

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; Roger Hunker, Lyme Township Trustee/APEX; Brad Mesenburg, Citizen; Patricia Didion, Citizen; Shylee Greszler, Norwalk Ohio News; Brian Gott, Norwalk Reflector.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the August 22, 2023 meeting(s) were presented to the Board. Bruce Wilde made the motion to waive the reading of the minutes of the August 22, 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

At 9:05 a.m. Public comment - no comment

23-279

IN THE MATTER OF APPROVING THE RENEWAL AGREEMENT BY AND BETWEEN THE BOARD OF HURON COUNTY COMMISSIONERS AND FAIRFIELD COMPUTER SERVICES, LLC FOR THE CONTINUED USE OF THE ONLINE DOG LICENSING SYSTEM

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Board of Commissioners wishes to enter into a renewal agreement with Fairfield Computer Services, LLC, of 144 Forrer Blvd., Oakwood, Ohio 45419 for the continued use of the Online Dog Licensing System; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the agreement with Fairfield Computer Services, LLC for the continued use of the Online Dog Licensing System 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:** Ms. Ziemba explained that this contract was reviewed by Mr. Strickler with changes made and agreed too. Mr. Wilde asked this is just a renewal correct, Ms. Ziemba stated yes.

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

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

**Agreement on file*

23-280

IN THE MATTER OF APPROVING ADDENDUM TO THE COMMUNITY-BASED CORRECTIONS SUBSIDY GRANT AGREEMENT BETWEEN OHIO DEPARTMENT OF REHABILITATION AND CORRECTION (ODRC) AND HURON COUNTY COURT OF COMMON PLEAS ADULT PROBATION DEPARTMENT (“GRANTEE”)

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners approved the Agreement between the ODRC and Grantee on June 13, 2023, Resolution 23-202; and

WHEREAS, ODRC and the Grantee desire to amend the original fiscal year 2024/2025 Community Corrections Grant Agreement to modify the award amounts and have submitted an amendment for approval; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners has reviewed and hereby approves the Addendum to the Community-Based Corrections Subsidy Grant Agreement as attached hereto and expressly incorporated by reference 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:** The addendum is for a 5% increase in the Community Corrections Grant, Intensive Supervision.

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

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

**Addendum on file.*

23-281

IN THE MATTER OF APPROVING AMENDMENT NO. 8 TO THE OPERATING AGREEMENT – FOOD SERVICE

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners and the Huron County Sheriff (“County”) and ARAMARK Correctional Services, LLC (“Aramark”) entered into an Operating Agreement on November 17, 2015, resolution 15-396, for the management of the food services operation at the Huron County Jail; and

WHEREAS, the County and Aramark now desire to amend the Operating Agreement to renew the term of the Operating Agreement and reflect the increase in food prices; and

WHEREAS, the Operating Agreement permits amendment by a written instrument signed by both the County and Aramark; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves Amendment No. 8 to the Operating Agreement, attached hereto and expressly incorporated by reference 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:** This amendment is for a 15% increase in food pricing, this is the only thing that has changed over the years.

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

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

**Amendment on file*

23-282

IN THE MATTER OF ADVERTISING & POSTING FOR THE POSITION OF HVAC TECHNICIAN/MAINTENANCE

Bruce Wilde moved the adoption of the following resolution:

WHEREAS, there is a need for a HVAC Technician/Maintenance for the Huron County Buildings & Grounds Department; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the HVAC Technician/Maintenance Job Posting as attached hereto and expressly incorporated by reference herein; and further

BE IT RESOLVED, that the position of HVAC Technician/Maintenance is a classified/non-exempt full-time position with compensation range of \$24.00 to \$28.00 per hour; and further

BE IT RESOLVED, that the Board of Huron County Commissioners hereby authorizes the Huron County Director of Human Resources to solicit applicants for the position by posting and advertising in accordance with AFSME, Ohio Council 8, Local 710 Collective Bargaining Agreement and the Huron County Personnel Policy Manual; and further

BE IT RESOLVED, that all those applying must submit a resume with references and a Huron County application for employment to the Huron County Human Resource Department, 12 East Main Street, Norwalk, Ohio 44857. Applications will be accepted until the position is filled; 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 we need an HVAC Technician, we have had a lot of issues with HVAC. This was advertised before at a lower pay scale and given what the market is, we needed to raise that scale. Mr. Boose asked Ms. Ziemba if anything else was changed besides the rate, Ms. Ziemba stated no.

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

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

HURON COUNTY COMMISSIONER’S OFFICE, JOB POSTING

Position Title: HVAC Technician/Maintenance

Reports to: Huron County Buildings and Grounds Supervisor

Status: Bargaining- AFSME, Ohio Council 8, Local 710 FLSA Status: Classified/non-Exempt

Hours: Full-time

Revision Date: 9/6/2023

Job Summary: Under the direction of the Huron County Buildings and Grounds Supervisor, is responsible for ensuring that all repairs and maintenance work are performed on all heating, ventilation, and air conditioning systems in all county buildings. This individual also may complete general repairs of plumbing and electrical systems.

Starting Wage: \$24.00-\$28.00 per hour

Benefits:

- Health and dental insurance
- Paid vacation and personal time
- Eleven (11) paid holidays
- Retirement Pension
- Public Student Loan Forgiveness Eligible Employer
- Life Insurance Policy
- Paid Training/Certifications

Essential Functions:

- Completes maintenance and repair of the commercial heating and air conditioning equipment.
- Sets, adjusts, and calibrates controls on commercial heating and air conditioning systems.
- Leads the preventive and protective maintenance program, ensuring that the County has an accurate inventory of all HVAC equipment and a schedule to maintain that equipment in a cost-effective way.

- Maintains records of all HVAC equipment and develops upgrading and cost-effective improvement plans for all units.
- Reads blueprints to determine size, position, and number of materials needed for existing County buildings or new construction.
- Assumes responsibility for repair and servicing of boilers.
- Performs other functions and related duties as requested or assigned.
- Completes all tasks as assigned in a timely manner.
- All other duties requested by the Huron Buildings and Grounds Supervisor.
- Maintains regular and predictable attendance.
- Develops and maintains effective working relationships.

Non-Essential Functions:

- Ensures that doors are secured at designated times.
- Temporary assignment to other positions within the unit as required.
- Mows lawns and removes snow or debris from walkways.
- Repairs or replaces plumbing fixtures, including cutting threads and band pipes using hand or power tools.
- Performs tests to set baseline data on motors, fans, electrical controls, and air conditioning units.
- Performs rough and finished carpentry.
- Repairs plaster or drywall; lays brick or block.
- Paints and repairs facilities, equipment, and fixtures.
- Repairs mowers and other small power equipment and hand tools.
- Assists in lawn care, trimming shrubbery and flowers.
- Performs building checks during designated hours.
- Operates the facility management system (computer) when required.

Required Education and experience:

- High School diploma or equivalent.
- Certified as an Air Conditioning Technician.
- Certified as a State Refrigerant Recovery Agent.
- At least three years of experience in installation, start-up, and maintenance of commercial air conditioning units with a recognized HVAC contractor.
- Valid Ohio driver's license with an acceptable driving record.
- Special HVAC training and experience relevant to the repair and maintenance of County heating and air conditioning systems.

Preferred Education and Experience:

- Substantial general maintenance experience.
- At least two years of blueprint reading.
- Basic computer knowledge and skills.
- Completion of trade or vocational school training in HVAC.
- Valid Ohio commercial driver's license.
- Huron County resident or neighboring county resident so as to be able to respond quickly to after-hours or emergency calls.

Preferred Knowledge and Skills:

- Knowledge of electrical circuiting and controls.
- Knowledge of plumbing and pneumatic controls.
- Knowledge of building and grounds maintenance methods, tools, materials, and supplies.
- Knowledge of construction and safety practices and procedures.
- Skilled in mechanical repair.
- Skilled at operating equipment, hand, and power tools.
- Ability to meet strict deadlines.
- Ability to communicate and work effectively with others.
- Ability to work with minimal experience.
- Ability to perform heavy physical labor (50 pounds) and to work under adverse weather conditions.
- Ability and willingness to follow safe practices and procedures.
- Ability to read blueprints and estimate cost of maintenance repairs.

- Ability to develop and maintain effective working relationships with elected officials, department heads, supervisors, co-workers, and the general public.
- Ability to work independently on assigned tasks as well as accept direction on given assignments

Physical Requirements:

Must be able to lift 50 pounds. Must be able to lift, bend, stoop, push, pull, walk, stand, sit, and squat. Must be able to place and climb ladders. Must be able and willing to work at heights and on roofs. Must be able to work in sometimes confined spaces. Must be able to see, hear, communicate, touch, feel, grasp, turn, and manipulate small tools and equipment or be able to perform the essential functions of the position with reasonable accommodation. Must be able to work under various climate and weather conditions, including heat, cold, snow, ice, and sometimes wind or rain. Must be willing and able to respond to after-hours or emergency calls within a reasonable amount of time.

HOW TO APPLY:

If interested submit Resume and Employment Application to Lara Hozalski, Deputy Director of Human Resources, 12 E. Main Street, Suite 513 or hrdirector@huroncounty-oh.gov

You can find our application at: <https://www.hccommissioners.com/employment-opportunities/>.

Deadline: Until filled.

AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER

SIGNINGS

Mr. Wilde moved to approve signing a letter of support for Seneca-Crawford Area Transportation (SCAT) in their application for Renovation/Restoration Funds for the building located at 306B S. Norwalk Road, Norwalk, Ohio. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

**Discussion: Mr. Brady explained this is the building that the Commissioners purchased and is in need of some renovations.*

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

September 7, 2023

To Whom it May Concern:

The Board of Huron County Commissioners hereby support Seneca-Crawford Area Transportation (SCAT) in their application for Renovation/Restoration Funds for the building located at 306B S. Norwalk Road, Norwalk, Ohio.

In order to meet transportation needs of county residents, the Board of Huron County Commissioners have recently partnered with SCAT. The building at 306B S. Norwalk Road was purchased to house the new Huron County Public Transportation. However, the building is aging and in need of updates. The Board of Commissioners have allocated matching funds for the project.

Should you need additional information or assistance, please contact Vickie Ziemba, Huron County Administrator, 419-668-3092. Thank you for your consideration.

Sincerely,

BOARD OF HURON COUNTY COMMISSIONERS
Terry Boose, Harry Brady, 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*

- Ashley Smith, Lenora Minor, Renee King, Marissa Saley, Kim Jenkins and Silvia Hernandez – JFS – Columbus, Ohio – Workforce Development Conference-August 21, 2023 - August 22, 2023
- Lara Hozalski – JFS – Delaware, Ohio – JFSHRA Association Meeting – August 12, 2023
- Rachel Sotora, Heather Carman-Stanley and Lara Hozalski – JFS - Columbus, Ohio – CSEA Conference – October 23, 2023 - October 24, 2023

Mr. Wilde discussed the board going to North Coast Wireless at Indian Trails Campground, they had a presentation. Broadband Ohio was there, one of the Congressman’s representatives was there. They discussed that they have almost finished up the grant from the first round of 1.2 million. Mr. Boose wanted to clarify that this money came from the State. Mr. Wilde stated that they cut a fiber line for the ribbon cutting. Then the gentleman showed how to splice the fiber lines, it was a nice collaboration between Firelands Electric and the people who supplied the equipment. A Few hundred people that didn’t have access now do, including the schools.

**At 9:15 a.m. County Project Updates:
Joel Riedy, IT updates.**

Department	Project	Status
IT	Project Status 9/6/23	
Courts	Technology Grant Fiber circuit Pole Survey Complete, Waiting on first energy	Received 51K
Clerk of courts	data center migration	Tentative go live 9/16
IT	Central website	Meeting with Department heads interested.
Common Pleas	data center migration	Building Virtual server.
Phones	Looking at alternative lines, and possible system	

- Mr. Riedy started with the Fiber project between the Administration Building and downtown. All the pole surveys have been completed. All the information has been filled out and submitted to First Energy. Once First Energy gives us the go ahead we can start construction. Mr. Riedy stated that if he doesn’t hear back from them, he will reach out to our contact. Mr. Riedy stated that this project must be completed by May 2024 for the grant. Mr. Brady asked what is a pole survey? Mr. Riedy stated you look at a pole and you have to document what is on that pole and at what height it is along with the condition of the pole. If the pole has too many items on it and the condition is poor, the pole will need to be replaced before they allow anything additional to be placed on it. Mr. Brady asked is that every pole between point A to point B? Mr. Reidy stated yes. Mr. Riedy stated there were approximately 30 pole surveys were completed. Mr. Boose asked who normally performs this survey, Mr. Riedy explained it was the vendor. The vendor fills the paperwork out because they are the ones doing the work. Mr. Riedy stated that the Commissioners can not fill out the paperwork, because they will not be climbing the poles.
- **Clerk of Courts:** Tentative live date to bring them into the Data Center on 9/16/2023. Mr. Riedy stated that his office will be working that weekend to do the data transfer and move where everything is pointing, which is from their local server to the Data Center. Mr. Riedy stated that this project is going very well, it has been taking a while to coordinate with the vendor.
- **IT:** The Central Website is coming along, Mr. Riedy has been meeting with all the Department Heads that are interested. Mr. Riedy currently has about (4) he still needs to speak with. Mr. Riedy explained that we have received proposal from a couple different vendors – Synergy Marketing, Revize and Microcharge.
- **Common Pleas:** Mr. Riedy explained that Common Please has asked to put their server into the Data Center. It was under a service agreement, that has expired. Mr. Riedy explained that they are currently preparing the environment for that. He is hoping to get this done in a month or so. Mr. Wilde asked if that saves everyone money, Mr. Riedy stated yes. You’re not paying for service agreements, hardware, replacement of components. Mr. Wilde stated that it is more secured.
- **Phone Lines:** Mr. Riedy stated that we are currently having a lot of problems with our phone lines. It is mostly with the exchanges. Trying to call between different carriers is the issue. Mr. Riedy is currently looking into alternative lines and possible system. We are currently under contract with Frontier, and renews every year in January. Mr. Riedy is currently working on getting a proposal

ready for this. He would like to see if we can save money in the process. Mr. Riedy stated it is looking like our only alternative is going to be an internet-based line that is called a sip-trucking. Mr. Riedy explained that he ran a network test yesterday, in the middle of the day, and everything held up perfectly. Mr. Boose stated he's not sure if this is good or bad news. Mr. Riedy stated that because we have a centralized network helps cut down on the physical phone systems we do have. We have one located in every building. We will be able to switch that into having one phone server. We will be able to utilize the links between sites for calling. Mr. Wilde asked what happens if that goes down. Mr. Riedy stated you have a fail over. Mr. Riedy stated that the licenses get better, the backups get better and the support is cheaper. Mr. Riedy stated we should take advantage of the network, it would be in our best interest to have a centralized call manager. Ms. Ziemba asked if this would replace our handsets, Mr. Riedy stated it would depend on the vendor they decide to go with. Mr. Riedy stated Avaya is trying to push everyone to a cloud solution. Mr. Riedy stated that if we stick with Avaya we maybe able to keep some of the phones, but if we switch vendors we will probably have to replace the phones. Mr. Riedy is working on getting numbers ready for budget. Ms. Ziemba asked if he is looking to end the contract with Frontier in December. Mr. Riedy stated not necessarily, if we wind up deciding to keep the physical phone system in place then we can look at keeping the contract with Frontier. He thinks it all depends on what kind of phone system we will want, if we want cloud vs physical. Mr. Wilde stated if we went with cloud Frontier would be gone. Ms. Ziemba stated that the contract will need to be pulled to see what the notice period to Frontier is if we decide to go with a different vendor. Mr. Brady asked will there be a huge difference on how the systems operate? Mr. Riedy stated you will not now the difference.

- **Phishing Training:** Mr. Riedy stated that we have phishing training coming up on October 4, 2023, there will be (2) sessions.
- Mr. Brady thanked Mr. Riedy for working with NorthCoast to get the services to those in need at affordable pricing with decent service.

Pete Welch & Steve Minor, building/project updates:

Mr. Welch talked about a training that Ms. Ziemba and Mr. Welch attended called QPR AED CPR Training. Mr. Welch stated that he highly recommends that they do this training. This training brought mental health to the attention of people. This is a great training.

Mr. Welch explained how much fill we need for the Senior Center, 5,029 cubic yards. Mr. Welch stated that Mr. Boose and Mr. Welch looked at some tax maps yesterday. They determined that the soil southeast/southwest of the Dog Warden is the County's property so there is potential to be used as fill material, along with stuff from the landfill. However, when working with construction fill, it has to be tested to make sure it is the right type of fill. Mr. Boose stated that there are (2) things regarding this, first Mr. Welch remembers that part of this hill came from the BMV Building. Mr. Welch stated that some came from the school as well. This will have mix and match of materials in it. Mr. Welch stated he has 269 acres of landfill that can be used, but this is further away to truck. Mr. Brady asked what do we need to do to get that soil tested. Mr. Boose stated that Ms. Ziemba and Mr. Welch need to work with the architect to get this moving forward. Mr. Welch stated that they have a contract with CTL and this will be done through them. The contract is not with the architect and CTL, it is with the Commissioners and CTL. Mr. Boose stated he doesn't understand why this wouldn't go through the architect. Ms. Ziemba stated that it did they brought it to the Commissioners that the Board would contract with this company. The architect fielded the request and narrowed it down to this group. Mr. Boose stated that this is something they shouldn't be waiting on. Ms. Ziemba stated that it needs to go through the architect. Mr. Brady asked, as Commissioners, do they need to do anything at this time? Mr. Welch stated no, he will need to get the specs from the architect and then get pricing. Mr. Boose stated he spoke with Rich Marett regarding where do you find dirt and he said, you need to find someone who wants a pond. Mr. Boose stated that the two driveways to the BMV were built up according to the architect.

Mr. Welch stated that he only got one cost for snow plowing but they need to update the contract to include CLI – the company is going to maintain their pricing from last year. Mr. Welch gave the opportunity to another company to bid, its been over 3 weeks now and he has not received anything. Once he receives a hardcopy that includes CLI – he will bring it before the Board. Mr. Boose stated that he would like the contract to not have it listed as CLI. Mr. Welch asked what would they like it to be called? The Board stated transportation building. Mr. Wilde stated it is actually 306B S. Norwalk Rd.

Mr. Welch stated that he was able to get the transfer station license renewed. The cost of this is \$100.00. He has filled out the paperwork and sent it back to the EPA. This is pretty standard.

Mr. Wilde asked Mr. Welch to explain what had happened over the weekend with the concrete. Mr. Welch stated everything went well, they had all the concrete poured before 10 a.m. Saturday morning. It had all day Saturday, Sunday and Monday to adhere. Around 5 a.m. Tuesday they tested it and put saw cuts in for some relief joints. It worked out well for us.

Waiver Request from Republic: Mr. Welch explained that there is a waiver request from Republic on behalf of American Excelsior. As the Board they have to approve this waiver. The waiver includes about 120 tons of foam type material. They would like to take it to Erie County. Mr. Welch stated that this material has always come to us at the landfill. They want to take it to Erie so they are requesting the waiver. Mr. Welch stated that Republic had the contract years ago and they used a compactor box at that time. Then another company came in and got the contract. They had an open top box, they would come to the transfer station, tip the box up and everything comes out. BFI wins the contract and they have a compactor box. The problem is you can get about 90% of the foam in there and you can't always get it all out. This is why they are requesting the waiver. Mr. Welch stated that this is a very unusual request. He has never seen one where the problem is not the waste, it is more how it is being delivered. Mr. Boose asked: it can be removed, it will just take some manual power. Mr. Welch stated yes, they can get it out. Mr. Welch stated that as a district they must review the waiver, determine whether or not it financially impacts our Solid Waste District Plan. Mr. Wilde and Mr. Brady both stated of course it does. Mr. Welch stated that next Tuesday there will be a resolution to either deny or approve this waiver. Mr. Welch had Albin Bauer prepare the resolution because this is not our standard waiver request. Mr. Boose asked who approves the waiver, Mr. Welch stated the Board of Solid Waste District which is the Commissioners. Mr. Boose asked Ms. Ziemba do they have to go into special session as the Board of Solid Waste to approve this resolution. Ms. Ziemba and Mr. Welch both stated they have never done that before. Ms. Ziemba stated that the resolution numbers are different to signify Solid Waste District. The resolution will define the board's role making this decision, not as the Huron County Commissioners but as the Board of Solid Waste District.

Mr. Welch stated that they did get one cost for plan maintenance for HVAC, it is on the high side of \$50,000.00. He needs to get one more cost. Mr. Welch stated the key is what are they doing and how often will they be doing it. When he receives these, he will send them to the Board to review. The one he has right now is incomplete doesn't include the transportation building, he will have to revisit this with Air Force One and he is sure the cost will go up. Mr. Boose asked are they looking to contract with an outside vendor for HVAC if major issues were to come up? Mr. Welch stated that major issues you have to go out to bid, this is just for the maintenance of the HVAC units. Mr. Welch explained that you have regular maintenance on all your HVAC equipment, that is either done monthly, quarterly or annually. This is done on your air handlers, rooftop units and boilers. Examples of regular maintenance would be changing out filters, belt replacements and oil/lube of the parts. This is strictly bringing someone in who will inspect the equipment, change out filters and belts and do basic minor repairs. Mr. Boose stated that we just went out for advertisement for an HVAC person, and if we find an HVAC person and they are able to do some of this, are we still paying this vendor the full amount? Mr. Welch stated they suggested a quarterly plan, where we pay every quarter. If we hire an HVAC let's say in the 2nd quarter they will stay on to help that person out until the 3rd quarter and we can determine if we will continue with their services or not. One of the advantages of this company over others is that they own a filter company. This is a large national company where the local companies will have to go and buy the filters separately Mr. Welch stated that when looking at the maintenance there are a few points he would like to highlight:

- They are willing to respond to anything in less than 24 hours.
- Preferred customer service rate.
- Boilers will be inspected twice a year.
- Chillers will be inspected three times a year.
- Roof top units will be inspected four times a year.
- Convincing units and hand pumps will be inspected twice a year.
- They are on call.
- Annual filter and belt changes.

Mr. Welch has some items that he will need legal counsel to review. Mr. Boose stated that this is something we need soon and that the legal counsel get this as soon as possible to review. Mr. Welch stated he understood, he is having an issue getting that second cost.

Mr. Boose asked what the update on the elevator project was, Mr. Welch stated they have been working on it but backed off yesterday because of the rain. They are working on the roof now. Mr. Boose asked if they were working on it today, Mr. Welch stated he did not see them when he came in. Mr. Welch will give them a call and find out, he was not sure if they were calling for rain or not today.

Mr. Minor stated that he just received an invoice for some repair work that was done at Family Life Counseling. The bottom notes are as follows: it was frozen and plugged, they got it unplugged and thawed, was able to get it on and running, however it is not running well. They noted that the furnace is 45 years old.

The heating side on this unit is not working at all. Mr. Boose asked why is it that when there is an issue with HVAC they all say it is old equipment. Mr. Boose stated you have aging equipment, but had an HVAC person that was able to keep them up and running. When it gets cold out they will not have any heat. The Board advised Mr. Minor to get a quote to replace this unit. Mr. Welch stated that this will be very pricey because it is not one piece of equipment, he stated there is 8-20 pages of equipment for each unit. Mr. Boose stated that for next years' budget they need an HVAC 5-year plan. Mr. Brady stated that we need to get this unit at Family Life Counseling fixed.

Concrete project at Courthouse: On the bid estimate there is a section that states prices based on using the existing footers, assuming they are structurally sound. Mr. Minor stated there are no footers. If you have the stairs they are supposed to have, footers are needed. Mr. Brady stated normally you have footers under steps. Mr. Welch stated there is nothing underneath them expect soil. Mr. Minor said that the steps at the back of the courthouse may have fared better because they are protected from the weather better by the awning. There are a couple of options for the Benedict side. If we don't have them dig a footer, then instead of the wall coming across that we wanted, it could be a sloped hill with a higher curve with grass or river rock. Mr. Minor noted that people could still almost jump up and cut through. It would be approximately \$1,300.00 to hand dig the footer. The footer behind the main steps at the courthouse would be approximately \$5,000.00.

Mr. Boose asked if the \$5,000 is for the hill or a wall. Mr. Minor stated a wall. Mr. Boose did not feel we should put anything up but a wall. It would leave us liable if people could climb a hill.

Mr. Minor discussed the options for the angle on the wall and asked which option they would like to use. Mr. Boose felt they should use the cheapest option. Mr. Wilde did not feel that would make a difference.

Ms. Ziemba noted they may not have enough money for this project and should get with Ms. Stebel to verify they have enough money for it. Mr. Welch noted we should make sure we get an official change order from them.

Office Building Basement – The commode was put back in and it should be functioning today or tomorrow.

The Recorder's area is complete. It was done last Thursday and it is a lot nicer there. The air handler is a lot smaller and quieter.

Dog Warden floor. He is waiting for them to start this at the end of this week or the beginning of next week.

Clock tower window re-glazing. This work should begin at the end of September or beginning of October.

Mr. Boose asked if the 22 E. Main St paint job was completed. Mr. Minor stated they are painting for the Auditor right now, but he has a couple of touch up spots he wants them to get at 22 E. Main St.

Cracks in parking lot have finally been repaired.

OLD BUSINESS / NEW BUSINESS

Commissioner Boose updates:

MHAS Recovery Walk in Willard – Mr. Brady and Mr. Boose to attend. Mr. Boose will talk.

Last Tuesday there was a discussion about Victims Assistance, they talked about the issue of it lowering the amount of money they are getting. This goes back to 2017, when we gave them \$30,450.00. Mr. Boose thought they didn't have a grant at all that year. Discussed the amounts we gave them each year and we did not understand why they are stating we are missing payments.

Ms. Ziemba sent an e-mail to our architects asking them to keep moving forward with the bid documents for the senior center.

Statehouse Report had article on housing. HB 33 gives \$600,000, but Mr. Boose did not see much that we could use. We will be getting money for the building demolition.

This is the one where he got the information about OSU extension increases county share of educator compensation by \$1,000 per each educator.

Mr. Boose asked if we had checked to see if our Public Defender had filled out their survey. Mr. Boose said that CCAO is doing a survey about indigent defense and he wants to make sure we fill it out.

Mr. Boose asked if we had heard anything more from our consultants about CEBCO on Tuesday. Ms. Ziembra said that Ms. Hozalski told her they meet on Monday to get the information, then would bring it to us on Tuesday.

Mr. Brady said the meeting on Monday would be virtual. Mr. Boose mentioned that he and Ms. Ziembra researched and found there is approximately \$1.4M in the reserve account. They discussed how this account was used previously and how it should be used.

At 10:25 a.m. Terry Boose moved to enter into ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; ORC 121.22 (G) (5) Matters required to be kept confidential by federal law or rules or state statutes; ORC 121.22 (G) (6) Specialized details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. 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*

10:57 a.m. Bruce Wilde moved to end Executive Sessions ORC 121.22 (G)(1), (5), & (6). Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

**No action taken*

At 10:58 a.m. the board recessed to travel to S. Norwalk Road to tour the property.

At 11:19 a.m. The board resumed regular session at the South Norwalk Road property. Attendance: Harry Brady, Terry Boose, Bruce Wilde, Pete Welch, Steve Minor, Mike Armstrong, Vickie Ziembra, James Johnson, John Swartz and Shylee Greszler.

FL space needs request:

- From the temporary wall back through the dock area.
 - Hallway and dock area as common area or a percentage split?
 - AOS Studio – no lease - \$0 cost, fire up kiln's and use electricity.
- Lunch room and hallways – common area or HCC ?
- Restrooms and room immediate outside that area – shared space.
- Small garage to the side of the dock area.
- James Johnson's office area and room next to it.

How many parking spaces does FL (Firelands Local) need? At least 2 for trucks and 2 for shred vans. Would like 10 spaces.

Parking spaces available: 32 in the fenced in area. 5 by the main office building. No parking spaces in the front of the building.

Garages: each has 8 bays. The first garage has pull through doors. Second garage requires backing out.

Need to ask SCAT/transit how many employees they will have onsite on a daily basis.

Property needs to have the weeds cleaned up.

Outside patio area is HCC – needs to be cleaned up.

At 12:23 p.m. Bruce Wilde moved to adjourn. Terry Boose seconded the motion. The meeting stood adjourned.

REGULAR SESSION

THURSDAY

SEPTEMBER 07, 2023

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 September 07, 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 12:23 p.m.

Signatures on File