 2013; 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.

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

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

10-053

# IN THE MATTER OF APPOINTING JONATHAN CROSS TO THE HURON COUNTY AIRPORT BOARD

Larry J. Silcox moved the adoption of the following resolution:

WHEREAS, the term of Deborah Lake-Wagner expired December 31, 2009;

WHEREAS, Jonathan Cross has expressed an interest in serving on the Huron County Airport Board; and

**WHEREAS,** it is the desire of the Board of Huron County Commissioners to appoint Jonathan Cross, to a term beginning February 4, 2010 and ending January 31,2013; now therefore

**BE IT RESOLVED,** that the Board of Huron County Commissioners hereby appoints Jonathan Cross to a term beginning February 4, 2010 and ending January 31, 2013 on the Huron County Airport Board; 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.

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

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox and

and

now therefore

**REGULAR SESSION** 10-054

FEBRUARY 4, 2010

# IN THE MATTER OF APPROVING OF A REQUEST FOR PAYMENT ON LETTER OF CREDIT AND STATUS OF FUNDS REPORT (FORM DS5) FOR HURON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (C-08-036-1) (B-C-08-036-2) DRAW DOWN #(361), SUBMITTED TO THE BOARD FEBRUARY 4, 2010

Larry J. Silcox 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 CT Consultants, Inc., 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.

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



Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

#### 10-055

# IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$500.00 SUBMITTED TO THE BOARD FEBRUARY 4, 2010

Larry J. Silcox moved the adoption of the following resolution:

**WHEREAS**, requests for expenditures of over \$500.00 have been submitted for approval by the Board of Huron County Commissioners as follows:

# REGULAR SESSIONTHURSDAYFEBRUARY 4, 2010Huron County CommissionersPaper 10195+ bright 840 cases truckload\$20,109.60now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of the requests for expenditure of over \$500.00 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.

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

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

10-056

# IN THE MATTER OF ADVERTISING FOR THE POSITION OF HURON COUNTY DOG WARDEN

Larry J. Silcox moved the adoption of the following resolution:

**WHEREAS,** it is the desire of the Board of Huron County Commissioners to hire a Dog Warden for Huron County; now therefore

**BE IT RESOLVED,** that the Board of Huron County Commissioners will solicit applicants for the position Dog Warden unclassified position/non-exempt; and further

**BE IT RESOLVED**, that said position will be in a pay range of \$15.00 to \$16.00 per hour; and further

**BE IT RESOLVED,** that all those applying must have a resume with references and a Huron County application for employment submitted to Huron County Human Resources by 4:30 p.m. February 22, 2010; 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.

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

Aye – Mike Adelman Absent – Gary W. Bauer Aye – Larry J. Silcox

# HURON COUNTY COMMISSIONERS, JOB DESCRIPTION

# Title: Dog Warden

## Status: Unclassified, exempt, full-time

Wages: \$15.00 to \$16.00 per hour

**Job Summary:** Under the direction of the Board of Huron County Commissioners, supervises County dog control operations, participates in formulating policies and procedures affecting departmental operations, and performs other related duties as required.

# **Essential Functions:**

- Supervises Deputy Dog Wardens and kennel personnel. Ensures work is completed according to Ohio State Law. Keeps attendance records and implements employee discipline. Makes hiring and termination recommendations.
- Answers telephone calls to respond to questions and complaints. Receives signed complaints on violations. Dispatches Deputy to complaints. Logs all complaints on computer.

#### THURSDAY

#### FEBRUARY 4, 2010

- Handles dog adoptions, sells dog licenses and keep records, balances receipt of money daily, and maintains kennel posting of all dogs picked up.
- Completes statements of fact for use in court proceedings. Testifies in court to assist in prosecuting dog owners who violate animal laws. Ascertains filing of citations and statements from officer in court.
- Maintains records reflecting nature of investigations and calls.
- Handles vicious and dangerous dogs.
- Responds to calls regarding dogs hit by vehicles and finds owner if possible or destroys animal if needed.
- Investigates livestock and domesticated animal kills to ascertain cause. Completes proper paperwork as indicated and files claims as outlined in State law. Finds owner of involved animals whenever possible.
- Does weekly report of all dogs seized, impounded, redeemed, or destroyed.
- Assists the veterinary in euthanasia when necessary.
- Investigates reports of dog bites or attacks on other animals. Cites owners as necessary.
- Investigates coyote attacks on animals as outlined in State law and files claim forms with ODA.
- Maintains supply and equipment inventory.
- Stays current on all Ohio laws and local ordinances for dogs.
- Performs other related duties as requested or assigned.
- Completes all assigned tasks in a timely manner.

## **Required Knowledge, Skills, and Ability**

High School diploma or equivalent; valid Ohio driver's license, acceptable driving record, ability to follow safe practices and procedures, good public relations skills, ability to establish solid working relationships, knowledge of state and local dog control laws and ordinances, ability to handle cross, strange, vicious, or uncontrolled dogs, supervisory skills, ability to establish and adhere to departmental budgets, computer knowledge and skills, and demonstrated ability to communicate courteously and effectively are required. Previous experience in dog control is strongly preferred. Must have current firearms certification, or subsequent certification, as a contingent of continued employment. The Dog Warden must exhibit respect for animals and be a proponent of their humane treatment.

# **Physical Requirements:**

Must successfully pass a criminal background check, pass a pre-employment and random drug tests, and be authorized to work in the United States. Must be at least twenty-one years of age and have no felony convictions. Must be in good physical and mental health, be physically agile, able to walk and stand for long periods of time, be able to see and hear, run, stand, sit, bend, twist, turn, and reach, and be able to perform the physical tasks required in securing/restraining dogs and maintaining a kennel. Must be able to work at times under stressful, unpleasant, or threatening situations. Must be able to work when needed in emergencies or to cover for other staff. Must be able to perform all the essential functions of the position with or without reasonable accommodation.

#### **Working Conditions:**

The primary working location for this position is the Huron County Dog Warden Office, though work will also be performed out-of-doors and will require driving a vehicle and handling dogs of varying temperament and behavior.

Huron County	Board of Commissioners	
Approved:		Date:
Employee:		
Date placed in	employee's file:	
Rev. 2-2-10		

# THURSDAY NOTICE OF JOB OPENING

# FEBRUARY 4, 2010

Applications are invited for the position of Huron County Dog Warden. This is an unclassified, exempt, full-time position reporting to and supervised by the Huron Board of Commissioners.

Job Title: Dog Warden Wages: \$15.00 to \$16.00 per hour

wages: \$15.00 to \$16.00 per nour

**Job Duties:** Oversees County dog control operations, participates in formulating policies and procedures affecting departmental operations, supervises Deputy Dog Wardens, and makes hiring and termination recommendations.

**Required Knowledge, Skills, and Ability:** High School diploma or equivalent; valid Ohio driver's license, acceptable driving record, ability to follow safe practices and procedures, good public relations skills, ability to establish solid working relationships, knowledge of state and local dog control laws and ordinances, ability to handle cross, strange, vicious, or uncontrolled dogs, supervisory skills, ability to establish and adhere to departmental budgets, computer knowledge and skills, and demonstrated ability to communicate courteously and effectively are required. Must also have current firearms certification or subsequent certification as a contingent of continued employment. The Dog Warden must exhibit respect for animals and be a proponent of their humane treatment.

Previous experience in dog control is strongly preferred.

Application and Selection Procedures: Submit application (available online at

www.hccommissioners.com), resume, cover letter, and names and contact information for 3 professional references to Director of Human Resources, 12 E. Main St., Norwalk, OH 44857 by 4:30 p.m., February 22, 2010. Interviews will be conducted as soon as possible after the closing date, and the position will be filled as soon as possible thereafter.

Complete job description available online at www.hccommissioners.com.

Posting Dates: Friday, Feb. 5, 2010 until 4:30 p.m. Mon., Feb. 22, 2010.

Huron County is an Equal Opportunity Employer

# DOG WARDEN

Full-time Dog Warden for Huron County. Must have high school diploma or equivalent, valid Ohio driver's license, acceptable driving record, knowledge of state and local dog control laws and ordinances, firearms certification or willingness to become certified, and other knowledge, skills, and abilities as detailed on the full job description (available online at <u>www.hccommissioners.com</u>). Previous experience in dog control is strongly preferred. Applications available online or at Huron County Human Resources, 12 E. Main St., Suite 102, Norwalk, OH. Resume, cover letter, names and contact information for 3 professional references, and the Huron County Application for Employment must be submitted by 4:30 p.m., Feb. 22, 2010, to Director of Human Resources, Huron County Offices Building, Suite 102, 12 E. Main St., Norwalk, OH 44857. EEO.

## IN THE MATTER OF TRAVEL

Larry J. Silcox moved to approve the following travel requests this day. Mike Adelman seconded the motion. The roll being called upon its adoption the vote resulted as follows:

Aye – Mike Adelman Absent – Gary W. Bauer Aye –Larry J. Silcox

Jason Roblin, EMA, on February 11, 2010, to Delaware, Ohio, for EMAO Executive Committee meeting; on February 25, 2010, to Bowling Green, Ohio, for Debris Management Course, Pam Hansberger traveling also. On March 18, 2010, to Wyandot County EMA for Exercise Evaluator, on March 31, 2010 & April 1, 2010 to Columbus, Ohio, for EMA Mandatory Conference.

IN THE MATTER OF REQUEST FOR LEAVE Royal Chisholm/sick/8:30 a.m. – 5:00 p.m. February 1, 2010. Darwin Pesnell/sick/8:00 a.m. 4:30 p.m. February 1, 2010.

# **REGULAR SESSION SIGNINGS CDBG** signings

# THURSDAY

# **FEBRUARY 4, 2010**

<ol> <li>Is project in compliance with applicable</li> </ol>	ie laws and regulations?			Ye	-	х	No
2. Is an EIS required?	Yes	1	No	х	]		
<ol> <li>A Finding of No Significant Impact (Fo environment.</li> </ol>	nsi) can be made. Proje Yes X	ct will not significan	by affect the	quality of the	human ]		
Prepared By: Roberta Acosta							
Titia: Field Agent					Date:	January 2	28, 2010
DOIRTH CATEN							
In the basis of the environmental assess	ment of the above proje	d, I have made the	following find	ing:			
A FINDING OF NO SEGNIFICANT IMPACT:		XX	significa		e humi	an environ	deral action which will have a ment and that a request to the Sta equire an EIS
A FINDING OF SIGNIFICANT IMPACT:			significa	at this project nt effect on the release of the	e humi	in environ	i action which may or will have a ment and that a request to the Star a an ESS
Certifying Officer's Name: Mike Adelman,	President, Huron County	Commissioners	Address	: 190 Milan A	AL, NO	walk, OH	44857
Senature: Miles Ad	1. A. antes					2/4/10	

On Categorically Excluded pro	niects exclus	ively (not (	ateoprically	/ Exclu	ided not Sul	Next to 58.5. En	vironmental
Assessment, or Environmental In	npact Stateme	ant levels of	review), th	e regu	lations (24)	CFR 58.34(b)(12	)) allow a
project to be subsequently EXE	MPT when al	l applicable a	authorities (	on the	Statutory C	hecklist require	no complianc
For each area listed on the previo	us page, if Co	dumins 1, 2 d	or 3 have be	een ch	ecked, they	MAY BE moved	to
subsequently EXEMPT if and o	nly if COMPLI	ANCE is not	required.				
COMPLIANCE is not required	in the follow	dee eitusti	one				
<ol> <li>The grantee has a</li> </ol>	valid coordina	tion agreem	ent with th	e appl	icable entity	and the project	meets a
specific exemption in t	the agreemen	t.					
<ol><li>Correspondence has a construction of the construction of t</li></ol>		with the app	plicable enti	ty and	the entity i	has determined t	hat no
compliance is needed. 3. The preparer of th		and link how of	tetered at	these at	a anni cabia	onthuis not off	octed by the
project and has made	e statutory Cr	dence with H	be entity of	biac u	cappicate vontation stil	I must be provid	ed to verify t
decision	no correspon	JOILO WILL U	the testary. Is	200,000	Ramat KAT and	r max os provio	co to verity c
and a second							
EXAMPLE: HISTORIC PROPE							
Grantee has corresponded with th	ne Ohio Histor	ic Preservati	on Office (C	)HPO)	and has rec	ceived a respons	e that "no
historic properties are affected* a	ts a conclusio	n to the Sect	kon 106 pro	0255.	This indicat	tes that no histor	ic properties
are present. The grantee would a	attach docume	entation and	fill out the	Statut	ory Checklis	t accordingly:	
AREA OF STATUTORY AND	1	2	2			Determination	Conditions an
REGULATORY COMPLIANCE	-	<b>^</b>	3	EXEMPT		of Consistency,	or Mitigation
Attach compliance documentation for	Not applicable	Consultation	Boview	È.	Permits	Approvals,	Action
	to this Project	Required	Required	۱ŭ I	Required	Permits Obtained	Required
each area.							
Historic Properties	to this Phoject	Instance		×	HEQUICE		
	to the Project	laquires	X	х	HEQUICE		
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#### Part 3: CEO En

- With reference to the Projects identified on the reverse side of this form, I, the und entity, CERTIFY THAT: (Note: Items 4 and 5 below require additional action.) ities for envi
- othy has conclud with the National F
- entity has, prior to submitting this request for the release of funds o the public in accordance with 24 CFR 58.70 and as evidenced by t
- to the public in accordance with 24 G masses **DL/RROF, Combined Notice, Floodplain/Wollar** II statutory and regulatory time periods for review, <sup>1</sup> The finitewing provides a summary of critical dates eticas) met. or other action are in compliance with the pro-Categorically Publication Date Last Date of Local Common Period Signed and Date of State And Date Published

Projects (CE)			Submitted	Objection Period	
Environmental Assessment Projects	Publication Date	Last Date of Local Comment Period	Date Certification Signed and Submitted	Estimated Last Date of State Objection Period	Type of Other Notices And Date Published
(EA)	2/5/10	2/22/10	2/4/10	3/16/10	

· · · ·			
Type or Print Name of 050	Signature	Title	Date
Mike Adelman, Huron County Commissioners	Mike Adelian	President	2/4/10

MARKING: Section 1001 of Tille 18 of the United States Code and the Criminal Procedure shall apply to this certification. Tille 18 provides, among other things, that whoever knowingly makes or uses a document or writing containing any face, fictilitous, or flouddent statement or entry, in any manner within the jurisdiction of any department or approved the United States, shall be finded not more than \$10,000 or lengitisment not more than \$5 years or both. Page 2 of 2

RROF 02-05

# Administrator/Clerk's report

Presented letter received from Dorlene Landoll in regards to the Courthouse court yard. Ms. Landoll stated in her letter that the courthouse court yard is immaculately kept.

Presented letter received from Ripley Township in regards to releasing funds collected in the amount of from railroad fines in Ripley Township

Larry J. Silcox moved to release the fine funds in the amount of \$1,250.00 to Ripley Township to be used for rail road crossings safety in Ripley Township. Mike Adelman seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

> Aye – Mike Adelman Absent – Gary W. Bauer Aye –Larry J. Silcox

#### **OTHER BUSINESS**

Larry Silcox commented on the Big Swamp project that was funded by the Clean Ohio grant. Mr. Silcox also stated that he will be meeting with the Sheriff in regards to vehicles next week.

THURSDAY

## FEBRUARY 4, 2010

Mike Adelman referred to the email that was received from Sue Bommer in regards to the free legal advice from CORSA. Mr. Adelman stated that he had called the sheriff and encouraged him to take advantage of such program.

# At 9:30 a.m. no public comment

<u>At 9:34 a.m</u>. Larry J. Silcox moved to adjourn. Mike Adelman seconded the motion. The meeting stood adjourned.

# IN THE MATTER OF OPEN SESSION

The Huron County Commissioners hereby attest that all actions and deliberations of the Board legally required to be public were conducted in an open session on this date and that the foregoing minutes represent the official action of the Board.

# 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 February 4, 2010.

# 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 9:34 a.m.

Signatures on File.