

REGULAR SESSION

THURSDAY

APRIL 5, 2007

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Mike Adelman, Gary W. Bauer, Ralph A. Fegley.

07-109

IN THE MATTER OF APPROVING PUBLIC OFFICIALS BOND FOR KATHLEEN A. SCHAFFER HURON COUNTY TREASURER

Mike Adelman moved the adoption of the following resolution:

WHEREAS, Kathleen A. Schaffer has been appointed to the office of Treasurer as interim Treasurer for a four a term commencing April 1, 2007 – September 6, 2009; and

WHEREAS, in accordance with Section 321.02 of the Ohio Revised Code said Elected Official shall obtain a Public Officials Bond with the amount of said Bond to be fixed by the Board of Huron County Commissioners; and

WHEREAS, said bond shall be approved by the Board of Huron County Commissioners; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby fix the amount of Bond for the above named Public Official to be \$50,000 and further the Board does approve said Bond which shall be filed with the Huron County Auditor and kept in his office during the term of office; 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
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

- Bond on file Auditor's Office.

07-110

IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$500.00 SUBMITTED TO THE BOARD APRIL 5, 2007

Gary W. Bauer 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:

Huron County Department of Job & Family Services

Bobels Supplies RFP bulk for entire agency \$10,839.24 now 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.

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

Aye - Mike Adelman
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

07-111

IN THE MATTER OF ACCEPTING THE RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCIL (TIRC)

Mike Adelman moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners is in receipt of recommendations from Bellevue TIRC; Willard TIRC; Plymouth TIRC; Monroeville TIRC; Norwalk TIRC; New London TIRC for the tax abatement agreements; and

WHEREAS, per the Ohio Revised Code Section 5709.85(E) the legislative authority is required to meet within sixty (60) days after receiving the TIRC recommendations to either accept or not to accept the TIRC recommendations.; and

WHEREAS, it is the desire of the Huron County Board of Commissioners to accept the recommendations of the above mentioned TIRC Committees; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby accepts the recommendations of the above mentioned TIRC committees 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.

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

Aye - Mike Adelman
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

07-112

IN THE MATTER OF APPROVING OF THE AGREEMENT FOR THE HOUSING OF JUVENILES IN THE WOOD COUNTY JUVENILE DETENTION CENTER

Gary W. Bauer moved the adoption of the following resolution:

WHEREAS, Huron County does not maintain a juvenile detention facility; and

WHEREAS, the Board of Huron County Commissioners is desirous of entering into an agreement with Wood County for the receipt, custody, and care of juveniles at the Wood County Juvenile Detention Center; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby enters into agreement with Wood County for the receipt, custody, and care of juveniles at the Wood County Juvenile Detention Center as per contract 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.

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

- Aye - Mike Adelman
- Aye - Gary W. Bauer
- Aye - Ralph A. Fegley

- Agreement on file Commissioners' Office.

07-113

IN THE MATTER OF ADVERTISING FOR THE POSITION OF HUMAN RESOURCE DIRECTOR PART TIME EMPLOYEE FOR HURON COUNTY

Mike Adelman moved the adoption of the following resolution: and

WHEREAS, it is the desire of the Board of Huron County Commissioners to hire a Human Resource Director, part time for Huron County; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners will solicit applicants for the position as per Huron County Personnel Policy Manual Section 2.1 -2.5; and further

BE IT RESOLVED, that said position has been determined an unclassified position and is in pay range of \$22.00 -\$30.00 per hour with hours not to exceed 20 hours per week; and further

BE IT RESOLVED, that all those applying must have a resume with references and a Huron County application for employment submitted to the Commissioners' Office by end of business day, (4:30 p.m.) on Friday, May 11, 2007; 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
- Aye - Gary W. Bauer
- Aye - Ralph A. Fegley

**CLASSIFIED ADVERTISEMENT
HUMAN RESOURCE DIRECTOR – PART TIME**

Huron County is seeking a motivated individual to manage the Human Resource/Labor Relations functions of Huron County. Must have a bachelor's degree in human resources/labor relations or have five years experience. Experience in union negotiations and knowledge of Civil Service Rules and Regulations required. Compensation pay range \$22.00 - \$30.00. For immediate consideration, please forward your resume and salary requirements to Cheryl Nolan, Administrator/Clerk, Huron County Administration Building Suite 7, 180 Milan Avenue, Norwalk, Ohio 44857 by 4:30 p.m. May 11, 2007. Applications are available online at www.hccommissioners.com. Later submissions may be considered in the County's discretion until position is filled. EOE

HURON COUNTY POSITION DESCRIPTION

An Equal Opportunity Employer

Page 1 of 2

Job Title: County Human Resource Director

Supervisors: Huron County Commissioners **Code:** _____

Job Summary: Under the general direction of the Huron County Board of Commissioners, the Human Resource Director is responsible to assist all elected officials and department heads in the hiring of new

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personnel and termination processes; oversee the Worker’s Compensation program; administer employee benefits; wage and salary compensation; coordinate employee performance evaluations; maintain job descriptions; represent Huron County Commissioners in union negotiations; manage Equal Employment Opportunity(EEO) affirmative action plan including Americans with Disability Act (ADA); and review and update personnel policies.

Minimum Qualifications: Bachelors degree in Human Resource Management, Labor Relations or a related field or equivalent and four (4) years experience in Human Resources Management/Labor Relations. Must be able to manage confidential documents and information and possess excellent communication skills.

Preferred Qualifications: At least five years experience in Human Resource management, labor relations or a related field with specific experience in union negotiations. Familiarity with the Ohio revised code, Department of Administrative Services rules and regulations and the State of Ohio Civil Service standards and practices.

Essential Job Functions:

1. Research and advise the County Commissioners on all personnel related matters. 20%
2. Review the policies and procedures; make recommendations and initiate revisions as needed. 5%
3. Oversee the Worker’s Compensation Program to include claims management and participate in safety and risk management. 5%
4. Manage and participate in the interview process for employees of the County Commissioners including but not limited to: job postings, advertisements, background checks and drug testing procedures, interviews with department heads and elected officials as necessary. 15%
5. Review and update employee descriptions with department heads and elected officials as necessary. 5%
6. Review and make recommendations concerning all employee counseling and disciplinary actions. 5%
7. Conduct pre-disciplinary hearings for county departments as necessary. 5%
8. Schedule and attend employee grievance meetings as requested. 2%
9. Assist with the administration of employee benefits to include health and life insurance, EAP program, wage and salary compensation and the recommendation of compensation on an annual basis and recommend revisions to the benefit structure. 10%
10. Loss Control, Safety and Worker’s Compensation functions shall report to the Human Resource Director.
11. Coordinate wellness program changes and follow the activities of the Health Insurance Committee and make recommendations on changes to the Huron County Commissioners. 5%
12. Represent the Huron County Commissioners in union negotiations. 15%
13. Conduct or direct training on Human Resource issues as needed. 5%
14. Perform related duties as required. 3%

Job Location: Work is performed primarily at the Huron County Office building at 180 Milan Avenue, Norwalk, Ohio and at other county buildings as assigned.

Work Hours: Flexible work hours and overtime may be required.

Equipment Used: Computer, Telephone, Calculator, Copier, Fax.

Critical Skills/Expertise: Effective communication skills; knowledge of Federal and State Personnel and Labor Law, dependable and honest; being a team player, etc. The Human Resource Director may attend functions or meetings on behalf of the Huron County Commissioners and be able to develop options on complex and difficult personnel problems.

Other Responsibilities: Other related functions and responsibilities as designated by the Huron County Commissioners.

Huron County Commissioners:

IN THE MATTER OF THE CONSTRUCTION OF THE GRADE SEPARATION STRUCTURE CARRYING STATE ROUTE 250 OVER THE TRACKS OF CSX TRANSPORTATION, INC. IN FITCHVILLE AND GREENWICH TOWNSHIPS, HURON COUNTY, OHIO

Mike Adelman moved the adoption of the following resolution:

WHEREAS, this agreement made between the State of Ohio, acting by and through the Director of Transportation of the State of Ohio, as First Party, hereinafter referred to as the STATE, the County of Huron, as second Party, hereinafter referred to as the COUNTY, and CSX Transportation, Inc. as the Third Party, hereinafter referred to as the COMPANY; and

WHEREAS, the STATE and COUNTY propose to construct a new grade separation structure (Bridge No. JUR-250-1841) to carry State Route 250 over the tracks of the COMPANY (CSX) at milepost QI-50.68 in Fitchville and Greenwich Townships, Huron County; and

WHEREAS, it is desired by the parties hereto to carry out and accomplish the construction of the PROJECT over the tracks of the COMPANY at the point hereinbefore mentioned and to determine and agree upon the manner of doing said work and the portion of said work to be done by each of said parties respectively, and the proportion of costs and expenses to be paid by each of said parties, and the mode and time of payment therefore; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby enters into agreement with the STATE and COMPANY 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.

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

Aye - Mike Adelman
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

- Contract on file Commissioners' Office.

IN THE MATTER OF TRAVEL

Gary W. Bauer 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
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

Mike Adelman, Commissioner, on April 20, 2007, to Columbus, Ohio, for CCAO Trustee meeting; on April 26, 2007, To Columbus, Ohio, for CCAO Sub-committee meeting, Corrections.
Cheryl Nolan, Commissioners' Office, on April 19, 2007, for CCAO/Affiliates Council meeting.
Tom Ashleman, Commissioners' Office, on April 16, 2007, to Mansfield, Ohio, for BWC hearing.

Administrator/Clerk's Report

OTHER BUSINESS

Mike Adelman addressed the cell phone policy in regards to the maintenance department and Loss Prevention Coordinator. Mr. Fegley will speak with Tom Ashleman, Loss Prevention Coordinator.

Mr. Adelman also presented the RX savings plus discount report.

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RxSavings Plus Discount Prescription Card Program

RxSavings Plus Discount Prescription Card Program

3/01/07 - 3/31/07
Discounted Prescriptions: 293
Total Savings: \$3172.26

2/01/07 - 2/28/07
Discounted Prescriptions: 280
Total Savings: \$3030.48

70-Month Totals
June 2001 - March 2007
Discounted Prescriptions: 94,075
Total Savings: \$1,341,168.74

69-Month Totals
June 2001 - February 2007
Discounted Prescriptions: 93,782
Total Savings: \$1,337,996.48

Cardholders: 2181

Cardholders: 2181

Ralph Fegley stated that he is trying to contact Poggemeyer Design to get a work schedule. Stated that he received a call from Judge Cardwell stating that they are setting their summer schedule and needs to have the work schedule.

The Board discussed someone attending a meeting with Paul Gillmor in Willard on April 12, 2007 at 9:30 a.m.

At 9:50 a.m. Mike Adelman moved to enter into **Executive Sessions 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) (3)**) a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action; **ORC 121.22 (G) (4)**) preparation for, conducting, or reviewing negotiations or bargaining sessions for public employees, concerning employee compensation or other terms and conditions of employment. Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye - Mike Adelman
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

At 10:35 a.m. Mike Adelman moved to end Executive Sessions ORC 121.22 (G) (1); ORC 121.22 (G) (3); ORC 121.22 (G) (4). Gary W. Bauer seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye - Mike Adelman
Aye - Gary W. Bauer
Aye - Ralph A. Fegley

Assistant Prosecutor’s Report

Daivia Kasper discussed the lease with Dick Rench in regards to the letter received from Mr. Rench. The Board agreed to keep the same lease, and to omit the six month out clause.

IN THE MATTER OF PROCLAMATION

PROCLAMATION

WHEREAS, children are Huron County’s most precious and valuable resource; and

WHEREAS, each child has the right as a human being, to live and grow in a safe and supportive environment; and

WHEREAS, children who are loved and nurtured grow up to love and nurture others, giving back to their own family, their community and their state, the care that was bestowed upon them; and

WHEREAS, child abuse/neglect is a complex and on-going problem in Huron County, which

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affects too many of our children;

and

WHEREAS, child abuse/neglect is a community problem, and finding solutions will depend on involvement of people throughout Huron County;

and

WHEREAS, child abuse/neglect prevention programs will succeed because of partnerships among private sector agencies and the people of Huron County;

and

WHEREAS, all Huron County residents are urged to take action to prevent child abuse and neglect;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HURON COUNTY

COMMISSIONERS, that Huron County, Ohio recognizes April 2007 as:

CHILD ABUSE AWARENESS MONTH

IN WITNESS WHEREOF:

We have hereunto subscribed our names this 5th day of April in the Year of Our Lord Two Thousand and Seven.

BOARD OF HURON COUNTY COMMISSIONERS

Mike Adelman, Gary W. Bauer, Ralph A. Fegley

At 10:45 a.m. Gary W. Bauer 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 April 5, 2007.

IN THE MATTER OF ADJOURNING

The meeting was called to order at 9:00 a.m. With no further business to come before the Board, the meeting was adjourned at 10:45 a.m.

Signatures on file.