

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; Randal Strickler, Assistant Prosecutor; Brad Mesenburg, Citizen; Patricia Didion, Citizen; Jeff Colvin, Citizen; Rich Marett, Citizen; Greg Telecky, Kleinfelder; Sarah Ross, NEDC; Jamie Grant, Kleinfelder; Gina Hartman, Clerk of Courts; Shylee Greszler, Norwalk Ohio News.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the January 30, 2024 meeting(s) were presented to the Board. made the motion to waive the reading of the minutes of the January 30, 2024 meeting(s) and approve as presented. seconded the motion. Voting was as follows:

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

24-069

**IN THE MATTER OF APPOINTING LEE TANSEY, HURON COUNTY ENGINEER AS REPRESENTATIVE TO THE DISTRICT 9 EXECUTIVE AND INTEGRATING COMMITTEES**

Bruce Wilde moved to adopt the following resolution:

**WHEREAS**, the Board of Huron County Commissioners desires to appoint Lee Tansey, Huron County Engineer, to the District 9 Executive and Integrating Committees, each appointment being for a three-year term; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby appoints Engineer, Lee Tansey representative to the District 9 Executive and Integrating Committees to a three-year term for each, beginning May 23, 2024 and expiring May 23, 2027; and further

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberation 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.

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

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

24-070

**IN THE MATTER OF APPOINTING DOUG GREEN, HURON COUNTY ENGINEER’S OFFICE, AS AN ALTERNATE TO THE DISTRICT 9 EXECUTIVE AND INTEGRATING COMMITTEES**

Bruce Wilde moved to adopt the following resolution:

**WHEREAS**, a recent Ohio Public Works Commission advisory now permits the appointments of alternates by the appointing authority; and

**WHEREAS**, the Board of Huron County Commissioners desires to appoint Doug Green as an alternate for Lee Tansey, Huron County Engineer, to the District 9 Executive and Integrating Committees; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby appoints Doug Green as the alternate for Lee Tansey, Huron County Engineer, to the District 9 Executive and Integrating Committees for a three-year term to each beginning May 23, 2024 and expiring May 23, 2027; and further

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberation 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.

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

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

24-071

**IN THE MATTER OF APPOINTING HURON COUNTY COMMISSIONER HARRY BRADY AS THE COMMISSIONER REPRESENTATIVE TO THE DISTRICT 9 INTEGRATING COMMITTEE**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, the Board desires to appoint Huron County Commissioner Harry Brady as the commissioner representative to the District 9 Integrating Committee for a three-year term; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby appoints Commissioner Harry Brady as the commissioner representative to the District 9 Integrating Committee to a three-year term beginning May 23, 2024 and expiring May 23, 2027; 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.

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

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

24-072

**IN THE MATTER OF APPOINTING HURON COUNTY COMMISSIONER TERRY BOOSE AS AN ALTERNATE TO THE DISTRICT 9 INTEGRATING COMMITTEE**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, a recent Ohio Public Works Commission advisory now permits the appointments of alternates by the appointing authority; and

**WHEREAS**, the Board of Huron County Commissioners desires to appoint Terry Boose as an alternate for Harry Brady, as the Huron County Commissioner representative to the District 9 Integrating Committee; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby appoints Terry Boose as the alternate for Harry Brady, to the District 9 Integrating Committee, to a three-year term beginning May 23, 2024 and expiring May 23, 2027; 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.

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

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

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

24-073

**IN THE MATTER OF REQUEST FOR STATEMENT OF QUALIFICATIONS AND PROPOSALS FROM QUALIFIED CONSULTANTS TO PERFORM NECESSARY FUNCTIONS RELATED TO THE PY 2024 CDBG ALLOCATION PROGRAM FOR HURON COUNTY, OHIO**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners intends to contract with a qualified consultant to perform necessary functions related to the PY 2024 CDBG Allocation Program for Huron County, Ohio; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby request qualified consultants interested in performing the necessary functions related to the PY 2024 CDBG Allocation Program for Huron County to submit their Statement of Qualifications to the attention of Ms. Vickie Ziemba, Administrator/Clerk, 180 Milan Ave., Ste. 7, Norwalk Ohio 44857 no later than 2:00 PM on March 1, 2024. The Scope of Work includes development of a grant application, preparing an environmental review record, carrying out a fair housing program, performing contract management, implementing financial and program records, and general administration of the Allocation Grant; and further

**BE IT RESOLVED**, that notice of this will be placed in a newspaper of general circulation on Friday, February 16, 2024 and posted on the County’s website [www.hccommissioners.com](http://www.hccommissioners.com) accessed by clicking on legal notices. A copy of which is 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.

Harry Brady seconded the motion.

**\*Discussion:** Ms. Ziemba explained this was the start of the CDBG grant year. It is a two-year grant program.

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

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

**REQUEST FOR QUALIFICATIONS/PROPOSAL**

Huron County will be receiving Statement of Qualifications and Proposals from qualified consultants to perform necessary functions related to its PY2024 CDBG Allocation Program. The Scope of work includes development of a grant application, preparing an environmental review record, carrying out a fair housing program, performing contract management, implementing financial and program records, and general administration of the Allocation Grant.

Consultants interested in providing these services should submit their Statement of Qualifications and Proposals for consideration. Include information regarding the consultant’s ability to perform professional planning and application preparation services; grant administration and implementation experience; technical training, education, and the consultant’s personnel experience of individuals to be assigned to CDBG Allocation Program projects within Huron County. Also, qualifications should include information relative to experience with Federal/State compliance, consultant’s CDBG Allocation Program specific experience, qualified personnel availability, quality of work, and history working with Huron County.

Statements of Qualifications and Proposals should be sealed and sent to the Huron County Commissioners’ Office, Attn: Ms. Vickie Ziemba, Administrator/Clerk, 180 Milan Ave, Suite 7 Norwalk, OH 44857 no later than **2:00 p.m. on March 1, 2024.**

**To Newspaper: Publish in *Legal Section* on February 16, 2024.**

Please provide one (1) affidavit

**IN THE MATTER OF TRAVEL - None****SIGNINGS - None****OLD BUSINESS / NEW BUSINESS**

The only thing Ms. Ziembra had to discuss was budget. She explained they received the Amended Certificate after 4:30 last night so it was not reflected in their budget sheets.

Mr. Wilde stated they have the EHOVE facilities meeting today, and Willard Chamber. Mr. Boose will be meeting with the fairgrounds tonight at 8:00 p.m. CCAO General Government meeting this afternoon; CCAO Board meeting tomorrow. Mr. Brady noted there was a TIC meeting at 10:00 and a Stepping Up meeting at noon.

Mr. Boose would like to mention to Dick Wiles tonight that maybe they should have a brief discussion at the next Township dinner meeting regarding fire issues.

**At 9:15 a.m. County Project Updates****Joel Reidy, Network Administrator****Broadband**

The towers serving the areas west of Norwalk and South of Monroeville are set to go live within the next week with speeds of 100x100MBs. North Coast Wireless is still working on the fast 6 ghz band which will support 200x200Mbs. Amount spent so far \$701,525.

Mr. Boose was concerned there would be money left from the \$1.3 million ARPA bucket. He wanted to over-appropriate rather than under-appropriate. Mr. Boose asked Mr. Riedy to be thinking about other internet projects they could do to try to use up that money. Ms. Ziembra advised that he do it quickly, because it will have to be bid.

**IT**

IT met with the IT consultant Cyberbear, the evaluation has been done, we are waiting on the final results. I believe we did well, but they want some things added to our computer use policy.

**Fiber circuit**

The issue with the pole attachments has been resolved, and work is starting next week.

**Senior Center**

IT met with Steve Beal from the senior center. Most of the necessary tech equipment has been selected. IT needs to do one last review and we will send it to the commissioners for approval.

Mr. Riedy stated that a lot of the equipment for the senior center was being paid for through a grant. Mr. Boose believed this was the Healthy Aging grant. He thought they were using part of that money for classes and suggested Mr. Riedy check on it. Ms. Ziembra said at the very least they need to have something from Job & Family Services, who is administering the grant, saying that this is an eligible expense and the dollar amount.

**At 9:30 a.m. Greg Telecky, Kleinfelder & Jamie Byer-Grant, Kleinfelder, Grant discussion.** Mr. Boose wanted to explain why he had asked them to come in. Everyone knows his feelings about grants and how difficult it is for rural communities to get them. Mr. Telecky thought they could possibly help. Mr. Boose said part of the issue we have with competitive grants is we don't seem to get them very far ahead of time and we don't have extra personnel in the county to take care of it.

Mr. Telecky explained they were with Kleinfelder, formerly Poggemeyer Design Group. Identifying and pursuing funding is something they have always done. They are primarily engineers and architects but a lot of their competitors don't focus on funding. He said all the reasons Mr. Boose identified are why they do it. They saw a gap or an opportunity to be of support and help to their client base on identifying those types of programs. His experience is you have to tell your story. You have to identify who the right people are to talk to. That's what they do; they define who they need to connect with to enhance the opportunity to win that funding.

Mr. Brady asked if their firm functioned like a subcontractor - we could call you and say there's this grant, we don't have time to deal with but we want it. Then you would give us a price and go after the grant. Mr. Telecky said that was somewhat simplified, but definitely they can operate that way. He said the number

one thing is telling your story. The other thing is collaboration. In the world of funding today it is collaboration, who can you collaborate with. What doesn't seem to work is going alone in a vacuum. If you look at who is getting funded you will see they did a great job telling their stories to the right people and they have collaborative partners along the way. That's what they look at. They don't just read the form and start filling in blanks, they start strategizing. What is the big picture, what are we trying to accomplish, what is the goal, what is the target and how do we build a great application.

Ms. Byer-Grant thought a couple things that came up was that there are hundreds, if not thousands, of different programs out there. The important thing is we, as Huron County, understand what we want to focus on. Whether it is transportation needs, water and sewer or site development. The really great thing about Kleinfelder is they can do all of the planning work and help target funding programs that are out there. Then, when it comes to the engineering or the design side of things, they have the expertise to come in and say okay, here is what it is going to take from a scope of work standpoint to do that sort of project.

Mr. Boose had a perfect example. Yesterday he got an email from CCAO saying there is a webinar on how to get a tax credit for single houses. It says it is to be administered by counties, townships, cities, villages, economic development. He thought it sounded great, but wasn't sure how they would be able to pull it all together. Ms. Ross said they are basically scrambling to keep up with the state and everything the state is prioritizing. She explained that was why she was here - to support them because of their mode of operation. It takes a year, two years, three years to strategize but if we are confident and coordinated around our strategy we can be ready to keep up with the state.

Mr. Boose said this wasn't just a commissioner issue. With grants, whether it is for the fire department or whatever it might be, a lot of people just don't know where to go. Mr. Brady would like to see if Mr. Telecky could be scheduled to come back in. He had some questions about how it works – do they do it on retainer, are there specific fees for things? He thought this was something that is critical and that we need in this county. Mr. Telecky said they would love to come back and have a more detailed discussion.

**At 10:00 a.m. the board recessed**

**At 10:07 a.m. the board resumed regular session with budget sessions.**

**Gina Hartman, Clerk of Courts budget**

Ms. Hartman provided a short budget review. In looking at 2023 – 2024 budget, it only went up about \$2,000. They were very close on a lot of the lines. Salary went up a little, salary employees was pretty much the same. Supplies and Other were increased based on the need for all the name changes to her name – envelopes, checks, signage and time stamps. The biggest line is the salary line – she has seven full time employees. Mr. Boose explained they had asked everybody to give them a 1% increase. Then they can multiply that by whatever to make their decision. They looked at last year's amount and they added 5% to it, it does not equal what the 1% is for this year. Mr. Boose said they would like a breakout of what the salaries were for the beginning of 2023, and end of year salaries so they can get to that number.

**Judge Conway, Common Pleas budget**

Judge Conway introduced Bill Thorman, the new Court Administrator/Magistrate. As an attorney, Mr. Thorman is able to back up Judge Conway and the Magistrate if they can't be there.

Judge Conway provided a copy of his budget, but they had already talked about what the issues were there. Mr. Boose thought they had all reviewed the budget.

HURON COUNTY COMMON PLEAS COURT  
ADULT PROBATION RENOVATION REQUEST

The Court would like the Commissioners to give consideration to address the use and condition of the Huron County Adult Probation Offices on the 5<sup>th</sup> floor of the county office building. The Court believes it would be appropriate to address the flooring throughout the offices and would ask consideration for a small expansion of the office.

## PROPOSED EXPANSION

The Court would like to explore the possibility of using the space currently utilized by Human Resources on the west side of the building and the unoccupied small office on the east side. If that were possible, the Court would like to move the existing glass secured doorway to the end of the hallway, just past the current janitorial closet. This should provide for an easier time moving the doorway as it will be placed into the same sized space. The Court would then propose moving the intake window to the current doorway space that directly faces the elevator. This will greatly enhance security for the office as the staff would have eyes on the probationers upon arrival on the elevator and it would secure the bathrooms that are used for drug testing.

The expansion would provide a conference room for probation that would meet its need for staff meetings, staff training, and for future programming uses for the probationers. It is anticipated that the additional office would be useful as future expansion of the probation staff is likely given the current status in the corrections field.

## PROPOSED FLOORING

The current flooring is a hodge podge of various carpet and vinyl which is dilapidated and has outlived its useful life. The Court would propose installing a floating 100% waterproof laminate throughout the offices. One exception would be if the westside office and conference room were made available, the carpet in these rooms is relatively new and would not need to be replaced.

## CONCLUSION

The Court would like you to consider these requests and to get estimates for their completion. Judge Conway would be happy to discuss these issues at any time. It's the Court's understanding that Human Resources rarely uses the westside space and that perhaps they could utilize the former NO BARS offices for these limited purposes.

Thank you for your consideration.

Judge Conway stated there had been some flooding on the 5<sup>th</sup> floor that resulted in maintenance having to come in and do some painting and refurbishing. As a result, he went over and took a look at the whole situation. He presented a proposal for some renovation work. The probation staff is likely to increase in the future. The judge would like to use the space where the Human Resources offices are currently, as well as the small unoccupied office on the east side. He thought they could use the conference room for staff meetings and trainings. There was space in the basement he thought Human Resources could use. Judge Conway had discussed it with Ms. Hozalski, who was okay with the idea.

There were a couple other things the judge wanted to mention. They are still hopeful the back entrance of the Courthouse could be made into an automated door.

He was not sure where they were with the bathrooms on the third floor. Mr. Boose said that may be a bigger issue than they realized, but they will take a look at it again. He was told there was a problem with getting water pressure to the bathroom. Judge Conway thought it was something that needed to be taken care of at some point. They could use it as a jury room if the bathroom was useable.

Mr. Boose brought up the front door. The Judge agreed, and said the front door and all the windows around need painted. Ms. Ziembra thought this was on the schedule.

Finally, the Judge brought up the back of the courthouse. There is currently a dirt path that leads to a hole. Mr. Boose said they planned to tear down the catwalk. One of the things that is holding them up is concerns about the need for some masonry work on the courthouse. They are getting quotes on that. Mr. Boose thought if they do tear it down they need to make that whole area presentable.

**Jim Sitterly, Prosecutor budget**

Mr. Boose said what he didn't understand, because he wasn't sure they have ever had one while he was commissioner, was the request for the capital case. Mr. Sitterly thought this was a very unique circumstance that could require a request for additional funds. However, that was only a function of the case going to trial. Mr. Boose asked if there was the possibility there could be more than one this year. Mr. Sitterly did not believe so. This one, based on allegations from September 2022, is the only capital case they are looking at. It is the first capital case in almost 40 years. He thought the last one was in 1986.

Mr. Wilde noted they were asking for \$10,500 more in their budget. Mr. Sitterly said they had statutory upcharges. For Supplies, he thought they discussed this last year. He thought prices for supplies have topped out, but they are asking for another \$1,500. \$9,000 for Equipment. Mr. Strickler said he put it in the worksheet, but the last two years he knew they set \$9,000 aside for them for equipment upgrades. They consult with Mr. Riedy and make a request to purchase something. What they are trying to do is rotate computers. Mr. Boose asked if that was something that should be planned every year and was a consistent need. Mr. Strickler thought it was.

Mr. Strickler said the other thing they asked for was the \$40,000 for the IV-E attorney. That amount has gone down each year. This is a request they make every year.

Mr. Boose wanted to talk about the capital case. The question was going to be where they put the money. He asked if it was something that was guaranteed to happen, so they just need to put it in the salary line? Or should they put it in Transfer Out so we have it if we need to move it over. Mr. Sitterly thought they should put it in Transfer Out. The reason for that was, every defendant has the right to plead out, even if it is at the last minute. And preparation for a case like this happens well in advance. They could be preparing for a trial that doesn't happen. Mr. Boose said, as a commissioner, it was best that they hear what the possibilities are rather than get a shock when it happens. They have a Contingency account, but the goal is to never use it. Mr. Sitterly said he would look at it as an insurance policy. Mr. Brady asked at what point would the money potentially be needed. Mr. Sitterly said it would occur in the first half of the year. Mr. Brady thought they should be prudent and do this.

Mr. Strickler asked if they wanted to talk about VOCA. Mr. Boose said his opinion was, they went through all this last year. There were a few changes to benefits. He has seen Mr. Strickler try to find money for it over the last few years. It did not look like there would be an increase at the federal level. Mr. Boose was okay with it, he did not need a discussion. Mr. Brady did not need a discussion, but wanted to make sure they funded it through the first quarter of next year. Mr. Strickler said he did. It was also Mr. Strickler's opinion that they could use the opioid money to fund part of this. Mr. Sitterly said the thought behind that was drugs impact so many of the fact patterns in which you also have victims. Opioid, alcohol and mental health. And that is what the opioid money is meant to combat. Mr. Boose clarified they were discussing the opioid settlement money.

Mr. Boose addressed the three commissioner candidates in attendance. He noted they had seen three different budget hearings, and each one of them had been different. But all three had done what they had asked for with help in the budget. If there is something coming up in the budget that they need to plan for, help us do that. Don't surprise us in the middle of the year.

#### **County project & ARPA updates**

Mr. Welch confirmed with the board they wanted him to get a cost to get water to the third-floor bathroom. Mr. Minor added they would probably need to rerun drains. Mr. Boose said he did not want them to spend \$10,000 to figure that out. Mr. Minor said they already had costs, they would just need to be updated. Mr. Brady asked them to provide an update. At least then they could give an answer to the judge. Mr. Minor pointed out that bathroom was not handicap accessible. Mr. Sitterly thought the restroom in the front of the law library was. Mr. Welch asked what the door width was; he was not sure it was handicap accessible.

#### **Steve Minor project updates**

Mr. Minor said as far as the concrete for 306 S Norwalk Rd, they were just waiting for the weather to break to get on the schedule for that.

Administration building roof is done. They have been happy with Damschroder.

Mr. Brady said it was unofficial, but NCAT received \$270,060 to use for the S. Norwalk Road building. NCAT wants to work with the county on what they want to accomplish as far as fixing the building. Mr. Boose said they need the amount in writing, and they need in writing what it can be used for. Mr. Welch asked if they could get a copy of the grant to see what it could be spent on. Mr. Welch asked who would be administering the grant. Mr. Brady said he hasn't seen it yet, but assumed NCAT was going to administer it. Mr. Boose wasn't sure how someone else could get a grant and pay for work to be done to our capital. Ms. Ziemba thought we would bid out the project and NCAT would pay the bill. Mr. Brady said Ms. Habig has indicated NCAT wants to work with the county as to what we want to accomplish out there with that money and it will all be done as the county does business. Mr. Boose said they will need a timeline as to when the money needs to be spent. Mr. Brady said it becomes available on July 1, so he thought it was for their fiscal year, which would end June 30. Mr. Welch felt they should meet with NCAT and see what they want done. Mr. Boose noted they were going to be working on that building with three different sets of money and they needed to make sure the right projects were done with the right money. Mr. Welch wanted to confirm they still planned to use ARPA money for the heating and air out there. Mr. Boose said they did.

Mr. Minor said they have the mailboxes and posts purchased and labeled. OUPS is meeting them out there next week so they can get them put in. Mr. Tansey has offered to put some stone or mill grindings down at the mailbox pull off area to make it a little nicer.

Two air handlers are in for the Administration building. Mr. Welch is working on scheduling. Mr. Boose was hoping this could be done before spring.

Mr. Minor has pricing on light fixtures for the Recorder's office and the entire downstairs. To replace every fixture, not including labor, is \$20,000. These are all LED. With labor, the ballpark was \$50,000 for the whole project. Mr. Boose though this was in the budget to be done and they should move forward.

**Pete Welch ARPA updates**

When Mr. Boose adds together all estimated costs for the ARPA projects, it comes to just under \$9,800,000. We have \$10,000,000 to use. Mr. Boose wanted to add projects to the ARPA list to go over the \$10 million. Any overages could be paid for out of capital projects. He wants to do this because they are guessing on a lot of things.

Mr. Welch said when he and Mr. Minor went to Garmann/Miller on Monday they talked about four different things. One was the Senior Center. There have been some concerns about the prefab walls being built offsite. They discussed how we are going to investigate to make sure prevailing wage is being paid. The schedule was also brought up. At this point they don't know where they are going to end up. The contractor is saying they need until December to complete it. Mr. Boose thought it was the end of October. Mr. Welch said that is what the contract says. He reminded them that when the contract was written it had to go through a review process with Mr. Strickler and Ms. Gordon. This took longer than they anticipated. Also, they pushed the bid date back from the original. So, they already lost three weeks there.

Mr. Welch said they also discussed the basement of the downtown office building. Garmann/Miller is going to send a structural engineer to take a look at where the basement extends under the sidewalk. They think there may be a way to peel the sidewalk back, waterproof and put drainage in so it doesn't leak into the basement. Mr. Boose said the whole reason they brought it up was because there are issues with the front door. Mr. Welch said it was more the concrete than the door. Mr. Boose said whatever it is, it needs to be fixed. After discussion it was decided they needed to fix the whole block, not just a portion of it. Roof at 22 E Main/downtown complex. Garmann/Miller is preparing a proposal to put bid specs together. Mr. Welch hoped to have that within the next month so they could go out to bid. He would also like to wrap the tuckpoint work in with that.

JFS carpet. Mr. Welch thought everyone had agreed they were doing the whole thing. He reminded them they looked at the project last spring and the architect's cost to prepare the bid documents was \$35,000. Mr. Boose asked if this was an ARPA project. Mr. Welch said he did not have it on his list as ARPA funding. Part of the problem last year was JFS wanted things reconfigured. Instead of just flooring it became a remodel. Mr. Boose thought they should talk to Ms. Minor and let her know we can save a lot of architect costs and other costs by just putting new flooring in. Mr. Welch will talk to Mr. Monnin about getting new pricing. He asked if they were including the Veteran's. Everyone agreed it should be included.

HVAC. Garmann/Miller does not have the manpower to help with HVAC projects. They told Mr. Welch they could get to them next year. Discussion on the bidding process and how specs can be written. Mr. Welch is going to check with other architects. He asked if they could bid all the HVAC projects together. Ms. Ziemba said the answer is, whatever makes the most sense for the county. She had already talked to Ms. Gordon. Mr. Welch said his first concern was getting the air on at 306 S. Norwalk, so that one may have to be separate.

Mr. Boose brought up the back entrance. Part of it is going to be solved with a new roof. He did not want to replace the inside ceiling until the new roof was done. Ms. Tkach told him there is an HVAC problem in the back room. Mr. Minor said that unit doesn't work. Mr. Boose would like to get the whole thing fixed and pay for it with ARPA. Ms. Ziemba asked what building they were discussing. Mr. Welch said it was the downtown office complex, back door. It is the "employee only" entrance right now.

***At 12:20 p.m. Bruce Wilde moved to Enter into Executive Session ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

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

***At 1:00 p.m. Bruce Wilde moved to End Executive Session ORC 121.22 (G)(1). Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

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

***\*No action taken***

**At 1:01 p.m. the board recessed**

**At 1:56 p.m. the board resumed regular session**



**Budget Discussion**

Ms. Ziemba said she would need to add a line into 046/IT for Unemployment, as they have a potential unemployment claim.

Sheriff's budget. For the most part, Mr. Boose was okay with the Sheriff's budget, except they have not resolved what gets paid out of special funds and what gets paid out of general fund. If they put together a contract that includes something for the car and something for health insurance, he was not sure they want to do car expenses out of that fund. He would think they would have an indirect line item like they do with indirect costs, where the departments pay the general fund for indirect costs. That way it gets paid out of that special fund and goes into the general fund. That seemed to make sense for health insurance and the vehicle. Everyone agreed that did make sense.

Mr. Boose said the reason this was important was because of the way the sheriff does contracts now. If it is health care, that could be \$12,000 per year. That \$12,000 is now sitting in that account for him to use because we haven't expensed it out of that account. That is a special account. He thought they should put a line in and call it something like Indirect Costs/Health Care, so the expenses can be paid out. That was where Mr. Boose thought they were lacking. He was also concerned that there were other benefits that would be overlooked. For instance, shift differential and longevity. He would like a more generic line for those benefits so three years down the road when longevity comes up it is included, not just health care. Mr. Brady suggested they call it "any compensated benefit". Mr. Boose liked that better than just having a line for hospitalization.

Generically Mr. Boose didn't have a problem with the sheriff's budget this time. He didn't see him adding vehicles. He is not adding a new deputy per shift or anything like that. There were one or two things he would like to take out, but he didn't think it was worth an argument with the sheriff. Mr. Boose thought his overtime was too much, he could manage that better. But that is not where he wanted to go. Mr. Brady thought it was interesting he had decreased his Salary Employees from the interim budget. Mr. Boose said it wasn't exactly where he would like to see it, but he thought it was a reasonable budget.

Ms. Ziemba wanted to chime in on the school resource officer. They have one revenue line, so those are the checks coming in. They do have a hospitalization line, so they are paying their hospitalization out of there. At interim budget they have \$15,863 budgeted for it. There is an "Other" expense line, which is a little over \$10,000. So far they have paid cell phone stipends out of that. Mr. Boose didn't think he was consistent with his contracts. As he understands, the contract he has with Norwalk City Schools is that Officer Conney's salary is 100% paid by the school. Because he doesn't work during the summer. Mr. Boose was not sure who was paying all his vacation, all the sick time, all that other stuff. That all builds. If five years down the road they haven't taken all of it we end up paying out of our account for it. You get so much sick time and so many vacation hours for every hour you work. Mr. Boose thought the schools should pay for the portions earned while the SRO is working for them. So, if they work for the school 75% of the year, then 75% of that needs to be included in the contract. If they are working three quarters of the year, and they get sick during school hours that is on the school. The schools should pay 75% of vacation earned. Norwalk was easy. Mr. Boose thought it got complicated with the other two contracts. He didn't know how they could figure out what hours they were working for the sheriff and what hours they were working for the schools in the other two contracts.

There was one other thing Mr. Boose wanted to say. There are a lot of indirect costs they are not charging. There are guns, vests, all those kinds of things we are not charging Norwalk School for. Officer Conney is not working in the sheriff's office, he is a special deputy. To Mr. Boose a special deputy is one you call in for an emergency. Most of the time special deputies volunteer their time. But we are paying for vests and other items. He didn't want to go into detail, but what he was saying was, if we pay the special deputy, it is a cost to us. A vest costs several thousand dollars. Gun, ammo, training, those all add up. Why should we pay those just because Sheriff Corbin says he is okay with it? Mr. Boose did not think there was any movement towards Officer Conney not working for us next year and working for the City schools. As Mr. Boose understands, Norwalk City School is not arguing about money. The city doesn't want to do it. And why would the city not want to do it? Vests, uniforms, all those costs that are coming out of our general fund, they don't have to pay. Mr. Boose still 100% disagrees with our prosecutor that the sheriff can contract with Norwalk Schools for a school resource officer and we don't have any say in it. The sheriff should pay for, out of that account, vests, guns, uniforms. 100% of any cost that comes for Conney should be kept separate and they should charge Norwalk for. Mr. Brady stated that was the law. Mr. Boose said he was willing to overlook small things if they were working for us. But if they are 100% working for Norwalk, then Norwalk should pay 100% of any costs.

Jail budget. Mr. Boose was okay; he didn't see anything in there.

Auditor budget. Mr. Boose wanted to have Mr. Tkach in to talk about his budget. Ms. Ziemba said he was scheduled to come in to the next meeting. Mr. Boose said he was very concerned about adding money to all of his payroll accounts based on another issue we have come to see. The numbers don't make sense. Data Processing increased from \$60,557 to \$72,500. He asked if that was one person getting a raise? There

is only one employee. Mr. Boose said, if you read his interim budget, he is saying they need to train people for Tax Map and Data Processing. He questioned how you could do that with \$12,000. This is why Mr. Boose wanted him to come in. Discussion as to whether Mr. Tkach had included new employees or if that was his ask. Mr. Boose noted that Tax Map had increased by \$36,000. He thought they could hire someone for that amount. But he wanted to know how they would know he had hired someone and he wants to know what that person is going to do. He did not want to pay \$36,000 for someone we don't need. Mr. Boose said the Auditor also has a \$40,000 increase. He would like Mr. Tkach to tell him how his load has increased that he needs that person, not just that he needs to train. Everybody has that issue when you hire people. Ms. Ziemba said she knew Ms. Saunders in the Auditor's office was retiring. Mr. Boose said she has been there for a very long time. So, you hire someone to replace her and it should be less than what you pay a person who has been there a very long time. You use that money as training money for an extra month. Ms. Ziemba pointed out that was not how it had been working lately. Mr. Brady said he would like to hear what the Auditor has to say.

Board of Elections. Mr. Boose noted there were some major increases from last year to this year – Seasonal Staff Salaries and PEO. PEO more than doubled. He would like an explanation as to why these two line items increased so much.

Mr. Boose said he would love to be able to pay for the two new commissioners to be able to go to Winter Conference. This would be before they officially take office. He has asked Ms. Ziemba to check with the other counties to see if any of them have ever done that. Ms. Ziemba stated that Ms. Crable had checked into it. One county came back and said they do, and had provided an opinion letter. Ms. Ziemba thought they could at least budget for it.

099. Mr. Boose had a couple questions on 099. Mr. Welch has talked about the floor for the Transfer Station, if we could pay for it, or at least part of it, out of general fund. Mr. Boose thought they should use ARPA – it was a big project, big dollar amount, easy reporting. Ms. Ziemba will check with Ms. Gordon on this.

Mr. Boose thought a general fund project would be to tear off the outside elevator on the Administration Building. The holes are plugged and it will never be used again. Mr. Boose said there was some electrical work and some masonry repair that would need to be done. Mr. Brady thought there would be enough ARPA money to cover this project. Mr. Boose suggested Ms. Ziemba check with Ms. Gordon.

Ms. Ziemba said she wanted to add money to Capital Improvements for commissioner's scanning and for the car.

Mr. Boose would like to keep some transportation money in 099. He would also like to set aside some money in 099 for grant administration. He suggested \$50,000. Ms. Ziemba thought there should be more. After discussion it was decided she should put in \$50,000 - \$75,000.

Ms. Ziemba informed the board they had a request for a letter of support from the City of Bellevue regarding the One Time Strategic Community Investment Fund Grant, HB33. They are asking for a letter of support towards the cost of a revitalization project that would clean up blight and construct a downtown amphitheater and park in the heart of the City of Bellevue. They all agreed to do this.

**At 3:13 p.m.** Bruce Wilde moved to adjourn. Harry Brady seconded the motion. The meeting stood adjourned.

**IN THE MATTER OF CERTIFICATION**

The Clerk to the Board does hereby attest that the foregoing is a true and correct record of all actions taken by the Board of Huron County Commissioners on February 15, 2024.

**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 3:13 p.m.

Signatures on File